

BODEGA BAY FIRE PROTECTION DISTRICT  
**STANDARD OPERATING PROCEDURES**

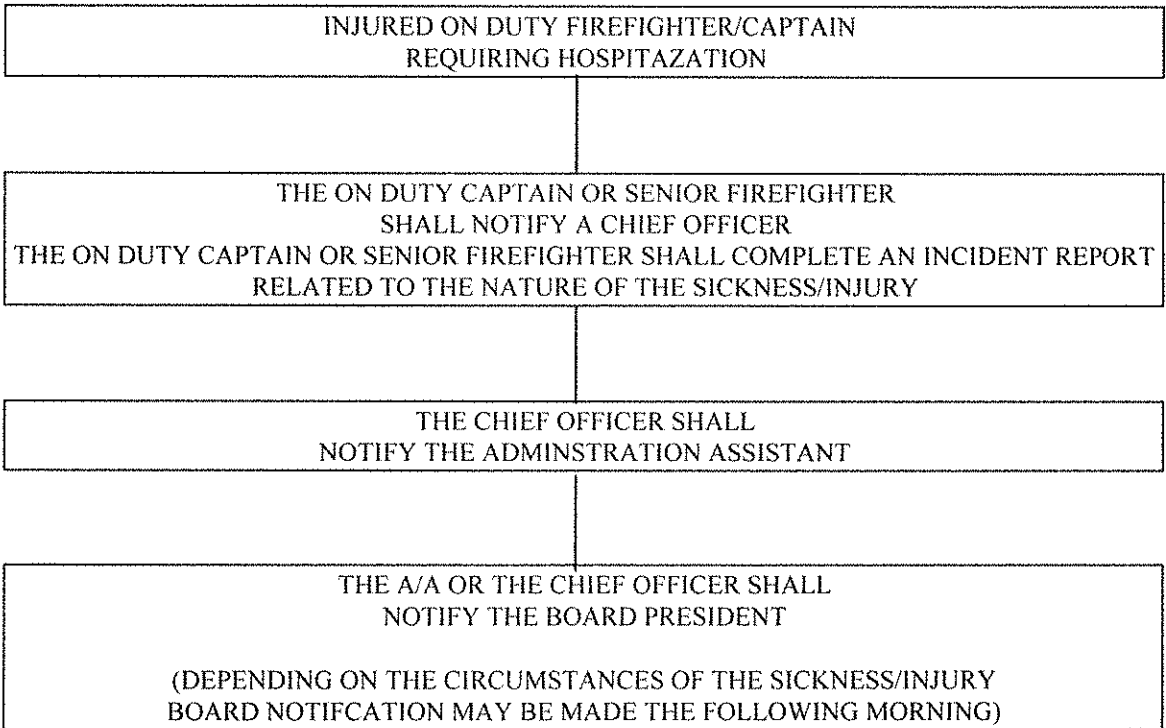
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SUBJECT: EMPLOYEE SICK/INJURED NOTIFICATION DATE: 13MAY99

This procedure was written to give the staff a general guideline, to be used in the event a BBFPD employee becomes injured and or sick that requires hospitalization.

In the unfortunate event, that a on duty Bodega Bay Fire District employee becomes sick and or injured, and is hospitalized, the following notification flow chart shall be used.

There are no time restrictions to this procedure, notification should be made on a 24 hour, 7 day a week basis.



IF A CHIEF OFFICER IS SICK/INJURED AND REQUIRES HOSPITALIZATION,  
THE ON DUTY CAPTAIN OR SENIOR FIREFIGHTER SHALL NOTIFY THE ADMIN. ASSISTANT  
AND OR THE BOARD PRESIDENT, IMMEDIATELY FOLLOWING THE INCIDENT