



Commissioner's Orders

2025/11

4 June 2025

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POLICIES

Physical Health and Fitness Policy

The Physical Health and Fitness Policy along with revised Fitness Program Procedures has been published on the [FRNSW Work Health and Safety Publications](#) page on the intranet.

Key points

Fire and Rescue NSW (FRNSW) is committed to providing a safe and healthy workplace for all workers. This policy outlines the framework by which health and fitness promotion, prevention and support programs are made available to FRNSW workers and defines the roles and responsibilities to support the implementation of these programs. This policy applies to FRNSW workers.

Who needs to read the plan?

This policy needs to be read by all firefighting, admin and trade staff.

Rescindment

This policy rescinds the Commissioners Order 2012/4 - Health, Fitness and Wellbeing Policy - CS10-001 Version 01 – 1 February 2012.

Contact Officer: *Brendan Mott, Manager Health Promotion, 9265 2827*

File Reference: *FRN13/1378 - D24/146884*

Attendance Management and Firefighter Welfare Policy

A new Attendance Management and Firefighter Welfare Policy has been published on the [Attendance Management Toolkit](#) page on the intranet.

Key Points

The purpose of this policy is to set out the process for analysing patterns of sick leave usage by permanent firefighters that may be indicative of a need for interventions to support their wellbeing, the process for engaging with firefighters to determine any underlying welfare or well-being issues that may be contributing to the use of sick leave, ensuring the availability of appropriate support for firefighters with ongoing illness or carer circumstances, and the process for applying interventions to decrease demands on firefighters and encourage attendance during normal rostered shifts.

Who needs to read the policy?

This guideline needs to be read by all permanent firefighters.

Rescindment

This guideline rescinds Commissioners Order 2012/26, Attendance Management Policy for PFF.

Contact Officer: Michael Morris, Assistant Commissioner, Metropolitan Operations,
0429 484 029

File Reference: FRN25/1497, D25/55725

Standard Operational Guidelines Policy

The [Standard Operational Guidelines Policy](#) (Version 02) has been published on the intranet.

Key points

The Standard Operational Guidelines Policy has been reviewed. References to legislation and FRNSW's organisation structure, information systems and consultation processes have been updated.

There are no major changes to the policy, which sets out the purpose of Standard Operational Guidelines (SOGs), who must follow SOGs, and roles and responsibilities.

Toolkit

More information is available on [Standard Operational Guidelines](#) toolkit on the intranet.

Who needs to read the policy?

All firefighters, administrative and trades staff, consultants and contractors need to be aware of this policy.

Rescindments

This policy rescinds:

- *Standard Operational Guidelines Policy* (Version 01)
- *Commissioner's Orders 2016-04, Standard Operational Guidelines Policy*

Contact Officer: Anne Pickles, Manager Capability Program and Policy Unit,
02 9265 2971

File Reference: FRN14/1509

Memorandum of Understanding with NSW EPA

The [Memorandum of Understanding \(MOU\) with the NSW Environment Protection Authority](#) has been updated and published on the intranet.

Key points

The MOU recognises FRNSW as the combat agency for Hazardous Material incidents on land and inland waterways and NSW EPA's responsibility for protection of the environment when Hazardous Material incidents occur.

The MOU complements legislation and emergency management arrangements.

The MOU sets out the Hazmat incident notification protocols and introduces the ability for FRNSW to notify the NSW EPA of Hazmat incidents via the Inter-agency CAD Electronic Messaging System (ICEMS) protocol.

Toolkit

More information is available on the Inter-Agency notifications and Hazmat Capability toolkit on the intranet.

Who needs to read the MOU?

All firefighters and officers should read the MOU.

Rescindments

This MOU rescinds the:

- Memorandum of Understanding (MOU) - Environment Protection Authority (EPA) and FRNSW - Hazardous Material Incidents Response Procedures 2012

Contact Officer: Superintendent Greg Wright, Superintendent
Hazmat/ Counter-Terrorism, 0418169629

File Reference: FRN24/941

Contingent Labour Policy

The revised [Contingent Labour Policy](#) has been published on the intranet.

Key points

The Contingent Labour Policy has been refreshed to maintain its currency and reflect NSW Government best practice. It has been updated so that now contingent workers may be engaged for a maximum period of 12 months. Other changes of note:

- Talent Acquisition must endorse the engagement of all contingent labour.
- All contingent labour hires must undergo a National Police Check.
- Hiring managers must sight the contingent labour hire's photo ID and supply a completed [NSW Procurement Rate Calculator & Customer Order Form](#) with the [onboarding form](#).
- Hiring Managers are also responsible for ensuring a [Contractor Site Safety Induction Checklist](#) is completed within the contingent labour hire's first week and a [Contingent Labour Exit Checklist](#) is completed at the end of the engagement.

