St. John's Regional Fire Department
Policy and Operational Guidelines

Title: 01-03-11	The Use of Personal Electronic Devices While on Duty
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Section:	03 Administration
Title:	11 The Use of Personal Electronic Devices While on Duty

Purpose

To establish guidelines on the use of non-Departmental cellular phones, or other personal electronic transmitting or receiving devices while on duty.

Background

This replaces POG #01-03-11, "The Use of Personal Electronic Devices While On-Duty", dated 2013/03/04.

Procedure

1. Upon reporting for duty, all SJRFD members shall store non-Departmental personal electronic devices (i.e., cellular phones, or other electronic transmitting or receiving devices) in their personal lockers.

2. These personal electronic devices shall remain in the lockers during on-duty hours with the exception of break times, mealtimes, or after 17:00 hrs when phone and/or electronic messages may be answered before the device is returned to storage. These devices are not to be kept on one's person.

3. The only exceptions to the above shall be for:

- The President of Local 1075 who may carry a cell phone for Union business when in the station, however the cell phone may not be carried during training sessions or during emergency response.

- Member(s) who demonstrate an immediate need to carry personal electronic devices during

on-duty hours (i.e., as immediate medical issue with a family member, etc.), however member(s) must obtain approval from their Captain or Acting Captain for a determined period of time, and such approval will not be extended to carrying such devices during emergency response.

4. The SJRFD/City will assume no liability for such devices which may become damaged, misplaced or stolen.

NOTE

All Operational Guidelines are provided as a guideline only and may be altered by the Fire Chief, or his/her designate, to meet extenuating circumstances.

Approvals
Fire Chief/Director

Responsibility
St. John's Regional Fire Department

POG #01-03-11
Approved by:

Sherry Colford
Fire Chief
Director of Regional Fire and Emergency Services

Sept 17, 2025
Date

Appendix/Appendices
None