

COUNTY LOCAL LAWS

accordance with standards and procedures established by the Prince George's County Fire Commission[.] AND THE PRINCE GEORGE'S COUNTY DIRECTOR OF FINANCE.

The Prince George's [Fire Chief] COUNTY FIRE COMMISSION AND/OR THE PRINCE GEORGE'S COUNTY DIRECTOR OF FINANCE AND THE PRINCE GEORGE'S COUNTY OFFICE OF AUDITS AND INVESTIGATION SHALL have the authority to audit records of volunteer participation in addition to any other audits required by law. THE COUNTY EXECUTIVE SHALL MAKE AVAILABLE TO THE FIRE COMMISSION ANY TEMPORARY SECRETARIAL OR CLERICAL ASSISTANCE AS MAY BECOME NECESSARY TO CARRY OUT THE PROVISIONS OF THIS ACT.

(e) Certification Procedure.

It shall be the responsibility of each participating department to maintain a detailed and accurate record for each volunteer member in accordance with the following:

(1) All records required shall be maintained on forms prescribed by [the personnel committee of] the Prince George's County Fire [Chief] COMMISSION.

(2) [Beginning in January,] ON OR BEFORE NOVEMBER 15, 1974, the secretary of each department shall furnish to the County Fire [Chief] COMMISSION a list of all volunteer members and identify those volunteer members who have qualified for credit for the previous years. This list shall be submitted annually thereafter, by [January 30] NOVEMBER 15, in order to provide adequate budget time.

(3) The County Fire [Chief] COMMISSION shall review the list of each department and approve the final annual certification. The approved list of certified members shall then be returned to each department and posted for at least thirty (30) days for review by members.

(4) In order to provide credit for service prior to [January] JULY 1, 1974, each department shall review their membership roster to determine the number of years credit for each member who is entitled up to [January] JULY 1, 1974. In making this analysis, the standards for active service shall be used as guidelines. Approval for such prior service shall require certification by the County Fire [Chief] COMMISSION and by the president and secretary of the Board of Directors of the individual department. In the event a volunteer member requests credit for service in more than one department, each department shall provide a certification for the appropriate number of years.

(5) In the event that sufficient records are