

MORES CREEK AMBULANCE UNIT

Executive Board Directive: #2011-08

Date: October 5, 2011

Topic: Disciplinary Procedure

All complaints against a unit member or officer, must be submitted in writing to the MCA Executive Board. The complaint should contain the circumstances and answer the questions of who, what, when, where and how. It should also contain references to the SOP (s) violated which can be MCA or EBCA. If a complaint is between members, it will be resolved by the MCA Board and if that decision is appealed, it will be sent on to EBCA to be resolved. If the complaint is against an MCA or EBCA Board member, the MCA President will send the complaint on to the EBCA Board, requesting that they resolve it. Once the EBCA Board receives a request, they will schedule an Executive Session to hear the complaint or appeal. Each individual will be present and the Board will hear from both and both will be allowed to be present while the Board discusses the issue.

President

Vice President

Secretary

Treasurer

EBCA Representative