

**Lateral Transfer  
Survey Results**

<b>Contact Information</b>	<b>Lateral Transfers</b>	<b>Comments</b>
City of Columbia	No	<p>We don't have a written "policy" on lateral transfers. But, we have a fairly strict Civil Service practice outlined in our Charter. If the lateral transfer could be a promotion for another employee (i.e. lateral from Detective to Sergeant but there may be an Officer that Sergeant would be a promotional opportunity for then there could not be a lateral transfer and he would have to compete for the position even though it's a lateral move. The idea being that when there is an open position every employee has the opportunity to compete for it.</p> <p>We have had situations in the past where we post the position and the only employee who applies is the employee who wants the lateral position and in that case since he has already tested for that level, if the Department Head is ok with it then he can laterally transfer.</p>
City of Murfreesboro	No	
City of Memphis	Yes	<p>I do not have an approved copy of the policy, but it was intended as follows:</p> <ul style="list-style-type: none"> <li>- Applicants must have 5 years police office service and be POST certified.</li> <li>- Enter at lowest non-probationary rate</li> <li>- Serve one year probation</li> <li>- Train for 8 weeks and work with training officer for 16 more weeks</li> </ul>
City of Sevierville	No	We make the decision on a case by case basis
City of Portland	No	
City of Maryville	No	
City of Gatlinburg	No	
City of McMinnville	No	

City of Gallatin	No	I assume by lateral transfer policy you mean accepting certified Police Officers from other cities, not internal transfers from one job to another. Gallatin does not have a written policy but we are happy to have certified officers apply and have hired many of such persons in my 5 years. Their records are usually easy to verify and the good ones are hired. They offer a much quicker value to the department than having to wait for the Academy graduates to learn the ropes. Many of these officers are unemployed at the time for various reasons.
City of Knoxville	No	We have accelerated advancement which gives credit for previous time worked.
MDHA	No	This not applicable to the Development and Housing Agency.
City of Collierville	Yes	<p>6.03 Transfers. An employee may, with the unanimous approval of the Department Director or Director concerned and the Town Administrator or Human Resources Administrator, be transferred in accordance with the following:</p> <ol style="list-style-type: none"> <li>1. Department Transfer – Same Classification: An employee may be transferred to another department with the same job classification and such transfer will not change the employee’s pay grade and step, anniversary date or merit eligibility date. Employees will serve a minimum of three (3) months probationary period in the new department; however, this probationary period will not reduce a probationary period incurred as a result of employment, promotion or reclassification.</li> <li>2. Change in Classification – Same Pay Grade: When an employee requests and is granted a transfer to a different classification having the same pay grade as his/her present classification, the employee’s pay will remain the same.</li> </ol>
City of Chattanooga	Yes	(see attachment)