



PART	OPERATIONS	
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B/C COVERAGE - PROCEDURE

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To provide coverage for B/Cs that are off due to sick leave or annual leave, away for training, etc., the following guidelines will be implemented:

1. Notify the on-call District Chief of vacancy. The on-call District Chief will advise if another chief officer is available to cover the duty.
2. In the event that a chief officer is not available, the District Chief will determine the most operationally efficient manner in which to provide coverage.

In an attempt to improve chief officer communications, Battalion/Duty Officer shift change will take place at Station 30.

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Personnel availability, training and meetings, etc., may alter this practice from time to time. Additionally, if the above procedure requires a B/C or relief B/C to work three consecutive shifts (72 hours straight), exceptions to this procedure may be implemented.

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Written by: Kurt Latipow, Chief	Approved by: Kurt Latipow, Chief	Date: 11/23/98	Page: C-3
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