



OFFICE OF
LABOR RELATIONS

CITY OF SACRAMENTO
CALIFORNIA

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October 2, 1996

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Mr. Gene Burchett, President
Sacramento Police Officers Association
201 Lathrop Way, Suite "I"
Sacramento, CA 95815

Re: Removal of Letters of Reprimand

Dear Mr. Burchett:

This letter confirms the agreement reached during the 1994-96 negotiations between the City of Sacramento and Sacramento Police Officers Association covering employees in the Police Department Unit regarding removal of letters of reprimand from an employee's official personnel file after a period of five (5) years or more.

An employee who has a clean discipline record, except for the letter of reprimand, may submit a written petition to his/her present Department Head to remove such letter of reprimand. After considering the petition, the Department Head will advise the employee of the decision to grant or deny the petition. Such decision shall be on a case-by-case basis at the sole discretion of the Department Head and shall not be subject to the grievance procedure.

This letter of understanding shall be applicable to letters of reprimand issued prior to the effective date of the new labor agreement.

If this is your understanding of the agreement reached, please sign and date as indicated below and return one copy to my office. I have enclosed an additional original for your files.

Sincerely,

Dee Contreras
Labor Relations Director

AGREED TO:

Gene Burchett, President
Sacramento Police Officers Association

cc: Arturo Venegas, Police Chief
Steve Segura, Personnel and Training