**Vehicles (2024)**

**Checklist #19**

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

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

| **CHECKLIST ITEM #** | **DOCUMENTATION** |
| --- | --- |
| 1 | [Annual Motor Vehicle Maintenance/Safety Checklist](https://doimspp.sharepoint.com/sites/blm-oc/dbs/eForms%20Library/Forms/AllItems.aspx?id=%2Fsites%2Fblm%2Doc%2Fdbs%2FeForms%20Library%2F1520%2D035%2Epdf&parent=%2Fsites%2Fblm%2Doc%2Fdbs%2FeForms%20Library) |
| 2 | Vehicle logbook/maintenance records/annual weight slips |
| 6 | *Fire Equipment Maintenance Procedure and Record (FEMPR)* |
|  | [*Interagency Standards for Fire and Fire Aviation Operations*](https://www.nifc.gov/standards/guides/red-book) |
|  | [*DOI Occupational Safety and Health Program - Field Manual*](https://doimspp.sharepoint.com/sites/blm-wo-700/safetyhealthandemergency/Documents/Occupational%20safety%20and%20health%20program%20-%20field%20manual.pdf) |

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

| **ITEM** | **DESCRIPTION** | **CODE**  **(E/M/NI/NR)** | **REMARKS** |
| --- | --- | --- | --- |
| 1 | The BLM [1520-35](https://doimspp.sharepoint.com/sites/blm-oc/dbs/eForms%20Library/Forms/AllItems.aspx?id=%2Fsites%2Fblm%2Doc%2Fdbs%2FeForms%20Library%2F1520%2D035%2Epdf&parent=%2Fsites%2Fblm%2Doc%2Fdbs%2FeForms%20Library) Annual Motor Vehicle Maintenance/Safety Checklist is complete and documented ([1520-35a](https://doimspp.sharepoint.com/sites/blm-oc/dbs/eForms%20Library/1520-035a.pdf?CT=1580348706134&OR=ItemsView) for construction equipment).  *[H-1525-1, Fleet Management Handbook]* |  |  |
| 2 | Annual gross vehicle weight (GVW) slip from a certified scale is documented in logbook and meets vehicle specifications.  *[RB Ch 2, Ch 7]* |  |  |
|  | 1. Command vehicle |  |  |
|  | 1. Helitack support vehicle |  |  |
|  | 1. Superintendent truck |  |  |
|  | 1. Crew carrier |  |  |
|  | 1. Crew carrier |  |  |
|  | 1. Crew carrier |  |  |
|  | 1. Chase truck |  |  |
| 3 | Exterior condition is clean and of a neat appearance, undercarriage is clean and free of debris, and interior is neat/orderly, and items are secure.  *[RB Ch 2]* |  |  |
|  | 1. Command vehicle |  |  |
|  | 1. Helitack support vehicle |  |  |
|  | 1. Superintendent truck |  |  |
|  | 1. Crew carrier |  |  |
|  | 1. Crew carrier |  |  |
|  | 1. Crew carrier |  |  |
|  | 1. Chase truck |  |  |
| 4 | Individual/crew has adequate transportation:  **(Insert vehicle information in remarks.)** |  |  |
|  | 1. Command vehicle |  |  |
|  | * License plate |  |  |
|  | * Year/make/model |  |  |
|  | * Identifier |  |  |
|  | * Current mileage |  |  |
|  | * Vehicle class |  |  |
|  | 1. Helitack Support Vehicle |  |  |
|  | * License plate |  |  |
|  | * Year/make/model |  |  |
|  | * Identifier |  |  |
|  | * Current mileage |  |  |
|  | * Vehicle class |  |  |
|  | 1. Superintendent Truck |  |  |
|  | * License plate |  |  |
|  | * Year/make/model |  |  |
|  | * Identifier |  |  |
|  | * Current mileage |  |  |
|  | * Vehicle class |  |  |
|  | 1. Crew Carrier |  |  |
|  | * License plate |  |  |
|  | * Year/make/model |  |  |
|  | * Identifier |  |  |
|  | * Current mileage |  |  |
|  | * Vehicle class |  |  |
|  | 1. Crew Carrier |  |  |
|  | * License plate |  |  |
|  | * Year/make/model |  |  |
|  | * Identifier |  |  |
|  | * Current mileage |  |  |
|  | * Vehicle class |  |  |
