

Contract no. 1335

T

AGREEMENT

Between

CITY OF JERSEY CITY, HUDSON COUNTY, NEW JERSEY

and

JERSEY CITY FIRE OFFICERS ASSOCIATION

LOCAL 1064, IAFF, AFL-CIO, CLC

JANUARY 1, 1988 through and including DECEMBER 31, 1990

**PACHMAN & GLICKMAN, P.A.
634 Summit Avenue
Jersey City, New Jersey 07306
(201) 792-0300**

TABLE OF CONTENTS

<u>ARTICLE #</u>	<u>TITLE</u>	<u>PAGE #</u>
	PREAMBLE	1
I	UNION RECOGNITION	2
II	MAINTENANCE OF STANDARDS, HIGHEST MINIMUM STANDARDS	3
III	UNION PRIVILEGES	4
IV	LEAVES OF ABSENCE	7
V	DUES DEDUCTION	8
VI	REPRESENTATION FEE	10
VII	NON-DISCRIMINATION	14
VIII	MANAGEMENT RIGHTS	15
IX	WORK WEEK	17
X	VACATIONS	19
XI	INSURANCE & BENEFITS	23
XII	INJURY AND SICK LEAVE	27
XIII	SPECIAL ASSIGNMENTS	29
XIV	MUTUAL EXCHANGES OF TOURS OF DUTY	31
XV	TEMPORARY REASSIGNMENTS AND TRANSFERS	33
XVI	PERMANENT REASSIGNMENT	34
XVII	FUNERAL LEAVE	36
XVIII	MILITARY LEAVE	37
XIX	RETIREMENT	38
XX	HOLIDAYS & COMPENSATORY TIME OFF	39

<u>ARTICLE #</u>	<u>TITLE</u>	<u>PAGE #</u>
XXI	SALARIES, LONGEVITY AND SERVICE DIFFERENTIAL	43
XXII	OVERTIME PROCEDURE AND RECALL	46
XXIII	SAFETY AND HEALTH COMMITTEE	48
XXIV	CONTRACTUAL GRIEVANCE PROCEDURES	49
XXV	NON-CONTRACTUAL GRIEVANCE PROCEDURE	53
XXVI	TERMINAL LEAVE	56
XXVII	SEPARABILITY AND SAVINGS	58
XXVIII	BLOOD DONOR	59
XXIX	COMMENDATIONS AND HONORABLE MENTIONS	60
XXX	DISCHARGE & DISCIPLINE	61
XXXI	CITY PROPERTY FIRE DEPARTMENT JURISDICTION	64
XXXII	POLICE DUTIES	65
XXXIII	ACTING APPOINTMENTS	66
XXIV	TUITION REIMBURSEMENT & RECERTIFICATION	69
XXXV	FULLY BARGAINED PROVISIONS	70
XXXVI	CONTRACT AGREEMENTS	71
XXXVII	CHANGE, SUPPLEMENTS OR ALTERATIONS	72
XXXVIII	DURATION OF AGREEMENT	73

PREAMBLE

THIS AGREEMENT, entered into this, the 4TH day of JUNE, 1988, by and between the CITY OF JERSEY CITY, in the County of Hudson, New Jersey, a Municipal Corporation of the State of New Jersey, hereinafter called "the City", and the JERSEY CITY FIRE OFFICERS ASSOCIATION, LOCAL 1064, IAFF, AFL-CIO, CLC, hereinafter called "the Union", represents the complete and final understanding on all bargainable issues between the City and the Union. The terms "Fire Officer" and "Employee" shall be used interchangeably in this Agreement, and the term "male" shall refer to male and female as well. In addition, the term "Association" and "Union" shall be used interchangeably in this Agreement.

WITNESSETH:

WHEREAS, that for the purpose of mutual understanding and in order that a harmonious relationship may exist between the City and the Association to the end that continuous and efficient service will be rendered to and by both parties, for the benefit of both;

NOW, THEREFORE, it is agreed as follows:

ARTICLE I

UNION RECOGNITION

A. The City hereby recognizes the Union as the sole and exclusive representative of all uniformed employees above the rank of Fire Fighter, of the Division of Fire, for the purposes of bargaining with respect to hours, wages and other terms and conditions of employment under Chapter 303 of the laws of 1968.

B. It is agreed that the titles of Chief, Deputy Chief and Chief of Fire Prevention will no longer be included within the bargaining unit as set forth above. The Unit will consist of the ranks of Captain, Battalion Chief, and Supervisor of Apparatus only.

C. The City agrees not to enter into any other Agreement or contract with its employees, as defined in Article I covered by this Agreement, individually or collectively, which in any way conflicts with the terms and provisions of this Agreement.

ARTICLE II

MAINTENANCE OF STANDARDS, HIGHEST MINIMUM STANDARDS

A. All conditions of employment relating to employment, hours of work, and general working conditions presently in effect which are Department-wide (universal) in nature shall be maintained, except as qualified, modified, expanded or decreased by this Agreement.

B. Proposed new rules or modifications of existing rules governing working conditions which are discussed in this Agreement or which are referred to in this Agreement as being Department-wide (universal) in nature shall be negotiated with the duly authorized representatives of the Union before they are established.

C. The parties understand that employees are required by the Employer to contribute financially to communal meals in the fire house at a charge equal to the value of the meals, irrespective of whether the employee chooses to eat the meal.

ARTICLE III
UNION PRIVILEGES

A. Authorized representatives of the Union, not to exceed three (3) at one time, shall be allowed to visit the Fire Headquarters, Fire Stations, Training School, and Director of Fire and Safety Service's Office, for the purpose of ascertaining whether or not this Agreement is being violated. This right shall be exercised reasonably. Upon entering the premises, the authorized representative(s) shall notify the Department Head, or in his absence, his authorized representative. He shall not interfere with normal conduct of work within the Department.

B. The President of the Association, or in his absence his designee, shall be assigned to special duty day tour, and except in emergencies, shall be entitled to administer and enforce the provisions of this Agreement. The President, or his designee, will report their location by telephone to the office of the Chief.

C. Fire Officers, not to exceed seven (7), who are elected officers, delegates, trustees and/or alternates of the Union, shall be granted time off to attend conventions that are authorized by State law, providing Department operations are not impeded by the granting of such request. In addition to the foregoing, Fire Officers, not to exceed four (4), who are elected officers, delegates, trustees

and/or alternates of the Association, upon approval of the Director of Fire and Safety Services, or his designee, shall be given time off to attend seminars which, in the discretion of the Director of Fire and Safety Services are of value to the Department or the Association. The request shall not be arbitrarily or unreasonably denied.

D. Two (2) members of the Union shall be granted time off to attend State Legislative sessions when bills affecting the welfare of the Union are on the agenda.

E. The negotiating committee of the Union, not to exceed six (6) men in number, shall be excused from regular duty to attend such negotiating sessions as are mutually scheduled by the parties to occur during the normal work time of any members of said Association negotiating committee, and shall suffer no loss of regular pay thereby.

F. The Association shall be provided with bulletin boards in each station or facility and departmental headquarters for the posting of Association notices or other appropriate materials. Such bulletin boards shall be identified with the name of the Association, and the Association may designate persons responsible therefor. A copy of all such notices or other materials shall at the time of its posting be sent to the Director of Fire and Safety Services or his designee, and he shall retain the right to have such notices or other materials which are detrimental to the good order of the Department removed.

