



**OFF DUTY  
MANAGEMENT**  
PEOPLE • PROCESS • TECHNOLOGY



In order to efficiently respond to requests and manage the employment of off-duty deputies, The Tooele County Sheriff's Office has partnered with Off Duty Management to provide services related to hiring off-duty deputies effective July 20, 2020.

You may request to hire off-duty deputies for security 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
- Dedicated point of contact for scheduling and invoicing
- Deputy payroll

Organizations that have recurring needs for off-duty deputies can establish an account and schedule billing cycles with off-duty management.

**RATES:**

Title	Total Hourly Rate
Regular	\$76.50

**2 Hours minimum per request.**

**24 Hours prior to the start of a shift is required.**

**Cancellation policy:**

Once an assignment has been approved and scheduled; vendors canceling or reducing assignments are required to pay the full ODM administrative fees for the first 24 hours of the original assignment. Vendors canceling or reducing assignments within 48 hours of the start of the assignment are required to pay the greater of deputy hours worked or the agency minimum hours plus ODM administrative fees for the first 24 hours of the original assignment. (Admin fees depend on the coverage is \$6.50 per hour)

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

<https://odm.officertrak.com/Tooele-Co-UT-SO>

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