

Oakland County Sheriff's Office
GENERAL ORDERS # 1.16



SUBJECT: Military Deployment and Reintegration		NUMBER: 1.16
EFFECTIVE DATE: 4/10/2024 REVIEW DATE: Annually		MACP STANDARDS IMPACTED: 1.9.11
REPLACES AND RESCINDS: N/A	DISTRIBUTION: All Personnel	NUMBER OF PAGES: 2

This order replaces and rescinds all previously issued orders, procedures, rules and regulations, notices and/or practices in conflict with this General Order.

I. PURPOSE

To ensure employees who are members of the United States Armed Forces and Reserves component receive sufficient support prior to, during and following deployment when called to serve active duty more than 90 days.

II. POLICY

Employee rights are outlined in statutory law, most notably, but not limited to, the Uniformed Services Employment Reemployment Rights Act of 1994 (USERRA). Military Leave may be granted to regular employees who are members in good standing of a unit of the United States Armed Forces Reserves when placed on Reserve or active-duty status.

III. PROCEDURE

A. Active-Duty Status

1. Upon activation to active-duty service, the following provisions shall be followed:
 - a. The employee shall immediately contact the Supervisor of Administrative Services or their designee. That designee will act as the department point of contact for the employee while on active-duty status. **(MACP Standards 1.9.11 a)**
 - b. The Supervisor of Administrative Services or designee shall:
 - i. Initiate an exit interview with the affected employee prior to their active-duty status report date. **(MACP Standards 1.9.11b)**
 - ii. Advise the Peer Support Team of the individual's deployment to active-duty service.
 - iii. Advise the Employee of the Peer Support Team and EAP contact information for both the employee and their dependents.
 - c. All agency-owned equipment shall be turned in to the employees' Division Captain or designee, who will ensure the property is inventoried and secured. **(MACP Standards 1.9.11 c)**

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B. Reintegration

1. Upon return from active duty, the following provisions shall be followed:
 - a. The affected employee will immediately contact the Supervisor of Administrative Services, or their designee, with the expected release date from active-duty status.
 - b. Upon release from Military Leave, the Supervisor of Administrative Services, or their designee, will contact the affected employee to begin the reintegration process with the Sheriff's Office.
 - c. Initial and refresher training, coordinated with the Training Unit, will then be conducted with the affected employee.
 - i. This includes weapons, lethal and less lethal requalification, and all additional reintegration training as determined by the training unit.
 - a. Depending on the length of deployment, the training unit Captain may authorize field refresher training to assist reintegration. **(MACP Standards 1.9.11 d)**
 - d. To the extent possible, the affected employee shall be notified of agency news, significant events, promotions or additional promotional opportunities through the most reasonable method of communication that is available, depending upon the nature and location of the deployment. This function will be the responsibility of the Training Unit during field refresher or FTO training. **(MACP Standards 1.9.11 e)**
 - e. If at any time a supervisor or other employee observes concerning or changed behavior of the deployed individual, they are to contact the Peer Support Team directly.



ISSUED BY: Sheriff Michael J. Bouchard