



RUSSELLVILLE FIRE DEPARTMENT
POLICY MANUAL

Policy Number:
Section:
Original Date:
Revised Date:

PURPOSE

To provide policy and guidelines concerning the testing and maintenance of emergency generators so as to ensure available emergency power at Fire Stations.

It shall be the responsibility of the Company Officer to see that Fire Department emergency generators are tested and operable.

Company Officers are responsible for informing Shift Commander whenever a Fire Department emergency generator is out-of-service or inoperable.

POLICY

All Fire Department emergency generators are to be maintained and tested so as to be ready and available for supply of emergency power when needed.

The following procedures shall be carried out for all Fire Department emergency generators:

1. Each Monday, the Company Officer or designee shall perform a test of each emergency generator.
2. The emergency generators shall be run a minimum of fifteen (15) minutes.
3. Emergency power outlets (where applicable) will be checked for proper operation during the generator test.
4. Any deficiency in a generator's operation shall be reported to Shift Commander and properly recorded on Captains Daily Log so that the necessary repairs can be scheduled.
5. All maintenance shall be performed according to the manufacturer's recommendations.

Approved

Fire Chief

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