

<b>Manitoulin-Sudbury District Services Board POLICY &amp; PROCEDURES MANUAL</b>	
Section: G. Emergency Medical Services	Effective Date: April 1, 2007
Topic: 6. Vehicles, Equipment & Facilities	Replaces: July 1, 2004
Subject: 23. Washing of Personal Vehicles	
Policy No. G.6.23.	Page 1 of 1

### **PURPOSE**

To provide guidelines to ambulance staff members when exercising the privilege of washing their personal vehicles at the ambulance base.

### **APPLICATION**

Paramedics, EMAs, Management

### **PROCEDURE**

- 1) All ambulance staff will be granted the privilege of having access to the ambulance base to wash their personal vehicles.
- 2) All staff will ensure all other duties are completed before cleaning their personal vehicles.
- 3) There will be no mechanical work done on personal cars or motorcycles in the garage, i.e. changing oil, spray painting, changing tires, etc.
- 4) Upon completion of washing their vehicle, the staff members are responsible to thoroughly clean the bay and return any equipment used, neatly to its proper storage place, eg. the water hose will be left to drain out into the wash sink.
- 5) No emergency health services vehicles will be parked outside the ambulance base in adverse weather conditions ie. cold, snow, rain, etc. to allow a staff member access to the wash bay.
- 6) Washing of vehicles will normally be done after regular work hours or on weekends.
- 7) Management may discontinue this privilege if a staff member(s) does not adhere to these guidelines.
- 8) To keep the ambulances from sitting outside in winter weather, the allotted time for cleaning cars in the garage bays will be no longer than one (1) hour.
- 9) The Service is not responsible for any personal loss, damages, etc, you may incur or sustain, regardless of the cause.

### **REFERENCE**