|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  |  |  |  |  |  |
|  |  |  **Blue Ridge Fire District****Policy and Procedure** |  | General Order Number **C103** |  |
|  |  |  |
|  | Subject:**Chain of Command** | Effective Date:**April 1, 2015** |  Total Pages:**1** |  |
| Board Approval Date:**March 21, 2015** | Resends: |  |
|  | Application:**All District Personnel** | *Signed into effect as authorized by the Board of Directors*John Banning, Fire Chief |  |
|  |  |  |  |

**PURPOSE:**

To provide specific guidelines to follow when a member is engaging in written or verbal communications with another member.

**SCOPE:**

The Chain of Command provides for effective communications and appropriate involvement of members in the communication process.

**SAFETY:**

Understanding this Chain of Command policy shall help members, if and when, a situation arises that requires communication up or down the ladder. This policy will help ensure that each member is treated equally and fairly by administration.

**POLICY:**

It is the responsibility of each member to know the Chain of Command of the Blue Ridge Fire District. All members shall be accountable to each other regarding the ascending or descending Chain of Command. Members can assume that unless otherwise stated, the Chain of Command as established in this SOP is being adhered to. When an occasion arises that the Chain of Command is not followed it is the responsibility of the members participating in this exception to notify the affected parties. The Chain of Command is as follows:

Board of Directors

Fire Chief

Assistant Chief

Captain

Engineer

Fire Fighter

Support