



<b>Wintergreen Fire and Rescue Standard Administrative Policy</b>	
<b>Subject:</b>	Care of Apparatus
<b>Reference Number:</b>	ADM 03-005
<b>Effective Date:</b>	28-Dec-04
<b>Last Revision Date:</b>	N/A
<b>Signature of Approval</b>	Curtis Sheets, Chief

**Purpose:**

To establish a policy that states when apparatus shall be clean and how apparatus should be maintained.

**Policy:**

Each piece of apparatus has been assigned a specific day of the week when that piece shall be washed and cleaned inside.

When returning to the station, if a piece of apparatus is dirty, it shall be washed and placed back in service for the next incident.

If a vehicle is found dirty at the start of your shift, it shall be washed.

If during inclement weather or during the hours of 2300 and 0700, a vehicle becomes dirty, that vehicle must be sprayed off or washed before being placed back in service. (Use caution during periods of extreme cold)

Apparatus will be waxed in the spring and fall of each year. Shifts have been assigned apparatus to be waxed.