

EL DORADO COUNTY FIRE PROTECTION DISTRICT
STANDARD OPERATING GUIDELINE

ARTICLE 4: ROUTINE PROCEDURES

EFFECTIVE DATE: 05-01-1993

**SECTION 16: FACILITIES / EQUIPMENT
INSPECTION**

REVISED: 04-12-2006

4.16.1 **PURPOSE:** To establish a policy for the consistent inspection of District facilities and equipment.

4.16.2 PROCEDURE:

4.16.2.1 Once during each quarter, the Duty Division Chief shall inspect each facility with the Station Captain.

4.16.2.2 Items to be inspected shall include, but are not necessarily limited to the following items:

- Cleanliness of facility and equipment
- Apparatus and equipment check sheets
- Controlled drug sheets
- All station and apparatus logs
- Computer and office equipment
- Station supplies
- Uniforms
- Safety gear
- Records and reports

4.16.2.3 Deficiencies will be noted in writing and given to the Station Captain at that station for action and forwarded to the Fire Chief.

4.16.2.4 Notes on deficiencies regarding facilities and equipment will be made available to all Chief Officers to facilitate consistency in the inspection process.

4.16.2.5 Inspections will be conducted at the Division Chief's discretion.

4.16.2.6 All inspections and notations of deficiency shall be based on established District policies, procedures, rules, and regulations.