

Sanoca Rural Fire District, Inc.
Standard Operating Procedures
Administrative Operations

Fire Company Operations

Subject: New Applicants/Criminal History/Background Checks

Adopted: Jan 01, 2009

Purpose:

The purpose of this policy is to ensure that new applicants and current members of the Sanoca Fire Department are of good moral character to serve in the public safety industry. Oftentimes, members are entrusted with private property and the security of same, as well as fire department equipment, and sensitive information of department records as per HIPPA requirements.

Policy:

It shall be the policy of the Sanoca Rural Fire District, inc., that all new applicants are of good moral turpitude to serve in a public safety capacity. Background checks shall be performed on ALL new applicants, and random background checks on current members. Members or applicants of the Sanoca Rural Fire District must have none of the following conditions on their criminal record, and some listed are reviewed on a "case by case" basis at the discretion of the Board of Directors.

- Any conviction of a felony that was committed with the use of force, coercion, intimidation, weapons, fraud, DWI, or any violent aggravating factors. Applicants that have felonious CHARGES PENDING will not be allowed to retain membership until adjudication in a court of law. Current members that are charged with a felony will be placed on Administrative Leave, pending the outcome of court disposition.
- Any conviction of a crime for which the punishment could have been more than two (2) years.
- Conviction of two or more crimes or unlawful acts defined as Class B Misdemeanors within the preceding five (5) years. Examples: Breaking and Entering into Buildings, Concealment of Merchandise, Receiving Stolen Goods, Worthless Check over \$100, Worthless Check - Closed Account, Harassing Telephone Calls, Resisting Officers, Impersonation of a Police Officer, Stalking, Child Abuse, Abandonment, Possession of Schedule VI (marijuana) and Consumption on Street or Sidewalk.
- Conviction of one or more crimes or unlawful acts as defined as Class A Misdemeanors within the preceding four (4) years. Examples: Assault on a Female, Assault on Government Officer, Violation of Domestic Violence Protective Order and Misdemeanor Larceny.
- Crimes or acts involving moral turpitude (anything done contrary to justice, honesty, modesty or good morals. It implies something immoral in itself, regardless of its being punishable by law). At the discretion of the Board of Directors.
- For a period of one year preceding application or any time after the date of application, having a driver's license revoked or suspended, or pleading guilty to, entering a plea of no contest to, or being convicted for a traffic offense which may result in the suspension or revocation of driving privileges.
- A DUI or DWI conviction within the past three (3) years. Any convictions over the three (3) year time frame will be reviewed on a case by case basis by the Board of Directors.
- Any involvement in the sale and/or distribution of illegal drugs.
- Prior usage of illegal drugs is evaluated for the extent of the use and how recent the usage has been. Use of "hard drugs" is an immediate disqualifier.

- Dishonorable discharge from any military will be reviewed on a case by case basis.
- Untruthfulness or the intentional withholding of information on any application, interview, or paperwork associated with the position applied for.
- Deliberate inaccuracies or incomplete statements.
- Not meeting basic requirements of the position as defined by the NC Office of Emergency Medical Services for those members or applicants titled as “EMS Division” or the NC Office of State Fire Marshall for those titled as “Suppression Division” of the Department..