# PERSONNEL RULES

ADOPTED: JANUARY 1, 2016 REVISED: MARCH 1, 2017

# A. MEMBER

Members of the Jefferson Rural Fire Protection District are administered under the District Policies and Standard Operating Guidelines.

# B. REQUIREMENTS FOR APPLICATION

- 1. Applicant shall be at least 18 years of age. If still in high school, must carry a 2.5 GPA
- 2. Volunteer firefighters and support member applicants shall live, or be employed within, the boundaries of the Jefferson Rural Fire Protection District. Exceptions to this will be reviewed and decided by the Fire Chief.
- 3. Out of district volunteer and EMTs applying for work on the medic do not have to live in the District boundaries.
- 4. Any individual who has been convicted of a felony offense will not be considered for membership. An Oregon criminal background check will be conducted.
- 5. No person having facial hair that is not in compliance with OR-OSHA rule OAR 437-002-0120(3) will be approved for membership, in a capacity, which violates OR-OSHA rules. This is not limited to beards but could include other facial hair such as sideburns.

## C. REQUIREMENTS FOR MEMBERSHIP

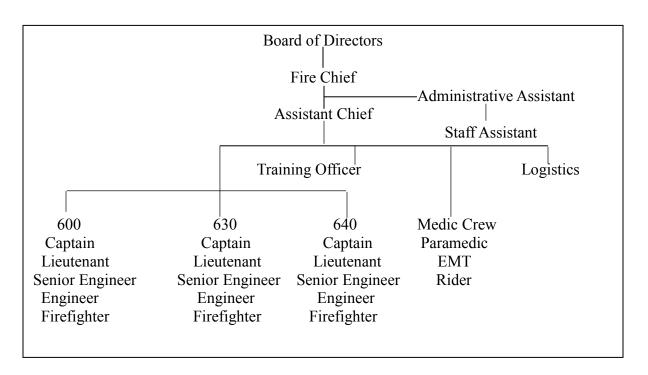
- 1. Successful completion of a six-month probationary period.
- 2. Volunteer firefighters have to complete all portions of the Entry-Level Firefighter certification with a passing score on each portion.
- 3. Pass a final written Entry-Level Firefighter exam with a passing score.
- 4. Pass the Hazardous Materials Awareness and Operations exam with a passing score.

### D. BENEFIT PROGRAMS

- 1. All members are covered while on the job by Worker's Compensation Insurance as required by state law.
- 2. An additional compensation policy is provided to augment the state required coverage.
- 3. Life Insurance: All members shall fill out a beneficiary information card.
- 4. Death and Disability Insurance.

### E. CHAIN OF COMMAND

The Chain of Command is the pathway of responsibility from the highest level of the District to the lowest level. Circumnavigating the Chain of Command weakens the ability of the District to function properly, and therefore will not be tolerated. Members of the District are required to submit their ideas and concerns upwards through the Chain of Command. A detailed Chain of Command chart will be posted in all stations, but generally it will follow this format:



Within the District there are programs which function in areas not specifically tied to the Chain of Command (i.e. Safety Committee, EMS, Training, etc.). Generally these programs transcend the Chain of Command and are placed under the direction of an officer to manage.

All District officers by virtue of their position will form an advisory body to the Fire Chief.