

	<p style="text-align: center;">DEPARTMENT OF THE STATE FIRE MARSHAL</p> <p style="text-align: center;">EMERGENCY RESPONSE DIVISION</p> <p style="text-align: center;">STANDARD OPERATING GUIDELINE</p>	<p>Revised:</p> <p>Adopted: 02/03/26</p>
<p style="text-align: center;">Subject:</p>	<p style="text-align: center;">Maintenance & Reimbursement - Engine Program</p>	<p>Number: EP-6</p>
<p style="text-align: center;">Approved by:</p>	<p style="text-align: center;"><i>Mariah Rawlins</i></p>	<p>Date: 02/03/26</p>

PURPOSE:

This Standard Operating Guideline (SOG) is adopted to provide a process for reporting maintenance and requesting reimbursement for the Department of the Oregon State Fire Marshal (OSFM)-owned apparatus.

SCOPE:

This SOG applies to all Engine Program recipient agencies.

OVERVIEW:

Recipient agencies are expected to report all maintenance and testing completed on OSFM-owned apparatus. Reimbursement of up to \$3,500.00 per calendar year is provided for approved preventative maintenance, repairs, and tire replacements per requirements outlined in the Engine Program Intergovernmental Agreement (IGA). Recipient agencies must obtain pre-approval from OSFM to purchase tires for the apparatus if requesting reimbursement.

PROCEDURE:

1. All maintenance and testing must be reported to OSFM using the maintenance and reimbursement form ([Maintenance & Reimbursement Form](#)) located on the OSFM Engine Program webpage.
2. Recipient agencies must conduct preventative maintenance in accordance with the appropriate maintenance schedule provided in Appendix A. In addition, recipient agencies should follow applicable National Fire Protection Association (NFPA) standards.
 - a. Maintenance may only be performed by a qualified mechanic and/or emergency vehicle technician (EVT), in-house or external.
 - b. Certified pump testing is required for Type 3 engines and Tenders.
 - i. EVT is required for certified pump testing and any other fire suppression equipment.
 - c. Operational pump testing is required for Type 6 engines.
 - d. All services must be documented by the recipient agencies for maintenance, repairs, and tire rotations/replacement and emailed to engineprogram@osfm.oregon.gov.
 - e. Maintenance schedules reflect the minimum requirements; more frequent maintenance is acceptable and reimbursable up to the yearly allowance of \$3,500.

APPENDIX A

Type 3 Maintenance Schedule	
Initial 5,000 miles	Transfer Case Fluid Drain & Refill
Every 3 months	Type 3 - 3 Month Inspection: •Air Cleaner Restriction Check •Charge Air Piping Check •Charge Air Cooler Check
Every 6 months	Type 3 - 6 Month Inspection: •Battery Check •Battery Cables and Connection Check •Radiator Pressure Cap Check •Crank Case Ventilation
Every 1 Year	Pump Test Auxiliary Pump Oil Replacement Main Pump Oil Replacement Type 3 - 1 Year Inspection: •Air Conditioning System Inspect •Automatic Water Pump Check •Belt Tensioner Check •Drive Belt Cooling Fan Check •Brake Inspection •Power Steering System Inspect
Every 18 months or 8,000 miles	Engine Oil & Filter Replacement
Every 15,000 miles	Transfer Case Fluid Drain & Refill
Every 2 years or 15,000 miles	Cabin Air Filter Replacement Engine Air Filter Replacement
Every 50,000 miles	Differential Fluid Replacement Engine Coolant Drain & Refill
Every 18 months or 50,000 miles	Fuel Filter Replacement
Every 2 years or 60,000 miles	Coolant System Flush
Every 100,000 miles	Air Dryer Desiccant Cartridge Replacement Transmission Fluid Drain & Refill
Every 2 year(s) or 100,000 miles	Type 3 - 100,000 Mile or 2 Year Inspection: •Engine Cleaning •Vibration Damper Rubber Check •Vibration Damper Viscous Check •Air Compressor Discharge Lines Check
Every 150,000 miles	Air Intake Connection Clean Engine Brake Assembly Adjustment Overhead Set Adjustment
Every 200,000 miles	Diesel Exhaust Fluid Filter Change Diesel Particulate Filter Clean

