



POLICE DEPARTMENT, COUNTY OF SUFFOLK, N.Y.

ACCREDITED LAW ENFORCEMENT AGENCY

Brotherhood for the Fallen Bank of Time

Donation/Application Form

PDCS-1134

In accordance with Memorandums of Agreement between the County of Suffolk and the Superior Officers Association (SOA), and the Suffolk County Detectives Association (SDA), a bank of donated time has been authorized for members to attend line of duty police funerals. SOA and SDA members, who are also members of the Brotherhood for the Fallen, may donate up to three (3) days of vacation or personal time annually. Application by SOA/SDA members for use of the bank, for the sole purpose of line of duty funeral attendance, must be made to the Office of the Chief of Department.

Name of Member [] SOA [] SDA Rank Shield Command Squad

[] Donation of Accrual(s) to Bank of Time (Vacation, Personal Leave or combination for a maximum of 3 days total)

[] Vacation Time: [] 1 Day [] 2 Days [] 3 Days [] Personal Leave Time: [] 1 Day [] 2 Days [] 3 Days

Acknowledgement

I authorize the donation of time, as stipulated above, for use by [] SOA [] SDA Brotherhood for the Fallen members to attend line of duty police funerals. I understand that this donation of time may not be rescinded for any reason.

Signature of Member Date of Donation(s)

[] Application for Use of Bank of Time

I, the undersigned, request authorization to utilize the following amount of time in order to attend a line of duty police funeral. I have notified my immediate supervisor of my intent to request time and the date(s).

Number of Days Requested Reason for Request Date (s) of Requested Days

Signature of Member Date

Signature of Supervisor Rank Shield Command Date

Personnel Section Review of Bank of Time

Based on review of the Time Bank, the request to [] Donate Accruals [] Use Time from Bank by the above named member is:

[] Approved: Accrual Donation - bank has not reached max [] Denied: Accrual Donation - bank has reached max [] Approved: Time Request - bank has sufficient hours [] Denied: Time Request - bank does not have sufficient hours

Signature of Personnel Supervisor or Designee Date of Approval or Denial

Chief of Department Decision

The above named member has been: [] Approved [] Denied [] Donate Accruals [] Use Time from Bank

Reason for denial (if other than Bank of Time hours):

Signature of Chief of Department or Designee Date of Approval or Denial