

Grand Forks Fire Department

Standard Operating Procedures

SOP# 200.02	Section General Administration	Title On Duty Meals
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I. Scope

This standard regulates the procurement of groceries and meals by on-duty shift personnel.

II. General Guidelines

A. Ideally, meals should be planned prior to the beginning of each shift, and groceries and other food items purchased prior to the beginning of the shift, whenever possible. However, in the event that any of the on-duty personnel failed to prepare for the day's meals, the following guidelines shall apply:

1. The junior ranking (least senior) member, at any station, may travel in their POV to and from a grocery store or restaurant located within his/her respective district to obtain food at the direction of the Station Captain. This may be done, as long as, it does not drop a station below its minimum staffing level.

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2. Personnel may travel in their assigned apparatus to and from a grocery store or restaurant located within their respective district. They may not travel outside their district to obtain food unless they are returning from an assignment outside of their district.

- a. The company shall remain in service at all times and properly park their apparatus in a designated parking space(s). **At no time shall an apparatus park in a fire lane or other restricted space.**
 - b. Crew integrity shall be maintained at all times. One member of the crew will be allowed to enter the grocery store or restaurant to purchase the food. That individual shall take a portable radio with them and will remain in contact with the remainder of the crew at all times. The apparatus operator will remain with their apparatus and shall maintain radio contact with Central Dispatch.
 - c. The individual entering the store or restaurant shall be required to wear an appropriate uniform; a t-shirt, sweatshirt, job or workshirt, etc. are not considered an appropriate uniform in regards to this SOP.
3. The crew will also be expected to park, as inconspicuously as reasonably possible and individual behavior shall reflect the professionalism of this department.

B. Exceptions:

1. A company may stop at a convenience store or restaurant to purchase refreshments when returning to the station from an alarm, inspection, training session, or other department-sanctioned activity. The store must be generally along the normal route of travel.
2. Only one member will be allowed to enter the store and make the purchase. The other crewmembers will remain with the apparatus, and the provisions of Section A, above, will apply.

C. Students and observers:

EMS students, Fire Technology students and other observers riding on an apparatus will be expected to comply with these rules.

III. Responsibilities

A. The company officer shall be responsible for strictly enforcing the provisions of this procedure.

B. Each member will be expected to strictly observe the provisions of this procedure and will not be excused in the event that an officer is not present.