

22.11.1 Off-Duty Employment - General Requirements

A. Officers may not work off-duty as a peace officer – for a private employer for pay or for any entity on a volunteer basis - without complying with this policy. Officer compliance is the responsibility of both the officer and the officer's immediate supervisor, who shall bring any violation to the attention of the Chief of Police.

B. Working off-duty is a privilege, not a right. Officers wishing to work off-duty as a peace officer shall complete an off-duty work request, including in the request a description of the work to be performed. The request must be approved prior to the performance of the work by the Chief of Police. The approval to work off-duty may be revoked by an officer's supervisor or commander; revocation is not subject to grievance or appeal.

C. Officers on initial/new hire probation may not engage in off -duty employment with the exception of any of the following circumstances:

1. The probationary officers is a lateral officer with experience with another agency and has completed the Field Training Officer program and is operating as a solo officer.

2. The probationary officer has completed the Field Training Officer program and the off-duty assignment is within the Eloy city limits and is critical to Department and City operations.

D. Off-duty work may not interfere with an officer's performance with the Department. All officers working off-duty continue to be bound by Department policies and the General Orders Manual.

E. While working off-duty, officers shall take those enforcement actions and make those arrests that the officer would if working on-duty. Officers shall not perform tasks outside the scope of law enforcement duties when engaged in off-duty work (e.g., acting as a cashier while employed to provide law enforcement services). Officers shall immediately notify their supervisor and then submit a written report documenting the circumstances of any of the following should they occur while working off-duty: incident involving use of police powers, injury to the officer or others, complaints involving the officer's services, court appearances resulting therefrom, or liability concerns.