

Lincoln County Fire and Rescue Association

Standard Operating Guideline (SOG)

Adopted Date: August 21, 2007

Effective Date: January 1, 2008

Number: 103

Title: Repair of Pagers, Portable and Mobile radios

Purpose: To standardize the repairs and acquisition of equipment for the monitoring, dispatch and communication of incident information.

Stipulations: 1. **ONLY** communications equipment that has been purchased through Lincoln County Fire Marshals Office, Emergency Management, or the individual department are authorized for repairs, replacement or installation and billed through the Fire Marshals Office expense account.

2. Each department is responsible for the repair and purchase of accessory equipment such as lapel microphones, headsets and carrying straps.

County funded issue per fire department.

- *1 base radio*
- *A mobile radio for each departmental vehicle/apparatus*
- *Dual head or dual radios for apparatus with both cab and pump panel areas*
- *Needed replacement of faulty pager batteries*

Lincolnton FD radios are funded through the City of Lincolnton budget and the Rescue Squads are supported through the County EMS budget.

Repairs/Upgrades:

1. Pagers and radios needing repair must be turned in at the Fire Marshals Office for pick-up by the repairing vendor. A work order will be assigned to all repairs to validate payment and provide accountability for the equipment.
2. Mobile repairs/upgrades/new installations can be scheduled at the department's location after acquiring a work order number from the Fire Marshals Office.
3. Communication vendors will be instructed to require a work order number issued through LCEM/FMO prior to initiating repairs.
4. Any department not acquiring a work order number will be accountable for necessary billing.