



Memorandum

Human Resources Division

TO: Vacellia Clark, Chief Examiner
Civil Service Commission

FROM: Human Resources Staff

RE: **Request to Revise Civil Service Rule 6.1(c)**

DATE: October 29, 2014

I. Action Requested

City staff requests the Civil Service Commission approves revision to Civil Service Rule 6.1(c) by eliminating the requirement that Police Officer applicants must be U.S. Citizens in order to test for the position. Instead, staff recommends requiring citizenship at the time of hire.

II. Authority

At present, Illinois has no statewide requirement for citizenship relating to public safety officers.

III. Background

Currently, Rule 6.1 of the Testing Minimum Qualifications chapter states:

C. Citizenship. No one person will be denied the right to take any examination for any position of Civil Service except classified position of Police Officer or any rank of Police who is not a citizen of the United States.

City staff is aware that the path to citizenship is a complicated one that can take years to finalize. Because the hiring process can also take time—sometimes years as well, the more efficient and reasonable requirement would be to modify the requirement so as to strike the citizenship requirement to test:

C. Citizenship. No one person will be denied the right to take any examination for any position of Civil Service ~~except classified position of Police Officer or any rank of Police who is not a citizen of the United States.~~

Rather, staff recommends enforcing the citizenship requirement on the job description, thus allowing candidates who are not yet citizens at the time of testing an additional period of time for their paperwork to be processed. This would essentially modify the citizenship requirement to be at the time of hire, not the time of testing.