

Orchard Farm Fire Protection District Standard Operating Procedure

Division: 100 **Administration**
Section: 103 **Personnel**
Subject: 103.03 **Promotion to Firefighter**



Supersedes: N/A

Approved By: 

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PURPOSE:

To define the District's process of promoting to the rank of Firefighter

RESPONSIBILITY:

Any Firefighter (Serving a Probation Period) wishing to be promoted to the rank of Firefighter

PROCEDURES:

After the Firefighter (Serving a Probation Period) has successfully completed the probation period, the crew's leadership will discuss the training progression, cooperation, initiative and other skills, and discuss whether or not they should be offered a promotion to the rank of Firefighter. The crew's Captain will make the decision and submit it to the Chief Officers for approval.

If the decision is made that the Firefighter (Serving a Probation Period) will not be promoted, this decision will be discussed with them to ensure their understanding of the improvements needed before they will be offered the promotion. They will then be given a date, approximately three (3) months later, on which their skills will be reevaluated. If their skills are still lacking, their involvement with the District may be terminated. The crew's Captain will make the decision and submit it to the Chief Officers for approval.

If the decision is made that the Firefighter (Serving a Probation Period) has met their requirements, a written notice will be delivered to them, informing them of their promotion to the rank of Firefighter, and its effective date. When the effective date arrives, their rank shall then be Firefighter and they will immediately assume the responsibilities of said rank.