



**CITY OF NEWARK
DELAWARE**

**Memorandum of Understanding Between
The City of Newark
And
FOP Lodge 4**

AMENDMENT

Due to the modification of work schedules stemming from the COVID-19 pandemic, the membership of F.O.P. Lodge #4 was required, per the March 16, 2020 "Debrief #2", to suspend all vacations starting March 16, 2020 through May 31, 2020, however this was extended to June 14, 2020 per "Update #21". Officers who had planned and scheduled vacations during this time will be permitted to carryover hour for hour any vacation time they had to suspend from March 16 through June 14, 2020 into 2021. This is in addition to their normal carryover of vacation that is permitted under the current F.O.P. Lodge #4 contract. It is also understood by both parties that the extra hour for hour carryover of vacation time only must be utilized by December 31, 2021 or it will be forfeited. The officer must submit in writing to the Chief of Police their request for carryover of vacation only.

Additionally, this MOU will allow for officers to request additional carryover of time they were unable to use due to the 12-hour COVID-19 scheduling from July 20, 2020 through December 7, 2020. The allowable carryover time includes vacation, essential personnel time and personal days. The officers will submit their carryover request to their supervisor who will check schedules to assure that this time cannot be used by December 31, 2020. If the supervisor confirms the time cannot be used, the supervisor will sign off on the request and forward to the Chief of Police for final approval.

AGREED:

For the Union

William Anderson
President

For the City

Thomas Coleman
City Manager

11/12/2020
Date

Devan Hardin
Chief Human Resources Officer