

**TOWNSHIP OF WARREN
RESOLUTION 2018-44**

ADOPTING A POLICY FOR VEHICLE USE BY FIRE CHIEF

WHEREAS, the Township Committee provides a Township-owned and insured vehicle for use by the Warren Township Fire Chief or Assistant Chief serving as Acting Fire Chief for use as a command vehicle, and

WHEREAS, Tom Byrne, Executive Assistant to the Township Administrator for Fire Department matters has prepared the attached policy entitled "VEHICLE USE BY FIRE CHIEF", and

WHEREAS, the Township Administrator has approved and recommended the adoption of the policy.

NOW THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Warren, that the policy entitled "VEHICLE USE BY FIRE CHIEF" dated January 2018 is hereby adopted and the Township Administrator shall forward a copy to the Fire Chief and Assistant Chiefs.

INTRODUCED	SECONDED	COMMITTEE	AYE	NAY	ABSTAIN	ABSENT
	x	LAZO	x			
x		MARION	x			
		GARAFOLA				x
		DINARDO				x
		SORDILLO	x			

CERTIFICATION

I, Cathy Reese, Township Clerk of the Township of Warren, in the County of Somerset, New Jersey, do hereby certify the foregoing to be a true and correct copy of a resolution adopted at a meeting of the Township Committee held on January 25, 2018.


Cathy Reese, RMC
Township Clerk

Township of Warren Policy
VEHICLE USE BY FIRE CHIEF

January 2018

PURPOSE:

The purpose of this guideline is to set forth the conditions under which the Chief will use the township issued Chief/Command Emergency Response Vehicle. The vehicle is provided to the Chief for emergency response and to assist in performing duties of the Chief.

SCOPE:

This operating guideline shall apply to all fire department members acting in the capacity as Fire Chief for the Warren Township Volunteer Fire Department

RESPONSIBILITY:

It shall be the responsibility of the Chief of the Department and Assistant Chiefs to adhere to this operating guideline.

ASSIGNMENT OF CHIEFS VEHICLE

- The Chief/Command vehicle is assigned for use to the Appointed Chief of the Warren Township Volunteer Fire Department
- The vehicle can be used by the designated Assistant Chief when the Chief of Department (COD) is not available for response. The COD shall see that all assistant chiefs are familiar with the operation and use of the Chief's command vehicle.

MAINTENANCE OF VEHICLE

- The Chief will see that the vehicle is maintained in accordance with the manufactures specifications by the township public works Department.
- The vehicle should be checked daily to make sure all safety equipment is operating properly. All safety features shall be checked a minimum of weekly.

Personal Use for Emergency Response Availability

- Use of the Fire Department Chief/Command Vehicle should be with due regard to be sure you reflect a good image of the fire department at all times (personal and emergency response).
- The Chief/Command vehicle will be operated so as to comply with the Warren Township Emergency Vehicle Response Policy, as adopted by the Warren Township Fire Department, (unless otherwise exempted from certain aspects by the Township Administrator.
- Refrain from using a hand held cellular telephone to avoid any distraction while operating the vehicle. If absolutely necessary to use the device pull over or use a hands-free device when using the phone.
- The Chief is free to use the vehicle for limited personal use within 10 miles of the township borders. Any use beyond these limits should be for fire department business only and must be approved by the Township Administrator. Use of the vehicle is allowed anywhere in the State of New Jersey if dispatched on an emergency response.
- The vehicle shall be available at all times for use by the chief or in chief's absence for the assistant chief in charge,
- All New Jersey motor vehicle regulations are to be adhered to.
- Only the Chief, members of the fire department or other authorized township employee may be transported in this vehicle.
- Passengers shall be 16 years of age or older.

ADOPTION:

This Policy is hereby adopted and shall remain in effect until revoked.

Adopted by the Township Committee

Date: JANUARY 25, 2018