

RULE 8 - PROBATIONARY PERIOD

8.01 NATURE, DURATION AND PURPOSE

A. The probationary period shall be utilized for the effective adjustment of a newly appointed employee and for the elimination of any law enforcement officer whose performance does not, in the judgment of the Sheriff, meet the required standard of performance as defined in A.R.S. § 38-1104(I)(3).

B. All law enforcement officers shall serve an initial appointment probationary employment period of one (1) year, beginning on the first day of employment. If, in the judgment of the Sheriff, the law enforcement officer does not meet the required performance standards, the Sheriff may extend the probationary period when additional time is needed to properly assess an employee's suitability for their position, but in no event more than six (6) months. The law enforcement officer shall be given written notice of the action taken by the Sheriff prior to the expiration of the established probationary period or the law enforcement officer will be considered to have successfully completed the probationary period.

C. Time taken as paid vacation, paid sick leave, paid compensatory time, while working in a modified duty status, while on an unpaid leave of absence, or while absent due to an industrial injury or illness, not in excess of ten (10) working days, shall be counted as time served toward completion of the probationary period. If the amount of time taken exceeds ten (10) working days, the probationary period shall be automatically extended for a period of time equal to the full period of absence.

D. The promotional probationary period for a law enforcement officer who has achieved regular status shall be one (1) year. A promoted law enforcement officer who fails to successfully complete a probationary employment period shall be demoted to a position not less than the classification of the position they previously held without the right of appeal. A determination by the Sheriff that the employee's performance was unsatisfactory shall be sufficient cause for demotion. If no appropriate vacancy exists in the Office, the employee shall be dismissed without the right of appeal.

E. The period of probation for a regular status law enforcement officer who has been demoted shall be six (6) months. If in the judgment of the Sheriff, the demoted law enforcement officer does not meet the required performance standards, the Sheriff may extend the probationary period for an additional six

(6) months or alternatively terminate the law enforcement officer. The law enforcement officer shall be given written notice of the action taken by the Sheriff prior to the expiration of the established probationary period, with accompanying reasons of the law enforcement officer's failure to complete demotional probation. The employee shall be dismissed without the right of appeal.

8.02 CONDITIONS PRELIMINARY TO REGULAR STATUS

A. If the Sheriff determines at any time during the probationary period that the services of a probationary law enforcement officer are unsatisfactory, the law enforcement officer will be deemed to have failed their probationary period and may be dismissed, upon written notice by the Sheriff, without right of appeal.