

SOUTH PORTLAND FIRE DEPARTMENT

STANDARD OPERATING GUIDELINES

Policy #:	5.245	Effective Date:	2/8/2022
Title:	Length of Service Award Program (LOSAP)	# of pages:	2
Category:	Personnel (Call Force)	Classification:	Green

1. **PURPOSE:** To Establish and Maintain a Length of Service Award Program (LOSAP) for the Call members of the South Portland Fire Department
2. **POLICY:** After serving five years in the South Portland Fire Department Call Companies, a member in good standing would become eligible to participate in the department sponsored retention program. Five years in good standing is defined as: meeting all department membership requirements annually as established by department or state/federal regulations.
3. **PROCEDURES:** In order to qualify for the annual contribution to their LOSAP account members would have to meet all of the following requirements each year. There are no prorated options for this plan; all requirements must be met to receive this benefit.
 - a. Meet all Maine BLS requirements and compliance directives (this includes but not limited to; required annual training, medical clearances, and respiratory fit testing).
 - b. Respond to 20% of company emergency responses
 - c. Attend 36 hours of training. Up to 18 hours of training may be submitted for credit from either; attendance at another fire department's training or from outside courses. A minimum of 18 hours must be from attendance at the member's monthly company training.

Participants in the plan would have the following amounts credited to their account after reviewing the past years participation.

- \$325.00 (5-9 years)
- \$375.00 (10-14)
- \$425.00 (15-19)
- \$475.00 (20-24)
- \$525.00 (over 25 years)

A member's account balance will be held by the City of South Portland. Any member who is dismissed by the city for discipline reasons or without at least 10 years of service will not be eligible for the payment of their accrued amount.

Payments to members will made by the City of South Portland when a member moves to the associate member list of his/ her call company after 20 years of service to the department at any age or due to medical restrictions that will not allow a member to continue.

The Chief will work with the call company officers to determine eligibility on a yearly basis. The Chief shall have final authority on eligibility for the program.

4. REFERENCES:

- None

By Order Of:

A handwritten signature in blue ink, appearing to read "Jim Wilson", is written over a faint, light blue circular stamp.

James P. Wilson
Fire Chief