
Indian Valley Community Services District

POLICY HANDBOOK

POLICY TITLE: Fire Department Membership
POLICY NUMBER: 7000
ADOPTED:
REVIEWED:
REVISED:

7000.10 Membership in the department shall consist of no more than thirty-five (35) from the towns of Greenville, Taylorsville, Genesee and North Arm.

7000.11 Members must reside within the area and are subject to the discretion of the Fire Chief. Members must reside within the area twenty-five percent (25%) of the calendar year to be considered for membership.

7000.20 Members shall be of sound physical condition and good moral character.

7000.21 All prospective members shall undergo an evaluation which will consist of a physical examination, pulmonary function test, live scan and drug testing per Policy 2600 – Drug-Alcohol Abuse.

7000.30 Members must adhere to the District's policies and procedures. All members shall receive a copy of the District's policies and procedures that pertain to the Fire Department upon appointment to the department.

7000.40 Any member leaving the department for any reason shall have no claim or privileges specified to the general membership. Members must return all department property upon separation.

Indian Valley Community Services District

POLICY HANDBOOK

POLICY TITLE: Fire Department Issued Personal Equipment
POLICY NUMBER: 7010
ADOPTED:
REVIEWED:
REVISED:

7010.10 The department will issue appropriate Personal Protective Equipment (PPE) to all members. This equipment may consist of, but not be limited to:

7010.11 Bunker Gear: Turnout Pants, Coat, Helmet with Lights, Boots, Gloves, Flashover Hood.

7010.12 Wildland Gear: Wildland Nomex Coat and Pants, Shirt, Boots, Gloves, Hardhat with lights, Goggles, Web Gear, War Bags.

7010.13 Uniform: Approved Uniforms, Trousers, Badge, Collar Devices, Embroidered Name Tag.

7010.14 Portable Radio

7010.15 Pager

7010.16 Emergency Medical Services (EMS) PPE, if applicable.

7010.20 Any and all equipment issued by the Fire Chief or his/her designee shall be listed on the Personal Equipment Inventory form. This equipment shall remain the property of the department and shall be returned upon the member's separation from the department. If not returned, the member shall be assessed the replacement cost for missing equipment and subsequently billed by the department. Signature of acknowledgement of this section of policy is required upon issuance of department equipment.

Indian Valley Community Services District

POLICY HANDBOOK

POLICY TITLE: Fire Department - Substance Abuse
POLICY NUMBER: 7020
ADOPTED:
REVIEWED:
REVISED:

7020.10 No member may, at any time, respond to any incident, training, work detail or other official activity of the department while under the influence of drugs or alcohol.

7020.20 Penalties for violation of this policy may include:

7020.21 In the case of gross violation, immediate termination by the Fire Chief will be the only disciplinary action taken.

7020.22 First Offense: Written reprimand and immediate suspension from the department for no less than fourteen (14), nor more than thirty (30) days.

7020.23 Second Offense: Written reprimand and immediate suspension from the department for no less than thirty (30), nor more than sixty (60) days. The membership may elect to file a grievance for the removal of the offender.

7020.24 Third Offense: The member shall be terminated from the department by written notice from the Fire Chief. Members will have the right to grieve this action before the IVCSD Board of Directors which has the only authority to override the Fire Chief's decision.

Indian Valley Community Services District

POLICY HANDBOOK

POLICY TITLE: Fire Vehicle Operations
POLICY NUMBER: 7030
ADOPTED:
REVIEWED:
REVISED:

7030.10 Authorization to operate vehicles is obtained from the appropriate Captain for each vehicle/class of vehicle. In the event that the Captain is unable to grant authorization, the Fire Chief or Assistant Fire Chief may grant authorization to members.

7030.20 Responding to Calls

7030.201 No member shall, when responding in a personal vehicle, at any time, exceed the posted speed limit nor disregard any traffic law while responding to an emergency call in their personal vehicle. This includes responding to the fire hall as well as addresses within the Indian Valley Community Services District (IVCSD) boundaries.

