

Campbell County Fire Department Standard Operating Procedure		
General/Administration	Personnel Numbers for a Captain / Lieutenant Position	<i>100.84</i>

I. PURPOSE: Establish departmental guidelines for membership numbers required to add a Captain and Lieutenant position for each Station.

II. SCOPE: All Fire Department Personnel

III. PROCEDURE:

1. A Captain position will be added to each Station from a list of applicants who meet the established requirements. In instances where there are no eligible Captain applicants, a Lieutenant, who meets the established requirements, may be added.
2. A Lieutenant position can be added once membership, at a given station, has reached ten members, or no eligible Captain has applied for that Station. A second Lieutenant can be added once membership exceeds 20 members.
3. Stations One and Nine will be limited to 20 air pack certified firefighters in addition to existing support personnel.
4. All other structural stations will be limited to 15 air pack certified firefighters in addition to existing support personnel.
5. All applicants will follow the established guidelines for applying for available positions.
6. If there are no applicants at a given Station, the general membership may apply for those positions, as long as they live within five miles of that Station and meet all established requirements.

****Captains may be assigned to a neighboring Station to assist with the growth and preparedness of a prospective officer from that Station.**

Initial Approval: December 2009 Revision Date:	Page 1 of 1	Don Huber, Fire Chief ORIGINAL SIGNED
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