

AGREEMENT BY AND BETWEEN
CHARTER TOWNSHIP OF WHITE LAKE
AND
POLICE OFFICERS LABOR COUNCIL
(POLC)
WHITE LAKE TOWNSHIP
PART TIME FIRE FIGHTERS' UNION

January 1, 2022 through December 31, 2025

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ARTICLE 1

AGREEMENT

The general purposes of this Agreement are to set forth the terms and conditions of employment, and to promote orderly relations for the mutual interest of the Employer, Employees, and Union Police Officer Labor Council (POLC). The parties recognize that the interest of the community depends upon the Employer and Employees' success in establishing a proper service to the community. To these ends the Employer, the Employees and the Union encourage to the fullest degree friendly and cooperative relationships between the respective representatives at all levels and among all employees.

Furthermore, this Agreement recognizes the need for a continued commitment by the Charter Township of White Lake to utilizing a combination of career and Part-Time Firefighter personnel in an efficient and effective manner; to preserving the resources of the community through fire prevention and suppression; to reducing the adverse effects of injury or sudden illness through quality emergency medical service as first responders; to providing the necessary services during natural or manmade disasters; and to responding to the community as requested in the best spirit of the fire service.

ARTICLE 2

RECOGNITION

Section 1. Under the provisions of Act 379 of the Public Acts of 1965 of the State of Michigan, the Charter Township of White Lake recognizes the Police Officers Labor Council as the sole and exclusive collective bargaining representative for the Employees in the defined bargaining unit with respect to wages, hours of employment, and other conditions of employment.

Section 2. The bargaining unit shall consist of all Part-Time Fire Fighters of the White Lake Township Fire Department, excluding Fire Chief, Deputy Chief and Secretary.

Section 3. The Township will not interfere with, discourage, restrain, or coerce bargaining unit members from engaging in any lawful activities therein. The Township will negotiate with the Union on items relating to rates of pay, wages, hours, conditions of employment and other working conditions.

Section 4. This contract shall not conflict with the White Lake Township Career Fire Department.

Section 5: Employees, while in uniform or as White Lake Fire Fighters, shall not engage in solicitation of Township residents or businesses for any purpose without the prior approval of the Fire Chief. The decision of the Fire Chief to allow or not allow shall be final and not subject to the grievance procedure.

ARTICLE 3

MANAGEMENT'S RIGHTS

The Charter Township of White Lake on behalf of the Electors of White Lake Township hereby retains and reserves unto itself, without limitation, all powers, rights, authority, duties and responsibilities conferred upon and vested in it by the laws and Constitution of the State of Michigan and by the generality of the foregoing, the right:

1. Of exclusive management and control of the governmental systems, its property, facility, operation and affairs, including making any and all reasonable rules and regulations.

2. To hire Employees, determine their qualifications, dismissal, demotion, suspension or layoff; to determine the number and scheduling of all Employees; to promote or transfer all Employees; to determine the size of the work force; and to assign duties to, and direct all Employees.

3. To determine those services, supplies and equipment which are necessary in providing its services; to determine all methods and means of distributing, disseminating its services, methods, scheduling, and standards of perorations; to determine the means, methods and processes of carrying on its services and duties; and to determine any changes in the proceeding including innovative programs and practices. Any contracting or subcontracting shall adhere to applicable inter-governmental transfer laws.

4. To sub-contract bargaining unit work.

5. To determine the number and location or relocation of its facilities.

6. To determine all financial practices and policies, including all accounting procedures, and all other matters pertaining to the public relations of the Township of White Lake.

7. To determine the size of the organization, its function, authority, amount of supervision, and table of organization. To manage its affairs efficiently and economically, including the determination of quantity and quality of service to be rendered.

The reasonable and responsible exercise of the foregoing powers, rights, authorities, duties and responsibilities by the Township of White Lake, the adoption of reasonable policies, rules, regulations and practices and furthermore, the use of judgment and discretion in connection therewith shall be limited only by the terms of this Agreement.

In addition, the Union agrees that all of the functions, rights, powers, responsibilities and authority of the Employer in regard to the operation of its work and business and not specifically abridged, deleted, granted or modified by the express and specific written provisions of the Agreement are, and shall remain, exclusively those of the Employer and shall not be subject to the Grievance Procedure herein contained.

ARTICLE 4

MANAGEMENT SECURITY

The Union agrees that during the life of this Agreement, it will not cause, encourage, participate in or support any strike, or picketing of the Employer, or any slow down or the interruption of, or interference with, the function of the Employer. Violation of the provisions of this section shall be grounds for disciplinary action up to and including discharge.

ARTICLE 5

UNION DUES

To the extent the laws of the State of Michigan permit, it is agreed that:

Section 1 The current or future employment of bargaining unit employees is not contingent upon membership in the Union or the payment of union dues or fees. Membership in the Union is not compulsory. Employees have the right to join, or not to join, as they see fit. "Neither an agency fee nor any other payment to the Union may be deducted from a nonmember's wages, nor may any other attempt be made to collect such a payment, unless the employee affirmatively consents to pay.

Section 2 Each employee who becomes a member of the Union must sign the Union's Application for Union Membership and Authorized Dues Deduction Card, and shall do so with the understanding that the dues authorization and assignment shall continue for a period of up to sixty days after revocation upon notice to the Township and the Union. Such authorization and assignment is voluntary and not conditioned upon present or future membership in the Union.

Section 3 The Employer shall retain original Application for Union Membership and Authorized Dues Deduction Cards and the Union shall retain copies of the Cards. The Employer shall not deduct any dues from any employee without a Card signed by the employee or other written authorization.

Section 4 Employees who choose to become a member of the Union may resign their membership at any time by notifying the Union, but may still be responsible for dues and fees as set forth in this Article.

Section 5 The Union will protect, save harmless, and indemnify the employer from any and all claims, demands, suits, and other forms of liability by reason of action taken by the employer for the purpose of complying with this article of the Agreement.

Section 6 Deductions for any calendar month shall be remitted to the Union. In the event that a refund is due to any employee for any sums deducted from wages and paid to the Union, it shall be the responsibility of such employee to obtain the appropriate refund from the Union.

Section 7 Employer shall not be liable for the remittance or payment of any sums other than those constituting actual deductions made. If the Employer fails to make a deduction for any employee as provided, it shall make that deduction from the employee's next pay period in which such deduction is normally deducted after the error has been called to its attention by the employee or the Union.

Section 8 If there is an increase or decrease in Union payroll deductions, as determined and established by the Union, such changes shall become effective upon the second pay period following notice from the Union to the Employer of the new amount(s).

Section 9 The Employer agrees to deduct authorized Union payroll deductions once each month from the pay of the employees who have requested that such deductions be made as set forth in this Article.

ARTICLE 6

SENIORITY

Section 1. Seniority shall not be affected by race, sex, age or marital status.

Section 2. New Employees hired shall be considered as probationary Employees for the first one (1) year of their paid employment. During that one (1) year period, Firefighters shall obtain at minimum Firefighter I and II ratings, and an **MFR** license.(based on class availability). Nevertheless, the probationary period

can be extended until such certifications are obtained, however, this period shall not exceed two (2) years.

Emergency Medical Training (EMT) may be approved at the discretion of the Fire Chief based on merit and need.

Section 3. The Union shall represent probationary Employees for the purpose of bargaining in respect to rates of pay, hours of employment, and working conditions, provided that any discipline or discharge of a probationary Employee will not be subject to the parties' grievance procedure contained herein and the decision by the employer will be final and it may not be challenged in any forum unless there is an alleged violation of statutory or constitutional rights.

Section 4. The employer will provide the union with a copy of an up-to-date seniority list upon request.