G. IAFF Local 1064 shall be permitted to maintain offices at 139 South Street. However, if the City deems it necessary to sell or utilize said building for other purposes, IAFF Local 1064 shall be provided with comparable office space.

H. The Jersey City Firemen's Federal Credit Union shall be permitted to maintain offices at 666 Summit Avenue. However, if the City deems it necessary to sell or utilize said building for other purposes, the Jersey City Firemen's Federal Credit Union shall be provided with comparable office space.

ARTICLE IV

LEAVES OF ABSENCE

A. A leave of absence, without pay, for up to six (6) months may be granted for good cause to any Fire Officer who has been employed for a period of one (1) year. Said leave will be granted at the discretion of the City. The leave will be extended for up to an additional six (6) months. Such leave will not be arbitrarily withheld.

B. The Union will be notified immediately of the leave of absence of any of the Fire Officers within the bargaining unit, also any extensions.

C. Fire Officers on leave of absence will not earn vacation time during such leave. Fire Officers' annual vacation leave will be pro-rated on a monthly basis.

D. The annual vacation leave, in accordance with Article 10, will be pro-rated, based upon the months actually worked.

E. Fire Officers on leave of absence will not receive paid or compensatory holidays during such leave. Holiday time granted pursuant to Article 20 will be reduced by the percentage of the year during which the Fire Officer was on leave. Both compensatory and paid days will be reduced pro-rata to effect the total reduction.

ARTICLE V

DUES DEDUCTION

A. The City agrees to deduct from the salaries of its Fire Officers subject to this Agreement dues for the Union. Such deduction will be made in accordance with Chapter 310, Public Laws of 1967, N.J.S.A., R.S. 52:14-15.9(e), as amended. Said monies, together with the records of any corrections, will be transmitted to the Union office by the fifteenth (15th) of each month following the monthly pay period in which the deductions were made.

B. If, during the life of this Agreement, there will be any change in the rate of Fire Officers' dues, the Union will furnish to the City written notice thirty (30) days prior to the effective date of such change.

C. The Union will provide the necessary check-off authorization forms and deliver the signed forms to the Fire Department office. The Union will indemnify, defend and save the City harmless against any and all claims, demands, suits or other forms of liability that will arise out of or by reason of action taken by the City in accordance with the instructions of the Union pursuant to this Article.

D. Pursuant to Chapter 295 of the Laws of 1977, the City will not deduct dues from the salaries of any Fire Officers in the negotiating unit for an organization other than the Union. Further, the City agrees to terminate

all existing dues deductions from unit Fire Officers for organizations other than the Union on July 1 following a request to do so by the Union.

ARTICLE VI
REPRESENTATION FEE

A. Purpose of Fee. If a Fire Officer does not become a member of the Union during any membership year (i.e., from September 1 to the following August 31) which is covered in whole or in part by this Agreement, said Fire Officer will be required to pay a representation fee to the Union for that membership year. The purpose of this fee will be to offset the Fire Officer's per capita cost of services rendered by the Union as a majority representative.

B. Amount of Fee

1. Notification. Prior to the beginning of each membership year, the Union will notify the City in writing of the amount of the regular membership dues, initiation fees and assessments charged by the Union to its own members for that membership year. The representation fee to be paid by non-members will be equal to 85% of that amount.

2. Legal Maximum. In order to adequately offset the per capita cost of services rendered by the Union as majority representative, the representative fee should be equal in amount to the regular membership dues, initiation fees and assessments charged by the Union to its own members, and the representation fee has been set at 85% of that amount solely because that is the maximum presently

allowed by law. If the law is changed in this regard, the amount of the representation fee automatically will be increased to the maximum allowed, said increase to become effective as of the beginning of the Union membership year immediately following the effective date of the change.

C. Deduction and Transmission of Fee

1. Notification. Once during each membership year covered in whole or in part by this Agreement, the Union will submit to the City a list of those Fire Officers who have not become members of the Union for the then current membership year. The City will deduct from the salaries of such Fire Officers, in accordance with paragraph 2 below, the full amount of the representation fee, and promptly will transmit the amount as deducted to the Union.

2. Payroll Deduction Schedule. The City will deduct the representation fee in equal installments, as nearly as possible, from the paychecks paid to each Fire Officer on the aforesaid list during the remainder of the membership year in question. The deductions will begin with the first paycheck paid:

(a) 10 days after receipt of the aforesaid list by the City

or

(b) 30 days after the Fire Officer begins his or her employment in a bargaining unit position, unless the Fire Officer previously served in a bargaining unit

position and continued in the employ of the City in a non-bargaining unit position, or was on layoff, in which event the deductions will begin with the first paycheck paid 10 days after the resumption of the Fire Officer's employment in a bargaining unit position, whichever is later.

3. Termination of Employment. If a Fire Officer who is required to pay a representation fee terminates his or her employment with the City before the Union has received the full amount of the representation fee to which it is entitled under this Article, the City will deduct the unpaid portion of the fee from the last paycheck paid to said Fire Officer during the membership year in question.

4. Mechanics. Except as otherwise provided in this Article, the mechanics for the deduction of representation fees and the transmission of such fees to the Union will, as nearly as possible, be the same as those used for the deduction and transmission of regular membership dues to the Union.

5. Changes. The Union will notify the City in writing of any changes in the list provided for in paragraph 1 above and/or the amount of the representation fee, and such changes will be reflected in any notice.

6. Indemnification. The Union will indemnify, defend and save the City harmless against any and all

claims, demands, suits or other forms of liability that will arise out of or by reason of action taken by the City in accordance with the instructions of the Union pursuant to this Article.

ARTICLE VII

NON-DISCRIMINATION

A. Neither the City nor the Union will discriminate against any Fire Officer due to that employee's membership, non-membership, participation, lack of participation, or his or her refraining from activity on behalf on the Union.

B. The City will have the right to take disciplinary action in accordance with City policy, the Rules and Regulations of the Department, and Civil Service Rules, for just cause. This paragraph shall only apply to disciplinary action which is not reviewable to Civil Service.

ARTICLE VIII
MANAGEMENT RIGHTS

A. The City hereby retains and reserves unto itself, without limitation, all powers, rights, authority, duties and responsibilities conferred upon and vested in it prior to the signing of this Agreement by the laws and Constitution of the State of New Jersey and of the United States.

B. The exercise of the foregoing powers, rights, authorities, duties and responsibilities of the City, the adoption of policies, rules, regulations and practices in furtherance thereof, and the use of judgment and discretion in connection therewith will be limited only to the specific and express terms of this Agreement, and then only to the extent such specific and ,express, terms hereof are in conformance with the Constitution and laws of the State of New Jersey and of the United States.

C. The City will revise and republish the 1937 Book of Rules after consultation with the Jersey City Fire Officers Association, Local 1064, I.A.F.F., AFL-CIO, CLC, and distribute copies to all Fire Officers, who shall sign receipts for their copy and be responsible for its content. Upon severance for any reason, the Fire Officer shall return the Book of Rules. Failure to return the Book will result in withholding of any payments due the Fire Officer.

