



DIVISION OF FIRE AND RESCUE SERVICES  
MONTGOMERY COUNTY, MARYLAND

## DIRECTIVE

NUMBER: 02-25

DATE: December 5, 2002

TO: All Personnel

FROM: Roger W. Strock   
Chief, DFRS

SUBJECT: Removal of DFRS Policy and Procedure No.'s 301, 302, 508.3, 508.7, and 511.

The following DFRS Policies and Procedures are hereby **RESCINDED**. You are directed to remove and destroy each one from your copy of the DFRS Policy and Procedure Manual.

DFRS Policy and Procedure No. 301, entitled LOCAL TRAVEL GUIDELINES is rescinded. The County's most current version of Administrative Procedure 1-5 dated August 29, 2001 governs local travel, and should be referenced when applicable.

DFRS Policy and Procedure No. 302 entitled NON-LOCAL TRAVEL GUIDELINES is rescinded. The County's most current version of Administrative Procedure 1-2 dated August 29, 2001 governs non-local travel, and should be referenced when applicable.

DFRS Policy and Procedure No. 508.3, entitled SICK LEAVE DONOR PROGRAM is rescinded. Section 17-10 of the 2001 Montgomery County Personnel Regulations governs the Sick Leave Donor Program, and should be referenced when applicable.

DFRS Policy and Procedure No. 508.7, entitled FAMILY MEDICAL LEAVE ACT is rescinded. Section 19 of the 2001 Montgomery County Personnel Regulations and the latest agreement between the Montgomery County Career Fire Fighters Association and the County Government govern the Division's FMLA practices, and should be referenced when applicable.

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DFRS Policy and Procedure No. 511, entitled MINI-AWARDS PROGRAM is rescinded. Section 13 of the 2001 Montgomery County Personnel Regulations governs employee performance awards, and should be referenced when applicable.

Station Officers must review this with their personnel.