

October 21, 2004

**ADMINISTRATION BUREAU MEMORANDUM NO. 04-3**

**SUBJECT:** Limited Duty Assignments

Refer to Policy 825-4, Limited Duty

A member may be placed on limited duty when a medical condition temporarily restricts the performance of the duties and responsibilities of an assigned job classification.

Members are given limited duty assignments based upon department needs.

Policy 825-4 states: "Any position designated for limited duty cannot involve duties and responsibilities which, under normal circumstances, would be assigned to a sworn member working in a full duty capacity"

For sworn members, limited duty work entails administrative desk duties only. Sworn members may not participate in any activity which would normally only be assigned to a full duty sworn member. This includes any situation involving surveillance, interrogation of suspects, personal contact with suspects or other outside activities.

Please refer to Policy 825-4 for additional information.

Deputy Chief James Corwin  
Administration Bureau

**DISTRIBUTION:** All Department Members  
All Department Elements  
Post on all Bulletin Boards for two weeks

