

Standard Operating Procedures Manual
City of Poquoson Fire and Rescue



**City of Poquoson
Fire and Rescue**

830 Poquoson Ave.
Poquoson, VA 23662
757-868-3510
F757-868-3514

GENERAL ADMINISTRATION

SOP#: GA 25.00

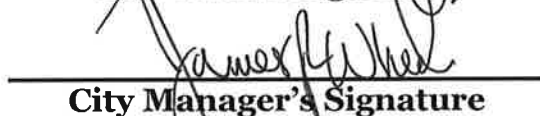
Title: Authorized Use of Utility 1

Effective Date: 04/10/2014

Revised Date: 4/24/2014



Fire Chief's Signature



City Manager's Signature

Authorized Use of Utility 1

I. PURPOSE

The purpose of this policy is to provide guidelines for the authorized use of Utility 1 for career and volunteer staff.

This SOP is not all-inclusive and cannot encompass all situations that may be encountered.

II. POLICY

It shall be the policy of Poquoson Fire and Rescue as well as Poquoson Volunteer Fire Company, Poquoson Volunteer Rescue Squad and Poquoson Ladies Auxiliary to adhere to the following guidelines with respect to the authorized use of Utility 1.

Guidelines:

- Utility 1 shall be used for day to day operations and emergency calls by the members of the Poquoson Volunteer Fire Company, Poquoson Volunteer Rescue Squad, Poquoson Ladies Auxiliary and City of Poquoson Fire/Rescue.
- Utility 1 can be used to attend meetings authorized by the Volunteer Fire Chief with concurrence of the City Fire Chief.

- Utility 1 can be used to attend classes however the following must be met.
 - Must be 2 or more members attending class to use Utility 1 and must be a benefit to the Department and not just the individual.
 - Classes must be Fire/Rescue related
 - Overnight use of Utility 1 to attend class must be pre-approved by the Volunteer Fire Chief with final approval of the City Fire Chief in accordance with City Policy.
- Only approved drivers may drive Utility 1
- All use of Utility 1, with the exception of day to day use, must be scheduled through Fire Administration.
- Utility 1 should be washed and filled up with fuel when returned.