



CHARLOTTESVILLE - ALBEMARLE RESCUE SQUAD



STANDARD OPERATING GUIDELINE

TOPIC: Shift Staffing & Attendance	S.O.P. # 1.6
Approved by: Lair D. Haugh, Chief	Revised: 2/8/2003 Approved:

I. PURPOSE

- A. To define the attendance requirements for members.

II. STAFFING

- A. Members shall report for duty and remain on duty the assigned time period and until released; or have obtained a replacement, preferably of equal training and ability and have notified the crew sergeant of such; or have been excused by the crew sergeant:
 - i. Day Crews - 0630 - 1830 (unless released earlier by night crew sergeant).
 - ii. Night Crews - 1730 - 0630 (Monday - Friday);
 - 1. 0800 Saturday to 0800 Sunday (Saturday);
 - iii. Sunday Day Crew - 0800 - 1730.
 - iv. Sunday Night Crew - 1730 - 0630.
- B. Associate members are required to run one-half of the hours required of a full active member. The scheduling of those hours shall be coordinated through the associate member coordinator and either the first or second lieutenant as appropriate.