

**Sanoca Rural Fire District, Inc**  
**Standard Operating Procedures**

**Administrative Operations**

**Fire Company Operations**

**Subject: Supplemental Retirement Qualifications**

**Adopted:**

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**Purpose**

To establish a schedule on which members shall receive benefits paid for by the fire department. It is the goal of the fire department, to include every member, in good standing, with funding for the State Retirement Benefit, paid for by the fire department, on behalf of the qualifying member. Total costs of the program are beyond the parameters of the operational budget, therefore, a schedule of activities, based on participation, shall deem who qualifies for fire department paid benefits.

**Policy**

It shall be the policy of the Sanoca Rural Fire District Inc., to fund, on behalf of a qualified active member, who meets the following general requirements. The funds are based on a point system, with 10 total points *per month*. Points are accrued by responding to calls, attending training, and participating in fire department related programs. It shall be the responsibility of the individual member to attain the required minimum number of points in order to receive department paid benefits. It shall be the responsibility of the individual member to also keep accurate records of their points by submitting proper documentation to the fire chief, or designee, in a timely manner. Incident reports must bear the member's own signature (or signed on behalf of a Chief Officer) to qualify for responding. Community College classes must be completed in its entirety to receive credit. Member must attend entire duration of in-house training for that day/evening to receive credit. Extra Duty and extracurricular events must have at least ½ of duration attendance by the member to receive credit for that event. Points begin the 1<sup>st</sup> day of the month until the last day of that month. Any discrepancies in points accrued are at the discretion of the Fire Chief or their designee. Grievances to that discretion are to be brought to the Board of Directors for consideration.

## Schedule of Points

<b>ACTIVITY</b>	<b>AVAILABLE POINTS</b>	<b>Extra Points</b>
<b>Response to Fire/EMS Calls</b>	1pt for each call (up to 3hrs) 2pts for attending call >3hrs	1pt for performing as Incident Commander
<b>In-house training</b>	1 pt for attending each scheduled training session	1pt for teaching any in-house class
<b>Community College Classes</b>	1pt for each class up to 3hrs	1pt for each 3hrs attended
<b>Extra Duty &amp; Administrative Duties</b>	1pt for each extra duty (minimum of 3hrs)	
<b>Extracurricular Activities</b>	1pt for each activity attended (must attend at least ½ of the event)	1pt for coordinating the event
<b>Fire Prevention Programs</b>	1pt for every member participating in the program that reaches more than 5 citizens	1pt for coordinating the event
<b>Hydrant Tests</b>	¼pt for each hydrant tested & recorded	(must test 4 hydrants to get points)
<b>Hose tests</b>	¼ pt for each hose tested & recorded	(must test 4 hoses to get points)
<b>New Members</b>	2pts for bringing in a new member	