



Reappointment Policy

Purpose

1. This policy provides guidance on the reappointment of former members of the Northern Territory Police Force (NTPF). This includes those previously appointed and confirmed as sworn officers, but not those who were Special Constables or attached to the NTPF as sworn officers from another jurisdiction. It includes former members who are, or have been, members of another jurisdiction before or after their service in the NTPF.
2. The Northern Territory Police Force welcomes the return of former members where it is in the interests of both the NTPF and the former member.

Statement of Intent

3. This policy outlines the conditions under which Reappointees return to the NTPF. It provides guidance on the age requirements applicable, the selection process to be employed and the conditions of service offered. Also detailed are the principles by which qualifications, length of service, rank, pay, posting and promotion are recognised.

Scope

4. This policy applies to all former sworn and confirmed members of the NTPF who are seeking reappointment.

Principles

5. This policy is based on the following principles, that reappointment:
 1. is considered primarily to support the staffing requirements of the NTPF,
 2. is at the discretion of the Commissioner of Police,
 3. selection processes closely match those applied to applicants seeking initial appointment,
 4. is based on the suitability of a candidate, rather than the length or recency of their service,
 5. employment conditions of reinstatement are secondary to the requirements of the NTPF,
 6. does not disadvantage any existing member in relation to promotion to a particular position or transfer to a particular location, and
 7. does not advantage a Reappointee over what they would be entitled to had they not resigned from the NTPF.

Definitions

6. For the purposes of this policy, unless otherwise stated, the following definitions shall apply:

Challenge Panel – The Panel determined by the Assistant Commissioner, Human Resource Service to review the recommendations of the Selection Panel.

Sworn member category - Aboriginal Community Police Officer (ACPO), Auxiliary Police Officer or general sworn officer.

Operational – Means duty that requires a member to be proficient in Operational Safety Tactics.

Selection Panel – The Panel determined by the Assistant Commissioner, Human Resource Service to interview prospective candidates for employment as sworn members of the NTPF.

Selection Process – The activities that comprise advertising, processing, testing, interviewing, medical assessment, challenging and selecting candidates to commence an induction program.

Related References

7. This policy relates to:

- Accelerated Recruitment Policy
- General Order – Recruitment and Training of Members
- Medical Standards for Police Recruitment Policy
- NTPFES – Resignation and Retirement Policy
- *Police Administration Act*
- Promotional Qualifications Framework
- Reduced Probationary Period Policy
- Training and Assessment Policy
- Special General Order - Operational Safety, Training and Procedures Manual

Age

8. Applicants must be younger than the compulsory retirement age (as determined by the *Police Administration Act*) at the time of their Reappointment and comply with any requirements of the superannuation arrangements of the NTPF.

Selection Process

9. Reappointment applicants undergo a similar selection process as that required for other applicants for sworn positions in the NTPF. It includes:
- Submission of a written application,
 - Aptitude and psychological testing,
 - External and internal referee checks,
 - Criminal history and probity checks,

- A structured interview by a Selection Panel,
 - Medical assessment,
 - Challenge Panel recommendation, and the
 - Commissioner's approval.
10. Conditions of Service that are individual to an applicant are developed prior to the Interview and form part of the consideration for reappointment. The Conditions are included in the Letter of Offer to the applicant and also identify the first posting.

Commander's Report

11. Where a Commander's Report (prepared at the time of resignation of a member under the *NTPFES – Resignation and Retirement Policy*) recommends that a member not be reappointed, a Challenge Panel will review the application and make a determination whether or not it may proceed. The Panel will consider the original Commander's Report, supporting evidence from the applicant's Personnel File and records, referee reports, any written statement from the applicant and any other evidence it considers relevant.
12. Under no circumstances is any member of the NTPF to make any undertaking or promise to any resigning member about the future possibility of employment. In particular, the contents of the Commander's report concerning the possibility of re-appointment is highly confidential and should never be disclosed to a member who resigns.
13. Members who resign can be encouraged to think about re-appointment (if a manager or supervisor thinks that this is appropriate) and reminded about our reappointment policy, however, any discussion of this nature must always be accompanied by the caveat that the member must make an application which will be considered on its merits at the time it is made.

Timing

14. Applications will be received at any time and the selection process for any particular Reappointee applicant will be aligned with the soonest available and suitable Selection Process being conducted by the Police Recruitment Section.

Medical Assessment

15. Applicants must be Class 1 (Medically fit for all duties within the NT Police) or Class 3 (Temporarily medically unfit for employment) under the Medical Standards for Police Recruitment Policy at the time of Appointment. An applicant may be Class 2 (Medically fit for employment – conditional or with a restriction) where they are appointed to fulfil a non-operational position at the discretion of the Commissioner, but cannot subsequently become operational before being medically reviewed and declared Class 1.
16. There is no physical-fitness test requirement. The medical assessment is sufficiently comprehensive to determine a candidate's suitability for Operational Safety, Tactics and Training revision and re-qualification.