D. The appearance, length and style of hair of Fire Officers under the jurisdiction of this Agreement will be that as described in Fire Department General Orders and as may be amended from time to time after consultation with the Union.

ARTICLE IX

WORK WEEK

A. Line Fire Officers.

1. The normal work week for all Fire Officers who are line Fire Officers will consist of forty-two (42) hours per week over an eight (8) week cycle.

2. The work schedule for all Line Fire Officers will be twenty-four (24) hours on duty immediately followed by seventy-two (72) hours off duty, which is again immediately followed by twenty-four (24) hours on duty, and so on.

3. The work day for all Line Fire Officers will begin at 0800 hours and continue through 0800 hours the following day.

B. Communications Officers. The normal work week for Fire Officers assigned as Communications Officers, with the exception of the Officer in charge of Communications (who shall be considered on special assignment), shall consist of 33.6 hours per week.

C. All Other Fire Officers (Detail Personnel).

1. The normal work week for all other Fire Officers shall consist of forty (40) hours per week.

2. The work week for all other Fire Officers shall be scheduled as a Monday to Thursday or Tuesday to Friday work schedule.

3. The work day will be ten (10) hours and shall commence not earlier than 7:00 a.m. and end not later than 7:00 p.m.

4. A Fire Officer assigned to this work week schedule shall be entitled to a one (1) hour lunch period during his ten hour shift. This lunch period shall be scheduled on a staggered basis during the middle of the work day to insure proper Fire Officer coverage.

5. The Director and/or Office of the Chief shall determine the number of Fire Officers assigned to a Monday to Thursday or Tuesday to Friday work schedule. Those Fire Officers who work this work schedule shall be permitted to bid for either of the two work week schedules pursuant to Article 16. The Chief, after consultation with the Union, may provide for a rotational schedule between the two groups as well.

D. Fire Officers will be entitled to up to ninety (90) minutes early relief upon the arrival of his/her relief, provided no claim for overtime compensation results from his/her relief.

ARTICLE X

VACATIONS

A. 1. Annual vacation will be granted in accordance with the following schedule for all Fire Officers except Communication Officers and detail personnel as described in Article 9:

a. One (1) year of service to the end of five (5) years of service - Thirteen (13) 24 hour tours.

b. After five (5) years of service - Fifteen (15) 24 hour tours.

c. On January 1, vacation time for each Fire Officer becomes vested for the ensuing year.

d. Drawing shall start upon completion of transfers in each group.

2. a. All vacations shall be drawn by lot. There shall be three (3) drawings for the order of choice. Fire Officers may request a special four (4) 24 hour tours vacation during the Spring (#1) or Fall (#3) vacation periods in lieu of the Summer (#2) vacation period. Such requests must be submitted to the Division Chief before any part of the vacation lottery begins.

b. One (1) additional vacation slot will be assigned during each off season vacation period for these vacations, namely, six (6) in the Spring (#1) and seven (7) in the Fall (#3).

c. These slots may be used only for this purpose.

3. In order to prevent the depletion of manpower below critical limits, the following shall apply:

a. For off-season vacations, no more than one (1) Deputy Chief, City-wide, shall be on vacation at any one time. No more than one (1) Battalion Chief in any Division shall be off at any one time. Captains' vacations shall be limited to the quotient of the number of Captains in a Battalion divided by:

six (6) in period #1

seven (7) in period #3

b. For summer vacations, selection of vacation shall commence with the higher ranks. Deputy Chiefs shall arrange their vacation schedules so that no two (2) Deputy Chiefs in the same group are off at the same time. Battalion Chiefs shall then pick their vacations at their Division Office. In drawing Battalion Chief vacations, due regard shall be given to the necessity for one (1) Battalion Chief in each Division being required to act as Deputy Chief. The necessity for replacement of Battalion Chiefs by Captains acting as Battalion Chiefs shall be considered in the drawing for Captains' vacations, and the absence of any Battalion Chief acting as Deputy Chief shall be offset by limiting of such periods available

for selection by Captains.

c. Captains shall draw in their respective Battalions by groups and in their respective Battalion Chief's presence. Summer vacations for Captains shall be limited to the quotient of Captains in the Battalion divided by four.

d. Officers on restricted and/or special assignment shall be entitled to the number of consecutive days to which line members are entitled.

e. After vacations have been selected, approved and submitted, they may not be exchanged, except for reasons classified as "extenuating circumstances" (including sick leaves) satisfactory to and approved by the Chief of Department.

f. Military leaves shall not interfere with vacations.

g. Vacations for Chief Officers without permanent assignments shall be handled through the Office of the Chief of Department.

h. Company Officers with temporary assignments shall pick in the Battalion draw as if the assignment were permanent.

i. Tabulations of vacation drawings shall be forwarded to the office of the Chief of Department.

B. Annual vacation for Detail Personnel Fire Communications Officers shall be adjusted to conform as

closely as possible to equal the number of calendar days granted all Fire Officers.

C. 1. Any Fire Officer beginning his/her twenty-second (22nd) year of service will have the option of deferring his/her vacation to a maximum of fifteen (15) days.

2. Fire Officers may defer an entire vacation (15 days) to be banked for retirement purposes, or they may elect to defer one (1) vacation period per year until a maximum of fifteen (15) days are deferred.

3. Any Fire Officer who has already served more than twenty-two (22) years and has deferred his/her vacations, will be allowed to apply these vacations toward the fifteen (15) day maximum deferment.

4. Fire Officers wishing to participate in this program must notify the Office of the Chief in writing during December of the year before they wish to start deferring vacations.

5. The City will supply to all Fire Officers a written record of all deferred vacations as of January 31st of each year.

ARTICLE XI
INSURANCE & BENEFITS

A. Whenever Fire Officers are required to use their personal vehicles in the scope of their employment, the City will provide liability insurance coverage on said personal vehicles, so that the Fire Officers will not suffer economic damage for having to use their cars in the scope of their employment. Any such use of personal vehicles shall be authorized in writing by the Director of Fire.

B. The City will supply to Fire Officers all necessary legal advice and counsel in the defense of or the settlement of claims for personal injury, death or property damage arising out of or in the course of their employment, and the City will pay and satisfy all judgments, except punitive damages, against the Fire Officers from such claims.

C. Hospitalization. The Fire Officers will receive fully paid Blue Cross, Blue Shield and Major Medical and Rider "J" to cover themselves and their dependents. The City reserves the right to replace the instant carrier with any other carrier, provided substantially similar benefits are provided to the Fire Officers.

D. Life Insurance. The City will provide for life insurance in the amount of \$10,000.00 and additional accidental death and dismemberment insurance in the amount of \$10,000.00 for each Fire Officer. It is the intent of

the City to provide each Fire Officer with a \$5,000.00 life insurance policy upon regular retirement, provided that this is not in conflict with State law.

E. The benefits and protection of N.J.S.A. 40A:14-16, as amended, are to be afforded Fire Officers as if set forth in full herein.

F. Linen. The City will provide linen service to all Fire Houses.

G. The City will provide the Local Union with the sum of \$360.00 per annum per Fire Officer of the bargaining unit to provide a service known as a "Supplemental Benefit Plan".

H. Prescription Plan. The City will provide the Local Union prescription insurance with a two (\$2.00) dollar co-payment.

