



SOUTH LYON FIRE DEPARTMENT

Manual of Procedures 117

ALARM RESPONSE REQUIREMENT

Issued: December 16, 2013

Revised: July 1, 2020

Approved: Chief Robert Vogel

I. PURPOSE

Establish the alarm response requirement for SLFD employees below the rank of fire chief. Responding on alarms is the primary function of all paid-on-call staff.

II. ALARM RESPONSE REQUIREMENT

- Alarm response is enforced monthly.
- Firefighters are required to make at least 12% of incidents each month.
- Officers are required to make at least 17% of incidents each month.
- Staff will receive double credit for incidents between 2200 hours and 0600 hours.
- Fire cadets are exempt from this MOP.
- Staff can respond on and will be paid for all incidents.
- Staff working shift will receive credit for incidents during their shift.
- Staff attending SLFD paid training will receive credit for incidents during that training.

III. ENFORCEMENT

The fire chief may grant an exemption to the run response requirement for an employee who has a track record of making their requirement but will be unavailable for a portion of the month. Exemptions will only be considered on a proactive basis.

Run percentage is measured based on a rolling 12 months with the following levels of discipline:

First failure to maintain run percentage: Counseling notice.

Second failure to maintain run percentage: Written warning.

Third failure to maintain run percentage: Final written warning and suspension of shifts from following month.

Fourth failure to maintain run percentage: Termination.

Employees who are on an approved medical or personal leave of absence are exempt from the percentage requirement during the dates of their leave of absence.

Approved by
/s/ Chief Robert Vogel