



GENERAL ORDER

GENERAL ORDER 510.05

Apparatus Modification/Alteration

BUREAU OF LOGISTICS

Issue Date: September 27, 2019

Revision Date: N/A

1 APPLICABILITY

2 All personnel

3 POLICY

4 At time of procurement, Howard County Department of Fire and Rescue Services' (Department)
5 fire apparatus is purchased and accepted in accordance with applicable National Fire Protection
6 Association (NFPA) standards and contract specification. Modifications are not to be made to
7 any apparatus without prior written approval of the Logistics Bureau Chief. This includes, but is
8 not limited to: logos, lettering, emergency lighting patterns, structural changes, electric or
9 mechanical changes, and equipment in excess of the applicable equipment listed in General
10 Order 510.04: Standard Equipment Inventory: Engines, Towers, Medic Units, Battalion Cars.

11
12 Fire Apparatus that has been modified or altered outside the factory and/or qualified vendor
13 may void the manufacturer warranties, which vary in length and scope. In addition, the unit's
14 stability, reliability, and safety could be affected causing a potential for accidents and failures
15 that could cause injury/death to our members.

16 DEFINITIONS

- 17 ➤ **Approved** – Acceptable to the Authority Having Jurisdiction. (NFPA1911 Section 3.2.1)
- 18
- 19 ➤ **Authority Having Jurisdiction** – An organization, or individual, responsible for enforcing
20 the requirements of a code or standard, or for approving materials, an installation, or a
21 procedure.
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- 23 ➤ **Fire Apparatus** – A vehicle designed to be used under emergency conditions to
24 transport personnel and equipment, and to support the suppression of fires and
25 mitigation of other hazardous situations. (NFPA 1901, 2016)
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- 27 ➤ **Modification** – An alteration or adjustment to any component that is a deviation from
28 the original specifications or design of the emergency vehicle. (NFPA1911 Section
29 3.3.80)
- 30



GENERAL ORDER

- 31 ➤ **Warranty** – A written guarantee, issued to the purchaser of an article by its
- 32 manufacturer, promising to repair or replace it if necessary within a specified period.
- 33
- 34 ➤ **Documentation** – Any written or electronic data or information relative to the
- 35 emergency vehicle, including information on its operational checks, diagnostic checks,
- 36 inspection, maintenance, and Performance Testing.
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- 38 ➤ **Performance Tests** – Tests made after an emergency vehicle has been put into service
- 39 to determine whether its performance meets predetermined specifications or
- 40 standards.

PROCEDURES

- 42 Apparatus changes must be requested in writing prior to any Modifications/alterations being
- 43 made. The request must be submitted through the chain of command to the Ground Support
- 44 Unit Leader and include the following:
- 45 • Who is requesting the Modification/alteration
 - 46 • Description of the Modification/alteration
 - 47 • The reason for the Modification/alteration

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49 The Ground Support Unit Leader will ensure that all safety and Warranty aspects, NFPA

50 standards, and proper NFPA/Department of Transportation (DOT) requirements have been

51 identified and addressed prior to forwarding the request to the Logistics Bureau Chief, who will

52 Approve or deny the Modification(s) request. Documentation of the request and rationale for

53 Approval or denial shall be kept on file.

REFERENCES

- 55 • NFPA 1901- Standard for Automotive Fire Apparatus, 2016 Edition.
- 56 • NFPA 1911- Standard for the Inspection, Maintenance, Testing, and Retirement of In-
- 57 Service Fire Apparatus, 2017 Edition.
- 58 • General Order 510.04: Standard Equipment Inventory: Engines, Towers, Medic Units,
- 59 Battalion Cars

SUMMARY OF DOCUMENT CHANGES

61 New General Order

FORMS/ATTACHMENTS

- 63 • None

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GENERAL ORDER

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APPROVED

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Author:

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A handwritten signature in black ink, appearing to read "C. Uhlhorn", written over a horizontal line.

Christine Uhlhorn, Fire EMS Chief
Office of the Fire Chief

A handwritten signature in black ink, appearing to read "Martin LePore", written over a horizontal line.

Martin LePore, Battalion Chief
Bureau of Logistics