7030.202 No member shall, at any time, respond to a call outside the boundaries of the IVCSD in their personal vehicle (i.e. traffic collisions on Highway 89) unless they are first at scene initially reporting the incident or specifically requested to do so by the Incident Commander or a law enforcement officer.

7030.203 No member shall, at any time, exceed the posted speed limit nor disregard any stop sign within the boundaries of the IVCSD or any local residential area while operating a department vehicle "Code 3" (emergency lights and sirens).

NOTE: The maximum speed limit for department vehicles operating "Code 3" outside the IVCSD boundaries on state or federal highways is 15 (fifteen) miles per hour over the posted speed limit.

7030.204 No engine may respond to any call without two personnel on the piece of equipment.

7030.30 “Code 3” operations

7030.301 Code “3” operation of a vehicle is subject to the California Vehicle Code, and nothing contained herein shall supersede it.

7030.302 All traffic laws and regulations shall apply in instances where “Code 3” operation is not required or applicable to the situation.

7030.40 Penalties for violating this policy

7030.401 For a first offense, a written warning and acknowledgement by the offending member.

7030.402 For a second offense, a written warning and a thirty (30) day suspension from responding with the department.

7030.403 For a third offense, the member shall be terminated from the department by written notice from the Fire Chief. Members will have the right to grieve this action to the General Manager which has the only authority to override the Chief’s decision.

7030.50 Fire Department Officers have the authority to automatically reprimand as set forth above for a first offense. Documentation shall be provided to the Fire Chief. For a second offense, the Fire Chief must be notified prior to the officer taking action. Only the Fire Chief may handle the third offense.

7030.60 Personnel must be appropriately licensed and authorized to operate vehicles. The requirements are as follows:

7030.601 Engine : Class C driver’s license, driver training, documented instruction and testing on use of equipment in vehicle (powered hydraulic tools, air bags, medical equipment, etc.)

7030.602 Tenders: Either a Commercial Class B or Firefighter Class B license with tank and air brake endorsement, driver training, documented instruction and testing on pump operation and equipment use.

7030.603 Engines : Either a Commercial Class B or Firefighter Class B license with tank and air brake endorsement, driver training, documented instruction and testing on pump operation and equipment use.

7030.604 Trucks: Class C driver's license, documented instruction and testing on equipment and equipment use.

Indian Valley Community Services District

POLICY HANDBOOK

POLICY TITLE: Guidelines for use of Fire Department resources

POLICY NUMBER: 7035

ADOPTED:

REVIEWED:

REVISED:

- 7035.10 Rationale** – Indian Valley is dependent upon the Fire Department Personnel to respond quickly and responsibly to emergencies. To ensure rapid response to incidents, Fire Department Personnel are given access to significant emergency response resources including vehicles, hand held equipment, facilities, credit cards etc. This means that Fire Department Personnel are in a position of trust with the IVCS and the community to use these costly resources in an appropriate and authorized manner.
- 7035.20 IVCS Policy 2052** “Use of Equipment”, establishes basic standards that define the appropriate use of Fire Department resources. The purpose of this policy is to more clearly define the appropriate use of Department resources.
- 7035.30 Use of equipment** – Personnel who are trained and authorized may use Department equipment when responding to an incident, for training, maintenance or for other purposes as approved by the Fire Chief and/or his/her authorized representative. Use of Department equipment that is not authorized (no license, joyriding, personal firewood cutting, transporting friends, personal use of turnouts, etc.) will result in disciplinary action by the Department.
- 7035.40 Use of facilities** – The Department has a significant investment in facilities and resources including computers, radios, recreational equipment. These resources are available for department use in response to incidents and for training. They are also available for meetings and informal gatherings or as authorized by the Fire Chief and/or his/her authorized representative. Unauthorized use of the facilities may result in disciplinary action.
- 7035.50 Use of credit cards** – Credit cards are provided for refueling of vehicles and equipment. Unauthorized use of cards for personal reasons is a crime punishable by the laws of the State of California.
- 7035.60 Disciplinary Action** – Unauthorized use of Department resources is a breach of community trust and a violation of Department regulations. The Fire Chief is responsible to discipline personnel for violations as defined in this policy. Discipline will be determined by the scope of the incident or repetitive violations. Discipline may include, a verbal reprimand, a written reprimand maintained in the firefighter’s personnel file, probation, and dismissal from the department or prosecution by Plumas County District Attorney.

