

## **Forest Grove Fire Company LOSAP\* Guidelines**

- 1. All LOSAP forms shall be completed in their entirety. Incomplete forms will be returned for the member to complete and resubmit.
- 2. All LOSAP forms shall be legible. Unreadable forms will be returned for correction.
- 3. All LOSAP work reported on the forms must be certified by a Fire Company Officer or Commissioner as noted at the bottom of the form. No other personnel are authorized to certify work / credit submitted.
- 4. All LOSAP forms must be submitted by the last day of the following month\*\* in order to be accepted. Forms received after that date will be returned.

If there are any questions, please contact: Nick Myronowskyj Commissioner

- \*LOSAP Length of Service Awards Program
- \*\* i.e. forms for January can be submitted until the last day of February to receive credit.