



DIVISION OF FIRE AND RESCUE SERVICES

MONTGOMERY COUNTY, MD.

DIRECTIVE

NUMBER: 00-8

DATE: April 10, 2000

TO: All DFRS Personnel

FROM: Chief Roger W. Strock

A handwritten signature in black ink, appearing to read "Roger W. Strock", written over the printed name.

SUBJECT: Compensation for Lieutenants Working Out of Class as Station Officers (Captains)

The Merit System Protection Board (MSPB) has determined that Fire/Rescue Lieutenants may be entitled to compensation for working out of class as a station officer (Captain). The Division recognizes that officer staffing levels, specifically at the rank of Captain, are insufficient to adequately cover kelly days and details. In an attempt to correct this deficiency, the Division is requesting, through the budget process for FY01, additional Captain positions. Until the complement of Captains is adequate, the Division will compensate for working out of class when appropriate.

The MSPB determines a Lieutenant is eligible for working out of class compensation for all hours worked at the higher graded position during any six month period in which he/she worked more than 50% of his/her hours at the higher graded position. Once the 50% threshold is met, the Lieutenant is entitled to 5% of his/her base salary for all hours worked at the higher graded position. I believe this to be fair and equitable compensation and, as such, will adopt this as the Division's criteria.

Beginning April 1, 2000, Lieutenants will be eligible to receive working out of class compensation based on the above criteria. The attached forms are to be used and forwarded through the chain of command to the Chief, Bureau of Program Support Services.

If you are a Lieutenant and you were assigned to work as a station officer (Captain) during the period of March 17, 1999 to March 31, 2000, and you meet the criteria listed above, you may be due back compensation. If you believe that you are eligible for back compensation for this period, you must complete the attached forms and forward them to Assistant Chief Henry, 12th Floor, EOB no later than May 15, 2000. Remember, requests must be in six-month increments and meet the 50% threshold. The threshold are as follows; for a 2496 hr/year schedule, the threshold is 624 hours; for a 2184 hr/year schedule, the threshold is 546 hours; and for a 2080 hr/year schedule, the threshold is 520 hours.

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Directive – Lieutenants Working Out of Class as a Station Officer (Captain)

April 10, 2000

You will receive notification of compensation due after the form has been verified and processed. After verification the appropriate actions will be taken to pay you for any compensation owed.

REQUEST FOR COMPENSATION

**LIEUTENANT WORKING OUT OF CLASS AS A STATION
OFFICER (CAPTAIN)**

I submit this request for compensation for working out of class as a station officer (captain). I affirm that the information contained in this request is true and accurate to the best of my knowledge.

NAME: _____ ASSIGNED STATION: _____

SIX MONTH PERIOD: FROM _____ TO _____

TOTAL HOURS COMPENSABLE FROM ATTACHED PAGE(S): _____

SIGNATURE: _____ DATE: _____

I affirm that I have verified this request and find it true and accurate to the best of my knowledge.

SUPERVISOR: _____ DATE: _____

