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| **Activity after Hiring** | **Wages Paid** | **Job Requirement** | **Other Items Paid** |
| New Hire Training –take A&M System required on-line training  | Yes | Yes | Complete during the hiring process on first day of work |
| Training to obtain a commercial driver license (CDL) | No | No | Seasonal firefighter responsible for all costs to obtain and maintain CDL |
| Testing to obtain a CDL | No | No | Seasonal firefighter responsible for all costs to obtain and maintain CDL |
| CDL license fee difference from regular license | No | No | Seasonal firefighter responsible for all costs to obtain and maintain CDL |
| Supervisor or required commercial motor vehicle (CMV) training or periodic road testing for seasonal firefighter allowed or required to operate a CMV  | Yes | Yes | Should take place during regularly scheduled/paid work periods |
| Department of Transportation (DOT) substance testing for a seasonal firefighter who has a CDL and operates a CMV | Yes | Yes | Seasonal firefighter may be allowed to use an agency vehicle to travel to the selected lab. Authorization for mileage reimbursement for use of personal auto must be approved according to travel procedures. |
| Doctor visit if required by WCT Health Screening Questionnaire (HSQ) | No | Yes | Reimbursement of equivalent co-pay for full-time employees |
| Work Capacity Test | Yes | Yes | Agency provides transportation |
| Defensive Driving Course (DDC) – required as soon as possible after hire and every five years afterward. | Yes | Yes | Should take place during regularly scheduled/paid work periods. |
| Safety refresher | Yes | Yes | Agency provides transportation |
| Firefighter training as a member of a fire department, not an agency seasonal firefighter | No | No | Seasonal firefighter (or fire department) responsible for training costs |
| Firefighter training as a seasonal firefighter and required by the agency. S-130/190 Courses, Tractor/Plow. Any other courses require Regional Forester or Assistant Chief Regional Fire Coordinator approval | Yes | Yes | Lodging and meals (if required to stay overnight) |
| Registration (Agency-sponsored only) |
| Agency provides transportation |

1. District Forester, Fire Coordinator or Task Force Coordinator is responsible for management of seasonal firefighters work schedule.

2. Seasonal firefighters may work only with applicable supervisor or Regional Operations Chief approval. Standby time starts only when dispatch specifies traffic.

3. Agency provides PPE to seasonal firefighters (charged against the hiring unit budget).

4. District Forester, Fire Coordinator or Task Force Coordinator must ensure that any seasonal firefighter operating a transport has a current unexpired Class A CDL.

5. Local office serves as the hiring center for seasonal firefighters. New hire training is completed at the local office.

6. Report perceived misuse of seasonal firefighters through the chain of command.

7. A seasonal firefighter who possesses a valid CDL may operate a CMV with supervisor approval, if qualified/trained to operate that category of CMV.

8. A seasonal firefighter enrolled in an outside or primary employer DOT substance testing program may be exempted from participating in an agency program, with coordination through the Environmental Health and Safety Officer (EHSO).

9. Seasonal firefighters are required to complete DDC but may submit an equivalent course in lieu of the agency on-line course. For those who are not expected to drive an agency vehicle, the supervisor should discuss an exemption from the requirement with the EHSO.

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