


SOG# 505-2	Standard Operating Guideline	Administrative
	<h1 style="text-align: center;">Cumberland Road Fire Department Inc.</h1> <div style="text-align: center; border: 1px solid black; padding: 5px;">Ethics and Conduct</div>	Approved By
		Steven Parrish, Fire Chief
		Effective Date
		Revised Date
		May 1, 1992
		January 1, 2018

PURPOSE:

The successful operation and reputation of Cumberland Road Fire Department is built upon the principles of fair dealing and ethical conduct of our members. Our reputation for integrity and excellence requires careful observance of the spirit and letter of all applicable laws and regulations, as well as a careful regard for the highest standards of conduct and personal integrity.

STANDARD OPERATING GUIDELINE:

The continued success of Cumberland Road Fire Department is dependent upon our customers' trust and we are dedicated to preserving that trust. Members owe a duty to Cumberland Road Fire Department, its customers, and both internal and external stakeholders to act in a way that will merit the continued trust and confidence of the public.

Cumberland Road Fire Department will comply with all applicable laws and regulations and expects its directors, officers, employees, and members to conduct business in accordance with the letter, spirit, and intent of all relevant laws and to refrain from any illegal, dishonest, or unethical conduct.

In general, the use of good judgment, based on high ethical principles, will guide you with respect to lines of acceptable conduct.

To help determine the proper course of action in certain matters, the matter should be discussed openly with an officer and, if necessary, with the Executive Staff for advice and consultation.


Compliance with this policy of business ethics and conduct is the responsibility of every Cumberland Road Fire Department member. Disregarding or failing to comply with this standard of business ethics and conduct could lead to disciplinary action, up to and including possible termination of employment.

To ensure orderly operations and provide the best possible work environment, Cumberland Road Fire Department expects members to follow rules of conduct that will protect the interests and safety of all employees and the Organization.

RULES OF CONDUCT:

It is not possible to list all the forms of behavior that are considered unacceptable in the workplace. The following are examples of infractions of rules of conduct that may result in disciplinary action, up to and including termination of employment:

- * Theft or inappropriate removal or possession of property

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- * Falsification of records
- * Participating in department functions while under the influence of alcohol or illegal drugs
- * Possession, distribution, sale, transfer, or use of alcohol or illegal drugs at the department, while participating in departmental functions, or while operating department-owned vehicles or equipment
- * Fighting or threatening violence in the department
- * Boisterous or disruptive activity in the department
- * Negligence or improper conduct leading to damage of department-owned or customer-owned property
- * Insubordination or other disrespectful conduct
- * Violation of safety or health rules
- * Smoking in prohibited areas
- * Sexual or other unlawful or unwelcome harassment
- * Possession of dangerous or unauthorized materials, such as explosives or firearms, in the department
- * Unauthorized use of telephones, mail system, or other department-owned equipment
- * Violation of departmental standard operating procedures and policies
- * Unsatisfactory performance or conduct

Membership with Cumberland Road Fire Department is at the mutual consent of Cumberland Road Fire Department and the member, and either party may terminate that relationship at any time, with or without cause, and with or without advance notice.