

GREATER MANCHESTER POLICE, CTPNW

Application for Secondment

PART 1: To be completed by Applicant

From:

To:

As discussed, I have recently become aware of a secondment opportunity that I would like to apply for and attached is my application, together with a copy of the advertisement.

The closing date for the application is

However, before I forward the application to the Recruitment Team I would be grateful if you would complete the second part of this pro forma.

Thank you.

(Signed)

(Date)

PART 2: To be completed by Line Manager

From:

To:

With regard to the attached application:

(i) I have been informed of the application by

for the post of

(ii) I understand that the secondment is likely to be for a period of

(iii) ☐ I am able to agree a secondment for that period.

(iv) Any extension of that period would require discussion and is likely ☐ / unlikely ☐* to be feasible

(v) ☐ I am unable to agree the secondment request, I have explained my reasoning to applicant and summarised the reasons below:

(NB: For Police staff this would not necessarily preclude them taking secondment but it would require them to relinquish their permanent posts and accept the risks associated with redeployment at the end of their temporary appointment)

ONCE COMPLETE, PLEASE FORWARD TO YOUR FORCE LEADERSHIP TEAM FOR FINAL AUTHORITY.

(Signed)

(Date)

If you are currently on Secondment from your home force, you should also ensure that your application is supported by the relevant manager.

NAME / (Signed) _____ (Date) _____

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*** Please delete as appropriate**