I. Dental Plan. The City will provide the Local Union with the open and closed currently established plans.

J. Qualified Fire Officers shall receive continued health insurance coverage paid for by the City after their retirement, as provided by City Ordinance.

K. Fire Officers must be on the payroll since the first pay of the month to be eligible to receive the benefits for that month.

L. Upon execution of this Agreement, the Union shall provide the Business Administrator of the City with copies of the most recent independent audits of each of the benefit funds set forth herein. Thereafter, the Business

Administrator of the City will be provided with a copy of each annual audit upon its receipt by the Union.

M. The City may undertake to provide directly the benefits provided through the Funds. This option shall be available upon the condition that the benefits put forth by the City are equal to or better than those currently provided by the Fund, and is in the nature of an "open panel" program. The Union shall have the right to negotiate with the City as to the equality of the level of benefits. Should these negotiations reach an impasse, either party may submit the matter to arbitration in accordance with the grievance procedure set forth in Article XXIV.

N. If the City exercises its option to provide the benefits it had funded, it shall eliminate its contribution to that Fund.

O. The Union agrees to provide the City with ninety (90) days notice of the termination of any existing contract with providers. The City shall have thirty (30) days in which to invoke its options pursuant to paragraph I. If the City assumes responsibility for providing any benefits hereunder it will hold the Union and its Trustees harmless from any claims of either providers or beneficiaries resulting from such takeover.

P. The City and the Union agree to the continued existence of an Employees' Assistance Program. It is understood that the Employees' Assistance Program will

provide for a maximum of two (2) entries into the program with a maximum duration of 45 calendar days of in-patient care for each entry. All other details of the program will be as agreed to by the Union and the City from time to time.

Q. Effective January 1, 1988, Fire Officers will be provided with a sum of five hundred eighty (\$580.00) dollars clothing allowance. The sum of two hundred ninety (\$290.00) dollars will be paid on the first Thursday after the Council meeting in January, and the additional two hundred ninety (\$290.00) dollars will be paid on the first Thursday after the Council meeting in July for the duration of this Agreement.

ARTICLE XII
INJURY AND SICK LEAVE

A. If a Fire Officer is incapacitated and unable to work because of an injury sustained in the performance of his fire fighting duties, he/she will be entitled to injury leave with full pay during the period in which he/she is unable to perform such duties. Such leave, not to exceed one (1) year, will be determined by the Director of the Division of Medical Services and the Director of Fire. Such leave will not be arbitrarily or unreasonably withheld. In the event the Fire Officer receives worker's compensation with regard to said injury, such temporary disability checks will be returned to the City for so long as the Fire Officer remains on injury leave.

B. Fire Officers will be granted sick leave without loss of pay whenever they are unable to work for reasons of health, up to one (1) year for each illness, pursuant to N.J.S.A. 40A:14-1. Such leave will be determined by the Director of the Division of Medical Services, and the Director of Fire. Such leave will not be arbitrarily or unreasonably withheld.

C. Fire Officers suffering from heart and lung disease, along with those with Jersey City Fire Department job-connected disabilities, will not be placed before the Pension Board for such disability-related severance, except

upon their own request.

D. Any Fire Officer who is injured in the line of duty and is transported to a hospital will be accompanied by a Fire Fighter and/or Fire Officer.

E. All use of injury and sick leave pursuant to this Article shall be in accordance with procedures established by General Orders of the Department.

F. The rights granted to Fire Officers hereunder shall not preclude the right of the City to take appropriate action to remove from the payroll Fire Officers who are either on special assignment or on paid leave after no more than (6) months from the original date of injury or leave, provided the Fire Officer is permanently disabled.

ARTICLE XIII

SPECIAL ASSIGNMENTS

A. The City will maintain full quotas of Fire Officers at all levels of command to insure proper operation of the Fire Department whenever and wherever possible.

B. The City agrees that in order to effectively run a Fire Department, the maintenance of certain institutions are in the best interest of the City. Therefore, the City agrees that it will endeavor to maintain a training school, Signal Alarm Operators Division, Fire Prevention and Hotel Bureau, Repair Shop, Hose Shop, Division of Medical Services, Community Relations Bureau, Research & Planning Division, and necessary and proper clerical positions staffed with uniformed Fire Fighters and Fire Officers as necessary.

C. 1. Any Fire Officer permanently assigned to such detail who is reassigned therefrom due to a contraction of the work force will be placed on a preferential list and returned to detail in the event of a vacancy.

2. If a Fire Officer is assigned to a special detail or an appointed position, the vacancy created by the assignment shall be filled on a temporary basis (up to one [1] year). Upon termination of assignment or appointment, the Fire Officer involved shall have the right to return to his original assignment for up to one (1) year from the date

of appointment or thereafter to any assignment or appointment made available by the Fire Department.

3. Involuntary transfers shall be made only for good cause.

ARTICLE XIV

MUTUAL EXCHANGES OF TOURS OF DUTY

A. Mutual exchanges of tours of duty for Fire Officers will be permitted., However, Fire Officers making such exchanges will have equal qualifications to serve in each other's place.

B. Exchange of tours will be for twenty-four (24) hour periods only, from 0800 until 0800. There will be no partial exchanges of tours.

C. Exchange of tours will neither be requested nor granted for any period of time during which either Fire Officer involved in the exchange is scheduled for formal training.

D. There will be a limitation that no Fire Officer involved in a mutual exchange will work more than twenty-four (24) consecutive hours.

E. The Fire Officer involved in a mutual exchange shall be limited to initiating two (2) mutual exchanges and two (2) paybacks during a calendar year. Requests for mutual exchange of tours shall be in writing and shall specify the payback date. All paybacks shall be made within one hundred eighty (180) days.

F. Under normal circumstances, seventy-two (72) hour notification in writing will be required by the Deputy Chief concerned. In case of extreme emergency, the Deputy Chief

on duty may waive the seventy-two (72) hour notification. The Fire Officer requesting the mutual exchange shall follow up an emergency request with a written request submitted to his Deputy Chief.

ARTICLE XV

TEMPORARY REASSIGNMENTS AND TRANSFERS

A. For the purpose of replacement of Line Fire Officers on compensatory time, leave and vacations, transfers will be made from a rotating list in each Battalion, in accordance with qualifications. Fire Officers will have the right to return to their permanent assignment at the end of one vacation period.

B. Temporary reassignments will be made from the group designated by the Department by offering the position to all Fire Officers in order of seniority. In the event no Fire Officer accepts the temporary reassignment, the least senior Fire Officer will be reassigned. No temporary reassignment will be made for more than twelve (12) months.

ARTICLE XVI
PERMANENT REASSIGNMENT

A. Transfers shall be made in accordance with the following procedure:

1. Permanent transfers shall be made on a seniority in rank basis and qualification.

2. Commencing in the month of September, upon completion of summer vacations, the Department shall post in all installations on bulletin boards, once a year, all vacancies. Bidding shall take place for fifteen (15) days. The Department shall then process these bids. In no event shall it take more than eight (8) days to post these awards. The Department shall then post all vacancies created by the first round of bids by General Order, which shall also contain the next date for the next round of bidding. The same procedure shall be followed as to bidding. The same procedure shall be followed for subsequent rounds. With respect to the picking of positions by Officers, there shall be three (3) rounds.

