

POLICY

Policies and practices shall apply uniformly to all persons employed by or seeking employment with the Tightwad Fire Protection District, hereinafter called "the District", unless otherwise exempted by action of the District's Board of Directors, hereinafter called "the Board".

RESPONSIBILITIES

It is the responsibility of the **Board** to hire and retain employees, including part-time or unpaid and to adopt and amend any other rules and regulations not in conflict with the Constitution and laws of this state, necessary for the carrying on of the business, objects, and affairs of the Board and of the District.

It is the responsibility of the **District Manager** to ensure that the policies and practices are applied uniformly and consistently to all employees reporting through or supervised by the District Manager, the District Manager's appointees, or designees.

It is the responsibility of the **Fire Chief** to ensure that the policies and practices are applied uniformly and consistently to all employees reporting through or supervised by the Fire Chief, the Fire Chief's appointees, or designees.

It is the responsibility of the **fire officers** to ensure that approved policies and practices are applied uniformly and consistently to all employees in their command.

It is the responsibility of the **Personnel Officer** to identify District employees, to provide assistance as necessary in administration of the District policies and practices, and to provide advice and interpretation for compliance with the District policies and practices.

LIABILITIES

The Board, on behalf of the District, will provide legal assistance, legal defense, and full indemnity, by insurance or otherwise, for its officials, whether appointed or elected, and fire officers, for all employment actions or related actions which are taken within the scope of their authorities and duties and which follow the District's policies and practices. No legal assistance will be provided for willful, negligent, or repeated failures or refusals to comply with the policies, practices, procedures, guidelines, and interpretations.

POLICY: **APPLICATION OF POLICIES**
EFFECTIVE DATE: **05/24/21**
PAGE: **2 of 2**

#106

RELATED POLICIES

Policy Revisions 130
Employee Representation 630

STATUTORY REFERENCES

RSMo §§321.220(9) and 321.600(9)
RSMo §§321.220(12) and 321.600(12)

REVISION HISTORY

Revision Date	Author	Revision Details
May 24, 2021	Monte Olsen	Initial version