



# TOLEDO FIRE & RESCUE DEPARTMENT



## C-31 Equipment Lost Of Damaged

### Emergency Manual

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### Policy/Procedure

#### 1. Lost Equipment

1. It is the responsibility of the company officer to see that an inventory is made before leaving the scene of an emergency.
2. If equipment is missing after the inventory is made, the area shall be searched as thoroughly as possible.
3. If the equipment is still missing, all companies that were at the scene shall be asked if they have the equipment.
4. If the equipment is still missing, an email shall be forwarded, stating all facts pertaining to the lost equipment to the Deputy Chief Operations, Battalion Chief, Maintenance Bureau, House Captain, and the Bureau of Professional Standards . A repair request will not be necessary.
5. The Battalion Chief shall be notified if the lost equipment needs to be replaced immediately. If the equipment is not essential for the next emergency, the Battalion Chief need not be notified immediately.

#### 2. Damaged Equipment

1. If the equipment that is damaged is necessary for normal emergency operations, the Battalion Chief shall be notified immediately upon return to quarters.

**NOTE:** Information concerning lost or damaged equipment shall be relayed to oncoming crews at shift

change and logged in the company journal.

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See Also:

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