Indian Valley Community Services District

POLICY HANDBOOK

POLICY TITLE: Fire Department Officer Weekend Duty
POLICY NUMBER: 7040
ADOPTED:
REVIEWED:
REVISED:

- 7040.10** There shall be a duty schedule compiled annually by the Fire Chief listing the weekend dates for officer duty. Officer duty will be served by the Fire Chief, Assistant Chief(s), and Captain. This shall ensure the response of someone who will be in command to incidents the department is dispatched to. It is important that department officers are available to respond to calls and assume command whenever possible. To this end, the Fire Chief will develop, on at least an annual basis, a weekend duty roster for department officers.
- 7040.20** This policy does not prevent any other officers or members from responding to incidents, as this is a volunteer department, all members are expected to respond as they are available.
- 7040.30** Duty schedules will be as follows:
- 7040.31** The Fire Chief will be scheduled for evening duty Sunday through Thursday from 1900 hours to 0700 hours.
 - 7040.32** The Assistant Fire Chief and Captains will be scheduled for weekend duty commencing at 1900 hours Friday and ending at 1900 hours Sunday. Officers will be assigned on a rotating basis.
 - 7040.33** Officers will respond, as available, to incidents from 0700 hours to 1900 hours Monday through Friday.
- 7040.40** Officers not able to respond to calls during their assigned shift are responsible for finding another officer to take their place by exchanging weekend assignments. The Fire Chief shall be notified of changes to the duty roster.
- 7040.50** All officers and members of the Department are expected to respond to incident calls as they are available.

Indian Valley Community Services District

POLICY HANDBOOK

POLICY TITLE: Fire Department Leave of Absence (LOA)

POLICY NUMBER: 7060

ADOPTED:

REVIEWED:

REVISED:

- 7060.10** Introduction – Members of the Fire Department from time to time and for various reasons will be required to document and obtain an approved leave of absence (LOA) for periods in excess of 30 days, at the discretion of the Fire Chief. The purpose of this policy is to insure the integrity of the Fire Department membership.
- 7060.20** Duration – A leave of absence can be approved for a maximum of 6 months. Additional six month extensions must be documented and approved.
- 7060.30** Participation – While on LOA, members are not permitted to respond to calls or actively participate in training. They may however, attend drills/training only as an observer.
- 7060.40** Application for LOA –Members of the Department may apply for an LOA using a Fire Department Approved Form. Additionally members of the Fire Department absent for more than a month may be placed on LOA at the discretion of the Chief. Members placed on LOA by the chief shall be notified by letter. Need a Form
- 7060.50** Medical Leave of Absence – Applications for a medical LOA require the signature of a physician. A return to service from a medical LOA requires the written approval of a physician.

Indian Valley Community Services District

POLICY HANDBOOK

POLICY TITLE: Fire Department Training

POLICY NUMBER: 7070

ADOPTED:

REVIEWED:

REVISED:

- 7070.10** The Indian Valley Community Service District Fire Department provides basic Fire Fighter training to meet the National Fire Protection Association (NFPA) standards for Fire Fighter 1. This training includes First Responder Medical, ICS 200, Haz Mat FRO, and driver training for the ambulance and fire trucks.
- 7070.20** The Fire Department will also pay some of the costs of Emergency Medical Training. Volunteers interested in this program need to receive prior approval from the District's General Manager.
- 7070.30** The Fire Department will also provide additional training in specialties which are deemed necessary for the department. These training opportunities may also require service agreements based on time and cost as determined by the Fire Chief.

