

Montgomery County Fire and Rescue Service

FIRE CHIEF'S GENERAL ORDER

NUMBER: 09-21 - REVISED

December 3, 2009

TO: All MCFRS Personnel

FROM: Fire Chief Richard R. Bowers



SUBJECT: Fleet Defect and Mileage Reporting

Montgomery County Fire Rescue Service (MCFRS) is implementing an on-line ***Fleet Defect and Mileage Reporting System***. It is being implemented in conjunction with the opening of the MCFRS Central Maintenance Facility. This system will be used to standardize defect and mileage reporting throughout the MCFRS fleet and its use is mandatory effective December 6, 2009.

The link to the Reporting System can be found on MCFRS "Quicklinks" in the Apparatus Section of the MCFRS web site. This will allow you to enter new defects, review existing open defects, as well as to record current mileage, engine hours, aerial hours, pump hours (including CAFS), and generator hours for all apparatus in the County. Mileage and hours, as applicable, must be entered into the system when reporting a defect. In addition, this system will be utilized to report mileage and hours on the last day of the month for apparatus assigned to your station.

Defects will be forwarded to the primary fleet maintenance contact for your station for action. In addition, all defects will be forwarded to the Apparatus Section so that each can be monitored for appropriate action.

The system will also be used to request apparatus supplies, i.e. certain fluids and greases. These requests will be filled and the items will be delivered by the MCFRS courier service.

Your initial logon will be based on your fire department ID (same as your Firehouse ID). Follow the instructions to create your password.

There is a user's manual, <https://www2.montgomerycountymd.gov/fleetmgmtreporting/Help.aspx>, or click "HELP" in the upper right corner of the application screen.

If you have any questions, please contact Mr. Steve Lamphier at 240-777-2494.