



Rogers Fire Department Standard Operating Procedures

Policy Title:	Physical Resource Assessment		
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PURPOSE

The purpose of this policy is to provide a systematic process for the inspection and evaluation of physical resources annually.

POLICY

Members of Command Staff shall see that inspection of the following resources are conducted annually and documented in the records management system.

1. Personal Protective Equipment – Inspection of PPE shall occur by company officers each August. This information shall be recorded and submitted to the Deputy Fire Chief – Field Operations Division by August 31st of each year.
2. Facilities – Inspection of all facilities shall occur each August by the Deputy Chief of Field Operations and the Physical Resources Manager. Inspection of facilities shall include all areas inside and outside, as well as concealed spaces and appliances. This information shall be recorded and submitted to officers assigned to those stations and the Physical Resources Unit for repair.
3. Apparatus – All apparatus (including ambulances, fire companies, trailers, staff vehicles, etc) shall be inspected by representatives of the Physical Resources Committee each August. The inspecting members shall inspect the following vehicular components: brake system, exhaust system, fuel system, cab condition, exterior components, lighting devices, steering mechanism, windshield, pump panel (if applicable), pump (if applicable), frame, tires, wheels, suspension, engine compartment, drive train and auxiliary equipment (generators, etc). This information shall be recorded on an inspection report and submitted to Command Staff by August 31st of each year.

