



# POLICY MANUAL

## Emergency Operations - Equipment

### Apparatus Out of Service

Revised: 07-02-05

Code: 1 – 5 – 8

Book Chapter Subject

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8.0 Purpose: Establish Policy for Exchanging Apparatus or Taking Apparatus Out of Service.

8.01 Scope: All Emergency Response Personnel.

#### 8.02 TAKING APPARATUS OUT OF SERVICE

When a first-out apparatus is being exchanged with another apparatus, the following procedure will be used:

**REPLACE:** If a first-out unit is being taken out of service (i.e., repair work) then the replacement apparatus will assume the identity of the unit that it replaces.

Example: Engine 42 is out of service to the shop. Engine 241 will be placed in service and the apparatus I.D. plates will be changed to show it as Engine 42.

Engine 43 is out of service and Water Tender 41 is going to be used as its replacement. Water Tender 41 will have its apparatus I.D. plates changed to identify it as Water Tender 43.

**COVER:** If a first out unit is temporarily being moved out of its first-in area (i.e., switching districts with the Truck for the day or on an assignment out of the city), then all units involved will keep their same identity.

Example: Engine 43 switches districts with Truck 42 for the day; Dispatch will be notified that Engine 43 will remain Engine 43 responding out of Station 2. Truck 42 will remain Truck 42 responding out of Station 3.

Engine 41 responds to a mutual aid wildland fire in Auberry and will be committed for a few hours. Dispatch will be notified that Truck 42 will be covering Station 1.

During other routine activities, recall activity or any other time when a reserve unit is placed into service, its identity will simply be as assigned in table 4-3-3.