**MEMBER ALERT:**  
**Management violating Member's Rights, Virginia Law 9.1-500, Contract, and General Order 2.18 Internal Agency Investigations (7/1/22):**

All Members are **STRONGLY** encouraged to **ALWAYS** request your Union Representative for any and all portions of **ANY** inquiry or Personnel Investigation due to the Union Board uncovering multiple, consistent violations of Member's Rights, Virginia Law 9.1-500 Law Enforcement Officers Procedural Guarantee Act, Contract, and General Order 2.18 Internal Agency Investigations involving multiple Supervisors at all commands.

The Union has taken this grievance to Mr. Norwood, the MWAA Vice President of Public Safety, who has promised immediate action, and thus far, has held to his promise. Mr. Norwood immediately created a committee of Department Management and himself, and the Union Executive Board to update and correct General Order 2.18 Internal Agency Investigations. Mr. Norwood has also stated that upon completion of the update, there would be mandatory refresher/update training on the updated General Order for all Supervisors, as well as extending an open invitation to any of the Union Board to attend any or all of the training sessions to ensure that the training provided is accurate.

Mr. Norwood advised that he would put as many current or upcoming Personnel Investigations as he could, with the understanding that certain investigations may not be able to be put on hold due to the nature or severity of the alleged charges. The board had its first committee meeting pertaining to the violations and updating the General Order, and thus far, Management has been receptive and has not fought the changes or suggestions the Union Board brought to the meeting thus far.

Members are **STRONGLY ENCOURAGED** to become familiar with their rights involving investigations and to **ALWAYS** request their Union Representative for **ANY** Meeting that they have any level of concern or belief that it could possibly lead to discipline.

Known Violations being experienced by Members to be aware of and avoid:

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* Right to have a Union Representative upon request before any statement or interview, both written or oral. Ref. Contract Article 4, Section 12.
* The law-enforcement officer **SHALL** be notified in writing of all charges, the basis therefor, and the action which may be taken. Ref. Virginia Code 9.1-502.2, G.O. 2.18.4.I.
* Officer **SHALL** have no less than 5 calendar days to prepare a written statement and prepare for an Interview, after being served written notice of Investigation and alleged charges. Ref. Virginia Code 9.1-502.2.
* A Complainant, Witness, Victim, or party otherwise involved in the matter being investigated **SHALL** not be the assigned Investigator, to include a higher ranking Supervisor instructing/ordering a subordinate to write up the complaint. Ref. Being added to G.O. 2.18.
* Every 30 days, the assigned investigator will provide a status report to the employee that is being investigated. This status report will provide information that is relative to the disposition of the case. The investigative file will include all investigative status notifications and the manner in which the notification was made.Ref. ​G.O. 2.18.6.I.