3. Physical transfers of Fire Officers, in accordance with this procedure, shall take place at the beginning of the next tour following January 1.

4. a. Any Officer on special assignment for more than one (1) year shall not be allowed to bid on a line company opening unless that Officer is serving in a

provisional position or is on a temporary assignment at the discretion of the Director or Chief of Department.

b. Any Officer on special assignment other than the aforementioned exceptions may request reassignment to a specific group, and at the opening of the bids the following year, that member shall be able to bid on line vacancies.

ARTICLE XVII

FUNERAL LEAVE

A. In the event of a death in the Fire Officer's immediate family, said Fire Officer will be granted time off from the day of death up to and including the day after the funeral, but not to exceed five (5) calendar days.

B. Immediate family, for purposes of this Section, will be defined as follows: parents, spouse, child, sister, brother, mother-in-law, father-in-law, grandparents, spouse's grandparents, grandchildren, sister-in-law, brother-in-law, son-in-law, and daughter-in-law, or any other relatives residing in the immediate household of the Fire Officer.

C. One (1) 24 hour tour off will be granted any Fire Officer for attendance at the funeral services of an aunt, uncle, niece, or nephew of the Fire Officer or his spouse. This tour will be granted for the day of the funeral service if necessary for attendance.

D. Reasonable verification of the event and the familial relationship must be submitted within five (5) calendar days of the Fire Officer's return to work.

ARTICLE XVIII

MILITARY LEAVE

A. Fire Officers ordered to active duty by a component of the United States Armed Forces will be granted leave without pay for the period of such service.

B. The City hereby agrees to grant military leave for field training to Fire Officers in accordance with New Jersey State Statute.

C. All members of the National Guard or Reserves will be granted time off with full pay to attend required drills. Such time off will be in addition to vacation, sick, and administrative leave. The Director will, however, reschedule a Fire Officer's hours and days of work in order to enable the Fire Officer to attend drills and still fulfill all employment responsibilities without need for additional time off.

ARTICLE XIX

RETIREMENT

A. Fire Officers will retain all pension rights under New Jersey State laws and ordinances of the City of Jersey City.

B. The City will provide a laminated ID card indicating that the Fire Officer is retired from the Jersey City Fire Department.

ARTICLE XX

HOLIDAYS & COMPENSATORY TIME OFF

A. All Line Fire Officers, in addition to their regular wages, will receive fourteen (14) holidays, eight (8) of which will be given as compensatory days off and six (6) of which will be paid in cash at straight time rates, based upon 8.4 hours, during the month of December. All compensatory days will be credited to Fire Officers on January 1st of each year. Unused compensatory time off will accumulate from year to year and will be granted to each Fire Officer prior to his retirement.

B. Communications Officers shall be construed as Line Fire Officers.

C. Should the City declare an additional holiday for any other City employees, the Fire Officers herein will receive the full amount of additional time off as a compensatory day.

D. 1. All special assignment Fire Officers shall, in addition to the holidays set forth in Paragraph A above, receive the following days as holidays and be entitled to the day off with no loss of pay if scheduled to work on that day.

New Year's Day
Good Friday
Memorial Day
July Fourth
Labor Day
Thanksgiving Day
Christmas Day

2. Any Fire Officer who moves between a special assignment and a line assignment shall receive the holidays set forth in this paragraph for any week in which he is assigned to the special assignment to the same extent as though he were permanently assigned to detail.

E. A compensatory day is defined as either a ten (10) or fourteen (14) hour tour for line Fire Officers. For all other Fire Officers, a compensatory day shall equal the length of their daily tour.

F. Eight (8) days notice must be given to the Department head, or his/her representative, by a Fire Officer requesting compensatory time off. The Fire Officer must be advised of the approval or disapproval of his/her compensatory time off request within four (4) days after it is submitted. Compensatory time off for Line Fire Officers will be granted on a ten (10) hour day or fourteen (14) hour night.

G. Compensatory time shall be granted until the minimum on-duty strength has been reached. Thereafter, if necessary, additional Officers shall be granted compensatory time and replaced by overtime personnel as per the following schedule: One (1) Deputy Chief, one (1) Battalion Chief, and four (4) Company Officers City-wide by tour, shall be given compensatory days off during summer vacation periods in any one (1) year if the Department is operating below minimum strength; and one (1) Deputy Chief, two (2)

Battalion Chiefs, and eight (8) Company Officers City-wide by tour, shall be given compensatory days off at other times, in any one (1) year if the Department is operating below minimum strength. These limitations on compensatory time for Officers, when the Department is below minimum strength, shall not apply on the following holidays set forth below:

Thanksgiving Day and Night

Easter Day and Night

Christmas Eve, Christmas Day and Night

New Year's Eve and New Year's Day

H. The draw system will be used in granting compensatory days off on holidays and the evenings before the holidays. Section I will not apply to Section J.

I. Overtime granted to compensate for compensatory time below minimum manpower strength will be drawn only from Fire Officers who are not scheduled to work the tour immediately preceding or following the tour to be worked on overtime.

J. Compensatory time off may be cancelled by the Fire Chief or Director under emergency conditions. An emergency will mean a situation that neither the City nor the Fire Officers have control over, i.e., an act of God, a local catastrophe, or any unforeseen act that cannot be anticipated.

K. Cancellation of compensatory time will be granted

if requested by the Fire Officer no later than the end of the Fire Officer's last full 24 hour tour prior to the scheduled compensatory time.

L. The City will supply to all Fire Officers a written record of all time owed them (compensatory time, vacations, etc.) as of January 31st of each year.

M. The City shall permit Fire Officers of the bargaining unit to buy back compensatory time which they have accumulated on a system to be jointly developed by the Union and the City. The maximum annual obligation of the City under this system shall be \$250,000.00 per year to the entire Fire Department, which is not cumulative. It is understood that Fire Fighters have first priority on use of the \$250,000.00. To the extent that there is money unused, the Fire Officers shall be entitled to its use.

ARTICLE XXI

SALARIES, LONGEVITY AND SERVICE DIFFERENTIAL

A. All Fire Officers will receive base salaries in accordance with the following schedule:

	<u>1988</u>	<u>1989</u>	<u>1990</u>
Capt. I (0-12 mos.)	41347	44257	48231
Capt. II (13-24 ")	43212	46254	50407
Capt. (after 24 ")	46072	49315	53743
B.C. I	48190	51582	56213
B.C.	50308	53849	58683
Sup. App.	50308	53849	58683

B. All Fire Officers will receive longevity payment in accordance with the following schedule:

<u>1st Day of Year</u>	<u>% of Base Pay</u>	<u>Through last Day of Year</u>
4	2	7
8	4	11
12	6	15
16	8	19
20	10	22
23	12	24
25	14	each thereafter

C. Service Differentials.

1. All Fire Officers will receive a service differential in accordance with the following schedule for 1988 and 1989:

<u>Beginning 1st Day of Yr.</u>	<u>% of Base Pay</u>
5	1
12	1.5
16	2

2. In lieu of the service differential, the following dollar amounts have been added to the base pay

effective January 1, 1990, and the figures for 1990 set forth in A above include these amounts. Service differential will no longer be paid as of January 1, 1990.

