



**MESCAL J-6
FIRE DISTRICT**

**STANDARD OPERATING
POLICY # 039**

***PERSONAL FINANCES /
GARNISHMENTS***

I. PURPOSE

To comply with legal requirements surrounding wage attachments.

II. SCOPE

This policy applies to all members of the MJFD.

III. POLICY

MJFD views the attachment of a member's wages or stipends (garnishment) as a serious matter, and encourages members to make necessary arrangement for payment to creditors, so as to minimize the need for District assistance in collection and payment of such obligations. When such arrangements are not feasible, MJFD shall comply with any requirements as set forth in the court-ordered garnishment.

IV. GUIDELINES

- A. MJFD shall comply with all appropriate Federal and State regulations governing garnishments. Upon receipt of the appropriate writ or order, the member shall be notified of the garnishment process and amounts that are to be withheld from the paycheck.
- B. It is the responsibility of the member, whenever possible, to attempt to rectify the situation causing garnishment of wages/stipends. However, the District does recognize that some situations require garnishment of wages/stipends (i.e., child support), and thus, such a garnishment is not viewed as an unfavorable reflection on the member.
- C. Because such writs, orders or attachments impose an administrative burden on the District, the District may seek reimbursement from the member for costs incurred by the District, as permitted by law.

Approved by the Mescal-J6 Fire District Governing Board on October 12th, 2015. Replaces February, 2012