

East Lake Tarpon Special Fire Control District



SOP 114 Death in Family Leave

Implementation

Revision Date(s): 12/27/2011

Date: 11/2000

Reviewed Date(s):

Forms or Attachments: None

An employee shall be allowed up to two (2) consecutive shifts or 40 hours, whichever is applicable, off with pay in the event of a death in the immediate family, which shall be limited to spouse, father, mother, son, daughter, brother, sister, father-in-law, mother-in-law, sister-in-law, brother-in-law, stepfather, stepmother, stepbrother, stepsister, grandparents, grandson and granddaughter. This includes other household members at the discretion of the Fire Chief. This is not chargeable to sick leave. Any employee availing himself/herself of this section shall notify the Fire Chief or designee of such intent as soon as possible. Some written proof (i.e., newspaper death notice, death certificate or funeral home death announcement) of death shall be presented with the leave request upon return to duty. This time is to be utilized for reasons immediately affecting the death.