Who needs to read the policy?

This policy needs to be read by all hiring managers.

Rescindment

V6.1.1 Contingent Labour Policy, Commissioner's Orders 2016/1

Contact Officer: Tim Davis, Manager Talent Acquisition, 02 9265 3921

File Reference: APP24/1099

Station Inventory Management System policy

The [Station Inventory Management System policy \(Version 01\)](#) has been published on the [Station Inventory Management System](#) toolkit on the intranet.

Key points

This policy establishes the Station Inventory Management System (SIMS) as the procedure which firefighters use to clean, inspect and test operational equipment after use and at scheduled intervals. This ensures that FRNSW appliances and the equipment carried on appliances are fit for operational use.

Regular inspecting, testing, and cleaning after use ensures equipment is fit for operational use to support the:

- Safety of firefighters.
- Safety of the community.
- Effectiveness of FRNSW operations.

Who needs to read the policy?

This policy applies to all people responsible for, or who supervise, the user-level inspection of:

- Operational equipment installed on fire appliances, including minor fleet, vessels and trailers.
- Fire appliances, including operational minor fleet.

Contact Officer: Chief Superintendent Operational Logistics, 02 9742 7391

File Reference: FRN13/2266

PROCEDURES

Fitness Program Procedures

The Fitness Program Procedure has been published on the FRNSW [Fitness Program toolkit](#) on the intranet.

Key points

This procedure outlines the activities approved under the Fire and Rescue NSW (FRNSW) Fitness Program and the processes required for induction, pre-activity screening and safe undertaking of these activities. This procedure applies to all FRNSW workers considering undertaking or currently undertaking any of the approved fitness activities.

Who needs to read the procedure?

This procedure needs to be read by all firefighting, admin and trade staff.

Rescindment

This procedure rescinds Commissioners Order 2012/4 - Health, Fitness and Wellbeing Policy.

Contact Officer: Mark Gabriel, Team Leader Health and Fitness, 02 9256 2968

File Reference: FRN13/1378, D24/146897

NOTICES

Temporary change of address – Metropolitan West 2 Zone Office

For a period of approximately 6 months from 26 May 2025, Metropolitan West 2 Zone Office will be temporarily relocated. This is to allow renovations to occur at the Parramatta Office.

The contact details for Metropolitan West 2 Zone Office are as below:

Street Address: Fire and Rescue NSW
Metropolitan West 2 Zone Office
42 Huntingwood Drive
Huntingwood NSW 2148

Telephone: (02) 9895 4600

Contact Officer: A/Superintendent Aaron Ross, Zone Commander Metro West 2,
(02) 9742 7430

FIREFIGHTER NOTICES

Vacancies

All current firefighter vacancies may be accessed via the [Internal Jobs Board](#) and applications must be completed online by following the links provided. For any technical assistance in submitting your application please contact the Talent Acquisition Team at recruitment@fire.nsw.gov.au.

Online applications must include a brief cover letter, resume and address the two targeted questions.

Superintendent (Multiple Positions)

Applications are invited from officers holding the rank of Inspector or Superintendent for the following positions:

- Superintendent Operational Safety, People & Culture Directorate
- Superintendent Operational Command & Management, Education & Training Directorate
- Zone Commander ME2
- Zone Commander MW1
- Zone Commander MW2
- Zone Commander MW3

Inquiries: Chief Superintendent Greg Rankin, Operational Staffing & Talent Acquisition on 0418 238 632.

Closing Date: 2 July 2025

PageUp Reference: 493852

Job board link: [PageUp Internal Jobs Board](#)

Station Officer 455 Rutherford (Station Based – second round)

Applications are invited from firefighters holding the rank of Station Officer, Leading Station Officer, Leading Firefighter and Senior Firefighters with a valid Pre-Qualifying Assessment (PQA) for the position of Station Officer, 455 Rutherford, MN3. This is a second-round advertisement for this position.

Inquiries: Superintendent Garry Tye, Zone Commander MN3, on 0419 442 087

Closing Date: 2 July 2025

PageUp Reference: 493576

Job board link: [PageUp Internal Jobs Board](#)

Research Officer, Operational Improvement & Assurance (Non-Station Based Team Member)

Applications are invited from firefighters who attained the rank of Station Officer, Leading Firefighter, Senior Firefighter or Qualified Firefighter with a minimum of twenty-four (24) months service at the rank of Qualified Firefighter as of the closing date of applications for the position of Research Officer, Operational Assurance & Planning.

Successful applicant holding the rank of Leading Firefighter or Senior Firefighter with a valid Pre-Qualifying Assessment (PQA) at the closing date of applications will be offered a promotional pathway as per 46.4.11.1 of the Crown Employees (FRNSW Permanent Firefighting Staff) Award 2023

Inquiries: A/Superintendent Nick Chubb, Operational Improvement on
0456 785 891.

Closing Date: 16 July 2025

PageUp Reference: 493820

Job board link: [PageUp Internal Jobs Board](#)

Station Officer (Transfer to Blue Mountains)

Applications are invited from Permanent Firefighters holding the ranks Station Officer and Leading Station Officer to transfer to Metro West 3 – Blue Mountains transfer area. Applications are being sought in accordance with clause 28.3.4.3 and will be processed in accordance with clause 28.3.3.1 of the Crown Employees (Fire and Rescue NSW Permanent Firefighting Staff) Award 2023.

Applications should be made using the Application for Transfer Register - Transfer Register.

Inquiries: A/Superintendent Ian Stubbs, A/Zone Commander MW3 on
0483 077 983

Closing Date: 2 July 2025

Applications to: RosterOfficer@fire.nsw.gov.au

Promotions

Senior Firefighter to Leading Firefighter (Non-Station Based Position Promotional Pathway are subject to Sub Clause 46.4.11, Permanent Firefighters Award 2023)

900042	S Hately	21 March 2025
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Senior Firefighter to Leading Firefighter

8824	G Daly	09 October 2024
9244	J Kachur	24 October 2024
901451	J Kranitis	12 February 2025
902776	J Hwang	24 March 2025

Firefighter to Qualified Firefighter

905719	N Sloan	02 April 2025
906919	B Payne	18 February 2025
907780	N Parsons	25 August 2023
909031	J Seidel	13 February 2025
909140	J Jasprizza	17 April 2025
909218	J Edwards	22 May 2025
909220	J Kajewski	22 May 2025
909222	T Metcher	22 May 2025
909223	L Proust	22 May 2025
909453	R Geddes	08 November 2024
910020	S Quain	26 June 2026

New members appointed to Brigades

910836	C Martin	Murwillumbah	16 May 2025
910837	D Hirst	Alstonville	16 May 2025
910835	B Goodwin	Unanderra	19 May 2025
910838	N Gregory	Wentworth Falls	19 May 2025
910842	A Maher	Camden	21 May 2025
910845	A Mendham	Laurieton	22 May 2025
910840	B Davico	Merewether	23 May 2025
910841	N Cox	Goonellabah	23 May 2025

910849	K McGowan	The Entrance	23 May 2025
910851	M Dunlop	Terrigal	26 May 2025

Transfers

904378	B Richards	South Tamworth	to	Tamworth	08 April 2025
908519	E Barron	Carrington	to	Charlestown	23 May 2025
909421	C Daniels	Windsor	to	Richmond	27 May 2025

Appointment to Rank

908411	S Pinkerton	Deputy Captain	Scone	30 April 2025
907340	J Milgate	Deputy Captain	Bellbird	09 May 2025
906603	C Inglis	Deputy Captain	Yass	14 May 2025
904261	T Kirkwood	Captain	Charlestown	21 May 2025

Separations

8019	Chief Supt P Cleary	Regional North Area Office	19 June 2025
9203	SF D McKenna	Seven Hills Fire Station	13 June 2025
910204	J Hellmuth	Bingara	02 March 2025
909712	M Bone	Bingara	14 March 2025
908437	E Felton	Carrington	27 March 2025
906413	A Thompson	Rutherford	28 March 2025
900241	A Kiriczenko	Kurri Kurri	31 March 2025
909629	O Fity	Goonellabah	07 May 2025
910222	S Salvato	Mudgee	09 May 2025
908598	B Dorta-Fernandes	Casino	15 May 2025

Retirements

8215	SF M Wilson	Cronulla Fire Station	19 May 2025
8377	SF P Russell	Toronto Fire Station	29 May 2025
904985	FF M Hind	City of Sydney Fire Station	15 May 2025
6677	D Law	Goulburn	08 May 2025
398034	B Merry	Narooma	15 May 2025

Honorary List

398034 B Merry

Narooma

16 May 2025

ADMINISTRATION AND TRADE NOTICES

Appointments

Service No.	Name	Position	Effective date
910465	L Xiao	Administrative Support Officer	09 May 2025
906564	N Heming	Manager Digital & Social Media	15 May 2025
908808	S Smith	Command Business Support Officer	19 May 2025
910752	H El-Draih	Fire Vehicle Repairer	02 June 2025
910850	B Bell	Payroll Officer	06 June 2025

Separations

28313	K Beaumont	Command Business Support Officer	16 May 2025
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Jeremy Fewtrell AFSM
Commissioner
4 June 2025