

**ASHLAND FIRE DEPARTMENT  
APPARATUS MAINTENANCE REPORT**

DATE: \_\_\_\_\_ UNIT: \_\_\_\_\_ STATION: \_\_\_\_\_

THE FOLLOWING INSPECTIONS SHALL BE MADE AT THE INTERVALS NOTED

DAILY INSPECTION: 1 – 29      WEEKLY: 1 – 43      MONTHLY: 1 - 52

CODE: 0K = ( V )      REPAIRS NEEDED = ( X )      ADJUSTMENS MADE: ( A )

SCBA's (INITIAL)      CAPTAIN \_\_\_\_\_      FF \_\_\_\_\_ , \_\_\_\_\_ , \_\_\_\_\_ , \_\_\_\_\_

AED (INITIAL) \_\_\_\_\_

ODOMETER READING \_\_\_\_\_      DASH HOURS \_\_\_\_\_      PUMP HOURS \_\_\_\_\_

1. VISUAL INSPECTION OF VEHICLE (POSIITION, DENTS, SCRATCHES, WINDSHIELD, GLASS, ETC.) \_\_\_\_\_
2. CHECK UNDER VEHICLE FOR LEAKS \_\_\_\_\_
3. TIRE'S & WHEELS (LUG NUTS) \_\_\_\_\_
4. ENGINE OIL LEVEL (MOBIL 30W) \_\_\_\_\_
5. RADIATOR LEVEL \_\_\_\_\_
6. POWER STEERING FLUID LEVEL \_\_\_\_\_
7. ENGINE BELTS AND HOSES (TENSION AND CONDITION) \_\_\_\_\_
8. BATTERY FLUID LEVEL \_\_\_\_\_
9. BOOSTER TANK LEVEL \_\_\_\_\_
10. PLYMOVENT CONNECTED \_\_\_\_\_
11. START VEHICLE (ALLOW TO RUN AT LEAST 5 – 10 MINUTES) \_\_\_\_\_
12. ALL LIGHTS (WARNING, COMPARTMENT, DRIVING, HAND) \_\_\_\_\_
13. BRAKE/AIR PRESSURE \_\_\_\_\_
14. AIR FILTER RESTRICTION GUAGE \_\_\_\_\_
15. FUEL SUPPLY \_\_\_\_\_
16. FUEL CARDS/VEHICLE LOG \_\_\_\_\_
17. KNOX BOX KEYS \_\_\_\_\_
18. SIDE-VIEW MIRROR ADJUSTMENT \_\_\_\_\_
19. PRE-PLAN/HAZMAT BOOKS \_\_\_\_\_
20. WINSHIELD WIPERS AND WASHER FLUID \_\_\_\_\_
21. THERMAL IMAGING CAMERA \_\_\_\_\_
22. FIRST AID EQUIPMENT \_\_\_\_\_
23. ALL UNASSIGNED SCBA'S & BOTTLES \_\_\_\_\_
24. ALL GAS OPERATED EQUIPMENT(FUEL & OIL) \_\_\_\_\_
25. POSITION OF ALL VALVES AND PUMP CONTROLS \_\_\_\_\_
26. ALL HAND TOOLS AND EQUIPMENT (SECURED) \_\_\_\_\_
27. ALL NOZZLES, HOSE, & EXTINGUISHERS \_\_\_\_\_
28. ALL COMPARTMENT DOORS SHUT TIGHT \_\_\_\_\_
29. TRANSMISSION FLUID LEVEL \_\_\_\_\_

1. NOTIFY YOUR OFFICER OF REPAIRS NEEDED SO THEY CAN BE EXPEDITED.
2. ATER EACH USE OF APPARATUS, GO OVER DAILY INSPECTION ITEMS AGAIN.
3. REFUEL APPARATUS BEFORE 9:00 AM AND AFTER EACH RUN IF NECESSARY, ¾ TANK MINIMUM FUEL LEVEL
4. ALL SERVICE AND REPAIRS MUST BE LOGGED IN LOG BOOK ON THE APPARATUS

REPAIRS NEEDED: \_\_\_\_\_

DISPOSITION OF REPAIRS: \_\_\_\_\_

REMARKS: \_\_\_\_\_

DRIVER'S SIGNATURE: \_\_\_\_\_      OFFICER'S SIGNATURE \_\_\_\_\_

**APPARATUS WEEKLY MAINTENANCE CHECKLIST**  
(1-43) TO BE COMPLETED EVERY SATURDAY)

- 30. GENERAL APPEARANCE \_\_\_\_\_
- 31. CHECK STEERING FOR EXCESS PLAY \_\_\_\_\_
- 32. CLUTCH (IF APPLICABLE) \_\_\_\_\_
- 33. STARTER & ALL ELECTRICAL SYSTEMS \_\_\_\_\_
- 34. EXERCISE ALL PUMP CONTROLS \_\_\_\_\_
- 35. AIR FILTER (IF APPLICABLE) \_\_\_\_\_
- 36. CLEAN & TIGHTEN BATTERY CONNECTIONS \_\_\_\_\_
- 37. ALL POWER TOOLS & LIGHTS \_\_\_\_\_
- 38. PUMP SHIFT WARNING LIGHTS \_\_\_\_\_
- 39. PRIMER OIL (30W) \_\_\_\_\_
- 40. LUBRICATE ALL VALVES (INTAKE, DISCHARGE, HOSE, AND PUMP DRAINS) \_\_\_\_\_
- 41. TEST RELIEF VALVE OR GOVERNOR \_\_\_\_\_
- 42. TEST TRANSFER VALVE (IF APPLICABLE) \_\_\_\_\_
- 43. DRAIN AIR TANKS \_\_\_\_\_

COMMENTS:

**APPARATUS MONTHLY MAINTENANCE CHECKLIST**  
(1 – 52) TO BE COMPLETED ON THE FIRST SATURDAY OF EACH MONTH

- 44. GENERAL APPEARANCE (WAX IN JUNE & DECEMBER) \_\_\_\_\_  
(WAX RESERVES IN FEB & AUG)
- 45. INSPECT ALL FIRE EXTINGUISHERS \_\_\_\_\_
- 46. LADDERS (OPERATION, CLEAN, LABELS) \_\_\_\_\_
- 47. CHECK PUMP PACKING (ADJUST IF NECESSARY) \_\_\_\_\_
- 48. LUBRICATE INTAKE VALVE THREAD, CLEAN STRAINER, CHECK GASKETS \_\_\_\_\_
- 49. VISUALLY INSPECT PUMP CASING (LOOSE OR MISSING BOLTS/PARTS) \_\_\_\_\_
- 50. PUMP GEAR CASE OIL LEVEL \_\_\_\_\_
- 51. PERFORM DRY VACUUM TEST \_\_\_\_\_  
22" MIN VACUUM, LOSS NOT TO EXCEED 10" IN 5 MIN
- 52. SCBA CHECK (INITIAL) **CAPTAIN** \_\_\_\_\_ **ENGINEER** \_\_\_\_\_  
FIREFIGHTERS \_\_\_\_\_

COMMENTS: