

SPOKANE COUNTY FIRE DISTRICT 8

Standard Operating Procedures

70.06.02
DISTRICT
COMBINATION/LOCKS



Adopted: 12/20/16
Reviewed: 11/01/18
Revised: 00/00/00

Approved:

A handwritten signature in black ink, appearing to read "Tony Fisher", is written over a horizontal line.

Purpose: To recognize that the District has established a District combination that is used to code District locks and doors. It is important that this combination remains confidential to District personnel only. It is prohibited to give the combination to persons other than District personnel.

References: N/A

Procedure:

1. Combination Doors and Locks.

- a) The District combination has been used to code District padlocks that secure private gates, cisterns, and doors. District locks are brass in color and have "SCFD8" or "SCFPD8" stamped into the body of the lock.
- b) It is prohibited to gain access to any private property that is secured with a District lock for other than official District business.

2. Security.

- a) Any misuse of the District combination to gain access to private property for other than official District business should be reported to the Fire Chief immediately.
- b) The District has established a District combination that is used to code District locks and doors. It is important that this combination remains confidential to District personnel only. It is prohibited to give the combination to persons other than District personnel.