

A. Shift Exchange

1. Full time employees shall have the right to exchange shift assignments, as long as the change does not adversely affect the operation of the Fire District; provided the Fire Chief or, in his absence, the Assistant Chief, has been notified in advance and approves the exchange. Such approval shall not be unreasonably withheld. Compensation for the above exchange shall rest exclusively with the two employees agreeing to the exchange. This exchange must be completed between both employees within 30 days from the first exchange date.

a) Twenty-four (24) hour swap time will be allowed for employees. If the Fire Chief feels that a twenty-four (24) hour swap becomes a problem, he may disallow the twenty-four (24) hour swap and return to a twelve (12) hour swap.

b) Only after approval, should an employee covering the swap time who might be unable to report for duty or leave early due to other circumstances, will be charged for the appropriate time off, not the employee with whom he/she is swapping.