


VALLEJO FIRE DEPARTMENT MANUAL OF OPERATIONS

	Subject:		Directive # 1.1.7	
	Member address or phone number		Page 1 of 1	
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	Approved By:		Date Issued:	Revision Date:
Fire Chief Robertson		12/1/10		
Attachments:	Resources/Cross Reference:			

Purpose:

To ensure the Department has the current address and telephone number of all members.

Procedure:

- A. Members are required to list a physical address and phone number of their residence on the Departmental roster. This is the phone number at which the City of Vallejo or Fire Department Administration can reach members for emergencies.
- B. Members shall notify Fire Administration with 30 days of any change of residence or telephone number and shall forward