TOLEDO FIRE & RESCUE DEPARTMENT

B-47 Relief Procedures

Non-Emergency Manual

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Policy/Procedure

1. Routine relief of a platoon shall be accomplished at 0700 hours daily per current contractual language.

2. The company officer shall have both the off going and on coming shifts meet at the designated roll call location. The company officer shall then call the roll of each individual member and read and explain all orders received since the last roll call.

3. All fire personnel shall remain in proper uniform until officially relieved. Relieved firefighters may depart from the station in civilian clothing, fatigue uniform, or, with the Chief's approval, in Fire Department dress uniform. Items of the Toledo Fire and Rescue Department issued uniform shall not be mixed with non-regulation wearing apparel.

4. Early relief shall be allowed. Early relief is not nor will it be considered a trade of time with regard to compensation. It is understood to be a completely voluntary agreement between the members involved. Early relief shall be allowed between 0630 hours and 0700 hours only. Early relief shall be position for position as the reliever accepts all responsibilities and duties of the person being relieved. Company officers shall be made aware of the early relief by the off-going member.

5. When reporting on duty fire personnel shall be dressed in a clean, neat, and proper uniform, and be properly groomed with shoes polished. Any member not properly attired at the 0700 hour roll call shall be considered late for duty.

6. All fire personnel shall place their own turnout gear in the position designated by the company officer and personally remove it when they are relieved.

7. For the convenience of company personnel, a company officer at each station will remain immediately available during this half hour period (0630 x 0700 hours) to expedite relief.

See Also:

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