

ATTACHMENT III

SECTION 2
NO. 1

Rules and Regulations
NEGOTIABLE

SUBJECT: BATTALION CHIEF'S DUTIES AND RESPONSIBILITIES

DATE: ~~FEBRUARY 20, 2007~~ **TBD**

1. Battalion Chiefs shall respond to alarms, special calls or other emergencies occurring within his/her jurisdiction, and perform other duties as assigned or summoned to do. Shall assume **command** ~~commence~~ when necessary and deploy apparatus and personnel in the most advantageous manner for control and extinguishment of fire and preservation of life and property.
2. Battalion Chiefs shall take such measures to ensure that the premises, on which fires occur, are left in such condition that they are not subject to rekindle. ~~Clark County Building Department shall be notified of damage to structures.~~
3. Battalion Chiefs shall ensure that the Clark County Health Department shall be notified of any building fires involving food, beverages, or drugs.
4. Battalion Chiefs shall immediately report to the Fire Chief **or their designee** ~~through proper channels on the following:~~
 - a. When any member of the department is injured at a fire to such an extent that he/she is required to be hospitalized.
 - b. When a department vehicle receives major damage as a result of a traffic accident.
 - c. When a member of the department is injured in a vehicle accident.

- d. When a member of the department dies.
 - e. When a fatality occurs as a result of a fire.
 - f. When a major fire or large loss fire occurs.
 - g. Any member of the department that is impaired as a result of drugs, alcohol or other substances.
 - h. Any unusual circumstances should be forwarded, in writing, to the Deputy Chief with a copy to the Fire Chief **or their designee.**
5. Battalion Chiefs shall be responsible for all departmental property in his/her charge and shall see that all units are in proper condition, manned and effective, for immediate use at all times.
6. Battalion Chiefs shall carefully note the appearance of each member of the company to ensure that they are in proper uniform and that they have the appropriate safety gear in good working condition.
7. Battalion Chiefs shall make such inspections and investigations necessary to keep thoroughly informed of conditions within his/her battalion that may affect administration or operation of the department.
8. Battalion Chiefs shall be just, dignified and firm in dealing with subordinates and shall see that order and discipline are maintained among department members under his/her command.
9. **Battalion Chiefs are authorized to temporarily relieve any member under their command from their immediate duties for cause and shall promptly submit written documentation of the action, to the Fire Chief or their designee.** ~~Battalion Chiefs may relieve and/or suspend from duty any member of the department under his/her command for cause, supplementing such actions with charges in writing to the Deputy Chief over suppression. Any loss of pay caused by or recommended through suspension must have prior approval of the Fire Chief.~~
10. Battalion Chiefs shall hold Captains and other members under his/her command responsible in the discharge of their duties and for the condition of their companies in and out of quarters.

11. Battalion Chiefs shall be responsible for ensuring that all regular and acting officers are addressed by their proper titles.
12. Battalion Chiefs shall be responsible for the safety and welfare of employees under their command.
13. Battalion Chiefs shall be governed by the supervisory Rules and Regulations, Standard Operating Procedures of the Clark County Fire Department, and the supervisory Collective Bargaining Agreement.
14. Battalion Chiefs shall be responsible for the staffing of units within their battalions for overtime, callbacks, and mandatory's.