

# Springdale Fire Department

## Policy & Procedures Manual

### Volume 1 – Administration

#### Section 102 – Personnel Policy

##### 102.14 – Maximum Work Period (96 Hour Rule)

SFD Personnel shall not allow themselves to be scheduled to work on duty for any period exceeding 96 consecutive hours. This maximum scheduled work period includes any combination of the following: regularly scheduled shift assignment(s), shift swaps, and overtime.

If an individual is offered overtime and the overtime opportunity creates a situation where the individual would be working greater than 96 hours consecutively, it is the individual's responsibility to decline the overtime offering, citing the 96 hour rule as the reason for the declination.

This policy may be rescinded in unusual emergency circumstances and instances. Before this policy may be rescinded, direct approval by the fire chief or assistant fire chief must be obtained.

This policy addresses scheduled work periods only, and does not apply to personnel ending a work period who are required to make a late shift emergency response.