I. GENERAL POLICY

A. GENERAL DUTY REQUIREMENTS (cont'd)

12. Residence Requirements (cont’d):
   c. Residency location shall not interfere with the employee's ability to report to work in a timely manner or to fulfill the obligations expected of any city employee in the course of their employment whether it be after hours meetings, call back, overtime or severe weather. (Refer to Personnel Policy #2 for severe weather situations).
   d. When an employee becomes eligible, due to promotion, etc., which will place him into exception categories 1. or 2., adherence to the residency requirement will be contingent on the employee being eligible for the new assignment.
   e. All employees who obtained prior official approval of the Mayor for a residency waiver shall be grandfathered.

13. City Owned Vehicles: Officers may be allowed to drive assigned vehicles to their place of residence provided that their residence is within the city of Hendersonville or its planning region. Officers choosing to live outside these boundaries will be required to leave their assigned vehicles at police headquarters at the conclusion of their shift.

14. Telephone Requirements: Each employee is required to have a telephone at his place of residence, to record the telephone number with the chief of police and dispatcher and to report changes in same within twenty-four hours thereafter.

15. Dispatching of Wrecker Services: Generally, the wrecker service of the vehicle operator's choice will be contacted by the dispatcher. However, if one is unavailable or will be unreasonably delayed, the dispatcher will notify the next scheduled wrecker. In case of emergency, the nearest wrecker will be asked to respond.

16. Roll Call Room: The roll call room is to be used for all shift meetings and serves as a place in which to complete all report writing requirements. Each employee is responsible for maintaining the cleanliness of this area.

17. Meal Breaks:
   a. Officers: Officers are authorized two (2) 15-minute breaks during their shift; one between the beginning of their shift and their meal break and one between their meal break and end of shift. Their meal break shall be of 30 minutes duration. The shift commander shall determine break schedules. No more than two (2) units should take breaks at the same place at the same time.
   b. Investigators: Investigators are authorized one (1) 15 minute break prior to mid shift, one (1) 30 minute meal break at mid shift, and one (1) 15 minute break between meal break and end of shift.

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