

PN 3.006

EMPLOYEE VOLUNTEER FIREFIGHTERS

University employees who have provided their department chairperson with written evidence of fire company membership may answer fire calls made to their home fire company. The employee who is a volunteer firefighter will answer fire calls in a no-pay status and the employee's timesheet shall reflect same. Employees who are volunteer firefighters will be paid through the time they leave the job site after advising their immediate supervisor of their intention to answer a fire call and after their notice to supervision of their return to the job site. At the discretion of the individual's supervisor, annual leave may be use in lieu of leave without pay.

(Internal)