

<b>FREWSBURG FIRE DISTRICT</b>  <b>OPERATIONAL POLICY</b>	Section <b>2</b>	GENERAL RULES	
	SUBJECT	GENERAL CONDUCT	
	Policy <b>2-03</b>	PAGE 1 OF 2	DATE: 01-01-2023

## **I. SCOPE**

This SOP applies to all members and employees of the Frewsburg Fire District.

## **II. PURPOSE**

The purpose of this guideline is to enhance the professionalism of Frewsburg Fire District by defining the minimum acceptable rules for its members.

## **III. WORKING CONDITIONS**

1. It is the intent of the Frewsburg Fire District to provide the cleanest and most comfortable workplace possible for its members and the visiting public.
2. It is the intent of this fire department to provide safe facilities, equipment, procedures, and surroundings for all members. The department shall also promote safe working conditions.
3. It is the intent of this department to provide a harmonious and pleasant working atmosphere for all members and the visiting public.
4. It is the intent of the Frewsburg Fire District to practice accepted modern management practices.
5. It is the responsibility of all members to maintain a clean and comfortable workplace.
6. It is the responsibility of all members to observe safety procedures and to immediately report hazardous conditions or unsafe acts to their supervisor.

## **IV. SUPPORTING FELLOW MEMBERS**

Personnel shall treat others with courtesy and respect due them as fellow members of Frewsburg Fire District. It is expected that personnel shall cooperate and assist each other at every opportunity. Shall not publicly criticize the work or the manner of performance of duty of any other member.

## **V. RESPECT FOR OFFICERS**

<b>FREWSBURG FIRE DISTRICT</b>  <b>OPERATIONAL POLICY</b>	Section <b>2</b>	GENERAL RULES	
	SUBJECT	GENERAL CONDUCT	
	Policy <b>2-03</b>	PAGE 2 OF 2	DATE: 01-01-2023

No Frewsburg Fire District personnel shall publicly criticize the conduct or action of their superior officers. Nor shall they make derogatory comments to anyone about instructions or orders received from superior officers. When addressing any officer, all personnel shall be always respectful and courteous. Disrespectful behavior towards any officer will not be tolerated.

#### **VI. INTERFERENCE IN GOVERNING OR DISCIPLINE**

No personnel shall take any action or cause any action to be taken, which would interfere with the discipline and conduct of any member of the Frewsburg Fire District. Likewise, no personnel shall take any action or cause any action to be taken that would interfere with the general governing of the Frewsburg Fire District.

#### **VII. RESOLVING DOUBT**

Should any personnel have doubt as to the meaning of any adopted rule or regulation, or should they have doubt concerning an assignment, they should seek information from their immediate superior.

#### **VIII. CONFLICTING ORDERS**

Should any order conflict with any previous order or instruction issued by another superior officer, or conflict with any general order, the member to whom the order is given should respectfully call attention to the conflict. If the superior officer giving the second order does not change the conflicting order, then that order shall stand and the responsibility for it shall be theirs.

#### **IX. REPRESENTING THE DEPARTMENT**

It is the responsibility of all Frewsburg Fire District personnel to remember that, to most people, the individual Firefighter is a representative of the entire Department and therefore they are to act in such manner that shall create favorable impressions of themselves, and the department.