

EL DORADO COUNTY FIRE PROTECTION DISTRICT
STANDARD OPERATING GUIDELINE

ARTICLE 2: ADMINISTRATIVE POLICIES

EFFECTIVE DATE:

SECTION 6: STATION HOURS

REVISED: 01-02-1995

2.6.1. District stations shall be open to the public as follows:

- A. Weekdays:
The Administrative Office shall be open from the hours of 8:00 a.m. to 4:30 p.m. and will be closed to the public on District approved Holidays.
- B. Stations shall be open from the hours of 8:00 a.m. to 4:30 p.m. No public shall be turned away if contact is made, unless you cannot handle the problem.
- C. Stations will be closed to the public when duty assignments or emergency calls leave no available staffing at the station.
- D. All staffed stations shall establish office hours from 0800 to 0930 to be available for inspection scheduling, burn permits, etc., barring emergency calls. In addition to normal office hours, station personnel shall be available to deal with the public, when in quarters.

Strawberry (#15), Kyburz (#16), Sly Park (#18), Texas Hill (#24), Main Street (#26), Gold Hill (#27) and Pilot Hill (#73).

- A. Will not be open to the public unless there is a member of the Fire District on the premises.

2.6.2 Visiting Hours:

2.6.2.1. All Stations:

- A. Weekdays and weekends visiting hours for guests and families will be from the hours of 5:00 p.m. to 10:00 p.m.
- B. Holiday visiting hours for guests and families will be from the hours of 8:00 a.m. to 10:00 p.m.
- C. Two hours each day, between 11:00 - 13:00, will be dedicated to the public, for questions, blood pressures, burn permits, etc. Except for emergency incidents or special assignments, the duty crew shall remain in quarters to greet the public and be of assistance.