

BULLETIN

NO: 24-187
DATE: December 9, 2024
TO: All Personnel
FROM: Ted Moran, Deputy Fire Chief, Logistics Division
SUBJECT: Damaged or Missing Equipment

Logistics Division has noticed an increase in direct requests for replacement of damaged or missing operations equipment. The unmonitored replacement of this equipment presents a financial burden on the department and its ability to supply needed equipment for personnel to perform their duties appropriately. Personnel are reminded to follow established policy in the event equipment is damaged or missing and requires replacement. **SDFD Operations Manual, SI 06, Section 07.V.A.** clearly identifies procedures to be followed apart from utilizing a FD-7 which has been replaced by email.

Battalion chiefs shall be notified through the chain of command, via email, of any damaged or missing equipment who will then forward to the appropriate division for replacement (i.e., Logistics, EMS, EDCD). Equipment Center requests for replacement of missing or damaged equipment made directly from station personnel will be denied until approved by the respective battalion chief. This includes phone calls, emails and PStrax alerts.

Questions regarding this policy should be routed through your chain of command to Battalion Chief Charpentier.