

Police Officer Lateral Entry Program

1027.1 POLICE OFFICER LATERAL ENTRY PROGRAM

1027.1.1 PURPOSE

The purpose of the policy is to define the process used to guide the department on allowing officers with previous Law Enforcement experience to lateral transfer into our agency.

1027.1.2 POLICY

It will be the policy of the department to recognize an applicant's previous law enforcement experience by providing a starting salary commensurate with the applicant's tenure in law enforcement.

1027.2 THE ORDER

A. In order to be considered for employment with this agency, applicants must meet all established pre-employment minimum requirements, as well as successfully complete all testing, screening, and background screening components. To be eligible for consideration within the lateral entry program the applicant must have had powers of lawful arrest and authorized to carry a weapon for (2) two years. All applicants wanting to be considered for the lateral entry program must possess an Indiana Law Enforcement Academy Certification or meet all of the requirements for the I.L.E.A. Waiver Requirement.

1. Law Enforcement Experience is defined as: fulltime employment with a local, county, state, or federal agency that has primary responsibility for law enforcement and arrest powers.

2. For the purposes of the Lateral Entry Program, military experience does not qualify.

B. The Lateral Entry Program does not recognize rank or seniority rights from the officer's previous employment. The below information will be used as a guide for entry-level salaries.

An officer granted employment under lateral entry shall begin employment as a probationary officer for pay, benefits and merit. Upon successful completion of the F.T.O. program, the lateral entry officer shall be granted pay and benefits equal to the Patrol Officer, first class, but will remain in a probationary status for a period not to exceed one year as required by Merit Commission Rules and Regulation (Article II, Section L (1)).

1. Academy certification and two (2) or more years of law enforcement experience will equal the pay grade of a Patrol Officer, first class.

C. Candidates accepting employment through the Lateral Entry Program will be entitled to the following leave during their first year of employment upon successful completion of the F.T.O. program.

1. 40 hours vacation, which will be prorated based on the employee's start date.

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2. One hundred (108) hours of Personal Holiday time, which will be prorated based on the employee's start date.
3. At the completion of the first year of employment the employee will receive additional vacation time based on current department policy and procedures.
4. Lateral transfers will receive vacation time based on the years of service they bring with them as it fits in the established allotment.
 - a) 120 hours of vacation from years two (2) through four (4) of service.
 - b) 160 hours of vacation from year five (5) through nine (9) of service.
 - c) 200 hours of vacation from years ten (10) through fourteen (14) of service.
 - d) 240 hours of vacation from fifteen (15) years of service and over.

An officer's vacation is granted within the calendar year if that officer completes the specified number of years of service anytime in that calendar year.

D. Candidates wanting to be considered for the Lateral Entry Program must meet all of the requirements of the 1977 Indiana Police and Fire Pension Fund (PERF), and be accepted into the Pension Fund.

1. Out of state candidates and other applicants not currently a member of this fund must not have reached their 40th birthday at the time of employment.

E. Lateral transfers are eligible for a \$5,000 sign on bonus, \$2,500 of which will be paid upon completion of the FTO Program and \$2,500 upon completion of their first year.