

# Central Joint Fire District

## Standard Operating Procedure



Central Joint Fire District

**SUBJECT:** Objectives & Standard Operating  
Procedures and/or Guidelines,  
Of the Department

**SOP Number:** 120  
**Effective Date:** 1/8/92  
**Approved:**

### Objectives

The primary objective of the Fire District shall be the protection of life and property from and during fires and other emergencies that may occur within the geographic area known as Central Joint Fire District.

It shall be the duty of the District to similarly protect other townships or municipalities with which a mutual aid agreement has been signed by the Central Joint Fire District Board of Trustees.

It shall be the objective of the Department to train the minds and the bodies of the men and women that may be admitted to the Department in the art of fire fighting, fire prevention, emergency medical service, and rescue work.

The Department shall encourage good citizenship, a feeling of brotherhood among its members, and encourage pride in the art of firemanship.

### Standard Operating Procedures

**PURPOSE:** It is the purpose of these procedures to give each member of the Department a guide to follow in the every day operation of the Department while setting forth rules and procedures to govern the operations and conduct of the members of the Department in their day to day activities.

**SCOPE:** Unless otherwise provided, these rules shall apply to all members of the Central Joint Fire District.

**ENFORCEMENT:** It is ultimately the responsibility of the Fire Chief to ensure that these standards are adhered to. This however does not relieve each member of the responsibility for reviewing, understanding, adhering to, and when applicable, enforcing these standards.

### APPLICATION:

#### 120.1 Distribution of Procedures

A copy of these procedures shall be issued to each member of the Department by the Fire Chief. It shall be the responsibility of each member to maintain this manual in a responsible Condition, to keep it current with the master copy posted in the station, and to return it to the Fire Chief upon separation from the Department.

#### 120.2 Member Review

It is not the intent of these procedures to be unreasonable, but rather to define the Department's way of operation. It is the responsibility of all members to familiarize

themselves with these procedures so that the Department can operate as a unit with all members pulling together. If, at any time, any member does not understand any of the procedures herein, that member should ask their Lieutenant, Captain, Assistant Chief or Chief for clarification.

120.3 Amendments or Additions to the Procedures

The Fire Chief shall prepare such amendments or additions to these procedures as may be deemed necessary or desirable. These will be posted on the Department bulletin board for a twenty day period in which members may provide written comments to the Chief. The final change will then be instituted at the next regular Department meeting.

120.4 Emergency Amendments or Additions to the Procedures

From time to time, it may be necessary to adopt procedures on an emergency basis. Should that be necessary, the adopted procedure will be posted on the Department bulletin board and so noted. Section 120.3 shall not apply.

120.5 Savings Provision

Should any portion of these procedures be repealed or ruled unlawful, unenforceable, or otherwise invalid by any judicial or legislative tribunal of competent jurisdiction, then such decision shall apply to just that specific procedure. The remaining procedures shall remain to be in full force and effect.