



POLICY MANUAL

Daily Operations - Staffing

Initial Recruit Firefighter Assignments

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Book Chapter Subject

- 4.0 Purpose: Identify initial Recruit Firefighter staffing assignments after completing the Recruit Firefighter Academy.
- 4.01 Scope: All Recruit Firefighters
- 4.02 **GUIDELINE**
1. When a Recruit Firefighter completes his/her Recruit Academy, he/she will be assigned to a shift as an extra person, or a fourth person on a crew, for the Recruit's first shift assigned.
 2. The first shift a Recruit Firefighter is assigned, **the Recruit Firefighter will not be counted as part of the minimum staffing**, even if it necessitates overtime callback to maintain minimum staffing.
 3. The intent of this guideline is to allow a transition from the Recruit Academy to shift assignment for both the Recruit Firefighter and shift personnel for a minimum of 48 hours.
 4. **For emergency call back**, Recruit Firefighters participating in his/her first shift assignments will not normally be counted as a part of minimum staffing. **If during an emergency call back** a Recruit Firefighter participating in his/her first shift assignments is needed to supplement the immediate staffing of apparatus, **that Recruit Firefighter will be replaced as soon as possible**, thus not allowing the Recruit Firefighter to be counted as part of the minimum staffing.
 5. **During a recruit academy, Recruit Firefighters that return for emergency call back will at no time be considered as minimum staffing**, and will report to the emergency scene and be guided by directions from the Incident Commander.