Tender Maintenance Schedule

Every 1 Year	<p>Pump Test Main Pump Oil Replacement</p>
Every 8,000 miles	<p>Bendix Air Dryer Desiccant Replacement Cabin Air Filter Replacement Engine Air Filter Replacement Engine Oil & Filter Replacement Fuel Filter Replacement Tender M1 Inspection:</p> <ul style="list-style-type: none"> •Automatic Transmission Fluid Level Inspect •Allison Transmission Breather Check •Suspension System Inspect •Suspension System Lubricate •Tie Rod Lubricate •Tie Rod Inspect •Inspect Oil Lubricated Hubs •Steering Axle Hub Vent Plug Inspection •Axle Lubricant Level Check •Axle Breather Check •Tire Assembly Inspect •Drive Axle Assembly Inspect <ul style="list-style-type: none"> •Drive Axle Lubricate •Air Brake System Valve Check •Brake Slack Adjuster Lubrication •Air Brake Inspection and Leak Test •Air Brake Automatic Drain Valve Test •Power Steering Fluid Level Inspect •Power Steering Gear Lubrication •Drag Link Inspection •Door Seal Lubrication •Air Conditioning System Inspect •Hood Support Lubrication
Every 16,000 miles	<p>Tender M2 Inspection:</p> <ul style="list-style-type: none"> •Brake Pedal Linkage and Mounting Plate Inspection •Camshaft Bracket Lubrication •Exhaust System Inspect <ul style="list-style-type: none"> •Air Compressor Inspection •Radiator Cap Inspect •Fan Drive Inspecting
Every 32,000 miles	<p>HVAC Air Filter Replacing Transmission Filter Replacement Tender M3 Inspection:</p> <ul style="list-style-type: none"> •Engine Drive Belt Inspect •Suspension U-Bolt Torque Check •Draw Key Nut Torque Check <ul style="list-style-type: none"> •Wheel Hub Nut Re-Torque •Air Brake Inspection and Leak Test •Drag Link Inspection
Every 64,000 miles	<p>Air Cleaner Element Inspecting and Replacing Axle Lubricant Changing and Magnetic Plug Cleaning Fuel/Water Separator Element Replacing Power Steering Fluid Changing Radiator Pressure Flushing and Coolant Changing Tender M4 Inspection:</p> <ul style="list-style-type: none"> •Engine Support Fastener Checking •Alternator, Battery, and Starter Check •Cabin Air Filter Inspect •Engine Air Filter Replacement <ul style="list-style-type: none"> •Frame Fastener Torque Checking •Governor D-2A Check •Mirror Folding Check
Every 128,000 miles	<p>Clutch Hydraulic Fluid Changing Foot Control Valve Inspection and Lubrication Power Steering Filter Changing</p>

Type 6 Maintenance Schedule

Every 1 year	Pump Test - Operational Check Auxiliary Pump Oil & Filter Replacement
Every 1 year or 2,500 miles	Tire Rotation Front Body Mount Springs Inspection
Every 1 year or 5,000 miles	Engine Oil & Filter Replacement Type 6 - 1 Year or 5,000 Mile Inspection: <ul style="list-style-type: none"> •Rear Body Mount Bolts Inspection •Steering Idler Arm Inspection •Suspension Ball Joint Inspect •Tie Rod Inspect
Every 10,000 miles	Vehicle Multi-Point Inspection
Every 15,000 miles	Fuel Filter Replacement
Every 20,000 miles	Cabin Air Filter Replacement
Every 30,000 miles	Engine Air Filter Replacement
Every 50,000 miles	Diesel Foam Air Filter Replacement
Every 150,000 miles	Automatic Transmission Filter Replacement Engine Drive Belt Replacement Front Drive Axle Assembly Drain & Refill Rear Drive Axle Assembly Drain & Refill Transfer Case Fluid Drain & Refill Transmission Fluid Drain & Refill
Every 200,000 miles	Engine Coolant Drain & Refill