

**Effective:** 01-08-1998

**Revised:** 08-16-2006

**Section:** 01.01

## Policy Manual

### Organizational Statement

**Purpose:**

To establish an efficient and effective administration and command structure within the College Place Fire Department. (WAC 296-305-01509-7, N.F.P.A. 1201-5-1)

**Scope:**

This Policy shall apply to all positions budgeted to the College Place Fire Department.

**Responsibility:**

The Fire Chief, under the authorization of the College Place City Council and Mayor, shall develop and maintain an organizational structure that provides for the safe, effective, and efficient delivery of the services provided by the Fire Department.

Management of the Department shall be the responsibility of the Fire Chief. Supporting the Fire Chief at various levels of rank and responsibility there will be, support staff, and uniformed officers and fire fighters assigned to such positions as deemed necessary by the Chief with the concurrence of the City.

The organizational structure of the Fire Department is described in the Rules and Regulations Manual Section 2.01. Job descriptions for the positions covered by this policy appear in the Rules and Regulations Manual Section 9.01 through 9.09. Fire Department job descriptions shall be developed. These job descriptions shall be reviewed prior to the announcement of openings for any covered position.

**Approved:**



**Date:** 08-16-2006

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