|  | 1. Crew Carrier |  |  |
|  | * License plate |  |  |
|  | * Year/make/model |  |  |
|  | * Identifier |  |  |
|  | * Current mileage |  |  |
|  | * Vehicle class |  |  |
|  | 1. Chase Truck |  |  |
|  | * License plate |  |  |
|  | * Year/make/model |  |  |
|  | * Identifier |  |  |
|  | * Current mileage |  |  |
|  | * Vehicle class |  |  |
| 5 | Location-based services (LBS) satellite terminal is operational and secured to the equipment. All data in the vehicle tracker portal (VTP) matches the equipment data and meets the fire equipment identification and numbering standard.  *[RB Ch 2]* |  |  |
|  | * When a new terminal is received, replacement equipment arrives, or an error with the terminal has been identified, the installation, transfer, or repair must be completed in no more than 15 days. |  |  |
| 6 | The *Fire Equipment Maintenance Procedure and Record* (FEMPR) is used to document daily inspections and all maintenance. FEMPR historic maintenance records are archived for the duration of the vehicle’s service life.  *[RB Ch 2]* |  |  |
|  | 1. Command vehicle |  |  |
|  | 1. Helitack support vehicle |  |  |
|  | 1. Superintendent truck |  |  |
|  | 1. Crew carrier |  |  |
|  | 1. Crew carrier |  |  |
|  | 1. Crew carrier |  |  |
|  | 1. Chase truck |  |  |
| 7 | All vehicles meet agency standards for non-skid surface.  *[OSHA 29 CFR 1910]* |  |  |
|  | 1. Command vehicle |  |  |
|  | 1. Helitack support vehicle |  |  |
|  | 1. Superintendent truck |  |  |
|  | 1. Crew carrier |  |  |
|  | 1. Crew carrier |  |  |
|  | 1. Crew carrier |  |  |
|  | 1. Chase truck |  |  |
| 8 | All vehicles have a fire extinguisher that is securely anchored, maintained, visually inspected monthly by a qualified person, and serviced/retagged annually by a fire protection specialist, and identified in a highly visible manner.  *[H-1112-1]* |  |  |
|  | 1. Command vehicle |  |  |
|  | 1. Helitack support vehicle |  |  |
|  | 1. Superintendent truck |  |  |
|  | 1. Crew carrier |  |  |
|  | 1. Crew carrier |  |  |
|  | 1. Crew carrier |  |  |
|  | 1. Chase truck |  |  |
| 9 | All vehicles have warning flags or reflectors, hazard flares, vehicle jack (serviceable for GVW), high visibility vest, and lug wrench.  *[DOI Occupational Safety and Health Program – Field Manual; RB Ch 7]* |  |  |
|  | 1. Command vehicle |  |  |
|  | 1. Helitack support vehicle |  |  |
|  | 1. Superintendent truck |  |  |
|  | 1. Crew carrier |  |  |
|  | 1. Crew carrier |  |  |
|  | 1. Crew carrier |  |  |
|  | 1. Chase truck |  |  |
| 10 | Vehicles has a first aid/trauma kit of adequate size and identified in a highly visible manner.  *[H-1112-1]* |  |  |
|  | 1. Command vehicle |  |  |
|  | 1. Helitack support vehicle |  |  |
|  | 1. Superintendent truck |  |  |
|  | 1. Crew carrier |  |  |
|  | 1. Crew carrier |  |  |
|  | 1. Crew carrier |  |  |
|  | 1. Chase truck |  |  |
| 11 | Fire First Response Kit is carried in active WCF 600-series fire vehicle (excluding trailer).  *[RB Ch 14]* |  |  |
|  | 1. Command vehicle |  |  |
|  | 1. Helitack support vehicle |  |  |
|  | 1. Superintendent truck |  |  |
|  | 1. Crew carrier |  |  |
|  | 1. Crew carrier |  |  |
|  | 1. Crew carrier |  |  |
|  | 1. Chase truck |  |  |
| 12 | Vehicles have accident report package, compartment inventories, current use record, personnel injury forms, maps, current *Emergency Response Guidebook*, and radio frequencies posted in the cab*.*  *[H-1112-1; SHICO]* |  |  |
