Bernalillo County Fire & Rescue

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Name: ID # Month: 2006

	SHIFT VOLUNTEERS			DISTRICT VOLUNTEERS						
Date	Station	Time In	Time Out	Fire Number	EMS Number	Training / Meetings	PT	Total Hours	Comments	Signature

HRS WORKED	0.00
LONGEVITY CREDIT +	0.00
TOTAL HOURS	0.00

Volunteer Signature

Month 2005
Date

Longevity Credits:

0 - 5 years of service:	**0 credits**
5 - 10 years of service:	**1 hour per month**
10 - 15 years of service:	**2 hours of credit per month**
15 - 20 years of service:	**3 hours of credit per month**
20+ years of service:	**4 hours of credit per month**

Note:

Minimum number of contact hours per month: **8 hours**
Minimum total hours per month: **24 hours**

Time Sheet Requirements:

Fire Corps must have the following information shown on the time sheets:	
1.	Description of event in under "Comments" (i.e. Community Service Event @ Atrium, etc.)
2.	Beginning / ending times and total time of event
3.	Fire or EMS Run number for ESU response
4.	Event Coordinator's signature or name
Shift Volunteers must have the following information shown on time sheets:	
1.	Station Number
2.	Shift beginning and ending times
3.	Lieutenant's signature or name
District Volunteers must have the following information shown on time sheets:	
1.	Fire or EMS Run number
2.	Beginning / ending run times and total run time
3.	Call location and description (i.e. Rollover MVA on I-25 at Tramway Road)
4.	Senior officer on scene signature or name