



**City of Winchester
Fire & Rescue Department
STANDARD OPERATING PROCEDURE**



Section:	Buildings - Equipment and Supplies	SOP:	5.1
Subject:	Fire Hydrant Use and Notification	Executed:	January 1, 2006
		Revised:	February 1, 2011
Approved:			
 Scott Cullers, Fire Chief			

PURPOSE

To define a notification procedure when personnel utilize a fire hydrant(s) for emergency and non-emergency activities.

PROCEDURE

Whenever the Fire and Rescue Department uses a fire hydrant(s), the driver operator is to notify the Winchester Emergency Communication Center (ECC) of the hydrant being used and any details about the use of the hydrant. This is to include actual incidents, training exercises, public services, throughout the community or at the Training Center.

INFORMATION TO BE RELAYED

Details about the use of the hydrant that should be relayed:

- Location of hydrant being used
- Estimate of water used
- Water color that did not clear up
- Length of time hydrant was used

ECC NOTIFICATION

The ECC shall notify the Water Treatment Plant in a timely manner of the hydrant use and any details supplied by field personnel. This information should be entered by ECC personnel on the daily Fire & Rescue "Status" call.

HYRDANT PROBLEMS

Personnel shall notify ECC immediately if there are problems encountered with a hydrant (i.e. missing flag, won't drain, hard to open/close). ECC will then notify the Utilities Department for repair.