

TITLE OPERATIONS MANUAL	STANDARD INSTRUCTION 06		DEPARTMENT FIRE-RESCUE
SUBJECT PARADES	SECTION 10	PAGE 1 of 2	EFFECTIVE DATE May 7, 2026

I. PURPOSE

The purpose of this policy is to provide guidance on parade participation, in keeping with the San Diego Fire-Rescue Department (SDFD) mission statement: "To serve the community of San Diego."

II. SCOPE

This policy applies to all sworn SDFD personnel, excluding Lifeguards.

III. AUTHORITY

The Fire Chief authorizes this policy.

IV. POLICY

A. Approval and routing of requests

1. Requests for SDFD to participate in a parade must be approved by the Fire Chief or their designee and routed to the appropriate parties through the Community Resource Officer (CRO).
2. The CRO should forward an approved request for participation to the identified district station through the requesting personnel's chain of command.
3. If the identified district station declines participation:
 - i. An Office of the Chief (OOTC) memo will be distributed to all fire station crews and administrative offices announcing the parade and outlining the details.
 - ii. On-duty volunteer crews will be selected before paid volunteer staffing.
 - iii. The OOTC memo should make a request for volunteers to participate.

B. Staffing

1. The OOTC memo should include an opportunity for authorized personnel to staff the apparatus.
 - i. SDFD must seek a paid volunteer for the assignment using the availability list maintained by the CRO:
 - a) Authorized personnel interested in volunteering must submit their name and contact information to the CRO for inclusion on the availability list, which will be maintained in alphabetical order.
 - b) Candidates will be contacted and selected for an assignment in the order they appear on the alphabetical availability list.
 - c) When a candidate accepts an assignment, the next candidate on the availability will be designated as the next in line for contact for the next availability.
 - d) If a candidate refuses an assignment, they will be passed over for that opportunity, and the assignment will be immediately offered to the next candidate on the availability list.

C. Apparatus Logistics

TITLE OPERATIONS MANUAL	STANDARD INSTRUCTION 06		DEPARTMENT FIRE-RESCUE
SUBJECT PARADES	SECTION 10	PAGE 2 of 2	EFFECTIVE DATE May 7, 2026

1. The Department will be represented in the parade by a front-line out-of-service apparatus whenever operationally feasible.
2. The front-line apparatus used in the parade must be immediately replaced at the station with an in-service ready reserve apparatus for the duration of the event.
3. On the day before the event, the Battalion Chief responsible for the affected station shall coordinate with the on-duty crew to secure a ready reserve apparatus.
4. The authorized personnel assigned to the parade are responsible for picking up the front-line apparatus prior to the parade and driving the apparatus to the parade staging location.
5. The Battalion Chief responsible for the front-line apparatus must coordinate with the on-duty crew to return the ready reserve apparatus.
6. The front-line apparatus must be immediately returned to its home station at the conclusion of the parade.

D. Compensation

1. Any SDFD personnel who volunteer and participate in the parade will not be compensated.
2. Authorized personnel selected on an overtime assignment will be compensated for a minimum of four hours.
 - i. Personnel must submit the overtime hours to the staffing desk to be entered on their electronic staffing calendar.