

# SILVERTON FIRE DISTRICT BOARD POLICY MANUAL



# *Silverton Fire District*

## *Board Manual*

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**POLICY 501: LAW ENFORCEMENT LIAISON (RESCINDED)**

*Originated: March 10, 1987  
Revised: November 11, 2003  
Reviewed: September 8, 2020*

Policy 501 was rescinded by the Board of Directors on November 10, 2020. Law enforcement liaison guidelines can now be found within the District's Operational Guidelines.

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**POLICY 502: LOSS PREVENTION & SAFETY**

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*Originated: September 12, 1989*

*Revised: November 10, 2020*

*Reviewed: November 10, 2020*

**PURPOSE**

The safety and health of all volunteers, fulltime paid staff, and members of the Board of Directors ~~are~~ is a shared goal of all who work for this district. The district's policy is that all volunteers, fulltime paid staff and members of the Board of Directors share responsibility for taking reasonable steps to engender a safe and healthful workplace.

**OVERVIEW**

The district has a safety committee consisting of volunteers and fulltime paid staff. Guided by OSHA, ~~The~~ goal of the committee is to assist in identifying hazards and unsafe work practices, mitigating obstacles to accident prevention, and evaluating the district's safety program.

With the support of the Board of Directors, ~~The~~ district expects all volunteers and, fulltime paid staff ~~and members of the Board of Directors~~ to participate in the following Loss Control Program (LCP) efforts by:

- Striving to achieve zero accidents and injuries;
- Taking reasonable steps to improve safety and health policies and procedures at the district;
- Assisting loss control efforts aimed at identifying and mitigating industrial hygiene and/or safety hazards;
- Identifying reasonable and appropriate mechanical and physical safeguards;
- Conducting reasonable safety and health inspections;
- Training workers as needed in safe work practices and procedures;
- Identifying and providing personal protective equipment (PPE) as appropriate to specific job tasks and training employees in proper care and use of PPE;
- Using appropriate PPE;
- Reporting hazards, unsafe work conditions, and on the job near misses/accidents;
- Assisting in the investigation into the cause of on the job injuries, and in the identification of reasonable methods to prevent similar occurrences;
- Supervising workers in safe work practices
- Enforcing applicable safe work rules
- Disciplining and retraining workers that fail to work safely
- Participating in and supporting safety committee activities
- Reviewing the district's safety and health program annually or as needed

~~Because~~ Board Policies are used administratively, i.e.: purchasing, budgeting, health care benefits, etc., ~~they and~~ do not address the bullet points as listed in this ~~Loss Control Program~~ LCP. Operational Guidelines have been established to ensure that the ~~Loss Control Program~~ LCP is followed. These Operational Guidelines are periodically reviewed and changes are made if needed or required by local, state, or federal law.



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**POLICY 503: HAZARD COMMUNICATION (RESCINDED)**

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*Originated: March 9, 1993*  
*Revised: November 11, 2003*  
*Reviewed: September 8, 2020*

Policy 503 was rescinded by the Board of Directors on November 10, 2020. Hazard communication guidelines can now be found within the District's Operational Guidelines.

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**POLICY 504: FIRE COMPANY WARNING LIGHTS  
(RESCINDED)**

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*Originated: April 12, 1994*  
*Revised: November 11, 2003*  
*Reviewed: September 8, 2020*

Policy 504 was rescinded by the Board of Directors on November 10, 2020. Fire company warning light guidelines can now be found within the District's Operational Guidelines.

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**POLICY 505: COURT ORDERED COMMUNITY SERVICE**

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*Originated: September 11, 2001*

*Revised: November 11, 2003*

*Reviewed: November 10, 2020*

**PURPOSE**

The purpose of this policy is to provide a guideline for the staff of the Silverton Fire District to integrate person(s) who have been assigned Community Service by local judiciatures so they can obtain the requirements set forth by the court without compromising the integrity of the Silverton Fire District or the safety of the staff and volunteers.

**AUTHORITY**

The Fire Chief or his/her designee will have the authority to accept or deny any request for community service under the guidelines set forth in this policy.

**GUIDELINES**

After a request of community service has been obtained from an individual or by the representative of the courts, a date and time shall be set for an interview of the person(s) requesting to complete required community service time. The interview shall consist of the following:

- Name of person(s) that have requested community service.
- All documents from the courts pertaining to community service.
- Reason for community service.
- Number of hours of community service to be served and arrangements of time(s) and date(s) to complete the requirements of community service.
- Proof of Insurance coverage information for the person(s) that need to complete community service.

For the protection of the Silverton Fire District, employees, and volunteers, all requests for community service will be denied if the reason for community service is of a nature of theft, violence, arson, or the need for detailed supervision of any kind. The Silverton Fire District will not be responsible for or provide insurance coverage while person(s) are within the court ordered community service program through the Silverton Fire District. The Fire Chief or his/her designee may terminate any person(s) community service request at any time if it is not in the best entrust of the Fire District or the general intent of the community service program. Person(s) requesting community service must comply with all the above guidelines or the request for community service will be denied.

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**POLICY 506: HAZARDOUS ENERGY LOCK-OUT & TAG-OUT  
(RESCINDED)**

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*Originated: September 11, 2001*

*Revised: November 11, 2003*

*Reviewed: September 8, 2020*

Policy 506 was rescinded by the Board of Directors on November 10, 2020. Hazardous energy lock-out and tag-out guidelines can now be found within the District's Operational Guidelines.

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**POLICY 507: RESPIRATORY PROTECTION PROGRAM  
(RESCINDED)**

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*Originated: March 2011*

*Revised:*

*Reviewed: September 8, 2020*

Policy 507 was rescinded by the Board of Directors on November 10, 2020. Respiratory protection guidelines can now be found within the District's Operational Guidelines.