

CITY PROPOSAL – DISCIPLINARY ACTION

City Proposed Language:

ARTICLE 17 DISCIPLINARY ACTION

17.1 The City of San Jose discipline policy is described in City Policy Manual, Section 2.1.3. When the need for disciplinary action arises, disciplinary action will be taken commensurate with the seriousness of the offense. The levels of discipline include informal actions, which are oral counseling, documented oral counseling and written reprimand. Formal disciplinary actions are suspension, demotion and dismissal.

17.2 The appeal process for any disciplinary action shall only be those described in the San Jose Municipal Code and City Policy Manual, Section 2.1.3.

17.2.1 Should an employee appeal a disciplinary action to the Civil Service Commission, the opinion issued by the Civil Service Commission shall be an advisory and non-binding opinion to the City Manager. The City Manager may accept the advisory opinion of the Civil Service Commission or may impose the original disciplinary action described in the Notice of Discipline. Nothing herein precludes the parties from settling the disciplinary matter by mutual agreement at any time.