



POLICY MANUAL

Personnel - Standards

Conduct Standards

Revised: 07-21-95

Code: 1 – 6 – 1

Book Chapter Subject

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1.0 Purpose: Establish Basic Conduct Standards.

1.01 Scope: All Fire Department Personnel.

1.02 **BASIC POLICY**

The following list of directives represents the Personnel Conduct Standards for members of the Clovis Fire Department. The basis for these regulations is the following policy:

Every member of the Clovis Fire Department is expected to operate in a highly self-disciplined manner and is responsible to regulate his own conduct in a positive, productive, and mature way.

1.03 **EVERY MEMBER SHALL:**

1. Follow Operations Manuals and written directives of both the Clovis Fire Department and the City of Clovis.
2. Use their training and capabilities to protect the public at all times, both on and off duty.
3. Work competently in their positions to cause all Department Programs to operate effectively.
4. Always conduct themselves to reflect credit on the Department.
5. Supervisors will manage in an effective, considerate manner/subordinates will follow instructions in a positive, cooperative manner.
6. Always conduct themselves in a manner that creates good order inside the Department.
7. Keep themselves informed to do their jobs effectively.
8. Be concerned and protective of each member's welfare.
9. Operate safely and use good judgment.
10. Keep themselves physically fit.
11. Observe the work hours of their position.
12. Obey the law.
13. Be careful with Department equipment and property.



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1.04 **MEMBERS SHALL NOT:**

14. Engage in any activity that is detrimental to the Department.
15. Engage in a conflict of interest to the Department or use their position with the Department for personal gain or influence.
16. Use alcoholic beverages, debilitating drugs, or any substance which could impair their physical or mental capacities while on duty.
17. Fight.
18. Engage in any sexual activity while on duty.
19. Abuse their sick leave.
20. Gamble on Department premises.
21. Engage in outside business or employment activities while on duty.