

McCLOUD COMMUNITY SERVICES DISTRICT
Policy and Procedure Manual

POLICY TITLE: Guidelines for Use of Fire Department Resources
POLICY NUMBER: 7035
ADOPTED: 03/28/11
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- 7035.10 Rationale** – McCloud is dependent upon the Fire Department Personnel to respond quickly and responsibly to emergencies. To ensure rapid response to incidents, Fire Department Personnel are given access to significant emergency response resources including vehicles, hand held equipment, facilities, credit cards etc. This means that Fire Department Personnel are in a position of trust with the MCSD and the community to use these costly resources in an appropriate and authorized manner.
- 7035.20 MCSD Ordinance 6** Section 8 “Use of Equipment”, and Section 9, “Use of Fire Hall” establishes basic standards that define the appropriate use of Fire Department resources. The purpose of this policy is to more clearly define the appropriate use of Department resources.
- 7035.30 Use of equipment** – Personnel who are trained and authorized may use Department equipment when responding to an incident, for training, maintenance or for other purposes as approved by the Fire Chief and/or his/her authorized representative. Use of Department equipment that is not authorized (no license, joyriding, personal firewood cutting, transporting friends, personal use of turnouts, etc.) will result in disciplinary action by the Department.
- 7035.40 Use of facilities** – The Department has a significant investment in facilities and resources including computers, radios, recreational equipment. These resources are available for department use in response to incidents and for training. They are also available for meetings and informal gatherings as prescribed in Ordinance 6 Section 9 and as authorized by the Fire Chief and/or his/her authorized representative. Unauthorized use of the facilities may result in disciplinary action.
- 7035.50 Use of credit cards** – Credit cards are provided for refueling of vehicles and equipment. Unauthorized or use of cards for personal reasons is a crime punishable by the laws of the State of California.
- 7035.60 Disciplinary Action** – Unauthorized use of Department resources is a breach of community trust and a violation of Department regulations. The Fire Chief is responsible to discipline personnel for violations as defined in this policy. Discipline will be determined by Policy 7090, Department Disciplinary Action.