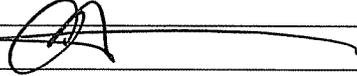


PEMBERTON TOWNSHIP FIRE DEPARTMENT GENERAL ORDER
Number: 12-0001
Cross Reference:
Subject: Leaves of Absence
Effective Date: January 17, 2012
By Order of: Pemberton Township Fire Chief 

Effective immediately all leaves of absence i.e. medical, military and all others that pertain to active firefighters and fire police officers shall be reported to the Chiefs Office in writing by the commanding officer of the station. The information should include the effective date and the return date if known. If the LOA is the result of a military deployment the proper papers shall accompany the LOA. If the LOA is the result of a medical condition then a physician's note shall accompany LOA. All other requests shall have the proper documentation to support the LOA. The LOA shall be sent to the Chief's Office no later than one week prior to the LOA, in the event of an emergency the LOA shall be sent as soon as possible.