

**Galveston Fire Department
Standard Operating Procedure
1500.04 Aerial Ladder Maintenance**

Fire Chief _____

Implementation Date: October 1, 2011

Review Date: April 2012

Revision Date: September 2013

Ladder Maintenance

The purpose of this Standard Operating Procedure is to ensure that all personnel understand the importance of the manufacturer's recommended maintenance schedule and the proper method of conducting said maintenance. This will insure that the ladders will operate in a safe manner when used and that all warranties on the vehicles are valid.

There is a power point instruction procedure, which is located on the Fire Dept shared folder under Ladder Truck maintenance showing what has to be done and how to do it. This was compiled per the manufacturer's maintenance book. This procedure is to be followed for all GFD aerial apparatus.

This maintenance will be performed the first week of every month on a continuing rotation basis starting with A- shift, then B & C. In the event that the ladder is used and is exposed to heat or smoke, the maintenance will be performed by the shift on duty the next day, per the manufacturer's recommendations. If the fire occurs within a few days (less than a week) of the normal schedule then it can wait for the normal rotation.

The personnel assigned to Station #1 and Station #7 will perform the Aerial Ladder maintenance. This is a team effort and not an individual assignment, the captain's responsible for these apparatus will be responsible for insuring that it is done according to schedule.

Each station shall maintain a supply of the materials required by obtaining them from the parts counter at the city lot using the appropriate apparatus four digit unit number.