

<b>SCOTTS VALLEY FIRE PROTECTION DISTRICT</b>		
<b>STANDARD OPERATING PROCEDURES</b>	<b>ARTICLE: I</b>	<b>SOP: 1108</b>
	<b>SECTION: 1100 PERSONNEL</b>	
	<b>SUBJECT: EMPLOYEE RESPONSE OUTSIDE THE SCOTTS VALLEY FIRE PROTECTION DISTRICT BOUNDARIES</b>	

**Purpose:** To provide guidelines for employees who may render assistance outside the jurisdiction of the Scotts Valley Fire Protection District.

**Scope:** This procedure shall be adhered to by all district personnel.

**Procedure:**

1. District employees shall proceed to, and engage in, emergency activities as directed or authorized by the fire chief or his/her representative (duty chief) pursuant to requests for mutual aid and as specified by the district's procedures for response to requests for mutual aid.
2. Operational guidelines for mutual aid can be found in these Standard Operating Procedures and the Santa Cruz County Fire Agencies Operations Manual.
3. No district employees, including off duty employees, shall respond to or engage in emergency activities or utilize district equipment in such activities without authorization as outlined in these Standard Operating Procedures.
4. All district employees, including off duty employees, who respond to or engage in emergency activities in response to mutual and/or automatic aid requests in contravention of this procedure shall be considered to be acting beyond the scope of duties of the Scotts Valley Fire Protection District.

<b>DATE:</b> 5/01/98	<b>APPROVED:</b> 	<b>PAGE 1 OF 1</b>
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