



# OFF DUTY MANAGEMENT

## *Built By Officers For Officers*

In order to efficiently respond to requests and manage the employment of off-duty deputies, The Pasquotank County Sheriff's Office has partnered with Off Duty Management to provide services related to hiring off-duty deputies effective **September 18<sup>th</sup>, 2023**.

You may request to hire off-duty deputies through the Off Duty Management web-based service, OfficerTRAK®, or calling the toll-free number below.

Off Duty Management provides the following to the vendor:

- Online access to information through the OfficerTRAK® software including:
  - Job-status
  - Deputy attendance
  - Field notes and media files
  - Post orders and instructions
  - Past and future shift information
- **Full liability coverage for the vendor, the agency, and the deputy**
- **24/7 vendor service through their toll-free number**
- **Dedicated point of contact for scheduling and invoicing, and payroll.**

**RATES:**

| Title        | Total Hourly Rate |
|--------------|-------------------|
| Regular      | \$46.00           |
| Traffic      | \$46.00           |
| Supervisor*  | \$46.00           |
| Holiday**    | \$46.00           |
| Emergency*** | \$46.00           |

**2 Hours Minimum per Request**

**SUPERVISOR RATE\*:** N/A

**HOLIDAY RATE\*\*:** N/A

**EMERGENCY RATE\*\*\*:** N/A

**Cancellation policy:** Cancellation: Customer will not be charged a fee for canceling or reducing an assignment.

**YOU CAN REQUEST SERVICE BY VISITING THE OFFICERTRAK® WEBSITE LINK:**

<https://odm.officertrak.com/Pasquotank-County-NC-SO>

**OR CALL OFF DUTY MANAGEMENT 24/7 TOLL-FREE AT 1-877-636-8300**