

Station 341



Station 342

**Office of the Chief of the Department
Policy Memorandum**

Policy #: 2002-05 **Date Issued:** April 29, 2002 **Revised:**
Issued by: Dan Paolini, Chief _____ **Effective:** Immediately
Subject: Status of Fire Department Equipment

The Department Chief shall be notified through established channels anytime the following conditions occur:

- A piece of apparatus is taken out of service.
- A piece of firefighting equipment is taken out of service.
- A piece of apparatus is damaged.
- A piece of firefighting equipment is damaged.
- A piece of apparatus is lost or stolen.
- A piece of firefighting equipment has been lost or stolen.
- A fire station has been damaged.
- Any other condition of the apparatus, equipment or station that could possibly affect the fire department's ability to deliver services.

The Department Chief shall be notified through established channels **before** any of the following conditions occur:

- A piece of apparatus is being disposed of.
- A piece of firefighting equipment is being disposed of.
- An alteration is made to a fire station that affects areas in which fire department equipment is kept.

Any of the above conditions that pertain to apparatus or fire stations shall be considered urgent matters.

Any of the above conditions that pertain to firefighting equipment shall not be considered urgent unless the member reporting the condition determines otherwise.