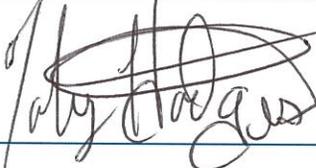
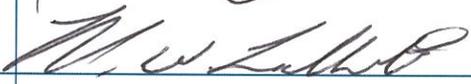
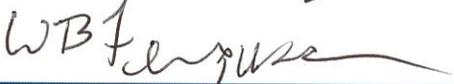


	Standard Operating Guideline: OPS 9	
	Subject:	Career Staff Volunteering
	Effective Date:	December 1, 2012
	Revision Date:	April 15, 2017
	Approval: EMS Representative:	
	Fire Representative:	
	Career Representative:	
	Director:	

PURPOSE: Franklin County Public Safety shall assure that career staffing is in compliance with the Fair Labor Standards Act (FLSA) in regards to volunteering in the same capacity as employed within the same jurisdiction.

I. POLICY:

- A. With the passage of the Fair Labor Standards Act (FLSA), non-exempt employees must be compensated at a rate of one and one-half times their normal pay rate for hours worked greater than forty (40) per each work week or 216 hours per time cycle if assigned to a 24 hour shift schedule. The courts have ruled that volunteering in the same or similar position as the employee's work is also considered as time on the job and therefore must be compensated. This guideline was developed to eliminate the possibility of this department being held liable for overtime associated with time worked as a volunteer. This guideline may be referenced under the United States Department of Labor 29 CFR 553.102 and 29 CFR 553.103.
- B. Full Time employees whose job function includes responding to emergencies on a routine or occasional basis are NOT permitted to hold an active membership in any volunteer department/organization within Franklin County whose duty is to perform similar activities (i.e. fire, rescue, EMS).
- C. Full time employees may hold life or honorary memberships within volunteer departments/organizations within Franklin County.
- D. Full time employees may involve themselves with social type activities of a volunteer department/organization such as fund raising projects, records management, awards ceremonies, and other similar events.

- E. Part time employees are permitted to hold active memberships in any volunteer department/organization within Franklin County whose duty is to perform similar activities (i.e. fire, rescue, EMS).
- F. Employees are not prohibited from volunteering with fire and EMS departments/organizations outside of Franklin County; however, they cannot answer fire/EMS calls located within Franklin County with that department unless approved by the Fire/EMS system supervisor.