



DEPARTMENT OF FIRE AND RESCUE SERVICES  
MONTGOMERY COUNTY, MD.

# DIRECTIVE

**NUMBER:** 96-17

**DATE:** June 18, 1996

**TO:** All Holders of Policy and Procedures Manuals

**FROM:** Chief Jon C. Grover, Director  
Department of Fire and Rescue Services

A handwritten signature in black ink, appearing to read "Jon C. Grover".

**SUBJECT:** Chief Officer Title Changes as Related to Policies and Procedures

Effective July 1, 1996, all holders of policy and procedure manuals must update their manuals to reflect the Chief Officer title changes as they relate to the policies and procedures. This updating differs from Directive 96-16, as it references changes that affect current Assistant Chief Officers in field assignments, and how they are referred to in various policies and procedures. This updating is necessary until the Department can revise the affected policies.

Manual holders should make the following title changes wherever the "old" titles occur:

**"Old" Title**

**Replace with New Title**

District Chief

Shift Chief

Duty Chief

Shift Chief

Shift Operations Chief

Shift Chief