

WEBER COUNTY SHERIFF'S OFFICE		POLICY AND PROCEDURES	
SUBJECT: Special, Temporary and Supplemental Assignments		CHAPTER/SECTION NO.: 22.20, 22.21	
EFFECTIVE DATE: 10/7/03		REVIEW DATE:	
AMENDS/SUPERSEDES: See attached sheet		APPROVED: ** See Master File SHERIFF	
STANDARD NUMBER: N/A			

22.20 Discussion

22.20.1 Special, temporary and supplemental assignments are created, or they exist because of a need to address special problems, issues, crime types, community needs, or their existence enhances the operation of the Sheriff's Office in its delivery of service to the public. As such, consideration for and selection of personnel for special, temporary or supplemental assignments will have Office need as the primary focus.

22.21 Policy

22.21.1 Supplemental assignments, also known as supplemental duty or duties, are job tasks that are performed on a limited, case-by-case basis.

22.21.2 Special assignments for sworn personnel are defined as any assignments other than patrol, that are not temporary or supplemental in nature, the duration of which is decided by Office need.

A. Special assignments for non-sworn personnel are defined as any assignment outside the scope of the job for which the individual was hired, that is not temporary or supplemental in nature, the duration of which is decided by Office need.

22.21.3 Selection for non-supervisory special

assignments, and temporary assignments will normally be made by competitive process, except where an overriding department need exists, as determined by the Sheriff. See chapter/sections 11.3 and 11.4 for the selection process.

- A. All assignments and transfers shall be at the discretion of the Sheriff.

- 22.21.4 Training provided for personnel not yet selected for special assignments should, when possible, immediately follow the selection, however, department need may override that process.