

POLICY: EQUIPMENT USE

Hadley Township Fire Department
Policy #013

I. PURPOSE

The purpose of this BPG is to establish guidelines regarding the use of personally assigned and non-assigned equipment that is property of the Hadley Township Fire Department.

II. SCOPE

This guideline supercedes all previous documents concerning the same subject matter and becomes effective immediately. Any deviation from this SOP requires the permission of the Chief and/or Review and Appointment Board.

III. GENERAL

All equipment that is owned by the Hadley Township Fire department is intended for the official use of department members during departmental operations within Hadley township and surrounding townships during mutual aide.

A. Turnout gear, radios, trauma bags and other assigned equipment.

Each employee is responsible for the protection, proper care, and maintenance of any and all equipment assigned to that individual. Equipment that has been assigned to any employee is intended for use only during departmental operations within Hadley township and in surrounding townships during mutual aid operations.

1. Acceptable uses of assigned equipment include:

- a. During the mitigation and control of emergencies within Hadley township and within surrounding townships during mutual aide operations.
- b. During training exercises for emergency operations.
- c. At an emergency that the employee witnesses or happens upon while traveling away from Hadley township.

2. Unacceptable uses of assigned equipment include:

- a. During non- mutual aide emergency operations with a department other than Hadley Township Fire Department if the individual is a member of that department or participates with that department on a regular basis.
- b. For activities unrelated to fire department operations such as using gloves during daily chores, using a turnout coat for protection from the cold, etcetera.

B. Tools and equipment stored within the hall and on trucks

All employees are responsible for the protection, proper care, and maintenance of any and all equipment owned by the Hadley Township Fire Department. This equipment is intended for use only during departmental operations within Hadley Township and in surrounding townships during mutual aid operations. Equipment missing from the hall will be assumed stolen. The police will be notified in an attempt to recover the missing equipment and offenders will be prosecuted to the full extent of the law.

1. Acceptable uses of non-assigned equipment includes:
 - a. During the mitigation and control of emergencies within Hadley township and within surrounding townships during mutual aid operations.
 - b. During training exercises for emergency operations.
 - c. Equipment used at the hall if it does not cause undue wear or damage to the equipment (i.e. using brushes to wash your car).
2. Unacceptable uses of non-assigned equipment include:
 - a. Activities unrelated to fire department operations such as using a ladder to clean your home gutters, using a chain saw to cut a tree at your home, etcetera.
 - b. Equipment used at the hall that causes wear or damage to the equipment.