


East Lake Tarpon Special Fire Control District

	<i>SOP 236 Use of Telephone</i>	
	Implementation Date: 11/2000	Revision Date(s): 05/26/2009
		Reviewed Date(s): 06/26/2018
	Forms or Attachments: None	

All telephones will be answered:

"East Lake Fire Rescue", and give rank and last name, or

Identify station by number and give rank and last name.

Personal phone calls received/generated by Department personnel should be kept to a minimum and not interfere with any Department business or operation. Only calls of an emergency nature may be taken during training sessions, work details, or after 2200 and before 0700.

Employees shall not make personal long-distance telephone calls on Fire Department telephones without their telephone credit card.