Capt. I	885
Capt. II	925
Capt.	986
B.C. I	1031
B.C.	1076
Sup. App.	1076
Chief FP	1212
D.C.	1212

D. A Fire Officer who is hired up to October 31 of any year will be given full credit for the year of service retroactive to January 1 of that year. Anyone hired thereafter will receive no credit for that year, but will receive credit on the January 1st following the first anniversary of the date of hire. This shall apply to any employee promoted into this bargaining unit after January 1, 1988.

E. The City will provide to those Fire Officers requesting same, electronic transfer of their paychecks and related payments from the City of Jersey City to any financial institution covered by the Federal Deposit Insurance Corporation (F.D.I.C.) and related laws, provided that the City has the capability of doing so.

F. All Fire Officers of the bargaining unit will receive their pay checks by 3:00 p.m. every other Thursday.

G. The City will endeavor to deliver special checks by 3:00 p.m. on the date received in fire headquarters.

H. The City will endeavor to provide a breakdown on all checks as to what is included in the pay in said check (overtime, etc.).

ARTICLE XXII

OVERTIME PROCEDURE AND RECALL

A. Overtime. All time in excess of a twenty-four (24) hour tour will be compensated at overtime rates, which will be equal to one and one-half (1 1/2) times the regular rate of pay per hour for Fire Officers. For the purpose of this Article, any part of an hour will be considered a full hour.

B. Special Assignment. Fire Officers will be compensated at overtime, equal to time and one-half for all hours worked over forty (40) hours per week.

C. An accurate record will be kept of all overtime worked by Fire Officers, and it will be logged in the proper journals. All overtime will be authorized in advance by the Chief of the Department or his designee.

D. For the purpose of computing overtime, Fire Officers are not to be considered relieved from duty until fifteen (15) minutes after they return to quarters. All Officers shall be accorded fifteen (15) minutes to prepare reports, with the exception of the incident report and journal entries, after they return to quarters.

E. Recall. If a Fire Officer is recalled to duty, he will receive a minimum of four (4) hours pay at time and one-half. Recall procedure will be as defined in General Order No. 87-34.

F. All Fire Officers will be subject to emergency call

to duty at the discretion of the Fire Department.

G. Fire Officers required to attend court on official City business during other than their regular scheduled work time will be compensated at the rate of time and one-half for the time spent in court, with a four (4) hour minimum for each each appearance.

H. The City shall endeavor to pay regular overtime in the second pay period following the pay in which the overtime was worked.

I. Present overtime practice will continue unless otherwise agreed to by the parties.

J. In the event overtime will be paid any Fire Officer in excess of any normal working day, he/she will remain on duty for this period, excluding wash-up time.

K. Mutual Aid. Where mutual aid mandates recall of Fire Fighters, the City shall recall one (1) Captain for every five (5) Fire Fighters recalled, plus a minimum of one (1) Battalion Chief and one (1) Deputy Chief when twenty-five (25) or more Fire Fighters are recalled.

ARTICLE XXIII

SAFETY AND HEALTH COMMITTEE

A. The City will appoint two (2) people, and the Union will appoint two (2) Fire Officers, which will constitute the "Safety and Health Committee".

B. The Safety and Health Committee will be charged with the establishment and implementation of a safety program.

C. The Safety and Health Committee will meet quarterly at Fire Headquarters at 10:00 a.m.

ARTICLE XXIV

CONTRACTUAL GRIEVANCE PROCEDURES

A. Purpose

1. The purpose of this procedure is to secure, at the lowest possible level, an equitable solution to the problems which may arise affecting the terms and conditions of this Agreement, and to resolve grievances as soon as possible so as to assure efficiency and promote Fire Officers' morale. The parties agree that this procedure will be kept as informal as may be appropriate.

2. Nothing contained herein will be construed as limiting the right of any Fire Officer having a grievance to discuss the matter informally with the Director or Chief of Department, and having the grievance adjusted, provided the Union is present and the settlement does not violate the contract.

B. Definition. The term "grievance" as used herein means any controversy arising over the interpretation or adherence to the terms and conditions of this Agreement and may be raised by any Fire Officer or the Union.

C. Steps of the Grievance Procedure. The following constitutes the sole and exclusive method for resolving grievances between the parties covered by this Agreement and will be followed in its entirety unless any step is waived by mutual consent.

Step One

1. A grievant will institute action under the provisions hereof by submitting a written grievance within thirty (30) days after the grievant became aware, or should have become aware, through diligent inquiry, but in no event more than sixty (60) days after the occurrence of the event being grieved, and an earnest effort will be made to settle the difference between the aggrieved and the immediate supervisor for the purpose of resolving the matter informally. Failure to act within the period set forth above will be deemed to constitute an abandonment of the grievance.

2. The immediate supervisor will render a decision in writing within five (5) days after receipt of the grievance.

Step Two

1. In the event the grievance is not settled through Step One, it will be filed with the Fire Chief, or the Deputy Chief designated by the Fire Chief, within five (5) days following the determination by the immediate supervisor.

2. The Fire Chief, or his designee, will render a decision in writing within five (5) days from receipt of the grievance.

Step Three

1. In the event the grievance has not been

resolved through Steps One and Two, then within five (5) days of receipt of the determination of the Chief, or his designee, the matter may be submitted to the Director.

2. The Director will submit a written answer within ten (10) days from receipt of the grievance.

Step Four

1. If the grievance is not settled through Steps One, Two and Three, either party may refer the matter to the Public Employment Relations Commission within ten (10) days after the determination by the Director. An Arbitrator will be selected pursuant to the rules of the Public Employment Relations Commission.

2. However, no arbitration hearing will be scheduled sooner than thirty (30) days after the final decision of the Director. In the event the aggrieved elects to pursue his Civil Service remedies, the arbitration hearing will be cancelled and the matter withdrawn from arbitration, and the Union will pay all costs incurred by the City as a result of such improper submission.

3. The Arbitrator so selected shall confer with the representatives and hold hearing promptly, and shall issue his decision no later than thirty (30) days from the date of the close of the hearing, or, if oral hearings have been waived, then from the date the final statements and proofs on the issues are submitted to him.

The Arbitrator's decision shall be in writing, and

shall set forth his findings of fact, reasoning and conclusions on the issues submitted. The Arbitrator shall be without power or authority to make any decision which requires the commission of an act prohibited by law or which is violative of or adds to the terms of this Agreement. He shall be bound by the provisions of this Agreement and restricted to the application of the facts presented to him involving the grievance, and render a decision in accordance with the weight of the evidence. The decision of the Arbitrator shall be submitted to the City and the Union, and shall be final and binding on both parties.

4. The costs for the services of the Arbitrator, including per diem expenses, if any, and actual and necessary travel, subsistence expenses, and the cost of the hearing room shall be born equally by the City and the Union. Any other expenses incurred shall be paid by the party incurring them.

5. Nothing herein will prevent any Fire Officer from pressing his own grievance, provided that the Union may be present at such hearings, and further provided that no settlement with any such individual Fire Officer shall violate this Agreement.

ARTICLE XXV

NON-CONTRACTUAL GRIEVANCE PROCEDURE

A. Purpose

1. The purpose of this procedure is to secure, at the lowest possible level, an equitable solution to the problems which may arise affecting the terms and conditions of this Agreement, and to resolve grievances as soon as possible so as to assure efficiency and promote Fire Officers' morale. The parties agree that this procedure will be kept as informal as may be appropriate.

