New Jersey State
Firefighter's Association

Compendium

NJ Revised Statues (Title 43)
Constitution and By-Laws
General Relief Fund Rules
Local By-Laws

2026

Compendium

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Please refer to each part as needed.

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PART – 1

NJ REVISED STATUTES

TITLE 43 CHAPTER 17
NEW JERSEY STATE FIREFIGHTER'S ASSOCIATION

Statutes

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43:17-1. Incorporation's; incorporators; name

In any municipality or fire district in this state in which there is organized for doing public fire duty, including nonprofit corporations or associations incorporated pursuant to N.J.S. 15A:1-1 et seq., one or more fire engine, hook and ladder, hose or supply companies or any fire association, fire department or board of fire wardens, which is under the supervision or control of a municipal governing body, or board of fire commissioners, the chief or there being no chief, the next highest ranking officer, and the president, if any, of such fire association or department, and all members of any board of fire wardens, or board of trustees of such fire association or department, and all firefighters belonging to such fire engine, hook and ladder, hose, or supply company or companies, of such municipality or fire district, may associate themselves and become incorporated under and by the name of "the _____Firemen's Relief Association," or any other name which shall indicate the object of such association, using the name of the municipality or fire district in which the association may be located.
Amended by L. 1996, c. 151, s 1, eff. March 1, 1997

43:17-2. Certificate of incorporation; recording and filing and effect thereof; powers

The president and secretary of the corporation, when elected as hereinafter provided, shall forthwith sign a certificate and cause it to be recorded in the office of the clerk of the county in which the corporation is located and filed in the Office of the Secretary of State. The certificate, or a copy thereof, duly certified by the county clerk or the Secretary of State, shall be evidence in all courts and places. The certificate shall state the election of the representatives authorized to organize the corporation, the election by such representatives of a board of officers and board of trustees, giving their names and official designations, the corporate name assumed, the location of the corporation and a reference to this article. In case of a reincorporation under this article, the certificate shall, instead thereof, state the former incorporation, the date thereof, the names and official designations of the officers of the corporation and a reference to this article.

Upon the recording and filing of the certificate, the persons so associating shall be a corporation, under and by the name aforesaid and shall have perpetual succession and continuance, except as hereinafter provided, and be capable of suing and being sued, and may make and use a common seal, and alter the same at pleasure, and may receive, take, hold, and convey, and invest, and reinvest, in personal and may enter into, execute and enforce any contracts or agreements relating to, touching or concerning the objects of such corporation, and they and their successors, and all who shall associate themselves together with them, shall, as such corporation, be entitled to all the rights, powers, privileges, benefits, advantages and immunities which now are or hereafter may be conferred upon corporations generally, under any law of this state.
Amended by L. 1996, c. 151 s 2, eff. March 1, 1997; L. 2005, c. 39, s 1, eff. March 7, 2005

43:17-3. Objects of Association

a. The object of associations incorporated under this article shall be to establish, provide for and maintain a fund for the relief, support or burial of needy firefighters and their families, and any persons and the families of:
   (1) needy firefighters and their families:
   (2) any persons and the families of any person who are injured or die in the course of doing public fire duty, or who may become needy or disabled or die as the result of doing such duty, or be prevented by the injury or by illness arising from doing such duty, from attending to their usual occupation or calling; and
   (3) the families of any persons doing public fire duty who die as the result of an act of terrorism committed against the United States of America while such persons were serving as federal, State or local law enforcement officers.

b. In addition to any other benefits provided, the associations incorporated under this article which

provide line of duty death benefits also shall provide these benefits to the families of any qualified persons who die under the circumstances set forth in paragraph (3) of subsection a. of this section.

c. The relief, support or burial benefit shall be granted in accordance with the rules and regulations adopted by the New Jersey State Firemen's Association.

Amended by L. 1996, c. 151, s 3, eff. March 1, 1997: L.2004, c. 99 s 1. eff. July 13, 2004

43:17-4. Reorganization or reincorporation of associations existing on March 25, 1885

Any association organized prior to March twenty-fifth, one thousand eight hundred and eighty-five, for the purposes intended by this article, whether incorporated or not, shall be reorganized and incorporated or reincorporated under this article, except corporations which have been created or continued by special act of the legislature. A corporation incorporated by special act may, if it sees fit, be reorganized and reincorporated under this article. In case of incorporation or reincorporation, the president and secretary shall sign, record and file a certificate as provided in R.S. 43:17-2. Thereupon the association or corporation shall be a corporation under this article and shall have all the powers and privileges conferred by this article on corporations formed under it, and no other powers or privileges. A corporation reorganized and reincorporated under this article shall succeed to and be seized of all the right, title and interest in any property belonging to it under its former organization. The representatives, trustees and other officers of any association or corporation reorganized and incorporated or reincorporated under this article, shall continue to serve as such until the election following the reorganization, and until their successors are respectively elected, and not thereafter, and the membership thereof shall be subject to the same conditions and have the same rights as provided in R.S. 43:17-9. If any such association or corporation shall not have been reorganized and incorporated or reincorporated under this article within one year after March twenty-fifth, one thousand eight hundred and eighty-five, it shall be deemed to have forfeited its charter.

Amended by L. 1996, c. 151, s 4, eff. March 1997

43:17-5. Certificate of incorporation of certain associations

In case of the reorganization and incorporation under this article of a firemen's relief association not incorporated before March twenty-second, one thousand eight hundred and eighty-six, the certificate of incorporation shall state the original organization of the association, the date thereof, the fact that the association has never been incorporated, the names and official designations of the officers of the association and a reference to this article. The certificate shall be signed by the president and secretary of the association and recorded and filed as provided in section 43:17-2 of this title. Any certificate made, recorded and filed prior to March twenty-second, one thousand eight hundred and eighty-six, in the above manner and form shall be as valid as if made, recorded and filed in compliance herewith.

43:17-6. Corrected certificate of incorporation or reincorporation

If an error has been or may hereafter be made in the certificate of incorporation or reincorporation of a firemen's relief association, the president and secretary of the association may sign, record and file a corrected certificate. Upon the recording and filing thereof in the manner provided in section 43:17-2 of this title, the association shall be deemed to have been duly incorporated or reincorporated, as the case may be from the time of the filing in the secretary of state's office of the original defective certificate.

A corrected certificate made, recorded and filed prior to March twenty- second, one thousand eight hundred and eighty-six, in the above manner and form, shall be as valid as if made, recorded and filed in compliance herewith.

43:17-7. Limitation on number of associations; Consolidation of Municipalities

There shall not be organized in any municipality or fire district having a fire department, company or association more than one relief association under this article. In any municipality or fire district where there is more than one association on the effective date of this act, those associations may continue to operate provided they comply with the provisions of R.S. 43:17-1 et seq. and the rules and regulations adopted by the New Jersey State Firemen's Association.

In case of the consolidation of any two or more municipalities or fire districts, all relief associations then existing in the municipalities or fire districts shall consolidate by the formation of a new association under this article. Upon its formation, the relief associations so consolidated shall transfer their funds and members to the new association, whereupon the relief associations so consolidated shall dissolve, in accordance with this article

Amended by L. 1996, c. 151, s 5, eff. March 1, 1997.

43:17-8. Transfer of moneys, etc. to new associations
If any such association forfeits its charter, or the charter is repealed or expires by limitation or the association is dissolved, or if a person has in possession or charge any moneys derived from any source for the relief of needy or disabled firefighters, or any balance thereof, property purchased therewith or securities in which the same may have been invested, or if any person is indebted for the loan or deposit of such moneys, other than the duly incorporated firemen's relief associations allowed by this article, or the treasurers thereof, then, the moneys, accounts payable, property or securities shall be delivered to the Treasurer of the New Jersey State Firemen's Association to be held in trust for needy firefighters or their families. If a new firemen's relief association is legally organized and incorporated or reincorporated in such municipality or fire district, there shall forthwith be paid over, assigned and conveyed to the new corporation, any money, accounts payable, property and securities remaining in the possession or charge of the Treasurer of the New Jersey State Firemen's
Association in trust for the former local association or corporation, or of any person, for its use or otherwise, or any money, property or securities to which it may be entitled, at law or in equity, derived as aforesaid. An account shall be given therewith of all money therefore had and received from such sources and of the disposition thereof. All such moneys expended by it or them, other than for the benefit of needy or disabled firefighters or their families, shall also be paid over to the new corporation on demand.
Amended by L. 1996, c. 151, s 6, eff. March 1, 1997

43:17-9. Membership
The membership of such corporation shall consist, without any formal election thereto, of the officers and members of such fire engine, hook and ladder, hose and supply company or companies, fire association or fire department, or board of fire wardens, as shall be under the supervision or control of the governing board or body of the municipality or fire district and who, at the time of their becoming eligible for membership in the New Jersey State Firemen's Association, shall be not less than 18 years of age and more than 57 years of age at the time of joining The New Jersey State Firemen's Association and shall furnish evidence of good health in accordance with such reasonable rules and regulations as the executive committee of the New Jersey State Firemen's Association shall from time to time establish; the officers and members of any nonprofit corporations and associations incorporated pursuant to N.J.S. 15A:1-1 et seq.; and the officers and members of any association therein of exempt firemen. The whole body of the membership of such corporation shall have the same rights therein as the charter members thereof.
Amended by L. 1989, c. 105, s 1. eff. June 29, 1989; L. 1996, c. 151, s 7, eff. March 1, 1997; L. 1998, c. 90, s 1, eff. Sept. 1, 1998. eff. 2021, c.123, s.2

43:17-10. Constitution, by-laws, and rules; adoption
A corporation incorporated or reincorporated under this article may, through its representatives, make, adopt and use, and from time to time alter, amend or change, such constitution or by-laws, or both, and such rules for its government, the regulation of its affairs and the disposition and management of its funds and property as seem to the representatives to be proper. The same shall not be inconsistent with the constitution or laws of the United States or of this state, or the rules and regulations adopted by the New Jersey State Firemen's Association.
Amended by L. 1996, c. 151, s 8, eff. March 1, 1997.

43:17-11. Board of representatives
On or before the second Monday in December, in every year, each fire engine, hook and ladder, hose or supply company, and the board of trustees of any fire association or department, and any board of fire wardens, which is under the supervision or control of any municipal governing body, board of fire commissioners, or nonprofit corporations and associations incorporated pursuant to N.J.S.A. 15A:1-1 et seq., and which is organized for and doing public fire duty in any municipality or fire district in this state, shall choose not more than three representatives, and the exempt firemen's association, if any such there be, shall choose not more than three representatives, who together with the president, if any, of such fire association or department, and the chief, or, if there be no chief, then the next highest ranking officer, shall constitute a board of representatives, and shall have and exercise all the powers and perform all the duties herein committed to them, and shall hold office until their successors be chosen, and until their successors shall meet for the purpose of holding the annual election of officers, as provided in N.J.S.A. 43:17-12.
Amended by L. 1996, c. 151, s 9, eff. March 1, 1997.

43:17-12. Provision for rotation of terms of representatives

If the by-laws of any firemen's relief association provide for the election, by each of the several companies, associations, or boards of which the relief association is comprised, of more than one member of the board of representatives thereof, the firemen's relief association may provide for a rotation in the terms of office of the members of the board of representatives, and at any annual election thereafter one representative may be elected for one year, one, for two years, and, if deemed desirable, one for three years. Thereafter at each election, one representative shall be elected for the longest term provided for, not exceeding three years, from each company, association, or board comprising the firemen's relief association.

Amended by L. 1996, c. 151, s 10, eff. March 1, 1997.

43:17-13. Officers and trustees

The board of representatives shall, on or before the third Monday in December in every year, elect by ballot from among their own number, or out of the whole membership of that association a president, vice-president, treasurer and secretary, who shall be the board of officers of the corporation, and not more than five members of a board of trustees.

At the first election after the incorporation or reincorporation, there shall be elected not less than three nor more than fifteen trustees, who shall then be divided by the representatives, by lot, into three classes, of not more than five persons each, those of the first class to hold office for one year, those of the second class to hold office for two years, and those of the third class to hold office for three years after the date of their election, so that one class shall go out of office each year, and in each year after the first election not more than five trustees, who shall hold office for three years after the date of their election, shall be elected at the annual election.

The trustees may be elected in the same manner and from the same source as the representatives are chosen, in which case they shall be divided by the representatives, by lot, into three classes for the aforesaid terms. When the term of any trustee so elected expires, the successor shall be selected from the same source as that from which the trustee was chosen and shall hold office for three years after the date of the election.

All of the officers and trustees shall hold office until their respective successors are elected.

Amended By L. 1996, c. 151, s 11, eff. March 1, 1997.

43:17-14. Oath of officers

The officers shall, upon their election, take an oath of office for the faithful performance of their duties.

Amended L. 1996, c. 151, s 12, eff. March 1, 1997.

43:17-15. Bond of treasurer and officers; custodian of official bonds

The treasurer and officers of every firemen's relief association, organized or working under this article, shall in each year, upon assuming their office, be covered by a bond for the faithful discharge of their duties, with a surety company authorized to do business in this state as surety thereon, in a sum at least equal to the amount of money and convertible securities that may be in or coming into their hands, control or custody as such officers. The bond shall be procured, maintained and paid by the New Jersey State Firemen’s Association. The Treasurer of the New Jersey State Firemen’s Association shall be the custodian of the official bond or bonds provided for in this section and shall forward copies to the Commissioner of Insurance.

Amended L. 1996, c. 151, s 13, eff. March 1, 1997.

