



Department of Defense INSTRUCTION

NUMBER 6055.6

Date

USD (AT&L)

SUBJECT: Department of Defense (DoD) Fire and Emergency Services (F&ES) Program

- References:
- (a) DoD Instruction 6055.6, "DoD Fire and Emergency Services Program," October 10, 2000 (hereby cancelled)
 - (b) DoD 6055.6-M, "DoD Fire and Emergency Services Certification Program," February 23, 2006¹
 - (c) DoD Directive 3025.1, "Military Support to Civil Authorities (MSCA)," January 15, 1993¹
 - (d) National Fire Protection Association (NFPA), "National Fire Codes," 2006²
 - (e) Military Handbook (MIL-HDBK) 1008, "Fire Protection for Facilities Engineering, Design, and Construction," latest edition
 - (f) through (kk), see enclosure 1

1. PURPOSE

This Instruction:

1.1. Reissues Reference (a) to update policy and criteria for the allocation, assignment, operation, and administration of the DoD F&ES Program.

1.2. Establishes a DoD Fire and Emergency Services Working Group (F&ESWG).

1.3. Authorizes other publications such as guides, handbooks and manuals to provide specific information on the DoD F&ES Program to include, but not limited to:

1.3.1. DoD 6055.6-M (Reference (b)).

1.3.2. DoD Emergency Medical Services (EMS) Program.

1.3.3. DoD F&ES Fitness and Wellness Program.

1.3.4. Fire Fighter Chemical, Biological, Radiological, Nuclear or High-Yield Explosive (CBRNE) and Weapons of Mass Destruction.

1.3.5. DoD F&ES Standards of Cover.

1.3.6. Wildland Fires.

2. APPLICABILITY

2.1. This Instruction applies to the Office of the Secretary of Defense (OSD), the Military Departments, Chairman of the Joint Chiefs of Staff, the Combatant Commands, the Inspector General of the Department of Defense, the Defense Agencies, the DoD Field Activities, and all other organization entities within the Department of Defense (hereafter referred to collectively as "the DoD Components").

2.2. This Instruction also applies to DoD operations, activities, and installations worldwide, including Government-owned, contractor-operated facilities and non-DoD activities operating on DoD installations.

3. DEFINITIONS

Terms used in this Instruction are defined in enclosure 2.

4. POLICY

It is DoD policy to:

4.1. Establish and maintain a comprehensive F&ES Program as an element of overall DoD Environmental, Safety and Occupational Health Program.

4.2. Protect DoD personnel and the public from risk of death, injury, illness, or property damage as a result of DoD activities.

4.3. Prevent and minimize losses to DoD lives, property, and the environment occurring in periods of peace, war, homeland security/defense, military operations other than war, and humanitarian operations.

4.4. When called upon, make DoD fire and emergency services and capabilities available to assist national and civil authorities under mutual aid agreements, host nation support agreements, and Defense Support of Civil Authorities (DSCA).

4.5. Enhance DoD mission capability by protecting the U.S. homeland and critical bases of operation through preventive risk management, education, and emergency response.

5. RESPONSIBILITIES

5.1. The Under Secretary of Defense for Acquisition, Technology, and Logistics (USD(AT&L)) shall:

5.1.1. Oversee implementation of this Instruction.

5.1.2. Represent the Secretary of Defense on both internal and interagency matters on the F&ES Program.

5.1.3. Establish the F&ESWG, comprised of members from OSD, military services and the Defense Logistics Agency (DLA) to provide technical advice on F&ES matters.

5.1.4. Provide criteria, guidance, and instructions to incorporate fire suppression, fire prevention, and emergency service elements in appropriate DoD program and budget documents.

5.2. The Deputy Under Secretary of Defense (Installations and Environment) (DUSD(I&E)) shall:

5.2.1. Prepare DoD publications as needed to provide specific policy and standards for the DoD F&ES Program.

5.2.2. Support planning, programming, and budgeting processes for the F&ES Program.

5.2.3. Advise USD(AT&L) on appropriate DoD-wide goals, objectives, and performance measures for F&ES performance.

5.2.4. Conduct a formal management review at least annually to include, as a minimum, an assessment of the DoD Component programs and F&ESWG activities.

5.2.5. Provide an information copy of the management review to the Assistant Secretary of Defense for Homeland Defense (ASD(HD)).

5.2.6. Participate with ASD(HD) and Assistant to the Secretary of Defense for Nuclear and Chemical and Biological Defense Programs (ATSD(NCB)) to represent F&ES program aspects related to installation protection and emergency response issues

5.2.7. Request focused program evaluations on aspects of the F&ES Program from the DoD Inspector General as needed.

5.2.8. Issue guidance to the DoD Components on the annual DoD F&ES Awards Program.

5.2.9. Appoint OSD representative to the F&ESWG.

5.3. The Under Secretary of Defense (Personnel and Readiness) through the Assistant Secretary of Defense for Health Affairs shall:

5.3.1. Serve as the principal advocate for EMS programs within the Department.

5.3.2. Promote language in the Defense Planning Guidance and the Defense Health Program (DHP) Medical Planning Guidance in consultation with DUSD(I&E) to ensure sufficient resources are allocated in the Components' budgets to carry out the provisions of this Instruction.

