



Rogers Fire Department Standard Operating Procedures

Policy Title:	Professional Conduct		
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PURPOSE

The purpose of this policy is to provide guidelines and information relating to each member's responsibility as a member of the Rogers Fire Department.

POLICY

1. Conduct

- A. All employees shall exhibit a professional and courteous manner while on duty.
- B. Conduct unbecoming an employee of the Rogers Fire Department will be subject to strict disciplinary action.
- C. Employees shall refrain from altercations and disorderly conduct.
- D. Members of the Rogers Fire Department will conduct themselves in a self-disciplined manner that will reflect positively upon themselves and the department.
- E. Members of the Rogers Fire Department will be subject to all federal laws, state statutes, and city ordinances.

2. Performance of Duty

- A. Employees shall perform their duties promptly, efficiently, and in a quiet manner.
- B. Improper, delayed or non-diligent performance of duties at incident scenes or in the station shall subject the offender to strict disciplinary action.

3. Drugs and Alcohol

- A. Employees are strictly prohibited from using, possessing, or being under the influence of drugs or alcohol while on duty.
- B. Employees are subject to random drug testing according to City of Rogers Personnel policies and procedures.

4. Gambling

- A. Employees shall not engage in gambling activities while on duty.

5. Uniforms

- A. Employees, while on duty, shall wear the regulation uniform in accordance with that specific procedure, and shall keep themselves in a clean and well-kept appearance.
- B. Employees shall not use their uniform for personal gain.

6. Orders from Superior Officers

- A. Obedience to orders of officers shall be faithfully and promptly observed. Failure to promptly carry out orders shall be deemed insubordination on the part of the employee so ordered.

7. Personal Vehicles

- A. Personal vehicles shall not be parked where they prohibit or disrupt access to the fire apparatus bays. Personal vehicles may be parked inside fire station bays as long as room is available and the safety and security of RFD apparatus is not compromised.
- B. Employees are to park in the designated parking areas at their assigned fire station.

8. Station Security

- A. Quiet hours are from 10pm to 6:30am. Fire stations will be secured and lights turned off in areas where there is no activity. The last member to retire for the evening will see that all doors are secured and lights turned off.
- B. Employees shall not use fire stations or department property for personal gain.