TOLEDO FIRE & RESCUE DEPARTMENT

B-73 Lost Or Damaged Equipment

Non-Emergency Manual

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Purpose

The following policy will define the Toledo Fire and Rescue Department's policy regarding the loss and damage of equipment utilized by members of the Toledo Fire and Rescue Department. This includes but is not limited to City of Toledo equipment and equipment provided by external sources, such as Lucas County.

Policy/Procedure

The Toledo Fire and Rescue Department has supplied all front-line fire apparatus with all equipment necessary to adequately handle emergency situations we encounter. The majority of equipment is purchased by Toledo Fire and Rescue, Lucas County, and through federal grant awards. The equipment is in sufficient quantity to allow for proper use and replacement on an as needed basis.

Some of the equipment provided is deemed vital to the safety of our members in order to efficiently carry out a task. Please refer to a separate policy pertaining to Portable Radios TFRD Non-Emergency B-42

The nature of the firefighting profession is demanding and we are in environments that are constantly changing. There is an assumption that sometimes when performing emergency duties, equipment may be lost or damaged. This may occur during extreme, routine, or unforeseen duties and incidents.

There are also times when equipment is used in an unsafe or negligent manner. For this reason, the following rules shall be effective immediately:

1. All tools and equipment assigned to Operations Bureau personnel shall be inspected and inventoried at the 0700-hour check. All personnel in other bureaus shall inspect and inventory all equipment assigned or used during the course of their normal duties, at the start of their shift every day or as scheduled by their Battalion Chief.

2. Operations personnel shall ensure all tools and equipment are accounted for or replaced after each run, when there is a change-over of rigs, when there is a change in command of rigs (such as OT, relief), annual inventories, tool days, and any time you are commanded to do so by a superior officer.

3. Any missing or damaged equipment assigned to the Operations Bureau shall be reported immediately to the Company Commander. Any missing or damaged equipment assigned to any other bureaus shall be reported immediately to the Captain or Acting Captain of the bureau, following the chain of command. In all instances, the Company Commanders and Bureau Captains shall notify the appropriate Battalion Chief of their bureau (and Fire Dispatch, if necessary) of the lost or damaged equipment. Company Commanders and Bureau Captains shall make every attempt to locate the missing equipment, which includes returning to the scenes of emergency calls, or locations that were traveled, to search for the lost equipment.

4. Proper documentation regarding the loss or damage, in the form of Departmental communications (100-05), shall be forwarded to the appropriate Bureau Deputy Chief, through your Battalion Chief. The Professional Standards Bureau shall be copied on all 100-05s.

5. A 300-19, Lost or Destroyed Equipment Replacement request, shall be completed and sent with the 100-05.

6. It is understood that, while in the performance of our duties as fire personnel at emergencies, there are times that equipment may become damaged, and sometimes lost, due to extenuating circumstances brought upon by the nature of what we do and the dangers that we face. The intent of this section of the policy is to address those times when equipment is lost and/or damaged unnecessarily or negligently. After a thorough investigation, if said employee is found guilty of mistreatment of equipment, they may face discipline. The member may be responsible for payment of any property that is lost or unduly damaged, because of a member’s negligence.

7. The Fire Chief reserves the right to have any property that is lost or damaged, due to negligence, be considered for replacement, by the member. The replacement will only be considered with an identical item in make, features, quality, and cost. If an identical item cannot be found, the lost or damaged item may be considered for replacement with an item of similar make, features, quality, and cost, subject to approval by the Fire Chief.

See Also:

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