

Effective: 01-15-1998

Revised: 08-16-2006

Section: 2.08

Rules and Regulations
Portable Radio Equipment

Purpose:

To standardize the care and use of Department portable radios to prevent costly repairs and extend the life of the radios and batteries.


Scope:

These rules apply to all Fire Department Shift Personnel.

Responsibility:

It shall be the Training Officer's responsibility to ensure that all Shift personnel are familiar with the care and use of portable radios. It is the individual member's responsibility to ensure that portable radio equipment placed in his/her care at the start of the Shift or is assigned is handled in compliance with these Rules.

1. All portable radios will be turned off and in their charger except when responding or in use.
2. Lapel microphones or headsets shall not be removed from radio equipment so equipped. This includes the hold down clips that attach the lapel microphones and headsets in place.
3. All portable radios will be assigned to a vehicle and will remain on the assigned vehicle. Portable radios shall not be moved from one vehicle to another without authorization of the Chief or his/her designee.
4. Portable radio equipment that is damaged or not operating properly shall immediately be removed from service. The radio, along with a Radio Repair Report, (Chief office), A notation should then be made in the Watch Office indicating a radio is missing, and where it is located.

<p>Approved: </p>	<p>Date: 08-16-2006</p>
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