

Bethel Township Fire Department

GENERAL ORDER: 102	SECTION: Administration
SUBJECT: Organizational Structure	EFFECTS: All Personnel
ADOPTED: 05/01/2016	SUPERSEDES: All Previous
REVISED:	

PURPOSE:

- A. To provide personnel with a description and understanding of the Bethel Township Fire Department's formal organizational structure.
- B. To provide personnel with an understanding of the various relationships and functions of the Bethel Township Fire Department.

GENERAL ORDER:

- A. The administrative head of the fire department is the Township Fire Chief.
- B. The fire department is dedicated to the preservation of life and property through fire prevention, fire suppression, hazardous materials response and emergency medical services.
- C. The fire department provides a full range of services to the citizens of the community including, but not limited to:
 - 1) Life safety and preservation
 - 2) Fire safety & public education
 - 3) Fire control and extinguishment
 - 4) Pre-fire planning and familiarization
 - 5) Emergency Medical Services and transportation
 - 6) Emergency response to various incidents and requests
 - 7) Plan code review and fire inspections
- D. The fire department participates with neighboring jurisdictions in automatic aid and mutual aid agreements for fire and emergency medical services.

- E. The Township Fire Chief reports to the Township Trustees and is responsible for the administration, expenditures of funds, efficient functioning in the prevention and control of fires, and all functions of the overall operation of the fire department.
- F. An Assistant Chiefs are assigned to various operations, reports to the Township Fire Chief and are responsible for supervising day to day operations and personnel. The fire suppression and emergency medical functions are commanded by Assistant Chiefs. Assistant Chiefs are in charge of various operations as assigned.
- G. Captains are assigned various functions of operations, EMS, or other functions and are assigned/report to an Assistant Chief. Captains are also responsible for supervising day to day operations and personnel
- H. Lieutenants are assigned to each shift and are responsible for supervising day to day operations and personnel. Lieutenants are assigned/report to the Captains.
- I. Personnel carry out numerous activities and functions, including fire suppression, rescue, public assistance, fire/ems training, pre-fire planning, fire inspections, public education, fire hydrant testing and simple maintenance, maintenance of fire department apparatus, equipment and facilities and other duties as assigned.

J. Organizational Chart

