

Montgomery County Fire and Rescue Service

FIRE CHIEF'S GENERAL ORDER

NUMBER: 15-13

August 20, 2015

TO: All MCFRS Personnel

FROM: Fire Chief Scott E. Goldstein



SUBJECT: Annual Inspection Program for Support Vehicles

MCFRS Fleet Section will initiate an annual inspection program for assigned and take-home MCFRS employee staff vehicles and tax funded LFRD light duty vehicles (GVWR less than 10,000 Lbs). These vehicles will be inspected in April of each year.

The vehicle inspection will be performed at the Central Maintenance Facility (CMF) or other locations designated by the Fleet Section Chief or his/her designee.

Vehicle items to be inspected will include:

- General vehicle lights
- Emergency lights
- Assigned equipment
- Body & Paint condition
- Tires, Wheels & Hubcaps condition
- Upholstery & Carpet condition
- General vehicle cleanliness
- Maintenance Records (vehicle operator will bring hard copies of 12 months of vehicle repair/service/maintenance records)

The Fleet Section Chief will coordinate scheduling of inspections through the MCFRS Section Chiefs and the Division of Volunteer Services.

All MCFRS staff vehicles will be inspected during the employee's normal work day. Additional evening and weekend hours will be available for tax funded LFRD vehicles.

All vehicle inspection information, including date inspected, person vehicle is assigned, major concerns, and other vehicle information will be stored in the Fleet Section database program.

This FCGO will replace FCGO #13-04.

For questions or further clarification contact Fleet Section Chief.

Issued:	Revised:	Rescinded: 13-04
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