

SUBJECT: Administrative Requirements: Residence and Phone	SECTION: 107.02
REVISED: MARCH 1, 2008	PAGE(S): 1

PURPOSE

To assure prompt and efficient response to duties and responsibilities by departmental personnel.

RULES

- A. All employees of the fire department shall reside within the State of Ohio, within Hamilton County or any contiguous county, unless provided for otherwise under contract/agreement.
- B. Paid-On-Call members of the department must reside within the City of Reading, Hamilton County, Ohio or within a reasonable distance from one of the two fire stations approved by the Fire Chief. Consideration for approval will include distance, as well as, traffic patterns, railroad crossings, etc.
- C. Probationary members shall have six (6) months to establish residency within the restricted residency requirements for that position.
- D. Each employee of the fire department shall have a telephone listing for his/her place of residence, and shall submit his address and telephone number to the Fire Chief. Any change in address or telephone number shall be reported within twenty-four (24) hours to the Fire Chief.
- E. Each employee of the fire department shall be responsible for providing the name and contact information for emergency notifications in the event of sudden illness or injury. Each employee shall update this information with any changes in contact information for such sudden illness or injuries.