



Lauderdale-By-The-Sea Volunteer Fire Department

S.O.P Number: 200	Effective Date: July 1, 2010
Section: 201- 208	
Subject: Standards and Conduct	
By Order of the Fire Chief: Steven Paine	

Article 200: Standards and Conduct

Section 201 Membership regulations

- After becoming a member, each firefighter has the responsibility to attend and participate in calls and training exercises.
- The firefighter will exercise precautionary measures to avoid injury to self and others.
- Caution will be taken to avoid unnecessary damages or losses of department or private property.
- All members will be responsible for the safekeeping and care of department issued equipment.
- Firefighters will not loan, sell, give away, or take for their own personal use any departmental property.
- It will not be tolerated if a member pilfers or steals.
- Members are subject to alcohol/drug testing.
- All firefighters must be familiar with road names and locations within their response area.
- Professional and courteous conduct is expected of all firefighters at all times.
- Only LBTS firefighters are authorized to ride inside department vehicles, unless authorized by a chief officer on a case-by-case basis.
- No visitors are allowed to enter fire stations or offices, unless accompanied by a LBTS VFD member.
- Department vehicles will not be used for personal missions unless approved by the Fire Chief (example: filling swimming pools, ponds, etc.).

Important: Our Department is made up of members. A Department is only as good as its members. So remember, the public image of our Department depends on you.



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Section 202 Parking

At no time, any personal vehicle will be allowed to be parked in front of the apparatus bay.

- **Non emergency response**

While on non-emergency fire department business, the members should follow the following guidelines:

Members should park their vehicles on the assigned VFD parking spots located on the North side of the fire station. Each spot can accommodate two compact cars or one large vehicle. Members should keep the walkway clear for pedestrian use. These assigned spots should not be used for long term parking (more than 24 hours).

If no more VFD assigned parking spot are available, members should use regular parking spots in the nearby public parking lot.

No parking is authorized on the grass in front of the fire station, on the curb or in front of the tennis court.

Emergency response parking:

While responding to an emergency call to the fire station, members should park in an efficient manner that will:

- Allow the maximum density of parking for other incoming members.
- Members must obtain a parking pass and park vehicles in El Prado Parking Lot, when in 24-hour station watch, drill or special events.
- Does not obstruct the access or egress of the fire apparatus or other emergency vehicles.
- Must keep the walkway clear for pedestrian use.
- Members are not permitted to respond to emergencies on their OPV under any Circumstance.

Section 203: Uniforms and Badges Standards

- Official uniforms should be worn only while on VFD business or when going to or coming from a VFD business.
- It is not authorized to wear any piece of uniform while off duty at places serving alcohol or forbidden to minors.
- Badge should be worn on the dress uniform only. Only chief officers are authorized to wear them on a belt holder while on official VFD business in civilian clothes.
- Official ID and badge are for department business only. Members using them for personal reason not related to the VFD business may be disciplined.



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- All members must wear their assigned uniform when performing any duties outside the fire station; this includes but not limited to public service, beach patrol or any tasks assigned by an officer.
- Violation of any of the stated rules in this section will be sufficient for strict disciplinary actions without exceptions.

Section 204: Operations Division Uniform Policy

A. Uniform Classes

1. Class A- Long Sleeve Dress White Uniform.
2. Class B- Short Sleeve Dress White Uniform.
3. Class C- Polo Shirt and Navy Dress Pants.
4. Class D- Department T-shirt and Navy Pants or Navy Shorts.
5. Class E- Jumpsuit or Department T-shirt and any other wear.
 - a. Jumpsuits are only to be worn 1800-0800hrs.
6. Class F – Beach Patrol - Red Board Shorts and Gray Beach Patrol Polo Shirt or T-shirt
 - a. Proper foot wear shall be worn during patrol or while at station

B. Footwear

1. Footwear is to be functional for the assign task.
2. If in class D or higher uniform, footwear is to be primarily black in color.
3. Safety boots are required when hazards are present.
4. No bare feet shall be allowed at any time, except when in the water.

C. Badge, Identification, Bugle, and Medal Placement.

1. A badge (if issued) is to be worn on Class A and B uniforms.
 - a. To be worn centered left chest.
2. An ID tag (if issued) is to be worn on Class A and B uniforms.
 - a. To be worn centered just above the right chest pocket.
3. Bugles or collar devices (if issued) are to be worn on the class A and B uniform.
 - a. Collar Devices.
 - i. Fire Chief - 5 Crossed bugles.
 - ii. Deputy Chief – 4 Crossed bugles.
 - iii. Battalion Chief – 3 Crossed bugles.
 - iv. Acting Batt. Chief(s) – 2 Crossed bugles.
 - v. Captains – 2 Side by side bugles.
 - vi. Lieutenants – 1 standing bugle.
 - vii. Firefighter – Fire scramble, “FF”, “FD”, “LBTS”, or “12” are acceptable.
 - viii. EMT-B/Para – “EMT”, “MEDIC”, or a Star of life are acceptable.
4. Medals and other awards are to be worn on class A and B uniforms for formal events, and other times if desired.
 - a. Only medals earned at this department are to be worn.



