

Annapolis Police Department



GENERAL ORDER

Number: B.16

**Issue Date: September
2013**

TO: Personnel in Collective Bargaining Units

SUBJECT: Collective Bargaining

PURPOSE

The purpose of this General Order is to inform member's in their respective bargaining units that certain guidelines are established in order to reach labor agreements.

POLICY

It shall be the policy of the Annapolis Police Department to participate in the collective bargaining process as part of the collective bargaining team as established by the Director of Human Resources.

I. Collective Bargaining Team for the Police Department

- A. As stated in the Charter and Code of the City of Annapolis the Human Resources Director shall act as the primary representative for the purpose of conducting negotiations between any recognized employee organization and the city government.
- B. For police officer contracts the bargaining team will include the Human Resources Director, the City Attorney, the Chief of Police or his/her designee and a private labor attorney.
- C. .For civilian contracts the bargaining team will include the Human Resources Director, the City Attorney, and the Chief of Police or his/her designee.

II. Bargaining Units

- A. The City of Annapolis currently recognizes two bargaining units:
 - 1. For police officers - United Food and Commercial Workers International Union, AFL-CIO, Local 400; and
 - 2. For civilian employees - Maryland Public Employees Council 67 AFSCME, AFL-CIO Local 3162.

III. Procedures

- A. The City of Annapolis and the Annapolis Police Department participate in negotiations with the recognized bargaining units based on the principle of “good faith” bargaining as contemplated by the Taft-Hartley Act. This means that oral agreements made during negotiations are reflected in written contractual language and carried out in future management-labor relations.
- B. The ground rules for the bargaining teams are decided in advance of the process before negotiations for wages, benefits, and terms and conditions of employment. The City of Annapolis and the Annapolis Police Department agree to abide by these ground rules during the collective bargaining process and labor arbitration.

IV. Contract Management

- A. The City of Annapolis and the Annapolis Police Department agree to abide in both letter and spirit, by a negotiated labor agreement that has been signed by management, labor representatives, and ratified by the bargaining unit.
- B. The City of Annapolis Human Resources Officer will forward copies of all ratified labor agreements including modifications to the Chief of Police. The Chief of Police or his/her designee will send a copy of the contracts to all commanders, managers and supervisors of bargaining unit employees.
- C. The Chief of Police or his/her designee will review and amend affected written directives to ensure compliance with the agreements.

References
1. Accreditation Standard 24.1.1, 24.1.2 2. Charter and Code of the City of Annapolis 3. United Food and Commercial Workers International Union, AFL-CIO, Local 400 4. Maryland Public Employees Council 67 AFSCME, AFL-CIO Local 3162

Revision: This replaces General Order B.16 issued November 2000.