

Central Joint Fire District

Standard Operating Procedure



Central Joint Fire District

SUBJECT: Probationary Conference Record Form

SOP Number: 1510
Effective Date: 4/7/92
Revised Date:
Approved:

PURPOSE: The purpose of this standard is to define the purpose of form F1510 used by the Central Joint Fire District.

SCOPE: This standard applies to any probationary member who has completed a six-month interval of probationary status.

ENFORCEMENT: Responsibility for adherence and enforcement of this standard shall rest with the Executive Board.

APPLICATION: Form F1510 shall be completed whenever a member has completed a six-month interval of probationary status. Form F1510 shall serve to document progress, or lack of progress, demonstrated by a probationary member of the Central Joint Fire District in accordance with SOP 141A. The Ranking Officer presiding over the conference shall have the responsibility to ensure that the form is completed and submitted to the member's personnel file in a timely manner.