

BLACKWOOD FIRE COMPANY OPERATING GUIDELINE

6.3 STATION POLICY – SLEEP IN POLICY

- 6.3.1 Sleeping quarters are provided for members on the 2nd floor of the Blackwood Clementon Rd. Fire Station.
- 6.3.2 Sleeping is only to be done on the installed beds or cots.
- 6.3.3 Members desiring to sleep in the fire station to enhance response ability may do so at their discretion.
- 6.3.4 Clean sheets will be on the beds while in use.
- 6.3.5 The Fire Company will supply linens to those that desire them. The member is responsible for maintaining the cleanliness of the linens.
- 6.3.6 Minimum sleeping attire is shorts and t-shirt.
- 6.3.7 Members will change in the appropriate rest room.
- 6.3.8 Guests will not be on the 2nd floor while any bunks are open. Existing station curfews remain in effect for non-sleep in members or guests.
- 6.3.9 There will be no sexual activity of any sort in the station. No more than 1 person will occupy any bunk at one time for any reason.
- 6.3.10 Members are expected to make all runs while sleeping in minus an acceptable period to get ready for work.
- 6.3.11 Lights out will be at 2300 or at the discretion of the crew. ANY member has the ability order lights out after 2300 hrs.
- 6.3.12 The senior officer or member will be in charge of all activities and responsible for the crew.
- 6.3.13 No members under the influence of any intoxicating substance will be permitted to sleep in.
- 6.3.14 Bunks will be closed and linens removed by 0900 hrs (1200 hours on weekends) or at the discretion of the OIC for mitigating circumstances such as storm sleep ins or heavy incident response load.
- 6.3.15 There will be no food or drink consumed on the beds.
- 6.3.16 The lounge will be neat and clean with trash removed to the dumpster at the end of the shift. Sleeps in members have the responsibility for all basic housekeeping on the 2nd floor of the station.

Revised July 2010