

CITY OF ALPENA

STANDARD OPERATING POLICY

SUBJECT: On-Call, Auxiliary Fire Fighters

SOP No.: 8

Date Issued: 5-15-95

Effective Date: 5-15-95

Copies to: All City Employees

STATEMENT OF POLICY:

- I. Purpose The purpose of this policy is to establish guidelines/procedures for City of Alpena employees that wish to serve as on-call, auxiliary fire fighters with the Alpena Fire Department.
- II. Policy It is the policy of the City of Alpena to allow City employees to serve as on-call, auxiliary fire fighters consistent with the conditions set forth in this document.
- III. Qualifications
 - A. Any City employee may make application for an auxiliary fire fighter position.
 - B. City employees making application shall successfully pass all components of the Alpena Fire Department hiring process for auxiliary fire fighters.
 - C. City employees accepted as auxiliary fire fighters shall successfully complete all training specified by the Alpena Fire Department. To remain qualified, City employees shall meet all pertinent guidelines as established by the Alpena Fire Department.
- IV. Payment
 - A. City employees will not receive payment for any time spent "on call." Employees must perform work as auxiliary fire fighters to be paid at the rate established by the City for those hours or portions thereof that they serve in the capacity of a paid, auxiliary fire fighter.

B. Those hours or portions thereof that a full-time City employee serves as an auxiliary fire fighter shall not apply as overtime.

V. Availability as Paid, On-Call Auxiliary Fire Fighters

Full-time City employees shall not, without the consent of their department head, function as an auxiliary fire fighter during their normal or schedule work hours.

Peter Parker, City Manager