

TOWNSHIP FIRE DEPARTMENT CHAPTER 1: ADMINISTRATIVE OPERATIONS	
Part 1: Administration and Operational Procedures Subject: Dual Membership Page: 1 of 3 Effective Date: 12/22/2008	Section: 1-2-28 Revised Date: 01/26/2009

- 28.01 Purpose. These policies will be implemented as a guide in the hiring of personnel that are already holding membership with another department or members of Township Fire Department wishing to be a member of another department along with TFD.
- 28.02 Goal. To allow personnel currently trained as firefighters with another agency, to become members of Township Fire Department in order to increase numbers of available trained personnel within Township Fire Department.
- 28.03 Definitions:
- A) Primary employer – employer with whom a perspective member was employed with at the time of the subject’s application for employment with TFD.
 - B) Personal Protective Equipment. Personal safety equipment that is standard department issue such as turnout gear, helmets, gloves, boots, eye and hearing protection. Also referred to as PPE
- 28.04 Application Process
- A) TFD will accept applications from personnel that are members of another department whether the department is full time, paid on call, or volunteer.
 - B) Interested personnel will be required to meet with their potential station of membership in order to be interviewed by the officers.
 - C) Interested personnel will need to be available to meet with the personnel committee at a meeting to be determined, for an interview with the committee.
 - D) Personnel must have completed a minimum of the 60 hour entry level firefighter training in order to be considered for hire as a TFD member.
- 28.05 Acceptance of Membership
- A) Personnel will be provided with the necessary PPE needed to fulfill their duties as a member of TFD. This gear is supplemental to what they already have for duties with their primary employer.
 - B) Rank from the member’s primary employer has no standing as a member of TFD.

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28.06 Probationary Period

- A) Personnel will be required to have a probationary period of not less than 6 months and not more than 1 year.
- B) Membership activities will be reviewed at 3 month increments by the personnel committee.
- C) TFD retains the right to terminate membership with TFD if the member is not meeting expectations or requirements of TFD.

28.07 Training

- A) Personnel must provide copies of training they received prior to employment with TFD.
- B) TFD will not compensate personnel for training received while under the direction of their primary employer.
- C) Personnel will be paid at the pay rate which they qualify for based on TFD's Training Requirements, SOG 1-2-6.
- D) Personnel must comply with annual training requirements of TFD, even if already completed by their primary employer.
- E) Personnel will notify the training officer of their station when not able to attend their monthly station training.

2.05 Meeting & Event Attendance

- A) Personnel will make efforts to attend meetings and departmental sponsored events. If unable to do so, the member will notify their Battalion Chief.

28.08 Response to Calls for Service

- A) Personnel responding to a call as a TFD member, in TFD's response area, will be required to wear gear issued by TFD.
- B) Personnel responding to a call in the service area of their primary employer will function as a member of that department.
- C) Personnel responding to incidents in the service area of their primary employer, while working for their primary employer, will not be compensated by TFD for activities performed during the incident.

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28.09 TFD serving on other departments

- A) Current TFD members wishing to serve as a member on another department may do so under the following conditions:
- The member has served as a member of TFD for at least 2 years and successfully completed the probationary requirements.
 - The member has written approval by the Chief of TFD and the member's Battalion Chief.
 - The member must continue to attend all required TFD training.
 - The member will still attend monthly meetings and attend station sponsored functions.
 - The member will not use TFD issued equipment during training or when responding to incidents while functioning in the role of their secondary employer.
- B) Personnel responding to calls for service TFD's service area will function as a member of TFD.
- C) Personnel responding to incidents in the service area of their secondary employer will not be compensated by TFD for activities performed during the incident.
- D) TFD retains the right to revoke the member's right to serve on a secondary department if the above elements are violated or not met.