

LOS PINOS FIRE PROTECTION DISTRICT STANDARD OPERATING PROCEDURE



TITLE	NUMBER	EFFECTIVE DATE	REVISION DATE
OUTSIDE EMPLOYMENT	115	March 27 th , 2006	

PURPOSE

The purpose of this procedure is to protect the integrity of the Los Pinos Fire Protection District (LPFPD), the services provided to our customers, as well as the safety of our employees. Outside employment includes the practice of any trade, business, or profession, including self-employment, and all other non-LPFPD employment.

Employees shall not engage in outside work of a nature that is deemed a conflict of interest or in conflict with the mission of the LPFPD. While the LPFPD supports the prospect for employees to work part-time for other fire agencies, the District administration also wishes to insure that the employee understands that the full-time position held with the LPFPD is first in priority above any outside employment.

GENERAL

Members who wish to accept part-time employment with another business, agency or organization in addition to their regular duties with the Fire District must first obtain written authorization from the Fire Chief.

Outside employment shall not interfere with an employee's ability to satisfactorily perform their duties with the Fire District.

Approval to work outside the district may be rescinded if an employee fails to satisfactorily perform their duties with the Fire District.

An exception to this policy would be in cases where the Fire Chief or the Duty Chief of the District has determined that an emergency such as a serious fire, accident, or other crisis exists, which in their judgment does not allow for the normal rest period to be given. This procedure also does not apply to out of District wildland fire assignments.

An employee may apply for use of their accumulated sick leave for an injury sustained while engaged in outside employment. For an injury sustained under these circumstances, an employee may request to use either vacation, sick leave, or leave without pay. An employee receiving injury compensation from an outside employer waives all claims of compensation provided by the Los Pinos Fire Protection District.

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CONSECUTIVE HOURS WORKED

While having the ability to be a full-time career firefighter in one Fire District and a part-time firefighter in another can assist in addressing staffing issues, it also creates some additional concerns relating to safety and fatigue. Studies on the subject differentiated between “short term fatigue,” defined as consecutive hours without significant sleep, versus “long term fatigue,” defined as the accumulation of fatigue that lasts over weeks or months. One report notes that many firefighters who currently work 48 and 72 hour-long shifts (on a voluntary basis) do so without any significant issues regarding short term fatigue.

With that in mind, the maximum continuous amount of time that an individual employee (full-time or part-time) of the Los Pinos Fire Protection District shall be allowed to work shall be 72 hours followed by a minimum of 24 hours off. This provision applies to regular work hours within the District, as well as hours of outside employment. As an example, if an employee works the first two days of a regular shift tour, as well as working a 24 hour shift for another fire agency between those two days, they would be required to take the next day off.

It is the responsibility of the employee to not place themselves in positions where they would violate this procedure, and notify the Fire District and/or the outside employer of any situations that would cause an infraction.

Larry Behrens

Larry Behrens, Fire Chief

March 27th, 2006

Date