

### TEMPORARY DRIVER-ENGINEER ASSIGNMENT

Whenever a member is assigned to an apparatus to drive, and has not been tested and qualified by the Driver-Engineer Instructor, the following must occur for that member to be paid as a Driver-Engineer.

I. Member will;

- A) Have satisfactorily completed the Driver-Engineer Course.
- B) Be in the "Driver Rotation".

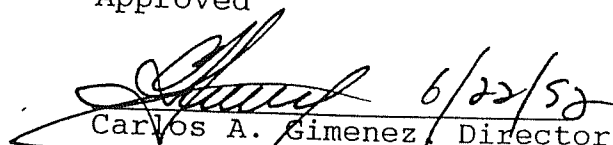
II. Company Officer will;

- A) Complete the Driver-Engineer Assignment Form per O.P.M.
- B) Type in and highlight "Temporary" above "Subject: Assignment as Driver-Engineer" on Driver Engineer Assignment Form.

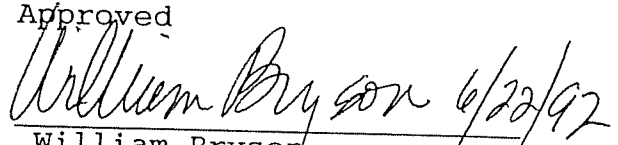
III. Driver-Engineer Instructor will;

- A) Complete the Driver-Engineer Assignment Form as follows;
  - 1. Fill in assignment date (assignment date will be date Driver-Engineer Instructor received "Driver Engineer Assignment Form").
  - 2. Sign original and two (2) copies.
  - 3. Forward the original and two (2) copies to the Payroll Section to start payment.
- B) Schedule a Driver-Engineer Test.
  - 1. Member will be tested within 30 days of assignment.
  - 2. Member will be given two attempts to pass the test.
    - a. Second test will be given within 30 days after the first test.
    - b. Member will be removed from position if they fail second test.
- C) Submit a memo and two (2) copies to the following when member passes the test by Driver-Engineer Instructor. Memo will be attached to the "Driver-Engineer Assignment Form".
  - 1. Original - Personnel file at the Fire Chief's Office.
  - 2. 1st Copy - Driver-Engineer Instructor.
  - 3. 2nd Copy - To the proper Station and place in their respective individual's personal folder.

Approved

  
Carlos A. Gimenez, Director  
Director of Fire, Rescue  
and Inspection Services

Approved

  
William Bryson  
President  
Local 587