



Division 11 Personnel Management

Chapter 01 – Acting Battalion Chief

January 2009

POLICY

This General Order shall establish qualifications, authority, and responsibilities of career Captains assigned to cover for Battalion Chiefs.

This shall include all duties and responsibilities as outlined in the Battalion Chief Position description and any other duties and responsibilities as assigned by their respective Major and Lt. Colonel.

DEFINITIONS

N/A

REFERENCES

N/A

PROCEDURES

FORMS/ATTACHMENTS

N/A

1. Qualifications

Career Captains shall have completed the promotional process for Battalion Chiefs and/or shall have demonstrated their credentials to the Emergency Operations Command (EOC) Lt. Colonel prior to being approved as a fill-in Battalion Chief.

NFPA Fire Officer II certification will be considered the minimum acceptable standard for Battalion Chief fill-in status. The EOC Lt. Colonel shall confer with the Training Academy Major if needed to verify certifications.

2. Authority

Career Captains shall have the full authority to carry out all duties and responsibilities assigned to the Battalion Chief position, while they are covering.

3. Responsibilities

Fill-in Captains shall carry out all duties and responsibilities assigned to the Battalion Chief for whom they are covering.