CLEVELAND DIVISION OF POLICE

CLEVELAND, OHIO DIVISIONAL INFORMATION

UBJECT Request to Carry Acting Rank OPIES TO Chief's Office, Timekeeping Unit, District/Unit Files Sir or Ma'am: I request permission to carry the acting rank of: Name of the superior officer for whom I will be acting: No more than two subordinate supervisors may request acting pay for the same superior officer per pay period. Pay period dates Start: End: For each day of the pay period circle the reason the superior officer was off duty, and insert the number of regular and overtime hours, if any, worked in the higher rank into the appropriate space. F = Furlough Day H = Holiclay S = Sick Day P = Personal Day C = Compensatory Time J = Jury Duty D = Funeral Leave O = Detailed to V = V-Day c/w Week One: Monday Tuesday Wednesday Thursday Friday Saturday Sunday The superior officer for whom I claim acting pay by C J D C	DIST. ZONE																						
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4.05.03A Effective 04/07/21; revised 10/21/21