



Dismissal Procedure

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Revisions & Effective Date			
Letter	Description	Date	Prepared
A	Complete redesign of procedure	06/01/2004	TAB
6	Revised	06/12/2000	TAB
5	Revised	01/22/1997	TAB
4	Revised	05/01/1994	TAB
3	Revised	12/12/1990	TAB

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1.0 Purpose

- 1.1. To establish guidelines for which a member is dismissed from the Taylor's Bridge Fire Department.

2.0 Responsibilities

- 2.1. The Fire Chief will assure that all department members are treated fairly and given equal considerations.
- 2.2. The Fire Chief must terminate membership if the individual does not meet the training requirements set by the department and North Carolina Department of Insurance.
- 2.3. Elected Officers shall be open minded and considerate regarding dismissal proceedings. Officers must evaluate all the evidence supporting the process and determine its authenticity.
- 2.4. The department membership shall refrain from personal opinion. They must clearly understand the facts presented. Their decision must be beneficial of the both individual and fire department.

3.0 Definitions

- 3.1. None

4.0 Requirement

- 4.1. Any member failing to adhere to the Standard Operating Guidelines set forth by the members of the Taylor's Bridge Fire Department, will be asked to meet with the Fire Chief and Assistant Fire Chief(s) in order to accomplish a satisfactory solution.
- 4.2. At the end of a thirty-day time period, if the situation is not resolved, then the Officers Board shall investigate to find the best solution.



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- 4.3. If the situation is not resolved by the next thirty-day period, the Officers Board will make their recommendation to the general membership of the department.
- 4.4. At this time the department shall make judgment on the member. A vote of dismissal must be 2/3 majority of members present and exclude the vote of the Fire Chief and Assistant Fire Chief.

5.0 Member Dismissal

- 5.1. If a member is unfortunately dismissed, they will be notified verbally and by certified letter.
- 5.2. They must return their issued equipment back to an officer of the department within a one-week period after receiving their notice.

Minimum training hours set by the North Carolina Department of Insurance is not subject to department vote. This requirement must be met by the individual and will not be compromised. The Fire Chief must terminate the member, clearing liability from the Board of Directors, department members, and community.