



SOUTH LYON FIRE DEPARTMENT

Manual of Procedures 129

Department Issued Property

Issued: April 19, 2019

Revised:

Approved: Chief Robert Vogel

I. Purpose

To provide a timeline for department issued gear and uniforms throughout the training and employment process.

II. Date of Hire

- A. Upon meeting with the fire chief and being onboarded, you shall receive one department issued t-shirt and your OJT (on the job training) binder. SLFD will replace issued t-shirts as needed. Staff may also have the option annually to purchase apparel online when available.

III. After meeting with your Sergeant and during Module 1 of OJT

- A. Department issued minitor(pager) issued by radio officer
- B. Firefighting turnout gear including boots, pants, coat, blue helmet, Nomex, structural firefighting gloves and extrication/utility gloves, Issued by gear officer.

IV. Completion of OJT

- A. Upon completion, staff will receive the following: 1 uniform pant, 1 class B uniform shirt, name plate for uniform, 1 polo shirt, "3 in 1" 5.11 jacket. This will be via surplus stock or new purchase with a provided uniform purchase order to be issued by a chief officer.
- B. Locker name plate
- C. last name decal on helmet

V. Completion of fire academy

A. Upon completion of the academy and the black helmet test, you shall receive a black helmet, streamlight helmet light, badge and collar brass.

B. Firefighting turnout gear will be replaced when the department deems it necessary and/or as needed in accordance with NFPA 1971

VI. 5 years of service

- A. Class A uniform pant, jacket and hat with hat badge issued according to current rank.

VII. Separation or Termination of Employment

- A. Upon separation or termination of employment, all department issued equipment, gear and uniforms will be returned to a chief officer or his/her designee. Failure to return department owned property will result in a department filed police report with the South Lyon Police Department.

Approved by:

/s/ Chief Robert Vogel