



### On Call (Police Officers)

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### Approved by

Legal Services	N/A
Policy owner	20.06.18
JJNCC	20.06.18

**Note:** By signing the above you are authorising the policy for publication and are accepting responsibility for the policy on behalf of the Chief Constables

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**Note:** Please send the original Policy with both signatures on it to the Norfolk CPU for the audit trail

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## Legal Basis

*(Please list below the relevant legislation which is the legal basis for this policy). You must update this list with changes in legislation that are relevant to this policy and hyperlink directly to the legislation.*

### **Legislation/Law specific to the subject of this policy document**

<b>Section</b>	<b>Act (title and year)</b>

**Other legislation/law which you must check this document against (required by law)**

<b>Act (title and year)</b>
<a href="#">Human Rights Act 1998 (in particular A.14 – Prohibition of discrimination)</a>
<a href="#">Equality Act 2010</a>
<a href="#">Crime and Disorder Act 1998</a>
<a href="#">Health and Safety at Work etc. Act 1974 and associated Regulations</a>
<a href="#">General Data Protection Regulation (GDPR) and Data Protection Act 2018</a>
<a href="#">Freedom Of Information Act 2000</a>
<a href="#">The Civil Contingencies Act 2004</a>

## Other Related Documents

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## 1. Eligibility for On-Call Payments

- 1.1 An on call allowance of £15 is payable in respect of each day on which an officer spends any time on call.
- 1.2 A “Day” means a period of 24 hours. Exact start times are fixed by the Chief Constable (with representations made by the RMU and Department Management teams) after consultation with the staff association (Federation).
- 1.3 If an officer spends a full 24 hour period, performing on call and they are not otherwise on duty (on rest day or public holiday) they will be eligible to claim two £15 payments, a total of £30.
- 1.4 Only officers within federated ranks (up to and including chief inspector) who are on call are eligible to receive an on call payment.
- 1.5 A list of officers who are ‘on-call’ will be held by the RMU in each Constabulary.
- 1.6 There is no requirement for officers to carry out a minimum number of on call sessions in order to qualify for the payment.

## 2. Annual Leave

- 2.1 Annual leave should be a period of undisturbed rest from duty and as such officers should not volunteer to be on-call whilst on annual leave.
- 2.2 However, any call-out which occurs whilst an officer is on annual leave will be compensated in line with this policy and police regulations.

## 3. Claims

- 3.1 On call payments must be claimed retrospectively by the officer using the method identified below, which must be completed and authorised:
  - **Norfolk:** Via EnAct.
  - **Suffolk:** Paper form 592.
- 3.2 Payments will be made monthly with salary on receipt of completed and authorised claim forms.

## 4. Overtime

- 4.1 Officers of Constable and Sergeant rank who are on call and are subsequently required to be on duty, whilst on-call, will be eligible to receive overtime payments and, for any duty hours between 8pm and 6am, the unsocial hours payment in accordance with Police Regulations.
- 4.2 Full time Inspectors and Chief Inspectors called in will receive the unsocial hours payment but not overtime.

- 4.3 Part time Inspectors or Chief Inspectors will receive payment, at plain time up to 40 hours per week, when they are required to be on duty whilst on-call.