



Warren County Department of Public Safety

1024 Route 57

Washington, NJ 07882-9618

Phone: (908) 835-2000 Fax: (908) 835-2062



OUT OF SERVICE STATUS

Station ID#: _____ Agency Name: _____

Department Officer: _____ Officer ID #: _____

Officer Contact #: _____

Apparatus #: _____ Service Type: _____

Duration: Hours _____ Days _____ Weeks _____ Months _____

Other _____

(Indefinite / permanent / no longer available)

Anticipated Return Date: _____ Time: _____

Special instructions / coverage while apparatus and/or service is unavailable

Instructions:

1. Form must be filled out by OIC only or must indicated OIC is authorizing
2. Fax completed form to 908-835-2062
3. Agency responsibility to cancel when apparatus and/or service is available;
resend copy with below "Notice Canceled" filled out

Communication Supervisor Instructions:

1. Create CAD entry and schedule accordingly
2. Update status board (CAD and whiteboard)
3. Leave form in Division Managers mailbox

Noticed Canceled Date: _____ Time: _____ Officer: _____