



May 29, 2026

Chief Shon F. Barnes
Seattle Police Department
PO Box 34986
Seattle, WA 98124-4986

Dear Chief Barnes:

Please see the Management Action Recommendation below.

Case Number

- 2026OPA-0135 / 2026COMP-0002

Topic

- On-Call Premium

Summary

- A complainant, a human resources manager, alleged there are SPD employees claiming the off duty on-call “standby” premium at the same time they are working regular or overtime hours.

Analysis

- The complainant provided a spreadsheet seeking policy guidance concerning sworn employees coding for both on duty time (straight time and overtime pay) and off-duty “standby” pay for overlapping hours. The spreadsheet covered periods in 2025 and 2026. The complainant noted that monitoring and correcting the issue was time consuming for SPD administrative staff.
- SPD Policy 5.001-POL-2 requires employees to adhere to SPD policy, City policy, and “applicable collective bargaining agreements and relevant labor laws.”¹
- SPD Policy 4.020 sets policies concerning the reporting and recording of overtime and out of classification pay. POL-1(1) states in cases where policy conflicts with the bargaining agreements then the bargaining agreement prevails.² POL-1(14) provides that “off-duty standby” pay is authorized by a Captain but does not offer specific guidance or limitations.³
- The bargaining agreements for both the Seattle Police Officers’ Guild⁴ and Seattle Police Management Association⁵ specify that “off duty on-call status shall be compensated on the basis of ten percent (10%) of straight time pay” and that standby pay should stop if regular pay or overtime pay begins. The 10% hourly standby pay accounts for the inconvenience of being on-call and ready to report when they might have been completely off-duty.
- OPA’s expedited investigation found overlapping pay during the 2025 period, 81 officers were listed as having overlapping pay, but these errors had already been corrected by payroll.



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- OPA also found that during the 2026 period 42 officers were listed as having overlapping pay. 33 of those listed had 10.5 or fewer hours of overlapping pay, which had not yet been adjusted by payroll.
 - OPA also noted previous documented challenges with SPD’s timekeeping system permitting out-of-policy time entries. In 2022, OPA recommended SPD “implement safeguards to prevent employees from coding overtime hours while disciplinary suspensions are served.”⁶ This recommendation was still considered partially completed but ongoing due to the introduction of a new timekeeping system.⁷

Recommendations

- SPD should (1) revise SPD Policy 4.020 to define “standby” pay and include limitations specified in both SPOG CBA 5.11 and SPMA CBA 3.5 that the premium ends if the employee is called back to work, (2) provide training and communication to SPD employees eligible for standby pay on this issue and require that employees acknowledge the training, as an example through Power DMS, and (3) consider changing the timekeeping software so as to prevent entries that do not align with policy or require a supervisor override.

I appreciate your consideration and look forward to your response.

Sincerely,

A handwritten signature in black ink that reads "Bonnie J. Glenn".

Bonnie J. Glenn
Director, Office of Police Accountability

Footnote 1: Seattle Police Department. Policy Manual. [Policy 5.001-POL-2](#). Employees Must Adhere to Laws, City Policy, and Department Policy. Effective: 05/01/2021.

Footnote 2: Seattle Police Department. Policy Manual. [Policy 4.020-POL-1\(1\)](#). City Personnel Rules and Collective Bargaining Agreements (CBAs) Determine Overtime and Out-of-Classification Pay. Effective: 05/01/2027.

Footnote 3: Seattle Police Department. Policy Manual. [Policy 4.020-POL-1\(14\)](#). Off-Duty-Standby Pay is Authorized by a Captain. Effective: 05/01/2027.



Footnote 4: Seattle Police Officers' Guild Agreement. [Article 5.11](#). On-Call. Effective through 12/31/2023.

Footnote 5: Seattle Police Management Association. [Article 3.5](#). On-Call for Lieutenants. Effective January 2024 to 2027.

Footnote 6: [2021OPA-0437 / 2022COMP-0011](#): Management Action Recommendation on "Employee Time Keeping." Issued June 9, 2022.

Footnote 7: [SPD response to 2021OPA-0427 / 2022COMP-0011](#). Dated November 17, 2022.