43:17-16. Failure to hold required election at times specified; effect

If any of the aforesaid elections are not held at the time or times hereinbefore provided, they shall be held thereafter as soon as may be convenient. The failure shall not work a forfeiture or dissolution of the corporation, nor shall the elections be ineffective because of any delay in holding it. The president and secretary of the corporation shall, in case of failure to hold an election at the time hereinbefore provided forthwith give reasonable notice of a time and place for the holding thereof. If they fail to give the notice, or on failure to comply therewith, any vacancy caused thereby shall be filled as hereinafter provided. Any dereliction on the part of any representative or officer, in the performance of any known duty in connection with the holding of or failure to hold an election, shall be deemed a malfeasance in office and be punished accordingly. If a person is elected to an office at any other than the usual time for the election, he shall hold office only until the time for the next regular election and until his successor is elected.

43:17-17. Quorum of board of representatives or trustees
A majority of the board of representatives or of the board of trustees, as the case may be, shall constitute a quorum at the meetings of the respective boards.
Amended L. 1996, c. 151, s 14, eff. March 1, 1997.

43:17-18. Service on both boards of representatives and of trustees prohibited
No person shall at one time serve on the board of representatives and the board of trustees. If elected to both he shall resign one or the other, as he sees fit. No officer may serve on the board of trustees.
Amended by L. 1996, c. 151, s 15, eff. March 1, 1997; L. 2005, c. 39, s 2, effective March 7, 2005.

43:17-19. Chairman and secretary of board of trustees; annual election
The board of trustees shall once in each year, immediately after the election of the new members thereof, elect, by ballot, a chairperson and secretary.
Amended by L. 1996, c. 151, s 16, March 1, 1997.

43:17-20. Meetings of board of representatives and board of trustees
The board of representatives shall be convened by its president at least five times a year and when the president thinks proper or is requested so to do by a majority of the representatives.
The board of trustees shall be convened by its chairperson at least twice a year and when the president thinks proper or is requested so to do by any trustee.
The representatives may provide in their by-laws for regular stated meetings of the representatives and the trustees.
Amended by L. 1996, c. 151, s 17, eff. March 1, 1997.

43:17-21. Filling vacancy in office of representative
If a vacancy occurs in the office of representative, it shall be filled forthwith by the company, association or board by which the representative was elected, for the remainder of the term for which he was elected, at a special election held for that purpose.
Amended by L. 1996, c. 151, s 18, eff. March 1, 1997.

43:17-22. Filling vacancy in position of officer or trustee
If a vacancy occurs in the office of president, vice president, treasurer, secretary or trustee, it shall be filled forthwith for the remainder of the term by the representatives at a special election held for that purpose.
Amended by L. 1996, c. 151, s 19, eff. March 1, 1997.

43:17-23. Reports of secretary and treasurer
The secretary and treasurer shall report to the board of representatives at all meetings upon request.
Amended by L. 1996, c. 151, s 20, eff. March 1, 1997; L. 2005, c. 39, s 3, eff. March 7, 2005.

43:17-24. Application for assistance: Disposal of relief fund
All applications for assistance shall be referred to the trustees for their investigation and approval or disapproval. The trustees shall report their findings and recommendations to the board of representatives which may adopt or approve the same, or make its own determination in accordance with the provisions of R.S. 43:17-35 and the rules and regulations adopted by the Executive Committee of the New Jersey State Firemen's Association.
No person shall be given assistance if the cause of the need or the reason for the disability or the nature or cause of the injury or sickness is not in the opinion of the board of representatives such as to entitle the applicant to assistance, or if the applicant is deemed financially unworthy of assistance.
Amended by L. 1996, c. 151, s 21, eff. March 1, 1997.

43:17-25. Management of association
The management of the business and affairs, the custody of the property and the disposal of the funds and property of the corporation shall be entrusted to the board of representatives thereof in accordance with R.S43:17-35 and the rules and regulations adopted by the New Jersey State Firemen's Association.

Amended by L. 1996, c. 151, s 22, eff. March 1, 1997

43: 17-26. Control of application of funds and property; suspension of trustees and officers

The board of representatives may, at any meeting thereof, inquire into the applications for relief or payment thereof, the funds from which relief is available or paid, and shall oversee and control the funds, money and property of the corporation and ensure its proper allocation, disbursement or management in accordance with R.S. 43:17-35 and the rules and regulations adopted by the New Jersey State Firemen's Association.

If the board of representatives determines there is a violation thereof, the board of representatives may suspend any trustee or officer pending a hearing by the board of representatives to determine if there are grounds for a charge of misconduct, malfeasance in office or violation of any law or the rules and regulations adopted by the New Jersey State Firemen's Association.

Amended by L. 1996, c. 151, s 22, eff. March 1, 1997

43:17-27. Misconduct or malfeasance in office; vacancy declared; no action by association or board

If any member of the board of representatives, or trustee or any officer is charged with misconduct or malfeasance in office or charged with a violation of any law or the rules and regulations adopted by the New Jersey State Firemen's Association, such person shall immediately be served with a copy of the complaint, including charges and specifications. The charges shall then be investigated by a member or committee of the membership of the local relief association elected thereby and a report of the investigation shall be submitted thereto. If the association by a majority vote of the membership present determines that there is probable cause that an offense has been committed or there is misconduct or malfeasance in office, then a hearing shall be conducted.

The person or persons charged may be represented in person or by an attorney-in-fact or attorney-at-law, and may examine, cross-examine, or present witnesses or testimony, and written or oral evidence. The hearing before the membership shall be conducted by an officer or other designated person selected by the association, and at the conclusion of the hearing the officer or such duly selected person shall make findings and recommendations which shall be submitted to the membership. A majority vote shall determine the guilt or innocence of the person or persons charged and any penalty to be imposed. If any person is found guilty of misconduct or malfeasance in office, the association or board of representatives may declare the office vacant and fill the vacancy as hereinbefore provided.

If the association or board of representatives does not take action to charge any person with a violation of law or the rules and regulations adopted by the New Jersey State Firemen's Association or for misconduct or malfeasance in office, the New Jersey State Firemen's Association may take such action or declare the association out of accord, seize control of all assets thereof in accordance with the rules and regulations adopted by the New Jersey State Firemen's Association, and take necessary action to protect and preserve the funds or property of the association.

Amended by L. 1996, c. 151, s 24, eff. March 1, 1997.

43:17-28. Funds not to be used for banking purposes

No part of the funds of the corporation shall be used for banking purposes or in any manner except as provided in this article and except for necessary expenses in carrying out the interests and objects of the corporation.

43:17-29. Expenses of attending convention of State Association; payment

Each firemen's relief association may pay to the delegates, life members and chief or the next highest ranking officer as shall attend and represent it and to each delegate who shall attend and represent the local exempt firemen's association at the annual convention of the New Jersey State Firemen's Association the cost incurred by them for travel, lodging, and other expenses as determined by the executive committee of the New Jersey State Firemen's Association in accordance with N.J.S.A. 43:17-35 and the rules and regulations adopted by the New Jersey State Firemen's Association. Nothing contained in this article shall authorize the payment of such expenses a second time to any delegate.

Amended by L. 1996, c. 151, s 25, eff. March 1, 1997.

43:17-30. Certain papers filed with secretary of State Association; approval by executive committee
Each local firemen's relief association, except those incorporated by special act, shall file a copy of its constitution, by-laws and certificate of incorporation with the secretary of the New Jersey State Firemen's Association. The secretary shall forthwith submit the same to the executive committee thereof for its inspection and approval, in order to determine whether the local association has complied with the requirements of this chapter relating thereto.

43:17-31. Annual statements of local associations and biannual reports of executive committee
On or before February 20th in every year, each local firemen's relief association, however incorporated, shall file a financial report with the field examiner of the New Jersey State Firemen's Association who then shall file a sworn statement with the Secretary of State on or before May 1st showing:

a. The names of its representatives, trustees and other officers, and the amount of their respective fees or salaries, if any;
b. The names of the applicants approved for relief during or within the year preceding the statement and the amount of money paid to each of them;
c. The receipts and expenses during the year, which shall be stated in detail; and the amount of money or other property in its possession at the date of making the statement and how the money is invested or secured and where it is deposited.
d. The executive committee shall cause an examination to be made of the local association and shall file a biannual report, certified by an accountant licensed by the State of New Jersey, with the Department of Insurance. The report shall provide the following: (1) a statement of the plan and procedures for the examination and report; (2) reasonable assurances that each local association's financial statement is free of material misstatements; (3) material instances of non-compliance or failures to follow State statutes, regulations, or policies and the rules and regulations of New Jersey State Firemen's Association; (4) information to provide for the economical, fair, and non-discriminatory administration and efficient provisions for protection of the assets of the local association. The statement of the plan and procedures shall be prepared by the executive committee of the New Jersey State Firemen's Association and be filed with the Department of Insurance. The plan or the procedures may be amended from time to time. The report shall be filed with the Treasurer of the New Jersey State Firemen's Association and the Department of Insurance on or before June 1st.

Amended by L. 1996, c. 151, s 26; L. 2005, c. 39, s. 4, eff. March 7, 2005.

43:17-32. Repealed L. 2005, c. 39, s 6, effective March 7, 2005.

43:17-33. Investments of funds
No firemen's relief association, however incorporated, shall invest its moneys in any manner, except as follow:

a. In stocks or bonds or interest bearing notes or obligations of the United States, or those for which the full faith of the United States is distinctly pledged to provide for the payment of the principal and interest thereof;
b. In interest bearing bonds of this state;
c. In bonds of any State of the United States that has not, within ten years previous to making the investment, defaulted in the payment of any part of principal or interest of any debt authorized by any law of that state to be contracted;
d. In stocks or bonds of any governmental entity of this State or any other State of the United States, which have been or may be issued pursuant to a law of that State, and in any interest bearing obligations issued by a governmental entity in which the relief association is situated. No investment shall be made under this paragraph if that governmental entity has, within ten years previous to making the investment by the relief association, defaulted in the payment of any part of principal or interest of any debt authorized by the Legislature of that State to be contracted or if the total indebtedness of that governmental entity is not limited by law to ten percent (10%) of its assessed valuation;
e. (Deleted by amendment, P.L. 1996, c. 151).
f. (Deleted by amendment, P.L. 2005, c. 39).

g. (Deleted by amendment, P.L. 1996, c. 151).
h. In bonds, stocks, accounts or other financial instruments of any State or Federal financial institutions organized and existing under the laws of the State of New Jersey or the United States of America, provided the bonds, stocks, accounts or other financial instruments are insured or guaranteed by the State of New Jersey or the United States Government, or any agency or instrumentally of either or both.
i. (Deleted by amendment, P.L. 2005, c. 39)
j. All investments authorized pursuant to this section shall be in the name of the local relief association.

Amended by L. 1953, c. 75, s 1, eff. April 6, 1953; L. 1996, c. 151, s 28, eff. March 1, 1997; L. 2005, c. 39, s 5, eff. March 7, 2005.

43:17-34. Unlawful investment of funds; punishment

A violation of any provision of R.S. 43:17-33, by any, or either of the members of the boards of officers or representatives, or other officers of the firemen's relief association, shall be a crime of the fourth degree.
Amended by L. 1996, c. 151, s 29, eff. March 1, 1997

43:17-35. Use of funds

Any funds heretofore or hereafter received and held by a relief association organized and existing under this article, from any source, may be used for the relief, support and maintenance of qualified firefighters and their dependents, not only during the lives of the firefighters but after their death, in accordance with such reasonable rules and regulations in regard thereto as the executive committee of the New Jersey State Firemen's Association from time to time establishes. The executive committee may make and establish, alter, amend and supplement these rules and regulations, may put into effect and alter, from time to time, the methods of administration as may best accomplish such results and may provide for the restoration of the funds of any local relief association diminished by payments made by an assessment levied by the executive committee in such equitable manner as it prescribes.
Amended by L. 1996, c. 151, s 30, eff. March 1, 1997.

43:17-36. Paid firemen participating in relief association organized by volunteers

When, in any municipality where there is a volunteer department doing public fire duty, which has a relief association organized by it and acting under this article, there is thereafter organized therein a paid fire department, the members who compose the paid fire department shall, without any election thereto, become members of and beneficiaries in the relief association, and shall take part in its control and management together with the former members thereof in such manner and form and to such an extent by representatives and trustees as may be agreed upon mutually by and between members of the volunteer and the paid department, and on failure to reach an agreement within a reasonable time, then under such general rules and regulations as shall be made and adopted therefore by the executive committee of the New Jersey State Firemen's Association, which body may make, adopt and enforce such general rules and regulations as may be deemed necessary for such purposes and may preserve the funds and carry out the purposes of the relief association.

43:17-38. Power to alter, suspend or repeal charters of associations

The legislature may, at any time, alter, modify or repeal this chapter and may alter, suspend, or repeal the charter of any firemen's relief association incorporated or reincorporated under this chapter.

43:17-39. Certain corporations unaffected by chapter

Nothing contained in this chapter shall be deemed to repeal the charter of any incorporated association, or to dissolve any voluntary association, organized prior to March twenty-fifth, one thousand eight hundred and eighty-five, by the exempt firefighters of any city, or by the volunteer firefighters therein, previous to, at or about the time for the organization therein of a paid fire department, or to prevent the incorporation of any such associations. This chapter shall not apply to or affect in any manner any funds which have been or may be accumulated by any such association.
Amended by L. 1996, c. 151, s 32, eff. March 1, 1997.

43:17-40. "Local firemen's relief associations" defined
As used in this article, "local firemen's relief association" includes all incorporated local exempt firemen's associations in this state and the rules and regulations of the New Jersey State Firemen's Association, as to the rights, powers, privileges and admittances of the delegates thereof and thereto, shall be as binding upon the delegates elected by the local exempt firemen's associations as on those of the local relief associations.

