EL DORADO COUNTY FIRE PROTECTION DISTRICT

STANDARD OPERATING GUIDELINE

ARTICLE 10: EQUIPMENT PROCEDURES	EFFECTIVE DATE:
SECTION 3: ROUTINE MAINTENANCE	REVISED: 04-12-2006

10.3.1 **PURPOSE:** To assure the following procedures will be followed regarding Equipment Maintenance:

10.3.2 All major repairs to Fire District equipment are to be made by, or under the direction of the Duty Chief Officer.

10.3.3 All modifications or additions to Fire District equipment are to be cleared by the Fire Chief.

10.3.4 Minor repairs such as replacing light bulbs, windshield wipers, fan belt tightening, replacing loose screws, nuts and bolts, minor wiring problems, etc. are to be done by on-duty shift personnel at each station.

10.3.5 Preventive Maintenance:

10.3.5.1 Oil and filter changes, air filter replacement, chassis and drive line lube, add or change lube oil in gear cases when necessary, clean and lube external pump valves, lube pump, adjust pump packing, clean battery terminals, or replace as necessary, will be done by the on-duty shift personnel at each station.

10.3.5.2 Minor repair and preventive maintenance items that have been done are to be noted on equipment repairs forms and sent to the Maintenance Division.

10.3.6 Reporting Problems:

10.3.6.1 A description of the problem along with any trouble shooting performed shall be forwarded to the Maintenance Division.

10.3.7 Apparatus:

10.3.7.1 The District's "Mobile Equipment Inventory" ranges from utilities to water tenders. Each station is assigned a number of these vehicles.

10.3.7.2 The District maintains a reserve fleet. If a piece of mobile equipment must be taken "out of service" for a period of time, then a piece of equipment from reserve fleet will take its position. Reserve apparatus are not equipped to the District's standard for front line equipment.

10.3.7.3 Service Area 7 mobile equipment is assigned to the District. The procedure for equipment checks and the reporting of mechanical problems is the same as other District equipment.