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| <b>Subject:</b>        | <b>FIRE APPARATUS INSPECTION, MAINTENANCE AND REPAIR</b> |
| <b>Section:</b>        | <b>PPG# 4100.12</b>                                      |
| <b>Chapter:</b>        | <b>Operations</b>  |
| <b>Effective Date:</b> | <b>7/1/98</b>  |

## **1.0 POLICY**

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- 1.1** When a fire apparatus is found to be in an unsafe condition, it shall be reported immediately to the officer on duty. If in the officer's determination, the apparatus cannot be used in a safe manner, it shall be taken out of service until it has been restored to a safe operating condition.
- 1.2** All repairs and preventive maintenance to fire apparatus shall only be made by personnel deemed qualified by the Fire District.
- 1.3** All apparatus shall be maintained following the department's preventative maintenance program and records shall be maintained for each individual apparatus to record and track potential or on-going problems.
- 1.4** An annual pumper service test shall be made following NFPA 1911 1997 Guidelines.
  - 1.4.1** If a pumper fails the pressure or volume portion of the annual service test, as determined by the Department using NFPA 1901 as the guide, the apparatus shall be placed out of service as a pumper until adequate repairs are made and the apparatus successfully completes the test identified in Section 1.4.
  - 1.4.2** The manufactures recommendations for pumper test should be followed.

## **2.0 RESPONSIBILITIES**

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- 2.1** The Assistant Chief of Operations shall approve apparatus inspection, preventative maintenance and repair.

### 3.0 GUIDELINES

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- 3.1** An apparatus should be immediately placed out of service anytime, when in the opinion of the officer in charge, the vehicle is unable or unsafe to operate. Some examples include:
- 3.1.1** Flat Tires
  - 3.1.2** Defective Brakes
  - 3.1.3** Emergency lighting problems
  - 3.1.4** Any siren problems when there is not a secondary siren.
  - 3.1.5** Defective steering, engine or drive line problems, or running gear problems.
  - 3.1.6** Windshield wipers OS during inclement weather.
  - 3.1.7** Broken gear shift level or transmission stuck in any gear.
  - 3.1.8** Loss of oil pressure.
  - 3.1.9** Engine overheats.
  - 3.1.10** Engine will not shift from road to pump.
- 3.2** Immediate Repair or Replacement.  
Headlights OS – The apparatus may remain in service during daylight hours.  
Radio OS – The apparatus may remain in service via a portable radio.
- 3.3** In the event that an apparatus is placed out of service in a fire station, a sign will be hung from the steering wheel stating that the apparatus is “out of service” and the reason therefore.
- 3.4** In the event of a flat tire on an emergency vehicle, the shift officer should be immediately notified. The shift officer will coordinate emergency tire repairs after-hours and on weekends.
- 3.5** Requests for emergency towing should be made to the Assistant Chief of Operations. After hours and on weekends, towing may be coordinated by the shift officer. The Assistant Chief of Operations should be notified of the tow.
- 3.6** Department fire apparatus should be inspected to ensure they are fully operational in the event of an alarm. The following three types of regular equipment inspections will be conducted by the department:
- 3.6.1** Daily check. This inspection shall be completed each A.M. Deficiencies shall be submitted on a written work order form to Assistant Chief of Operations or his/her designee.
  - 3.6.2** A weekly equipment check for unstaffed stations shall be conducted. Any deficiencies found during the routine inspection shall be reported to shift officer and noted on the inspection form.
  - 3.6.3** A check upon return to quarters shall be conducted following any period of operation and shall be completed by the personnel having operated

the unit. The staff shall check each of the listed items and note any deficiencies found during the inspection. Any deficiencies that would seriously hamper the continued operations of the apparatus shall be reported immediately to shift officer.

- 3.7** Members shall use the above information as their guide when asked by the command officer if they are able to respond. The final decision will be made by the Shift Command Officer.

## **4.0 REFERENCES**

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WAC 296-305-04507

[Statutory Authority: RCW 49.17.010, .050, .060. 96-11-067 (Order 94-27), §296-305-04507, filed 05/10/96, effective 01/01/97.]