43:17-41. State association continued; conduct of affairs; powers; expenses
The New Jersey State Firemen's Association organized pursuant to an act entitled "An act concerning firemen's relief associations," approved March twenty-fifth, one thousand eight hundred and eighty-five (L. 1885, c. 122, p. 144), and the amendments thereof and supplements thereto, is continued as heretofore, and there shall not be more than one such state association.

The delegates and alternates of the local firemen's relief associations, elected as hereinafter provided, and the chief or next highest ranking officer, representing the local relief associations, together with the delegates and alternatives from exempt firemen's associations of this State, elected as hereinafter provided, and those recognized by the New Jersey State Firemen's Association, or who may hereafter be elected by it as life members under its by-laws and constitution, so long as they remain members, and the officers of the New Jersey State Firemen's Association, shall conduct the affairs of the New Jersey State Firemen's Association.

The New Jersey State Firemen's Association shall have the same rights, powers and privileges as the local firemen's relief associations, including providing for the distribution of any fund for the relief of disabled or needy firefighters and their families. The expense of maintaining the New Jersey State Firemen's Association shall be borne equally by all of the local firemen's relief associations in accordance with the rules and regulations adopted by the New Jersey State Firemen's Association.
Amended by L. 1996, c. 151, s 33, eff. March 1, 1997.

43:17-42. Delegates and representatives of local relief associations
On or before May 1st in each year, the board of representatives of each duly incorporated local firemen's relief association in this State shall choose, out of the whole body of membership thereof, three delegates to the convention or meetings of the New Jersey State Firemen's Association and three alternates, one or more of whom shall act in the place of any delegate so chosen who may be unable to attend the convention or meetings of the New Jersey State Firemen's Association. They, together with the chief, or if there is no chief, the next highest-ranking officer, shall represent the local association at the convention or meetings of the New Jersey State Firemen's Association.
Amended by L. 1996, c. 152, s 34, eff. March 1, 1997; L.2008, c. 64, s 1, eff. Aug. 14, 2008.

43:17-43. Delegates of exempt firemen's associations
On or before May 1st in every year, each duly incorporated exempt firemen's association shall choose, by ballot, one delegate and one alternate who shall act in the place of the delegate who may be unable to attend the convention or meeting of the New Jersey State Firemen's Association out of the whole body of the membership thereof, who shall represent and vote for the local exempt firemen's association at the convention or meetings of the New Jersey State Firemen's Association. This delegate or alternate shall have the same rights, powers and privileges as the delegates elected to the New Jersey State Firemen's Association by the local firemen's relief associations.
Amended by L. 1996, c. 151, s 35, eff. March 1, 1997; L.2008. c 64, s 2, eff. Aug. 14, 2008.

43:17-44. Annual convention; election of officers; executive committee; certificate of election, constitution and by-laws
At each annual convention of the New Jersey State Firemen's Association, there shall be elected, by ballot, a president, vice president, secretary, treasurer, first assistant secretary, second assistant secretary, executive committee and such other officers as the constitution and by-laws adopted by the New Jersey State Firemen's Association require. The president, secretary and other officers and such other persons or committees as the

constitution and by-laws of the New Jersey State Firemen's Association provide, shall constitute the executive committee of the New Jersey State Firemen's Association. The president and secretary, after each election, shall file with the Commissioner of Insurance a sworn statement, of the fact of the election and of the names of the officers so elected. The first certificate filed after March twenty-fifth, one thousand eight hundred and eighty-five, which contained a reference to the act entitled "An act concerning firemen's relief associations," approved March twenty-fifth, one thousand eight hundred and eighty-five (L. 1885, c. 122, p. 144), stated the intention to incorporate thereunder and had thereon an impression of the common seal of the New Jersey State Firemen's Association shall be deemed to be the certificate of incorporation of the New Jersey State Firemen's Association. The executive committee of the New Jersey State Firemen's Association has the power to adopt and revise the constitution and by-laws from time for time in accordance with N.J.S.A. 43:17-35.
At each annual convention, the New Jersey State Firemen's Association may adopt for its use and government any amendment submitted by any local association or the executive committee to amend the constitution and by-laws as seem best for its uses and purposes.
Amended by L. 1996, c. 151, s 36, eff. March 1, 1997.

43:17-45. Executive committee; supervisory powers; report to commissioner of banking and insurance

The executive committee of the New Jersey State Firemen's Association shall have the supervision and power of control of the funds and other property of all firemen's relief associations, shall see that the same are properly guarded and legally invested and expended and shall examine the annual reports of each association. It shall report to the Commissioner of Insurance, on or before June 10th in each year, a list of all associations which have complied with the law in all respects. Only associations so reported shall be entitled to the pro rata share of the moneys arising from the two per cent on premiums.
Amended by L. 1996, c. 151, s 37, eff. March 1, 1997.

43:17-46. Auditor; examination of local associations

For the purpose of proper supervision and control of the funds and property of the local firemen's relief associations, the executive committee may, each year, elect a field examiner, who shall, by virtue of his/her office, be a member of the executive committee. The field examiner shall examine the books, bonds and property of any association whenever it may seem necessary for the proper care, safety, and custody of the funds and property thereof, and for that purpose may demand and receive, for examination, all bonds and papers necessary to a full and fair examination thereof.
Amended by L. 1996, c. 151, s 38, eff. March 1, 1997.

43:17-47. Annual certificate filed with secretary of state; share in relief fund

On or before June 1st in each year, the field examiner of the New Jersey State Firemen's Association shall file in the Office of the Secretary of State a sworn certificate, countersigned by the president of the New Jersey State Firemen's Association, stating the name and address of the treasurer of each local firemen's relief association which has complied with the requirements of this chapter.
No firemen's relief association or any of the officers thereof, shall share in the distribution of or be entitled to have or receive any part of any fund for the relief of needy or disabled firefighters, unless the association and officers shall have complied with N.J.S.A. 43:17-31 and shall be so certified to the Secretary of State.
Amended by L. 1996, c. 151, s 39, eff. March 1, 1997.

PART - 2

CONSTITUTION AND BY-LAWS OF THE NEW JERSEY STATE FIREFIGHTER'S ASSOCIATION

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CONSTITUTION
PREAMBLE

The objects of this Association are: The furtherance of the best interests of the Firefighter's Relief Associations of this State, which are or may become members of this Association, so that the funds of the said Relief Associations may be protected and the best results for the benefit of aged and needy active and/or otherwise qualified firefighters and their families, and those injured, incapacitated, or killed in the performance of their duty, may be achieved; the protection against the encroachment upon the source of said funds, the advancement of the status and best interests of all firefighters, the development and advancement of the best methods of fire protection and the cultivation of fraternal fellowship among the various departments and firefighters throughout the State and elsewhere.

ARTICLE I
NAME

This Association shall be known as the New Jersey State Firemen's Association doing business as the New Jersey State Firefighter's Association (hereinafter referred to as 'NJSFA') and shall consist of the general membership, delegates or alternates, elected in accordance with the by-laws of the Local Incorporated Relief Associations, the Chief or if there being no Chief, the next highest ranking line officer as his/her alternate and the delegate or alternate elected by the duly recognized Exempt Associations of this State and the officers and life members of this Association after their election as provided by law.

ARTICLE II
OFFICERS

Section 1. The officers of this Association shall consist of a President, Vice President, Treasurer, Secretary, First Assistant Secretary and Second Assistant Secretary. All officers must be members of this Association at the time of their election. These officers shall be elected at the Association's annual convention by ballot. The successful candidates are those who receive the highest number of votes cast. Term of office will be from October 1st through September 30th immediately following the election.

Section 2. Ballots for the election for the office of President, Vice President, Treasurer, Secretary, First Assistant Secretary, and Second Assistant Secretary, will be prepared by the Secretary as follows:

a. Ballots must be prepared in advance of the Convention. A Candidate for any of the respective offices must submit to the office of the NJSFA an official petition indicating the position he or she seeks. This Petition must be filed with the Secretary of the Association on or before June 1st of each year.

    1) A standard Official Petition will be created by the Counsel for the Association and adopted by the Executive Committee.
    2) The Petition will include a place for the Candidate's name, the position he or she is seeking, a certification and designated places to obtain signatures of Association members.
    3) The Petition may be obtained either in person at the Association Office or on the Association's website.
    4) No Candidate may file a Petition for more than one of the offices listed in Section 2 above.
    5) The certification shall confirm that the Candidate will serve in the position if elected.
    6) Each Candidate shall file his or her own Petition.
    7) Petitions are non-partisan.
    8) Each Petition MUST have a minimum of ten (10) signatures with signatures coming from individuals representing at least three (3) Local Relief Associations.
    9) Candidates may sign their own Petition as one of the signatures.
    10) Candidates may sign Petitions for other candidates for other positions if they are a Delegate and/or Life Member. All Petitions received will be reviewed by the Judges of Election and the

Counsel for compliance with the rules established herein. Said review shall occur within the first ten (10) days of June.

11) If a Petition is deemed defective, one or more of the Judges of Election shall notify the Petitioner in writing or electronic form of the defect and provide three (3) business days to correct the deficiency. Defective Petitions due to an insufficient number of valid signatures may not be corrected and will be deemed invalid.

b. If a Petition is compliant, or deemed compliant after proper correction, the Candidate's name shall appear on the ballot at the convention. If a Petition is deemed defective and not timely corrected, the Candidate's name shall not appear on the ballot at the convention.

c. When more than one Candidate has filed a compliant Petition and is therefore running for the same office, a drawing will be held for position on the ballot. Said drawing for positions shall occur in the NJSFA office on notice to each Candidate by the drawing of positions, in alphabetical order by the Candidate's last name, from numbers from an opaque container.

d. The Judges of Election shall provide the names of all compliant Petitions to the Secretary for the creation of the ballot by June 30 of the current year.

e. The ballot prepared by the Secretary will be the official ballot for the convention and must be used by the members entitled to vote. Space will be provided on the ballot for any qualified person seeking election by write-in vote.

f. No Delegate or Alternate in place of a Delegate nor Life Member shall be entitled to more than one vote.

g. Any Candidate wishing to withdraw as a candidate must do so by filing a notarized letter with the Secretary before August 1st for their name to be removed from the ballot.

h. Candidates are prohibited from using the logo/image of the New Jersey State Firefighters' Association in any campaign materials.

Section 3. For the purposes of receiving the ballots there shall be ballot boxes, voting machines or appropriate devices provided in sufficient number to allow voting and no member shall be allowed to cast his ballot unless he is recorded as being present by the Credential Committee. The President shall appoint a Judge and two (2) tellers. When the polls are declared closed, the Judge shall announce the total number of votes received by each candidate at the convention.

a. Challenge to an election. A challenge to an election must be made in writing to the Secretary no later than five (5) business days after the close of the convention stating the position or position(s) which the Challenger is contesting. The Judge of Elections shall serve as the lead official in any challenge with the advice of Counsel. A single representative of each candidate (which may be the candidate) for the positions contested shall also observe. The challenger shall state his challenge with the opportunity for opposing candidates or their representatives to be heard and the Judge of Election, upon advice of the Counsel, shall make a determination as to the challenge. If the challenge requires a recount, the Judge of Elections and two additional neutral parties shall conduct the recount with the oversite of the Counsel and witnessed by the affected candidates. A recount may include the review of the election tapes, paper ballots and/or the voting machines.

ARTICLE III
EXECUTIVE COMMITTEE AND BOARD OF MANAGERS ELECTION

Section 1. A caucus of the Delegates and Life Members from each county shall be held previous to the time set for the holding of the annual convention to elect a candidate as a member of the Executive Committee for their respective counties. When required to elect a candidate as a member of the Board of Managers of the Firemen's Home, they shall be

elected in the same manner as the Executive Committee. The nominees receiving the highest number of votes cast shall be elected as a member of the Executive Committee or the Board of Managers of the Firemen's Home, depending upon the position for which they were nominated. Candidates for election must be members of a Local Firemen's Relief Association and reside in the county which they shall represent. It shall be declared a vacancy if a member of the Executive Committee or a member of the Board of Managers should change their principal residence outside their respective county.

Section 2. Said caucus shall be called by the Members of the Executive Committee, who shall give a minimum of ten (10) days' notice in writing of the time and place at which same will be held. Each Member of the Executive Committee shall keep a record of the proceedings and report to the Secretary of the NJSFA the choice of said caucus, as the elected Member of the Executive Committee, or of the Board of Managers respectively. Ballots must be prepared in advance of a Caucus. A Candidate for Executive Committee or Board of Managers must submit to the office of the NJSFA an official petition indicating the position he or she seeks. This Petition must be filed with the Secretary of the Association on or before June 1st of each year.

A standard Official Petition will be created by the Counsel for the Association and adopted by the Executive Committee.

a. The Petition will include a place for the Candidate's name, the position he or she is seeking a certification and designated places to obtain signatures of Association members.

b. The Petition may be obtained either in person at the Association Office or on the Association's website.

c. The certification shall confirm that the Candidate will serve in the position if elected.

d. Each Candidate shall file his or her own Petition.

e. Petitions are non-partisan.

f. Each Petition MUST have a minimum of two (2) signatures.

g. Candidates may sign their own Petition as one of the signatures.

h. All Petitions received will be reviewed by the State Secretary for compliance with the rules established herein. Said review shall occur within the first ten (10) days of June. If a Petition is deemed defective, the State Secretary shall notify the Petitioner in writing or electronic form of the defect and provide three (3) business days to correct the deficiency.

Section 3. Should the result of the County Caucus be challenged as being incorrect by a majority of Delegates and Life Members on roll call from that county, then the President of this NJSFA shall caucus the members of such county present at the annual convention at his/her convenience, the result of which shall be final.

