

ASHLAND FIRE DEPARTMENT DAILY REPORT

STATUS REPORT, PERSONNEL

STATION # _____
DATE _____, 20__

Men on duty, shift starting _____, shift ending _____, call-outs on back _____

VACATION			
SICK:			
REASON:			
LATE:			
REASON:			

EMERGENCY LEAVES (INCLUDING ALL TIMES AND GIVE FULL CIRCUMSTANCES).

DAILY TESTS

Radios A.M. Good _____, Defective _____ If defective explain : _____

STATION STATUS

GENERAL CONDITION, Good ____, Fair ____, Poor ____ OUTSIDE AREAS Good ____, Fair ____, Poor ____
Floors: Clean ____, Dirty ____, Bathrooms: Clean ____, Dirty ____, Furnace Filters - Changed 1st Monday of every mo. ____
Repairs Needed: _____
Repairs Made: _____
By Whom : _____

VEHICLE STATUS

Vehicles in Service # _____, # _____, # _____
Vehicles or Equipment put out of service, or returned to service, explain. _____

DAILY ACTIVITY REPORT Clean-up _____ Drill _____ Special Work _____

Truck or Personnel Movements (any and all) USE BACK IF NECESSARY

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____
11. _____
12. _____

Officer in Charge _____

Rank _____

Back Used For Information: Yes _____ No _____