

Montgomery County Fire and Rescue Service

FIRE CHIEF'S GENERAL ORDER

NUMBER: 07-18

August 10, 2007

TO: All MCFRS Personnel

FROM: Fire Chief Thomas W. Carr, Jr. 

SUBJECT: Performance Evaluation Procedures for Career Probationary Firefighter/Rescuers

Effective August 10, 2007, supervisors must manage and evaluate the performance of all career probationary Firefighter/Rescuers as indicated below.

For Personnel Graduating with Recruit Class 29: Supervisors must continue to use the procedure outlined in Policy #523 entitled, *Performance Planning and Appraisal*, dated October 10, 1989. After personnel from RC29 have completed their probationary period, supervisors must use the Individual Performance Planning and Assessment (IPPA) procedure in Article 59 of the Collective Bargaining Agreement.

For All other Career Probationary Firefighter/Rescuers (Recruit Class 30 and Subsequent Recruit Classes): Supervisors must use the IPPA procedure in Article 59 to manage and evaluate the performance of probationary personnel.

All supervisors must review this Order with their personnel. The Individual Performance Planning and Assessment (IPPA) Form for *Firefighter/Rescuer I* is attached to this Order. This form can also be downloaded from MCFRS *Quicklinks* by clicking on the IPPA button.

Please direct questions regarding this Order to Assistant Chief David Steckel, Administrative Services Division, at 240-777-2455.

Issued:	Revised:	Rescinded:
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