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| ***REPLACE WITH YOUR MASTHEAD*** |
| **VFIS logo black JPG** | **SOG Title:** |
| **SOG Number:** |
| **Original Date:** | **Revision Date:** |
| **ABC Fire Department General Operating Guideline** |

**Hydrants Out of Service**

***This is a sample of a standard operating guideline (SOG) on this topic. You should review the content, modify as appropriate for your organization, have it reviewed by your leadership team and if appropriate your legal counsel. Once adopted, make sure the SOG is communicated to members, implemented and performance monitored for effective implementation.***

**Purpose:**

To establish a standard procedure for hydrants outs of service.

**Scope:**

All personnel who utilize hydrants.

**Responsibility**:

It is the responsibility of all persons who operate to be familiar with this procedure.

**Procedure:**

All hydrants will be noted as “being out of service” or “not to be used” by placing an Out-of-Service (OSS) template over the steamer connection and replacing the cap to hold the warning ring in place.

A notice of a hydrant being temporarily out of service should be forwarded to all stations in a memorandum and by other electronic means that are provided.

The operations division or fire prevention office will responsible for assuring that the template is secured on that hydrant.

When said hydrant is back in service, the operations division or fire prevention Office will be responsible for assuring the template has been removed and the repair work verified.

***This is a sample guideline furnished to you by VFIS. Your organization should review this guideline and make the necessary modifications to meet your organization’s needs. The intent of this guideline is to assist you in reducing exposure to the risk of injury, harm or damage to personnel, property and the general public. For additional information on this topic, contact your VFIS Risk Control representative.***

**References:**