Section 4. Each county having announced its elected Member of the Executive Committee and Member of the Board of Managers the Secretary of the NJSFA shall prepare a list containing the names and the respective offices of which they were elected at their County Caucus. The Secretary of the NJSFA shall read the names and positions of each elected Executive Committeeman and Member of the Board of Managers at the annual convention.

Section 5. At no time can a member serve concurrently on the Executive Committee and the Board of Managers.

ARTICLE IV
EXECUTIVE COMMITTEE AND DUTIES

Section 1. The duties of the Executive Committee shall include the publication of the proceedings of the annual convention and transaction of all business of the Association during the time intervening between the annual conventions.

The Executive Committee shall have full power and authority to hear and determine all differences and disputes that may arise in any Local Relief Association between the Board of Representatives and the officers or boards of said associations, between the Boards of Representatives and Boards of Trustees and between the said boards and anyone claiming any right therein; and the decision of the said Executive Committee upon the subject shall be final. It shall have the supervision and power of control of the funds and other property of the General Relief Fund and of all Firefighter's Relief Associations and shall see that they are properly guarded and legally invested and expended, and shall report to the Commissioner of Banking and Insurance of this State on or before the tenth day of June in each and every year a list of all associations that have complied with the law in all respects, and shall set the salaries annually for the Officers and Executive Committee which will take effect October 1st each year. A majority of the committee shall constitute a quorum for the transaction of business, providing all have been notified.

The Officers and the Field Examiner shall participate in the meetings of the Executive Committee and shall have a voice but no vote. This shall not affect the President (or in his absence the Presiding Officer) who shall, in case of a tie, cast the deciding vote.

Section 2. The Executive Committee shall execute a blanket bond covering all officers of each Local Firefighter's Relief Association in such amounts as recommended by the Treasurer and Field Examiner of the NJSFA and which bond shall also cover all officers of the NJSFA, in such amounts as the Executive Committee shall decide upon. The premium for said bond is to be paid from the General Relief Fund.

Section 3. The Executive Committee shall appoint annually at the May meeting an Attorney at Law to serve as Counsel and may appoint an Attorney at Law to serve as Assistant Counsel to this Association. They shall become ex-officio a member of this Association and of the Executive Committee, and receive a salary as set annually by the Executive Committee.

Section 4. The Executive Committee shall also appoint annually at the May meeting a member of the Association to act as Field Examiner and receive a salary set annually by the Executive Committee.

Section 5. Any vacancy that occurs in the Executive Committee or the Board of Managers more than sixty (60) days from the date set for the annual County Caucus may be filled by the President without having a Special Election/County Caucus. However, prior to filling any vacancy on the Board of Managers, the President shall consult with the Executive Committee representative of that County. The appointment will be until the next Regular Caucus in their County. If a Special Election/County Caucus is held, then the same shall be called by the First Assistant Secretary in the manner provided under Article III, Section 1-5. Any vacancy occurring in the Executive Committee or the Board of Managers within sixty (60) days from the date set for the annual County Caucus may be filled during the annual County Caucus, provided there is adequate time to notify the members of that County of the availability of that position.

Section 6. Any vacancy occurring in the office of Field Examiner or Counsel, said office shall be filled for the unexpired term, in the same manner as the original appointment was made.

Section 7. Any vacancy occurring in any of the appointed offices shall be filled in the manner as the original appointment was made. All Officers elected or appointed to fill a vacancy caused by death, resignation or otherwise shall take office immediately after appointment and hold office for the unexpired term or until their successors are elected or appointed.

ARTICLE V
OFFICERS DUTIES

Section 1. It shall be the duty of the President to preside at all meetings and conventions of the Association and of the Executive Committee, to decide all points of order and to appoint all standing and special committees.

Section 2. In the absence or temporary disability of the President from any meeting, Convention, Executive Committee Meeting, or the office of the Association, the Vice President shall act in his place, with all the powers and duties of the President.

Section 3. In the event of resignation, death or other permanent absence of the President, the Vice President shall automatically become President, and a new Vice President shall be appointed by the President with the approval of the Executive Committee to fill the un-expired term.

Section 4. In the event of resignation, death or other permanent absence of the Vice President, Treasurer, Secretary, First Assistant Secretary or Second Assistant Secretary, a new officer for the vacant office shall be appointed by the President with the approval of the Executive Committee to fill the un-expired term.

Section 5. The Secretary shall keep in a book, provided for that purpose, a complete record of all the proceedings of the Association and the Executive Committee. The Secretary shall also answer all communications pertaining to the Association.

Section 6. The First Assistant Secretary shall be clerk of the Executive Committee and Chairman of the Legislative Committee. In the event of death or disability of the Secretary, The First Assistant Secretary shall act in his/her place, with all the powers and duties of the Secretary. In the inability of the First Assistant Secretary to act, the Second Assistant Secretary shall act in his/her place. The Second Assistant Secretary will also perform the duties assigned by the President and the Secretary.

Section 7. The Treasurer shall receive all monies due to the Association, pay all bills, and at each annual meeting render a statement of his receipts and disbursements covering the General Relief Fund.

Section 8. The Treasurer shall collect all assessments levied against the Local Firefighter's Relief Associations for the purpose of the General Relief Fund and shall disburse the same as directed. The Treasurer shall render a quarterly outside independent Certified Public Accountant's report of the receipts and disbursements of said funds to the Executive Committee, an annual report to the convention, and a quarterly report to each secretary.

Section 9. The Field Examiner shall examine the books, bonds, and property of any association whenever it may be deemed necessary for the proper care, safety and custody of the funds and property thereof, and for that purpose may demand and receive, for examination, all bonds and papers necessary for a full and fair examination thereof.

Section 10. The Field Examiner is empowered to recommend to the local association suspension of any or all officers of the local association whose accounts may not be in order and take such other steps as will best protect the interest of the association. The Field Examiner shall report the names of the officers and the association to the Executive Committee, together with a detailed report on the charges preferred against said officers. Said officers may request the Executive Committee for a hearing on the preferred charges, after an adverse decision of the Local Relief Association. The decision of the Executive Committee with reference to the request shall be final.

Section 11. The Field Examiner shall report to the Executive Committee all associations who have complied with all requirements of the law and the Constitution and By-Laws of this Association who are to be so certified to the State Commissioner of Banking and Insurance.

Section 12. The Field Examiner shall, at each annual convention, submit a report giving the financial condition of each association as per their annual reports.

Section 13. It shall be the duty of the Counsel of the Association or his representative to attend all meetings of the Executive Committee and to protect the legal interest of the Association and to perform such other duties within the scope of his profession as may be assigned to him by resolution or other action of the convention or Executive Committee or when directed by the President of the Association.

Section 14. It shall be the duty of the President, Vice President, Treasurer and Secretary to manage the affairs of the office of the Association and to have full charge and power in the operation of same, and they shall be accountable to the Association and the Executive Committee for the proper operation of same. It shall be the duty of the Officers to report to the Executive Committee all violations of the laws, Constitution and By-Laws, of which they are aware, and which come

to their attention. Any officer who shall suppress or conceal such information shall be subject to the penalties as prescribed in Article XII.

ARTICLE VI
CONVENTION AND EXECUTIVE COMMITTEE MEETINGS

Section 1. The Delegates and Life Members present at the convention shall select the place or places for the next five (5) annual conventions and at each succeeding annual convention, the selection shall be made of the place for the annual convention to be held five (5) years later. The Executive Committee shall fix the dates of the annual conventions.

Section 2. The Secretary shall furnish each Local Relief Association and Exempt Association, which are in accord with the NJSFA, credentials on which the names of the Delegates and Alternates elected by each of the associations shall be recorded. The Secretary shall also furnish when requested at the convention credentials for the Life Members desiring to attend the convention. Only Delegates, Alternates serving in place of Delegates, or Life Members whose names have been properly recorded with the NJSFA, shall be entitled to attend the convention.

Section 3. The regular meetings of the Executive Committee shall meet at such times and places as may be designated by the President with the approval of the majority of the Executive Committee. There shall be no less than ten (10) day notice, and their necessary expenses shall be paid by this Association.

Section 4. The President may call special meetings of the Executive Committee when he deems same necessary by approval of the majority of the Executive Committee. There shall be no less than ten (10) day notice, and their necessary expenses shall be paid by this Association. Members of the Executive Committee and/or the general membership cannot waive such notice or suspend the rules of the Association.

Section 5. Special meetings of the Executive Committee may be called by two thirds of the membership of the Executive Committee without the approval of the President. There shall be no less than ten (10) day notice, and their necessary expenses shall be paid by this Association. Members of the Executive Committee cannot waive such notice or suspend the rules of the Association.

ARTICLE VII
APPOINTMENTS

Section 1. The President shall appoint annually, a Legislative Committee to consist of one member from each County who must be members of a Local Firemen's Relief Association in the County they are to represent. The First Assistant Secretary shall be appointed as chairman of the Legislative Committee.

Section 2. The President and Counsel of the NJSFA shall be ex-officio members of the Legislative Committee.

Section 3. The Legislative Committee shall examine all legislative matters pertaining to this Association or to firefighters in general and shall introduce such legislation and aid in its passage as was decided on by action of the convention or Executive Committee. They shall report to the convention and to the Executive Committee when, in their judgment, it is in the best interest of the Association. They shall also approve or disapprove any pending legislation the necessary expenses of said Committee for attending meetings and conventions shall be paid by this Association.

Section 4. The President shall appoint an Advisory Committee from the members of the Executive Committee of the NJSFA, along with a physician licensed by the State of New Jersey for a period of one (1) year or until their successors are appointed. Said committee shall consist of three (3) members of the Executive Committee, the Treasurer of this Association who shall also act as Secretary-Treasurer of the Committee and the Field Examiner. The Vice President and Secretary will serve as alternates. The Advisory Committee, after appointment, shall hold a meeting thereafter as soon as possible and organize by the election of a chairman and then proceed to carry out the rules and regulations as adopted by the Executive Committee governing said Advisory Committee along with carrying out the rules and regulations as adopted

by the Executive Committee governing Relief, Special, and Supplemental Relief Funds.

Section 5. The President shall appoint annually a Health Care Assistance Committee from members of the Executive Committee of the NJSFA for a period of one (1) year or until their successors are appointed. Said committee shall consist of six (6) members of the Executive Committee. The Committee shall be responsible for administering and carrying out the Health Care Assistance Program in accordance with the policies and procedures established by the NJSFA. Reasonable and necessary expenses incurred by Committee members for attending Committee meetings and the annual Convention shall be paid by the Association.

Section 6. The President shall appoint annually a Finance Committee of three (3) members who shall not be members of the Executive Committee, whose duty it shall be to examine and verify quarterly the reports of the financial officer, and such matters as may be referred to them in convention or otherwise.

Section 7. The President shall appoint annually a Resolution Committee consisting of five (5) members; the Chairman to be the Association Counsel to serve during the convention at which appointment was made and to which shall be referred all legal resolutions received and shall report in numerical order to the convention with their recommendations. The necessary expenses of said Committee for attending meetings and the convention shall be paid by this Association.

Section 8. The President shall appoint annually a Memorial Committee consisting of five (5) members who are not members of the Executive Committee, who shall arrange a memorial at each annual convention and present suitable resolutions of condolence. The necessary expenses of said Committee for attending meetings and convention shall be paid by this Association.

Section 9. The President shall appoint annually members of the Association to act as Sergeant-at-Arms, whose duty it shall be to assist in the orderly conduct of the convention and to perform such other duties as may be assigned to them by the President. The necessary expenses of said Committee for attending meetings and convention shall be paid by this Association.

Section 10. The President for each annual convention shall appoint the following committees.

a. Registration Committee

b. Voting Committee

c. Any other committees deemed necessary.

Section 11. All officers and all members of the Standing Committees who shall be present at the convention at which they were elected or appointed, or at which their several terms of office shall expire, shall be entitled at such conventions or intermediate meetings, respectively, to the benefits of this Association to which all the Delegates and Life Members are entitled.

Section 12. The President shall appoint annually a Credential Committee whose duty it shall be to register and record all voting members at each session of the convention and count and record the results of the attendance. The necessary expenses of said Committee for attending meetings and conventions shall be paid by this Association.

Section 13. The President shall appoint annually a Committee of not more than three (3) Judges of Election. The necessary expenses of said Committee for attending meetings and conventions shall be paid by this Association.

Section 14. Payment of expenses allowed to Officers and members of any standing or special committees shall be paid from the General Relief Fund within such limitations as is decided upon by action of the Executive Committee.

Section 15. The President shall appoint three (3) members of the Executive Committee to serve on the Employee Retirement Plan Committee for terms of three (3), two (2) and one (1) year, respectively. Each succeeding appointment to be for three (3) years or remaining terms for any replacement. Such members as are appointed, who together with the

President, Field Examiner and Treasurer are to fulfill the duties of such committee under provisions mandated by the 1953 convention. The plan is to be in full compliance with Public Law number 93-406, the Employee Retirement Income Security Act of 1974.

The Plan is to be known as the "NJSFA Employees Retirement Plan."

a. Annually, after each convention, the committee shall elect a chairman who shall chair all meetings as may be mandated by the plan.

b. The Treasurer of the NJSFA by virtue of his/her office shall assume the duties as Secretary-Treasurer and Plan Administrator.

c. All checks drawn against the Retirement Plan account, shall be signed by the Chairman of the Plan Committee, along with two (2) of the following Officers: President, Vice President, Secretary, First Assistant Secretary, or Second Assistant Secretary of the NJSFA.

