

BOARD OF PUBLIC WORKS AND SAFETY
Agenda Request Form

(Form B-01-2012)

Organizations and individuals are asked to submit a request form and supporting documents to be placed on the agenda. You will be contacted by the City confirming the date of the meeting in which your request will be heard.

Please make sure that your contact information is accurate in case we need to get in touch with you. The Board of Works meets on the 1st and 3rd Monday of each month at 5:00 p.m. in City Hall located at 70 E. Monroe Street.

Date Submitted:	July 1, 2014	Requested Meeting Date:	July 7, 2014
		Confirmed Meeting Date:	
Received by:			
Contact Information: Please provide all requested information in the fields below. (Print or Type)			
On Behalf of Organization or Individual:		Franklin Police Department	
Name:	Tim O'Sullivan	Telephone:	317-736-3670
Title or Position:	Chief of Police		
E-Mail:	tosullivan@franklin.in.gov		
Address:	2801 N Morton Street		
City:	Franklin	State:	IN
		ZIP:	46131
Who will attend the meeting and present the request?			
Name:	Tim O'Sullivan	Telephone:	317-736-3670
Title or Position:	Chief of Police		
E-Mail:	tosullivan@franklin.in.gov		
Please describe the purpose or title of your presentation.			
Updated SOP 1.28_Pregnancy Policy.			
Supporting documents: All supporting documents should be submitted with the request form.			
1. SOP 1.28_Pregnancy Policy.			
2.			
3.			
4.			

FRANKLIN POLICE DEPARTMENT STANDARD OPERATING PROCEDURE NO. 1.28

Subject: PREGNANCY POLICY		References:
Special Instructions:		No. of pages: -2 -
Distribution: All Units	Effective Date: July 8, 2014	Reevaluation Date:

1.28.1 PURPOSE

The purpose of this policy is to supplement other policies in the City Policy Manual that (1) prohibit unlawful discrimination and harassment based on an employee's race, color, sex (including pregnancy), disability, age (40 and older), national origin, and religion; and (2) prohibit retaliation against any employee who in good faith raises concerns about such unlawful discrimination or harassment.

1.28.2 POLICY

The City will not make hiring or other employment decisions on the basis of a pregnancy or anticipated pregnancy.

With respect to the terms and conditions of their employment, pregnant officers will be treated as other employees who have a medical condition. If eligible, pregnant employees are entitled to available leave, disability benefits, and reasonable accommodation. Reasonable accommodation will be made based on the employee's physician's assessment of whether she is able to safely perform all the essential function of a police officer whether with or without a reasonable job modification and Franklin Police Department's ability to make such a job modification without jeopardizing public safety. As with all medical conditions for all employees, reasonable accommodation does not include assignment to special light duty work.

Disclosure Of Pregnancy Status And Related Process

An officer is not required to disclose her pregnancy unless her physician (1) has specified restrictions and limitation on her ability to safely perform all the essential functions of her job or (2) has specified the employee is unable to work because of her medical condition. In that situation, the officer should provide the medical documentation to the Chief of Police who will (1) consult with the employee's chain of command, if necessary, to determine whether the officer can remain in her position and safely perform her duties with the physician's specified restrictions or limitations, or (2) if the employee is unable to maintain her employment, coordinate with the City Clerk to determine the employee's eligibility for City benefits, including medical or FMLA leave and disability benefits.

Uniforms

Uniforms (including duty belts) that will accommodate the needs of pregnant officers will be available on the same terms and conditions as they are made available to non-pregnant officers pursuant to the terms of the clothing allowance policy.

Report Of Violation Of Policy

All internal reports of a violation of this policy are to be submitted in writing to the Chief and include the nature of the concern: (1) who is involved; (2) what occurred; (3) the times and places of the relevant events; and (4) whether the employee has previously discussed her concerns with anyone in City management, including management and administration outside the Department (and who, if anyone, she discussed her concerns). All reports will be promptly investigated, maintaining confidentiality to the

greatest extent possible. The Chief will provide findings and conclusions regarding the employee's concerns in writing no later than sixty (60) days from the date he receives the report.

All external reports or complaints will be promptly forwarded to City Legal for review and action.

Return To Active Duty

An officer who has been on medical leave must provide medical updates, including her anticipated return-to-work date to the City Clerk, who is responsible for processing medical leave requests and return-to-work clearance consistent with medical leave for all employees. Before any officer is permitted to return to work, she must complete and return to the City Clerk's office a Fitness To Return To Work form provided by the City Clerk's office. The City Clerk's office and the Chief will coordinate and the Chief will notify the employee of the date she is to return to work.

The City is committed to maintaining confidentiality of employee's medical information to the greatest extent possible; therefore, employees are to submit medical information only to the Chief or to the City Clerk's office.