

# CONDOLENCES AND GIFTS FOR DEATH, BIRTH, ILLNESS, AND WEDDINGS

The purpose of this guideline is to demonstrate our support for family events that are critical at the time in need. This Guideline applies to all members and employees.

## A. Death:

1. The fire department will recognize as appropriate the death of an active member and the immediate family member of an active firefighter member, employee, or Board member.
2. Active member will be as defined in the PVIP program.
3. Immediate family will be limited to spouse and children. Sympathy cards may be appropriate for other family members.
4. Appropriate is defined as flowers, dining gift certificate or donation to an acceptable charity up to \$50.

## B. Birth:

1. The fire department will recognize as appropriate the birth of a child by an active member, employee or Board member or by the spouse/partner of an active member, employee or Board member.
2. Appropriate is defined as flowers or a gift certificate up to \$50.

## C. Illness:

1. The fire department will recognize as appropriate the serious illness of an active firefighter, employee or Board member.
2. Serious illness is defined as unable to perform his/her duties for over a week or a stay in the hospital of over 2 days.
3. Appropriate is defined as flowers or a dining gift certificate up to \$50. Cards may be appropriate for other family members or shorter duration illnesses.

## D. Injury, Illness Or Death While On Duty:

1. Injury, illness or death while on duty will be dealt with on an individual basis as appropriate.

## E. Weddings:

1. The fire department will recognize as appropriate the wedding of an active member, employee or Board member.
2. Appropriate is defined as up to \$75. The department will provide a gift certificate or gift to the newly married member, employee or Board member. Cards may be appropriate for other family members.

## F. Allowances and discretion will be made for tenure and position. For example, the birth of a child to an original member versus a short term member may warrant a gift certificate valued above the maximum \$50 gift certificate.