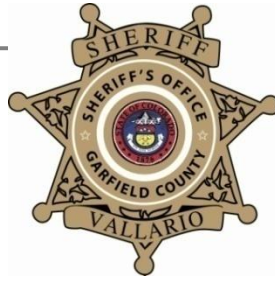


SHERIFF OF GARFIELD COUNTY

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GARFIELD COUNTY SHERIFF'S OFFICE POLICY / PROCEDURE GENERAL

SUBJECT: COMPENSATION AND PERFORMANCE EVALUATIONS

EFFECTIVE DATE: January 01, 2024

POLICY:

The Garfield County Sheriff's Office will manage, monitor and maintain the Sheriff's Office Budget and Pay Scale to compensate law enforcement employees fairly and equitably. All compensation increases will occur in accordance with the GCSO approved budget.

PURPOSE:

To ensure that GCSO employees are compensated fairly and equitably for the work they are performing in accordance with the current market. To retain current employees and to enhance recruitment of qualified people into careers with the Sheriff's Office.

METHOD:

- Employee's *Hire Date* will be used for purposes of longevity with the agency and accrual of benefits such as PDO, MSL, retirement, etc.
- Employee's *Hire Date* will be used as the *Anniversary Date* for Annual Performance Evaluations and will update when there is a change of status; i.e., promotion, demotion, or change in certain assignments.
- Employee's *Hire Date* when attending the Academy begins on the first date of hire, or entry into the Academy, not upon Graduation from the Academy.
- Seniority is recognized based on time at the employee's current assignment.
- Annual Performance Appraisals will be conducted each year on the employee's *Anniversary Date* with compensation determined at that time.
- Promotion compensation will be determined on Promotion date.
- Pay increases will be compensated in accordance with the Sheriff's Office Budget and will be effective the date of the Performance Appraisal or Promotion.
- Equity Adjustments will be considered based on available funds in the budget.