



REPLY TO
ATTENTION OF

DOD INSTALLATION MANAGEMENT SERVICE

Headquarters, Fort Rumsfeld
2 David Petraeus Boulevard
Fort Rumsfeld, GA 30308

Phone: (404) 555-3473 E-Mail: dtfitzpatrick@rumsfeld.fortsnbases.mil

Fire Department

March 16, 2014

Thomas Johnson
222 Northeast Peachtree Mews
Apt. 14-G
Atlanta, GA 30309

Dear Mr. Johnson:

This is to inform you that I am proposing your removal from the position of Firefighter, GS-07, DoD Installation Management Service, effective thirty (30) days from the date of this notice. The reasons for this proposed action are as follows:

Charge: Refusal to attend mandatory Federal Firefighter Recertification Training (FFRT).

Specification: In December 08, you were employed by the DoD Installation Management Service's Directorate of Facilities Management, as a Firefighter assigned to the Fort Rumsfeld Fire Department. After attending mandatory Federal Firefighter Basic Training at the Federal Firefighters National Academy, at Fort Leonard Wood, MO, you began performing your assigned duties with the DoDIMS with duty station Fort Rumsfeld, GA.

In October 13, you were notified by your supervisor, Lieutenant J. C. Miles that you were scheduled to attend mandatory Federal Firefighter Recertification Training at the Federal Firefighters National Academy, at Fort Leonard Wood, MO, from January 5 - February 3, 2014. You told Lieutenant Miles that you would not be able to attend this mandatory training due to child care considerations. You explained that you were a single parent and that it would be impossible for you to obtain adequate child care to be absent from your home for a four-week period, and that if you had known of the requirement, you would never have accepted the position.

Lieutenant Miles informed you that the FFRT program is mandatory training and that, absent such training, you would no longer meet the qualification standards of your position, one of which is that you must be a Certified Federal Firefighter.

The DoD Federal Firefighter's Instruction, DoD Instruction 17761895, Chapter 11, Section 5, Subsection 23, paragraph (a) states in pertinent part:

—We Serve America's Warfighters—

[I]n order to become certified as a Federal Firefighter, a candidate must successfully complete New Federal Firefighter Basic Training within six months of being hired, and must be recertified every five (5) years by attending Federal Firefighter Recertification Training.

As a Federal employee you are expected to comply with mandatory training requirements, to follow the lawful instructions of your superiors, and to meet the qualification standards for your position.

The deciding official in this case will be Colonel (Ret.) R. J. Tibedeau, Director of Facilities Management, Fort Rumsfeld, GA. You will be given 15 days from the date of this letter to submit an oral and/or written reply to Colonel Tibedeau. You may take a reasonable amount of official time to work on your responses, if any.

If you have any questions regarding this proposal, you may contact the Director of Human Resources, Ms. Sandy Altieri, at (404) 555-2775 for guidance. If the final decision of Colonel Tibedeau is to remove you, your removal will be effective no less than 30 days from the date of this proposal.

You will remain in a pay status until a decision has been made on this proposal.

Sincerely,

D. T. Fitzpatrick

D. T. Fitzpatrick
Captain, Fort Rumsfeld Fire Department