CARVER FIRE DEPARTMENT

Standard Operating Guidelines

Section 1.13 – Performance Review **June 15, 2013**

1.0 PURPOSE

The purpose of this guideline is to establish performance standards for new recruit firefighters

1.1 SCOPE

All graduates of the Carver Fire Department Recruit Training Course will enter the Department as Reserve Status members. Upon passing the Minimum Competency for Company Position Practical Test, they shall automatically be elevated to the Company position, however they will be on a Performance Review Status for a period of 12 months.

1.2 PERFORMANCE REVIEW STATUS ELEMENTS:

01. Performance Review Status will be for a period of 12 months commencing on graduation of Recruit Training

02. There will be No Restrictions on Fire Duties

03. Above and beyond attendance at Fire Incidents and Drills, new Firefighters of the above status are strongly encouraged to participate in Fire Prevention programs, attend Association Meetings and functions and other group activities within our Department to the best of their ability. It is important that they experience as many facets of the department as possible during this year.

04. Firefighters will be reviewed regarding their attendance and conformance with departmental standards on a quarterly basis. Additional reviews may be conducted on an as needed basis at the discretion of the Company Captain or senior Officer.

05. Firefighters deemed to not be meeting departmental standards within or after 12 months may have their Performance Review Status extended or be terminated. The final decision shall be made by the Fire Chief.

06. Members who have graduated from Carver Fire Department Recruit Training are exempt from the SCBA restriction for one year or after graduation from recruit training.

1.3 MEMBERS IN COLLEGE

Members hired while enrolled and housed in college shall be considered Reserve Status until college graduation or they return to the Town full time. They shall not be issued Department gear until their college graduation or return to Town full time and remain in good standing with the Department. They shall be exempt of the SCBA restriction while in college provided they remain current with company training.

These members will:

01. Go through our normal Recruit Hiring process
02. Be 18 years of age by the start of Recruit Training
03. Graduate Recruit Training
04. Graduate Station Training
05. Not be issued Department Gear, but will acquire Gear from apparatus for incidents
06. Be issued a Minitor
07. Be issued a Helmet and SCBA Mask
08. Respond to the Station, not to the scene directly
09. Maintain a 2.0 GPA and forward a copy of their GPA to the Chief within 10 days of receiving it