- a. Public Relations Events: Seniority shall take precedence for members to cover public relations events, depending on those personnel who have expressed an interest by responding to a notification.
- b. Operational Events: Seniority shall take precedence for members to cover operational events, depending on those personnel who have expressed an interest by responding to a notification. Members who are primary operators of vehicles and equipment at an event should be certified in the apparatus utilized for the event. Members who sign up to participate in operational events must be cleared by the event supervisor.
- c. Event notifications will be emailed to members with a reasonable deadline for response depending on the lead time afforded the fire department.
- d. After the deadline, personnel may be utilized on a first come, first serve basis.

Section 5. Upon satisfactory completion of the probationary period, seniority will commence from the first date of paid employment, with the Part-Time Firefighters.

Section 6. Length of service is a period of continuous and unbroken employment with the Part-Time Firefighters White Lake Township Fire Department dating from the most recent date of paid employment subject to Section 4A approval.

ARTICLE 7

LOSS OF SENIORITY

An Employee will lose seniority if:

Section 1. The Employee quits or resigns.

Section 2. The Employee is discharged and the discharge is not reversed through the procedures set forth in this Agreement.

Section 3. The Employee is absent for four (4) consecutive weeks without notifying the Employer. After such absence, the Employer will send written notification to the Employee at his/her last known address that he/she has lost seniority and employment has been terminated.

Absence shall be defined as incident response, special event or detail, voluntary shift work, department / apparatus training, or direct contact to the program supervisor or Fire Chief.

Section 4. The Employee does not return to work when recalled from layoff as set forth in the recall procedure.

Section 5. The Employee fails to return at the conclusion of a sick leave or leave of absence after the expiration of the sick leave or its approved continuances or the leave of absence. This will be treated in the same manner as Section 3 above.

Section 6. The Employee is continuously unemployed by the Township for a period equal to 1/2 of his/her length of service, up to a maximum of two (2) years, or one (1) year, whichever period is greater. If the Employee does not maintain certifications during this period of time, he/she shall not be eligible for re-employment until re-certification is established as determined by the Employer and the State of Michigan. Re-employment in such an instance is subject to the approval of the Employer. Reemployment under this section is discretionary on the part of the Employer.

Section 7. The Employee retires

Section 8. Seniority shall not be earned for time spent on leave of absence without pay after ninety (90) days, subject to current laws.

ARTICLE 8

LAYOFF DEFINITION

Section 1. The word "layoff" means reduction of the work force.

Section 2. In the event of a layoff, Employees would be laid off in inverse order of their seniority in the following order first, probationary Employees; secondly, non-probationary Employees. All layoffs shall be in inverse order of date of hire.

Section 3. Employees to be laid off for an indefinite period of time will be given at least fourteen (14) calendar day's notice of layoff. The Union steward will receive a list from the Employer of the Employees being laid off on the same date the notices are issued to the Employee(s).

ARTICLE 9

NO STRIKE/LOCKOUT

The Union hereby affirms and agrees that it will not, either directly or indirectly, call, sanction, encourage, finance or assist in any way, nor shall any employee instigate or participate, either directly or indirectly, in any strike, slowdown, walkout, work stoppage, or other concerted interference with or the withholding of services from the Employer.

In addition, the Union shall cooperate at all times with the Employer in the continuation of its operations and services and shall actively discourage and attempt to prevent any violation of this Article. If any violation of this Article occurs, the Union shall immediately notify all employees that the strike, slowdown, work stoppage, or other concerted interference with or withholding of service from the Employer is prohibited, not sanctioned by the Union and order all employees to return to work immediately.

The parties recognize that the Employer is responsible for and engaged in activities that are the basis of health and welfare of its citizens and that any violation of this Article would give rise to irreparable damage to the Employer and the public at large. Accordingly, it is understood and agreed that in the event of any violation of this Article, the Employer shall be entitled to seek and to obtain immediate injunctive relief, along with the Union indemnifying and holding the Employer harmless from any and all costs arising from the violation of this Article.

It is further agreed that any violation of the above shall be automatic and sufficient grounds for immediate discharge or other disciplinary action as determined solely by the Employer, without the employee having any recourse to any grievance or appeal procedure herein contained.

The Employer agrees that it will not lockout the Paid-On-Call Firefighters, nor do anything else to interrupt or prevent continuity of service by members of the bargaining unit.

ARTICLE 10

RECALL PROCEDURE

Section 1. When the work force is increased after a layoff, Employees will be recalled to their seniority with the last person being laid off being the first person recalled.

Section 2. Notice of recall shall be sent to the Employee at his/her last known address by certified mail.

Section 3. If an Employee fails to contact the Fire Chief within three (3) days of receipt of said notice of recall, he/she shall be considered a voluntary quit.

ARTICLE 11

UNION BARGAINING COMMITTEE

Section 1. The bargaining committee for the Union will include not more than three (3) employees of the Employer and no more than one (1) non-Employee representative of the Union. Prior to any negotiation meetings between the Employer and the Union, the Union will furnish the name of all members of the bargaining committee to the Employer.

Section 2. There will be no discrimination against any Employee because of his/her Union affiliation or his/her duties as a member of the bargaining committee.

Section 3. In the event that the negotiation meetings with the Township representatives are held at the time when an Employee representative would normally be on duty, said Employee will be paid at his/her regular rate, but for only those hours that he/she would have normally been working.

ARTICLE 12

UNION ACTIVITIES

Section 1. One (1) Employee shall be designated by the Union to act as Chief Steward, one of the others as Alternate Steward, for the purpose of processing grievances. The alternate steward will only be used in the event the chief steward is not available.

Section 2. In the event that it becomes necessary for the Chief Steward or Alternate Steward to process a grievance on what would be normal duty time, he/she shall be paid at his/her regular rate for that time just as though he/she were working, provided, however, that such time spent must be kept a minimum and be reasonable and no overtime shall be paid for the processing of a grievance.

If a problem occurs during a call, the Steward and employee can stay on duty to discuss the matter with the officer in charge. The sole purpose of this is to clear up all problems as quickly and easily as we can.

Section 3. The Employer shall provide space for a bulletin board of at least 18 x 24 inches for posting of notices set forth in Section 4 below, provided such notices are signed by a union steward. The Union will submit one (1) copy of said notice to the Fire Chief prior to being posted on the bulletin board. The Fire Chief will approve location of bulletin board. The steward is responsible to keep bulletin board neat and organized.

Section 4. Notices shall be restricted to the following types:

- A. Notices of Union social and recreational events;
- B. Notices of Union elections, appointments and results thereof;
- C. Notices of Union meetings;
- D. Notices of union education classes, conferences or conventions.
- E. Correspondence from State or International Union.

Section 5. The Employer will allow monthly union meetings at the township hall. The union agrees it will follow all township rules to use the township hall.

ARTICLE 13.

FIRE FIGHTING DURING CIVIL DISORDERS

Section 1. Personal Protection. Any Employee who responds to a fire or other emergency situation during civil disorder shall not be required to ride in the open.

Section 2. Delegation of Authority. The officer in charge of any responding piece of equipment to an area of civil disorder shall have the authority to withdraw the Employees and/or the equipment if they are being harassed to the extent that the Employees and/or equipment would be endangered.

Section 3. Police Protection During Any Civil Disorder. The Township shall provide each piece of equipment responding to any alarm with police protection, whenever and wherever possible.

Section 4. Firearms. No Employee shall carry or use any firearms while on duty. No firearms will be brought onto Township property.

Section 5. At no time shall any Fire Department equipment be used for crowd control during civil disorders.

ARTICLE 14

GRIEVANCE PROCEDURE

Section 1. A Grievance is a dispute, claim, or complaint arising under and during the term of this Labor Agreement. It may be filed by either the Union or an Employee covered by this Agreement. Grievances are limited to matters of interpretation or application of this Agreement. The term "day" under this Article shall mean Monday through Friday, excluding holidays. Every grievance, unless otherwise stated, will proceed through the following steps:

Step I Verbal/Chief

Section 1 - Representative of union shall be present during all grievance procedures.

