

SUMMARY PUNISHMENT

Directive: 8.9

- A. The summary punishment procedure provides for more immediate disciplinary action against those members found to be in violation of departmental orders, rules, and regulations. These transgressions do require Internal Affairs numbers. Summary punishment is imposed by the commander of any unit or division. The recommendation of the commander is subject to the review and approval of the Inspector of Investigative Services. It is important to note that the specific recommended punishment must be known by the accused, prior to exercising his option to accept summary punishment.
- B. The discipline imposed under the provisions of the summary punishment chapter range from, a written reprimand up to but not in excess of two (2) days (16 hours) suspension without pay.
- C. When a commander recommends summary punishment for an officer, he must forward his recommendations to the Inspector of Investigative Services at the earliest possible time, but in no event shall it be more than five working days. The Inspector of Investigative Services, in turn, must respond indicating approval, disapproval, or more information is required to the recommendations within 72 hours, and forward same to the supervisor who initiated the action, who will then formally notify the accused.
- D. When a greater penalty is justified, either because of circumstances, seriousness of the infraction or the member's past record, the procedures outlined in this manual for formal complaint investigations will be followed.
- E. An accused officer, once notified of charges as outlined in paragraph C, has a right to refuse summary punishment and go before a Complaint Hearing Board. He must exercise this right in writing, within 24 hours of his official notification of charges.
- F. Nothing contained herein is to be interpreted to take away a supervisor's prerogative of correcting, admonishing, or reprimanding a subordinate at any time.
- G. If an officer chooses to accept summary punishment, he will be given a time frame within which the penalty must be completed. In any event, no officer will be permitted to work penalty time without first obtaining approval from his division commander.