5.3.3. Review the DoD Components' planning, programming, budgeting, and execution of the EMS program within available fiscal guidance and overall DHP priorities to comply with subparagraph 5.3.2., above.

5.3.4. Provide technical medical expertise to DUSD(I&E) for EMS.

5.4. The ASD(HD), as the focal point for installation preparedness, shall:

5.4.1. Consult with DUSD(I&E) on matters involving F&ES aspects such as first response.

5.4.2. Provide advise to DUSD(I&E) on DSCA related to F&ES for the Secretary of Defense.

5.4.3. Consult with DUSD(I&E) on developing F&ES requirements for installation preparedness such as weapons of mass destruction (WMD)/CBRNE response and assistance to civil authorities during contingencies.

5.5. The Heads of the DoD Components maintaining organized F&ES programs shall:

5.5.1. Establish and maintain programs that conform to the requirements and procedures in this Instruction.

5.5.2. Plan, program, and budget for F&ES requirements, and execute F&ES programs.

5.5.3. Emphasize prevention as a means to enhance the total F&ES effort and other fire prevention techniques to eliminate the causes of fires and to prevent death, injuries, and property damage if fire occurs.

5.5.4. Provide management support, resources, and professionally qualified F&ES staff sufficient to ensure effective implementation of F&ES programs at all organizational levels.

5.5.5. Annually review the deviations from this Instruction ensuring that the risk of deviation is accepted at the proper management level. This responsibility shall not be delegated.

5.5.6. Annually provide DUSD(I&E) a summary of deviations from policy.

5.5.7. Assess F&ES programs for compliance with requirements and effectiveness of execution.

5.5.8. Participate in management reviews conducted by DUSD(I&E).

5.5.9. Recognize and encourage F&ES excellence through participation in the annual DoD F&ES Awards Program.

5.5.10. Appoint representatives to the F&ESWG.

5.5.11. Implement procedures to report F&ES activities using the National Fire Incident Reporting System (NFIRS).

5.5.12. Encourage all component fire departments maintain the Commission on Fire Accreditation International (CFAI) accreditation.

5.5.13. Implement the procedures in paragraph 6 to organize, train and equip F&ES for each installation, site or operation.

5.5.14. Implement procedures to ensure that an installation commander may provide aid to the local community under immediate response authorities (to save life, limb and property), defined in DoDD 3025.1 (Reference (c)).

5.5.15. Implement procedures to sustain and recapitalize F&ES apparatus.

5.6. The Secretary of the Navy shall:

5.6.1. Administer and maintain the NFIRS for DoD Components to include summarization and analysis of F&ES response data.

5.6.2. Administer and maintain the CFAI Self-Assessment and Accreditation Program for all the DoD Components.

5.6.3. Provide CFAI self-assessment, peer assessment, and peer assessor team leader training for all the DoD Components. Any DoD Component deviating from the requirements for CFAI accreditation shall provide for their own training.

5.7. The Secretary of the Air Force shall:

5.7.1. Administer and maintain the DoD Fire and Emergency Services Certification Program (F&ESCP) for all DoD Components.

5.7.2. Establish and maintain the DoD Fire Academy and provide technical training to DoD firefighters.

5.7.3. Administer and maintain the DoD F&ES Fitness and Wellness Program for all the DoD Components.

5.8. Combatant Commanders shall use the procedures in paragraph 6 and operational risk management (ORM) in operational planning and execution to ensure F&ES protection of personnel, equipment and facilities.

5.9. The DoD F&ESWG shall:

5.9.1. Consist of representatives from each of the Military Services, DLA, the DoD Fire Academy, DUSD(I&E), ASD(HD), and OSD.

5.9.2. Establish guidelines to govern operation of the working group.

5.9.3. Establish procedures to rotate the working group chair annually among the DoD Components.

5.9.4. Meet at the call of the Chair to share information, discuss items of mutual interest, and recommend policies and priorities to OSD related to all aspects of F&ES.

5.9.5. Recommend new and revised DoD policy for all aspects of F&ES.

5.9.6. Provide technical review of F&ES issues at the request of OSD.

5.9.7. Provide an annual report to DUSD(I&E).

5.9.8. Recommend guidance on the DoD F&ES Awards Program.

6. PROCEDURES

6.1. Standards. Comply with the standards outlined in the relevant standards promulgated by the Department of Labor-Occupational Safety and Health Administration, NFPA (National Fire Codes), MIL-HDBK 1008 Series, CFAI (Self Assessment Manual), (References (d), (e), and (f)), and other fire safety criteria published by the Department of Defense.

6.2. Fire Department Organizational Statement. Develop and maintain a written statement or policy that establishes the F&ES organization, the scope of services, and the level of service objectives described in enclosure 3.

6.2.1. Specifically determine, document and provide response capability required for CBRNE and other HAZMAT incidents at each installation based on mission needs, installation protection considerations and defense priorities using requirements in enclosure 4.

