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| Logo  Description automatically generated | Grays Harbor Fire District 1  Policies, Procedures, and Guidelines |
| Policy Number:  1.1000 | Policy Name:  Authority |
| Date of Issue:  06/14/2021 | Date of Revision: |
| Responsible Officer/Person:  Fire Chief | Approved By:  Board of Commissioners |

**1.0 REFERENCE:**

**2.0 POLICY:**

2.1 **MISSION STATEMENT:** **Providing Grays Harbor Fire District No. 1 with the highest value professional fire and emergency medical services in a safe and effective manner**. It is also the mission of Grays Harbor Fire District 1 to provide emergency fire suppression, rescue, and medical services. Our mission shall be accomplished by judiciously utilizing human and material resources and by placing service to our customers as our prime objective.

2.2 The Chief of the Department shall present draft policy - rules and regulations to the Board of Fire Commissioners consistent with nationally recognized good practice and within the constraints of Federal, State and Municipal laws for the administration of the Fire Department. The Board of Fire Commissioners shall adopt policy for the Fire District consistent with their role of governance.

2.3 The application of Fire Department rules and regulations shall be uniform to all department members.

2.4 The Policy and Operating Guideline manuals define the rules, regulations, and procedures for Grays Harbor Fire District 1.

2.5 In order to eliminate the possibility of conflicts between published materials, the following rule is established:

• The Policy Manual and Operating Guidelines, in that order, will have precedence over other sources.

• The only exception to this is in those areas covered under applicable local, state, and federal laws, in effect at the time.

2.6 Fire Department program development and implementation shall be accomplished within the administrative authority and accountability as defined by the organizational charts.

2.7 Section activities shall be responsive to the goals and objectives of the department.

**3.0 DEFINITIONS:**

3.1 *Polic*y: Those rules and regulations based on department, local, state, and federal laws, and standards. Grays Harbor Fire District 1 policy includes the policy manual and its rules and regulations.

3.2 *Procedures:* the specific rules and regulations based on department, local state and federal laws and standards. Grays Harbor Fire District 1 Procedures includes the procedures manual and its rules and guidelines.

3.3 *Operating Guideline*s: Suggested procedures and additional information that shall be adhered to unless there is compelling and reasonable cause for deviation.

**4.0 RESPONSIBILITIES:**

4.1 The Chief of the Fire Department is responsible for the development, administration, interpretation and enforcement of fire department rules and regulations.

4.2 It shall be the responsibility of all members of the Grays Harbor Fire District 1 to become familiar with, and abide by, the Policies and Operating Guidelines of the department.

4.3 The Chief shall be the manager and focal point for processing all matters relating to the Policies and Operating Guidelines.

4.4 The Board of Fire Commissioner shall be the authority that adopts or rescinds policy.