

**Purpose:** To develop and implement a more effective Driver Improvement Program (DIP) for all Fire and Rescue Department (FRD) members. This procedure will expedite every component of educating, retraining and re-engaging the member to former status in a period of time less than one week or three shift days.

**Procedure:** When a Fire and Rescue Department (FRD) vehicle accident occurs, the current Standing Operating Procedure (SOP) needs to be followed. Prior to leaving the FRD accident scene, the Battalion Chief and the Safety Officer identifies whether the accident was preventable or non-preventable. In the case, that the FRD driver is thought to have caused the accident or caused the damage perceived preventable. The driver would be relieved from driving responsibilities and used in another capacity. This immediate action will address the liability from the time of accident until the remedial training component. During this change in status, the Battalion Training Officer (BTO) will educate with driver safety and awareness information and provide a tactical driving course to address what exactly caused the accident and strengthen those skills to prevent reoccurrence. Afterwards the Accident Review Board (ARB) will continue normal operation in reviewing accident every two weeks and providing preventable (class 1 and 2) to Senior Operations Group.

**Conclusion:** The recommended change will offer several immediate actions to benefit the member and the FRD.

Change in status: Decrease the liability of the driver and FRD (remove member from driver responsibilities)

Remedial training: At the battalion level (this opportunity will expedite the educational and tactical component of the DIP and re-engage the driver within three shift days/one work week in normal circumstances).

Streamline the duties of the DIP coordinator.