|  | 1. Command vehicle |  |  |
|  | 1. Helitack support vehicle |  |  |
|  | 1. Superintendent truck |  |  |
|  | 1. Crew carrier |  |  |
|  | 1. Crew carrier |  |  |
|  | 1. Crew carrier |  |  |
|  | 1. Chase truck |  |  |
| 13 | Vehicles have valid fleet fuel card.  *[H-1525-1, Fleet Management Handbook]* |  |  |
|  | 1. Command vehicle |  |  |
|  | 1. Helitack support vehicle |  |  |
|  | 1. Superintendent truck |  |  |
|  | 1. Crew carrier |  |  |
|  | 1. Crew carrier |  |  |
|  | 1. Crew carrier |  |  |
|  | 1. Chase truck |  |  |
| 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 vehicle compartment.  *[NWCG Standards for Transporting Fuel (PMS 442)]* |  |  |
|  | 1. Command vehicle |  |  |
|  | 1. Helitack support vehicle |  |  |
|  | 1. Superintendent truck |  |  |
|  | 1. Crew carrier |  |  |
|  | 1. Crew carrier |  |  |
|  | 1. Crew carrier |  |  |
|  | 1. Chase truck |  |  |
| 15 | All fuel containers (including SIGG™ bottles, Dolmar™ containers, etc.) are secured so that they will not fall over or move while being transported.  *[NWCG Standards for Transporting Fuel (PMS 442)]* |  |  |
|  | 1. Command vehicle |  |  |
|  | 1. Helitack support vehicle |  |  |
|  | 1. Superintendent truck |  |  |
|  | 1. Crew carrier |  |  |
|  | 1. Crew carrier |  |  |
|  | 1. Crew carrier |  |  |
|  | 1. Chase truck |  |  |
| 16 | Equipment identifier is displayed on the front, rear, both sides, and on the top of the equipment.  *[RB Ch 2]* |  |  |
|  | 1. Command vehicle |  |  |
|  | 1. Helitack support vehicle |  |  |
|  | 1. Superintendent truck |  |  |
|  | 1. Crew carrier |  |  |
|  | 1. Crew carrier |  |  |
|  | 1. Crew carrier |  |  |
|  | 1. Chase truck |  |  |
| 17 | The BLM Fire Equipment Improvement and Deficiency Reporting System is used to submit improvement recommendations and deficiency reports for all BLM fire equipment.  *[RB Ch 2]* |  |  |
| 18 | Comprehensive (i.e., internal) tire inspections of all tires, including spare, are completed (during required annual inspections/service and at 10,000-mile intervals) and documentation in the FEMPR “Tire Log” is complete and accurate.  *[RB Ch 2; H-1525-1, Fleet Management Handbook]* |  |  |
|  | 1. Command vehicle |  |  |
|  | 1. Helitack support vehicle |  |  |
|  | 1. Superintendent truck |  |  |
|  | 1. Crew carrier |  |  |
|  | 1. Crew carrier |  |  |
|  | 1. Crew carrier |  |  |
|  | 1. Chase truck |  |  |
| 19 | Fluid Sampling: WCF 600 class equipment (Greater than 13999 lb) has fluid samples of chassis engine oil, coolant, transmission fluid, transfer case oil, front and rear differential oil, and pump engine oil. *[RB Ch 2; FEMPR; FA-IM-2023-021]* |  |  |
|  | 1. Samples are gathered, submitted, recorded with the BLM designated fluid analysis lab (currently, Tribologik Laboratories) |  |  |
|  | 1. Fluid sampling is current (required at the annual vehicle safety inspection and/or subsequent fluid changes) |  |  |
|  | 1. Fluid sampling is documented in the FEMPR |  |  |
| 20 | Outstanding recalls/services actions have been checked, documented, and corrected. <https://doimspp.sharepoint.com/sites/blm-fa/fire-operations/SitePages/Manufacturer-Recalls.aspx>  *[RB Ch 2]* |  |  |

**IF THE VEHICLE HAS AN EXTERNAL BULK FUEL TANK, COMPLETE CHECKLIST #20, FUEL TRANSPORT**