The grieving party must submit his/her grievance verbally to the Fire Chief within five (5) days of a grievable occurrence or when known or should have been known. The Fire Chief shall have five (5) days to provide a verbal response to the grievance. Grievances not submitted within five (5) days of a grievable occurrence are deemed waived.

Step II Written/Chief

If the grievance is not resolved in Step 1, the grievance will be reduced to written form and presented to the Fire Chief within five (5) days. The written grievance shall set forth all relevant facts supporting the grievance, specify the Section of this Agreement alleged to have been violated, the relief requested and be signed by the grievant. The Fire Chief shall issue a written response to the grievance within five (5) days of submission.

Step III Appeal/Township Supervisor or His/Her Designee

If the grievance is not resolved in Step II, it may be appealed to the Township Supervisor or his or her designee within 10 (ten) business days of the Chief's response. The Township Supervisor or his or her designee shall issue his/her response to the grievance within 10 (ten) business days of their receipt.

Step IV Arbitration

Within thirty (30) days of the Township Supervisor's written decision in Step III, the Union may file for arbitration with the Federal Mediation and Conciliation Service, if it involves an alleged violation of a specific article and section of the Agreement. The cost of arbitration shall be shared equally by the parties. The parties shall attempt to agree upon an arbitrator. The arbitrator shall be without power or authority to make any decision contrary to, or inconsistent with, or

modifying, or varying in any way, the terms of this Agreement or applicable laws, rules, ordinances, statutes or regulations having the force and effect of law.

To the extent that the laws of the State of Michigan permit, it is agreed that any arbitrator's decision shall be final and binding on the Union and its members, the Employee or Employees involved, and the Employer.

Section 2. It shall be the general practice of all parties to process grievances during times, which do not unreasonably interfere with employee's assigned duties.

Section 3. The grievance shall be abandoned if it is not timely processed through the steps in the grievance procedure. If the Township does not respond within the time frame contained in the Collective Bargaining Agreement, it will be processed automatically to the next step.

Section 4. The Employer and the Union each agree not to withhold information necessary for resolution to the grievance.

Section 5. The parties hereby agree that once an employee has elected to pursue a remedy by state or federal law for alleged conduct, which may also be a violation of this Agreement, such employee shall not have simultaneous resort to the grievance procedure. Any grievance then being processed shall be deemed withdrawn by the party filing.

Section 6. The Township shall not be required to pay back wages or benefits for more than five (5) days prior to the date a written grievance is filed. Pay matters would be from date of the check.

ARTICLE 15

DISCIPLINE AND DISCHARGE

Section 1. No Employee shall be disciplined except for just cause. Said discipline shall be void unless the employee is charged within ninety (90) days of when the department had knowledge or should have had knowledge of the offense.

Section 2. Cause for disciplinary action shall include, but is not limited to: failure to observe rules of conduct established by the township, inefficiency or inability to perform assigned duties, excessive absenteeism, tardiness, failure to take a medical examination; dishonesty, or theft; insubordination; overt discourtesy to supervisors, visitors, residents or other township employees; failure to work with supervisors and fellow employees in an acceptable manner; gross neglect of duty; intoxication; use of alcohol or drugs; failure to observe work rules (including

rules in regard to dress and appearance, which includes the wearing of proper uniforms during any FD activity); falsification of employment application or other records; assumption of supervisory authority of advising or directing employees to disregard the orders of supervision; bringing discredit to the fire department or township.

Section 3. Discipline may consist of the following levels:

A. Oral Reprimand: An official warning to an employee that his/her conduct or performance is unacceptable, a written notation of which shall be maintained in the employee's personnel file.

B. Written Reprimand: A written record of an employee's unsatisfactory conduct or performance, which is included in the employee's personnel file.

C. Suspension: An employee is not permitted to report for work for a specified period of time and does not receive pay for the time in question.

D. Discharge: An employee is involuntarily separated from employment with the township.

Section 4. The listing of these disciplinary levels does not preclude the starting of disciplinary actions at a higher level when the seriousness of the incident warrants such discipline. Note: A demotion can also be used as an appropriate and reasonable disciplinary measure.

Section 5. The parties agree that the purpose of progressive discipline is to provide an employee a reasonable opportunity to correct his/her employment behavior short of discharge under appropriate circumstances.

Section 6. In the event an employee is suspended or discharged, the employee will be entitled to the presence of his union steward, if the employee makes such a request and one is available.

Section 7. In all cases of disciplinary proceedings, the employee to be questioned or disciplined, if they so desire, may have a Union representative present during such proceedings as an observer/advisor. Such representative shall not, however, impede the progress of the proceedings.

Section 8. In imposing discipline, the Employer may take into account all written reprimands within two (2) years of a discipline or other suspensions disciplines issued to the Employee within the prior 5-year period, from date of discipline except for suspensions which exceeds thirty (30) days or more, in which case it will remain in the employees file and can continue to be taken into account.

Section 9. All discipline except verbal reprimands can be processed as a grievance.

ARTICLE 16

WAGES

Section 1 The parties agree that the employer may hire a new employee at any probationary level. The pay scale shall be based upon the qualifications of individual members as detailed in Section 10.

Section 2 All certification and licenses must be maintained by the employee at all times of employment. In order to maintain proficiency within the Fire Department it is incumbent upon all members to keep all licenses and certifications current. Therefore, all members shall be required to provide the Fire Chief's office with proof of each certification and, or, license they possess. Additionally, they shall provide proof of each subsequent re-certification or re-licensing prior to the original expiring.

Section 3. RESPONSE CRITERIA

During time of an all-call or call back to assist the shift personnel in any capacity, the following response criteria shall apply:

- a. FF1 and FF2 certified personnel will be utilized to respond to non-medical emergencies, i.e. fires, car accidents, wires down, hazardous situations, etc.
- b. Firefighters who are State licensed MFR are able to respond to medical emergencies.
- c. Only firefighters who have been previously authorized to respond in emergency mode (code 3) in department apparatus will be allowed to do so. Emergency response (code 3) in privately owned vehicles (POV) shall not be permitted.

Section 4. Employees will be paid Bi-weekly. Any discovered normal accounting error whether made by the employee or the Township will be adjusted the following payroll.

Section 5. RESPONSE Fire Fighters will have the option to report for duty within a reasonable amount of time from emergency call out. A reasonable time threshold will be based on incident location and traffic/environmental conditions.

Section 6. On emergency call out, Fire Fighters shall be paid for a minimum of one (1) hour pay or for actual hours worked, whichever is greater to the nearest

¼ hour. Employees may leave prior to one hour provided the call has been terminated, all vehicles are returned to service, all other assignments and station duties are completed, and if released by a career firefighter. Employees who must leave prior to this will be paid for actual time worked. Should the call out exceed three (3) hours, the bargaining unit member shall be compensated at time and one-half (1.5X).

Section 7. Multiple calls will be paid as continuation of the original call out, unless the call has been terminated and the employee has been released by the Career Firefighters noted in Section 6 above. Should the call out exceed three (3) hours, the bargaining unit member earning straight time shall be compensated at time and one-half (1.5X).

Section 8. If on township time and being paid, that rate will continue during emergency calls.

Section 9. Employees, who appear in Court, or depositions for a job-related incident, shall be paid per hour for a period of two (2) hours minimum and return court fee to Township. Proof of time must be given to Fire Chief.

Section 10. HOURLY PAY RATE: Effective first date of contract – 2021.

New wage scale. No member of the bargaining unit shall receive a reduction of pay based on the new wage scale.

Start (No training)	\$13.90
FF and MFR	\$16.48
FF and BEMT less than one (1) year of department service	\$17.51
FF and BEMT with one (1) year of department service (NP)	\$19.10
FEO and BEMT + two (2) years of department service	\$23.87

A one-time payment of \$375.00 for members with one year of service.

Department Training and other Fire Department Assignments: Compensated at normal hourly rate.

The Department will make a sincere effort to certify bargaining unit members as drivers as soon as reasonably possible.

