

SPOKANE COUNTY FIRE DISTRICT 8

Standard Operating Procedures

10.09.02 ACCESS TO DISTRICT SPACES



Adopted:	12/20/16
Reviewed:	06/30/23
Revised:	05/08/18
Approved:	<i>LonnieJ Rash</i>

Purpose: To establish District property and access to the District premises.

References: N/A

Procedure:

1. Access to District Spaces.
 - a) District premises are intended solely for business purposes, and all areas on District premises are District property.
 - b) The District reserves the right to have access to all areas on its premises.
 - c) This includes areas that are assigned to individual members, such as desks and lockers.
 - d) Items that members consider to be private and confidential should not be brought onto District premises.
 - e) Property occupied as living quarters is subject to the provisions of any applicable agreement.
 - f) The District has taken measures to ensure the safety and welfare of its members.
 - g) Members have been issued personal identification numbers for the purposes of accessing District spaces.
 - h) To maintain this security, members shall ensure that security doors are closed at all times.