	DEPARTMENT OF PUBLIC SAFETY DEPARTMENT ADMINISTRATION POLICY AND PROCEDURES	EFFECTIVE DATE: JUN 20 2008	POLICY NO.: ADM.01.06
		SUPERSEDES (Policy No. & Date): ADM.01.06 of 1/5/93	
SUBJECT: EMPLOYEE-MANAGEMENT COOPERATION		Page 1 of 2	

1.0 PURPOSE

To establish guidelines for employee-management cooperation within the Department.

2.0 REFERENCES AND DEFINITIONS

Hawaii Revised Statutes (HRS), §76-101, Employee-Management Cooperation

3.0 POLICY

To comply with the provisions of the law, employee-management cooperation shall be implemented throughout the Department.

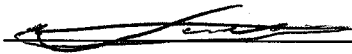
- .1 Employee-management cooperation shall provide employees with an opportunity for meaningful participation in the formulation and implementation of policies and procedures affecting the conditions of their employment.
- .2 Employees and employee organizations shall be consulted when formulating and implementing personnel policies and practices, and matters affecting working conditions that are concern to the employees.
- .3 Before changing major polices or methods of operation, employees shall be notified of the proposed changes. When requested by employees, management shall meet with the employees to discuss the proposed changes.

4.0 SCOPE

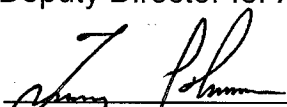
This policy applies to all management and staff personnel within the Department.

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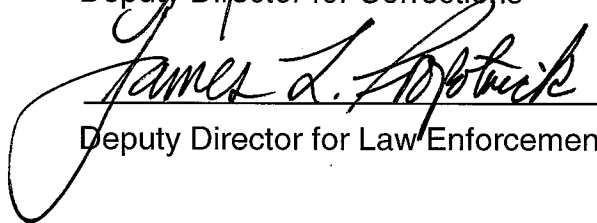
APPROVAL RECOMMENDED:


Deputy Director for Administration

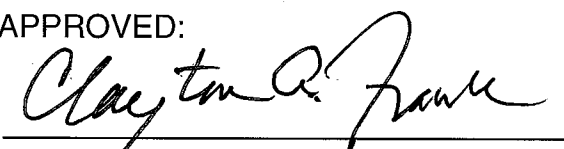
6/6/08
Date


Deputy Director for Corrections

6/18/08
Date


Deputy Director for Law Enforcement

6-19-08
Date

APPROVED:

Director

6/20/08
Date