Appendix 1 to IVCS D Policy 7070

This sample form, may be revised at the Fire Chief & General Manager's discretion

**Indian Valley Fire Department
EMT, AEMT & EMT-P
Training Agreement**

This training agreement is entered into between the Indian Valley Community Service District (IVCS D) and _____. The agreement is for the member of the Indian Valley Community Fire Department (IVFD) to complete _____ training that starts in _____ and for the IVCS D to pay for the certification program.

Member agrees to:

1. Obtain written authorization by the Fire Chief prior to enrolling in any training program where payment will be requested.
2. Meet the requirements for successful course completion and certification by a California State authorized Emergency Medical agency
3. While enrolled as a student in this program the member shall:
 - a. Complete all mandatory department training programs.
 - b. Maintain department participation standards.
4. Sign a "Grade Release Form" in order that the Fire Chief may track the student's progress and status.
5. After obtaining EMT, AEMT, or EMT-P certification, the member shall participate substantially and satisfactorily with the MCFD EMS Operations and Events for the following periods of time:
 - EMTs for a minimum of one year from their certification date.
 - AEMTs for a minimum of two years from their certification date,
 - EMT-Ps for a minimum of three years from their certification date.
6. If the participant fails to successfully complete the training program including the certification process, the member shall reimburse the IVCS D 100% of the program cost paid for by the District.
 - a. The Fire Chief may waive or modify this requirement to reimburse the District should the member's inability to complete the program or certification process be due to personal injury, illness or family emergency. Such waiver will be subject to the review and approval by the General Manager.

Appendix 1 to IVCS D Policy 7070

This sample form, may be revised at the Fire Chief & General Manager's discretion

7. If the participant fails to participate as an EMT/AEMT/EMT-P for the duration of this agreement as specified in paragraph 4, the member shall reimburse the IVCS D a prorated portion of the program cost paid for by the District, which shall be based on the cost of the program divided by the number of months service as agreed to minus time served.
 - a. The Fire Chief may waive or modify this requirement to reimburse the District should the member's inability to complete the program or certification process be due to personal injury, illness or family emergency.
8. In the event that legal action must take place in order to enforce this agreement, the participant who has signed this agreement shall be responsible for all fees and costs incurred, including but not limited to attorney fees for both parties and court costs.

The IVCS D agrees to:

1. Pay the registration fee for the participant upon acceptance into the program.
2. Pay program tuition, textbooks and applicable course fees. Estimated cost of the program is _____\$. Cost reimbursements beyond this amount must be authorized by the Fire Chief prior to their being incurred.
3. Pay examination fees for the first examination. Subsequent attempts to pass the exams will only be paid for by the District upon successful completion and certification. A maximum of two exam attempts will be paid for by the District.
4. Allow an exemption from the 50% training/meeting attendance requirement while the member is completing the didactic portion of the program.

Signatures below indicate acceptance by the member and the IVCS D to the terms of this training agreement.

Member Name

Date Signed

IVCS D, Fire Chief

Date Signed

IVCS D General Manager

Date Signed

Indian Valley Community Services District

POLICY HANDBOOK

POLICY TITLE: Fire Department Disciplinary Action
POLICY NUMBER: 7090
ADOPTED:
REVIEWED:
REVISED:

7090.10 Purpose

7090.11 The purpose is to describe the progressive discipline and enforcement guidelines and procedures for the Indian Valley Fire Department.

7090.20 Scope

7090.21 This policy shall apply to all volunteer members of the Indian Valley Fire Department.

7090.30 Enforcement

7090.31 All Indian Valley Fire Department Officers shall have the authority and duty to enforce the rules, regulations, policies and procedures, whether written, oral or special, as set forth by the Indian Valley Fire Department By-Laws, Standard Operating Guidelines and/or Indian Valley Community Services District policies.

7090.32 Due to the nature of some offenses, Indian Valley Fire Department Officers may, in the interest of safety, immediately suspend and/or remove from duty any member of the Indian Valley Fire Department. Such action shall be reported to the Chief as soon as possible so that the investigative procedures can be activated.

