



PROBATIONARY PERIOD & SENIORITY

INDEX CODE: 714
EFFECTIVE DATE: 07-30-08

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I. PROBATIONARY PERIOD

The probationary period for County employees is mandated by Article 8, 1-107, of the Anne Arundel County Code.

A. Newly hired police officers serve a probationary period as follows:

1. Those who attend the Anne Arundel County Police Department's entrance level *or comparative compliance* training program and/or those who are certified through attendance at an MPCTC approved college curriculum serve a probationary period of one year from the date of hire. At least six (6) months of this probationary period must be completed after completion of entrance level training and/or college certification.

Note: Anne Arundel County employees who are hired as entry level police officers shall serve the entry level probationary period irrespective of having served a County probationary period when originally hired by the County.

2. Lateral entry officers will serve a six (6) month probationary period from the date of hire, unless extension is necessary due to needed additional training.

B. Newly hired civilian employees of Anne Arundel County will serve a probationary period of six (6) months from the date of hire as specified in the County Code. The probationary period may be extended for an additional six (6) month period if necessary.

II. SENIORITY OF SWORN OFFICERS

Seniority recognition is determined by a sworn member's length of continuous service as a police officer with the Anne Arundel County Police Department. Service with other agencies of County government will not be credited toward service as a police officer. Previous employment as a police or corrections officer, military service time, and employment in any capacity other than a sworn member of this department will not be included in the definition of seniority. Upon completion of the probationary period, a member will accrue seniority commencing from the date of hire.

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III. AUTHORITY OF SENIOR OFFICERS

Seniority designations do not denote or confer supervisory authority. They do, however, identify the senior officer during the temporary absence of a supervisor. During such absences, the senior officer present or available for duty acts as the ranking officer.

IV. PROPONENT UNIT: Personnel Section.

V. CANCELLATION: This directive cancels Index Code 714, dated 07-01-07.