Qualifications Promotional

17. Qualifications for promotion to the ranks of Sergeant and Senior Sergeant under the Police Qualifications Framework (PQF) remain current for five years from the date of obtaining the qualification.
18. Members who held a particular substantive rank at the time of their resignation from the NTPF are considered to be qualified to that rank and such qualification is current for five years from the date of that resignation.
19. Promotion qualifications gained in other jurisdictions are not recognised.

Specialist

20. Recognition of specialist police qualifications will be determined on a case-by-case basis in consultation with the specialist Section, Division or Command. Generally, recognition of specialist skills will be determined by considering the length of time since they were gained, the degree to which they have been practised since, availability of current training opportunities and organisational need. Such qualifications gained in another jurisdiction will be considered on presentation of suitable evidence.

Other Qualifications

21. The currency of other qualifications is recognised under the terms specified by the institution that granted them; unless otherwise determined by the Assistant Commissioner, Human Resource Service on advice by Assessment and Curriculum Services and any specialist Section, Division or Command to which they may be relevant.

RPL/RCC

22. Claims for Recognition of Prior Learning/Recognition of Current Competency (RPL/RCC) that are not resolved by the provisions of this document should be made under the Training and Assessment Policy.

Transition between Sworn Member Categories

23. Reappointment to a different Sworn Member Category from that served in the NT Police will be treated on a case-by-case basis.

Recognition of length of service Combined Service

24. Length of service on reappointment is calculated by adding the length of any periods of service with the NTPF to any periods of sworn police service with an Australasian jurisdiction, less any periods of induction training or retraining with that other jurisdiction. Probationary periods served as a part of induction training in another jurisdiction are not counted as service, but probation served for any other purpose is. The total is rounded down and expressed in full years.

25. Service in jurisdictions outside of Australasia will be recognised to the extent that it has been by any Australasian jurisdiction in which that person has served. Recognition of service in other jurisdictions, and service in a different sworn member category to that applied for, will be determined on a case-by-case basis.

Transitional Aboriginal Community Police Officer Course

26. Participants on this Course who have resigned for the purpose of being appointed Constables of Police may be reappointed as an Aboriginal Community Police Officer (ACPO) at their former rank and seniority if they do so within the probationary period of their appointment.

ODP eligibility by ten years' service

27. Combined Service is included in the '10-year' calculation under the PQF to determine eligibility to participate in the Operational Development (Senior Constable's) Program (ODP) without first completing the Part A and Part B examinations.

Exemption from notification

28. Where there is a requirement for members to apply in advance to sit a promotional course as advertised in the Gazette, Reappointees are exempt in their first year of reappointment from complying with that provision.

Long Service Leave

29. Methods for calculating eligible service for long service leave are not included in this policy.

Rank

30. The highest rank to which a Reappointee may be appointed is one rank lower than the substantive rank held at the time of their most recent resignation from the NTPF if that rank was Senior ACPO, Senior Auxiliary, Senior Constable or any higher rank. The maximum rank at which a Reappointee can return is that of Senior Constable First Class. The rank offered to a Reappointee is determined as a part of the Selection Process. Those holding the 'First Class' designation for ACPO, Auxiliary, or Constable are able to retain it.
31. Unless the Challenge Panel determines otherwise; a member rejoining at a First Class designation who was previously a Senior, will automatically resume that rank at the expiry of the probation period if they gained their Senior designation by time-in-rank. Where the promotion was by qualification, it will be resumed automatically if the qualification is current.
32. A Reappointee returning as an ACPO, Auxiliary or Constable (or First Class) will do so at the pay point equivalent to their years of Combined Service. Where ten or more years of service are recognised they will commence at Pay Point 10. Those commencing at Senior Constable or Senior Constable First Class will do so at the first pay point for that rank.

Previous Substantive Rank	Rank on Reappointment
ACPO	ACPO
ACPO First Class	ACPO First Class
Senior ACPO	ACPO First Class
Police Auxiliary	Police Auxiliary
Police Auxiliary First Class	Police Auxiliary First Class
Senior Police Auxiliary	Police Auxiliary First Class
Constable	Constable
Constable First Class	Constable First Class
Senior Constable	Constable First Class
Senior Constable First Class	Senior Constable
Sergeant	Senior Constable First Class
Senior Sergeant	Senior Constable First Class
Superintendent	Senior Constable First Class

Pay

33. The date of Appointment is the anniversary date for salary increment purposes.
34. Reappointees are paid at their base salary rate during induction training and receive their other allowances once they commence at their posting.

Registered Number

35. Reappointees resume their previous Registered Number.

Posting/Location

36. Reappointees are posted to a training station unless there is an overriding organisational need and no suitable existing member applies for that posting.

Specialisation

37. Reappointees are posted to General Duties for one year before they may apply for a transfer to a specialist position unless there is an organisational need and no suitable existing member has applied for that position. Reappointees may be appointed directly to a specialist position for which no suitable existing member has applied.
38. ACPO's and Auxiliary Police Officers are posted to positions as determined by organisational need.

Probation

39. Reappointees will be on probation for six months from their date of Appointment.

Promotion

40. No probation period or Return of Service Obligation restricts a Reappointee's ability to apply for promotion.

Training

41. Induction training is determined by the PFES Training College after assessment of a Reappointee on arrival at the College.