7090.33 The following are offenses that may warrant immediate suspension or removal. This list is not inclusive and may be changed with Board of Director's approval.

7090.331 Felony, theft or conspiracy to commit felony or theft.

7090.332 Using or being under the influence of intoxicants while on duty.

7090.333 Use of illegal drugs, on or off duty.

7090.334 Misuse of prescription drugs, on or off duty.

7090.335 Operating Indian Valley Fire Department resources while under the influence of drugs and/or alcohol.

7090.336 Neglect of duty, which impairs the ability to perform normal operations.

7090.337 Offensive or derogatory behavior.

7090.338 Failure to follow established safety procedures.

7090.339 Violation of HIPPA laws and/or statutes.

7090.3310 Willful disregard of orders from Indian Valley Fire Department Officers.

7090.3311 Insubordination.

7090.3312 Interfering with or giving false testimony during departmental investigations.

7090.40 Investigations

7090.401 The Fire Chief shall be notified of any disciplinary action taken, and shall be in possession of all related disciplinary records as soon as possible.

7090.50 All reports of charges and/or wrongdoing shall be investigated.

7090.51 Under the direction of the Fire Chief, the members of the Grievance Committee, not directly involved with the incident, shall conduct any investigation. Such investigation shall comply with Policy 2220 Disciplinary Action. The Department shall conclude all investigations with one or more of the following:

7090.52 Proper Conduct

The member has been found to have acted within the scope of the Indian Valley Fire Department By-Laws, policies, and guidelines and no further investigation or action is warranted.

7090.53 Improper Conduct

The member has been found to be in violation of Indian Valley Fire Department By-Laws, SOP's, or SOG's and disciplinary action is warranted.

7090.54 Policy/Procedure Failure

A deficiency with the Indian Valley Fire Department By-Laws, SOP's, or SOG's has been found and shall be corrected. Disciplinary actions against the member may or may not be warranted, depending on the offense.

7090.55 Insufficient Evidence

A wrongdoing may have occurred but there is insufficient evidence to continue an investigation.

7090.56 Unfounded

No evidence is available to substantiate a claim of wrongdoing and no further investigation is needed.

7090.60 Disciplinary Actions

7090.61 It shall be the policy of the Indian Valley Fire Department to make every effort to use counseling or additional training to assist in correcting deficiencies.

7090.62 Any member found in violation of the Indian Valley CSD Policies may be subject to one or more of the following disciplinary actions, with consideration for the nature of the offense and the members previous conduct on record:

7090.621 Non-Punitive Letter of Caution

A letter explaining that the actions of the member were wrong but no disciplinary action will be taken. Said member will be monitored for further incidents.

7090.622 Written Reprimand

A letter that makes a permanent record of a specific violation or behavior. Corrective actions such as restriction of privileges or reimbursement of damages may be included.

7090.623 Disciplinary Probation

Action that requires the member to abide by behavioral conditions as set forth by the Indian Valley Fire Department for a specific amount of time. Any deviation from the conditions set forth may require implementation of more severe actions.

7090.70 Emergency Removal from Duty (Investigative Suspension)

7090.71 Removal from duty, usually for the loss, expiration of, and/or failure to provide required documentation for service, such as job-related certifications, driver's license problems, etc. Suspension will usually last until corrective measures have been taken.

7090.72 Disciplinary Suspension: Removal from duty for a specific amount of time, usually for severe or repeated violations of Indian Valley Fire Department By-Laws, SOP's, or SOG's.

7090.73 Termination Member is discharged from the Indian Valley Fire Department.

7090.80 Documentation

7090.81 All documentation, included required reports, witness statement, etc., shall be considered confidential at all times and shall not be released, except for purposes such as separate investigations by law enforcement agencies or for review by the Grievance Committee and/or the IVCSO Board of Directors.

7090.82 Only documentation relating to the charges and actions taken will be placed in the member's personal folder. All other materials related to the incident will be placed in a location as specified by the Indian Valley Fire Department Fire Chief.

