

<b>FREWSBURG FIRE DISTRICT</b>  <b>OPERATIONAL POLICY</b>	Section 1	ADMINISTRATIVE	
	SUBJECT	STANDARD OPERATING PROCEDURES STANDARD OPERATING GUIDELINES	
	Policy 1-03	PAGE 1 OF 2	DATE: 01-01-2023

## I. SCOPE

The S.O.P.'s and S.O.G.'s enclosed apply where applicable to all employees of the Frewsburg Fire District. All personnel connected with the Frewsburg Fire District shall conform to these S.O.P.'s and S.O.G.'s

## II. PURPOSE

1. The purpose of these Standard Operating Procedures (S.O.P.'s) and Standard Operating Guidelines (S.O.G.'s) is to provide the officers and firefighters with a standard plan of operation for emergency responses. The sections outline policies and procedures to be adhered to during all phases of department operation.
2. These cannot, nor are they expected to provide a solution or an answer to every question or problem that could potentially arise within an organization established to render emergency service. It is expected that all fire district personnel be sufficiently comprehensive to cover, generally or specifically, the obligations and duties of the members of the Frewsburg Fire District.
3. They are not designed to nor intended to limit any member of the Frewsburg Fire District in their judgment or initiative in taking an action that a reasonable person would take in extraordinary situations. Much, by necessity, must be left to the loyalty, integrity, and discretion of fire district members.

## III. ENFORCEMENT:

1. Enforcement of these S.O.P.'s and S.O.G.'s shall be done by a process as established by department S.O.P. and chain of command structure. Responsibility for such enforcement shall be designated by S.O.P.'s and S.O.G.'s, or as delegated by the Fire Chief. Disciplinary actions will be handled on a case-by-case scenario.

## IV. AUTHORITY

The Policies and Guidelines are established by the Fire Chief.

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**V. S.O.P. / S.O.G. VIOLATIONS:**

- 1<sup>st</sup> offense - Written Warning
- 2<sup>nd</sup> Offense – Up to a 30-day Suspension approved by board of commissioners
- 3<sup>rd</sup> Offense – Referral to Board of Fire Commissioners for possible further disciplinary action

**VI. NOTIFICATION:**

The Fire Chief shall notify all members of Policy and Guideline revisions.