

HONOLULU POLICE DEPARTMENT
POLICY
ORGANIZATION, MANAGEMENT, AND ADMINISTRATION

March 27, 2019

Policy Number 2.61

COLLECTIVE BARGAINING

POLICY

The Honolulu Police Department is committed to abiding by established rules governing collective bargaining and negotiating in "good faith" with bargaining units that represent the employees.

PROCEDURE

I. DEFINITIONS

Employer: The Mayor of the City and County of Honolulu.

Exclusive representative: The employee organization, as certified by the Hawaii Labor Relations Board, has the right to be the collective bargaining agent for all employees in the applicable bargaining unit without discrimination and regard to employees' organizational membership.

II. GENERAL PROVISIONS

A. The role of the department in the collective bargaining process is outlined below.

- 1.** Assist the Department of Human Resources' (DHR) principal negotiator with information on police operations so that rational decisions affecting wages and working conditions can be made. In no case will reprisals be sought against any employee who may be lawfully engaged in the collective bargaining process.

2. Recognize the right of employees to organize for collective bargaining. Except when they are assigned to do so or specifically permitted in collective bargaining agreements, personnel shall not conduct collective bargaining tasks on duty.
- B. The department shall furnish necessary information and keep the lines of communications open to facilitate negotiations and settlements to labor disputes.
- C. The Chief of Police and designated representatives shall participate in negotiations in accordance with Chapter 89, Collective Bargaining in Public Employment, Hawaii Revised Statutes (HRS).
- D. All valid collective bargaining agreements shall be in writing and signed by all required parties.
- E. Agreements resulting from collective bargaining shall be disseminated to all affected personnel and their supervisors/managers.
- F. The philosophy of all supervisors and managers is to assure that the terms of the bargaining agreements are met in spirit as well as through technical compliance.

III. PROCEDURES

A. Collective Bargaining Team

1. At the discretion of the Chief of Police, a collective bargaining team representing the department may be assembled for negotiations. The department's principal negotiator shall be appointed by the Chief of Police. The membership may also be made up of one or more non-bargaining unit, departmental employees and/or other personnel within the county government.
2. The department's collective bargaining team is part of the DHR's collective bargaining team.

3. The principal negotiator for the City and County of Honolulu shall be a person assigned by the DHR.

B. Exclusive Representative

1. The department recognizes the State of Hawaii Organization of Police Officers (SHOPO), Unit 12, as the sole representative bargaining unit for police officers who are covered by the SHOPO bargaining agreement.
2. The department also recognizes the Hawaii Government Employees Association (Units 2, 3, 4, and 13) and United Public Workers (Unit 1) as the exclusive representatives for civilian employees as outlined within the respective collective bargaining agreements.

C. Impasse Resolving Procedure

Procedures to resolve an impasse shall be in accordance with Section 89-11, Resolution of disputes; impasses, HRS.

D. Collective Bargaining Procedures

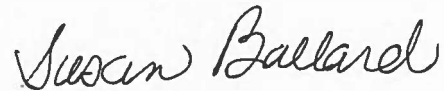
Collective bargaining procedures shall be in accordance with Chapter 89, Section 89-9, Scope of Negotiations, HRS.

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E. Updating Directives

Directives shall be reviewed and amended as necessary to reflect collective bargaining agreements.



SUSAN BALLARD
Chief of Police

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board for one week

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