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- b. Medals are to be worn above the ID tag, centered and ascending in chronological order in a single column, until lack of space requires two columns.
- c. Small Pins shall be worn atop or beside the column of medals or as deemed appropriate.

D. Call Response.

1. Chief on Duty Shall wear a Class B or Class C uniform while in command, no BDU's will allowed while on command Duty. Chief on Duty will be allowed to gear jump suit from 1800Hrs – 0800 Hrs.
2. Members responding to station via pager are not obligated to be in uniform; however, they shall meet the following.
 - a. The member's dress must be non-offensive by community standards.
 - b. The member's dress must not interfere with the firefighter's ability to perform.
3. Responding to Calls.
 - a. While responding to medical calls members are to wear a class D or higher uniform, with long pants, or bunker gear pants.
 - b. Full PPE (bunker pants and jacket) shall be worn if the member does not have official uniform.
 - c. Driver/Engineers
 - i. While operating on scene drivers are to wear a class D or higher uniform, with long pants, or bunker gear pants.
 - ii. Bunker boots shall not be worn while driving.
 - d. While responding to fire service calls members are to wear PPE as required by the potential hazards to be encountered.
 - i. Fire Alarms – Full PPE and SCBA
 - ii. Structure Fires – Full PPE and SCBA
 - iii. MVCs – Full PPE and SCBA as determined by company/chief officer
 - iv. HAZMAT – Full PPE and SCBA
 - v. Other – To be determined by company officer.
 - vi. On Shift/Duty firefighters.
4. On Shift/Duty firefighters
 - a. Must Wear Class D uniforms or Higher
 - b. Members at non-emergent events shall be in class D or higher uniform.

Section 205: Use of red Light on personal vehicles

The Fire Chief could authorize members of a Volunteer Fire Department in Florida, to use a flashing LED or rotating red light on their private vehicle while responding to an emergency call.

Only regular members could be authorized by the Fire Chief to display and use red lights on their vehicle. This authorization is personal and can be revoked at any time. Associate members will not be authorized to use red lights as they are too far away from the response zone.



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The use of red lights in a personal vehicle is restricted to those individuals who have been issued and are in possession of a Red Light Permit, issued by the Fire Chief. It is against State Law to operate your personal vehicle while using a red light, without this permit. The use of red light does not give any right to the driver but is just a mean to request other automobilists to yield. Members should be aware that their private vehicle is not an emergency apparatus and they are not authorized to disregard traffic regulations. The goal of using the red light is to reduce the member's travel time to reach the fire station to respond to an emergency call. Members should use common sense not to use the red light when their present location in relation to the fire station will not let them respond in a timely manner.

The State Statutes give only provision for limited lighting devices (see infra). Audible device, like sirens, are **NOT** authorized.

Any member not following this policy, using this equipment for private use or using illegal devices will have his/her authorization revoked. Violations will also lead to dismissal from the department.

The State Attorney's Office interprets Florida Statute 316.2397(1) to mean, "No red light may be visible, regardless of whether the light is turned ON or OFF, unless responding to an approved emergency call".

Florida State Statute 316.2398(5) provides that the volunteer firefighter convicted on the above **SHALL** be dismissed from the Department by the Fire Chief.

It is the policy of this Department that **NO** red light may be visible from the exterior of a private vehicle, unless the light is illuminated and the firefighter is responding to an alarm. No permanent roof mounting allowed.

The red light should comply with the following regulation:

- A light may not have a light source greater than 50 candlepower.
- Only one red light of the revolving type may be displayed, and such light must be permanently or magnetically mounted to the dashboard or roof of the vehicle.
- The red light must consist of a lamp with a red lens, but may not consist of an uncolored lens with a red bulb.
- The red light may not be a part of the regular headlamps, taillights, or turn signal lights displayed on such vehicle.
- No inscription of any kind may appear across the face of the lens of the red light.
- The lens of the red light may not be less than 3 inches or more than 8 inches in diameter.
- Blue lights are not permitted

Section 206: Taking pictures while on duty



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Because of the increase of liability issues due to improper use of pictures taken by firefighters with camera phones and other portable devices on emergency scene, this guideline is established to avoid these situations.

