



Oak Lawn Fire and Police Commission: Police Officer Lateral Transfer Information Sheet

The Fire and Police Commission, in accordance with the Illinois Municipal Code (65ILCS 5/) will, as needed, appoint lateral transfer Police Patrol Officers from other regular municipalities within the state of Illinois, section (65 ILCS 5/10-2.1-14), “Applicants who have been awarded a certificate attesting to their successful completion of the minimum Standards Basic Law Enforcement Training Course, as provided in the Illinois Police Training Act, may be given preference in appointment over non-certified applicants.” At times, it may be in the best interest of the Village to appoint eligible Police Patrol Officers who have been trained as Law Enforcement Officers and who will be trained by the Oak Lawn Police Department at an accelerated rate.

The statements below outline the conditions the Fire and Police Commission has developed for the purpose of governing the preference of appointment for Lateral Transfer Candidates.

- Maintain an original entry Final Eligibility List highlighting Lateral Transfer Candidates for the Police Department.
- Lateral Transfer Candidates must comply with all the procedures, qualifications and standards set forth in the Fire & Police Commission Rules and Regulations related to the original entry application process.
- At any one appointment event, no more than 50% of the candidates will be appointed with preference in appointment to Lateral Transfer Candidates.

The definition of an “appointment event” is the request by the Police Chief to appoint Police Patrol Officers that must be approved by the Village Board of Trustees. To be considered the same event, the approval to appoint must take place at the same Trustees Board meeting.

The 50% rule may be waived in the event that the Police Chief can demonstrate a reasonable need to do so, due to circumstances out of the ordinary. The request to waive the 50% rule must be approved by the Fire and Police Commission.

- With the approval by the Board of Trustees for additional appointments, the Police Chief is authorized to request the Fire & Police Commission to process a candidate with preference to a Lateral Transfer Candidate.
- The Fire & Police Commission will approve or disapprove all requests for processing Lateral Transfer Candidates.
- Lateral Transfer Candidates must be currently employed by an Illinois municipality as a Law Enforcement Officer as defined by the Illinois Law Enforcement Standards Training Board (ILESTB). The three full years of service at the regular municipality transferring from must have been completed as of the date of filing the application for appointment.
- Lateral Transfer Candidates must have completed Basic Police Operations Training at a Police Training Academy recognized by the ILESTB.
- Lateral Transfer Candidates will be hired at the monetary rate of the current level 2 (\$71,495) and will remain at this rate during the completion of the required field training and the remainder of their one-year (12 months) of supervised probation at which time they will be raised to full pay (\$82,620).
- During an appointment event, the candidate with the higher overall score earned during the original entry testing process will have greater seniority.