

# GENERAL ORDER CHANGE



Subject  
**GO-PER-120.21 (Disciplinary  
Procedures and Processes)**

Topic	Series	Number
<b>GOC</b>	<b>07</b>	<b>05</b>

Effective Date  
**June 28, 2007**

## DISTRICT OF COLUMBIA

### I. REMOVE FROM:

GO-PER-120.21,  
VI. G. 4. a-b  
(Page 11)

### INSERT:

Go PER-120.21  
VI. G. 4. a  
(Page 11) revised June 4, 2007

### II. RESCIND: N/A

ADD: N/A

### III. NOTES:

On Page 11, in Section VI. G. 4. a, the words, "For members the rank of sergeant and below, the reports shall be reviewed by the appropriate Assistant Chief/Senior Executive Director, and shall be forwarded to OPR for appropriate processing" have been replaced with the following:

"For members the rank of commander and below, the reports shall be reviewed by the appropriate Assistant Chief or (Senior) Executive Director, and shall be forwarded to OHS for appropriate processing."

Section VI. G. 4. b. has been eliminated in its entirety.

### IV. RESCISSION OF OTHER DOCUMENTS: N/A

//SIGNED//  
Cathy L. Lanier  
Chief of Police

CLL:NMJ:KDO:CWS:DEP:fjh

discipline should be held in abeyance for a minimum of twelve (12) months from the date the agreement was reached.

6. The Assistant Chief, OPR, shall ensure appropriate tracking, receiving, and recording of all disciplinary information derived from the process described in this general order.

G. Adverse Action (CALEA 26.1.4-c)

1. Adverse Action is Department-level discipline.
2. Adverse Action shall include:
  - a. Any fine;
  - b. Any suspension (Suspensions not exceeding ten (10) days may be resolved at the element level);
  - c. Reduction in rank or pay;
  - d. Removal from service.
3. Commanding Officers/Directors shall not specify, recommend, or suggest a penalty or penalty range regarding the number of days suspended. If Commanding Officers or Directors recommend a reduction in rank, or removal from any specialized positions/unit, the Commanding Officers/Directors shall articulate the reason(s) for these recommendations.
4. Completed investigative reports involving recommendations for Adverse Action shall be handled in accordance with the timeframe established in GO-PER-201.22 (Fire and Police Disciplinary Action Procedure Act of 2004), and as follows:
  - a. For all sworn members, the reports shall be reviewed by the appropriate Assistant Chief or (Senior) Executive Director, and shall be forwarded to the Office of Human Services (OHS) for appropriate processing.
5. Assistant Chiefs/Senior Executive Directors who receive investigative reports and recommendations shall review such reports within five (5) working days, if practicable, and shall either concur or not concur, stating reasons for non-concurrence.

Assistant Chiefs/Senior Executive Directors may return the matter to the element commander for further investigation, and may add comments, questions, or suggestions. When investigations are