

McCLOUD COMMUNITY SERVICES DISTRICT
Policy and Procedure Manual

POLICY TITLE: Fire Department Officer Weekend Duty
POLICY NUMBER: 7040
ADOPTED: September 28, 2009
REVIEWED: November 5, 2010; December 9, 2010; September 12, 2019
REVISED: April 28, 2014

- 7040.10** There shall be a duty schedule compiled annually by the Fire Chief listing the weekend dates for officer duty. Officer duty will be served by the Fire Chief, Assistant Chief(s), both Captains and Lieutenants. This shall ensure the response of someone who will be in command to incidents the department is dispatched to. It is important that department officers are available to respond to calls and assume command whenever possible. To this end, the Fire Chief will develop, on at least an annual basis, a weekend duty roster for department officers.
- 7040.20** This policy does not prevent any other officers or members from responding to incidents, as this is a volunteer department, all members are expected to respond as they are available.
- 7040.30** Duty schedules will be as follows:
- 7040.31** The Fire Chief will be scheduled for evening duty Sunday through Thursday from 1900 hours to 0700 hours.
 - 7040.32** The Assistant Fire Chief, Fire Emergency Response Captains and Lieutenants will be scheduled for weekend duty commencing at 1900 hours Friday and ending at 1900 hours Sunday. Officers will be assigned on a rotating basis.
 - 7040.33** Officers will respond, as available, to incidents from 0700 hours to 1900 hours Monday through Friday.
- 7040.40** Officers not able to respond to calls during their assigned shift are responsible for finding another officer to take their place by exchanging weekend assignments. The Fire Chief shall be notified of changes to the duty roster.
- 7040.50** All officers and members of the Department are expected to respond to incident calls as they are available.