Bath Township Fire Department			Standard Operating Guideline	
Section **Operations**	**Referral No.** **O-33**	**Subject:** **Fire Hydrant Operation**	**Date Issued** **3/03**	**Date Revised** **11/13**

Purpose:

- To provide guidelines for safe operation of fire hydrants.

Scope:

- This standard operating guideline shall apply to all personnel.

Responsibilities:

- Officer
  - Ensure that personnel respond properly.
  - Provide direction based on the Incident Command System.
  - Ensure the safety of all personnel.
- Personnel
  - All personnel have the responsibility of following the direction of Incident Command at an emergency scene.
  - All personnel have the responsibility to wear the proper safety equipment and to operate in a safe manner.

Incident Operations:

- The first arriving engine will have the option of hooking the hydrant for water supply, if the hydrant is in close proximity to the fire scene.
  - If the first-in engine does not establish water supply it will then be the second in engine's responsibility to establish the water supply.
- The closest operating fire hydrant will be used whenever possible.
- Upon arriving at the fire hydrant, personnel will pull 5" hose from the truck and wrap the hydrant twice.
- Personnel will also remove the hydrant equipment bag and place it near the hydrant.
- Signal the apparatus driver to proceed to the scene.
  - The apparatus driver will proceed cautiously to the scene, checking the rear-view mirror frequently, and not exceeding 5 mph.
- The hydrant person will open the 2.5" cap, and flow water through gate valve.
  - In the event that stem breaks this will allow crews to shut off shut of gate valve and continue on to a serviceable hydrant to continue to be productive in firefighting activities.
- Once the hydrant has been flushed and the water is clear, slowly close the hydrant valve.
- After the hydrant valve is shut, attach the 5" hose to the large steamer cap.

- Attach the hydrant gate valve to the 2-½" discharge of the hydrant.
- Once the 5" hose is attached to the hydrant, wait for the apparatus operator to signal before opening the hydrant**.**
  - **Wait for a hand signal or radio communications from pump operator before charging line.**
- After the hydrant is fully open, take the hydrant wrench and proceed to the apparatus for the next assignment.
  - Taking the hydrant wrench back to the apparatus will prevent tampering with the hydrant and inadvertent closing the hydrant.
- When shutting down the hydrant, slowly close the stem valve and, open the hydrant gate valve to relieve pressure.
- All hydrants shall be pumped after use to prevent freezing.
- If a hydrant is found to be inoperable or damaged, a repair form must be completed.

HYDRANT TESTING, AND SERVICING:

- All township hydrants shall be tested, and serviced in the spring and fall of each year.
- Personnel shall wear a reflective safety vest when performing hydrant testing and servicing.
- Remove all caps and lubricate threads.
- Replace all caps except one 2-½ " cap, leaving it off to flow the hydrant.
  - The diffuser appliance shall be used to ensure the water stream does not damage property.
- Open the hydrant slowly, until the stem is completely open and flow the water until it becomes clear.
  - Close the valve on the diffuser to reduce water flow.
- Slowly close the hydrant to prevent water hammer.
- If hydrant has grease fitting on stem, insert grease into the fitting with grease gun (fall servicing only).
- Pump all the remaining water from the hydrant using the hydrant pump.
- Replace cap and record the make of hydrant, number and date hydrant was serviced.
- A work request form shall be completed if any damage or related issues are found with the hydrant during testing. (Example: Needs painted, broken stem.)