

**PINEVILLE POLICE DEPARTMENT
GENERAL ORDER
SECTION: 15 RESERVE UNIT(S)
SUBJECT: 1501 NON-CLASSIFIED UNIT REGULATIONS
EFFECTIVE 01/01/2015**

1. **PURPOSE.** This General Order establishes the authority and jurisdiction of the Pineville Police **Non-Classified Unit** (NCU). The Pineville Police NCU has been initiated to allow the Department to continue functioning in its highest standards. This is done through employment of officers that have retired from the Pineville Police Department through the **Municipal Police Employees Retirement System** (MPERS), but continue to provide necessary or specific functions for the Department. This is a select and paid position within the Pineville Police Department and serves at the discretion of the Chief of Police, subject to approval of the Mayor. Those individuals accepted as Pineville Police NCU Officers are Non-Classified, City of Pineville Police employees.
2. **POLICY.** The Pineville Police Department NCU is established under the authority of the Mayor and the Chief of Police. The NCU officer shall have full police authority including the powers of arrest. The NCU officer will maintain the Rank/Title they obtained at the Pineville Police Department prior to retirement through MPERS. The NCU officers shall adhere to all department policies, rules, and general orders.
3. **MISSION.** The mission of the Pineville Police NCU will be to supplement the police department personnel in the performance of their duties in a safe and consistent manner using current and valid policing techniques.
4. **ORGANIZATION & STRUCTURE.** The NCU is under the direction of the Chief of Police, and is appointed by the Chief of Police, subject to approval by the Mayor. The Chief of Police will oversee all policies, training, procedures and practices of the unit.
5. **SCHEDULE.** The NCU officer may be allowed to work a maximum of thirty-two (32) hours per week and this schedule is subject to prior approval of the Chief. There will be no overtime allowed for NCU officers, except in extraordinary events such as a natural disaster, and only with the Chief's prior approval. In this event the employee's schedule may have to be modified to re-conform with NCU employment status.
6. **LEAVE.** The NCU officer may be granted up to one hundred twenty-eight (128) hours paid leave time per year at the discretion of, and only with prior approval from the Chief or his designee. If granted, paid leave time cannot be accrued or carried over annually. The employee will not be paid for any unused leave time upon severance of employment. This time may be used as paid vacation leave or sick leave as needed at the employee's discretion. Scheduling of leave time must be approved in advance, by the Chief of Police or his designee. Should the employee exhaust all paid leave, any additional or further time taken will be without pay.

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7. WAGES. The NCU Officer will be paid an hourly wage that is based on their rank and that is consistent with current Department standards.

BY ORDER OF

Darrell B. Basco
Chief of Police