



The City of Powell Police Department  
**GENERAL ORDERS**



### 22.2.8 MILITARY DEPLOYMENT AND REINTEGRATION

In the event that agency personnel are activated and deployed by the United States Armed Forces for a period exceeding 90 days, the Powell Police Department will adhere to the following protocol in an effort to assist the employee reintegrate smoothly after deployment.

**Bullet A**

A. The Chief of Police will designate an agency point of contact for deployed agency personnel.

**Bullet B**

B. The Finance Director will act as the point of contact for deployed agency personnel on human resource and payroll matters.

C. The Chief of Police or designee will assist the employee to ensure that human resource and payroll matters are adjusted accordingly prior to deployment.

**Bullet C**

D. The Chief of Police will conduct an exit interview with the employee prior to deployment.

**Bullet G**

E. The Chief of Police or designee will determine the best form of communication with the employee during the deployment. During deployment, the Chief of Police or designee will communicate agency news and updates with the employee to the extent possible.

**Bullet D**

F. The Chief of Police or designee will ensure that agency-owned equipment used by the employee is stored securely during deployment.

G. Upon return from deployment, the Chief of Police or designee will assist the employee ensure that human resource and payroll matters are adjusted accordingly.

**Bullet E**

H. The Chief of Police will conduct an interview with the employee upon his/her return from deployment.

**Bullet F**

I. The Chief of Police or designee will ensure that the employee promptly receives any required initial or refresher training that the employee needs in order to resume his/her duties. This includes re-qualification on agency weapons and defensive tactics refresher training.

J. In the event the returning employee is in need of mental health services, the employee will be referred to the Employee Assistance Program offered through the City of Powell. However, due to the potential specialized needs a returning member may have (particularly those employees who were in combat), the Chief of Police or designee will consider any and all other resources available to assist the employee.

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### Supporting Written Directives

N/A

SAMPLE POLICY  
This may not represent this agency's current procedure.