Section 11. DEFERRED COMPENSATION PROGRAM

The Employer will continue the present Deferred Compensation Program, which is administered by John Hancock. It may change carriers as long as the Employer's contribution of twelve percent (12%) of wages remains the same and prior notices provided to the Union. The employee may also contribute any amount of their income as authorized by the plan document and IRS

Regulations.

Part-time employees shall be a member in good standing to be eligible for this program, including, but not limited to times of extended leave for injury or illness.

Once vacant, this position will be eliminated from the part-time ranks.

Section 12. Training

a. Firefighters are expected to train during the times of shift work under the supervision of the career staff. Firefighters will also have electronic access to certain types of training when available. The program supervisor or their designee shall monitor training progress.

Section 13. Response Notification

When newly installed notification equipment becomes operational, all responding members shall immediately indicate their response to a pager toned call.

ARTICLE 17

HOLIDAYS AND HOLIDAY PAY

Section 1. The Township will provide prospectively only eight (8) holidays listed below:

Christmas Eve	Christmas Day
Thanksgiving Day	Day After Thanksgiving
New Year's Eve Day	New Year's Day
Easter Sunday	Memorial Day
July 4 th	Labor Day

Section 2. If an Employee is required to work on an above specified Holiday, he/she shall receive one and one-half (1 1/2x) times the Employee's regular rate of pay for all hours worked.

ARTICLE 18

UNIFORMS

Section 1 The Employer shall provide the "initial uniform issue" for each new Fire Fighter as outlined in the uniform policy. This uniform will be mandatory when fire department business is being conducted. See attached Addendum A. Uniform

Specifications.

Each employee shall be required to wear issued uniforms pursuant to Department Uniform SOG. Said uniforms shall remain the property of the Township.

Section 1.2 After completing the required probationary period, each member shall be provided a high visibility fire fighter winter coat, one (1) Class B uniform, badge and name plate (as outlined in the uniform policy). The Township shall provide a \$100 uniform allowance each year for cleaning and clothing expenditures. All purchases shall be approved by the program supervisor or their designee to ensure uniform consistency.

Section 2 The Employer shall provide Fire Fighting equipment for Fire Fighters as required by law. Selection of Fire Fighting Equipment shall be within the sole discretion of the Fire Chief and each Fire Fighter shall be obligated to wear those items. Such property shall remain the property of the Township.

Section 3 Upon the Fire Fighter termination of employment with the Fire Department, he/she shall return all property of the Employer and the Employee hereby agrees that his/her last paycheck shall be withheld until such time as the property is returned.

Section 4 Each Fire Fighter is responsible for all Fire Department equipment issued to them including proper maintenance and care.

Section 5 Uniform inspections will be held from time to time at the department's discretion.

ARTICLE 19

WORKER'S COMPENSATION

Section 1. Each Employee shall be covered by applicable Michigan Worker's Compensation Laws as amended from time to time. Any Employee who becomes injured during the performance of the Employee's duties shall report the injury immediately to the Fire Chief and fill out forms provided by the Employer.

There shall be no light duty. However, should the Township host an in service training a member may be permitted to attend the training, should the training not violate any medical restrictions.

ARTICLE 20

REPAIR OR REPLACEMENT OF DAMAGED OR DESTROYED PROPERTY AND CLOTHING

Section 1. In his sole discretion, the Fire Chief may approve reimbursement up to \$200.00 for repair or replacement by the Employee for lost or damaged personal property while on fire fighting duties. This would be less any amount recoverable by the Employee through any insurance policy. Under no circumstance will a claim be considered if loss or damage is incurred by reason of negligence or poor judgment by the Employee.

Section 2. The burden of proof of such damage or loss must be carried by the Employee. Each occurrence will stand on its own merit. Cost of replacement or repairs will be audited and approved by the Fire chief.

ARTICLE 21

DUTY - RELATED LEGAL ACTION

Section 1. When any claim is made, or any civil action is commenced, against an Employee for actions taken by the Employee in the performance of his/her duties and while in the course of his/her employment while acting within the scope of their authority, the Township shall provide and furnish appropriate legal representation.

Section 2. The Employer may compromise, settle and pay such claim before or after the commencement of any civil action. Whenever any judgment for damages is awarded against the Employee as the result of any civil action for personal injuries or property damage caused by the Employee while in the course of his/her employment and while acting within the scope of his/her authority, the Employer will indemnify the Employee, pay, settle, or compromise the judgment. Provided that exempt from the application of this provision is any conduct or action of an Employee who is under the influence of intoxicants or illegal drugs or when the Employee is acting outside the scope of his/her authority. The Employer will make the selection of the attorney or attorneys to represent Employees in any particular matter.

Anything in this Article to the contrary notwithstanding, the Employer's obligation to indemnify the Employee or pay, settle or compromise any judgment rendered against the Employee shall be limited to the extent of the Employer's insurance coverage.

ARTICLE 22

RESERVED

ARTICLE 23

GROOMING POLICY

The White Lake Fire Department recognizes its frequent contact with the public and recognizes the public good and the need for maintaining its favorable and professional image with the public and the citizenry; therefore the grooming standards are as follows:

A. Grooming Standards

1. Head Hair

- a. Hair will be clean and neatly groomed. The length and the style of the hair shall not be so excessive, eccentric, or extreme, that it:
 - 1) Will not interfere with the proper placement and usage of uniform cap, helmet, and facemask, or other firefighting equipment.
 - 2) Will not present a ragged or unkempt appearance.
 - 3) Will not present a safety hazard with respect to firefighting to duties.
 - 4) Will not be exposed during firefighting activities.
 - 5) Will not cause undue attention or appear unprofessional to determine the essential respect of the citizenry.
- b. Hair coloring must look natural (unnatural hair coloring such as green, purple, blue, etc. are not permitted).
- c. Hair sculpturing and "carving" is not allowed.
- d. Hairpieces or wigs must be natural looking, well fitting, securely attached to the scalp and cannot present any added safety risk.
- e. Males:
 - 1) Hair, when combed, brushed, picked, blown, teased, or otherwise worn, will not exceed two inches (2") in height.
 - 2) Hair, when combed, or otherwise worn, will not extend below the midpoint of the uniform shirt collar of a properly worn uniform shirt.
 - 3) Hair, when combed, brushed, or otherwise worn will not fall farther than the middle of the ear.
- f. Females:

- 1) Hair length must be such that it may be managed and completely covered by a protective hood. It must not interfere with donning an SCBA, wearing a face piece helmet, or fire service cap.
- 2) Only pins, combs, or barrettes that are similar in color to the individual's hair color may be worn.

2. Sideburns

- a. Sideburns shall not interfere with the proper placement and usage of facemasks and other firefighting equipment.
- b. Sideburns will be neatly trimmed and close to the face so they:
 - 1) Do not protrude or are grown thick to create an imperfect seal when the face mask is worn or used, or;
 - 2) Do not interfere with proper placement and usage of other firefighting equipment.
- c. Sideburns shall not be more than one inch wide.
- d. Sideburns shall not extend below the bottom of the earlobe.
- e. The base of the sideburns shall be a clean-shaven, horizontal line.

3. Facial Hair

- a. Members of the department shall be cleanly shaven when reporting for duty.
- b. Beards, goatees, and chin whiskers of any type will not be permitted to:
 - 1) Ensure that facial hair will not interfere with the proper placement of facemasks and any other firefighting or lifesaving equipment.
- c. Mustaches that do not interfere with the proper placement and usage of a face mask, other firefighting equipment resuscitation or other lifesaving procedures are permitted but must conform to the following:
 - 1) Mustaches will be neatly trimmed.
 - 2) Mustaches shall not cover any portion of the upper lip.
 - 3) Mustaches shall not extend horizontally over one-half inch (1/2") beyond the corners of the mouth.
 - 4) No portion of the mustache extending beyond the corners of the mouth shall extend upward or fall below a line parallel with the bottom of the lower lip.

