

LOS PINOS FIRE PROTECTION DISTRICT STANDARD OPERATING PROCEDURE



TITLE	NUMBER	EFFECTIVE DATE	REVISION DATE
VEHICLE CHECKS	107	February 24 th , 2004	

PURPOSE

To assure all district vehicles and equipment are in a state of readiness.

VEHICLE CHECK-OFF FORMS

The vehicle check-off forms shall be filled out for each apparatus during the morning truck checks and any abnormalities noted therein. After the forms are completed they will be passed on to the assistant chief.

ALL VEHICLES

Shift personnel responsibilities shall consist of a complete check of assigned unit. The person checking an apparatus assumes all responsibility for the vehicle and all equipment assigned to the unit

- A walk around and visual check will be done before the vehicle is moved to note any abnormalities or damage
- Check all fluid levels (fuel/oil/coolant). Water tank should be full and fuel tank at least $\frac{3}{4}$ full.
- Note mileage/hours.
- Check tires (unusual wear, cuts, abrasions, punctures, and air pressure).
- Move vehicle to outside of station, weather permitting, to perform the balance of the check.
- Steering.
- Brakes.
- Instruments.
- Safety devices.
- Horn/siren/radio.
- Lights/reflectors.
- Windshield wipers.
- Cargo, mounted equipment.
- Fire extinguishers.
- Inventory all compartments verifying presence of equipment and its functional condition.
- Wash the vehicle if necessary.

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ENGINE COMPANIES

- Engage the pump, operate the throttle, relief valve, transfer valve (if so equipped), and verify that the gauges and warning indicators are functioning properly.
- Shutdown the pump, exercise all remaining intake and discharge valves, including drains.
- A complete check is to be done to all SCBA assigned to the unit. Individually seat-assigned firefighters shall complete a secondary check on their SCBA for personal safety.
- Check the appropriate fluid levels, start and operate all engine-powered equipment.
- Fire/rescue equipment.
- EMS/medical equipment
- Record and report any abnormalities found while performing the daily check to the assistant chief.

NOZZLES (ALL UNITS)

Nozzles shall be maintained according to manufacturer's recommendations and departmental guidelines. All nozzles shall be checked daily and checked and cleaned after each use.

- Check for obvious cracks, breaks or other defects.
- Check all rubber and Teflon parts.
- Check for proper movements of all moving parts.
- Check for foreign objects inside nozzle.
- Insure that nozzle is clean.
- Report all problems and/or defects to the assistant chief.
- Place nozzle out of service or repair, as necessary.

Basic precautions for use of nozzles:

- Avoid dropping a nozzle.
- Avoid using nozzle as forcible entry tool.
- Shut off and open nozzle slowly to avoid a water surge which may damage nozzle.
- Use no tools on nozzle, except a spanner wrench to tighten nozzle on to hose.
- Adjust water pattern carefully and slowly to avoid damage to nozzle.
- When completed use, clean and flush nozzle.

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LADDER COMPANY

- Engage the pump; operate the throttle and relief valve, to verify that the gauges and warning indicators are functioning properly.
- Shutdown the pump, exercise all remaining intake and discharge valves, including drains.
- Engage the PTO and operate the hydraulic system including the outriggers, turntable, and platform controls. Check hydraulic system PSI.
- A complete check is to be done to all SCBA assigned to the unit. Individually seat-assigned firefighters shall complete a secondary check on their SCBA for personal safety.
- Check the appropriate fluid levels, start, and operate all gasoline engine powered equipment.
- Fire/rescue equipment.
- EMS/medical equipment.
- Record and report any abnormalities found while performing the daily check to the assistant chief.

GROUND LADDERS (ALL UNITS)

Ground ladders shall be visually inspected and cleaned weekly, as well as after each use. Ground ladders which have been found to have defects shall be removed from service for repair and/or replacement. Halyards on ground ladders shall be replaced as needed, or at least every two (2) years.

The following procedure should be utilized when inspecting ground ladders:

- Remove dirt from the ladder with a brush and running water. A solvent cleaner may be used to remove any oily or greasy residues.
- After rinsing or any time a ladders is wet, wipe it dry.
- Check for obvious defects (bends, tweaks, cracks, etc.).
- Check for broken or cracked welds.
- Check for cracked metal parts.
- Check for loose runs and/or rivets.
- All braces, slides, stops, locks, rivets, pulleys and other movable parts should be examined.
- Movable parts should be lubricated at least every six months.
- Check the halyard for wear and decay.
- Check proper action of extension ladders.
- When defects are discovered, notify the assistant chief

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RESCUE UNITS

- EMS/medical equipment will be checked daily.
- Fire/rescue equipment.
- Record and report any abnormalities found while performing the daily check to the assistant chief.
- An inventory of all medical supplies/equipment shall be performed and documented.

BRUSH UNITS

- Engage the pump, operate the throttle, relief valve, transfer valve (if so equipped), and verify that the gauges and warning indicators are functioning properly.
- Shutdown the pump, exercise all remaining intake and discharge valves, including drains.
- Check fuel and fluid levels on pump, floating pump, chainsaws, drip torches, and fuel cans.

HAND TOOLS (ALL UNITS)

Hand tools used for cutting such as saws, axes, etc. shall be kept clean and free of defects, dirt and rust. Such tools shall be kept in a sharpened condition in accordance with the type of tool. Cutting edges and other bare metal areas of the tool shall receive a light coat of oil to prevent rust and facilitate cleaning.

- Hand tools with wooden handles shall be kept clean and free of dirt and rust. Wooden handles shall be kept smooth and free of defects. Wooden handles shall be treated with Linseed Oil to preserve the wood. Varnish or shellac shall not be used.
- Hand tools of all metal construction shall be kept clean and free of defects, dirt and rust.
- Mechanical type hand tools, such as bolt cutters, should be lubricated and painted according to the type of tool. They should be free of defects, dirt and rust. The mechanical mechanism must operate correctly in accordance with the type of tool.
- All tools shall be cleaned and inspected following each use.
- All tools shall be inspected regularly, at least once a day during apparatus check.

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EQUIPMENT AT OUT-LYING STATIONS

The assistant chief shall assure that a “Weekly Equipment Check” in conjunction with the above-mentioned guidelines shall be completed on all units in the out-lying stations.

Larry Behrens

Larry Behrens, Fire Chief

February 24th, 2004

Date