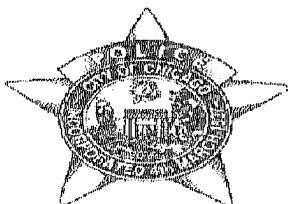


CITY OF CHICAGO / DEPARTMENT OF POLICE

3510 South Michigan Avenue

Chicago, Illinois 60653



FACSIMILE MESSAGE

(AMFN USE ONLY)

AMFN MESSAGE NO. 102362

DATE 15 July 2010 PAGE 1 OF 3 PAGES

MUST BE TYPED !

TO:

ALL UNITS

FAX No.

FROM:

THEODORE F. O'KEEFE
DEPUTY SUPERINTENDENT
BUREAU OF ADMINISTRATIVE SERVICES

CONTACT TELEPHONE NO. 745-5300
FAX NO. 745-6945

MESSAGE:

RECOGNIZED VACANCY ANNOUNCEMENT

10-08(L)

THE DEPARTMENT INTENDS TO FILL THE FOLLOWING LIEUTENANT'S UNIT BID VACANCIES EFFECTIVE JULY 22, 2010. THESE VACANCIES WILL BE FILLED IN ACCORDANCE WITH THE BIDDING PROCEDURES OUTLINED IN ARTICLE 32, SECTION B OF THE CURRENT AGREEMENT BETWEEN THE CITY OF CHICAGO AND THE P.B.& P.A.- LIEUTENANTS.

PROCEDURES:

IMMEDIATELY UPON RECEIPT UNIT/WATCH COMMANDERS WILL SIGN AND POST A COPY OF THIS ANNOUNCEMENT IN THE C.O. BOOK AND ON THE UNIT BULLETIN BOARD. THE DATE AND TIME OF POSTING AND EXPIRATION WILL BE ADDED AT THE BOTTOM OF THIS ANNOUNCEMENT AND WILL BE READ AT ALL ROLL CALLS FOR FOUR (4) CONSECUTIVE DAYS. BIDS FOR VACANCIES MUST BE SUBMITTED AS SPECIFIED AND FORWARDED TO THE MANAGEMENT AND LABOR AFFAIRS SECTION WITHIN NINETY-SIX (96) HOURS OF THE TIME THIS ANNOUNCEMENT IS POSTED.

WARNING: THIS MESSAGE IS INTENDED ONLY FOR THE USE OF THE INDIVIDUAL OR AGENCY TO WHICH IT IS ADDRESSED AND MAY CONTAIN INFORMATION THAT IS CONFIDENTIAL AND/OR EXEMPT FROM DISCLOSURE UNDER APPLICABLE LAW. IF YOU HAVE RECEIVED THIS COMMUNICATION IN ERROR, PLEASE NOTIFY US IMMEDIATELY BY TELEPHONE AND DESTROY THE ORIGINAL. ANY UNAUTHORIZED COPYING OR DISSEMINATION OF THIS COMMUNICATION IS PROHIBITED.

DISTRIBUTION

UNIT / WATCH COMMANDER'S APPROVAL SIGNATURE

AMFN MESSAGE NO.

102362

EACH SWORN FULL DUTY LIEUTENANT WILL BE ALLOWED TO BID FOR THREE (3) TRANSFER REQUEST IN ORDER OF PREFERENCE. NO EXCEPTION TO THIS BIDDING PROCEDURE WILL BE ALLOWED.

EACH LIEUTENANT BIDDING FOR A RECOGNIZED VACANCY WILL COMPLETE A PAR FORM SET AND ENTER THE RECOGNIZED VACANCY LISTING FACSIMILE NUMBER IN THE APPROPRIATE SECTION. THE LIEUTENANT WILL BE REQUIRED TO LIST IN THE REMARKS SECTION OF THE PAR FORM SET UP TO THREE DISTRICTS TO WHICH THE LIEUTENANT REQUESTS TO BE ASSIGNED IN ORDER OF PREFERENCE. LIEUTENANTS WILL THEN PRESENT THE FORM SET TO THEIR COMMANDING OFFICER/WATCH COMMANDER. THE COMMANDING OFFICER WILL VERIFY THAT THE BID WAS SUBMITTED WITHIN THE PRESCRIBED 96 HOURS BY ENTERING THE DATE AND TIME SUBMITTED AND SIGNING THE FORM SET.

**NOTE:** A LIEUTENANT ACTING AS WATCH COMMANDER OR ACTING COMMANDER CANNOT APPROVE HIS/HER OWN PAR FORM SET.

**THE LIEUTENANT IS THEN RESPONSIBLE FOR THE PROMPT FORWARDING OF THE PAR FORM SET WITH DISTRIBUTION AS FOLLOWS:**

- A. THE PINK AND THE WHITE COPY TO THE MANAGEMENT AND LABOR AFFAIRS SECTION, (UNIT 129)
- B. THE GREEN COPY TO THE P.B. & P.A. (UNIT 156-LIEUTENANTS)
- C. RETAIN THE GOLD COPY AS THE MEMBER'S PERSONAL RECORD

**MEMBERS MAY FAX A COPY TO THE MANAGEMENT AND LABOR AFFAIRS SECTION AT 312 745-6961.**

BIDS MUST BE RECEIVED IN THE OFFICE OF THE MANAGEMENT AND LABOR AFFAIRS NO LATER THAN 1700 HOURS, JULY 19, 2010 TO BE CONSIDERED.

**NOTE:**

BIDS WHICH DO NOT CONTAIN THE REQUIRED INFORMATION OR ARE OTHERWISE IMPROPERLY COMPLETED WILL NOT BE ACCEPTED.

TO VERIFY RECEIPT OF THE PAR FORM SET, MEMBERS MAY CALL MANAGEMENT AND LABOR AFFAIRS SECTION AT **312 745-5806.**

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UNIT / WATCH COMMANDER'S APPROVAL SIGNATURE

Opt-Out: +

CPD-11.490 (REV. 7/00)

102362

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AMFN MESSAGE NO.

VACANCIES TO BE FILLED;  
QUALIFICATIONS – LIEUTENANT (TITLE CODE 9173)  
BUREAU OF PATROL

<u>DISTRICT</u>	<u>NO. OF VACANCIES</u>
005	1
008	1

Date and Time Posted. \_\_\_\_\_ Unit \_\_\_\_\_

Posted by: \_\_\_\_\_ Star # \_\_\_\_\_  
District Commander or Watch Commander *signature*

Upon Receipt in District, Watch Commander or District Commander will sign and immediately fax a signed copy to Bureau of Administrative Services at 5-6945 to verify receipt.

*Theodore F. O'Keefe*  
**THEODORE F. O'KEEFE**  
 DEPUTY SUPERINTENDENT  
 BUREAU OF ADMINISTRATIVE SERVICES  
 UNIT / WATCH COMMANDER'S APPROVAL SIGNATURE

DISTRIBUTION  
ALL UNITS

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