

CITY OF ANDERSON POLICE DEPARTMENT

Anderson, South Carolina

DIRECTIVE TYPE General Order	EFFECTIVE DATE March 20, 2006	NUMBER 902
SUBJECT Position Responsible for Coordination of the Grievance Process		
REVISED		
REFERENCE SCLEA 9.1.2	AMENDS/SUPERSEDES All Others	
DISTRIBUTION All Personnel	RE-EVALUATION DATE Annual	NO. PAGES 1

A. Purpose:

To communicate to all members the position which is responsible for coordination of all grievance procedures.

B. Policy:

The City of Anderson Police Department is part of the City of Anderson, Incorporated. As such, the Personnel Manager for the city is also the personnel manager for the police department. Therefore, the City of Anderson Personnel Manager is responsible for coordinating grievance and / or appeal procedures for police department personnel. The policy is outlined in the City of Anderson Policy and Procedure Manual, section VI-140.

The Personnel Manager will be responsible for determining if a copy of the grievance action should be forwarded to the City Manager, and if need be, the Personnel Manager will forward the necessary information to the City Manager. (SCLEA 9.1.2)

The City of Anderson Personnel Manager will adhere to all policies and procedures as outlined in the City of Anderson Policy and Procedure Manual when coordinating police department grievances and appeals. In addition, the Personnel Manager is available during regular business hours to answer any grievance related questions and / or to assist any member of the police department in filing a grievance.

By order of:



 Martin D. Brown, Chief of Police

4-6-2006
Date