Section 16. Because of the one-year term and the cost of holding elections, the NJSFA will not permit actions to recall Elected Officers, and/or members of the Executive Committee.

ARTICLE VIII
DELEGATES TO CONVENTION

Section 1. Each duly incorporated Firefighter's Relief Association in this State which has been approved by the Executive Committee of this Association shall be entitled to send three (3) Delegates or Alternates to each Annual Convention or meeting of this Association, together with the Chief of the Department or the next highest ranking line officer, who shall serve as a delegate by virtue of the office, and one (1) Delegate or Alternate of the duly organized Exempt Association, if any. Payment of their expenses by the Local Relief Association they represent shall be made within such limitations as established by the Executive Committee.

Section 2. The regularly elected Alternates may serve as "at large" for any Delegate position except for Chief or Exempt Delegate who have elected specified alternates.

Section 3. All members elected as Officers, Executive Committeemen of the NJSFA, members of the Board of Managers of the New Jersey Firemen's Home, and the Field Examiner shall upon election or appointment be granted Life Membership, and any firefighters who shall have served for ten (10) convention sessions as a Delegate shall be eligible for election by the Executive Committee as Life Members of this Association and shall upon being so elected, be entitled to all convention privileges. The proceedings of the convention will be the official attendance record. Convention Expenses shall be allowed within such limitations as established by the Executive Committee.

ARTICLE IX
RESOLUTIONS

Section 1. All resolutions must be submitted on the official letterhead of the Local Relief Association. (Not Fire Company or Fire Department letterhead).

a. Resolutions must deal with one subject only.

b. Resolutions cannot pertain to money.

c. Resolutions seeking an amendment to the Constitution and By-Laws must refer to the particular rule to be changed and must be approved by a 2/3 majority vote at the Convention.

d. Resolutions cannot be contrary to the Statutes of the State of New Jersey.

e. Resolutions should be carefully checked for spelling, grammar, and proper wording before submission.

f. All resolutions must be signed by the Local Association President and attested to by the Secretary of the local association and dated.

Section 2. The respective County Executive Committeeman must sign the Resolution, to assure their knowledge of such submission as to form only.

a. A space should be provided for this signature on the bottom of the Resolution.

Section 3. All Resolutions must be filed in the office of the New Jersey State Firefighter's Association not later than May 1st, of each year.

Section 4. Resolutions must not contain wording that directs, orders or demands the Executive Committee to take immediate action which is contrary to State Statutes, Rules or Regulations of the NJSFA.

Section 5. The Resolution Committee will review all Resolutions and determine compliance with this Article and whether or not the Resolution is considered binding or non-binding. A "Binding" Resolution requires that the Association take some action. A "Non-Binding" Resolution demonstrates support by the voters for the Association to take a certain position. It does not mandate or require that the Association take action.

ARTICLE X
ORGANIZATION OF LOCAL RELIEF ASSOCIATIONS

Section 1. Any duly organized Fire Department, Fire Company, or duly organized entity as set forth in N.J.S.A. 43:17-1 of this State doing public fire duty under municipal control may on approval of the Executive Committee organize a Local Firefighter's Relief Association under such rules and regulations as may be or hereafter be required. A minimum number of seven (7) members is needed to form said local association.

Section 2. Application for the organization of a Local Relief Association must be sent to the Secretary of this Association. It shall state the number of companies in this department and the total number of active members enrolled, in accordance with Chapter IV, date when department was organized, and a certified copy of the action taken by the governmental officers controlling the fire department and such other information as is deemed necessary. The Secretary shall, on receipt of application, properly complete, present the same to the next meeting of the Executive Committee for their consideration. When application and form of control has been approved, the Secretary of the NJSFA, together with the member of the Executive Committee representing the county in which the department is located, shall proceed to organize and incorporate the proposed Local Relief Association and present the incorporation together with a complete record of the active members certified by the Governmental Entity to the next meeting of the Executive Committee for election to the NJSFA.

Section 3. Any company which has three (3) or more members may join an existing Relief Association upon compliance with all the Rules and Regulations of the NJSFA.

ARTICLE XI
RULES OF ORDER

Section 1. All meetings and conventions of the NJSFA shall be conducted in accordance with Roberts' Rules of Order Newly Revised.

Section 2. The Presiding Officer shall preserve order and decorum; all questions of order shall be decided by the Presiding Officer.

Section 3. Every Delegate and Life Member, when they speak or offer a motion, shall rise in their place, giving their name, and the association they represent, and respectfully address the Chair and when they have concluded, shall resume their seat. While speaking, they shall confine themselves to the question under debate, avoiding all personalities and indecorous language.

Section 4. When two (2) or more Delegates or Life Members shall rise to speak at the same time, the Presiding Officer shall name the Delegate or Life Member who shall speak first.

Section 5. A Delegate or Life Member called to order shall immediately sit down, unless permitted by the Chair to explain. The decision shall be conclusive.

Section 6. Every Delegate, Alternate serving in place of a Delegate, or Life Member shall be entitled to vote, and the President shall not vote except in case of a tie.

Section 7. No Delegate or Life Member during a session of the Association shall leave or be excused without approval of the local association's designated representative. Failure to get permission may result in nonpayment of expenses.

Section 8. No Delegate or Life Member shall speak without permission more than twice upon the same question until every member shall have spoken.

Section 9. The President of the NJSFA shall prepare an agenda for the Annual Convention, 30 days prior to the Convention.

ARTICLE XII
DISCIPLINE AND SUSPENSION

Section 1. Any member of the NJSFA, who shall be guilty of conduct detrimental to the best interests of the NJSFA and any Local Relief or Exempt Association who, through its officers or otherwise, shall be guilty of such conduct, shall be liable to discipline or suspension in accordance with N.J.S.A. 43:17-27 either by immediate action thereon, or as may be determined by recommendation of the Executive Committee. Any proceedings by the Executive Committee shall be in accordance with the standards established in N.J.S.A. 43:17-27.

a. Any member found guilty of theft or malfeasance against the NJSFA, Fire Department, and/or Fire Company **shall** forfeit their membership in the NJSFA and all benefits that they or their family would be entitled to receive.

b. Any member convicted of the following N.J.S.A. Statutes, Arson and related offenses as contained in N.J.S.A.2C:17 -1, False public alarms as contained in N.J.S.A. 2C:33-3, **shall** forfeit their membership in the NJSFA and all benefits that they or their family would be entitled to receive.

c. Any member convicted of a crime involving "*Moral Turpitude" **may** forfeit their membership in the NJSFA and all benefits that they or their family would be entitled to receive.

"Moral turpitude" has further been defined in Black's Law Dictionary (11th edition 2021) as an act of baseness, vileness or depravity in the private and social duties which a man owes to his fellow men, to society in general, contrary to the accepted and customary rule of right and duty between man and man.

Section 2. When the attention of the Executive Committee is called to an alleged violation of these Articles, it may either by itself or by a sub-committee appointed by it for that purpose, investigate such alleged violation and shall report to the

Executive Committee.

Section 3. Charges of a breach of these Articles shall be sent to the Executive Committee through the Secretary, by any duly accredited member of the Association or by any Local Relief or Exempt Association.

Section 4. Charges presented at any annual convention shall be referred to the Executive Committee, or to a special committee to be appointed for that purpose and report the same in such manner as provided in Section 2 and the next annual convention.

Section 5. All such charges must be made in writing, and the individual or association therein charged shall be furnished with a copy thereof.

ARTICLE XIII
AMENDMENT

Section 1. This Association shall have full power to alter, amend and revise this Constitution by a two-thirds vote of the members present and entitled to vote at any convention or meeting, provided such amendment shall not be voted on unless same shall have been presented in writing to the Executive Committee on or before May 1st, preceding the annual convention, in order to provide all relief associations with copies of proposed amendments within thirty (30) days hereafter, and such proposed legal amendments, whether approved or disapproved by the Executive Committee shall be submitted with the annual report of the Executive Committee.

Amendments providing for the expenditure of funds will be declared in violation of N.J.S.A. 43:17-35 & 45 which are the sole province of the Executive Committee.

ARTICLE XIV
SEVERABILITY

If any Article or Section of this Constitution shall be adjudged by any court of competent jurisdiction to be unconstitutional or ineffective, such determination shall not affect or impair the remaining provisions but shall be confined in its operation to the provisions directly involved in the controversy in which said determination shall have been rendered.

PART – 3

GENERAL RELIEF FUND RULES OF THE NEW JERSEY STATE FIREFIGHTER'S ASSOCIATION

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GENERAL RELIEF FUND RULES
PREAMBLE

These rules and regulations are to establish a fund to be known as "The General Relief Fund," and a complete and sole method of the payment of benefits there from. All such benefits arise under the ACT of 1885, as amended and supplemented, N.J.S.A. 43:17-1 et seq., particularly as supplemented March 1, 1997, N.J.S.A. 43:17-35. Except as herein provided, there shall be no claim upon or disbursement of the monies of said General Relief Fund.

The fundamental and primary purpose of the NJSFA is to provide relief for needy firefighters, their widows or widowers and their immediate families, to further provide for payment of death or burial benefits to qualified firefighters and for the general operation of the NJSFA.

CHAPTER I
ADVISORY COMMITTEE

Section 1. The President of the NJSFA shall, immediately after each annual convention, appoint a committee to be known as the Advisory Committee according to Article VII, Section 4 of the Constitution, whose duties it shall be to consider and pass upon all claims filed against the General Relief Fund and all applications submitted for membership who have not met the rules and regulations of the NJSFA and shall have the authority to rule on those applications.

Section 2. The Advisory Committee shall organize within fifteen (15) days after its appointment by electing from among its members, a Chairman who shall serve one (1) year or until a successor is elected.

Section 3. The fiscal year of the Advisory Committee shall be from July 1st to June 30th of each year.

Section 4. The Advisory Committee shall meet at least twice each month and whenever requested by a majority of its members.

Section 5. The Advisory Committee shall have the power to demand any and all records of a Local Relief Association and its affiliated companies pertaining to membership, together with a certification of the governmental entity record whenever same is deemed necessary for inspection.

Section 6. The Advisory Committee shall report at each meeting of the Executive Committee the number of claims filed, considered, and paid since the last annual report and any other matters of interest to or to be called for by the Executive Committee.

Section 7. The Treasurer who is a member of the Advisory Committee, shall, submit an Association budget providing for the estimated number of claims which may be filed in the next succeeding year with recommendations for the amount to be paid on each claim and related matters, also for the allotment, if and when approved, as provided in Chapter II, Section 3. They shall report the balance of the monies in the hands of the Treasurer, the amount to be received from the State Treasurer and the amount proposed to be raised through assessment of the collections and assets of the local associations.

Section 8. All claims approved for payment must be signed by a majority of the Advisory Committee and its findings upon any matter before it shall be binding and final but allowed to be resubmitted with no information.

Section 9. The Chairman shall conduct all meetings of the committee, decide all tie votes and in his absence the members present shall select a temporary chairman by a majority vote, who shall assume all the powers of the chairman.

Section 10. The Secretary of the Advisory Committee or his/her proxy shall keep the minutes of each meeting of the Advisory Committee, and all notifications of death shall be forwarded to the state office by the Secretary of the Local Relief Association. When it is found that the deceased member is properly recorded on the master list compiled from the membership reports filed by the local association and is survived by next of kin, as described in Chapter VI, Section 2, the Secretary shall forward a claim blank to the local Secretary. In the event there is no next of kin surviving, an investigation

form, as per Chapter VI, Section 2, shall be forwarded. When the claim is returned, properly executed, same shall be presented at the next meeting of the committee. In the absence of the Secretary from any meeting, another member of the Committee shall be elected to act in his/her place.

Section 11. The Secretary of the Advisory Committee shall report annually to the Executive Committee the total number of members who became eligible, and the total number admitted, according to the membership lists filed by local associations for the preceding calendar year, as required under Chapter III, Section 1.

Section 12. The Treasurer of the NJSFA shall be the Secretary-Treasurer of the Advisory Committee, as provided in Article VII, Section 4. The Treasurer shall receive monies requisitioned on the General Relief Fund and make required burial payments and submit a quarterly report to the Executive Committee.

Section 13. Members of the Advisory Committee shall be compensated for their attendance at meetings in such amounts as determined by the Executive Committee and shall be paid from the General Relief Fund.

CHAPTER II
EXECUTIVE COMMITTEE

Section 1. The Executive Committee may, on the recommendation of the Treasurer of the NJSFA, approve of the depositories or investment of the funds of the General Relief Fund.

Section 2. The Executive Committee may, on the recommendation of the Treasurer of the NJSFA, approve the depository named by the Advisory Committee. The Treasurer is authorized to open a checking account on which all checks for the payment of claims, approved by the committee, shall be drawn.

Section 3. The Executive Committee may, when conditions are warranted, grant an allotment to be paid to each Local Relief Association of record which has complied with all the rules and regulations and which has filed all required reports, in such amounts as they may determine. Said allotment shall be included in the budget of the General Relief Fund and a separate accounting thereof shall be established by the Treasurer.

Section 4. All checks or other instruments drawn on the depository having the General Relief Fund checking account, and all withdrawals from the savings accounts, shall be made only on the signature of the Treasurer and by two of the following: the President, Vice President, the Secretary, First Assistant Secretary or Second Assistant Secretary of the NJSFA.

Section 5. The Executive Committee shall annually, by requisition of the Board of Managers of the New Jersey Firemen's Home, cause to be paid to the Treasurer thereof such sums of money in the amounts requisitioned by the Treasurer in the amounts set forth in the annual budget of the New Jersey Firemen's Home in the amounts approved by the Governor in accordance with N.J.S.A. 54:18-7.

