Appendix 1



7. OTHER CONDITIONS OF SERVICE

7.9 RETIREMENT, RESIGNATION, REDUNDANCY

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POLICY STATEMENT

The Metropolitan Police Authority (MPA) recognises the rights of staff to leave their employment at their discretion. It also recognises that organisational change may affect the staffing structure and where this is envisaged there will be full consultation with staff to allow reasonable time for the change and options to be discussed. Where compulsory redundancy is the only option it will be executed in a fair and reasonable manner.

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2. RIGHTS AND RESPONSIBILITIES

2.1 STAFF

Rights

- to exercise discretion on the timing and arrangement for leaving the employment of the MPA;
- to expect fair and reasonable treatment in the event of compulsory redundancy, dismissal, ill-health retirement;

Responsibilities

- to ensure adequate notice is given for leaving;
- to comply with requirements on leaving, including an exit interview.

2.2 MANAGERS

Rights

• as at 2.1 above;

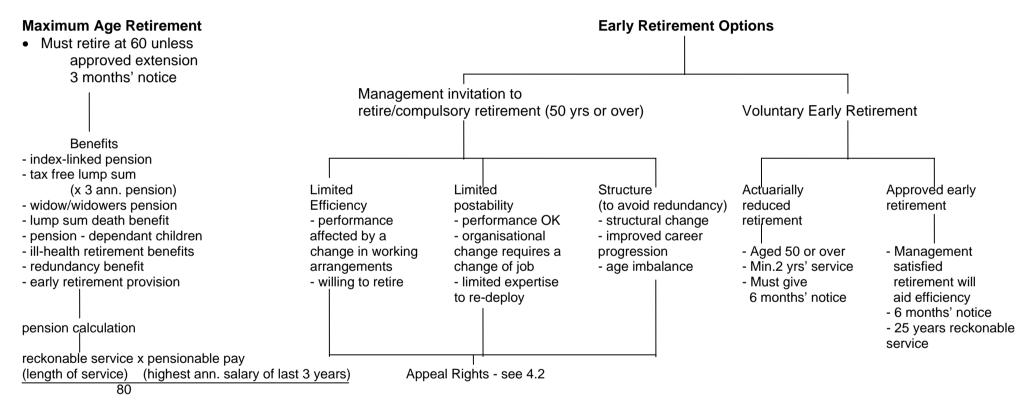
Responsibilities

- to ensure staff are aware of the pension provisions;
- to discuss fully alternatives in the event a member of staff wishes to leave;
- to establish genuine reasons for leaving and seek to address any underlying problems;
- to consider fully alternatives in the event that redundancies appear likely;
- to ensure that due notice is given;
- to ensure that on leaving staff have their passes returned and are aware of their obligations under the Official Secrets Act.

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3 RETIREMENT



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