

State Police Commission



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December 20, 1995

General Circular No. 53

To: State Police Commission Members, Colonel Paul Fontenot, Major William Whittington, Russell Culotta, Foye Lowe, Walt Smith, William Spencer, Baxter Welch, Walter Smith, Floyd Falcon and LSTA Affiliate Presidents

In Re: Revision of State Police Commission Rules 9.1(a), 9.3(a), (b), (c), (d) and (e) and Adoption of State Police Commission Rule 9.4

The State Police Commission will hold a public hearing on Monday, January 22, 1996, at 9:00 a.m. in the Conference Room, Eleventh Floor, Wooddale Towers Building, 1885 Wooddale Boulevard in Baton Rouge, Louisiana to consider adoption and revision of the following State Police Commission Rules. The areas appearing in bold print and underlined are changes subsequent to the issuance of General Circular No. 52.

9.1 Probationary Period.

- (a) Except as provided by Rule 9.3 and 9.4 herein, a probationary period of no less than six (6) months nor more than twelve (12) months shall be served by employees following original appointment or non-competitive reemployment.

9.3 Interruption of Probationary Period Because of Physical and/or Mental Disability or Condition.

- (a) A probationary employee whose physical and/or mental disability or condition prevents them from performing their duties, shall, upon their request to the appointing authority, be placed in **an appropriate leave status for a period not to exceed one year, which shall have the effect of interrupting their probationary period without prejudice.**

In the event no other leave status is available to the employee, he or she may be placed on Leave Without Pay during the interruption of their probationary period.

- (b) Upon the resumption of their duties, such employee shall be returned to duty in a probationary status at the point in the probationary period he or she reached before being so absent.
- (c) After a probationary employee has been absent from duty because of such a physical and/or mental disability or condition for one year, the appointing authority shall, for this reason, remove such employee and shall report such removal, and the reasons therefor, to the Director.
- (d) Such physical and/or mental disability or condition which results from an employee's willful misconduct shall not be the basis of the interruption provided for in Subsection (a) herein, nor shall such physical and/or mental disability or condition resulting from the employee's willful misconduct prevent the termination of such probationary employee as provided for by Rule 9.1(a) and (e).
- (e) **The provisions of Rule 9.1(e) shall not be effective during the period of interruption provided for by subsection (a) or Rule 9.4.**

9.4 Interruption of Probationary Period for Military Purposes.

A probationary employee who is absent from duty for military training or military active duty, without regard to the length of time of such absence, shall be returned to duty in a probationary status at the point in the probationary period he or she reached before being so absent.

Please review these revisions and furnish in writing, by January 10, 1996, any comments which you consider pertinent. If you would like to appear before the Commission and present your comments orally, you are invited to do so. Please notify Gilda Russ by January 10, 1996 of your intention to address the Commission in order to be placed on the agenda.

Please post this General Circular prominently so that all employees will receive notice of this hearing.

If any special accommodations are needed, please notify us prior to the meeting date.

Sincerely,

Debra L. Johnson

Debra L. Johnson
Director