



OGLETHORPE COUNTY FIRE RESCUE STANDARD OPERATING PROCEDURES/GUIDELINES

TITLE: Code of Conduct

SECTION/TOPIC: Administration

ISSUE DATE: January 11, 2021

These SOPs/SOGs are based on FEMA guidelines FA-197

1.0 SCOPE

1.1 This guideline is applicable to all firefighters responding to fires or involved in fire drills.

2.0 PURPOSE:

2.1 As a basic condition of membership, all personnel have an obligation to conduct their official duties in a manner that serves the public's interest, upholds the public's trust, and protects the department's resources.

3.0 GENERAL INFORMATION

3.1 All members have the responsibility to:

- 3.1.1 Perform duties to the very best of their abilities, in a manner that is efficient, cost-effective, and meets the needs of the public.
- 3.1.2 Demonstrate integrity, honesty, and ethical behavior in the conduct of all department business.
- 3.1.3 Ensure that personal interest do not come in conflict with official duties and avoid both actual conflict of interest, and the appearance of conflicts of interest, when dealing with vendors, customers, and other individuals doing business or seeking to do business with the department.
- 3.1.4 Ensure that all department resources, including funds, equipment, vehicles, and other property are used in strict compliance with department policies and solely for the benefit of the department.
- 3.1.5 Conduct all dealings with the public, county employees, and other organizations in a professional manner that presents courteous, service-oriented image of the department.
- 3.1.6 Treat the public and other members fairly and equitably, without regard to age, color, disability, ethnicity, national origin, political affiliation, race, religion, gender, sexual orientation, or any other factor unrelated to the departments' business.
- 3.1.7 Report for duty at the appointed time and place, fully equipped, fit and able to perform assignments.

3.2 Officers and executive members shall set the example for others and have a responsibility to ensure that their activities and decisions pertaining to community services, personnel actions, and the management of public funds are consistent with the department's policies and practices.