Section 6. The Executive Committee shall, on or before the May Executive Committee Meeting of each year, decide upon the amount of assessment necessary to be levied upon each Local Relief Association for the credit of the General Relief Fund, to provide sufficient funds to meet budget requirements, as provided in Chapter I, Section 7.

Section 7. The Executive Committee may, from time to time, adopt and provide forms as required for use in connection with the General Relief Fund and the Employee Retirement Fund and shall, at the close of each quarter, engage an independent Certified Public Accountant to audit the books of the NJSFA and who will be required to submit a quarterly report of such audit to the Executive Committee and an annual report to the convention. The cost of such an audit shall be paid out of the General Relief Fund.

Section 8. Any special agreement existing prior to 1930 with any local association affecting the General Relief Fund, or record of its members, shall be considered valid.

CHAPTER III
LOCAL RELIEF ASSOCIATION

Section 1. Each Local Relief Association is required to file a list of all its active members serving towards qualifications stating the percentage of service rendered for the preceding year or portion thereof. The report shall also include resignations, suspensions, and other such information required and be returned to the State Office on or before February 28th of each year.

Section 2. All assessments levied against the assets of each Local Relief Association for the benefit of the General Relief Fund shall be promptly paid to the NJSFA Treasurer, final payment to be made within sixty (60) days after receipt of notification.

Section 3. The Secretary of the Local Relief Association shall notify the Secretary of the Advisory Committee within thirty (30) days of the death of a member, giving date of death, company of which deceased was a member, next of kin surviving, and other information required using the adopted form for this purpose.

Section 4. In the event a Local Relief Association should file a notice of death for a person whose record in the office of the Association is not in accordance with these rules and regulations, or the Local Relief Association itself has failed to comply with the laws governing relief associations, the NJSFA Constitution or these rules and regulations, then the Secretary of the Advisory Committee shall not furnish a claim blank but shall submit the notification to the Advisory Committee for action thereon.

Section 5. A notice filed after the expiration of one (1) year from the date of death shall be referred to the Advisory Committee for investigation as to the circumstances surrounding the same.

Section 6. Whenever an investigation is required or requested by the Advisory Committee, the Board of Trustees and Officers of the Local Relief Association shall investigate and report their findings, on forms provided by the Executive Committee, to the Board of Representatives who shall certify and forward same to the Secretary of the Advisory Committee.

Section 7. When any Local Relief Association fails to render a report, or pay assessment, or fails to comply with the rules and regulations of the NJSFA within the required time, the President, Secretary, and Treasurer of such association, and the Executive Committee member of the County, shall be notified of their delinquency.

Section 8. If no action is taken within thirty (30) days of such notice then the Executive Committee member of the County in which the association is located shall be authorized and required to call a meeting of all members of the Local Relief Association, through the Chief of the Fire Department, at which meeting the Executive Committee member shall advise the membership present of the existing conditions.

Section 9. If the delinquency continues thirty (30) days following such a meeting, the officers shall be removed forthwith, and their respective offices declared vacant. The Executive Committee member of the County in which the association is located shall be the point of contact to help the NJSFA manage the affairs of such Local Relief Association pending its reorganization.

Section 10. The Executive Committee, pursuant to Chapter III, Section 15, in conjunction with the Field Examiner, shall demand and receive all assets, books, records, reports, or other information required and shall conduct all business pertaining to the Local Relief Association in the same manner as would the elected officers until such time as the association is reorganized, dissolved, or liquidated.

Section 11. The benefits of the member, whose record is otherwise complete, shall not be impaired during the period of reorganization, as provided above.

Section 12. The Secretary of the Local Relief Association shall be the Officer of the relief association to whom and through whom the communications between the NJSFA, Advisory Committee and Local Relief Association shall be

transmitted and it shall be the duty of the Secretary to see that the list referred to in Chapter III, Section 1, is filed as herein provided and to generally attend to the execution and filing of the claim blanks hereunder.

Section 13. Any fraudulent statements submitted in connection with the claims filed, or violation of these rules, shall be charged against the Local Relief Association. The officers thereof shall be summoned before the Executive Committee for a hearing and such action as may be justified, in accordance with the Standards as set forth in N.J.S.A. 43:17-27. Any association so involved shall be considered suspended and out of accord until a decision is reached and no claims are to be considered in the meantime except with the approval of the Executive Committee.

Section 14.

a. Failure to file reports on time shall result in no Delegates, Chief or Alternates being seated at the convention during the year the delinquency occurs.

b. Exempt Delegate or their Alternate and Life Members from a Local Relief Association that did not file on time, may be seated but will not receive expenses towards the convention.

c. The officers of the Local Relief Association that fail to meet the filing deadline will not be eligible to receive their expenses or salary for the year the delinquency occurs.

d. The Executive Committee may impose an additional penalty on any local association, the withholding of the assessment check. N.J.S.A. 43:17-35 and N.J.S.A. 43:17-45 permits this to be done. The penalty was approved at the May 16, 2009, Executive Committee Meeting.

Section 15. Any Local Relief Association which is determined to be out of accord may be subject to the following:

a. All local authorities may cease.

b. All local funds may be frozen.

c. No delegate or alternate will be seated at the convention.

d. No member shall receive credit towards qualification.

e. Exempt Delegate or their Alternate and Life Members may be seated at the convention but will not receive expenses.

Section 16. Subsidy Eligibility and Limitations explained. Local Associations on Subsidy will receive supplemental funding from the NJSFA. The purpose of the Subsidy program is to ensure that all associations—regardless of size or financial position—maintain the ability to provide meaningful benefits to their members. By establishing a minimum funding threshold, the program promotes equity across associations while preventing financial hardship from limiting essential relief efforts. The restrictions placed on associations receiving Subsidy are intended to ensure that State-provided funds are used primarily for member benefits rather than administrative or discretionary expenses. Limiting administrative costs and convention reimbursements encourages responsible financial management and prioritizes the core mission of the NJSFA. This approach balances financial support with accountability, ensuring that limited State resources are distributed fairly and used in a manner that maximizes impact for the membership.

CHAPTER IV
MEMBERSHIP

Section 1. The name of the member must be recorded on the master list on file in the NJSFA Office in compliance with these rules and regulations.

Section 2. An eligible member, under these rules once approved for membership by a municipality and who served or

shall serve as an active firefighter in a fire company under municipal control affiliated with a Local Relief Association, and subject to the physical examination provided for in Chapter V as follows:

a. Prior to March 11, 1922, and for a period not less than 84 months:

b. Serving on March 11, 1922, and who had not then served the required 84 months, and who thereafter performed additional service, with at least 60% of duty annually until a total of 84 months have been served.

c. Admitted between March 11, 1922, and October 1, 1923, was within the age limit of 18 to 45, and performed at least 60% of fire and drills annually, to which his company responded, for a period of not less than 84 months after being placed in quota.

d. Admitted since October 1, 1923, was within the age limit of 21 to 35, that is prior to the 36th birthday and thereafter answered at least 60% of fire and drills annually, to which his company responded, for a period of not less than 84 months after being placed in quota.

e. Admitted since February 14, 1970, who was at the time of confirmation by the municipal governing body, within the age limit of 21 to 40, that is prior to his 41st birthday and performed at least 60% of duty annually for a period of not less than 84 months after being placed in quota.

f. Admitted since February 24, 1973, who was at the time of confirmation by the municipal governing body, within the age limit of 18 to 40, that is prior to his or her 41st birthday, and performed at least, 60% of duty annually for a period of not less than 84 months after being placed in quota.

g. Every applicant admitted since January 1, 1987, will only be accepted if the applicant has complied with Chapter IV and Chapter V and provided there is an opening in the quota of the Local Relief Association.

h. Every applicant admitted since June 21, 1988, will only be accepted if the applicant has complied with Chapter IV and Chapter V.

i. Every applicant admitted since January 1, 1998, who was at the time of confirmation by the municipal governing body, within the age limit of 18 to 45, that is prior to his or her 46th birthday and performed at least 60% of duty for a period of not less than 84 months after being placed on the rolls of the association.

j. Every applicant that has been or will be admitted on the rolls and has not completed the required 84 months, effective January 1, 2010, must perform at least fifty – percent 50% of duty for a period of not less than 84 months.

k. Every applicant that has been or will be admitted on the rolls and has not completed the required 84 months, effective January 1, 2019, must perform at least twenty – five percent 25% of duty for a period of not less than 84 months.

l. Effected February 22, 2021, for the admittance to the Association, a member must be between the age of 18 and prior to their 58th birthday.

Section 3. Effective May 26, 1962, when a fire company and/or department is disbanded and replaced by a fully paid company and/or department, the next of kin within our ranking of active members of the time of such change may be eligible for the maximum benefit payable according to the schedule at the time the claim is made for the time served, provided the deceased member has served at least twenty five percent (25%) of the fire duty annually for eighty-four (84) months.

Section 4. Associations shall file their annual membership percentage using the following method:

a. The association will file the members percentage based on the total number of fires and drills attended by the member against the total number of fires and drills responded to by their company.

Note: The total number of allowable drills shall not exceed twenty-four (24) per year.

Section 5. Where a Local Relief Association has failed to record the service of the individual member prior to 1932, whose record is otherwise complete, the officers of the Local Relief Association may certify, under oath, on forms provided by the Executive Committee, as to whether the member has performed sixty (60%) of duty annually.

Section 6. Military leave – restoration to membership.

a. Members will be granted military leave and will be restored to active membership in accordance with Federal Law, including 38 United States Code 4312 et seq. The Local Relief Association shall submit a maintenance form, along with a copy of the member's official military orders, to place the member on military leave.

b. Any members who enter active duty in the Armed Forces of the United States and request a military leave shall upon return to fire service and the local relief association, be restored to the active membership as though they had remained an active member continuously from the date of entry into active duty, subject to limitations set forth in sub-paragraph (c) below. The Local Relief Association shall submit a maintenance form, along with a copy of the member's discharge documentation (DD Form 214 or equivalent), to restore the member to the rolls with appropriate credit for a period of up to five (5) years.

c. A member shall be entitled to be restored to active membership with full credit towards their qualifying time, provided that the cumulative length of military service does not exceed five (5) years and the member returns to the Local Relief Association. If the period of service exceeds five (5) years due to an extension at the request of the federal government, the member shall still be eligible for restoration, provided proper documentation of such extension is submitted to the Local Relief Association upon return.

Section 7. Active members are entitled to receive leave of absence, which shall not exceed more than one (1) year, on account of sickness or absence from the municipality; however, no credit shall be allowed during the time granted for such leave and his or her status shall not be changed. During any leave granted, the members' name shall remain on the active rolls of the company. The time when such leave was granted, as well as reinstatement, must be reported on Maintenance Form #108.

Section 8. Any member who leaves a Local Relief Association before serving the required eighty-four (84) months must join another Local Relief Association within ninety (90) days of leaving, subject however to the physical examination as set forth in Chapter V. In the event that the criteria above are met, then all prior years shall be credited to him/her towards attainment of the eighty-four (84) months requirement.

Section 9. The date of admittance of any member is to be recorded as of the date received and approved in the State Office. The physical application will be valid for a period of one year from the date of physical.

Section 10. A member of a municipal fire department or fire company who desires to partake in the activities of a Local Relief Association, must join and become a member of an organization set forth in N.J.S.A. 43:17-1 et seq., which is organized and under the control of the municipal governing body or Board of Fire Commissioners.

Section 11. A member who is not qualified and becomes permanently disabled in the line of duty shall then be granted qualification.

Section 12. As of January 1, 2024, each year any unqualified member with **FIVE YEARS OF ZERO PERCENT**

will be automatically dropped from the local's membership list. This will be reviewed each year after the processing of the membership reports.

Section 13. Defining Paid Personnel (career staff) for the purposes of the membership report. To be considered paid personnel on the membership report, "P" designation, the member must work a minimum of 32 hours per week or more, full-time equivalent, for the same association to receive the 100% needed for the yearly percentages. Once a member is designated as paid personnel the report will automatically input 100% for that member.

CHAPTER V
PHYSICAL EXAMINATION

Section 1. A member joining a fire company or fire department since October 1, 1932, has been, is and shall be required to demonstrate that he or she can perform the duties of a firefighter successfully and complete all drill requirements, and governmental entity, state, or PEOSHA fire requirements and not be a danger either to himself or others.

Section 2. Where a member served at least eighty-four (84) months prior to August 2, 1952, but failed to file a doctor's certificate, and has since filed in the NJSFA Office the "Application for Membership", completed and signed and attested by the signature of the officers of the Local Relief Association, except that the portion entitled "Physical Test Record "shall not be required, or signed by the Examiner, provided such member's record is otherwise complete and in accordance with the General Relief Fund rules, he or she shall be so recorded as eligible on the Master List and the local association notified accordingly.

Section 3. Where a member was admitted after October 1, 1923, and as of December 31, 1952, had not served eighty-four (84) months in the quota and had failed to file his or her application and doctor's certificate, he or she shall be required to file an "Application for Membership" complete with doctor's report and date of confirmation by the municipal governing body, properly signed, as required. No credit shall be given to such member for service after December 31, 1952, until said application is filed, but his or her quota status, shall not be affected in the meantime. Any member elected after January 1, 1953, shall not be recorded as a member or credited with service in the records under the General Relief Fund rules until a complete application is received and approved by the NJSFA.