7090.90 Appeal Procedures

7090.91 Any member of the Indian Valley Fire Department wishing to file an appeal for disciplinary action imposed by the Indian Valley Fire Department shall notify the Indian Valley Community Services District General Manager in writing within 72 hours of receiving their disciplinary notice.

7090.92 The General Manager shall inform the IVCSO Board of Directors of an appeal of department disciplinary action. At the Board of Director's discretion, the Board may or may not elect to hear the appellant's case at the Board's discretion. Per IVCSO Policy, the board is the only authority that may overrule the Fire Chief's decision.

7090.93 Any ruling made by the IVCSO Board of Directors shall be considered final.

7090.100 Retaliation

7090.101 Any member who is found to have caused harm in the form of retaliation, reprisals and/or retribution to another member for submitting reports or evidence of wrong-doing shall be immediately removed from duty for the purpose of dismissal from the Indian Valley Fire Department.

7090.102 The Indian Valley Fire Department fully intends to cooperate in any manner and to forward any and all substantiated evidence to the appropriate County, State, and Federal authorities having jurisdiction over the various "Whistleblowers" laws and statutes on file.

Indian Valley Community Services District

POLICY HANDBOOK

POLICY TITLE: Explorer Fire Fighter Program
POLICY NUMBER: 7100
ADOPTED:
REVIEWED:
REVISED:

7100.10 Purpose

7100.11 The Indian Valley Volunteer Fire Department is proud to be a volunteer fire department. Our explorer firefighter program was established to develop youth with skills in fire training and service. Being an explorer firefighter is a rewarding way to learn these skills. All training, uniforms and personal protective equipment are provided at no cost. However, all equipment will need to be returned once the Explorer firefighter exits the program. Being a firefighter is a dangerous job. Strict laws exist to protect minors from the most hazardous situations. For example, explorer firefighters will never enter a burning building or operate on top of a roof. The Indian Valley Volunteer Fire Department takes safety very seriously and will not tolerate horseplay during exploring training or real emergencies. It must also be recognized that during emergency conditions, an explorer might be asked to complete a task prohibited by law. In this case, the explorer member must take responsibility to alert the member asking to the fact that it is prohibited. The explorer should then report the request to command at the scene. Once back at the station, explorers should report such incidents to an explorer advisor so that follow up training can be provided to the crew. **AN EXPLORER SHOULD NEVER INTENTIONALLY BREAK THE LAW, EVEN IN AN EMERGENCY SITUATION.**

7100.20 Introduction

7100.21 The Indian Valley Voluntary Fire Department Explorer Program has adopted the requirements set forth by the Boy Scouts of America, "Learning for Life" career exploring program to be an Explorer firefighter. Explorer firefighters must be at least 14 years old but not older than 18 years old, Explorers should be willing and able to attend at least 50% of scheduled meetings and required trainings. We believe in and support our Explorers in making school, school functions and sporting events their top priority. Explorers will need to notify their advisor when they will be absent due to school events. The Special trainings are optional but highly encouraged. Explorers must maintain a 75% average or higher in their schoolwork to remain active. Explorer firefighters need to be self-starters and be willing to learn. Explorers who regularly

strive to learn more and be involved will be rewarded with increasing levels of responsibility and opportunities. The fire department is proud of its members. Explorer members are expected to conduct themselves in a professional manner when representing the fire department including abiding by all HIPPA regulations. Talking about internal fire department activities including finances and other fire departments reduces the public trust and will be dealt with appropriately. We are happy to have you as a member of the Indian Valley Volunteer Fire Department. We look forward to some great training and your assistance during actual emergencies.

7100.30 Rules and Regulations

7100.31 The IVFD Explorer Advisors, and the Fire Chief will directly supervise the explorer firefighter program. A committee made up of members of the regular fire department, will be assigned by the Chief, to act as the “Explorer Advisors”.

