



FOREST LAKES FIRE DISTRICT PUBLIC INFORMATION POLICY NUMBER 0011



Purpose

As first responders, the Fire Department is constantly being monitored and recorded by different types of media. During and after an emergency it is reasonable to assume that the public and media could try to communicate with any member of the Fire Department. Therefore, all employees should be aware of what information they are allowed to give out.

This policy establishes uniform guidelines for all Fire Department personnel when dealing with members of the media and the public.

Definitions

Fire Department refers to the Forest Lakes Fire Department and all its employees, both paid and volunteers.

PIO: The Forest Lakes Fire Chief can designate a Public Information Officer who will speak to the public and media on concerns and actions of the Fire Department.

Policy

The Forest Lakes Fire Department strives to maintain a positive operating relationship with the media and public, while protecting the rights of witnesses, victims and suspects, and protecting the lives and property of the citizens of Forest Lakes Fire District. As a community service the Fire Department realizes that its actions are subject to public scrutiny. An atmosphere of openness and honesty will be maintained and therefore the Department welcomes and will respond to any legitimate inquiry. The Fire District's common purpose is to keep a positive interaction between the Fire Department and the people it serves.

However, all employees shall refrain from giving out official statements or news release information to the news media. Only the Fire Chief, his PIO or the Fire Board Chairman or their designees are authorized to discuss Fire Department issues with the public or media.

Public Activities

Fire Community relations are based upon the positive interaction between the Fire Department and the people served, which represents their unity and common purpose.



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Approved by the Forest Lakes Fire District Board on: 01/11/2020.

A handwritten signature in black ink that reads "John Hennessey".

John Hennessey, Clerk