TOLEDO FIRE & RESCUE DEPARTMENT

Article IV - Deputy Chiefs

Last Modified: 09/01/2024 06:31

Export Article IV to PDF
Export -Entire A Manual- to PDF

Section 1 - Authority

A. The Deputy Chiefs shall be next in rank to the Assistant Fire Chief and shall have such bureaus, districts, or other subsections reporting to them as the Fire Chief may designate.

B. In the event of the absence or incapacity of the Fire Chief and Assistant Chief, a Deputy Chief shall be appointed by the Fire Chief to assume the duties, responsibilities, and authority held by the Fire Chief. Such appointment shall be temporary and meet with the approval of the Safety Director.

Section 2 - Duties and Responsibilities

A. They shall report to and be responsible to the Fire Chief for their conduct and actions and for the general management, discipline, efficiency, performance, and training of all members of TFRD under their command.

B. Insofar as possible, they shall coordinate the activities of the members under their command with the activities of the other Deputy Chiefs and shall supervise such activities so as to render the greatest possible service to the Fire Chief. They shall make such reports as are necessary to keep the Fire Chief and all other Deputy Chiefs fully advised in such a manner as to promote the greatest efficiency within TFRD.

C. They shall receive reports, requests, and other communications as may arise from members under their command and shall forward them through proper channels together with their comments and approval or disapproval. Any matter of an unusual or extraordinarily non-routine nature shall be brought immediately to the attention of the Fire Chief.

D. They shall cause an accurate record to be kept of all members under their command and such record shall show the names, dates on and off duty, absences due to illness, injury, vacation, or any other reason, with or without proper authority.

E. They shall keep an accurate file of all general and special orders, directives, forms, and notices issued to the Department.

F. They shall recommend to the Fire Chief such work rules and regulations as they believe will produce the most efficient operation of the members under their command. Such rules and operating bulletins shall be issued in written form by the Chief and shall be kept current by each Deputy Chief.

G. Deputy Chiefs shall hold regular staff meetings with their staff for the purpose of planning operations, implementing the directives of the Fire Chief and/or the Fire Chief, and addressing any problems or requests of the line.

H. Deputy Chiefs shall be responsible to submit an annual report which shall include the goals and objectives for the following year. The report should be consistent with department policy.

I. They shall perform such other duties as the Fire Chief may require.

Section 3 - Fire Duty

A. They shall respond to alarms of fire or other emergencies as directed by the Fire Chief and shall assume command of all operations at the scene until relieved of command by the Assistant Chief or the Chief.

B. They shall take proper measures to have the apparatus and personnel placed in the most advantageous manner for the saving of life and property and the extinguishment of fire.

Section 4 - Discipline

A. They shall hold all Chief and Company Officers of TFRD responsible for the promptness in the discharge of their duties, efficiency, and condition of their respective personnel and equipment, for any neglect in carrying out minutely and fully all laws, ordinances, directives, rules, and regulations or procedures governing TFRD.

B. They shall have the right to issue orders to and command the services of any subordinate member of TFRD, bearing in mind the responsibilities of all such subordinates. However, the proper chain of command will be followed when feasible.

C. Deputy Chiefs may temporarily relieve from duty any member under their command who may, in the opinion of the Deputy Chief, be unfit for duty due to a physical, mental, psychological, or emotional condition. Such action, if taken, shall be immediately reported to the appropriate higher authority for further investigation and/or action.

D. Shall cause an investigation of, and the formulating of charges preliminary to a hearing before the Fire Chief in the event of an infraction of the General Rules for any member under their command as outlined

in the Guidelines for Disciplinary Action by a member of TFRD.

Permanent link:
https://www.tfrdpolicies.com/dokuwiki/doku.php?id=a_manual:article_iv

Last update: **09/01/2024 06:31**