| **Location:** |  |
| --- | --- |
| **Date:**  MM/DD/YY |  |
| **Respondent:**  First, Last |  |
| **Reviewed by:**  First, Last |  |

**VEHICLE DATA**

|  |  |
| --- | --- |
| License Plate # |  |
| Engine # |  |
| Engine Type |  |
| Chassis Make |  |
| Chassis Model |  |
| Mileage |  |
| Hours |  |

**GAWR**

|  |  |
| --- | --- |
| Front Axle | 0 |
| Intermediate Axle | 0 |
| Rear Axle | 0 |
| **TOTAL GAWR** | **0** |

**GVW (Equipped)**

|  |  |
| --- | --- |
| Front Axle | 0 |
| Intermediate Axle | 0 |
| Rear Axle | 0 |
| **TOTAL GVW** | **0** |

**PUMP DATA**

|  |  |
| --- | --- |
| Pump Make/Model |  |
| Pump Engine Make/Model |  |
| Foam Unit Make/Model |  |
| Pump Hours |  |
| Date of Last Pump Test |  |
| Maximum Flow |  |

**For Agency Preparedness Review, you will need to have the following items available for review:**

| **CHECKLIST ITEM #** | **DOCUMENTATION** |
| --- | --- |
|  | *Fire Equipment Maintenance Procedure and Record* (FEMPR) |
|  | Vehicle logbook/maintenance records/annual weight slips |
| 30, 31 | Risk assessments (RAs) |
| 33 | Current IQCS qualification cards |
| 32, 34-37, 39 | Documentation of listed items |
| 40, 41 | CDL for drivers (where applicable) and Motor Vehicle Authorization |
| 42 | DI-105 (Receipt for Property) |
|  | *Interagency Standards for Fire and Fire Aviation Operations* (<https://www.nifc.gov/policies/pol_ref_redbook.html>) |

| **CHECKLIST ITEM #** | **CHECKLIST REFERENCES** |
| --- | --- |
| 28, 38 | Employee Orientation Checklist |

**GENERAL CONDITION**

**Key Code: E = Exceeds Standard, M = Meets Standard, NI = Needs Improvement, NR = Not Reviewed**

| **ITEM** | **DESCRIPTION** | **CODE** | **REMARKS** |
| --- | --- | --- | --- |
| 1 | Equipment exterior is: |  |  |
|  | 1. Clean and waxed | Choose an item. |  |
|  | 1. Free of debris | Choose an item. |  |
|  | 1. Items secured | Choose an item. |  |
|  | 1. Windows and mirrors cleaned | Choose an item. |  |
|  | 1. All mechanical systems in good working order | Choose an item. |  |
| 2 | Equipment interior: |  |  |
|  | 1. Cab and compartments free of dirt and debris | Choose an item. |  |
|  | 1. Cab free of loose items | Choose an item. |  |
|  | 1. Equipment stored in appropriate compartments and organized | Choose an item. |  |
|  | 1. Windows and mirrors cleaned | Choose an item. |  |
|  | 1. Mechanical systems in good working order | Choose an item. |  |

