

**GENERAL EMPLOYMENT MATTERS****1.5.12****L. IDENTIFICATION BADGES/CARDS**

The City of Redlands believes it is important to maintain a safe and professional work environment.

For this reason, all employees shall carry a City-issued badge or identification card while on duty. All employees shall be provided with a City-issued badge or identification card. Human Resources shall issue identification cards to employees on or before the first day of employment. Safety employees may be provided their badges and/or identification cards by the police or fire department. Employees shall have a City issued badge or identification card with them at all times. If part of a uniform, badges shall be worn in accordance with department policy. Part time, temporary and intern employees may be required to display City identification at all times when on duty. Employees shall be responsible for lost or misplaced badges and identification cards. The employee shall reimburse the City for the cost of replacement. Badges and identification cards shall be returned to the department of Human Resources upon separation of employment with the City.