7100.32 The Explorer Fire Department shall abide by all federal, state and departmental rules and regulations.

7100.33 All members of the IVFD Explorer Firefighter program shall meet the minimum standards.

7100.34 Explorer members do not have voting privileges within the regular fire department. Explorers may attend meetings, but might be asked to leave the room while some issues are discussed.

7100.35 All Explorers must review the Explorer Orientation Packet.

7100.36 All fire department members must recognize rules and regulations that govern minors and their safety. Explorer members are not permitted to participate in activities that are prohibited. Explorer members must recognize when they have been asked to perform something not appropriate and will report this to the requesting firefighter and commanding officer.

7100.37 Explorer members must be accompanied by an advisor of the IVFD at all times and should not be at the station unsupervised.

7100.38 All explorer members must sign in and out of the explorer time log sheet at the station every time they enter and exit the building. An advisor of the department must sign in explorers. NO EXCEPTIONS!

7100.39 Only officers may talk to the media. All Explorer members will refer all questions regarding the fire department to the most senior officer on the scene. Explorers are expected to represent the fire department in a positive manner. It is not appropriate to discuss internal matters of the fire department or talk negatively about other fire departments.

7100.40 Explorers ARE NOT to bring their friends to hang out around the fire station.

7100.41 Any injuries occurring during training or a scene call are covered by Learning for Life liability insurance and the Crater Lake Council of the Boy Scouts of America Accidental Illness and Injury insurance. All injuries must be reported to the senior officer as soon as practical for documentation and treatment.

7100.42 Explorers CAN NOT respond to calls or come to the station if sick or under the influence of prescription medications, alcohol or illicit drugs that may impair judgement.

7100.43 Mobilization of the explorer post will be upon notification of an emergency within the CSD boundaries. Explorers shall respond to the fire hall and don their PPE and await direction from an advisor for which unit to respond with.

7100.50 Hours of Operations Ages 14-17

7100.51 No activity or responding to calls while school is in session. NO EXCEPTIONS!

7100.52 No activity or responding to calls between 10:00PM and 7:00AM Sundays through Thursdays.

7100.53 No activity or responding to calls between 12:30AM and 7AM during school breaks.

7100.54 Explorers may attend training and meetings after 7PM but must be out of the station by 10PM.

7100.55 No scene responses between 12:30AM and 7AM on weekends, school breaks and holidays.

7100.60 Driving of Personal Vehicles

7100.61 Only members that are at least 16 years old and have a valid California driver's license and proof of insurance may drive personal vehicles to the fire station.

7100.62 Explorers are NOT permitted to respond to any calls outside the Indian Valley Community Services District boundary or on any mutual aid/automatic aide calls.

7100.63 UNDER NO CIRCUMSTANCES ARE EXPLORERS TO GO DIRECTLY TO THE SCENE UNSUPERVISED!

7100.64 At no time is an explorer member permitted to use colored light, hazard lights, honk horn or use any other warning devices while in route to the station.

7100.65 All speed limits and traffic laws are to be strictly followed while responding to the station.

7100.66 The Indian Valley Volunteer Fire Department is in no way responsible or liable for any moving violations or accidents while in route to or from the station for a call or training.

7100.70 Responding to Calls on Apparatus

Explorer member must be in good standing with the department, and attend at least 50% of scheduled meetings and/or training's. No exceptions are allowed.

7100.71 Explorer Fighters will not be allowed to respond or ride in the back or the front passenger seat of the ambulance under any circumstances during any emergency calls.

7100.72 Explorer firefighters shall don full protective bunker gear before boarding any piece of fire apparatus that is responding to a call. Explorers shall wear full protective turnout gear to all calls unless otherwise instructed by the senior officer.

7100.73 Explorer firefighter will obtain verbal permission from the advisor or officer in charge of an apparatus prior to boarding an apparatus. The officer or senior member must be willing and able to supervise the Explorer firefighter at all times.

7100.74 Explorer member must place their accountability tag on the ring of the apparatus they are boarding.

7100.75 Explorers are not allowed to participate with radio traffic during emergency calls. Only during scheduled training.

