

SUBLIMITY FIRE DISTRICT
Operational Guide

SUBJECT: Leaves of Absence (Volunteers)	O.G. NUMBER:
PURPOSE: To describe the considerations for volunteers leaves of absence	Original Date: 8/15/02
	<u>Revision Date: 10/8/03</u>

LEAVES OF ABSENCE

Leaves of absence may be granted by the Chief to any member for up to 1 year.

ACTIVITY DURING A LEAVE OF ABSENCE

1. Members on leave are not carried on insurance and may not participate in any district activities. All issued equipment is returned to the district.

OFFICERS ON LEAVE OF ABSENCE

An Officer who is granted a leave of absence, vacates their position as an officer. Another qualified officers candidate will be appointed as an “probationary” officer to fill the vacated position

2. END OF LEAVE -At the end of the leave the member must determine if he/she can return to full active status, or they must be removed from the rolls.
3. RETURN TO ACTIVE MEMBERSHIP AFTER REMOVAL FROM THE ROLLS— After the leave, the member must complete a skills evaluation and their training record is reviewed to assure they are current with all mandated subjects (SCBA Fit test, Immunizations, Pathogens review, Etc.).

When they are re-qualified, all PPE is reissued.

4. Medical leaves are handled separately from “Leaves of Absence”