Section 4. The physical examination shall consist of the following Medical Guidelines that are to be followed by a physician, nurse practitioner or a physician's assistant licensed in the State of New Jersey when examining an applicant for membership. The date of the original physical examination is acceptable up to 1 Year.

a. AGE: Must be at least 18 years of age and not older than 57 years of age, prior to 58th birthday.

b. EYES: Must be 20/50 corrected, monocular vision permitted (with glasses, contacts, or surgical procedures).

c. HEARING: Loss of hearing acuity so as to be unable to perceive sounds within normal voice range with or without hearing aid.

d. NOSE: Any significant nasal obstruction to free breathing not subject to correction by surgery.

e. MOUTH: Conditions which impair the ability to communicate.

f. NECK: Problems resulting from (a) Goiter; (b) Limited range of motion, which prohibits turning, extension or free movement of the neck; (c) Tracheotomy – existing openings at the lower portion of the neck connecting the windpipe to the outside environment for the purpose of easy breathing.

g. PULMONARY: Problems resulting from (a) Loss or removal of a lung; (b) Any pulmonary disorder which would limit the applicant's ability to perform; (c) Pulmonary Function Test below normal; (d) Chronic Obstructive Pulmonary Disease/Asthma.

h. CARDIOPULMONARY SYSTEM: Problems resulting from heart disease or cardiomegaly.

i. PERIPHERAL VASCULAR SYSTEM: Problems resulting from (a) Varicose veins; (b) Aneurysms; (c) Lymphedema; (d) Thrombophlebitis; (e) Arteriosclerosis Obliterans; (f) Buerger's Disease; (g) Raynaud's Disease; (h) Arterio-Venous Fistula; (i) High Blood Pressure, not able to be corrected by medication. Acceptable blood pressure reading should be as follows (a) Systolic not higher than 140 but not lower than 80; (b) Diastolic not higher than 100 but not lower than 50.

j. ABDOMEN: Problems resulting from (a) Organomegaly; (b) Signs of tenderness in an area; (c) Presence of masses such as hernias of various types.

k. GENITOURINARY SYSTEM: Problems arising from (a) Presence of abnormal masses; (b) Abnormal discharges from any of the orifices; (c) Active venereal Diseases; (d) Parasitic diseases; (e) Varicocele and Varices; (f) Hydrocele.

l. MUSCOLO-SKELETAL SYSTEM: Problems arising from (a) Congenital malformation; (b) Limitation of Motion; (c) Weakness; (d) Impairment or absence of one or more of the digits on either or both hands; (e) Impairment of function of the hands; (f) Missing toes if it interferes with ambulation; (g) Deformities of the spine, pelvis or extremities.

m. OTHERS: Problems arising from (a) Disqualification for psychiatric conditions must be determined by local agencies; (b) Allergic conditions which are chronic and incapacitating; (c) Severe Anemia; (d) Active Peptic Ulcer; (e) Diabetes; (f) History of epilepsy or seizures other than documented febrile convulsions in childhood; (g) Alcoholism or drug addiction; (h) Removal of vital organs; (i) Any other condition not listed above which would render the applicant incapable of performing their duties as a firefighter.

CHAPTER VI
BURIAL CLAIMS

Section 1. All claims against the General Relief Fund must be on approved forms, complete in every detail and returned to the Secretary of the Advisory Committee within ninety (90) days after the same were forwarded, and if not so returned shall, upon notice to the Secretary of the Local Relief Association and the Executive Committeeman of the County, be considered as no claim.

Section 2. Effective February 22, 2025, an approved claim shall be paid, as determined by the Advisory Committee, to the surviving spouse, civil union partner or domestic partner, children, father and/or mother, sibling(s), caregiver and/or funeral home.

In the event that the relationship set forth are deceased at the time of the claim herein is filed the said claim shall be submitted to the Local Relief Association who shall investigate said claim and they shall determine if the claim should be allowed and if so, to whom the funds should be disbursed. The Local Relief Association shall thereafter submit the results of its investigation to the Advisory Committee.

Section 3. When an active member duly admitted serves in accordance with these rules and regulations and dies before serving the required eighty-four (84) months, a claim may be filed, and payment shall be made in accordance with the then effective payments schedule at the time of death. A member who leaves before serving the required eighty-four (84) months, shall not be eligible.

Section 4. A claim for the maximum benefit may be filed where death was the result of injuries received while responding to an official fire alarm or drill, or where the injuries are so disabling as to prevent the member from completing the required time to become eligible, under the following conditions:

a. The member must have been reported to the NJSFA Office on the membership application, covering the date of his or her acceptance and the physical record of the member must be on file in the NJSFA Office.

b. No restrictions are to be enforced as to time served.

c. Report of death to be accompanied by a death certificate.

d. If injury results in disability, the report of the attending physician giving full description of the extent of the injuries and the probable duration of his or her disability, must be filed within ninety (90) days of becoming totally disabled for consideration of the Advisory Committee and recommendation to the Executive Committee.

Section 5. If the surviving spouse, civil union partner, or domestic partner was living with his or her spouse, civil union partner, or domestic partner, at the time of death, she or he shall be the sole claimant.

Section 6. If the surviving spouse, civil union partner, or domestic partner was living separately, and maintaining a separate residence from his or her spouse, civil union partner, or domestic partner, at the time of death, payment shall be made in accordance with Chapter VI, Section 2.

Section 7. If two or more children of legal age survive the deceased, they are required to sign a Power of Attorney appointing one to become claimant and who is entitled to receive the amount payable.

Section 8. In the event that a disagreement exists among the children's survivors of the deceased, the Board of Trustee of the Local Relief Association, as provided in Chapter III, Section 6, shall investigate and make recommendations to the Advisory Committee. Then the Advisory Committee shall have the power to allocate such a portion of the benefit in payment of same, otherwise an equal distribution of the benefit shall be made to each of the children.

Section 9. In the event there remain minor children only, the Board of Trustees as provided in Chapter III, Section 6, shall investigate and make recommendations to the Advisory Committee.

Section 10. If the benefit is payable to children of the deceased firefighter, some of whom are of age and others are minors, those of age may receive their pro rata share of the benefit and the balance of said benefit, representing the pro rata share of the minors may be paid to their duly appointed guardian.

Section 11. In the event deceased leaves no next of kin within our ranking, investigation on forms provided by the Executive Committee shall be made by the Board of Trustees of the Local Relief Association, as provided in Chapter III, Section 6, to determine if the estate is sufficient to cover the expenses at the time of death and who has paid the expenses of burial and doctor's fees and in what amount. In the event the estate is sufficient to cover expenses, there shall be no claim.

Section 12. If the claimant, under Chapter VI, Section 2, although living at the date of death of the firefighter dies before the claim is authorized for payment by the Advisory Committee, payment shall be made to the person or persons next eligible as though the original claimant had not survived the decedent or made claim for said payment.

Section 13. If the eligible claimant under Chapter VI, Section 2, be incompetent, payment shall be made only to a legally appointed guardian.

Section 14. An eligible claimant may waive his or her right to the burial claim in which case payment in accordance with Chapter VI, Section 2, will be made.

Section 15. No claim by a common law wife or common law husband, so-called, will be recognized as a claim by a surviving spouse as set forth in Chapter VI, Section 2.

Section 16.

a. When a member duly admitted and serving in accordance with these rules and regulations dies as a result of injuries received while performing Public Fire Duty and responding as a member of an affiliated Fire Department or Fire Company in or outside the State of New Jersey, a claim for triple the amount to be paid may be filed where death was the result of responding to, at, or returning from an alarm or until the Company is back in service.

b. When a member, duly admitted and serving in accordance with these rules and regulations dies while serving in hostile military action serving in the Armed Forces of the United States, a claim may be filed for triple the amount for the burial benefit.

c. Any Claims filed for triple the amount under Chapter VI, Section 16 (a) or (b), that were previously reviewed and rejected and/or placed on hold by the Advisory Committee, shall be reconsidered upon verification of approval and payment of benefits under the Public Safety Officer Benefits (PSOB) Program and/or Hometown Heroes Act of 2003. Proper documentation of such approval and payment shall be submitted.

Section 17. The money accrued from the General Relief Fund does not become a part of the estate of a deceased firefighter and is not subject to provisions of a Will executed before decease, or to the Laws of Administration in the case of Intestacy. Neither shall the same be the subject of assignment or pledge to any person or corporation or otherwise by the deceased firefighter or by the person entitled to payment before payment is made. Payment shall be made only as provided by these rules.

CHAPTER VII
FINANCIAL RELIEF ASSISTANCE

Section 1. Provisions in N.J.S.A. 43:17-3 permits the funds of any Local Firefighter's Relief Association incorporated under this article to be used for firefighters and their immediate family with a proven need for financial assistance. Such payments are not to be considered automatic.

a. Eligibility is restricted to any firefighter on local association current membership list having a line number and a service code other than those not eligible (Double XX) not only during their lives, but after their death, in accordance with such reasonable rules and regulations as the Executive Committee of the NJSFA may from time to time establish, alter, amend, and supplement. Members with a (Z) designation are eligible for benefits during their lifetime only.

b. Qualifications of need are those established by the Executive Committee and defined under Procedure VII, Section 3.

Section 2. Financial Relief Assistance shall be judged on need and must be fully executed by application using Form 101.

Section 3. Financial Relief Assistance shall be governed by the "Relief Assistance Scale" for maximum allowable payments to an individual in any calendar year. (See Secretary's Manual).

Section 4. If the surviving spouse, civil union partner, or domestic partner was living separately, and maintaining a separate residence from his or her spouse, civil union partner or domestic partner, at the time of death, then their eligibility for Relief shall be determined by the Advisory Committee.

Section 5. Yearly following the audit of each local association's financial report, any change in assets affecting the current permissible payment scale will be authorized with notification letter to the Secretary and Treasurer and will become effective January 1st of the following year of the audited reporting year.

Section 6. Health Care Fund Assistance must be requested through a fully completed application using Form 114. This program is intended to assist members who require in-home care or care in a nearby facility, allowing them to remain as close to their families as possible. If a member's condition requires a higher level of care and in-home care is no longer feasible, assistance may also be provided for long-term care facilities. This is a reimbursement-based program. Members will be reimbursed for eligible medical care expenses, up to the maximum amount established by the Executive Committee. If additional financial need exists beyond this program, members may still apply for Regular Relief. All requests for Relief must demonstrate financial need and include full supporting documentation.

PART – 4

BY-LAWS OF LOCAL FIREFIGHTER'S RELIEF ASSOCIATION

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BY-LAWS OF
LOCAL FIREFIGHTERS' RELIEF ASSOCIATIONS

PROCEDURE I
NAME

This Association shall be known as "The New Jersey State Firefighter's Association - _____."

PROCEDURE II
OBJECT OF ASSOCIATION

The object of this Association shall be to establish, provide for and maintain a fund for the relief and support of needy firefighters who are members of this association and their families.

PROCEDURE III
MEMBERSHIP AND OFFICERS

Section 1. The membership of such corporation shall consist, without any formal election thereto, of the officers and members of such fire engine, hook and ladder, hose and supply company or companies, fire association or fire department, or board of fire wardens, as shall be under the supervision or control of the governing board or body of the municipality or fire district and who, at the time of their becoming eligible for membership in the NJSFA, shall be not less than 18 years of age and not more than 57 years of age prior to 58th birthday and shall furnish evidence of good health in accordance with such reasonable rules and regulations as the executive committee of the NJSFA shall from time to time establish, the officers and members of any nonprofit corporations and associations incorporated pursuant to N.J.S.A. 15A:1-1 et seq.; and the officers and members of any association therein of exempt firemen. The whole body of the membership of such corporation shall have the same rights therein as the charter members thereof N.J.S.A. 43:17-9.

Section 2. On or before the second Monday in December, in every year, each fire engine, hook and ladder, hose or supply company, and the Board of Trustees of any fire association or department, and any Board of Fire Wardens, which is under the supervision or control of any municipal governing body, Board of Fire Commissioners, or nonprofit corporations and associations incorporated pursuant to N.J.S.A. 15A:1-1 et seq., and which is organized for and doing public fire duty in any municipality or fire district in this state, shall choose not more than three (3) representatives, and the exempt firemen's association, if any such there be, shall choose not more than three (3) representatives, who together with the president, if any, of such fire association or department, and the Chief, or, if there be no Chief, then the next highest ranking officer, shall constitute a Board of Representatives, and shall have and exercise all the powers and perform all the duties herein committed to them, and shall hold office until their successors be chosen, and until their successors shall meet for the purpose of holding the annual election of officers, as provided in N.J.S.A. 43:17-11. The President of a local fire company is not statutorily mandated a position on the Board of Representatives. When there are more than one (1) fire company operating as a fire department, then and only then does the President of the Fire Department become a member of the Board of Representatives. If the by-laws of any firefighters' relief association provide for the election, by each of the several companies, associations, or boards of which the relief association is comprised, of more than one (1) member of the Board of Representatives thereof, the firefighter's relief association may provide for a rotation in the terms of office of the members of the Board of Representatives, and at any annual election thereafter one (1) representative for one (1) year, one (1) for two years, and, if deemed desirable, one for three (3) years. Thereafter at each election, one (1) representative shall be elected for the longest term provided for, not exceeding three (3) years, from each company, association, or board comprising the firefighter's relief association. N.J.S.A. 43:17-12. Representatives shall be members of the Local Relief Association. Written notification shall be provided to the Local Relief Association secretary from each fire company.

Section 3. The Board of Representatives shall, on or before the third Monday in December in every year, elect by ballot from among their own number, or out of the whole membership of that association a president, vice president, treasurer and secretary, who shall be the board of officers of the corporation, and not more than five members of a Board of Trustees.

