



Section 1: Purpose

The purpose of this guideline is to establish a form to request a revision to a previously Approved or Draft GOG.

Section 2: Scope

The guideline on the use of the GOG request for revision form is applicable to Lunenburg Regional Fire and Emergency Service personnel.

Section 3: Definitions:

GOG – General Operating Guidelines for use or reference by members of LRFES.

Section 4: Directives:

1. All LRFES members can send a request for revision form to the GOG Committee to have a GOG change.
2. Request for revision form will be available on the LRFES website.

Section 5: Procedure:

1. All LRFES members can send a request for revision form to the GOG Committee to have a GOG change.
2. Obtain the form from the LRFES website.
3. Fill out who is requesting the revision and date of request.
4. Enter the GOG # to be revised.
5. Enter the section or sections to be revised.
6. Send form to the Chair of the GOG Committee.
7. GOG Committee to review and advise the member of the decision to revise.
8. When the GOG is revised the GOG Committee will send out the revised GOG to the membership for their review and / or comments.
9. GOG Committee to bring the revised GOG to the next LRFES monthly meeting for approval.



Section 6: Sample Form:

Request for Revision From: _____

Date of request: _____

| | |
|----------------------------------------|------------------------|
| GOG# and Name of GOG To be revised | |
| Section or Sections to Revise | |
| Detail of revision requested | |
| Send request to GOG Committee Chair | art.jensen@eastlink.ca |