CIVIL SERVICE GRIEVANCE PROCEDURES

POLICY

Employees of the Honolulu Police Department covered by Chapter 76 of the Hawaii Revised Statutes shall be guided by this directive when addressing civil service grievance procedures.

PROCEDURE

PARTICULARS

I. The various collective bargaining agreements spell out the procedures by which bargaining unit employees may grieve matters covered by the agreements.

II. The Civil Service Commission's internal complaint procedures provide a uniform appeal process for all civil service employees excluded from collective bargaining.

III. Bargaining unit employees may use the civil service procedures to grieve matters that are not covered by their bargaining agreements but are covered by the civil service rules.
IV. Employees filing internal complaints may obtain the Civil Service Commission appeal form from the Department of Human Resources.

Post on bulletin board for one week

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LOUIS M. KEALOHA
Chief of Police