

RENO POLICE DEPARTMENT GENERAL ORDER

This directive is for internal use only and does not enlarge this department's, governmental entity's and/or any of this department's employees' civil or criminal liability in any way. It is not to be construed as the creation of a particular standard of safety or care in an evidentiary sense, with respect to any complaint, demand for settlement, or any other form of grievance or litigation. Violations of this directive, if substantiated, can only form the basis for intra-departmental administrative sanctions.

Chief of Police: Steven Pitts /s/		
Approving Deputy Chief:		
General Order No: E-380-11	Issued: February 24, 2011	Supersedes:
	Reissued:	Revised:
General Order Title: Driver's Licenses Suspension and Revocation		

POLICY

It is the policy of the Reno Police Department that members will meet all driver's license requirements for their current position.

DEFINITIONS

Treatment Facility: A facility for the treatment of abuse of alcohol or drugs which is certified by the Health Division of the Department of Health and Human Services.

PROCEDURES

Requirements

All members of the Reno Police Department are required to maintain a valid driver's license. No member of the department will perform any duties without a valid driver's license unless they have been reassigned to a temporary assignment position as described below.

Duty to Report Suspension, Revocation or Loss

Any member of the Reno Police Department whose position requires a driver's license as listed in the appropriate class specification or Nevada Statute and that driver's license is suspended, revoked, canceled or terminated must report that fact and the circumstances immediately to their supervisor and chain of command. This section applies to all sworn positions, professional staff and volunteers who operate a motor vehicle as part of their duties. Those professional staff members whose position does not require operation of a motor vehicle do not need to report a suspension or revocation of their license.

Working Without Required License or Certificate

If the member lost their driving privilege as a result of any criminal act or arrest involving drugs or alcohol, the member must enroll in a treatment facility prior to requesting a temporary

assignment. Evidence of enrollment must be provided to the Department to be placed in an alternate duty status. Until a member provides evidence of enrollment, they will utilize their own personal leave banks. If personal time off is not available for the member, they may request a non-paid leave of absence.

If the member lost their driving privilege as a result of any non-drug or alcohol incident(s), the member may request a temporary assignment immediately. The Department may request proof that the member is actively pursuing reinstatement of their driving privileges (i.e. medical treatment, traffic safety school, etc.).

For non-medical suspensions or revocations of licenses or certificates of more than 90 days, or the permanent loss of the required license or certificate, the Department may begin proceedings to discharge the member as outlined in the Civil Service rules.

For medical suspensions or revocations, a member may request a temporary assignment for up to 180 days. The member shall be required to provide evidence of a doctor's prognosis that the member will be able to reinstate any licenses within that time period. If the member is not able to meet that time frame or permanently loses the required license or certificate, the Department may begin proceedings to discharge the member as outlined in the Civil Service rules.