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| ***REPLACE WITH YOUR MASTHEAD*** |
| **VFIS logo black JPG** | **SOG Title:** |
| **SOG Number:** |
| **Original Date:** | **Revision Date:** |
| **ABC Fire Department General Operating Guideline** |

**Vehicle Safety Program Management**

***This is a sample of a standard operating guideline (SOG) on this topic. You should review the content, modify as appropriate for your organization, have it reviewed by your leadership team and if appropriate your legal counsel. Once adopted, make sure the SOG is communicated to members, implemented and performance monitored for effective implementation.***

**Purpose:**

To establish the individual for responsibility, accountability, authority and to champion for managing a vehicle safety program.

**Scope:**

All officers.

**Procedure:**

To define the components of managing a vehicle safety program and how to implement it to prevent death, injury, and property damage. Program key points involve:

* Champion
	+ Who?
	+ Role/task
	+ Limitation
* Authority
	+ Who?
	+ Role/task
	+ Limitation
* Responsibility
	+ Who?
	+ Role/task
	+ Limitation
* Accountability
	+ Who?
	+ Role/task
	+ Limitation
* Rewards/incentives

***This is a sample guideline furnished to you by VFIS. Your organization should review this guideline and make the necessary modifications to meet your organization’s needs. The intent of this guideline is to assist you in reducing exposure to the risk of injury, harm or damage to personnel, property and the general public. For additional information on this topic, contact your VFIS Risk Control representative.***

**References:**

NVFC "Emergency Vehicle Safe Operations For Volunteer and Small Combination Emergency Service Organizations"