



DAILY APPARATUS CHECKS (1.1)

Developed by Dan Engelhardt
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- NFPA 1002 Standard for Fire Apparatus D/O Qualifications
- IFSTA Driver/Operator Handbook, 2nd edition
- LFRA G.O. 5.5 Apparatus Maintenance
- Colorado State CDL Manual
- International Academy of Professional Drivers

TASK SKILL DESCRIPTION AND DETAIL

Daily Truck Checks are essential to ensure our readiness to serve the community to the best of our abilities as well as being a vital step to performing our duties as safely as possible. LFRA G.O. 5.5 states “it is the responsibility of all Engineers and Firefighters to perform apparatus inspections completely and that all defects are corrected.”

Each apparatus has a specific list of items that are to be checked daily. Here is a link to the truck check sheets and other helpful information:

[V:\Fire\Suppression\Truck Chk Sheets - Apparatus information](#)

Each apparatus also has a list of specific items that are to be checked monthly (**30-Day Apparatus Check**), and a number of small engines that are to be checked weekly on Wednesdays. The truck check sheet will have specific information for each 30-day. Here is a link for recording engine service hours and mileage for the 30-day.

[V:\IntraDepartment Shares\Vehicle Maintenance - Fire Apparatus](#)

Apparatus Inspections

IFSTA Driver/Operator Handbook states, “Having a systematic method helps ensure that all important items are checked every time an inspection is made.” One particular method of performing an apparatus check is referred to as the “**walk-around method**.” The walk around method assists in making the truck check as systematic as possible, and in doing so, helps avoid missing items during your inspection. Truck checks, small engines day, and 30-Days are a great opportunity to ensure all members of the crew know how to operate all of the equipment on the apparatus.

Below you will find a typical truck check sheet. The sheets are used not only to pass on information from shift to shift, but also as a reference for vehicle maintenance. The sheets are intended to show trends with the equipment and/or apparatus, not point out if someone forgot or missed an item.



Daily Check List For: E1		Equipment Number: 0112										Month: February							Year: 2013												
Day of Month		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30
Equipment Number (Checked by)		290	240	419	232	419	126	419	126	240	240	240	240	240	240	240	240	240	240	240	240	240	240	240	240	240	240	240	240	240	240
Mileage		24927	24949	24972	25017	25047	25066	25112	25137	25202	25236	25261	25319																		
01. Truck Fuel		F	F	F	F	F	F	F	F	F	F	F	F																		
02. Air Pressure	Front	110	110	110	110	110	110	110	110	110	110	110	110																		
	Rear	110	110	110	110	110	110	110	110	110	110	110	110																		
03. Light & Warning Signals		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓																		
04. Radio & Siren		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓																		
05. Clipboard		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓																		
06. Radios 800 (4) & King 12		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓																		
07. Scott Voice Amplifiers(4)		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓																		
08. App. batteries/voltage		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓																		
09. Knox Box Key		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓																		
10. Bullard Thermal Imager		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓																		
11. Engine Oil 15W40		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓																		
12. Pump Panel		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓																		
13. Water & Foam Tanks		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓																		
14. Medical Kit, O2 & AED		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓																		
15. Rescue Tool (Fuel and Oil)		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓																		
16. Chain Saw (Fuel and Oil)		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓																		
17. Fan (Fuel and Oil)		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓																		
18. Hand Lanterns		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓																		
19. Extinguishers		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓																		
20. Generator Oil & Fuel		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓																		
21. Air Packs & Spare Cylinders		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓																		
22. All Misc. Equipment		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓																		
23. Apparatus Body		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓																		
24. Tires (Visual)		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓																		
25. Yaxtrax 2 pr. (4) total		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓																		
26. Reboot Laptop		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓																		
Monthly Check List Date: 2/5/2013		Completed by: 419, 313																													
01. Bleed Main Air Tanks		✓																													
02. Tire Pressure: 100 rear/ 110 front		✓																													
03. Windshield Wipers		✓																													
04. Fan Belts		✓																													
05. Power Steering Dexron III		✓																													
06. Transmission Fluid Dexron III		✓																													
07. Coolant – Extended Life		✓																													
08. Record Service HRS in V: Drive for VM and Mileage Tracking		23192412																													
11. Clean Interior		✓																													
12. Clean / Organize Compartments		✓																													
13. 30 Day SCBA's		✓																													
14. Loosen Powder in ABC extinguisher		✓																													
15. Inventory RIC Kit & 30 Day SCBA		✓																													
16. Operate and Flush Pump		✓																													
17. Check All Gauges and Valves		✓																													
18. Check Pressure Governor		✓																													
19. Operate Primer (oil-less)		✓																													
20. Operate Hose Reel		✓																													
21. Clean and Check Nozzles		✓																													
22. Next Service Due Hours (Current / Due)		2317 / 24																													
23. Inventory Wildland equip. in the v-drive		✓																													
24. Check Expiration Date of AED Pads		✓																													
25. Turn On and Check AED		✓																													
26. Drain & Recharge Bullard Batteries		✓																													
27. Inventory Rope Access Kit		✓																													
Date	Item #	Problem / Remarks																													
Pass On	12	Bumper line gauge is stuck at 10 psi. Faster sent.																													

