

December 12, 2011

**CITY OF FERGUSON  
OFFICE OF THE CHIEF OF POLICE**

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**TRANSFERS**

209.00 Policy

With the possible exception of the Chief of Police or Division Commander, the Ferguson Police Department shall fill vacant positions within the Department, including specialized assignments, through promotion and/or transfer. Vacancies will be filled without regard to race, creed, religion, disability, color, sex, national origin, age, marital status, political opinion, sexual orientation, or familial status.

209.01 Procedure

A. The Department shall post anticipated openings for internal vacant positions and specialized assignments (non-patrol) throughout the Department and fill positions through a pre-announced selection process to include but not limited to:

1. Submission of a memorandum to the Chief of Police stating relevant experience, knowledge and abilities or skills;
2. Written recommendation from immediate supervisor and or commander;
3. Final selection and determination by the Chief.

209.02 Administrative Transfers

- A. Administrative transfers may be made for a variety of reasons, including but not limited to: manpower shortages, light duty, disciplinary actions, job performance, and expertise.
- B. The Chief of Police maintains the authority to assign, reassign, or transfer any member to such duties or Organizational components as he believes best serves the interests of the member, the Department and the Community.
- C. At no time will this policy interfere with the prerogative of the Chief of Police to transfer permanently or temporarily any member when it is deemed necessary. Involuntary transfers are not subject to appeal.

December 12, 2011

209.03 Approval of Transfers

The Chief of Police will be responsible for the approval of transfer requests. If he approves a request, he will then forward the information to the appropriate Commander to be processed.

By order of:

A handwritten signature in cursive script that reads "Colonel Thomas Jackson". The signature is written in black ink and is positioned below the text "By order of:".

COLONEL THOMAS JACKSON  
Chief of Police

Distribution

All Department Personnel

MPCCF Reference 14.2