



MASON COUNTY FIRE DISTRICT #4

TITLE: STAFF VEHICLE USE

CHAPTER: 2000 NUMBER: 2330 APPROVED: 10-07-2008

APPROVED: Signature on file Bob Burbridge, Chief

Purpose

To provide guidelines for proper use, care, and maintenance of vehicles assigned to staff.

Policy

All members of the District shall adhere to the requirements below.

Scope

This guideline is applicable to all personnel of the District. The use of a District vehicle is not a benefit or entitlement and may be removed at the discretion of the Fire Chief.

Responsibilities

It is the responsibility of each member to assure that they are in compliance with this guideline. It is the responsibility of the Fire Chief to enforce this guideline.

Procedures

Vehicles will only be assigned to personnel with specific job duties that require a more productive and expedient response to emergencies or official business. Personnel may elect to drive assigned vehicles home.

Staff members assigned the use of a vehicle, for the purposes described within this guideline, shall constitute "official use".

On duty personnel who take the assigned vehicle home shall have full use of such vehicle 24 hours a day, which may include occasional personal use, if the staff member is available to respond in a reasonable amount of time for the following:

- Confirmed structure fires.
- Mass casualty incidents.
- Incidents requiring a safety officer.



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- Fire investigations
- Personnel injuries.
- Accidents involving District equipment
- Multiple calls requiring personnel callback.
- Duty Officer fill in.

Personnel assigned vehicles, as a part of their job responsibilities shall ensure the vehicle is properly maintained and clean. Scheduled maintenance appointments will be the responsibility of personnel assigned to the vehicle.