Ending 1



Performing the Truck Check:

- Ensure you are on the correct date and enter your equipment number as the person performing the inspection.
- Turn on the apparatus battery and record the mileage, fuel level, and check the base radio. DO NOT check the siren in the station.
- With the battery still on, turn on the emergency lights and do a walk around of the apparatus, checking that all lights are working properly, including turn signals and high beam headlights. You can also visually check the air pressure for each tire. If there is a noticeable bulge in a tire or if it looks low/flat, you should check the pressure with a tire gauge. Any difference more than 5 psi from the recommended air pressure should be addressed. IAPD states the average truck loses 125 to 220 pounds of load carrying capacity per 1 psi of tire pressure.
- At this point, the battery can be turned off, as the remainder of the inspection can be performed without it. If using the walk around method, start with a compartment and systematically make your way around checking all items.
- There are many items that require checking such as fuel, oil, water, or air levels. These can be subjective. A good rule of thumb is to top-off fluid levels without “over-filling”.
- Regarding SCBA cylinders, always check for a “full” indication and replace or re-fill the cylinder before use.
- Water and Foam tanks can be checked both by indicator lights on the apparatus and visually on top of the apparatus.
- Regarding oil level, you may put an “H” if the engine is still hot, meaning the level would not currently be accurate. Once the engine cools off, the level can then be checked.
- The medical kit, O2 cylinder, and AED should be checked making certain all items are present and in working order. Each station has a supply of medical equipment to restock any missing or broken items.
- Hand lanterns should be removed from the charger to ensure the unit is holding a charge.



- Extinguishers should be checked ensuring they are appropriately pressurized.
- A visual inspection of the apparatus body should be done, making note of any significant scratches, dents, rust spots, chips in the paint, etc.
- The laptop should be rebooted at the beginning of every shift. Check with your officer to verify if they want you to do it or if they will take care of rebooting it themselves.
- Smaller mobile items such as pack set radios and voice amps frequently get left in bunker gear or on SCBA masks. Make sure all are accounted for.
- A visual inspection of all hose loads and nozzles is appropriate. A quick inventory of items in the hydrant bag is appropriate as well.
- Lastly, there are many miscellaneous items to every apparatus. Take the time to ensure all items specific to that rig are in the proper location and in working order.

Documentation and Follow-Up:

With the expectation that all defects are corrected, there are several ways to address items found needing attention during a truck check. If the item is so significant that the apparatus needs to be taken out of service, check with your officer as to the course of action. If the item needs to be addressed by vehicle maintenance, a **FASTER** request should be filled out. If the item can be taken care of by the duty crew, do so, and document appropriately in the truck check book. Again, if something minor is found, it does not need a check mark in the book. Simply take care of it...that is why we do truck checks.

Here is a link to the FASTER request service from vehicle maintenance.

<http://sharepoint/PublicWorks/Fleet/SitePages/Home.aspx>

In summary, daily truck checks are essential to maintaining a safe and professional manner in which we serve our community. The time to find issues with our apparatus and equipment is at the station, not while en route or on scene.