**FIRE PACKAGE**

**Key Code: E = Exceeds Standard, M = Meets Standard, NI = Needs Improvement, NR = Not Reviewed**

| **ITEM** | **DESCRIPTION** | **CODE** | **REMARKS** |
| --- | --- | --- | --- |
| 3 | Pump maintenance records current and documented. | Choose an item. |  |
| 4 | Pump operation and performance meets manufacturer and agency specifications. | Choose an item. |  |
| 5 | Annual flow test on pump is documented. | Choose an item. |  |
| 6 | Pump gauges are in working order. | Choose an item. |  |
| 7 | Water valves are in working order. | Choose an item. |  |
| 8 | Fuel, water, and air filters are serviceable. | Choose an item. |  |
| 9 | Fluid levels meet manufacturer specifications. | Choose an item. |  |
| 10 | Foam unit operation performance meets manufacturer and agency specifications. | Choose an item. |  |
| 11 | Foam gauges are in working order. | Choose an item. |  |
| 12 | Foam valves are in working order. | Choose an item. |  |
| 13 | Foam system has been inspected. | Choose an item. |  |
| 14 | Fusees and other similar ignition devices, are not worn or degraded, are stored properly, and not stored with flammable liquids and fuels in the same compartment.  *[Interagency Transportation Guide for Gasoline, Mixed Gas, Drip-Torch Fuel, and Diesel (PMS 442)]* | Choose an item. |  |
| 15 | All fuel containers (including SIGG™ bottles, Dolmar™ containers, etc.) should be stored in the upright position.  *[Interagency Transportation Guide for Gasoline, Mixed Gas, Drip-Torch Fuel, and Diesel (PMS 442)]* | Choose an item. |  |
| 16 | Engine meets agency standards. |  |  |
|  | 1. Non-skid surface   *[OSHA 29 CFR 1910]* | Choose an item. |  |
|  | 1. Fire extinguisher service is current, and location is identified in a highly visible manner. | Choose an item. |  |
|  | 1. Hazard reflectors/flares | Choose an item. |  |
|  | 1. First aid/trauma kit is available and appropriate size; location is identified in a highly visible manner. | Choose an item. |  |
|  | 1. Jack (serviceable for GVW) | Choose an item. |  |
|  | 1. Lug wrench | Choose an item. |  |
| 17 | Engine crew has minimum number of mobile and portable radios. | Choose an item. |  |

**ENGINE ADMINISTRATION**

**Key Code: E = Exceeds Standard, M = Meets Standard, NI = Needs Improvement, NR = Not Reviewed**

| **ITEM** | **DESCRIPTION** | **CODE** | **REMARKS** |
| --- | --- | --- | --- |
| 18 | Preventive and historical maintenance checks are documented and current using the properforms and process. | Choose an item. |  |
| 19 | Identification numbers are displayed on sides/front/rear, and vehicle complies with Fire Engine Identifier Standards. | Choose an item. |  |
| 20 | Engine has a complete and documented standard inventory. | Choose an item. |  |
| 21 | Familiar with BIA Fire Fleet Policy and Replacement Guidelines.  *[RB Ch 6]* | Choose an item. |  |
| 22 | Vehicle has owner’s and operator’s manuals for both fire package and chassis. | Choose an item. |  |
| 23 | Supervisors are familiar with administrative issues and prepare proper documents as required: |  |  |
|  | 1. Time and attendance (Quicktime) | Choose an item. |  |
|  | 1. Crew time reports | Choose an item. |  |
|  | 1. Fire time reports | Choose an item. |  |
|  | 1. Travel vouchers/per diem forms (Concur) | Choose an item. |  |
|  | 1. Accident/injury reporting (CA1/CA2/CA16) through SMIS | Choose an item. |  |
|  | 1. Credit card purchases and records | Choose an item. |  |
|  | 1. Fleet gas cards | Choose an item. |  |
| 24 | Annual gross vehicle weight (GVW) slip from a certified scale is documented in logbook and meets vehicle specifications.  *[RB Ch 14]* | Choose an item. |  |
| 25 | References/paperwork available include: |  |  |
|  | 1. Accident report forms | Choose an item. |  |
|  | 1. Radio frequencies are posted in the cab | Choose an item. |  |
|  | 1. Use record current | Choose an item. |  |
|  | 1. Preventive maintenance records | Choose an item. |  |
|  | 1. Personnel accident/injury forms | Choose an item. |  |
|  | 1. Unit maps | Choose an item. |  |
|  | 1. Current *Emergency Response Guidebook* | Choose an item. |  |
|  | 1. Current credit card | Choose an item. |  |
| 26 | Supervisors are familiar with safety reporting processes as required: |  |  |
|  | 1. Safety Management Information System (SMIS)   *[RB Ch 6]* | Choose an item. |  |
|  | 1. SAFENET reporting   *[RB Ch 7]* | Choose an item. |  |
|  | 1. SAFECOM reporting   *[RB Ch16]* | Choose an item. |  |
| 27 | Supervisors are familiar with air cargo transport limitations and requirements including: |  |  |
|  | 1. Purging of gas receptacles | Choose an item. |  |
|  | 1. Air transport manifesting | Choose an item. |  |
|  | 1. Weight limitations   *[National Mobilization Guide]* | Choose an item. |  |
|  | 1. Safe packaging procedures for specialized equipment | Choose an item. |  |
| 28 | Each employee has reviewed and signed an Employee Performance Appraisal Plan (EPAP) for the current season.  *[Employee Orientation Checklist]* | Choose an item. |  |
| 29 | Firefighters participate in an established physical fitness program. | Choose an item. |  |
| 30 | Risk assessments are completed for all suppression work practices/projects that have potential hazards.  *[RB Ch 7]* | Choose an item. |  |
| 31 | Risk assessments are completed for all non-suppression work practices/projects that have potential hazards.  *[RB Ch 7]* | Choose an item. |  |
| 32 | Firefighters participate in a documented tailgate safety session weekly or at the beginning of each project. May use “Six Minutes for Safety.” | Choose an item. |  |

