

**Cumru Township Fire Department
Master Policies/SOG(s) Sheet**

POLICY TITLE	POLICY	DRAFT	FINAL	REVIEW	ASSIGNED
CHAPTER 1 – INTRODUCTION					
Introduction	1.1		07/14/10		
Mission Statement & Vision Statement	1.2		07/01/10		
Authorization by Board of Commissioners	1.3		08/03/10		
CHAPTER 2 - ADMINISTRATION					
Volunteer Officer Response and Coverage	2.1		07/01/10		
Volunteer Officer Shift Trade	2.2		07/01/10		
Chain of Command with Organizational Chart	2.3		07/01/10		
Electronic Mail, Internet and Other Electronic Comm.	2.4	08/02/10			Scott
Radio Identifier Numbers	2.5		04/05/11		
Station Maintenance	2.6		08/23/10		
Department Meetings	2.7				
Application for Membership	2.8				
The Standardized Awards and Recognition Act	2.9				
Access to FD Facilities	2.10		09/01/10		
Text Paging	2.11				
Subpoenas	2.12				
Automatic Vehicle Location Sys.	2.13		08/11/10		
Service Award Point System for Firefighters	2.14	01/28/11			Scott
Active/Junior Active Status	2.15		04/06/11		
Employee/Student Permission Policy	2.16		02/11/11		
Cash Fund/ Cards					
Public Requests for Service					
Critical Incident Stress Management (CISM)					
Standard Operations Manual					
Fire Department Ride-Along Programs					
Travel Expense Procedures					
Fire Department Evaluation					
Performance Evaluations- Firefighters					
Performance Evaluations- Officers					
Performance Evaluations- Career					
CHAPTER 3 – CONDUCT/ETHICS					
Uniforms	3.1	03/07/11			
Code of Conduct					

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POLICY TITLE	POLICY	DRAFT	FINAL	REVIEW	ASSIGNED
Appearance/Hygiene					
Workplace Harassment and Retaliation					
Fire Department Sexual Misconduct					
CHAPTER 4 – JOB DESCRIPTIONS					
Fire Chief	4.1		07/21/11		
Assistant Fire Chief	4.2		07/21/11		
Deputy Chief-Operations	4.3		07/21/11		
Deputy Chief-Training	4.4		07/21/11		
Deputy Chief-Health and Safety	4.5		07/21/11		
Deputy Chief-Outreach	4.6		07/21/11		
Captain-Engine, Truck, Rescue, Brush/Water	4.7		07/21/11		
Lieutenant	4.8		07/01/10		
Career Firefighter	4.9		07/01/10		
Interior Firefighters	4.10				
Exterior Firefighters	4.11				
Junior Firefighters	4.12				
Driver/Operators	4.13				
Safety (Person)	4.14				
Probationary Member	4.15				
CHAPTER 5 – FINANCE					
Budget Process					
Procurement					
Purchase Orders					
Purchasing					
CHAPTER 6 - OPERATIONS					
Requesting Public Works	6.1		07/15/10		
Personal Protective Equipment	6.2		12/15/10		
Respiratory Protection	6.3		07/25/10		
Duty Officer Vehicle Usage	6.4		07/05/11		
Recall of Career Fire Fighters	6.5		08/11/10		
Probationary Members	6.6		11/26/10		
Junior Members	6.7		11/26/10		
Permissible Fire Ground Duties	6.8		12/05/10		

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Post Incident Analysis	6.9		02/11/11		
NIMS	6.10		02/14/11		
Fire Investigations	6.11	02/15/11			Scott
Fire Radio Operations					
CHAPTER 7 – TRAINING					
Department Training/Required Training	7.1		04/06/11		
Driver/ Operator w/(Qualification Sheets)	7.2		03/30/08		
Tower/Ladder Driver/ Operator w/(Qualification Sheets)	7.3		12/31/09		
Rescue w/(Qualification Sheets)	7.4		03/24/09		
Interior Firefighter w/(SCBA Qualification Sheets V6)	7.5		12/05/10		
Exterior Firefighter w/(Non-SCBA Qualification Sheets V8)	7.6		12/05/10		
Outside Training Authorization	7.7		07/05/11		
Eligibility for Outside Training	7.8		07/05/11		
CHAPTER 8 – VEHICLES					
Vehicle and Equipment Usage	8.1		07/31/10		
Lateral Driver Qualification	8.2		07/01/10		
Backing Vehicles	8.3		07/14/10		
Operation of Fire Department Vehicles	8.4		07/26/10		
Vehicle Mode of Response	8.5		07/25/10		
Personal Owned Vehicles	8.6		08/24/10		
Vehicle and Equipment Maintenance	8.7		08/23/10		
New Driver Qualifications	8.8		08/23/11		
Maintenance of Driver Qualifications	8.9		02/04/11		
Automatic Tire Chains	8.10		07/05/11		
Snow Chains	8.11		07/05/11		
Blue Lights	8.12		07/05/11		
Washing Vehicles	8.13		07/05/11		
CHAPTER 9 – REPORTING					
Incident Reports (NFIRS)	9.1		08/24/10		
Accident/Injury Reports	9.2				
Release of Information to the Media					
CHAPTER 10 –HEALTH AND SAFETY					

