

1.13 Volunteers



City of Oak Point Department of Public Safety Fire Department

TITLE: Volunteers

SECTION/TOPIC: General Administration

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These SOPs/SOGs are based on FEMA guidelines FA-197

1.0 PURPOSE

Volunteer firefighting is a very rewarding and valuable form of service to our community. Making the decision to become a volunteer firefighter should not be taken lightly. This is why volunteer members are prized by not only our department but all who utilize them. This guideline will establish minimum standards for service as a volunteer member of this department.

2.0 SCOPE

This SOP/SOG pertains to all personnel in this organization.

3.0 POLICY/GUIDELINES & INFORMATION

Volunteer members are expected to pass all requirements assigned to full-time members of this department with the exception of training. Candidates and members should refer to section 1.9 of this manual for list of these requirements. Once hired volunteer members continued membership requires the following.

1. Volunteer members are required to sign a copy of the job description and a waiver of liability to the city.
2. Volunteer members are expected to attend one 12 shift per two week period and one mandatory training meeting per month. If assigned shifts will be missed, notify the shift leader and attempt to find coverage for the shift. Volunteers who do not attend the required percentage of assigned shifts will be subject to reprimand, suspension, or termination.

3. A one year probation period will then be used for evaluation for the applicant. The Director or a committee appointed by him will then review the applicant for acceptance or rejection from the Department. Should a need exist; the probationary period can be extended.
4. Uniforms pants and boots will be paid for by the volunteer. Shirts and t-shirts will be provided by the department and remain the property of the department.
5. Volunteer personnel are prohibited from entering a structure fire or any other area where full-time personnel are available to do so. If volunteer personnel are utilized they may be so only in a manner which they have the required amount of training and have been tested and passed by this department in that training. All volunteer training must be signed off by the Director.
6. **THE USE OF EMERGENCY WARNING LIGHTS, SIRENS, OR ANY OTHER EMERGENCY WARNING DEVICE ON A PRIVATE OR UNOFFICIAL VEHICLE IS ABSOLUTELY PROHIBITED.**