

401. EXTRA OR OUTSIDE EMPLOYMENT

Once this administration is cognizant of the financial burdens facing Police Service Employees and because this administration expects that Police Service Employees demonstrate financial responsibility and an average social status, it is obvious that employees of the Breckenridge Police Department must seek alternatives to augment their income.

However, should employees choose to augment their income by extra or outside employment, certain considerations must be met.

a. Administration Control

- a. All employees must submit, in writing, a request for extra employment (except part-time employees).
- b. All requests for outside employment must be approved by the Chief of Police.
- c. All employees must acknowledge that the City of Breckenridge is the primary employer and as such requires employees to be available for call at all times.
- d. Any approval granted for outside or extra employment may be revoked for good or sufficient reasons.
- e. Employees who are self employed and manage their own working hours and jobs need approval for the type of work they are performing.

a. Restrictions

- a. Extra employment should not exceed 36 hours in any 7 days that regular duties are 40 or more hours.
- b. Extra employment should not exceed 84 hours any 7 days that no regular duties are performed.
- c. Extra employment should not exceed 6 hours in any 24 hour period that a regular shift is worked.
- d. Extra employment should not exceed 12 hours in any 24 hour period a shift is not worked.
- e. No extra employment duties will be performed that are in conflict with

regulations of the Breckenridge Police Department

- f. No extra employment rules or regulations will be enforced that are not authorized by City, State, or Federal laws.
- g. Extra employment duties involving acting as an agent or representative of a firm or employer must be fully explained. Work involving private or personal investigations must be approved by the Chief of Police on an individual basis.
- h. The Chief of Police may prohibit working extra employment jobs in a highly controversial area.
- i. Extra employment will not be approved at places when known police characters frequent or businesses that are frequently cited for violation of liquor laws.
- j. No employee will work at extra employment while on duty.
- k. No employee will be permitted to engage in extra employment while on sick leave or injury leave.
- l. Voluntary service such as with Ambulance or Fire Department is not encouraged, however, is acceptable if a position as a supervisor is not taken where a requirement to be present for all activities is necessary.
- m. Employees working at outside employment as special police officer, security guard, bouncer, etc. shall not wear the uniform or equipment of the Breckenridge Police Department.
- n. Employees working at outside employment security work are encouraged to check with their part-time employer about workmen's compensation benefits in case of injury and liability insurance in case of lawsuits.