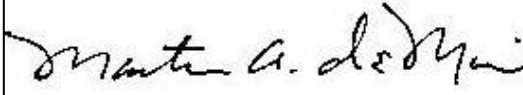


Payson Fire Department General Orders

Category: General Order	GO #1.1.9
Section: Administration	Date Adopted: 10/2011
Subject: Resource Deployment	Revision Hx: 10/2012
	

PURPOSE

The purpose of this General Order is to establish policy on shift staffing and resource deployment.

POLICY

The mission of the Payson Fire Department is to minimize the loss of life and property damage resulting from fire, medical emergencies and other disasters through prevention, education, fire suppression, emergency medical services and emergency preparedness. This will be accomplished in the most cost effective manner with maximum utilization of resources never sacrificing the safety of our members.

It is the policy of the Payson Fire Department that resource deployment shall always be done in support of our mission statement never sacrificing the safety of our members.

RESPONSIBILITIES

Fire Chief: The fire chief is ultimately responsible for staffing models and resource deployment and is authorized to issue, modify, and approve General Orders, Standard Operating Procedures, policies and procedures, rules and other regulations that concern or impact the operation and management of the Fire Department through written directives.

The Fire Chief may delegate this authority to promulgate or amend written directives to appropriate personnel.

Battalion Chief: The battalion chief is typically delegated the responsibility of shift staffing of the shift and works with the fire chief and administrative assistant to ensure adequate coverage and appropriate deployment of resources.

PROCEDURES

Resource Deployment Goals:

- 1) The ideal goal and PFD vision of adequate shift staffing is to have all front-line PFD companies staffed with 4 qualified members and an on-duty battalion chief as a supervisor at all times.
- 2) The term "qualified" shall mean the member has completed the requirements for each rank including the completion of the certification packet and the minimum years of experience as defined in the job description for the rank in question. At no time shall any member act in capacity 2 ranks above their normal rank unless they have tested for that position and are on the current hiring list for that position.
- 3) The daily operational goal is to have all front-line PFD companies staffed with 3 qualified members and an on-duty battalion chief as a supervisor at all times.
- 4) The minimum standard in guiding decision making for PFD staffing is defined as:
 - a) At least 2 of 4 officers on duty each day must be current ranking officers

b) All officers (acting or not) must be “qualified” to be work as an officer
This standard shall serve to help provide a high standard of leadership on duty each day while being as cost-effective as possible and allowing opportunities for leadership development and on-the-job training.

4) Only 1 member is allowed off on PTO for any reason at any time. If an additional member has extenuating circumstances (training, birth of a child, death of a family member, or illness) that necessitate emergency time off, that member’s position could be filled with shift coverage and or left vacant depending on the resource requirements for that specific day. At no time should overall shift staffing drop below daily minimum staffing of 8 members (including a battalion chief) on duty each day. To this end, the following scenarios are given in order of priority:

a) Battalion 1- 1 person staffing
Engine 111- 3 person staffing
Engine 121- 3 person staffing
Engine 131- 3 person staffing

b) Battalion 1- 1 person staffing
Engine 111- 3 person staffing
Engine 121- 3 person staffing
Engine 131- 2 person staffing

c) Battalion 1- 1 person staffing
Engine 111- 3 person staffing
Engine 121- 2 person staffing
Engine 131- 2 person staffing

5) Station 11 shall have the priority for 3 person staffing, with Station 12 second priority, and Station 13 as third priority.