

**EL DORADO COUNTY FIRE PROTECTION DISTRICT**  
**STANDARD OPERATING GUIDELINE**

---

**ARTICLE 2: ADMINISTRATIVE POLICIES**

**EFFECTIVE DATE: 10-01-1994**

**SECTION 23: FEEDING CREWS**

**REVISED: 03-18-2018**

---

2.23.1 **PURPOSE:** To establish a policy by which personnel who have extended responsibilities at emergency scenes or as standby personnel at stations can be fed during and/or after an incident.

2.23.2 **PROCEDURE:**

2.23.2.1 The following criteria must be met to qualify an incident for feeding.

2.23.2.2 The duration of the incident must be three (3) hours or greater.

2.23.2.3 Normal mealtimes must have been entirely missed.

LUNCH --1130-1330

DINNER-- 1700-1900

Incidents after midnight qualify for feeding if all other conditions apply.

2.23.3 Instructions for obtaining feeding are as follows:

2.23.3.1 All requests for feeding shall be cleared by a chief officer.

2.23.3.2 All meals should be purchased at businesses where open accounts exist (see attached list).

2.23.3.3 Purchased meals should be limited in cost. For restaurant purchases, the following will be the standard:

BREAKFAST - from 0000-1130. Price limited to \$7.00

LUNCH - from 1131-1700. Price limited to \$7.00

DINNER - from 1700-2359. Price limited to \$13.00

For times when sandwiches are purchased and taken to the scene, purchases are limited to \$8.00.

2.23.3.4 The following information shall be forwarded to accounting, as soon as possible, for each instance. Personnel who sign the tags are responsible for this information.

1. Location / Name of incident
2. Incident Number
3. Names of all personnel who were fed
4. Location that purchases/feeding were obtained
5. An itemized copy of all receipts

- 2.23.3.5 If personnel are to be fed in shifts, have the business hold the tag until all personnel have been fed.
- 2.23.3.6 If feeding at a restaurant, add fifteen percent (15%) to the bill before tax. This must not be listed as a tip. List on the bill as a service charge.
- 2.23.3.7 If standby crews are remote from the incident, they may be fed at locations in their general area. All tags/receipts must be turned in together. In these instances, the person who authorizes the feeding must see that this is done.
- 2.23.3.8 The District will not pay for appetizers, desserts, milkshakes, etc. Personnel who want such items are responsible for them individually.
- 2.23.3.9 Career personnel are responsible for planning their meals during their duty shifts. This policy should in no way be interpreted as a replacement for this responsibility.
- 2.23.3.10 At no time shall alcohol be consumed or purchased at times when crews are being fed.