



**Executive Office of the Chief of Police  
Office of Risk Management**

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There are two options available for the hiring of off duty MPD Officers for an event. The MPD has an Outside Employment Program and a Special Event Reimbursable Detail Program. Both are explained below and you can decide which will be most effective for your needs.

**Outside Employment Program**

The Metropolitan Police Department has an Outside Employment Program the permits authorized personnel to engage in outside employment while off duty and the Office of Risk Management is responsible for the oversight of the program.

Outside Employment is the engagement in any line of business or the performance at any type work or service for any person, firm or corporation, other than that required by one's official position in the Metropolitan Police Department for the purpose of obtaining wages, salary, fee, gift or other compensation while off duty in accordance with the provisions of the District of Columbia "Police Officers Outside Employment Amendment Act of 2000. The Metropolitan Police Department recognizes the benefits of outside employment, both to its members and to the community.

The policy of the MPD is that when authorized, members of the Department may engage in non-police and/or police-related outside employment, when the employment conforms to existing laws and regulations, does not conflict or interfere with the mission of the Department, present the perception of impropriety or undermine the integrity or efficiency of the Department. A potential employer shall contact the Office of Risk Management to request participation in the outside employment program and must meet various criteria's to be accepted.

Police-related outside employment is any outside employment which is conditioned upon membership in the Metropolitan Police Department or possession and potential use of a member's service weapon or police powers. Non-police-related outside employment does not require the aforementioned conditions. While members are engaged in outside employment, the member is working for the establishment and not the Metropolitan Police Department. The Department will help direct and guide members considering or involved in outside employment, to ensure the reputation of the MPD is not compromised, while providing a legitimate service to the community.

MPD Members are not allowed to engage in outside employment with:

- Sexually Oriented Business (an establishment having a substantial or significant portion of its stock in trade, books, magazines and other periodicals, films materials and articles or an establish that presents a substantial or significant portion of its activity, live performances, films, or other material which are distinguished or characterized by their emphasis on matters depicting, describing, or related to specific sexual actives and specified anatomical area)
- ABC establishments (any business licensed or required to be licensed by the District of Columbia Department of Consumer and Regulatory Affairs Alcoholic Beverage Regulation Administration (ABRA) in which their sole purpose it to sell alcoholic beverages or for consumption on the premises.) Outside employment is allowable in commercial establishments where the sale of alcoholic beverages is present but it is not the primary purpose of the business. Examples include hotels, restaurants and sporting arenas.
- Any person, corporation, or firm whose primary business is providing private security guards (officers) or special police officers to commercial establishments or other individuals.
- Engage in the business of providing private guards (officers) or special police officers to commercial establishments or other individuals within the District of Columbia, nor shall members directly or indirectly engage in the business of providing off-duty services of other members of the Department for police-related activities to those individuals or commercial establishments.
- MPD members engaged in outside employment are **NOT** allowed to work on public space (i.e., directing vehicle/pedestrian traffic).

A potential employer enters into a written agreement (PD180B) with the Metropolitan Police Department that sets forth the following terms and conditions of employment:

**NOTICE TO POTENTIAL EMPLOYER:**

- 1. The member's acceptance of employment is conditioned upon the approval of the Chief of Police or his designee.**
- 2. Members of the Metropolitan Police Department engaged in outside employment shall be subject to call by the department; and while in the District of Columbia, members of the Metropolitan Police Department are required to respond to felonies in progress, even when engaged in outside employment.**
- 3. The member's working conditions and hours are subject to review by officials of the Metropolitan Police Department.**

4. Authorization for the member to work may be rescinded at any time by the Metropolitan Police Department without prior notice.
5. Injuries sustained in the course of outside employment are not Performance of Duty Injuries pursuant to the Policemen and Firemen's Retirement and Disability Act (D.C. Code 4-616).
6. Members who are servicing their probationary year are not permitted to engage in outside employment.
7. Members may not work outside for more than 32 hours per week unless they have requested and been granted leave for the entire week.
8. A job description or list of job tasks must accompany this Agreement when it is submitted for approval.

**Police-related outside employment is authorized only within the jurisdictional boundaries of the District of Columbia. Employers who hire members for police-related employment shall:**

- Obtain and maintain Liability Insurance in an amount no less than \$100,000.00. **The insurance policy shall list the District of Columbia Government as an additional insured.** Proof of insurance shall be furnished to the Chief of Police, and the Chief shall be notified whenever the terms of such liability insurance change or such liability insurance is cancelled.
- Contribute a \$20.00 allowance each quarter (every three months) for the replacement and repair of the member's uniform and equipment. A money order or check made payable to the Metropolitan Police Department shall be sent to the Metropolitan Police Department through the employee.
- Reimburse the District of Columbia Government for one-half the cost or repair of any hand-held radio issued by the Metropolitan Police Department.
- In the event the employment is short term (less than two weeks duration), the uniform allowance maybe satisfied by the submission of one check for all officers engaged in such short term employment. The check amount will be determined by multiplying the aggregate of all hours of duty performed by .10 (ten) cents, but shall in no event be for less than \$5.00 (five dollars).

The MPD does not select/provide officers to potential employers for the outside employment and does not specify, recommend nor negotiate the salary or wages between potential employers and members engaged in outside employment. The Office of Risk Management is responsible for ensuring compliance by members and employers with all applicable laws and department directives. Ms. Nikeesha Webb is the Office of Risk Management's Outside Employment Monitor and if you have any further questions or concerns Ms. Webb can be reached at 202-645-5383 or email address [NikeeshaT.Webb@dc.gov](mailto:NikeeshaT.Webb@dc.gov).

Please note that the MPD internal administrative process for applications to engage in the Outside Employment Program is estimated to take at least 10 business days to obtain a final disposition on the request.

### **SPECIAL EVENT REIMBURSABLE DETAIL PROGRAM**

The program is often utilized for intermittent, one-time or short term special events. The organizer or vendor holding the special event reimburses the Metropolitan Police Department for the cost of providing police services for the event. A Letter of Agreement is created between the Metropolitan Police Department and an organizer/vendor that sets forth the terms and conditions under which the MPD will provide police services for reimbursable details.

The Metropolitan Police Department, Homeland Security Bureau, Special Operations Division, Special Events Branch handles reimbursable details that occur in the District of Columbia. The guidelines for special events do not apply to authorize outside employment. If you have any questions regarding the Special Events Reimbursable Detail Program, please contact Lieutenant William Farr of the Special Events Branch at 202-671-6511 or email address [William.Farr@dc.gov](mailto:William.Farr@dc.gov).

Thank you again for your inquiry and interest in the programs.