

Grand Forks Fire Department

Standard Operating Procedures

SOP# 100.03	Section Rules and Regulations	Title Acting in a Higher Classification
Authored by:		Michael K. Flermoen, Deputy Fire Chief
Reviewed by:		Michael K. Flermoen, Deputy Fire Chief
Authorized by:		Peter D. O’Neill, Fire Chief
Effective date: 02/01/02	Implementation date: 02/01/02	Revision date:

1. Whenever a temporary vacancy exists in a classified position subject to the department's minimum staffing guidelines, the position shall be filled by another member of the department to maintain minimum staffing.
2. The person filling this vacancy shall work “out of rank” at the discretion of their immediate supervisor. This assignment shall be temporary in nature and assumes that the person selected is qualified for this assignment.
3. The officer making the assignment will consider the most recent reassignment register.