

Emergency Power Outage Procedure

Effective Date: November 1, 2019

Next Review Date: 2nd Quarter 2020

PURPOSE

To establish a standard procedure to restore power to the radio repeater as soon as possible.

APPLIES TO

Captains, Lieutenants, FTO's

CONTACTS

- Operations Team:
 - Kiel Jeffery 802-448-0409
 - Bill Camarda XXX-XXX-XXXX
 - Art Groux XXX-XXX-XXXX
 - Timmy Buck XXX-XXX-XXXX
- Pownal Rescue (request temporary use of their repeater) XXX-XXX-XXXX
- Bennington Dispatch (inform them to switch repeaters) XXX-XXX-XXXX

LOCK COMBINATIONS

- BRS Shed: XXXX
- Gate: XXXX
- Main Shed: XXXX

RESOURCES

- Google maps Location: <u>https://tinyurl.com/333fnst4</u>
 - 120 McKinley St, Bennington, VT 05201
 - Head south on McKinley St toward Main St
 - 394 ft
 - Turn left onto Main St

• 0.2 mi

- Turn right onto Dewey St
 - 1.1 mi
- Turn left onto Monument Ave
 - 1.1 mi
- Turn right onto Carpenter Hill Rd
 - 2.0 mi
- Turn left onto Tower Rd
- <u>Generator manual</u> (local copy link)



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INSTRUCTIONS

- 1. Upon identifying that power at the radio tower has been lost, contact Pownal Rescue Squad, inform them of the situation, and request to use their tower.
 - If Pownal's radio tower is available, inform all crews and dispatch that you will be switching to the Pownal Rescue Squad radio channel.
 - If Pownal's radio tower is unavailable, contact dispatch, give them the cell phone numbers of each crew member, and request that they call the crew members, starting with the supervisor's phone in the event of emergency calls.
- 2. Inform the crews that you will be taking ALS-1 to the radio tower to attempt to restore power and will be unavailable for emergency calls.
 - If needed, rearrange the crews to maximize ALS coverage.
- 3. Verify that the portable generator is filled with gas and functional.
 - 1. Turn the ignition to 'START' and hold it in that position until the generator is running.



- 2. Release the ignition and it should return to the 'ON' position.
- 3. If the generator does not start, you will have to manually start the generator.
- 4. If you do have to manually start the generator, you must locate the choke rod and pull it out to close the choke.





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5. Locate the pull cord and pull it quickly to start the generator. You may need to pull the cord multiple times.



- 6. Once the generator is running, the choke rod must be pushed back in.
- 7. Turn off the generator once you have verified it is functional.
- 4. Load the generator and a charged flashlight in ALS-1 and drive it to the <u>repeater site on tower</u> <u>road</u>.
- 5. Please make sure to park or turn around before passing the tower as there is no appropriate place to do that beyond this point.



- 6. Below is a picture of the building that has the repeater in it. As you approach, verify that the antenna on the roof is still up.
 - The lock combination is ABCD.





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7. Below are pictures of all plugs that should be plugged in. Verify that they are all plugged in.



8. If all plugs are plugged in, verify that the repeater is not powered. If there is power, the power light and display pictured below will be illuminated.



- 9. If the repeater is not powered and all plugs are in correctly, the generator must be used.
- 10. Unload the generator and move it into the repeater room pictured below.
- 11. Position the generator in the middle of the repeater room and start it.
 - \circ $\;$ The door must remain open while the generator is running to allow for ventilation.





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12. Unplug the plug pictured below and plug it into the generator.

13. Verify that the repeater is receiving power.

14. Perform a radio check with dispatch to verify the repeater is functioning.

15. If the radio check is successful, inform dispatch that BRS will be switching back to our channel.

16. Before leaving the tower, ensure that the door cannot close.