5.05 Use of CFA Equipment SOP

Section 1 - Purpose and Objectives

(1) To provide guidelines on the use of CFA equipment during CFA activities.

Section 2 - Scope

(2) This policy applies to all CFA members.

Section 3 - Procedure

(3) Unless authorised no CFA equipment as a public asset can be used for private purposes.

(4) A brigade Captain and above may authorise the use of CFA equipment for activities outside of emergency response and training where it can be demonstrated there is a direct community benefit.

(5) Prior to authorising use of CFA equipment per clause 4 the authorising officer must ensure:

a. There is a direct community benefit
b. An appropriate risk assessment has been undertaken
c. The appropriate insurance and/or other approvals are in place

(6) CFA equipment should remain available at all times for response to an emergency where practicable.

(7) Where it is not practicable alternative arrangements for emergency response are put in place.

(8) CFA appliances involved in fire prevention activities must have sufficient crew to ensure the safe operation of the appliance.

(9) CFA appliances and equipment shall be returned to a state of readiness at the completion of any authorised activity.

(10) Any damage to CFA equipment is to be reported to the next in charge and CFA Safe completed (where applicable).

Safety Notes

(11) Nil

Environmental Notes

(12) Nil

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Section 4 - Definitions

(13) Commonly defined terms are located in the CFA centralised glossary.

CFA Equipment – A generic term that includes any object that is CFA or brigade owned that is utilised during the execution of CFA operational activities.

Section 5 - Related Documents

(14) Standing Order 5.0 Firefighting Equipment

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Status and Details

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Approval Authority	
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Expiry Date	Not Applicable
Accountable Officer	Jason Heffernan Chief Officer
Responsible Officer	Garry Cook Deputy Chief Officer Operational Response & Coordination
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Glossary Terms and Definitions

"CFA member" - Refers to all CFA volunteers, volunteer auxiliary workers, officers, employees and secondees.

"CFA activities" - Any activity normally performed by CFA which includes (but is not limited to): Response to, and in support of, a potential or existing emergency incident Driving an ESO vehicle as requested by another agency Training & exercises Administrative duties Fire Equipment Maintenance Investigations (fire or collisions) Maintenance of CFA firefighting appliances Fundraising Community events Brigade activities

"Next in Charge" - Next in Charge - the supervisor or manager directly in charge of a CFA member or Labour Hire Contractor e.g. for a volunteer this would be a Lieutenant, Captain, Deputy Group Officer, Group Officer or Commander; for an employee / labour hire contractor this would be their direct manager.

"Operational activities" - CFA approved, coordinated or pre-planned action, or series of actions, in response to and in support of a potential or existing emergency incident, including training and exercises.

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