



Returning Veterans	Related Policies:
<i>This policy is for internal use only and does not enlarge an employee's civil liability in any way. The policy should not be construed as creating a higher duty of care, in an evidentiary sense, with respect to third party civil claims against employees. A violation of this policy, if proven, can only form the basis of a complaint by this department for non-judicial administrative action in accordance with the laws governing employee discipline.</i>	
Applicable Arkansas Statutes:	
CALEA Standard:	
Date Implemented:	Review Date:

I. **Policy:** It is the policy of this department to be supportive of its personnel called to active duty service in the United States Military as well as provide uniform strategies to facilitate a smooth and beneficial transition when the veteran returns to resume their role in department operations. The Department believes an active role in the "reintegration" of veterans is vital to both the veteran and department's success.

II. **Definitions**

A. **Veteran:** A member of the Department who separated from the department to serve on active duty for a period of more than 180 days and was discharged/released with other than a dishonorable discharge; was discharged/released from active duty because of a service-connected disability or as a member of a reserve component or national guard unit under an order to active duty; served on active duty for any length of time during a period of war or in a campaign or expedition for which a campaign badge is authorized; and was discharged/released from such duty with other than a dishonorable discharge.

B. **Reintegration:** The process of integrating and assimilating returning veterans into Department operations in a safe and comprehensive way.

III. **Procedure**

Each returning veteran will participate in the department's reintegration program for a period to be determined by the Chief of Police or his designee. While time may differ depending upon the veteran's deployment length and military activities with which the employee participated during military deployment, a 30-day minimum reintegration period is recommended.

IV. **Officer Reintegration Program**

Irrespective of job assignment or sworn or non-sworn status, the first line supervisor of the returning veteran will assign the veteran to work with a partner for a minimum of 30 days where feasible. Although not mandatory, it is recommended that the partner be a veteran, preferably with comparable military experience. It will be stressed to the partner that his/her job is not to act as a Field Training Officer, but rather as an experienced

officer working with a peer, mentoring and preparing them to resume their role following an extended absence from the department. Reintegration will include:

- A. All administrative and auxiliary tasks to assimilate the veteran into department systems and processes, and obtaining the necessary access to records, databases, and communication networks;
- B. Retraining and recertification with department issued weapons prior to performing any law enforcement function;
- C. The veteran's supervisor advising the returning veteran of departmental resources available to them during and after the reintegration;
- D. A particularized audit of required training needs and certification requirements. A training plan will be created and/or conducted to ensure necessary competencies and certifications are met or updated in a reasonable and timely fashion, to include compliance with all certifications required by the State of Arkansas to accomplish the returning veteran's job function;
- E. A review of the use of force policy, options, and concepts where applicable;
- F. The assigned partner will assist the returning veteran in relearning matters that pertain to their job function which may include: radio procedures, re-familiarization or familiarization with technologies, introductions to new personnel and or local officials where necessary, as well as legal and policy review with emphasis on new policies and procedures that may have been enacted during the veteran's separation from the department;
- G. The returning veteran will merely assist their assigned partner with law enforcement actions for a minimum of 20 days allowing the assigned partner to take the lead role unless this is otherwise not feasible;
- H. At the end of a minimum 20-day period, or whenever the returning veteran feels comfortable returning to the primary law enforcement role, whichever is greater, the returning veteran will assume the lead law enforcement role for the remaining period of the reintegration. During this time, the first line supervisor will conduct weekly observations and performance evaluations;
- I. At the end of the reintegration period, the first line supervisor will make recommendations concerning the veteran's return to full duty status. The veteran's assigned first line supervisor will continue to monitor job performance for any signs of distress and need for further reintegration intervention; and
- J. Additional training/re-familiarization may be required for returning Veterans assigned to a CID function such as raid planning, undercover operations, surveillance operations, use of confidential informants, etc.

V. First-Line Supervisors Responsibilities

During the reintegration period, the first line supervisor will meet with the veteran and his/her assigned partner on a weekly basis. The supervisor will document the veteran's progress via memorandums to the Chief of Police or designee. At the end of the reintegration period, the first line supervisor will submit a request to restore the returning veteran to a full duty status or retain the veteran for a 2-week extended period in the reintegration program. All such requests will be made to the Chief of Police or designee via memorandum. In cases where an extended period is requested and approved, the

first line supervisor will continue weekly meetings and observations and forward a request to return the veteran to full duty status when appropriate. The Chief of Police or designee may grant additional extensions.