



Monroe Fire Department

Standard Operating Guidelines Chaplaincy Policy

Purpose: The department does, from time to time have need for an affiliated clergy member to assist with injuries, possible deaths and other spiritual related events or conditions. The department has, for many years, asked a clergy member in the community to fill the role of Fire Department Chaplain.

Level of Performance: The appointed fire department chaplain should be known to the members and make themselves available to assist members and others as needed. The Fire Department Chaplain serves in a volunteer capacity at the discretion of the Fire Chief. The Chaplain will maintain a crisis ministry to assist department members, members' families and civilians in coping with the physical, spiritual and emotional aspects of personal tragedy. The Chaplain will be a person of faith, ministering to all people regardless of the particular faith or value system.

Position requires minimal supervision and extensive independent judgment. Instruction will be in the form of oral or written direction from the Fire Chief as to the broad objectives to be accomplished. General directions from time to time may also be received from the Incident Command at a disaster scene.

The Chaplain will be issued, a badge and identification card for access to fire scenes and such. The Chaplain will be issued, a pager for call as requested by Incident Command.

The Chaplain will be under the authority of the Incident Command at a hazardous scene and will act as a liaison to the victim and victims' family in support of the Incident Commander. The Chaplain will maintain the utmost concern for both his own safety and the safety of any victim while fulfilling his duties. Only under authority of and with Incident Command's knowledge, may the Chaplain enter into the warm or hot zone at an incident scene.

In order to carry out his function properly, the Chaplain will conduct periodic visits to each station and member as seen fit. The Chaplain will be permitted opportunities to ride with the Firefighters to gain first-hand knowledge of the role and lifestyle of a firefighter.

The Chaplain may attend and participate in training exercises with the permission of the officer in charge of the exercise.

The Fire Department Chaplain position is a volunteer position and does not qualify for employee compensation unless the chaplain chooses to join the department as an active firefighter. The Chaplain will however, in the event of any accident or mishap while performing the duties of his office be considered an employee of the city and as such will be covered by the City of Monroe for workers compensation and liability insurance.

Implementation: This policy has been approved by the Officers of the Monroe Fire Department and the Monroe Common Council. This policy, and all adopted procedures, provide a guideline for operations within the Monroe Fire Department. Adoption of these guidelines in no way restricts the incident commander, department administration or the Monroe Common Council from modifying operations or implementing exceptions to policy in the interest of safety, efficiency and harmony within the organization. It shall remain in effect until withdrawn or modified by the department.

Effective Date: December 2, 2014

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