

Unit Order 79 - Movement To and From Universal Sub-Station

PURPOSE:

The purpose of this Station Order is to establish guidelines and procedures governing the assigned movement of West Hollywood Station personnel, to and from, the Universal Studio Sub-station.

SCOPE:

This Station Order applies to all West Hollywood Station and Universal Studio sub-station Deputy Sheriff personnel.

ORDER:

Universal Studios sub-station is a temporary assignment, within West Hollywood Station. In order to ensure all West Hollywood Station patrol personnel remain proficient with the perishable skills associated with patrol and to ensure all personnel are cognizant of the location, geographical layout, and complexities of the Universal Studios sub-station operation and the surrounding patrol area, it is necessary for all West Hollywood Station Deputy Personnel to spend a period of time assigned to the Universal Studios sub-station.

Personnel who have successfully completed their patrol training, and have been assigned to handling calls for service in the City of West Hollywood area for at least six months, shall be eligible for temporary assignment to Universal Studios sub-station.

The order of movement to Universal Studios sub-station shall start with those having the least amount of West Hollywood Station seniority, and move upward to those with the most seniority.

Personnel who have worked at Universal Studios in the past may be exempt from movement, depending on their length of assignment and the needs of either unit.

The order of **movement from** Universal Studios sub-station, back to West Hollywood Station, shall start with those having the most amount of seniority assigned to Universal Studios sub station, and move downward to those with the least amount of seniority.

Personnel shall be assigned to Universal Studios sub-station for a minimum of six months, and for a maximum period of two years.

Personnel working at Universal Studios sub-station may be exempt from movement, depending on the needs of the unit.

Any Deputy Personnel who volunteer for movement into, or out of, Universal Studios sub station may be taken into consideration, as long as they have met the minimum requirements stated above.

All guidelines established in this Station Order are subject to the discretion of the Unit Commander, with the presiding factor being the specific needs of either assignment and/or the needs of the Department having the first priority in any movement decisions.

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