

January 27, 2004

PATROL BUREAU MEMORANDUM NO. 04-2

SUBJECT: Administration of "E" Days

It has come to my attention, there may be some concern regarding the earning of 'E' days and the scheduling of these days while working a 10 hour shift.

Effective immediately, any Patrol Bureau personnel assigned to a 10 hour shift, who has earned "E" day(s) and would like to use that or those days in their **entirety** may use the full (8 hours) and at that time will be allotted 2 "EX" hours to complete the 10 hour shift.

Deputy Chief Vincent M. Ortega
Commander
Patrol Bureau

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