
Fire Station Living

1104.1 PURPOSE AND SCOPE

The purpose of this policy is to provide for the health of all members and visitors by establishing guidelines for fire station cleanliness and maintenance, to ensure that stations and equipment are properly maintained and that clean and sanitary conditions exist in the living spaces.

1104.2 POLICY

It is the policy of the Blue Ridge Fire District that routine care, maintenance and cleaning shall be conducted daily at each station by members on all shifts.

1104.3 PROCEDURE

Each company shall be assigned responsibility for all areas of the station and should cooperate with other companies to ensure all duties are completed during the course of a shift.

All fire stations and equipment shall be inspected periodically by a Captain. The focus of the inspections shall be the proper maintenance and overall cleanliness of the station and equipment.

All members should keep desks, cars, beds and lockers in a neat and clean condition. Supervisors are responsible for monitoring member housekeeping and hygiene, and immediately addressing any issue that disrupts the good working order of the station or detracts from a professional image.

- (a) The station and equipment shall be maintained in a clean, orderly and sanitary condition. Daily tasks to accomplish this shall include, but are not limited to:
 - 1. Vacuuming
 - 2. Sweeping and mopping floors
 - 3. Dusting
 - 4. Polishing
 - 5. Cleaning restrooms
 - 6. Cleaning apparatus bays
- (b) Additional station and equipment maintenance and cleaning should be conducted weekly or on an as-needed basis. Tasks shall be divided between shifts so there is a shared responsibility for the overall condition of the station and the equipment.
- (c) Safety considerations regarding cleaning and maintenance may include, but are not limited to:
 - 1. Cleaning and repairing the source of water leaks quickly to avoid mold growth.
 - 2. Avoiding the use of compressed air to blow dust and debris from clothing while the clothing is being worn.
 - 3. Maintaining cooking appliances and eating utensils in good working order.

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4. Cleaning kitchen hoods and vents at least monthly. Ensuring the hood light is installed and functioning.
 5. Providing and clearly labeling first-aid supplies.
 6. Posting signs in all restrooms reminding employees/visitors to wash their hands.
- (d) All members shall follow established policies and procedures regarding:
1. Beginning and end of shift preparation, readiness, equipment inventory and testing.
 2. Meal plans for the shift.
 3. Shift change station cleanup.
 4. Sleeping quarter assignments.
 5. Permissible and restricted activities and hours.
 6. Use of technology and electronics on-duty.

Any disputes shall be resolved by a supervisor.