

EQUIPMENT MAINTENANCE, REPAIR AND REPLACEMENT

(May 2003)

6315

Responsibility

Camp Superintendent Division Chief

Maintenance, repair, and replacement of equipment and property items, whether attached to a facility or not, is the responsibility of the department upon whose property list each item exists. Those significant items not on either department's property list will be listed on the local conservation camp's Memorandum of Understanding for designation of maintenance, repair, and replacement responsibility (See current Interagency Agreement).

Maintenance, repair, and replacement of all equipment items and tools relating to the health and welfare of wards, whether freestanding or attached to a structure, will normally be the financial responsibility of CYA. This includes, but is not limited to, beds, night stands, lockers, tables, chairs, kitchen equipment, laundry equipment, external security lighting systems, custody related signs, hobby tools and equipment, and similar items. Included is any property which is being carried on CYA records, such as range hoods, refrigerators, freezers, dishwashers, ward paging systems, vocational education equipment, and office equipment utilized by CYA.

Maintenance, repair, and replacement of all equipment items and tools related to emergency response and the work mission are the responsibility of CDF. This includes, but is not limited to, shop and in-camp project equipment items and tools, emergency response equipment items and tools and safety equipment and clothing. Also included is any property carried on CDF records.

[\(see next section\)](#)

[\(see HB Table of Contents\)](#)

[\(see Forms or Forms Samples\)](#)