

Simplified disciplinary guidelines for essential Fry Fire District rules

Violation	Discipline			
	1st	2nd	3rd	4th
Supervisor fails to enforce FFD rules & policies	Written warning	Suspension	Demotion	Discharge
Supervisor fails to enforce sexual harassment policy	Demotion	Discharge		
Sexual harassment with physical assault	Discharge			
Sexual harassment	Written warning	Suspension	Discharge	
Sexual harassment retaliation	Suspension	Discharge		
Sexual harassment (Supervisor's)	Suspension	Discharge		
Criminal, dishonest or disorderly conduct	Suspension	Discharge		
Making false entries or statements in any dept. communications	Written warning	Suspension	Discharge	
Acceptance of gifts or gratuities from public in connection with performance of duty as a district employee	Suspension	Discharge		
Endangering self, fellow employees or public by willful violation of safety rules or laws	Suspension	Discharge		
Possession or consumption of alcohol or illegal drugs on district property	Suspension	Discharge		
Reporting to work under the influence of alcohol or drugs	Evaluation	Discharge		
Provoking or instigating a fight	Written warning	Suspension	Discharge	
Physical assault in the workplace	Suspension	Discharge		
Misappropriation or unlawful taking of district property	Suspension	Discharge		
Willful or negligent destruction of district property	Written warning	Suspension	Discharge	
Insubordination/Refusal to carry out an order or abusive language	Written warning	Suspension	Discharge	
Leaving workplace without authorization	Written warning	Suspension	Discharge	
Absent with out leave	Written warning	Suspension	Discharge	
Absent with out leave with notification	Verbal warning	Written warning	Suspension	Discharge
Working more than 48 consecutive hours (without a Chief's approval) or buying or selling shifts	Written warning	Suspension	Discharge	
Failure to assist in backing apparatus	Verbal warning	Written warning	Suspension	Discharge
Allowing persons other than FFD personnel to ride apparatus or occupy fire department property without the Fire Chief's permission	Verbal warning	Written warning	Suspension	Discharge
Interfering with the works of others or failure to treat the public or fellow employees with courtesy	Verbal warning	Written warning	Suspension	Discharge
Excessive absenteeism resulting in loss of pay	Verbal warning	Written warning	Suspension	Discharge
Failure to report a known injury	Verbal warning	Written warning	Suspension	Discharge
Failure to provide an address or phone number or to have a telephone at residence, or making personal phone charges against a station number	Verbal warning	Written warning	Suspension	Discharge
Smoking in any district vehicle or building	Verbal warning	Written warning	Suspension	Discharge