

Beaumont Fire Department
RULES & REGULATIONS
101.01 – Organizational Structure



Effective: June 10, 2025

Chief Earl White

1. PURPOSE AND SCOPE

The purpose of this policy is to establish the organizational structure of Beaumont Fire Rescue. This policy also provides guidance regarding the department's reporting process through the chain of command.

2. POLICY

It is the policy of Beaumont Fire Rescue to organize its resources in a manner that allows for effective and efficient service delivery to the public. To ensure effective organizational communication, members should generally adhere to the established chain of command unless there is a good faith and reasonable basis for utilizing an alternate channel of communication.

3. SECTIONS

The Fire Chief is responsible for managing Beaumont Fire Rescue. The following Sections make up Beaumont Fire Rescue

- EMS Section
- Fire Operations Section
- Planning Section
- Logistics Section

3.1 EMS DIVISION SECTION

The EMS DIVISION Section is directed by an Assistant Fire Chief. The EMS Section functions to ensure compliance with TX-DSHS TAC 157.11 EMS Provider License, provides emergency prehospital care under delegated practice of a licensed Medical Director (physician), established treatment and transport protocols and policies, documentation of response to incidents/events, respond to disaster incidents, staffing appropriate EMS resources as directed, and EMS credentialing, training, and address EMS related complaints. EMS Section also oversees all EMS related clinical variances through BFR established QA/QI Program policy and provide continuing education contents through BFR's EMS Continuing Education Program.

3.2 FIRE OPERATIONS SECTION

The Fire Operations Division is directed by an Assistant Fire Chief. The Fire Operations Division responds to all fire, rescue, and medical aid calls for service; manages major disaster responses; and staffs various emergency response apparatus and support units. The Fire Operations Assistant Chief also oversees the management of Communications

3.3 PLANNING SECTION

The Planning Section - is directed by an Assistant Fire Chief. The Planning Section's mission is to engage in public education, fire prevention, as well as building permitting and plan review. The Planning Section performs inspections of businesses and occupancies as mandated by applicable law.

The Planning Section Chief oversees Fire Training. Fire Training is responsible for providing initial and continuing education of fire training to all sworn members. Fire Training also retains all fire training and certification records, as well as creating benchmarks and minimum fire training standards.

3.4 LOGISTICS SECTION

The Logistics Section - is directed by an Assistant Fire Chief. The Logistics Section coordinates the purchase, receipt, storage, and distribution of all supplies and equipment. The Logistics Section also coordinates to include but not limited to the facilities and equipment maintenance programs, inventory and status, repairs, and replacement for all department properties, equipment, and vehicles.

4. CHAIN OF COMMAND

Respect for rank is essential for administrative and operational efficiency. All members of Beaumont Fire Rescue shall adhere to the chain of command. All members shall be thoroughly familiar with the National Incident Management System (NIMS) and the Incident Command System (ICS) and operate within their parameters throughout the duration of all emergency incidents.

A supervising or commanding officer will be identified for each department member. This supervisor/commanding officer is the first step in the organizational Chain of Command, followed by the next level of commanding officer as set forth in the department's organizational structure. In the event that no supervisory officer is available, rank will be determined by seniority in rank.

Members of Beaumont Fire Rescue shall generally conduct department business through the established chain of command. Members shall consult with and report to their commanding officer/ supervisor when making recommendations for changes, alterations, or improvements concerning department matters. Members shall forward all reports and recommendations through the chain of command. The submission should include written comments from the member's immediate supervisor to indicate whether the supervisor approves of the recommendation. No memo or recommendation should be stopped in the chain of command before it reaches its intended destination/officer.

Other than the exceptions set forth below, no member of Beaumont Fire Rescue shall initiate contact with any member of the governing board or with any other local, regional, state, or federal official regarding any matter affecting Beaumont Fire Rescue without having first informed the Fire Chief through the chain of command.

5. DIRECTIVES AND ORDERS

Members shall comply with lawful directives and orders from any department supervisor or person in a position of authority, absent a reasonable and bona fide justification.

A member who believes any written or verbal order to be unlawful or in conflict with another order shall:

- 5.1 Immediately inform the supervisor issuing the order, and also the member's immediate supervisor, of the conflict or error of the order. If unresolved, it may be escalated in accordance with the Organization Chain of Command.
- 5.2 Provide details explaining the grounds for believing there is a conflict or error.
- 5.3 Request clarification, guidance, and direction regarding following the order.
- 5.4 Request the order in writing, absent exigent circumstances, should the conflict or perceived error be unresolved.
- 5.5 Respectfully inform the supervisor of the intention to disobey what is reasonably believed to be a conflicting or unlawful order.

A member's decision to disobey an order that is believed to be unlawful is not a bar to discipline should the order be determined as lawful.

6. ALTERNATE CHANNELS OF COMMUNICATION

All members shall endeavor to keep their supervisors informed of any matters that may affect the safety, welfare, or operations of the Department.

As a general matter, any concern about a workplace situation should first be raised with the member's immediate supervisor. It is recognized, however, that there may be occasions where the use of the established chain of command may not be appropriate. If an issue is of a personal nature, involves a sensitive matter, is of significant importance to the Department, or involves other members or supervisors, the member may consult directly with the Assistant Chief, the Fire Chief, or a representative of Human Resources.

All members are free to make or prepare to make, in good faith, any complaint that identifies ethical or legal violations, including fraud, waste, abuse of authority, gross mismanagement, violations of the law, or practices that may pose a threat to the health, safety, and security of the public or members without fear of actual or threatened discrimination, retaliation, or reprisal. Such complaints are not subject to the chain of command and may be made to any supervisor or directly to Human Resources. Nothing in this policy shall diminish the rights or remedies of a member pursuant to any applicable federal law, provision of the U.S. Constitution, applicable state law, ordinance, or collective bargaining agreement.

Any form of reprisal or retaliation against any member for making or filing a complaint in good faith or for participating in the investigation of a complaint is prohibited. Any member engaging in any form or type of reprisal or retaliation is subject to discipline (see the Anti-Retaliation Policy).

Organization Structure:









