

	<p style="text-align: center;">GALENA FIRE DEPARTMENT Policy and Procedure Manual</p> <hr/> <p style="text-align: center;">Fire Chief Signature Date</p>	<p style="text-align: right;">#17</p> <p>Effective: 01jan14 Revised: Page: 1 of 1</p>
FIRE STATION ACCESS KEY		

Members understand that the Galena Fire Department, as a matter of security, will issue a key to all members to allow access to the fire station once membership is approved.

Members agree to be personally responsible for the safekeeping of his/her department key and will not share or transfer this key to others. Members agree to assume full liability for the replacement of this key if lost, for a fee of \$10.00.

Members further agree that, upon termination from the Galena Fire Department, regardless of the circumstances, he/she is required to return the assigned access key to the department.