2. Nothing contained herein will be construed as limiting the right of any Fire Officer having a grievance to discuss the matter informally with the Director or Chief of the Department, and having the grievance adjusted, provided the Union is present and the settlement does not violate the contract.

B. Definition. The term "grievance" as used herein means any controversy arising over the interpretation or adherence to, or the application of, the City's policies or administrative decisions to any non-contractual terms and conditions of employment of Fire Officers covered by this Agreement.

C. Steps of the Grievance Procedure

Step One

1. An aggrieved Fire Officer will institute

action under the provisions hereof by submitting a grievance in writing within thirty (30) days after grievant became aware, or should have become aware, through diligent inquiry, but in no event more than sixty (60) days after the occurrence of the grievance, and an earnest effort will be made to settle the difference between the aggrieved Fire Officer and his immediate supervisor for the purpose of resolving the matter informally. Failure to act within said periods set forth above will be deemed to constitute an abandonment of the grievance.

2. The immediate supervisor will render a decision in writing within five (5) days after receipt of the grievance.

Step Two

1. In the event the grievance is not settled through Step One, it will be filed with the Chief, or the Deputy Chief designated by the Chief, within five (5) days following the determination by the immediate supervisor.

2. The Chief, or his designee, will render a decision in writing within five (5) days from receipt of the grievance.

Step Three

1. In the event the grievance has not been resolved through Steps One and Two, then within five (5) days of receipt of the determination of the Chief, or his designee, the matter may be submitted to the Director.

2. Any such grievance shall be submitted within five (5) days to a committee consisting of one (1) representative of the Union and one (1) representative of management who will review the grievance and submit a written recommendation to the Director within five (5) days.

3. The Director will submit a written answer within ten (10) business days from receipt of the recommendation. The decision of the Director shall be final with respect to all non-contractual grievances.

ARTICLE XXVI
TERMINAL LEAVE

A. All Fire Officers who retire will receive a mandatory cash payment in lieu of time off for the number of years of service to the City based upon five (5) calendar days for each year of service. All Fire Officers will also receive a mandatory cash payment in lieu of time off for any unused vacation time, to a maximum of the time to which the Fire Officer is entitled for his last two (2) years of service. In addition to the above, all Fire Officers will receive a mandatory cash payment for all unused compensatory time.

B. For purposes of this Agreement, any Fire Officer who dies, and prior to his death was eligible for retirement, will be considered a retired Fire Officer, and the estate of the deceased will receive the following:

1. All accumulated compensatory time.
2. Terminal leave in accordance with this Article.
3. All accumulated vacation time, including full vacation allowance for the year of death.

C. If for any reason the City denies an employee a vacation period during his last two (2) years of active service, or if for any reason relating to his employment an employee is prevented from taking a vacation period during

his last two (2) years of active service, then, and in that event, the limitation placed on the City's obligation for payment of up to two (2) years vacation time as part of the terminal leave program as set forth above shall not be applicable, and said employee, upon retirement, shall be entitled to receive payment for all unused vacation time to which the employee is otherwise entitled without limitation.

D. The City and the Union agree to explore a method by which the Fire Officer shall have the option of receiving the benefits of this Article in a manner which will legally permit deferment of taxes.

ARTICLE XXVII

SEPARABILITY AND SAVINGS

A. If any provision of this Agreement or any application of this Agreement to any Fire Officer or group of Fire Officers is held to be invalid by operation of law or by court order or other tribunal of competent jurisdiction, such provision will be inoperative, but all other provisions will not be affected thereby, and will continue in full force and effect. In the event a provision of this contract is deemed to be invalid, then, and in that event, the parties agree to meet within fifteen (15) working days to negotiate a provision to replace the one declared invalid.

ARTICLE XXVIII

BLOOD DONOR

A. Fire Officers who donate blood with prior approval of the Department shall be afforded a twelve (12) hour recuperative period on special assignment immediately following the donation, if said twelve hours are scheduled work time. Every effort will be made, however, to insure that donations are made at the end of the employee's tour. This will not apply to Fire Officers donating blood to the Fire Department's Blood Bank.

B. The City will provide space for the Fire Officers Blood Bank drives, provided the space is available and ample notice is given. Permission from the Department will not be denied arbitrarily.

ARTICLE XXIX

COMMENDATIONS AND HONORABLE MENTIONS

A. It is the desire of the City of Jersey City to award in a tangible way those of its Fire Officers who perform their duties in an exemplary fashion.

B. Any Fire Officer earning the award of Honorable Mention will receive two (2) tours of compensatory time off.

C. Any Fire Officer receiving a Commendation will receive one (1) compensatory tour off.

D. The President of the Union will designate one (1) Fire Officer to the Departmental Awards Committee.

E. The City and the Union, during the first week in January for the preceding year, will choose a "Fire Officer of the Year" (Award) for his or her actions above and beyond the call of duty to the City of Jersey City and the Jersey City Fire Department. With this award and distinction, said Fire Officer will receive an additional two (2) compensatory tours off (a tour consists of either a ten (10) hour day or a fourteen (14) hour night), above and beyond any time off received for his or her previous actions.

F. The current practice regarding an annual awards ceremony shall continue. However, the City and the Union shall agree to the scope of the ceremony and share the costs thereof.

ARTICLE XXX

DISCHARGE & DISCIPLINE

A. No Fire Officer will be disciplined or discharged except for just cause. This paragraph shall apply to disciplinary action which is not reviewable to Civil Service only if a final legal determination results in a decision that such matters are arbitrable.

B. No Fire Officer will be disciplined or called to a meeting that would result in discipline without a Union Representative present.

C. Disciplinary action, with the exception of verbal warnings, are to be presented on a "Disciplinary Action Form", with a copy made available to the Fire Officer at the time of discipline.

D. The City will notify the Union in writing of any discharge or suspension within three (3) days (excluding weekends and holidays) after the Fire Officer is discharged or suspended.

E. 1. If a Fire Officer is discharged or suspended, he or she may elect to proceed to arbitration or Civil Service proceedings, but not both. This paragraph shall apply to disciplinary action which is not reviewable to Civil Service only if a final legal determination results in a decision that such matters are arbitrable.

2. The Officer shall retain the right to appeal a

written reprimand to the Director of Fire.

3. In all cases, an Officer shall be allowed to respond in writing for the record.

F. Oral Reprimand. An oral reprimand shall be just what it implies. There shall be no written record, except in the Journal where assigned.

G. Hearings.

1. No hearing shall take place without the Union being first notified, and the member must be given sufficient time to receive counsel, no less than five (5) days excluding weekends and holidays.

2. There shall be two (2) types of hearings:

a. Formal

b. Informal

3. Formal Hearings.

a. Formal hearings shall be held before a tribunal of officers. There shall be a transcript, taped or written, of all proceedings. A decision as to guilt shall be rendered within one (1) hour of the close of formal presentations.

b. The panel shall recommend to the Director of Fire a suitable punishment if found guilty.

c. The Director of Fire shall have the final discretion as to the penalty, which must be rendered within thirty (30) days of the close of trial.

