

EL DORADO COUNTY FIRE PROTECTION DISTRICT

STANDARD OPERATING GUIDELINE

ARTICLE 10: EQUIPMENT PROCEDURESE

FFECTIVE DATE: 04-12-2006

SECTION 3: ROUTINE MAINTENANCE

REVISED: 11-01-2022

- 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 Maintenance Division Chief.
- 10.3.3 All modifications or additions to Fire District equipment are to be cleared by the Maintenance Division Chief.
- 10.3.4 For the purpose of this guide, "On duty shift personnel" shall pertain to the assigned apparatus Engineer.
- 10.3.5 Minor repairs such as replacing light bulbs, windshield wipers, fan belt tightening, replacing loose screws, nuts and bolts, minor wiring problems, cleaning battery terminals, replace as necessary, etc. are to be done by on- duty shift personnel at each station.
- 10.3.6 Preventive Maintenance:
- 10.3.6.1 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, will be scheduled through District Maintenance Division.
- 10.3.6.2 Minor repair and preventive maintenance items that have been done are to be noted on equipment repairs forms and sent to the Maintenance Division.
- 10.3.7 Reporting Problems:
- 10.3.7.1 All minor repairs as outlined in 10.3.5 do not require a repair order and shall be documented in the 1401 maintenance log. All other repairs and/or services must be documented through district Repair Order form (1402) and sent to Maintenance Division.
- 10.3.8 Apparatus:
- 10.3.8.1 The District's "Mobile Equipment Inventory" ranges from utilities to water tenders. Each station is assigned a number of these vehicles.
- 10.3.8.2 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.
- 10.3.8.3 Service Area 7 mobile equipment is assigned to the District. The procedure for equipment checks and the reporting of mechanical problems must follow Service Area 7s guidelines.