

# SPOKANE COUNTY FIRE DISTRICT 8

## Standard Operating Procedures

### 10.10.04 APPARATUS CHECKS



Adopted:	12/20/16
Reviewed:	12/15/23
Revised:	12/15/23
Approved:	Lonnie J. Rash

**Purpose:** Duty personnel have the responsibility to ensure all apparatus and equipment are constantly response ready. Failure to do so can hamper fire or EMS operations, especially when specific equipment is needed and not operational. Failure to correctly complete checks greatly reduces our desired level of service, delays fireground/EMS operations, and increases department liability. This procedure will ensure that the driver is in compliance with Washington State Department of Transportation (WSDOT) and Federal Motor Carrier Safety Administration (FMCSA) requirements of daily safety checks of a vehicle and meet National Fire Protection Association (NFPA) and Washington Survey and Ratings Bureau (WSRB) recommendations for apparatus and equipment checks.

**References:** NFPA 1901  
WSRB Class Grading Schedule 2013  
WMCSA Register  
District maintenance software

### **Procedure:**

1. Daily:
  - a) **Engine Compartment, Steering Linkage, Chassis, Suspension, and Brake Components:** Inspect for leaks, broken, loose, or missing parts, and friction or rub areas indicating damage.
  - b) **Vehicle Body:** Inspect for body damage, paint cracks, or damage to exterior of vehicle.
  - c) **Fuel:** Check fuel gauge. Fill if below  $\frac{3}{4}$  tank.
  - d) **Engine Oil:** Check oil level before starting engine. Remove dipstick, wipe off, re-insert and read. This gives an accurate oil level reading. If oil is within the safe operating range, DO NOT ADD. This will prevent overflow.
  - e) **Coolant:** Check sight glass or mark on reservoir to ensure correct level of coolant. DO NOT OVERFILL AND ENSURE CORRECT COOLANT TYPE WHEN ADDING.
  - f) **Power Steering Fluid:** Remove dipstick, wipe off, re-insert and read. This gives an accurate oil level reading. If oil needs to be added refer to Fluid Data chart for correct fluid.
  - g) **Transmission Fluid:** Check fluid using the shift selector (see Allison guide) or remove dipstick, wipe off, re-insert and read while vehicle is running. Utilize hot or cold levels depending on if vehicle has been driven or not. When adding, ensure correct transmission fluid.
  - h) **Front Hub Oil:** Clean plastic cover to read oil level.

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- i) **Air Filter:** Read airflow indicator and notify shop if over 75% restriction. If airflow indicator not present, check air filter visually.
- j) **Belts/Hoses:** Inspect for breaks, cracks, and tension.
- k) **Batteries:** Inspect for damage or corrosion. Clean if necessary.
- l) **Tires:** Inspect for tread depth (utilize gauge, minimum 4/32), cracks, bulges, or any deformities. Check pressure. Proper pressure can be located in the driver door jamb with the GVWR.
- m) **Wheels:** Check for cracks or damage. Inspect for loose lug nuts.
- n) **Glass/Mirrors:** Inspect all glass for chips, cracks, and leaks. Also check operation of window regulators.
- o) **Seatbelts:** Inspect all seatbelts for tearing or fraying. Operate belt to ensure it safely fastens and recoils.
- p) **Engine Warm-Up:** Start engine and inspect gauges and warning lights. Let run 5 minutes.
- q) **DOT Air Brake Test:** Follow steps per DOT Brake Inspection.
- r) **Park Brake:** Pump down brakes to ensure parking valve pops out at 20 psi or above.
- s) **Service Brake:** While parking break is released, apply service breaks and ensure air pressure does not drop after gauges settle.
- t) **DOT/Emergency Lighting:** Inspect all DOT and emergency lights for operation.
- u) **Wipers/Fluid:** Inspect wipers for proper operation and/or damage. Check windshield wash fluid level.
- v) **Horn/Air Horn:** Operate each horn.
- w) **Back up alarm:** Engage reverse. Ensure that back-up alarm sounds.
- x) **Generator:** Start generator (if equipped) and operate all lighting & tools.
- y) **Mobile Radio:** Turn on master switch to ensure radio turns on and operates.
- z) **Water Tank Level:** Check indicator lights and manually look at water tank level for match.
- aa) **Pump:** Operate pump. Inspect pump shift operation and operation lighting.
- bb) **Primer Pump and oil:** Operate primer. Check oil reservoir.
- cc) **Foam Tank Level:** Check indicator lights and manually look at foam tank level for match.
- dd) **Relief Valve:** Set relief valve and run pressure above setting to confirm operation of valve. (Operate governor if applicable)
- ee) **Intake Discharge Valves/Drains:** Operate each valve to confirm smooth operation.
- ff) **Automatic Tire Chains:** Drop tire chains to ensure they meet tire and spin.

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- gg) **SCBA/PASS:** SCBA bottles must be at 4200 psi or above to remain in service. SCBA should be charged, lines and valves checked for leaks, and mask seal and spider strap assembly checked. Bottle pressure gauge and regulator should read within 100 psi of each other. PASS should be turned on and checked for case damage. Allow the device to sit after activation – warning sound will begin after 1-20 seconds. Gently shake device – PASS should reset. Allow system to go into alarm to check both the gyro device and battery. If device beeps intermittently, battery may be low.
  - hh) **Ladders:** Lower ladder rack and inspect ladders for any damage.
  - ii) **Power Equipment:** Check all fluids and run all power equipment for 3 minutes.
  - jj) **Tools:** Inspect all hand tools and rescue tools.
  - kk) **Nozzles:** Clean and inspect nozzles.
  - ll) **Fire Shelters:** Inspect all fire shelters. Ensure one shelter for every seated position.
  - mm) **All Portable Radios:** Ensure that all portable radios are present in station. Notify 820 immediately if one is missing.
  - nn) **Inspect All Hand Tools:** Check that all tools are in proper working condition and have sharp cutting edges. Handles are checked for splinters, cracks and missing pieces.
  - oo) **Inspect Ropes:** Check for defects as cuts, burns, discoloration. Make sure they are stored properly in a cool, dark place away from corrosives, damp areas and dirt.
  - pp) **Other:** Check drinking water, flares, etc.
  - qq) **Undercarriage:** Clean and inspect for leaks, broken parts. Wipe complete undercarriage and wheel walls so they are clean and free of dirt, oil and grease.
2. Winter:
- a) Inspect all tire chains for broken links. Check that chains are installed on tires correctly.
3. End Of Month:
- a) Fire Extinguishers: Canister needs to be inverted and bottom lightly struck with a rubber mallet to loosen powder inside. Shake canister several times; powder should move (weight shifting). This allows the powder to absorb moisture inside canister and completely discharge when used.
4. PMs:

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- a) Lube Pump Panel: Reduces chance of hard-opening valves. Apply a small amount of lubricant to all moving parts on valves. Exercise valves to ensure they operate properly. This monthly may be reduced if necessary. Too much lube attracts dirt.