4. Informal Hearings. Informal hearings shall

be conducted by the Director of Fire with the officer and a Union representative present. There shall be no written or taped record of the proceedings. The officer retains the right to appeal as to the extent of the sentence to Civil Service, if applicable, or an arbitrator, but only to one.

5. Written Reprimands. A written reprimand must be served upon the officer within five (5) days of the occurrence for which the reprimand is being given.

ARTICLE XXXI

CITY PROPERTY FIRE DEPARTMENT JURISDICTION

A. All Fire Houses will be provided with adequate locks for all windows and locks and keys for all doorways.

B. All sanitary facilities in the Fire House, such as toilets, showers, wash basins, etc., will be kept in good working order, and supplies will be maintained.

C. The City agrees to provide the following furnishings and replace such furnishings when deemed essential by the City:

1. Lockers
2. Beds, mattresses, blankets and pillows
3. Chairs
4. Tables
5. Lunchroom facilities
6. Kitchen equipment (refrigerators, stoves)

D. All major maintenance of Fire Houses will be maintained by other than Fire Officers.

E. All quarters will have adequate heating and hot water.

ARTICLE XXXII

POLICE DUTIES

A. Fire Officers will not be required to perform any police duties, except in the issuance of summonses in accordance with those enumerated in New Jersey Statute 40A:14-30.

B. The City will not require a Fire Officer to order the use of, direct the use of, or man, hose streams or any other devices or appliances, or to take part actively in the quelling of any civil disorder.

C. In addition to the police functions enumerated in this Article, no Fire Officer will be required to order the closing of fire hydrants where there is a possibility of physical injury to himself or Fire Fighters.

ARTICLE XXXIII

ACTING APPOINTMENTS

A. The practice of appointing employees to higher rank in an acting capacity is discouraged, and it is agreed that such higher rank shall be filled as soon as possible, as provided by law.

B. A Fire Officer serving in any acting capacity will immediately receive full pay of the rank in which he is acting, only after the completion of a full tour.

C. The following formula shall be used to compute the number of calendar days:

1. An Officer who works a single tour shall receive credit of one (1) calendar day.

2. An Officer who works more than one (1) continuous tour shall receive two (2) calendar days credit for each tour worked.

3. A "tour" is defined as a ten (10) or fourteen (14) hour day/night (or day for any special assignment Fire Officer). Thus, a twenty-four (24) hour tour would count as two (2) tours of duty for the purpose of this Article.

D. Selection of personnel to serve in an acting capacity may be based on G.O. 8433, subject to the discretion of the Director. That Order provides:

1. The right of first refusal shall apply in accordance with rank list position or rank seniority

position.

2. Acting Deputy Chief.

a. Where there is a certified Civil Service promotional list for the position of Deputy Chief:

i. The highest ranking Battalion Chief on the list assigned to the Division shall be offered the position.

ii. Lacking a ranking Battalion Chief on the list in the Division, the ranking Battalion Chief City-wide of that group shall be offered the position.

iii. Lacking a ranking Battalion Chief on the list in the group, the rules applying to "No List" shall prevail.

b. Where there is no Civil Service promotional list:

i. The senior Battalion Chief assigned to that group shall be assigned the position.

3. Acting Battalion Chief.

a. Where there is a certified Civil Service promotional list for the position of Battalion Chief:

i. The highest ranking Captain on the list from that Battalion and group shall be offered the position.

ii. Lacking a ranking Captain on the list in that Battalion and group, the ranking Captain City-wide of that group shall be offered the position.

iii. Lacking a ranking Captain on the list from that group, the rules for "No List" shall prevail.

b. Where there is no Civil Service promotional list:

i. The senior Captain within each Battalion and group shall be assigned to the Acting Battalion Chief position.

ARTICLE XXXIV

TUITION REIMBURSEMENT & RECERTIFICATION

A. The Jersey City Fire Officers Association and the City mutually recognize the importance and advantage of higher education within the ranks of the Fire Officers. It is the intention of the City to provide funds to reimburse members of the bargaining unit for taking courses in an approved college that will enhance their knowledge in the field of Fire Science and Safety. Such courses will lead to a degree in Fire Science and Safety or other related Fire Science areas. Prior to enrollment in any course, written approval must be received from the Director of the Department of Fire. Upon successful completion of the course, and proof thereof, reimbursement will be submitted to the participant.

1. Also, fees for courses for RCS, ICS and HHS licenses will be fully reimbursed, provided such licenses were obtained between July 1, 1985 and December 31, 1987.

B. Upon being appointed a Fire Officer, the Officer will be given a one (1) week training period at the training school to acquaint him with the art of supervision and all General Orders for which he will be held accountable.

C. The City will attempt to institute a system whereby recertification will be accomplished during work time with no loss of pay.

ARTICLE XXXV

FULLY BARGAINED PROVISIONS

A. This Agreement represents and incorporates the complete and final understanding and settlement by the parties on all bargainable issues for the life of this Agreement, and neither party shall be required to negotiate on any subject unless they mutually agree to do so.

ARTICLE XXXVI

CONTRACT AGREEMENTS

A. In the event that the City and the Union have not by December 31, 1990 agreed upon the terms and conditions of employment of the Fire Officers for the contract period commencing January 1, 1991, then the terms and conditions of this contract of employment will remain in full force and effect without prejudice until the negotiation, consummation and execution of said later contract.

B. This Agreement will be binding upon the successors and assigns of the parties hereto, and no provision, term or obligation herein contained will be affected, modified, altered or changed in any respect whatsoever by the consolidation, merger, transfer or assignment of either party hereto, or affected, modified, altered or changed in any respect whatsoever by any kind of change in management or governing entity of either party thereto, or by any change, geographical or otherwise.

C. The City and the Union will equally share the expense for printing 225 copies of this Agreement for distribution to all Fire Officers of the Union and City administration. The City will receive 50 copies of said Agreement.

ARTICLE XXXVII

CHANGES, SUPPLEMENTS OR ALTERATIONS

A. Any provision of this Agreement may be changed, supplemented or altered, provided both parties mutually agree in writing.

ARTICLE XXXVIII

DURATION OF AGREEMENT

THIS AGREEMENT will be effective as of January 1, 1988 and will terminate on midnight December 31, 1990. Proposals for a successor Agreement may not be submitted prior to September 1, 1990.

Any provision of this Agreement may be changed, supplemented or altered, provided both parties mutually agree in writing at any time, and

It is agreed that not less than 30 months after the effective date of this Agreement, the City may reopen the Agreement as to the Work Schedule. If the City exercises this option, the Jersey City Fire Officers Association may reopen the Agreement as to such wages and benefits as it may desire.

IN WITNESS WHEREOF, the parties hereto have hereunto set their hands and seals at Jersey City, New Jersey, on this 14TH day of JUNE, 1988.

JERSEY CITY FIRE OFFICERS
ASSOCIATION, LOCAL 1064,
I.A.F.F., AFL-CIO, CLC

CITY OF JERSEY CITY,
HUDSON COUNTY,
NEW JERSEY

BY: George Geyer
GEORGE GEYER, PRES

BY: Anthony R. Cucci
ANTHONY R. CUCCI, MAYOR

WITNESS: attest:

Helen J. Kozma
City Clerk

WITNESS:

Louis Ippolito
LOUIS IPPOLITO, DIR. OF LABOR
RELATIONS