

# Buechel Fire Protection District

## Chain of Command

COC-0010

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Title: **Box Map Officer Description**

Approval Date – 5-5-1987

<b>Section</b>	<b>Instruction</b>
1.	The Box Map Officer is responsible for keeping all box map books current, including box map books used by our mutual aid fire districts, and the Jefferson County Telecommunications Bureau. The Box Map Officer reports directly to the Assistant Chief and will receive guidance from the Fire Prevention Officer on additions of new streets and hydrants to be included in the box map books.
2.	The Box Map Book Officer shall make all changes in these books when necessary. The Box Map Officer must also keep an up-to-date list of all back-ups that Buechel responds to and what districts respond automatically with us. All streets listed with the Jefferson County Telecommunications Bureau must be kept on the geo-file and up-dated through the Fire Prevention Officer.