



PRINCE GEORGE'S COUNTY, MARYLAND
FIRE/EMERGENCY MEDICAL SERVICES DEPARTMENT GENERAL ORDER

General Order Number: 12-04	Effective Date: January 2010
Division: Inspections and Investigations	
Chapter: Inspection and Testing Fire Hydrants	
By Order of the Fire Chief: Marc S. Bashoor	Revision Date: N/A

POLICY

This General Order shall establish a procedure for requesting and obtaining information relating to hydrant water supply from the Washington Suburban Sanitary Commission (WSSC), as well as establish guidelines governing fire hydrant inspections on public and private property.

DEFINITIONS

N/A

PROCEDURES / RESPONSIBILITIES

1. Hydrant Flow Tests

The Prince George's County Fire Department will not, under normal circumstances, conduct flow tests, perform hydrant maintenance, or conduct specific studies relating to water supply.

Requests for Flow Tests

All requests should be forwarded to the official Fire Department liaison as appointed by the Fire Chief. WSSC will be notified of the request by the Fire Department liaison. Such requests must be made at least *two* weeks in advance.

Fax the request to: 301-206-4247 or call 301-206-4258.

Requests for Information from Flow Tests

All requests should be directed to the WSSC's Support Services Group
This information is only available during normal work hours.

Fax the request for information to: 301-206-4247 or call 301-206-4258 during normal business hours.

Designation of Contact Personnel

The career officer and Volunteer Chief of each company shall designate one knowledgeable and available person to handle requests outlined above. The Volunteer Chief and/or career officer, or their designees, should be the individuals to handle the contacts.



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A Major or Battalion Chief appointed by the Fire Chief will be the official Department liaison. The Career Battalion Chief 806 will be the Emergency Operations Command point of contact that will work closely with the Department Liaison on all WSSC projects.

2. Pre-fire Planning Inspections

Individuals conducting pre-fire planning inspections shall:

- Note the size of the water main
- Note the distance from the hydrant to the building being preplanned
- Visually check the hydrant for location. Ensure outlets face properly to accommodate necessary apparatus placement
- Remove the caps. Check threads and gaskets
- Check cap chains to make sure they turn freely
- Replace caps and tighten sufficiently to prevent unauthorized removal
- Review the property owner's hydrant inspection record to ensure compliance with Subtitle 11, Section 11-275, of the Prince George's County Fire Code

“Section 11-275. Fire Hydrant Maintenance.”

All private fire hydrants shall be tested, maintained, and serviced annually by the property owner. A report of this maintenance shall be made available to the Fire Prevention Unit upon request.

3. Defective or Damaged Hydrants

Whenever a defect is discovered that renders a hydrant out-of-service, the officer-in-charge (OIC) will advise Public Safety Communications (PSC) as soon as possible.

The notification will include the following:

- The location of the hydrant (Provide the nearest street address and cross street)
- Whether it is a public or private hydrant

When an out-of-service hydrant is discovered, the OIC will ensure that the hydrant is marked by placing an out-of-service tag on the hydrant. This is done by looping a plastic tie through the tag and through the chain on the cap of the steamer connection. These tags may be obtained from Logistics and Supply and will be carried on each piece of apparatus.

Public hydrants found defective will be handled as follows:

- Out-of-service hydrants- PSC will notify WSSC (301-206-4002) and the five closest stations
- Still in service (need maintenance) - The OIC from the station is to notify WSSC Emergency Call Center (ECC) at 301-206-4002 directly. This office is staffed 24 hours a day, 7 days a week.



Private hydrants found defective will be handled as follows:

- Out-of-service hydrants- The OIC of the unit discovering the deficiency will issue a Correction Order to the property owner and notify PSC, who will then notify the five closest fire stations
- Still in service (needs maintenance)-The OIC of the unit discovering the deficiency shall issue a Correction Order to the property owner

4. Placing Hydrants Back In Service

Public Hydrants

When WSSC places a hydrant back in service, WCCS will remove the out-of-service marker and notify PSC. PSC will then notify the five closest fire stations that the hydrant is back in service.

Private Hydrants

The Volunteer and/or Career Station Officer shall ensure prompt follow-up of Correction Orders served for out-of-service private hydrants. When the property owner has made sufficient repairs to place the hydrant back in service, the Volunteer Chief and/or Career Station Officer will ensure the removal of the out-of-service marker and notify PSC.

PSC will then notify the five closest fire stations that the hydrant is back in service.

REFERENCES

Subtitle 11, Fire Safety Law, Section 11-275, "Fire Hydrant Maintenance"

FORMS / ATTACHMENTS

N/A