

# Fauquier County Department of Fire Rescue

## **OPERATING PROCEDURE**

No. 705

### **Damaged Property**

Effective Date: July 1, 2010

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Forms: FRF 911

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## **PURPOSE**

To provide a policy for notification of property owners in the event damage is done to private property during the delivery of services.

## **SCOPE**

This procedure applies to all operational personnel within the Fauquier County Department of Fire, Rescue and Emergency Management and the Fauquier County Volunteer Fire and Rescue Association and its associated departments.

## **I. PROCEDURE**

- A. When, at any time it becomes necessary to cut, break open, tear down a fence, chain, cable, gates, doors, windows, etc., during the emergency services in order to gain access, the owner or occupant of the property should be notified of the action, including the reason for gaining access and state any temporary repairs that have been made.
- B. Additionally, efforts should be made by fire department personnel to make any temporary repairs to maintain or restore the security of the property as soon as feasible. If the owners or occupants of the property cannot be located, a Notice of Fire Department Action Taken form, FRF 911, or approved volunteer company form, shall be filled out and posted on site. Email notification to the on duty battalion chief, and subsequently the assistant chief and county risk management, shall be made upon returning from the event.
- C. Unintentional damage or damage not associated with an incident to public or private property shall result in the generation of an Industry Safe report being filed for damaged property. Examples of this type of damage includes but is not limited to tire ruts in yards, damaged asphalt, damage from supply lines contacting vehicles, or mailboxes displaced by hose lines. An informative statement should be included in the Industry Safe report. Through Industry Safe, the on duty battalion chief, assistant chief and risk management will be notified.

**Desire to Serve**

**Ability to Perform**

**Courage to Act**