

Fire Duty Pay Practices Summary 2011

Hourly Rate Adjustment

For all hours worked under the Incident Command System, two dollars (\$2.00) is added to an employee's regular hourly rate of pay and will be included in the calculation of overtime.

This rate adjustment is in lieu of all other forms of additional compensation such as call back, standdown, etc.

Overtime

Union Represented Employees:

- Overtime-eligible employees will be paid 1.5 times the sum of their regular hourly rate for all hours worked in excess of 40 hours in a workweek. All leave, except leave without pay, is considered hours worked for the calculation of overtime.
- Overtime-exempt employees will be paid 1.5 times the sum of their regular hourly rate for all hours worked in excess of 40 hours in a workweek, only for hours attributable to emergency duty. All leave, except leave without pay, is considered hours worked for the calculation of overtime.

Non-Represented Employees:

- Overtime-eligible employees will be paid 1.5 times the sum of their regular hourly rate for all hours worked in excess of 40 hours in a workweek. All leave taken, with or without pay, **is not** consider hours worked for the calculation of overtime.
- Overtime-exempt employees will be paid 1.5 times the sum of their regular hourly rate for all hours worked in excess of 40 hours in a workweek, only for hours attributable to emergency duty. All leave taken, with or without pay, **is not** consider hours worked for the calculation of overtime.

Standby

Standby for fire duty, when authorized, only applies prior to dispatch to fire duty. No standby is paid after dispatch to fire duty or in a fire camp.

Rest and Recuperation Period

A rest and recuperation period will be scheduled after the 10th but no later than the 14th consecutive day on fire duty away from the employee's duty station. Up to 48 hours of travel to and 48 hours of travel from the fire are excluded in counting consecutive days of fire duty. When an employee is authorized a rest and recuperation period, the employee will be unavailable for work assignments for a 24-hour period. The rest and recuperation period is for the duration of the

employees normal schedule (e.g. 8 or 10 hours) and will be paid at the employee's regular hourly rate.

When, due to other scheduling requirements, it is impossible to schedule a rest and recuperation period before the employee is released from fire duty, the employee may have a rest and recuperation period on the first calendar day after returning from fire duty to the employee's duty station.

Compensation When Deployed to a Closed Satellite Camp

When an employee is deployed by incident command staff to a closed satellite camp, he/she will be considered on 24-hour duty. Pursuant to the Fair Labor Standards Act (FLSA), bona fide meal periods and a bona fide scheduled sleeping period of up to eight (8) hours are excluded from paid time, provided that a hot catered meal, adequate sleeping facilities (sleeping bag and tent), and a sleeping period of at least five (5) hours (that is not interrupted to perform fire duties) is furnished, no later than 24 hours after incident command initially deploys employees to the closed satellite camp.

When an employee is deployed to a closed satellite camp and the specific provisions described above are not furnished, the employee will be considered in 24-hour pay status and paid accordingly, without excluding bona fide meal periods or sleep periods, until such time as the Agency meets its obligation. The employee's crew time report must state "Entitled to 24 hour pay" and the Division/Group Supervisor must indicate, as justification, what specifically was not provided to the employee (i.e., a hot meal). These steps must be completed before leaving the fire. The timekeeper at the fire incident transfers this information to employee Emergency Firefighter Time Reports (EFTR/OF288) in the comments field. The OF288 is then attached to the employee's Time and Activity Report (TAR).

Resolving Issues or Clarifying DNR Pay Practices

When an employee is on an inter-agency fire, DNR personnel and pay practices and provisions of the State of Washington collective bargaining agreements with the WFSE and WPEA unions remain in effect and must be applied. For the purpose of resolving issues that may arise regarding the application of DNR practices, a knowledgeable agency representative or contact is designated to provide effective liaison. If the assigned DNR liaison is not on site, the DNR Emergency Operations Manager, Resource Protection Division serves as the assigned DNR Liaison. The DNR Emergency Operations Manager should be contacted at 1-800-562-6010.

References

This is a summary of pay practices applicable to all DNR employees. For further guidance on other topics please refer to the following contracts or rules:

Represented employees: [WPEA](#) or [WFSE](#).

Unrepresented employees: [WAC 357](#)

Agency policy and guidance documents are available through the DNR Human Resources Division. 360-902-1142