7100.76 Explorer firefighters, in reverse seniority, shall give up their seat to any senior firefighter upon request. The Explorer will Reclaim their accountability tag and get off the apparatus and wait for the next unit going to the scene.

7100.77 When riding any piece of apparatus, Explorer firefighters shall position themselves in a seat with a seat belt in place and securely fastened. Under no circumstances will a Explorer stand up on an apparatus while the apparatus in moving.

7100.78 Explorer firefighters shall remain in the apparatus until given instructions by the officer. If no instructions are given, the Explorer shall tell the apparatus operator they are reporting to command. Check in with the advisor and wait for instructions at the designated rally point.

7100.79 All instructions of the advisor must be followed exactly. If an Explorer is not sure what they are doing or has been assigned something they are not permitted to do, the Explorer should say so right away so the task can be clarified or someone else can be given the assignment.

7100.80 Explorer firefighters shall NOT at any time, start or attempt to start or move any fire department vehicle. No Exceptions.

7100.81 Upon returning to the station, assists in clean up, Explorers shall store their gear in preparation for the next call and sign the logbook. Make sure to fill out the time call log report.

7100.90 Motor Vehicle Accidents

Explorer firefighters (14-17 years old) are prohibited from responding or assisting (fire or medical duties) at any accident on a public or private roadway including Highway 89 and Interstate I-5. Explorers (any age) are not permitted to perform any traffic control duties in vehicle rescue.

7100.100 Emergency Medical Services

Explorers WILL NOT assist in any patient care, enter a patient's home or have patient contact. Explorers WILL NOT assist in any hazardous materials situations.

7100.110 Prohibited Activities by Law and/or IVFD

IVFD and/or state law specifically prohibits members under the age of 18 of an emergency service organization from participating in the following activities:

7100.111 Operating organizational vehicles.

7100.112 15 years or younger are not allowed to operate various types of power driven saws and shears at any time.

7100.113 Using rubber electric gloves, insulated wire cutters, life nets or acetylene cutting torches.

7100.114 Operation of pumps of any fire department vehicle at the scene.

7100.115 Entering a burning structure during an emergency. Only in a controlled training environment under the supervisor of an advisor.

7100.116 Operating high-pressure hose lines not to exceed water at 125 psi, air at 150 psi or hydraulic at 10,500 psi.

7100.117 Ascending ladders above 35 feet, or a stadium raised ladder.

7100.118 Operate any aerial device (cranes or hoists), non-automatic elevators, air bags for lifting or winches.

7100.119 Perform operations in tunnels, shafts or trenches.

7100.120 Participate in emergencies at explosives or fireworks plants, retailers or in support of public safety for a public display.

7100.121 An emergency operation in or around mines, strip-mines or quarries.

7100.122 Participate in operations with incidents involving paint, acid or poisons (any HAZMAT).

7100.123 Participate in operations involving radioactive substances.

7100.124 Roof top ventilation or any work on top of a roof.

7100.125 Wrecking or demolition including use of acetylene torches, cutting or crushing equipment or respond to structural collapse incidents.

7100.126 Participate in on-scene operations of natural destruction (tornado, floods, etc.).

7100.127 Entry into a hazardous atmosphere.

7100.130 Permitted Activities

Minors 14-17 years old and Adults 18 years old are permitted to do the following:

7100.131 Participate in organized training activities in which an adult member of the organization is present and supervising the Explorer member.

7100.132 All aspects of fire suppression training except emergency interior live fire extinguishment.

7100.133 Rescue training.

7100.134 Hazardous material training except entry using Level A and B personal protection equipment. They can take the HAZMAT class.

7100.135 Safety training.

7100.136 Wild land firefighting and Wilderness Search and Rescue training.

7100.137 Provide canteen services.

7100.138 Participate in support capacity for searches, rescues, wild fires, and water supply operations while under direct supervision of an advisor.

7100.139 Must be under the direct supervision and control of the advisor who is over 21 years of age. Direct supervision means that the officer must be within speaking and touching distance of the Explorer member.