



Rogers Fire Department Standard Operating Procedures

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| Policy Title: | Platoon System | | |
| Policy Number: | 126 | Volume: | Administration |
| Approved By: | Tom Jenkins | Last Updated: | July 2017 |
| CFAI Reference: | N/A | CAAS Reference: | N/A |
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PURPOSE

The purpose of this policy is to establish shift schedules for the Rogers Fire Department.

POLICY

The three (3) platoon system shall be used to manage the majority of firefighters assigned to field operations. Some field operations members may be assigned to work alternative schedules, as necessary. Members of the department working the platoon schedule shall be assigned to one of the three (3) platoons, 'A', 'B', or 'C'. Each platoon shall be on duty for two, twenty-four hour (24) shifts in a row and then off duty for ninety-six (96) hours. The regular change of platoons shall be at 7:00am.

Company officers shall not permit their platoon to go off duty until properly relieved. If an employee fails to report for duty, a member of the off-going platoon shall be selected to remain on duty until such member reports or other arrangements are made.

The Captain of the relieving platoon shall, if the off-duty platoon is out at an emergency incident and is likely to be on scene for an extended period of time, proceed to the incident with his or her platoon and report to the incident commander.

All employees shall be prompt and on time at shift change. Tardiness will be subject to disciplinary action.

Members assigned to other divisions or projects shall work such hours as assigned by the fire chief.