4. Accessories Badges/Pins

All badges and pins worn with the department uniform shall be

issued by or sanctioned by the Fire Department.

5. Earrings/Necklaces/Other Jewelry
 - a. Uniformed male personnel shall not be permitted to wear earrings of any type while on duty.
 - b. Uniformed female personnel are permitted to wear post-type earrings that are no more than 1/8 inch in diameter, one per ear lobe. Earrings that protrude more than 1/8 inch or dangle below the ear lobe shall not be permitted.
 - c. No rings other than a single wedding ring is permitted. The wearing of any finger rings by operational personnel is not recommended and will be done at the risk of the employee. Operational personnel are, any members that may be called upon, while on duty, to respond to emergency incidents in a smart and timely manner, deploy ladders, operate power tools, work with hand tools, operate nozzles, drive emergency apparatus, work with rescue rope, or handle charged hose lines.
 - d. No other jewelry is sanctioned by the department except a simple wristwatch and the female earring noted (in 5. b.) above.
6. Fingernails
Nails will be kept clean and will be groomed so as not to extend beyond the tips of the fingers. Only clear or transparent natural color nail polish is allowed.
7. Makeup
Wearing makeup that would portray other than the natural skin colors and natural look is not permitted.
8. Tattoos/body art/body piercing
No visible r piercing, when wearing a dress uniform, is allowed at any time except female earrings as noted (in 5. b.) above. Visible body art shall not be offensive or vulgar. Head, face or neck tattoos shall not be permitted.
9. Scents (Colognes, Perfumes, After-Shave Lotions, etc.)
It is recommended that firefighters use unscented deodorants and refrain from using colognes and scented products in order to prevent an allergic reaction in patients. If it becomes an issue with an employee, it must be resolved.
10. While on duty all personnel shall maintain a professional image including wearing the appropriate clean and pressed uniform if appropriate.

Summary

Each member of the White Lake Twp. Fire Department is responsible to uphold the professional image of the community of which it serves. This grooming

standard shall apply to all members of this department. In the opinion of the Fire Chief and the representatives of the bargaining unit, any appearance not covered by this standard that would be considered objectionable or offensive to the general public or cause a loss of respect for the fire department will not be tolerated.

ARTICLE 24

DRUG AND ALCOHOL POLICY

In accord with the parties' desire to provide a drug free work place, the Township may develop a drug and alcohol policy. The Township reserves the right to do the following:

REASONS FOR TESTING:

- A. The Employer's program includes the following:
 - 1. Return to Work: Testing an Employee who has been off work for over thirty (30) calendar days.
 - 2. As part of physical.
 - 3. Based Upon Reasonable Suspicion: Testing when a representative of the Employer can point to objective facts from which can be drawn rational inferences, in light of the representative's experience, that the Employee is under the influence of, using, selling, dispensing, or in possession of any controlled substance unlawfully.
 - 4. Follow-up: Testing as part of counseling or rehabilitation.
- B. Orders for testing will come from the Fire Chief. Orders for testing shall be documented in writing. Documentation shall include the reason for the order.
- C. An Employee who refuses to submit to a drug test in accord with this policy shall be permanently removed from the Employer's service.

ARTICLE 25

MISCELLANEOUS

Section 1. There is no smoking in any fire department building or vehicles.

Section 2. It is agreed that commercial activities shall not be performed on or with township property and/or at township expense.

Section 3. Fire Department equipment is not for personal use.

Section 4. Employees shall notify Fire Department of any change of name, address, telephone number, marital status, and number of dependents, promptly, within five (5) calendar days after such change has been made. The Employer shall be entitled to rely upon the Employee's last name, address, telephone number, marital status, and number of dependents shown in its records for all purposes involving his/her employment and this Agreement.

Section 5. All Employees will notify the Fire Department in writing at least two (2) weeks prior to voluntarily terminating employment with the Township.

Section 6. Employees shall have the responsibility of turning in all Township property and equipment at termination of employment. The Employee shall be charged for all items not returned. The Fire chief shall maintain a list of such property and equipment issued by the Township to the Employee.

Section 7. The Fire Chief may require that Employees submit to physical examinations by Township-appointed doctors when such tests and examinations are considered to be of value to the Fire Department in maintaining a capable work force, employee health and safety, etc., provided however, that the Township will pay the cost of such tests and examinations. If an employee fails to pass the examination as determined by the Township physician, the employee will not be permitted to return to work until township physician releases the employee. In case of conflicting medical opinions, the township's physician and employee's physician shall choose a third physician whose opinion will be final and conclusive. The cost of the third physician will be split between the Township and the Union. Such tests and examinations shall be administered in compliance with applicable state and federal regulations, as well as NFPA (National Fire Protection Association) 1582 (Standard on Comprehensive Occupational Medical Program for the Fire Departments). Township doctors may require more tests and examinations. Medical examinations / evaluations shall apply to:

- Pre-employment physicals
- Fit for duty - post injury / illness evaluation

Section 8. All employees must be fit-tested for current S.C.B.A. and have no restriction on using department S.C.B.A. respirator. The Fire Department will administer fit test or, at its option, pay to have the testing done.

Section 9. Fire fighters shall notify Township of all criminal convictions and pleas of responsible for any four (4) point driving infractions.

Section 10. Fire Fighters who meet the full-time employment criteria and the

qualifications will be given preferential consideration for such employment. However, such preferential consideration shall not exclude other applicants nor guarantee full time employment of existing bargaining unit members.

Section 11. Shift work will be posted one month in advance to supplement the schedule with career firefighters. The length of shifts will range from 4 hours to 24 hours. It is the part time employee's responsibility to schedule their availability and to meet the 24-hour monthly requirement.

Posted shifts will be voluntarily selected and scheduled based on seniority for the first 10 days. After 10 days, posted shifts will be voluntarily scheduled and selected in the order which they schedule, not by seniority.

There will be no bumping rights by seniority after 10 days.

Section 12. MANDATORY RETIREMENT AGE

The Township reserves the right to establish a mandatory retirement age consistent with the Law. Prior to doing so, notification will be provided to the Union. The mandatory retirement age will not disqualify any present members of the bargaining unit who have already reached the mandatory retirement age who are still able to perform the essential functions of the job.

Section 13. FAILURE TO MEET PROBATIONARY REQUIREMENTS

The Township reserves the right to separate employment from part-time staff members is the event the individual probationary requirements are not meet. This would include but is not limited to;

- a. Failure to obtain required certifications / licensure.
- b. Failure to comply with shift work expectations.
- c. Negative evaluation from the program supervisor or their designee.
- d. Any other violation of Township, and or Fire Department rules / regulations.

ARTICLE 26

SEVERABILITY

This Agreement and each of the terms and conditions hereof is subject to the laws of the State of Michigan and of the United States in all respects and in the event that any provision hereof is at any time held to be invalid by a court of competent jurisdiction, such determination shall not invalidate the remaining provisions of this Agreement and the parties hereby agree that insofar as possible, each of the terms and provisions hereof are severable.

If an article or section is found to be invalid, it shall be renegotiated immediately.

ARTICLE 27

SCOPE OF AGREEMENT

The Township and the Union, for the life of this Agreement, voluntarily and unqualifiedly waives the right, and each agrees that the other shall not be obligated to bargain collectively with respect to any subject or matter referred to, or covered in this Agreement, or with respect to any subject or matter not specifically referred to, or covered in this Agreement, even though such subjects or matter may not have been within the knowledge or contemplation of either or both of the parties at the time that they negotiated or signed this Agreement.

THIS AGREEMENT shall be effective upon execution of Agreement by both parties and continue in full force and effect until its expiration. This agreement shall be automatically renewed from the previous year unless either party shall notify the other in writing not less than ninety-days (90) prior to its expiration of their desire to modify, alter or terminate the agreement upon expiration.

THIS AGREEMENT shall remain in full force and effect and be effective during negotiations between the parties prior to the date of expiration of this Agreement, provided, however, the existing Agreement may be extended beyond its expiration date upon the mutual agreement in writing of both parties.

