

## **THE BOARD OF COMMISSIONERS**

### **Fire Commissioner Issued Materials**

The following policy is established to standardize the issuing of District materials to Commissioners.

Commissioners have legislative authority and responsibility to provide policy direction and leadership for the District. In order to perform those duties, the following materials and items will be provided when requested by individual Commissioners:

- Identification Card
- Nametag/Pocket Greeter
- Business Cards
- Office Supplies
- Office Key

Due to the civilian status of Commissioners, no radio, protective clothing, badge or uniform shall be issued or authorized.

When official letterhead stationary is used for correspondence, a copy must be immediately forwarded to the District administration for inclusion in the official records of the District.

Each Commissioner shall be provided with file space at headquarters, when requested.