**ENGINE CREW PERSONNEL MEET THE FOLLOWING STANDARDS**

**Key Code: E = Exceeds Standard, M = Meets Standard, NI = Needs Improvement, NR = Not Reviewed**

| **ITEM** | **DESCRIPTION** | **CODE** | **REMARKS** |
| --- | --- | --- | --- |
| 33 | The Incident Qualifications and Certification System is used to produce current Red Cards for all employees.  *[RB Ch 13]* | Choose an item. |  |
| 34 | All crew personnel have completed Fire Vehicle Driver Orientation and/or Fire Vehicle Driver Refresher Training. | Choose an item. |  |
| 35 | Module members are trained in the use of all required PPE.  *[RB Ch 7]* | Choose an item. |  |
| 36 | Each employee has attended employee orientation.  *[Employee Orientation Checklist]* | Choose an item. |  |
| 37 | Firefighters have a documentation file for: |  |  |
|  | 1. Current season training   *[RB Ch 13]* | Choose an item. |  |
|  | 1. Past season fire training   *[RB Ch 13]* | Choose an item. |  |
|  | 1. Certifications and experience (hardcopy or electronic)   *[RB Ch 13]* | Choose an item. |  |
|  | 1. Fire experience   *[RB Ch 13]* | Choose an item. |  |
|  | 1. Task books initiated appropriate to their training needs.   *[RB Ch 13]* | Choose an item. |  |
|  | 1. Performance evaluations | Choose an item. |  |
| 38 | Firefighters have access to training materials and equipment. | Choose an item. |  |
| 39 | Employees are being provided the following mandatory training: |  |  |
|  | 1. Annual Fireline Safety Refresher   *[RB Ch 13]* | Choose an item. |  |
|  | 1. Work/rest requirements   *[RB Ch 7]* | Choose an item. |  |
|  | 1. Defensive driving (if applicable) | Choose an item. |  |
|  | 1. Driver duty limitations | Choose an item. |  |
|  | 1. Risk Management Process   *[RB Ch 7, IRPG]* | Choose an item. |  |
|  | 1. CPR | Choose an item. |  |
|  | 1. First aid | Choose an item. |  |
|  | 1. Bloodborne Pathogens (BBP) | Choose an item. |  |
|  | 1. Risk assessment | Choose an item. |  |
|  | 1. HAZMAT – First Responder Awareness Level   *[RB Ch 7]* | Choose an item. |  |
|  | 1. USGS Hazard Communications – GHS | Choose an item. |  |
|  | 1. Wildland Fire Chain Saws (S-212) for chainsaw operators | Choose an item. |  |
|  | 1. Any specific training identified by RA   *[RB Ch 13]* | Choose an item. |  |
| 40 | Unit members possess a valid driver’s license appropriate for the vehicle/engine. | Choose an item. |  |
| 41 | Each crew member who drives a government vehicle has a current state driver’s license appropriate for the motor vehicle and Motor Vehicle Authorization in accordance with IAM Part 25, Chapter 4, Motor Vehicle Safety Program.  *[RB Ch 6]* | Choose an item. |  |
| 42 | Complies with established property control/management measures. | Choose an item. |  |