

WOLFEBORO POLICE DEPARTMENT

SOP 2.16

Date Issued: 04/13/2020

Review: 02/25/2021

[Note: This written directive is for the internal governance of the Wolfeboro Police Department and, as provided by RSA 516:36, is not intended and should not be interpreted to establish a higher standard of care in any civil or criminal action than would otherwise be applicable under existing law.]

By Order of:
The Wolfeboro Police Commission

HAZARDOUS DUTY PAY POLICY

Policy

During any Local, County, State or Federal declared or non-declared Emergency, or any other time deemed appropriate under circumstances which the Wolfeboro Police Commission deems an “emergency situation” Wolfeboro Police Department Employees may, at the discretion of the Wolfeboro Police Commission, receive an additional \$2.50 per hour (up to \$100 weekly per pay period) of Hazardous Duty Pay for each hour they physically report for work at their permanent work site or reassigned work location to perform assigned job duties. Personal residences (home) or some other safe-haven or habitat is not considered a job location. Employees may not receive HDP for hours worked remotely from residence (home) or for hours where they received any type of paid or unpaid leave. This includes compensatory time, (aka comp time) or hours that the employee is directed to stay at home for any reason, or any other type of non-work status.

SOP 2.16
Hazardous duty pay Policy

Purpose To establish a policy and procedure that implements uniform procedures for ensuring staff members who are required to work during extra-hazardous conditions are assigned special pay for hazardous duty. This policy will be applicable to the tracking of wages during an impending or declared emergency and/or disaster response and recovery period for all employees working under the hazardous conditions. In an emergency, this policy is intended to ensure fair and equitable compensation for Wolfeboro Police and Central Dispatch employees. Wolfeboro Police and Central Dispatch provides essential services that must continue during emergency situations, such as public health emergencies, crises, or other extreme emergencies such as weather hazards that pose a significant risk of harm to the general public and workers. Such services are essential to ensure the continuity of government operations, Law Enforcement, and Communications for government purposes in order to provide for public safety, and to expedite the reestablishment of normal government services. During certain emergency situations, it is understood that Wolfeboro Police and Central Dispatch employees: perform duties that may pose an increased risk to their health and safety, perform their regular duties under extreme or austere circumstances or in locations that may pose an increased risk to their health and safety, or both. The Wolfeboro Police Commission recognizes that such employees should be compensated for their willingness to take on such risks and dangerous conditions beyond that for which they normally operate under.

Responsibilities This policy may take effect when certain conditions exist that pose a hazardous work environment to one or more employees for either a specified period or time, or under emergency conditions when no time-line has been established, and only with a 2/3 vote of authorization from the Wolfeboro Police Commission. Upon approval of the Wolfeboro Police Commission, the Chairman of the Police Commission may implement this Hazardous Duty Pay Policy for the greater Wolfeboro Police Department (including Wolfeboro Central Dispatch and Animal Control) in whole or in part, based on those assigned to work under the identified hazardous condition. All employees, regardless of length of service or job status, who physically report to their assigned work locations during a public health or other declared emergency may be eligible for Hazardous Duty Pay (HDP).

HDP is a supplement to the employee's regular rate of pay. It is not to be added to the hourly rate for Over time computation (OT). Specified employees may receive HDP while performing duties or working in a location that may be affected by an emergency or disastrous event.

SOP 2.16**Hazardous duty pay Policy**

Action The HDP Policy is a stand-alone policy to provide additional compensation to employees during recognized emergency or disaster events. It is simply additional monetary compensation awarded to employees by the Wolfeboro Police Commission through their fiduciary responsibilities over the Wolfeboro Police Department's budget. Nothing in this policy is meant to suggest that this compensation replaces or supplants any additional Local, County, State, Federal or other like, or similar compensation which may become available or awarded for the same emergency or crisis action at a later date in time.

Future Policy Application

The HDP Policy may be amended and activated as deemed necessary for any emergency or disaster event for the purpose of providing employees with additional compensation while working in emergency situations.

Effective Date:

The Policy becomes effective 13 April 2020 upon 2/3 votes of the Wolfeboro Police Commission.

Review/Budgeting:

The Chairman and the Commission will review this monetary award and amend as necessary on each month upon and after its activation. Additionally, this monetary compensation may be rescinded based upon the circumstances of the emergency crisis, or the availability of funds.