

	LANE COUNTY SHERIFF'S OFFICE POLICY	Number: G.O. 6.47
		Issue Date: December 22, 2014
		Revision Date:
CHAPTER: Human Resources	Related Policy	
SUBJECT: Shift Rotation Dates	Related Laws:	

POLICY: To accommodate those employees of the Sheriff's Office that wish to further their education, shift rotation dates will be coordinated with the Lane Community College term schedule.

RULE: Each quarterly shift rotation will coordinate with the Lane Community College term schedule.

PROCEDURE:

I. Selection of Shift Rotation Dates

- A. Prior to the beginning of each shift bid, the supervisor responsible for conducting the shift bid will confirm the dates of the Lane Community College term schedule.
- B. Each rotation start date will be the Saturday immediately preceding the Lane Community College term start date.