

# *Grant County Fire Protection District 3*

## **POLICY AND PROCEDURE**

### **TACTICAL ACTION GUIDELINES**

1. NUMBER: 9.1.14
2. SUBJECT: *Property and Equipment Care*
3. POLICY: It shall be the policy of Grant County Fire District 3 that all Property and Equipment will be maintained in proper condition.
4. SCOPE: This Policy and Procedure is applicable to all personnel of Grant County Fire District 3.
5. RESPONSIBILITIES:
  - A. The District Fire Chief or designee is responsible for ensuring that this Policy and Procedure is followed.
  - B. All personnel are responsible for adhering to this Policy and Procedure.
6. PROCEDURE:
  - A. It is each employee's responsibility to understand the machines and equipment to be used to perform their duties.
  - B. Good care of any machine and equipment that are used, as well as the conservative use of supplies, benefits the employee and Grant County Fire District 3.
  - C. If a machine is not working properly or in any way appears unsafe, please notify the Station Officer or the District Fire Chief or designee immediately so that repairs may be made.
  - D. Under no circumstances should anyone attempt to start or operate a machine or piece of equipment deemed unsafe, nor should anyone (except authorized maintenance personnel) adjust or modify the safeguards provided.