As a volunteer department we encourage our members to keep the enthusiasm and interest they have in serving their community. Having pictures to remember these events is a great way to share this enthusiasm. Instead of forbidding pictures while on duty as in some fire departments, the VFD want to authorize its member to use cameras but with the following guidelines:

- Members can take pictures only while not performing other emergency duties. At no time, taking picture should delay the operation.
- No required safety equipment or gear should be removed to operate the camera. If in an IDLH environment, no gloves should be removed, no fire protective jacket should be open, etc...
- No picture should be taken of victims when the incident and/or the person can be identified.
- No picture should be taken of people that are not related to the emergency or that might not want their picture taken.
- No picture that is degrading to any person or the VFD is authorized.
- A copy of all pictures taken should be provided to the VFD in a timely manner. The member will be releasing to the VFD the right to use the picture in any way the department wants.
- No picture can be used outside of the VFD circle without prior approval from the department. That will include for example publishing it on a website, sending it to a cell phone or giving out printouts. Approval can be given with a time frame condition (for instance after the investigation is closed).
- No Photograph shall be taken at a scene of a fire, explosion, vehicular accident or a medical call that will be considered evidentiary in nature. These photographs are forbidden.

Some VFD members can be specifically authorized to take picture for official department business. These restrictions do not apply to them as long as they are following the specific guidelines of their activity. This will include for instance official VFD photographer, Fire Inspector, Fire Investigator or Fire Marshal.

Section 207: Driving department vehicles

Driver responsibility

The paramount responsibility of all department vehicles' driver is to ensure the safety of the crew and the public. At all time the driver should keep a safe control of the vehicle at all times and exert due regard.



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- The driver is sharing the responsibility with the vehicle officer to ensure that all passengers are wearing their seatbelts.
- No driver is authorized to drive a department's vehicle while under the influence of illegal drugs or alcoholic beverage.
- No driver is authorized to operate a department apparatus four hours after alcohol consumption whatever the quantity.
- Drivers should abstain from operating any vehicle while under the influence of medication or illness that are reducing their abilities to drive safely.
- By driving a marked vehicle, any action will be submitted to the immediate scrutiny of the public. Drivers should exert extra courtesy towards other vehicles and pedestrians.
- Drivers are responsible to keep the vehicle in good operating conditions. Any damage should be immediately reported to an officer. They should also keep the vehicle clean inside and out.
- Drivers should keep the fuel tank of every vehicle above half its capacity.
- No private use of any department vehicle is authorized.

Individual clearance

This policy concerns the driving of all the VFD vehicles. Each member should be individually cleared for each category of vehicle and for the type of response. This clearance is revocable at any time. In addition to being cleared to drive the vehicle, the driver should have been authorized by an Officer for the mission.

- **Light Vehicle (cars or SUVs)**
 - Drivers should have a valid Florida class E driver license or higher
 - Must Be cleared by a chief officer to operate the vehicle
- **Fire Engines and Tele Squirt**
 - Must meet the criteria on **Section 106: Driver/Engineer Qualification**
 - Must Be cleared by a chief officer to operate the vehicle
- **Tower Ladder**
 - Must meet the criteria specified in **Section 106: Driver/Engineer Qualification**
 - Must complete an Aerial Apparatus operations class
 - Must Be cleared by a chief officer to operate the vehicle
- **Beach Patrol ATVs**
 - Must meet the criteria specified in **Section 901: Beach Patrol Qualifications**
 - Must meet the Criteria specified in **Section 813: Beach Patrol Training**
 - Must be cleared by Chief Officer to operate beach Patrol Vehicles



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- **Beach Rescue Jet Ski**
 - Must meet the criteria specified in **Section 1003: Jet Ski Operation Qualifications**
 - Must meet the Criteria specified in Section 1004: Jet Ski Training
 - Must be cleared by Chief Officer to operate beach rescue jet ski

Section 208: Use of alcoholic beverage and illegal drugs

The Lauderdale by the Sea fire department is a drug free workplace, It is the policy of this department to forbid any alcoholic beverage and illegal drugs use or possession on its property and/or vehicles.

- No member will respond to a call or training or any other departmental function while using or being under the influence of drugs or alcohol. For this, there is zero tolerance.
- No member shall report for duty while under the influence of alcohol or illegal drugs. Any member, while on duty, whose actions could lead to suspect any intoxication, should be submitted to a drug and/or alcohol test.
- Member should go to pre-determined drug testing facility if suspected of illegal substance intoxication.
- Members who are suspected of alcohol intoxication will be relieved of duty and placed on administrative leave.
- If found positive for intoxication; member will be subject to immediate dismissal from the department.
- Random drug testing will be performed on a monthly basis; at least three (3) members will be selected at random during the business meeting.
- No member, on or off duty, while wearing an issued department uniform is allowed to drink alcoholic beverage or to attend any event forbidden to minors. Except, off duty department shirts.