



City of Mauston Fire Department
Firefighter & Fire Officer Probationary Policy

Police & Fire Commission Adopted: August 27, 2024

City of Mauston Fire Department

Firefighter & Fire Officer Probationary Policy

Fire officers and firefighters serve a probationary period when they first start their employment, or upon promotion date to an officer position. This period allows the department to evaluate the firefighters and officer's performance to determine if they are a good fit for the role, while adhering to the adopted Standard Operating Guidelines, (SOG's) inclusive of the training regime applied in the City of Mauston Fire Department Standard Operating Guidelines. (SOG's)

In the case of operational firefighters and officers in the City of Mauston, the probationary period is 12-months. During the probationary period, the department head (Fire Chief) or appropriate authority designated by the Fire Chief; Assistant Fire Chief or Officer's, monitors the operational firefighters and the Fire Chief monitors the officer's performance. The department head (Fire Chief) is responsible for administering the probationary period for firefighters and officers. Any members who violate this probationary policy will be subject to disciplinary action listed in the Standard Operating Guidelines, (SOG's) up to and including termination from the department.

Any at-will, probationary employee and member, other than non-probationary employees, may be disciplined and/or released from employment without adherence to any of the procedures set out in this policy, and without notice or cause at any time. However, any of these individuals released for misconduct should be afforded an opportunity solely to clear their names, which shall be limited to a single appearance before the Fire Chief or the authorized designee. This probationary period may be extended at any time at the discretion of the Fire Chief in cases such as an individual has been absent from the required amount of fire training listed in the Standard Operating Guidelines, (SOG's) (50%) or when additional time to review the individual is considered to be appropriate.

It's important to note that probationary policies do not confer legal rights to employees. They are established in good faith and are intended to be in full compliance with relevant laws and regulations deemed necessary by the City of Mauston, City of Mauston Fire Department, and the Police & Fire Commission. Overall, the probationary period for firefighters and officers is an important time for the firefighter, officer, and the department. It allows for an assessment of the firefighter and the officer's suitability for the role and ensures that the department is staffed with competent personnel.