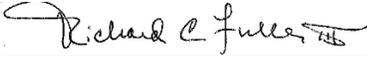


Kalamazoo County Sheriff's Office 	Written Directive		No.	1.0.32
	Subject	TEACHING & PAYMENT FOR NON-KCSO SCHOOLS AND SEMINARS		
	Effective Date	11/01/2006	Authorized By	
	Revision Date	11/01/2011	Sheriff Richard C. Fuller, III	
	Reviewed Date	7/20/2020		

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I. PURPOSE

To establish guidelines for the payment of services of Kalamazoo County Sheriff's Office personnel assigned or requested to teach at non-KCSO schools and seminars.

II. POLICY

- A. On-duty KCSO personnel who are assigned or requested to teach/lecture at non-KCSO schools/seminars that provide for paying instructors shall forward all payment to the Support Division Command.
- B. KCSO personnel who teach or lecture in non-KCSO schools/seminars as secondary employment must utilize Annual or Personal Leave Time if the school/seminar is scheduled during his/her regularly scheduled work hours.
- C. The member shall make arrangements with his/her Division Command or Shift Sergeant when on-duty time is requested for the non-KCSO school/seminar.
- D. Teaching or lecturing in non-KCSO schools/seminars is subject to KCSO Administrative review for compliance with appropriate standards of law enforcement professional conduct.

End of Written Directive
RCF