

# Vehicle and Apparatus Inspections, Testing, Repair and Maintenance

## 702.1 PURPOSE AND SCOPE

The purpose of this policy is to establish the testing, inspection, repair, and maintenance responsibilities of members with regard to district vehicles and apparatus. Vehicles and apparatus shall comply with all regulations specified in the Arizona law and/or the National Fire Protection Association (NFPA) 1002. Inspections also ensure that vehicles and apparatus are properly equipped, maintained, and refueled and present a professional appearance (ARS § 28-981).

### 702.1.1 DEFINITIONS

Definitions related to this policy include:

**Apparatus** - Vehicles designed for the purpose of firefighting, emergency medical services, or staff transportation. This includes pumpers, water tenders, ambulances, brush trucks, rescue units, or any other fleet vehicles

**In-reserve** - Any vehicle or apparatus that, while not currently staffed, is ready for service or deployment as needed, regardless of whether it is fully equipped with tools and equipment.

**In-service** - Any vehicle or apparatus that is either staffed or cross-staffed by members of the Fire District or that is pre-positioned to be readily available to on-duty personnel for calls for service (e.g., firefighting apparatus).

**Staff vehicles** - District vehicles assigned to members for their use during official district business.

## 702.2 POLICY

It is the policy of the Blue Ridge Fire District that all vehicles and apparatus comply with the applicable federal and state vehicle operating and safety criteria. All vehicles and apparatus should be inspected, including in-service and in-reserve apparatus. Vehicles and apparatus that are out of service for testing, maintenance or repair need not be inspected until they are returned to service or released to in-reserve status.

## 702.3 PROCEDURE

### 702.3.1 APPARATUS INSPECTIONS

Operators should be responsible for conducting an inspection of all apparatus that has been established by the district and includes all of the items and provisions identified to ensure safe operational status. An inspection list is detailed in the applicable sections of NFPA 1002. The district inspection list shall be approved by the Fire Chief.

When an apparatus becomes inoperative or in need of a repair that affects safe operation, the Captain shall be immediately notified. Based on the determination of the Captain, if the apparatus cannot be used in a safe manner, it shall be immediately removed from service and the Fleet Manager should be notified.

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An apparatus shall be considered unsafe and placed out of service if deficiencies are detected in one or more of the following areas:

- Brake system
- Cab and/or body mounting
- Steering
- Door latches
- Suspension
- Seat belts
- Wheels or tires
- Windshield, windshield wipers or defroster
- Throttle
- Transmission or driveline

Other deficiencies may or may not require an apparatus to be placed out of service. Any safety-related deficiency that does not require the apparatus to be taken out of service shall be repaired as quickly as possible.

### **702.3.2 STAFF VEHICLE INSPECTIONS**

Members who are assigned staff vehicles should be responsible for the inspection and maintenance of their assigned vehicles. Maintenance should include checking and maintaining engine and transmission fluids, checking and maintaining tire inflation pressure, monitoring tire wear and any other inspection needed to ensure the safe operation of the vehicle.

Any vehicle issues discovered during inspection should be promptly addressed. When a vehicle becomes inoperative or in need of a repair that affects the safe operation of the vehicle, it should be immediately removed from service for repair and the Fleet Manager should be notified.

### **702.3.3 MONTHLY INSPECTIONS**

Members also are responsible for completing a monthly inspection and equipment inventory for each assigned apparatus and vehicle and documenting it on the appropriate inspection form. When completed, the form should be forwarded to the Fleet Manager.

### **702.3.4 TESTING AND REPAIR**

Fire pumps on apparatus shall be tested as specified in NFPA 1911.

All repairs and preventive maintenance to apparatus shall be made by personnel deemed qualified by the registered owner of the apparatus.

## **702.4 RECORDS**

The district shall maintain a written record of inspections, testing, repairs and maintenance for each vehicle or apparatus using the appropriate forms for the vehicle type. Completed forms

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should be forwarded to the Fleet Manager and retained by the district based on established records retention schedules.