

**Full Time Firefighter Position Call Back Guideline**  
**Final April 28, 2008**

**Purpose:** To establish an explanation and action for Ponderosa VFA full time firefighter position call back for major events in the Ponderosa FD district and certain mutual aid situations.

**Scope:** This guideline applies to full time paid firefighters. This document gives further clarification to the existing firefighter job description and benefits document.

- Be subject to call back to duty when available when major events occur
  - Minimum of one hour call out pay
- The full time employee may automatically respond if a working fire is clearly evident in the PFD district.
- Each employee may be contacted to respond to any event via the PFD senior officer present.
- The firefighter is responsible for accurate time keeping. Documentation explaining the reason for callout, incident number and time expended portal to portal on the bottom of the timesheet.
- The senior officer is to consider release of the call in personnel as soon as feasible.