

**Sanoca Rural Fire District, Inc.**  
**STANDARD OPERATING PROCEDURES**  
**Emergency Operations**

**Fire Company Operations**

**Subject: General Rules / Duties**

Revised: July 24, 2003

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**PURPOSE**

To establish a fire dept policy for personnel on general rules for conduct and assignment of duties.

**POLICY**

It shall be the policy of Sanoca Fire Dept for all members to adhere to this policy. It shall be the responsibility of the Operational Officers to enforce these procedures.

**I. General Rules**

1. Each member shall familiarize themselves with all procedures of the fire dept  
And to be obedient to the rules set forth therein.
2. Exercise precautionary measures to avoid injury to themselves and others  
while performing duties of the fire dept.
3. Exercise due caution to avoid unnecessary damage to, or loss of, fire dept  
property.
4. Be responsible for the safekeeping and proper care of fire dept property.
5. No member shall remove any fire dept property without the proper authority.  
Borrowed items shall be returned promptly and in good condition. It will  
be the responsibility of the borrower to repair or replace any damaged or  
misplaced items while in their care.
6. Members shall be responsible for maintaining an adequate knowledge of the  
apparatus, equipment, operations, and procedures.
7. Any and all public statements concerning fire dept policies or fire ground  
operations shall be made by the Fire Chief or his/her designee.
8. Members shall practice economy in the use of supplies and equipment to see  
that waste is avoided.
9. Accord obedience, respect, and courtesy to superior officers and to those  
performing duties of a higher rank.