


VALLEJO FIRE DEPARTMENT MANUAL OF OPERATIONS

	Subject:		S.O.G. # 1.1.3	
	Improvement Suggestions		Page 1 of 1	
	Volume:	Chapter:	Section:	
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	Approved By:		Date Issued:	Revision Date:
Fire Chief Robertson		12/1/10		
Attachments:	Resources/Cross Reference:			

Purpose:

Define the manner in which suggestions to improve the Department are submitted.

Procedure:

- A. Suggestions for the improvement of the Department or well being of the member will, when presented in writing through normal channels, be welcomed and carefully considered.

- B. Members making recommendations for changes or modifications shall consult with and report, in writing, to their immediate supervisor. All such recommendations shall follow the chain of command. Any approval or disapproval shall be noted thereon and communicated in writing to all involved personnel.