

Volunteer Firefighter Stipend Pay Policy

PURPOSE:

This Policy aims to establish guidelines for the payment of stipends to volunteer firefighters in recognition of their service and commitment to the community.

Scope:

This policy applies to all volunteer firefighters who are eligible to receive stipend payments per the criteria outlined in this policy.

Eligibility Criteria:

Volunteer firefighters must meet specific eligibility criteria, such as attending a minimum number of training sessions or responding to a certain percentage of emergency calls, to qualify for stipend payments.

Payment Schedule:

Stipend payments will be made on a (monthly) basis as specified in the department financial procedures.

Stipend Amount:

Volunteer firefighters' pay will consist of twenty dollars (\$20), not to exceed twenty (\$20) dollars per call.

Documentation and Verification:

Volunteer firefighters must maintain accurate records of their training hours, emergency responses, and other relevant activities to support stipend payment calculations.

Review and approval Process:

Stipend payments will be reviewed and approved by (Fire Chief, or designated personnel,) to ensure compliance with the stipend policy.

Conflict of Interest:

Volunteer firefighters involved in the review and approval process of stipend payments must disclose any conflict of interest and recuse themselves from decision-making where necessary.

Reporting and Accountability:

The department Fire Chief will maintain records of stipend payments and provide regular reports on stipend expenditures to ensure transparency and accountability.

Policy Compliance:

Volunteer firefighters are expected to adhere to the stipend policy guidelines and procedures outlined in this document. Non-compliance may result in the forfeiture of stipend payments.

Policy Revision:

This policy will be reviewed (annually) to ensure its effectiveness and relevance to the department’s needs.

Enforcement:

Violation of this policy may result in disciplinary action, up to and including the termination of stipend payments and dismissal from the volunteer firefighting program upon recommendation of the Fire Chief.

Approval:

This policy is approved by the Board of Aldermen and Mayor.

Date

Mayor

ATTEST: _____
Town Recorder