IN WITNESS WHEREOF, the parties hereto have set their hand this 14th day of June, 2022.

TOWNSHIP OF WHITE LAKE:

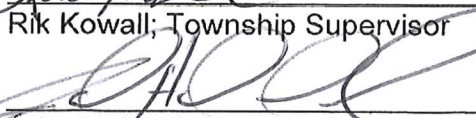
**PART TIME FIRE FIGHTERS
POLICE OFFICERS LABOR
COUNCIL:**



Rik Kowall; Township Supervisor



Bruce Flores; Union President



John Holland; Fire Chief



James O'Conner; POLC



Cathy Derocher; Human Resources Mgr.

ADDENDUM A.
UNIFORM SPECIFICATIONS



Fire Department

Charter Township
of White Lake

7420 Highland Road, White Lake, MI 48383 Tel 248-698-3993

White Lake Township Fire Department Standard Operating Guidelines

SOG: 1502 Uniform

Created: 02/02/2004

Revised: 1/19/ 2022

Title: Uniform Specifications

Fire Chief

Date

Scope

This guideline shall apply to all uniformed personnel in the career and reserve divisions.

Purpose

This guideline and standard shall be used when purchasing uniform items.

GENERAL INFORMATION:

Work and dress uniforms shall be purchased and maintained by all career employees. Faded, discolored, or worn-out uniforms, T-shirts or work shirts shall be taken out of service and replaced as needed by all members. Uniforms shall always be neat, clean, and properly tailored in accordance with these specifications. When career personnel are reporting for duty on the first day of employment, employees must wear work (class "B") uniform. Reserve personnel are shall wear garments that follow this specification and represent the department in a respectful manner.

Career Members:

CLASS "A" UNIFORM FOR CAREER PERSONNEL

Class "A" dress uniforms are to be worn on formal occasions such as funerals, ceremonies, and as the Chief specified.

Dress uniform shall be made of approximately + 55% Dacron, 45% wool-weight 14 oz.

Color: Navy blue

A. Coat

1. Double breasted
2. 8 F.D. buttons on front in two rows, 4 to fasten
3. Three F.D. buttons (5/8") each sleeve; first button on sleeve to be centered one inch from sleeve edge, each button thereafter to be 3/4-inch center to center of proceeding buttons.
 - a. Buttons shall be silver or nickel for Firefighter, Sergeant.
 - b. Buttons to be gold for Chief, Fire Marshal, and Captain.
 - c. Buttons will carry the appropriate number of bugles as hat buttons.
 - d. Badge tab, left front breast, may be metal type.
 - e. No pockets, decorative material no stitching on outside of coat.
 - f. Two inside pockets.
 - g. Shoulder patches each sleeve 1" from shoulder seam (Page 11)
 - h. Stripes (Page 11, Silver or Gold Bullion) on dress uniform coat are mandatory
 - a. Size: 1/2 inch in width and ½ way around on each sleeve
 - b. Location: bottom of first stripe is to be located 3/4 inch above the center of the top sleeve button each additional stripe to be spaced 1/4 inch apart.
 - c. Color:
 - (1) Silver - stripe for Sergeant
 - (2) Gold - stripes Fire Marshal, and Captain
 - (5) Gold – stripes Fire Chief

B. Pants

1. Pockets
 - a. Two rear, left pocket to have button closure
 - b. Two front - slashed style
 - c. Watch pocket front right side optional
2. Front zipper shall be metal
3. No cuffs
4. Pant leg cut straight style
5. Pants shall not have visible topstitching on seams, only at stress points.

C. Shirts (Class "A" shirt)

Color: White

1. Long or short sleeve, any brand name that conforms to the following:
material to be 50-65% polyester and 35-50% cotton, permanent press.
2. Two pockets with flap and one (1) button each (all buttons white)
3. Badge tab; cloth type, over left pocket

D. Tie (Applies to part-time personnel)

1. Color: black, 50% Dacron, 50% cotton
2. Width: 2 ½ inches to 3 ½ inches
3. Four-In-Hand or Clip-On types

E. Belt

1. Material: leather
2. Color: plain black
3. Size: 2 inches
4. Buckle: garrison style
5. Color of buckle:
 - a. Silver for the ranks below Chief, Captain and Fire Marshal

F. Cap

1. Firefighters Crown Bell style (Applies to part-time personnel)
 - a. Material; 100% wool serge
 - b. Color: Navy blue
 - c. Wire band insert in top
 - d. Cap band: black leather/vinyl
 - e. Eyelets for badge on front center
 - f. Buttons: "FD" type silver color
 - g. Visor top to be black patent leather
2. Officers (Sergeant) Crown Bell style
 - a. Material; 100% wool except Chief, Fire Marshal, and Captains will be leather w/black velvet sides
 - b. Color: Navy blue except Chief, Fire Marshal, and Captain will be white
 - c. Wire band insert in top
 - d. Cap band: silver metal stretch type for Sergeants, gold metal stretch type for Chief, Fire Marshal, and Captains
 - e. Eyelets for badge on front center
 - f. Buttons: "FD" type silver color except Chief (5) crossed bugles, Fire Marshal, Captains (2) bugles
 - g. Visor top to be black patent leather

G. Top Coat (optional)

1. All weather (London Fog Adams style) type
2. Shell: 65% polyester/35% cotton
3. Zip-out liner: 65% polyester/35% cotton
4. Color: Navy blue
5. Optional to be worn w/Class A's only

H. Gloves (optional)

1. With any uniform, black, uniform style, or white cloth gloves for honor guard.

I. Shoes: (For Class "A" wear)

1. Oxford
2. Color: black (Patent Leather-High Gloss)
3. Plain round toe
4. No decorative stitching.
5. Must be clean and polished.

J. Service Stars (page 15)

1. Size: 1/2 inch from star point to star point.
2. Location: Centered on outside of left sleeve.
3. Service stars for officers to be spaced 1/4 inch above the top stripe to the bottom point of star.
4. Color: silver or gold to match stripes for all
5. There will be one star for each five years of service as a full-time fire or part time fighter. After five years, one star; after each additional five years, one star will be added; i.e., 10 years, two stars and 15 years, three stars, etc. The stars cannot be put on any sooner than six months prior to the end of each five-year period.

K. Service Ribbons (page 12)

Service ribbons are to be worn on dress uniform only.

1. Size: 1/4 x 1 1/8-inch military style
2. Location: centered on right breast. Top of first ribbon to be in line with top of badge on left side of uniform.
3. Service ribbons shall be worn in rows consisting of no more than three (3) ribbons.
4. The Medal of Valor shall always be placed above and centered
On any ribbons displayed on the uniform. (See Ribbon Placement, page 16) If a
Veteran's Medal" is worn – it shall be centered and on top of all others.

(Applies to part-time personnel, with the exception, can be worn on class B shirt, but only when a class A uniform is required for career personnel).

WORK CLASS "B" UNIFORMS CAREER PERSONNEL

Class "B" uniforms should be worn during regular business hours, public education programs, classes where other agencies are in attendance, when greeting the public, when serving as an instructor representing WLTFD, etc.

A. Pants, Brand = Elbeco, Flying Cross or 511

1. Color: Navy blue
2. Pants shall not have visible topstitching on seams; topstitching will be allowed at stress points, pockets, corners, etc.
3. Front zipper will be metal.
4. Pockets shall be provided as follows:
 - a. two rear; left pocket to have button closure
 - b. Two front; pocket bottoms shall be double or reinforced stitching and in a slash style only
 - c. Watch type pocket may be provided on front right side.
5. Cuffs are not permitted

B. Shirts, Brand = Elbeco, Flying Cross or 511

1. Firefighters, Sergeants, Captains
 - a. Color: Navy blue
 - b. Shoulder epaulettes
 - c. One button, each sleeve cuff
 - d. Two pocket's w/flaps and one (1) button each
 - e. Two department shoulder patches on each sleeve 1" from shoulder seam
 - f. Military seams
 - g. Badge tab; clothe type, over left pocket
 - h. Optional tie is always preferred with long-sleeve shirt (meetings, presentations, etc.).

