


STRATFORD POLICE DEPARTMENT 	Type of Directive: Policy and Procedure	Updated: 09-19-2023
	Title: Emergency Generator - Alternate Power Source	No. 14.4
	Issuing Authority: Chief Joseph McNeil	Issued: 11-21-2018
	Reference: Tier One 1.1.4	

PURPOSE:

The purpose of this policy is to establish procedures to be followed in order to maintain the readiness of the emergency generator.

POLICY:

It shall be the policy of the Stratford Police Department to provide a means for emergency or backup power at the Police Headquarters building.

PROCEDURE:

The Stratford Police Department will have and maintain a diesel-powered electrical generator to provide an alternate source of electrical power that is sufficient to ensure continued and efficient operation of equipment and emergency communications in the event of a power failure of the present power source. The department responsible for upkeep and maintenance of this generator is the Public Works Department. The following maintenance procedures will be maintained with regard to the generator:

- Tests will be conducted in conformance with manufacturer specifications and documented;
- An optional test under full load will be conducted at least once per year;
- Document anytime the generator is actually put into service; and
- Maintain a record of all maintenance and repair activities.

It shall be the responsibility of the Records Division Commander to ensure that this generator is tested on a regular basis, and that it is functioning correctly.

Public works or a designated contractor will be responsible for the maintenance and care of the system.