

STANDARD OPERATING GUIDELINE



Fueling Fleet Vehicles

Department: Operations

SOG#223

Applicable to: All Staff

Effective Date: 1 Dec 2020

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Authority: Chief Of Operations

Applicable CAAS Standard:

Revised Effective Date:

Purpose:

The purpose of this Standard Operating Guideline (SOG) is to outline the position of Brighton Volunteer Ambulance (Agency) regarding fueling fleet vehicles.

Scope:

The scope of this document applies to all staff.

Guideline:

1. The fleet will be fueled at the Town of Brighton Highway Departments fuel island, 1941 Elmwood Avenue. As a part of their start of shift vehicle inspection, crews will ensure that they have the fuel pump fob, which will allow the fuel pumps to work
2. Agency vehicle's will be fueled any time the fuel level drops below 1/2 a tank
3. Crews will be aware of the responsibility to answer calls, even while fueling. As with any other occurrences, Agency personnel are to have a portable radio on them any time they are out of the ambulance
4. Any issues with the fueling process will be reported to the Shift Supervisor, and documented as requested by the Shift Supervisor
5. Any spills while fueling will be reported in accordance with fuel depot procedures
6. Any fuel stored on premise will be in a proper flammables storage unit

This document supersedes any documents on the topic dated prior to the effective date noted above.