



MUKWONAGO FIRE DEPARTMENT
OPERATING PROCEDURES

Overnight Station Staffing		Approved by: Chief Jeffrey R. Stien	
POL # 26	Draft Date: 11/06/10	Revision Date: 3/19/12,4/23/15	Effective Date: 3/19/12, 4/23/15

PURPOSE: The purpose of this policy is to outline expectations regarding the overnight staffing of Station 1.

SCOPE: This policy/procedure is to be followed by all officers and members of this department. Authority to deviate from this policy/procedure rests with the officer in charge of the incident who will be responsible for the results of any deviation.

- A. Dorm rooms are provided at Station 1. To fully utilize the available dorm rooms, sleeping in the Station 1 day room from 22:00 – 06:00 is prohibited unless authorized by the Chief of the Department or designee.
- B. Refer to Policy 27 – Station Common Areas for additional information.
- C. Staff will use bedding on the beds.
- D. Bedrooms will be cleaned and bedding removed after each use.
- E. Individuals are responsible to keep their bedding clean.
- F. Individuals can keep their bedding on premises if room allows.