

VEHICLE AND EQUIPMENT MAINTENANCE PROGRAM

PURPOSE:

The purpose of this guideline is to provide basic information about the District's overall approach to vehicle and equipment maintenance.

SCOPE:

This guideline applies to each member of the District, as they have a responsibility to understand the vehicle and equipment maintenance program outlined in this document.

AIR SYSTEM AND SELF-CONTAINED BREATHING APPARATUS (SCBA) EQUIPMENT TESTING:

- A. The station SCBA air system should be serviced on an annual basis by factory authorized and certified technicians. The cascade system air bottles must be hydrostatically tested every five years.
- B. SCBA should be serviced on an annual basis by factory authorized and certified technicians. SCBA bottles must be hydrostatically tested every five years. Each SCBA must be tested in accordance with NFPA 1981: Standard on Open-Circuit Self-Contained Breathing Apparatus (SCBA) for Emergency Services.
- C. The station air supply system should be serviced annually and drained of water once a month.

COMMUNICATIONS EQUIPEMENT MAINTENANCE:

- A. Mobile radios, portable radios and pagers should be serviced and repaired only by factory authorized and certified technicians. A service contract should be maintained with an approved company to perform maintenance and service and renewed on an annual basis.
- B. Work such as microphone or antenna replacement, and other minor repairs may be completed by District personnel on an as needed basis.
- C. Only certified members may perform programming of mobile radios, portable radios and pagers. Communications equipment should never be programmed by an unauthorized person.

FIRE EXTINGUISHER MAINTENANCE AND TESTING:

- A. Each fire extinguisher should be inspected and serviced on an annual basis by a factory authorized and certified technician. They should also be hydrostatically tested every five years.

- B. Fire extinguishers placed on vehicles should be checked weekly for any damage and to ensure proper gauge readings.
- C. Once a fire extinguisher has been discharged it should be removed from service until it can be recharged. *Exception: Water extinguishers can be refilled by District personnel after undergoing appropriate training in refilling this type of extinguisher.*

FIRE HOSE, COUPLING AND NOZZLE MAINTENANCE AND TESTING:

- A. Each firefighting nozzle, appliance and section of firefighting hose should be service tested on an annual basis in accordance with NFPA 1962: Standard for the Inspection, Care and Use of Fire Hose, Couplings, and Nozzles and the Service Testing of Fire Hose.
- B. Each section of firefighting hose must be tested using the Hose Tester. No more than 3 lengths of hose should be connected together and the total length must not exceed 300’.
- C. Attack hose should be tested for 3 minutes at 250 PSI, while supply hose should be tested for 3 minutes at 200 PSI.
- D. While testing the firefighting hose, members should ensure that the gaskets are present and that they are in good condition.
- E. Only approved lubricants should be used when servicing nozzles. *Break Free CLP®* is a standard lubricant approved by most nozzle manufacturers.
- F. Firefighting hose should be marked at each end approximately 2 ½” from the coupling using a permanent marker in the following manner: the year the hose was purchased, the length of the hose, and a number given based on the amount of hose purchased during the year, *example – 11-100-02*. A line should also be placed at the location where the hose jacket meets the coupling, to assist in locating possible hose-coupling separations.

GAS DETECTION EQUIPMENT TESTING:

Each gas detection monitor should be calibrated once a month as recommended by the manufacturer.

HAND TOOL MAINTENANCE:

Hand tools should be serviced on an annual basis in accordance with the manufacturer recommendations. Painting of equipment handles and/or removal of rust should be completed during the service.

HYDRAULIC RESCUE EQUIPMENT MAINTENANCE AND TESTING:

Hydraulic rescue equipment should be serviced on an annual basis by factory authorized and certified technicians in accordance with NFPA 1936: Standard on Powered Rescue Tools.

LADDER MAINTENANCE AND TESTING:

- A. All ground and vehicle-mounted ladders should be serviced and tested on an annual basis by factory authorized and certified technicians in accordance with NFPA 1932: Standard on Use, Maintenance, and Service Testing of In-Service Fire Department Ground Ladders.
- B. Each year in March and September all ground and vehicle-mounted ladders should be cleaned using water, a mild soap or a degreaser. A stiff bristled brush or a pressure washer may be used.
- C. When cleaning the ladder should be extended, all beams, rungs and halyards cleaned and allowed to dry. Lubricate as needed with a silicone-based lubricant.

LIFE SAFETY ROPE INSPECTION:

Each section of life safety rope should be inspected on an annual basis in accordance with NFPA 1983: Standard on Life Safety Rope and Equipment for Emergency Services.

PERSONAL PROTECTIVE EQUIPMENT INSPECTION, CLEANING AND MAINTENANCE:

- A. Each piece of Personal Protective Equipment (PPE) should be inspected on an semi-annual basis by the Equipment Officer in accordance with NFPA 1971: Standard on Protective Ensembles for Structural Fire Fighting and Proximity Fire Fighting.
- B. Maintenance of the PPE should only be completed by factory authorized and certified technicians.
- C. Each bunker coat, pants, gloves, and hood issued to a member should be washed two times year in accordance with manufacturer recommendations or after any heavy soiling.

PUMP MAINTENANCE AND TESTING:

Each vehicle-mounted fire pump should be serviced and tested on an annual basis by factory authorized and certified technicians in accordance with NFPA 1911: Standard for the Inspection, Maintenance, Testing, and Retirement of In-Service Automotive Fire Vehicle.

REMOVING VEHICLES AND/OR EQUIPMENT FROM SERVICE:

- A. Equipment should be placed out of service when it no longer operates properly for the purpose designed. Personnel taking equipment “Out of Service” should fill out a “Work Request Form” outlining the problem with the equipment and placing it in the Assistant Chief of Operations

- mailbox. The on-duty Shift Officer should also be notified, so that any equipment removed from service can be passed along to the other shifts.
- B. Vehicles should be taken out of service when they no longer operate properly or are a safety hazard to personnel. The following steps should be taken when removing an vehicle from service:
- a. If the vehicle is equipped with an MDC, log the MDC off using the “Log off but remain logged on to CAD” option. Then either take the unit out of service over the radio with PSCC or take the unit out of service on the PSCC computer.
 - b. Once out of service, an email should be sent to all of the officers informing them that a vehicle is out of service and for what reason.

SMALL ENGINE MAINTENANCE:

Each diesel or gasoline powered small engine should be serviced on an annual basis in accordance with the manufacturer recommendations. These engines should be started and run each week during the vehicle weekly check.

VEHICLE DAILY CHECKS:

Engine 701 and Ladder 710 should be checked daily to ensure they are in a constant ready state. The vehicle should be started, the emergency lights activated, the pump engaged and water circulated. Any problems found should be noted on the check sheet for review by the assigned Maintenance Officer.

VEHICLE MAINTENANCE:

Each vehicle should be serviced on an annual basis in accordance with manufacturer recommendations and NFPA 1911: Standard for the Inspection, Maintenance, Testing, and Retirement of In-Service Automotive Fire Vehicle. The Maintenance Officer will be charged with setting up the schedule for service and tracking of sure activities.

VEHICLE WEEKLY CHECKS:

Each vehicle should receive a heavy check once a week to ensure a ready state. Any problems found should be noted on the check sheet and forwarded up the Chain-of-Command.