



# Best practices for adjusting off-duty & overtime detail policy during a pandemic

**“As the number of cases of coronavirus (COVID-19) continues to climb globally, law enforcement agencies continue to respond to communities on the front lines, despite the operational challenges the pandemic poses.”**

On March 30, 2020, the International Association of Chiefs of Police (IACP) published a new Featured Policy Center Resource on their website that states, *“As the number of cases of coronavirus (COVID-19) continues to climb globally, law enforcement agencies continue to respond to communities on the front lines, despite the operational challenges the pandemic poses.”*

*“These operational challenges include inevitable shortages of employees and resources that make it essential for law enforcement agencies to establish plans and take measures in advance. Preparation will help ensure that crucial law enforcement services are not unreasonably disrupted and that employees are provided with the means to prevent or mitigate the spread of infection.”<sup>1</sup>*

Now that we have a better understanding of the effects of COVID-19 on secondary employment and overtime, law enforcement agencies should consider making necessary revisions to their policies that are not only health-conscious, but also cost-effective.

1. Reduce Personal Interaction
2. Eliminate Cash Transactions
3. Pay Rate Analysis
4. Include a Scheduling Fee



<sup>1</sup> COVID-19 (Coronavirus)\*: IACP Law Enforcement Policy Center



## 1. Reduce Personal Interaction

Finding ways to reduce unnecessary personal interaction at your agency is a great place to start. Before using PowerDetails, many of our customers were accustomed to officers being physically present for off-duty and overtime job distribution. This process is tedious, time-consuming, and, with the current threat of COVID-19, unsafe for personnel. Having an online platform for job coordination mitigates risk and helps your agency operate more efficiently.

## 2. Eliminate Cash Transactions

Dealing in cash comes with many problems that agencies should address. Aside from the obvious sanitation concerns, cash leaves little to no paper trail for agencies to keep track of their details and often presents opportunities for misconduct and unethical relationships with employers. Maintaining oversight of your officers' secondary employment work may feel overwhelming, but it is important to protect officers and reduce risk.

Utilizing technology-driven solutions to reduce the amount of time spent coordinating details not only improves efficiency, but also helps protect your agency against liability risks. As your agency continues to move towards ensuring trust and accountability, consider the option of switching to electronic payments. Electronic payments are quick, easy to use, trackable, and reduce the amount of interaction between officers/customers (vendors).

## 3. Pay Rate Analysis

As the threat of COVID-19 continues, agencies should consider reviewing the pay rate for officers working these jobs. A data analysis of 54,000 PowerDetails users shows that the average law enforcement officer works more than 170 hours of off-duty and special events each year. These details are critical for many officers, as they can account for up to 20% of their annual income.<sup>2</sup>

The risk of working an off-duty job has increased and the number of officers willing to work these details is much fewer than it was prior to March 2020. Increasing the pay rate could help offset some of this lost revenue and improve the morale of your personnel.

## 4. Include a Scheduling Fee

Many agencies do not realize that they can offset the cost of digital tools like PowerDetails by including a scheduling fee when charging customers for off-duty details. Furthermore, technology-driven solutions allow agencies to generate digital estimates that prevent the agency, and the local taxpayers, from fronting the cost of a business' private security needs. If the duration of the job exceeds the original estimate, the system can automatically adjust the invoice to ensure accurate payment collection.

<sup>2</sup> Based on an average pay rate of \$40 an hour and an average income of \$35,000 a year



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Learn more about updating your Off-Duty & Overtime policies with PowerDetails to determine the best course of action for your agency.

Sign up to receive a Free Assessment

Trusted by over 54,000 Public Safety Personnel



### Who is PowerDetails?

PowerDetails is a software solution that has been dedicated to serving the law enforcement industry for more than 14 years. Our mission is to help public safety agencies maintain accountability in secondary employment and overtime distribution by developing solutions that are efficient, accurate, and fair.

From top to bottom, the PowerDetails platform is designed to support the entire agency and its customers:

- Command Staff can generate detailed reports to oversee all off-duty activity
- Coordinators can communicate efficiently with both customers and personnel
- Officers enjoy fair access to jobs and receive payments faster through electronic billing
- Customers can process invoices directly in the app for swift and easy payment



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