At the first election after the incorporation or reincorporation, there shall be elected not less than three nor more than fifteen trustees, who shall then be divided by the representatives, by lot, into three classes, of not more than five persons each, those of the first class to hold office for one year, those of the second class to hold office for two years, and those of the third class to hold office for three years after the date of their election, so that one class shall go out of office each year, and in each year after the first election not more than five trustees, who shall hold office for three years after the date of their election, shall be elected at the annual election.
The trustees may be elected in the same manner and from the same source as the representatives are chosen, in which case they shall be divided by the representatives, by lot, into three (3) classes for the aforesaid terms. When the term of any trustee so elected expires, the successor shall be selected from the same source as that from which the trustee was chosen and shall hold office for three (3) years after the date of the election. All of the officers and trustees shall hold offices until their respective successors are elected. N.J.S.A. 43:17-13. Any elected officer or trustee shall be a member of the Local Relief Association.

Section 4. No person shall at one time serve on the Board of Representatives and the Board of Trustees. If elected to both he shall resign one or the other, as he sees fit. No officer may serve on the board of trustees. N.J.S.A. 43:17-18.

Section 5. If a vacancy occurs in the office of representative, it shall be filled forthwith by the company, association, or board by which the representative was elected, for the remainder of the term for which he was elected, at a special election held for that purpose. N.J.S.A. 43:17-21.

PROCEDURE IV
MEETINGS

Section 1. The Board of Representatives shall be convened by the President of this association at least 5 times a year and when the President thinks proper or is requested so to do by most of the representatives. The Board of Trustees shall be convened by its chairperson at least twice a year even if there are no applications to process. The representatives may provide in their by-laws for regular stated meetings of the representatives and the trustees. N.J.S.A. 43:17-20.

The Board of Representatives' meetings shall be convened at least five (5) times a year during the months of January, April, July, October and December.

Section 2. A majority of the Board of Representatives or of the Board of Trustees, as the case may be, shall constitute a quorum at the meetings of the respective boards. N.J.S.A. 43:17-17.

Section 3. All members with a line number are eligible to attend the Local Relief Association meetings. They may speak but shall not be entitled to make or second motions and vote on any matter. Only Representatives may make or second motions and vote on any matter.

PROCEDURE V
DUTIES OF OFFICERS

Section 1. The President of this association, shall preside at all meetings of this association, and of the Board of Officers, and of the Board of Representatives and shall be, ex-officio, a member of all committees and of the Board of Trustees, and shall execute all contracts and instruments which shall have been duly approved by said boards, or either of them, and shall countersign all vouchers for payment of money, which shall have been ordered by said board or when for temporary relief only, have been signed by two (2) of the trustees, and shall report the countersigning of all such vouchers to the Secretary of the association.

Section 2. In the absence or disability of the President, the Vice President shall act as President and shall have all the powers and perform all the duties of President.

Section 3. The Treasurer shall do and perform the usual duties assigned to his or her position and shall submit a written report to the Board of Representatives at each meeting. The Treasurer shall be bonded by the NJSFA in such sum as they may deem necessary, premium for which shall be paid by the NJSFA.

Section 4. All monies of this Association shall be deposited by the Treasurer in the name of the association in a financial institution to be selected by the Board of Representatives. No monies can be drawn from financial institutions without the signature of at least three (3) of the officers of the association. Bonds and securities must be registered in the name of the association. Any safe deposit box provided by the association in which are deposited bonds and securities, shall not be opened by the treasurer unless accompanied by one (1) or more of the officers of the association as shall be designated. Reference to N.J.S.A. 43:17:33. All Treasurer's documents must be kept within the State of New Jersey.

Section 5. The Secretary shall do and perform the usual duties assigned to his or her position and shall report to the Board of Representatives at each meeting. The Secretary shall attest the execution and keep a record of all contracts or instruments signed by the President of the association. The Secretary shall notify all Officers of their election and members of committees of their appointment, and shall give reasonable notice and keep a record of all meetings, and record all votes of the association or of the Board of Representatives or Board of Officers, and shall, upon his or her election, take an oath of office for the faithful performance of his or her duties, which oath shall be administered by the president of the Association. All Secretary's documents must be kept within the State of New Jersey.

Section 6. The total amount of administrative expenses paid by the association shall not exceed the amount set by the Executive Committee of the NJSFA. All expenses shall be paid and included in the annual statement for the years in which they are earned. Said annual statement shall be forwarded to the NJSFA not later than February 20th each year.

Section 7. The terms of all officers, except those filling vacancies shall begin on January 1st following their election.

Section 8. If a vacancy occurs in the office of president, vice president, treasurer, secretary or trustee, it shall be filled forthwith for the remainder of the term by the representatives, at a special election held for that purpose. N.J.S.A. 43:17-22.

Section 9. On or before May 1st in each year, the Board of Representatives of each duly incorporated local firefighters' relief association in this State shall choose, out of the whole body of the membership thereof, three delegates to the convention or meetings of the NJSFA and three alternates, one or more of whom shall act in the place of any delegate so chosen who may be unable to attend the convention or meetings of the NJSFA. They, together with the Chief, or if there is no Chief the next highest-ranking officer, or their alternate shall represent the local association at the conventions or meetings of the NJSFA. N.J.S.A. 43:17-42.

Section 10. On or before May 1st in every year, each duly incorporated Exempt Firemen's Association shall choose, by ballot, one delegate and one alternate who shall act in the place of the delegate who may be unable to attend the convention or meeting of the NJSFA out of the whole body of the membership thereof, who shall represent and vote for the local Exempt Firemen's Association at the convention or meetings of the NJSFA. This delegate or alternate shall have the same rights, powers and privileges as the delegates elected to the NJSFA by the local firefighter's relief associations. N.J.S.A. 43:17-43.

Section 11. The said Board of Trustees shall at once, each year, immediately after the election of the new members thereof, elect by ballot, a chairperson and secretary, and their chairperson, shall convene them when he or she may think proper, at least twice in each year, and whenever so required by the Board of Representatives.

Section 12. If any member of the Board of Representatives, or Trustee or any officer is charged with misconduct or malfeasance in office or charged with a violation of any law or the rules and regulations adopted by the NJSFA, such person shall immediately be served with a copy of the complaint, including charges and specifications. The charges shall then be investigated by a member or committee of the membership of the Local Relief Association elected thereby and a report of the investigation shall be submitted thereto. If the association by a majority vote of the quorum of membership present determines that there is probable cause that an offense has been committed or there is misconduct or malfeasance in office, then a hearing shall be conducted. The person or persons charged may be represented in person or by an Attorney-in-Fact or Attorney-at-Law, and may examine, cross-examine, or present witnesses or testimony, and written or oral evidence. The hearing before the membership shall be conducted by an officer or other designated person selected by the association, and at the conclusion of the hearing the officer or such duly selected person shall make findings and recommendations which shall be submitted to the membership. A majority vote shall determine the guilt or innocence of the person or persons charged and any penalty to be imposed. If any person is found guilty of misconduct or malfeasance in office, the association or Board of Representatives

may declare the office vacant and fill the vacancy as hereinbefore provided.
Reference to N.J.S.A. 43:17-27.

PROCEDURE VI
INVESTMENT OF FUNDS

Section 1. No firefighters' relief association, however incorporated, shall invest its moneys in any manner, except as follows:

a. In stocks or bonds or interest-bearing notes or obligations of the United States, or those for which the full faith of the United States is distinctly pledged to provide for the payment of the principal and interest thereof.

b. In interest-bearing bonds of this State.

c. In bonds of any state of the United States that has not, within ten (10) years before making the investment, defaulted in the payment of any part of principal or interest of any debt authorized by any law of that State to be contracted.

d. In stocks or bonds of any governmental entity of this state or any other State of the United States, which have been or may be issued pursuant to a law of that State, and in any interest-bearing obligations issued by a governmental entity in which the relief association is situated. No investment shall be made under this paragraph if that governmental entity has, within ten (10) years previous to making the investment by the relief association, defaulted in the payment of any part of principal or interest of any debt authorized by the Legislature of that State to be contracted or if the total indebtedness of that governmental entity is not limited by law to ten per centum.

e. Deleted by amendment, P.L. 1996, c 151 "(Reserved)".

f. Deleted by amendment, P.L. 2005, c 151 "(Reserved)".

g. Deleted by amendment, P.L. 1996, c 151 "(Reserved)".

h. In bonds, stocks, accounts or other financial instruments of any State or Federal Financial institutions organized and existing under the laws of the State of New Jersey or the United States of America, provided the bonds, stocks, accounts or other financial institutions are insured or guaranteed by the State of New Jersey or the United States Government ,or any agency or instrumentally of either or both.

i. Deleted by amendment, P.L. 2005, c 39 "(Reserved)".

j. All investments authorized pursuant to this section shall be in the name of the Local Relief Association.

PROCEDURE VII
MANAGEMENT OF FUNDS

Section 1. No part of the funds of the corporation shall be used for banking purposes or in any manner except as provided in this article and except for necessary expenses in carrying out the interests and objects of the corporation. N.J.S.A. 43:17- 28.

Section 2. The management of the business and affairs, the custody of the property and the disposal of the funds and property of the corporation shall be entrusted to the Board of Representatives thereof in accordance with N.J.S.A. 43:17-35 and the rules and regulations adopted by the NJSFA. Reference to N.J.S.A. 43:17-25.

Section 3. All financial relief assistance shall be judged by need and must be by application in all instances. Local relief assistance must be requested using "Local Relief Assistance" Form # 101, which is provided by the Executive Committee of the NJSFA, also online at www.NJSFA.com and available with the Local Relief Association.

a. Processing Form # 101 is handled by the Secretary of the Board of Trustees. Said Board shall investigate and report their recommendations on the application for presentation to the next meeting of the Board of Representatives.

b. In case of necessity, temporary assistance may be given with the approval of at least two (2) Trustees who shall issue a voucher to the Treasurer for the amount they deem necessary and said voucher shall before payment, be countersigned by the President. A report thereof shall be made to the Board of Representatives at its next meeting. The total amount of temporary relief granted by the Trustees shall be not less than $100.00 and not more than ten percent (10%) of the allowable payment to the Local Relief Association Scale between meetings of the Board of Representatives.

Section 4. Local Relief Associations shall be governed for relief assistance in accordance with the Relief Assistance Scale of maximum allowable payments to an individual in a calendar year. (See Secretary's Manual).

Section 5. The permissible maximum payment will be based on the assets listed on the Financial Report as filed for the previous year. All changes in maximum payment will be preceded by notifications, in writing, from the Field Examiner.

Section 6. Should financial assistance beyond the maximum scale be required, Special Relief Assistance Form #101 must be filed. This form is available from the NJSFA office or online at www.njsfa.com. Documentation and a copy of bills must be provided. Form # 101 must be executed and returned to the State Office. Local Relief payment using Form # 101 must be paid in the maximum amount allowed on the local level of the Relief Assistance Scale and a copy of such form must accompany the Special Relief request. Documentation and a copy of bills must be provided.

a. The Advisory Committee will review the application and render a decision. Upon approval, payment will be made from the Special Relief Fund in the amount not to exceed the maximum allowed amount that is listed on the Relief Assistance Scale.

b. Decision of the Committee will be noted, and one (1) copy shall be returned to the Local Relief Association Secretary.

Section 7. Should financial assistance beyond the maximum scale be required, Supplemental Assistance Form # 101 must be filled out. This form is available online or from the NJSFA office.

a. Form #101 must be executed and returned to the State Office. Local Relief payment using Form #101 must be paid in the maximum amount on the local level of the Relief Assistance Scale and a copy of such form must be attached.

b. The Advisory Committee will review the application and render a decision. If approved, the total amount will not be more than four (4) times the maximum allowed by the Relief Assistance Scale.

c. Decision of the Committee will be noted, and one (1) copy shall be returned to the Local Relief Association Secretary

Section 8. At any meeting of the Board of Representatives, it shall have the right to inquire into and control the application of the funds and property of the Association, and to suspend any of the trustees, or officers if judged by them to be guilty of misconduct or malfeasance in office, until a trial thereof can be had.

PROCEDURE VIII
COMMITTEES

Section 1. At the first meeting in each year, the newly elected President of the Board of Representatives shall appoint an Auditing Committee, of three (3) to five (5) individuals, from among the Representatives, or from the whole membership. The first

member appointed shall be the chairman, to hold office for one (1) year, unless sooner suspended by the Board of Representatives, and the committee shall serve until their successors are appointed.

Section 2. Both the President of the Board of Representatives and the Chairman of the Board of Trustees may from time to time appoint and suspend special committees, of one (1) or more persons, from the whole membership.

PROCEDURE IX
DUTIES OF COMMITTEES

Section 1. Any regular committees shall do and perform such duties as may from time to time be assigned to them by the Board of Representatives. The Auditing Committee shall make a complete audit of the books and accounts of the association at least once a year, and submit a report in writing, signed by each member of the committee.

Section 2. The special committees shall do and perform such duties as may be from time to time assigned to them by the President and Chairman appointing them.

PROCEDURE X
RULES OF ORDER

Section 1. All meetings of the Association shall be conducted in accordance with Robert's Rules of Order, Newly Revised.

Section 2. The Board of Representatives may establish from time to time such rules of order as they may deem expedient, not inconsistent with these by-laws, and may at any time revoke, alter or amend the same.

PROCEDURE XI
AMENDMENTS

Any proposed amendment to these by-laws shall be presented at a regular meeting of the Board of Representatives and shall not be acted upon until the next regular meeting of the Board of Representatives and at least ten (10) days' notice in writing has been given to each member of said Board of Representatives of the proposed amendment. Any such amendment shall not become effective until approved by the Executive Committee of the NJSFA. All questions regarding the construction of these by-laws shall be decided by a majority of the representatives present at any meetings of the Board of Representatives, subject to appeal to the Executive Committee.