

Hurricane Fire & Rescue

Hurricane, WV

Introduction

Position	Introduction / Authorization
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AUTHORIZATION

The rules and regulations, orders, guidelines, and procedures contained in this manual will supersede and cancel all previous rules and regulations, any conflicting memos, bulletins, special orders or other rules or orders, whether written or verbal, issued prior to the issuance of this manual.

This manual is the official guideline for Hurricane Fire & Rescue members and all revisions will be only by the authority of the Board of Directors

It is the responsibility of all department members to read this manual as soon as possible upon membership and be familiar with the contents. The guidelines and procedures have been categorized under major sections to offer easier location of sections of similar interest. However, as some sections could be placed correctly under more than one section, members are responsible for all the sections regardless of the location.

PURPOSE

To set forth and establish a standard, a written source of policies and procedures, which will promote the effective and efficient operation of Hurricane Fire & Rescue.

POLICY

Hurricane Fire & Rescue will establish an Operations Manual containing written, standardized operational policies, procedures and regulations. This manual will be utilized by department personnel as the official reference source of written guidelines pertaining to operations of an organizational, routine or emergency nature.

RESPONSIBILITIES

It will be the responsibility of all members to familiarize themselves with and conform to the policies, regulations and procedures contained within the Operations Manual.

It will be the responsibility of all department officers to supervise and command their subordinates within the guidelines and philosophies contained within the Operations Manual.

PHILOSOPHY

Policies in the form of reasonable guidelines are necessary for the proper operation of any organization. Such policies must be standardized in a workable, readable format, which is available to all levels of the organization.

Knowledge of these policies and procedures by department members is essential for the maintenance of discipline and the development of teamwork and morale.

The policies, procedures and regulations contained within this manual are intended to be reasonable and workable guidelines of a positive nature.

Periodic review and revision of policies and operational procedures, recognized as necessary, has been incorporated as part of this manual.

This Operations Manual cannot be expected to provide a solution to every question or problem, which may arise in an organization established to provide an emergency service delivery system. It is expected, however, that it will be sufficiently comprehensive to cover, either in a specific or general way, the majority of operational and administrative activities, which involve the members of Hurricane Fire & Rescue.

The existence of these written guidelines is not intended to limit any member in the exercise of judgment or initiative in taking the action a reasonable person would take in extraordinary situations, which may arise in the fire service and by necessity must be left to the loyalty, integrity and discretion of members.