

<p>Standard Operating Procedure</p> <p>CITIZEN OBSERVER PROGRAM</p>	<p>PEORIA FIRE DEPARTMENT</p> <p>Community Relations</p> <p>700.02</p> <p>Rev. 9/29/04 Page 1 of 3</p>
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PURPOSE

To allow emergency service personnel and the public the opportunity to accompany and observe fire department units/personnel in field operations and to build positive interagency and public relationships for the city.

POLICY

Observers shall be allowed to ride aboard department apparatus and to accompany apparatus on responses within the following guidelines:

- Observers (including emergency service explorers and high school interns) must be at least 18 years of age and have no physical limitations of a nature that would jeopardize the safety of the individual or others.
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- Observers shall provide a copy of their valid Driver License for proof of age
- Observer’s must complete and sign a waiver of liability (FD #119). A copy of the waiver form with attached copy of valid Driver license will be forwarded to Community Services via station mail for record retention.
- The on-duty Battalion Chief shall be notified of any observers riding on fire apparatus

Procedures

Observers shall make arrangements through the company officer of the desired station and shift. The company officer shall review and authorize such requests as to station, date, etc., as to not conflict with scheduled activities.

Medical Observers: Base station doctors and nurses, and other public safety personnel who, by nature of their work requirements, must ride on a scheduled basis for observation and/or quality control shall receive priority scheduling. The EMS division manager will coordinate with the Battalion Chief to schedule these riders.

Observation hours shall be limited to the hours between 0800 - 2200 hours. Under **no** circumstances shall observers stay overnight in the fire stations. Observers will be restricted from entering any sleeping quarters at the fire stations.

Company officers are responsible for personally greeting each rider and deliver a briefing to each rider on both safety rules and ride-along procedures.

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Medical observers may, at the discretion of the officer in command, accompany fire department personnel into residences/businesses to observe operations.

General observers should be prepared to remain outside for safety and/or privacy reasons.

All observers should remain in the cab during fire fighting activities to eliminate impending operations and safety concerns until authorized to exit by the apparatus Company Officer or his designee.

Observers shall not attempt to assist fire fighters with any aspect of routine duties or emergency operations.

Observers shall follow the direction of the apparatus Company Officer or designee at all times.

Observers shall conduct themselves in a manner consistent with safety requirements and displaying a positive public image.

All personnel shall be aware that the purpose of this program is to build upon the positive image of the Peoria Fire Department.

The company officer shall ensure that all citizen observer rules and guidelines are adhered to at all times and that observers or those seeking to observe are afforded every courtesy due them.

Observation privileges may be revoked or suspended for failure to comply with any Peoria Fire Department policies and/or directions.

DRESS CODE

Observers shall dress in a manner consistent with safety and public image. **Prohibited dress includes:** Open toe shoes, sandals, high heels, shorts, tank tops, garments with offensive language or messages, garments that are torn or dirty, garments that are excessively loose, and any excessive or loose jewelry.

Medical observers shall wear the uniforms of their agency and Peoria Fire Department safety vest while on scenes.

General observers shall wear Peoria Fire department safety vests on scene at all times.

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ANNUAL OBSERVATION LIMITS (calendar year)

Observers are limited to the following ride alongs per year:

- General Observers (2) Two
- Emergency service personnel. (4) Four
- Base station doctors, nurses or others who must ride to evaluate Peoria Fire Dept. operationsAs many as necessary/required
- Peoria Fire Department college Mentoring students (10) Ten

Approved:  _____ 10/5/04
 Robert McKibben, Fire Chief Date