

Hudson Volunteer Fire Department, Inc.
Operating guidelines for the Explorer program

1. The Captain of the Explorers shall provide each explorer with a copy of these guidelines and each explorer will sign a form that states he/she received a copy of these rules.
2. Each explorer will be required to fill out an explorer application and ensuring emergency contact information is kept up to date.
3. Each explorer will be required to sign the department release form and agreement form.
4. Each Explorer will be required to maintain passing grades in school and grades shall be monitored by the Captain of Explorers. School issued progress reports and report cards must be shown to the Captain of the Explorers when issued for review. Any failing grades will result in suspension of attendance to meetings and emergency calls until the next report showing passing grades is presented. There will be no exceptions to maintaining passing grades.
5. Safety will be of the utmost importance for the Explorers at all times.
6. Explorers will be provided a yellow tee-shirt with green letters identifying them as Explorers. Lettering and any logos will be determined by the Officers.
7. Explorers are allowed to ride the apparatus to calls. Explorers who have drivers license are allowed to take their personal vehicle to a call but you will not be allowed to have emergency lights or sirens. You will be expected to obey ALL traffic laws. You are not allowed to speed or run stop signs or red lights. Any explorer not adhering to this will be dismissed from the Explorer program. Once you arrive on the scene you must report to the Officer/Firefighter in charge and you will be required to wear a safety vest at all times. Duties are limited to safe activities only.
8. Explorers are NOT allowed to go on med calls.
9. Explorers are NOT allowed to direct traffic at any call requiring such action.
10. An Explorer sign in sheet will be made available for Department functions like training, parades or fundraisers. It will be the Explorers responsibility to sign in when you show up for duty. Explorers may or may not be tracked for emergency calls and making emergency calls will not be a factor in your membership into the Department when you turn 18 years old.
11. All Explorers are expected to dress appropriately while representing the Fire Department during training or other functions. At no time, will clothing or jewelry depicting drugs or alcohol be allowed. Any inappropriate actions away from Department activity, while wearing anything with the Department name on, will be grounds for dismissal from the Explorer program. Inappropriate language will not be tolerated while attending Department functions.
12. Each Explorer and a date will be allowed to attend the annual Christmas banquet.
13. Explorers will not be allowed to have friends coming to the Fire Station to hang out. Upon request, with the Captain of the Explorers approval, you may arrange for groups of 6 or less to visit and tour the station.
14. Explorers will eventually have access to different door codes at the Stations. You are expected to maintain these codes for your use only. Do not give these codes to anyone. If someone asks you for a code, you should tell them to see the Chief.

15. Explorers are not to make public comments or statements to the media at any time or at any incident or after the incident. All public inquiries are to be referred to **Officer in charge**.
16. Explorers are responsible for care of all gear issued to them.
17. Explorers may drive Hudson Fire department vehicles during training or on Fire Department property with supervision of a member of the department. Explorers are NOT allowed to drive Fire Department vehicles upon public roadways, at scenes, parades or other functions.
18. Explorers may be issued pagers at the discretion of the Chief.
19. No Explorer is to accept a monetary payment for services at a fire scene. Any person wanting to give payment should be sent to the Officer in charge.
20. Explorers will not have any voting privileges during meetings.
21. Injuries to Explorers should be reported immediately for documentation and treatment.
22. The Hudson Volunteer Fire Department is in no way responsible or liable for any moving violations or accidents while en-route to or from the station or a scene. (obey ALL traffic laws)
23. Explorers will not use the fire department radio unless instructed to do so by a senior firefighter. Emergency situations excluded which may include you being the only one able to call for help.
24. Explorers may choose to elect a team leader from within the Explorer ranks as a go to person for matters not covered in these guidelines. The team leader would act as a liaison between the Explorer program and the Fire Department.
25. Explorers will be made aware of HIPAA laws and will be required to sign an acknowledgement form to that affect.
26. Explorers, except dependants of Hudson FD members, Hudson FD K-9 SAR members or Hudson FD Ladies Auxiliary members, must live within the Hudson School district.
27. Explorers caught fighting on Fire Department property, at the scene of a call, parade or any other Fire Department event will be dismissed from the program regardless of who is at fault.
28. Anything not covered by these guidelines will be up to the discretion of the Chief until it is voted on by the membership and included in these rules.