C. Under Shirt

1. Color: Navy blue
 1. T-Shirt Crewneck
 2. L/S Mock Turtleneck

D. Cold weather Coat/Jacket (coat to be supplied by the department)

1. Color: Black/HI-VIS
2. 511 Responder HI-VIS Parka, with removable liner.
3. Reflective Heat Transfer (Back of Jacket) 1" Lettering "WHITE LAKE TWP.
FIRE DEPT.
4. Name Strip (front, upper right chest) Velcro hook and hoop, Standard letter size.
Black strip with gold lettering.

E. Mild weather Jacket (optional)

1. Color: Navy
2. Uniform style with badge tab (as approved)
3. A fire department patch on each sleeve 1" from the shoulder seam

F. Belt (Applies to part-time personnel).

1. Color: Black w/round chrome fire fighter's buckle, except Chief's buckle will be gold
2. Leather
3. Basket weave type
4. 1 ¼" - 1½" wide firefighter's belt

G. Shoes

1. Oxford or boot type
2. Color: Black
3. Plain Toe
4. No decorative stitching except cap toed boots
5. Clean and polished
6. Shoes to be lace type w/3 to 6 eyelets
7. Boots may have zippers and maximum height of approximately 10 inches
8. Upper half of boot may be black fabric

H. Socks

1. Color Black
2. Length at least 5 inches

I. Caps

1. Baseball Type Cap

- Flex Badge (Gold – Chief, Fire Marshal and Captain)
(Silver – Sergeant and Firefighter)
- Adjustable or nonadjustable
- Color: Navy blue
- Last name embroidered on back (optional)

2. Cold weather

- Style: Beanie Style
- Color: Black
- Logo (Department Approved Logo on Front)
First Initial and Last Name Only on Back (optional).

J. Polo Style (optional) Long or sort sleeve

1. Color: Navy
2. Style: 511 Tactical (or similar as approved)
3. Logo: Department approved or Flex Badge (Left chest)
4. Name: First Initial last name over Rank (EMT/MEDIC)
i.e., FF./MEDIC – FF./EMT
SGT./MEDIC – SGT./EMT
CAPT./MEDIC – CAPT./EMT
5. Lettering: Red in color, if flex badge is being used, then match flex badge color. (Gold/Silver)
(Font SPG 058)

Class "C" Uniform

Class "C" uniforms can be worn during extremely hot or extremely cold days, while cooking, cleaning, checking vehicles, or after regular business hours. (8am-5pm)

1. Pants, Elbeco, Galls, flying cross or 511 Color: Navy blue
 2. Class "B" style, Cargo or BDU
- A. Shirts
1. Crewneck T-shirt, sweatshirt and Fleece pullover
 2. L/S crew or mock turtle neck T-shirt
 3. Color: Navy blue (often 100% cotton or cotton blend).
 4. Logo: (Department approved)
 5. Name: First Initial last name over Rank (EMT/MEDIC)
i.e., FF./MEDIC – FF./EMT
SGT./MEDIC – SGT./EMT
CAPT./MEDIC – CAPT./EMT
 6. Lettering: Font- Block in Red in color to match heat press Red
 7. Note – T-shirts should not extend beyond short sleeve class "B" shirts
 8. Job Shirts (Pullover Style) Dept Approved Logo or Flex Badge (Font Block Red or Match Flex Badge Color)
- B. Shorts
1. Color: Navy blue
 2. Style: BDU, athletic

Shorts are only to be worn during exercise activities, and certain special events (with the permission of the shift commander).

Belt (see class "B" uniform)

Administrative Staff – Chief, Fire Marshal, Training Coordinator

Class A (Department Standard)

Class B

A. Pants, Elbeco or 511

1. Color: Navy Blue
2. Pants shall not have visible topstitching on seams; topstitching will be allowed at stress points, pockets, corners, etc.
3. Front zipper will be metal.

B. Shirts, Elbeco or 511

1. Color: Navy Blue
2. Shoulder epaulettes
3. 2 pockets w/flaps and one (1) button each
4. department shoulder patches on each sleeve 1" from shoulder seam
5. Military seams
6. Badge tab; clothe type, over left pocket
Optional tie is always preferred with long-sleeve shirt, and ties will be worn at business meetings, etc.

C. Under Shirt

1. Color: Navy Blue
2. T-Shirt Crewneck
3. L/S crew or Mock Turtleneck is acceptable

D. Mild / Cold weather Jacket

1. Color: Black / Dark Navy
2. Uniform style with badge tab (as approved) or Flex Badge

E. Belt

1. Color: Black w/round chrome fire fighter's buckle (Gold for Chief, Captain and Fire Marshal)
2. Leather
3. Basket weave type
4. 1 ¼" - 1 ½" wide firefighter's belt

Class C

Business Casual

Pants:

1. Dress (navy or black)
2. Khaki (Tan, navy or black)
3. Denim (as approved)

Button up Shirts:

1. L/S button up with Steam Engine or department logo (Tan, White, Black, Gray or Navy)
2. L/S or S/S Polo with Steam Engine or department logo (Tan, White, Black, Gray or Navy)

New Employees:

New career employees shall purchase a Class-A dress uniform within three years after date of hire. Proof of purchase must be provided to the Fire Chief's office prior to the expiration of the 3-year period.

Department Badges

Department badges shall only be ordered through the Fire Chief or his designee. This applies to personal badges (i.e., wallet badge) if the badge has the department name on it.

C.W. Nielsen MFG. Corp.

Contact. [Shelby Hart <sales@cwnielsenmfg.com>](mailto:sales@cwnielsenmfg.com)

1-800-426-6048

Shirt badge:

Style = silver (F-4, safety pin assembly)

Lettering = Black (Top) **WHITE LAKE TWP.**

(Bottom) **FIRE DEPT.**

Chief, Fire Marshal, Captain badge style = gold

Attachment assembly = safety pin

Center seal styles:

Chief = F-18, Red with 5 gold bugles.

Fire Marshal = Custom in Gold

Captain = F-21, Red with 2 gold bugles.

Sergeant = H-17, Red with silver chevrons (upward position).

Firefighter = F-23, blue with silver firefighter scramble (silver for part-time personnel).

Hat Badge:

F-3 style (lettering and center seal is the same as the shirt badge).

Attachment assembly = hat

Wallet Badge

Same as Hat style (with the exception of the attachment)

Attachment = Wallet clip

Badge and Wallet
Badgeandwallet.com
1-877-404-8413

Shirt Badge:
Style=SW-F144
Lettering = Block
Color= Black (top) **WHITE LAKE TWP.**
(Bottom) **FIRE DEPT.**
Chief, Fire Marshal, Captain badge style = gold
Firefighter and Sergeant = Silver
Attachment assembly = safety pin

Center seal styles:
Chief = C189RE, Red with 5 gold bugles.
Fire Marshal = Custom in Gold
Captain = C183RE, Red with 2 gold bugles.
Sergeant = C635RE, Red with silver chevrons (upward position).
Firefighter = C197BE, blue with silver firefighter scramble.
Firefighter Part Time = C196P Silver with Silver firefighter scramble.

Hat Badge:
SW-F145 style (lettering and center seal is the same as the shirt badge).
Attachment assembly = hat

Wallet Badge
Same as Hat style (with the exception of the attachment)
Attachment = Wallet clip

Fire Marshal Badge Seal: Gold

Badge and Wallet
www.BadgeAndWallet.com
1-877-404-8413



swr-03856H01-1 smc-2-24 17.1.13 V01
Please carefully check the spelling of the text, graphics and corresponding technical color codes.
MSDs will be made for final approval of the customer. Any corrections after the release will be made at the
customer's expense.

