

THE BOARD OF FIRE COMMISSIONERS

DISTRICT No. 4 — RAMTOWN
HOWELL TOWNSHIP MONMOUTH COUNTY
88 RAMTOWN-GREENVILLE RD.
HOWELL, N.J. 07731-2790

Discipline Policy

Whereas the Howell Township Fire District 4 has found the need to adopt personnel policies for the good of Howell Township Fire District 4 and the active members of the Ramtown Fire co.

Howell Township Fire District 4 has also found the need adopt a Discipline Policy for the volunteer employees of the Howell Township Fire District 4 to be activated when a policy that is adopted by the board is not followed.

- First offence: The action taken by the Firefighter will be reviewed by the Chief of the Ramtown Fire Co. and The Chairman of the Board of Fire Commissioner Fire District4. If in agreement that action is needed the Chief will give the Firefighter a verbal warning and it will be noted in the firefighter personnel file.
- Second Offence: The action taken by the Firefighter will be reviewed by the Chief of the Ramtown Fire Co. and The Chairman of the Board of Fire Commissioner Fire District4. The Chief of the Ramtown Fire co and the Chairman of Howell Township Fire District will meet with the Firefighter and review his actions and the firefighter will be removed from duty for a period of 14 days. Formal write up of the event added to the firefighter personnel file.
- Third Offence: The action taken by the Firefighter will be reviewed by the Chief of the Ramtown Fire Co., his officers, and The Board of Fire Commissioners of Fire District4. After review of the incident, the Firefighter will be permanently dismissed from duty as a Volunteer Firefighter in Howell Township Fire District 4.

*In the event the Chief of the Fire Company is unavailable for the above actions a current assistant Chief can act on his behalf. If the Chairman of the Board is unavailable another Fire Commissioner of Fire District 4 can act in his behalf.

*All action should take place within 36 hours of the event.

* This policy would apply on any dispatched call in or out of Howell Township.

1st reading 6/11/2019

2nd reading and adoption 7/9/2019