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Plymovent Vehicle Exhaust Systems	10.1		07/09/10		
Safety Belts	10.2		07/27/10		
Smoking	10.3		08/25/10		
Accountability	10.4		06/09/11		
Bloodborne Pathogens	10.5		02/10/11		
Hazardous Communications Program	10.6				
Infectious & Blood borne Disease Control	10.7				
Health Restrictions and Reporting	10.8		02/14/11		
Drug & Alcohol Substance Abuse	10.9	3/15/2011			
CHAPTER 11 – GRIEVANCES					
Grievances	11.1		11/26/10		
CHAPTER 12 – RECORDS					
Right to Know	12.1		07/14/10		
Personnel Files	12.2		08/06/10		
CHAPTER 13 - FIRE POLICE					
Requesting Fire Police					
CHAPTER 14 – DISCIPLINE					
Disciplinary Procedures and Penalties	14.1		11/26/10		
Performance Evaluations					
CHAPTER 15 – SOG(s)					
Notification of Fire Chief	15.1		06/22/10	08/25/10	Scott
Incident Management	15.2		04/27/10		
Apparatus Response & Staffing	15.3		01/25/12		
Riding Assignments	15.4		10/23/07	08/16/10	Brad
One and Two Family Dwellings	15.5		03/12/08		
Multi-Family Dwellings	15.6		04/27/10		
Commercial Properties	15.7		04/27/10		
Industrial Properties	15.8		04/27/10		
High-rise Properties	15.9		11/12/07		
Sprinkler/Standpipe Operations	15.10		03/12/08		
Non-Hydrant Operations	15.11		01/22/08		

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POLICY TITLE	POLICY	DRAFT	FINAL	REVIEW	ASSIGNED
Water Supply	15.12		01/22/08		
Vehicle Fires	15.13		01/22/08		
Vehicle Extrication	15.14		08/12/10		
Helicopter Assistance	15.15		08/12/10		
Hazardous Materials	15.16				
Confined Space Rescue	15.17		08/13/10		
Trench Rescue	15.18		08/13/10		
Carbon Monoxide Alarms	15.19		04/27/10		
Bomb Scare/Tactical Violence (Terrorism) Operations	15.20		08/13/10		
Tornado / Storm Operations	15.21		05/19/10		
Emergency Medical Services	15.22				Brad
Ice/Water Rescue	15.23		08/13/10		
Fire Alarm Procedures	15.24		03/12/08		
MAYDAY	15.25		04/27/10		
Elevator Rescue	15.26				
Lockout/Tagout	15.27				
Equipment/Machinery Rescue	15.28				
APPENDIX					
Station Maintenance Checksheet	2.6A		08/23/10		
Crew Activity Report Form	2.14A		09/09/10		
Employee/Student Permission Letter	2.16A		02/11/11		
Post Incident Analysis Form	6.9A		02/14/11		
CTFFRA Training Authorization Report	7.7A		07/05/11		
CTFFRA mileage Expense Report	7.7B		07/05/11		
Vehicle and Equipment Request Form	8.1A		07/31/10		
Vehicle & Equipment Maintenance Daily Checksheet	8.7A		08/23/10		
Vehicle & Equipment Maintenance Monthly Checksheet	8.7B	8/23/2010			
Repair/Maintenance Request Form	8.7C		08/23/10		
Health Restrictions & Reporting Form	10.8A		12/15/10		
Grievance Form	11.1A		11/26/10		