Name Plate/Bar

Name Bars are to be worn on Class B uniforms while attending meetings, trainings that require a uniform to be worn, court or any other public related function. Name bars are not required if a class B uniform if worn while on shift (excluding the above).

Chief, Fire Marshal, and Captain – Gold with black lettering
Firefighter, Sergeant - Silver with black lettering.

Layout: Right side First Initial and Last Name over Rank

Example Admin: J. SMITH
FIRE CHIEF

J. SMITH
FIRE MARSHAL

Example: J. SMITH
FF/EMT/MEDIC - SGT./EMT/MEDIC- CAPT. /EMT/MEDIC

Collar Insignias

Class A uniform - Coat – upper collar, Class A shirt

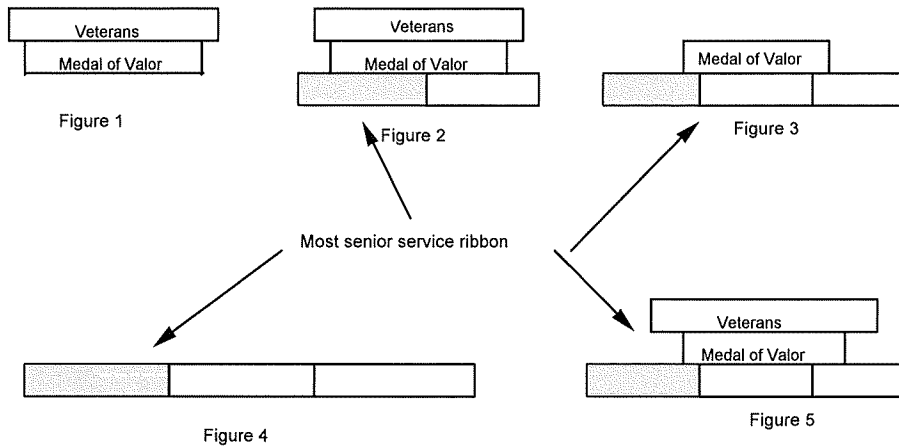
Class B uniform shirt - While attending meetings, trainings that require a uniform to be worn, court or any other public related function. Collar insignias are not required if a class B uniform shirt if worn while on shift (excluding the above).

Insignia style (see center seal style on page 8-9).

Attachment assembly = 2 pin clutch.

(Collar Insignias do not apply to the Firefighter rank).

Ribbon Layout



A. Ribbons shall be arranged in order of precedence from left to right as follows:

1. Veterans Recognition Award
2. Medal of Valor
3. Distinguished Service Cross
4. Meritorious Unit Citation
5. Firefighter of the Year
6. Fire Chiefs Award
7. Specialized Service Ribbon
8. Rookie of the year

B. No more than three (3) ribbons shall be placed together horizontally. More than one (1) bestowal of a particular ribbon shall be recognized with a silver oakleaf being placed on initial ribbon.

C. No more than (3) Silver Oak leaf clusters shall be placed on a single ribbon. Once there is a 4th silver oak leaf cluster earned, all oak leaf clusters will be turned in for a single gold star. Ribbons of the same, will be displayed with a single gold star for each additional ribbon earned.



Department Approved 3.5" X 3.5" Heat press Logo (Tee Shirt, Sweat Shirt and Work Shirt)

Name and Rank in Red



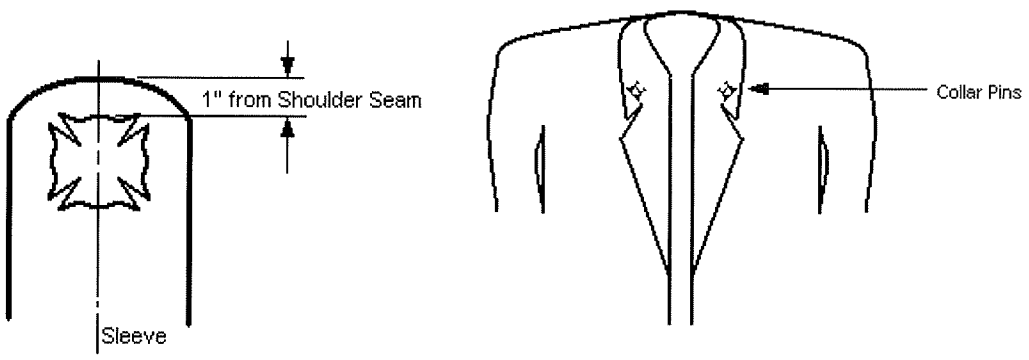
Department Approved 3.75" X 3.75" Fire Dept. Patch (Class A Coat, Duty Shirt and Mild Weather Jacket)



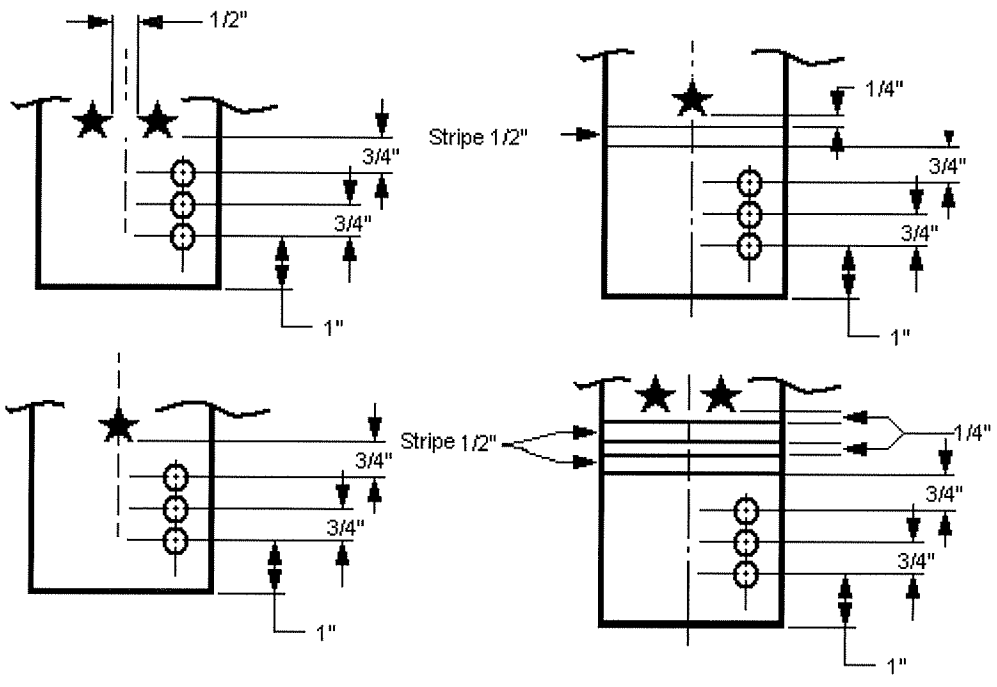
Department approved Logo for the back Shirts (Tee shirt, Sweat Shirts and Cold Weather Beanie hat)



Department approved Flex Badge. Rank Specific (Polo Shirt, Job Shirt, Mild Weather coat and Ball Cap) Name and Rank to match Flex Badge Color



Uniform Details: Shoulder Patches, Collar Bugles, and Dress Uniform Stars and Stripes



Uniform Venders

- **Huron Valley Guns**
56477 Grand River,
New Hudson (248) 667-9910
 - All uniform Items + embroidery
- **Allie Brothers**
20295 Middlebelt
Livonia 1-800-352-5543
 - All uniform Items
- **Priority One**
5755 Belleville Rd.
Canton (734) 398-5900
 - 511 high visibility cold weather jacket as specified under section D (class B uniforms)
- **Galls**
 - Uniform shoes / Boots, under shirts, uniform extras

Comments: It is understandable that uniform brands can change or become obsolete. This policy will be re-evaluated when deficiencies are discovered, or at the discretion of the fire chief or his designee.