Station Order 10/02.00 Staff Collateral Responsibilities

ORDER:

In accordance with station needs, each lieutenant will be assigned areas of collateral responsibility. These areas will be sub-divided, and each sergeant may be assigned one of more specific functions to oversee under the supervision of the responsible lieutenant.

Although the assignment of these collateral duties will serve as a guide for station personnel who have inquiries pertaining to specific areas or problems, they do not alter the chain of command nor do they relieve a supervisor from responsibility for those activities on his/her shift.

Collateral duties will be shifted periodically and specific staff assignments will be indicated in an Indexed Watch Briefing