

YEAR'S SERVICE

ACCRUMENT ALLOWED

1st through 10th	100 days maximum at any time
11th through 15th	125 days maximum at any time
16th and over	150 days maximum at any time

Special Regulation 9.02. The Chief of the Fire and Police [Bureaus] *Departments* will be required to comply with any requests for information made by the Director of Personnel through the use of such forms or records.

Special Regulation 9.03. The Director of Personnel shall keep a personnel folder on every employee in the Fire and Police [Bureaus] *Departments*, showing at least the employee's name, current address home telephone, education, employment record and service record.

Special Regulation 10.01. Applicants for employment in the Fire and Police [Bureaus] *Departments* shall be allowed veterans preference in appointment as required by the laws of the State of Maryland; provided, however, that such preference shall, in the case of a tie in examination ratings involving a veteran and a non-veteran, require that the veteran shall be placed ahead of the said non-veteran on the employment list.

Special Regulation 10.02. Employees of the Fire and Police [Bureaus] *Departments* who leave the county service for entry into the Armed Forces of the United States, shall, upon honorable separation, be reinstated in such position or be given a position as nearly as possible involving like duties, classification and pay, provided that application for such re-employment is made within ninety days of the date of honorable separation, and further provided that the employee is still qualified to perform the duties of such position.

Special Regulation 11.01. The Director of Personnel, upon written recommendation by the Chief of the Fire or Police [Bureau] *Department*, may approve leaves without pay for periods of up to one year to employees presenting valid and sufficient reasons for such leaves. Request for leave in excess of thirty days must be made by the employee in writing. Employment elsewhere may terminate such leave.

Special Regulation 12.02. In order to protect the Public Health, Safety and Welfare, employees of the Fire and Police [Bureaus] *Departments* are required to work those hours or days as directed by the Chief of the appropriate [bureau] *department* in an order, regulation, or directive issued by him verbally or in writing, at their regular rate of pay and regardless of whether said work days fall on holidays.

Special Regulation 13.02. All orders, regulations and directives of the Police and Fire [Bureaus] *Departments* now in existence or as may in the future be prescribed shall have full force and effect.

Section 5. AND BE IT FURTHER ENACTED, That the designation of Title 24 of the Baltimore County Code, 1958, as amended, be amended to read as follows:

TITLE 24. POLICE [BUREAU] DEPARTMENT.

Section 6. AND BE IT FURTHER ENACTED, That Sections 24-3, 24-13(a), 24-13(b) and 24-13A of the Baltimore County Code, 1958, as amended, Title "Police Bureau," be and they are hereby repealed and re-enacted with amendments to read as follows: