

EL DORADO COUNTY FIRE SAFE COUNCIL

Article XV. Equipment Loan Policy

Section 15.01 Officers of the EDCFSC and Associates may borrow EDCFSC equipment for Fire Safe Council business only. Equipment will not be loaned outside of the Fire Safe Council. EDCFSC equipment is not insured therefore the borrower (or Associate) will be responsible for any damages or loss.

Section 15.02 Equipment will be available on a first-come first-serve basis. Any request for an equipment loan must be submitted on an Equipment Requisition form 8 and must be approved by the EDCFSC Chairperson.

Section 15.03 A log book of loaned equipment will be maintained by the Council Secretary. The log shall contain the following information.

- (a) The log shall contain the following information.
- (b) Name and AFSC of borrower
- (c) Description of Item borrowed
- (d) Date of check-out
- (e) Date of return
- (f) Condition of equipment on check-out
- (g) Condition of equipment on return
- (h) Received by