6.3. Staffing Requirements. Determine, document and provide staffing required to meet the level of service objectives using the tools and guidance in enclosure 5.

6.4. Apparatus Requirements. Determine, document and provide apparatus, including backup apparatus, needed to meet the level of service objectives established in paragraph 6.2. and using requirements in enclosure 6.

6.5. Fire Prevention. Implement fire prevention programs consisting of the minimum elements described in enclosure 7.

6.6. Telecommunication Capability. Implement around the clock capability to conduct essential F&ES communications using the requirements in enclosure 8.

6.7. Fitness and Wellness. Implement an F&ES Fitness and Wellness program.

6.8. Immediately Dangerous to Life or Health (IDLH). Implement procedures to plan for and respond to emergencies to IDLH atmospheres using established standards, local conditions risk considerations, and the requirements of 29 CFR part 1910.134 (Reference (g)), including the two in/two out provisions for interior structure and aircraft fires.

6.9. Safety and Occupational Health. Continuously improve fire fighter safety and health using established standards and the following:

6.9.1. Monitor fire fighter injury and illness trends, analyze data to focus prevention efforts, and implement mishap prevention initiatives.

6.9.2. Analyze work processes to identify firefighter injury and illness risk. Using ORM, implement initiatives to reduce risk by the greatest extent possible thereby preventing illness and injury.

6.9.3. Implement health promotion, disease and injury prevention and population health programs, as required by DoDD 1010.10 (Reference (h)), with special emphasis on smoking cessation.

6.9.4. Implement medical surveillance programs according to DoD 6055.5-M (Reference (i)).

6.10. Training and Equipment. Ensure fire departments are prepared, by virtue of appropriate training and equipment, to respond (both on and off the installation) to emergencies involving facilities, structures, aircraft, transportation equipment, hazardous materials, and both natural and man-made disasters (including acts of terrorism).

6.11. Fire and Emergency Services Certification Program. Implement and monitor the F&ESCP as described in DoD 6055.6-M. (Reference (b)).

6.12. Fire Department Uniforms. Establish and implement policies that work station uniforms worn by F&ES personnel will conform to NFPA 1975 (Reference (j)).

6.13. Personal Protective Equipment (PPE). Establish and implement policies that ensure:

6.13.1. Use of PPE for F&ES personnel during emergency operations is designed for the purpose for which they are used, and certified to meet the appropriate NFPA standard.

6.13.2. Use of commercial off-the-shelf PPE, when available.

6.13.3. Issue of PPE to all DoD F&ES personnel is commensurate with their assigned tasks. Do not assign DoD F&ES to emergency response duties until they are provided a complete set of PPE.

6.14. Fire Incident and Emergency Services Investigation and Reporting.

6.14.1. Report all fire and emergency incident responses through the NFIRS using requirements in enclosure 9.

6.14.2. Investigate all fire losses to real property, wildland fires and personal property (excluding military aircraft flight-related operations and Navy ships underway) to determine point of origin and fire cause before initiating other safety or legal investigations.

6.14.3. Provide point of origin and fire cause determination for subsequent safety or legal investigations.

6.14.4. Provide an independent fire investigation and report for fire losses meeting the Class A accident threshold defined by DoDI 6055.7 (Reference (k)).

6.15. Program Evaluation and Improvement.

6.15.1. Implement procedures to evaluate and improve all aspects of the F&ES program at all management levels.

6.15.2. Implement procedures to compile component F&ES program status in an annual management review to the DUSD(I&E) that addresses, at a minimum, the following categories as described in the CFAI F&ES Self-Assessment Manual (Reference (f)):

6.15.2.1. Governance and Administration

6.15.2.2. Assessment and Planning

6.15.2.3. Goals and Objectives

6.15.2.4. Financial Resources

6.15.2.5. Programs

6.15.2.6. Physical Resources

6.15.2.7. Human Resources

6.15.2.8. Training and Competency

6.15.2.9. Essential Resources

6.15.2.10. External Systems Relations

6.15.3. Implement procedures for self assessment of F&ES using the CFAI F&ES Self-Assessment Manual (Reference (f)) or equivalent program.

6.15.4. Implement procedures to validate F&ES self-evaluation and improvement through achieving CFAI certification (preferred) or equivalent program that at a minimum contains an evaluation performed by external F&ES personnel and addresses the categories in paragraph 6.15.2.

6.16. Deviation from Minimum Requirements. Deviation from minimum safe requirements increases risk. Conscious, informed decisions must be made to accept the risk posed by the deviation at an appropriate leadership level. Use the following to develop Service-specific procedures to address deviations from requirements:

6.16.1. Short Term Deviations. Short term deviations from requirements are those caused by immediate circumstances (example: short term illness, apparatus maintenance) resulting in reduced capability for less than 30 days. Short term deviations should be addressed internal to the fire department through normal management options (overtime, schedule adjustments etc).

6.16.2. Temporary Deviations. Temporary deviations are those deviations from minimum safe requirements that result in capability loss for more than thirty days but less than one year (example: long term illness, damaged/destroyed apparatus, mission change, etc.). Temporary deviations shall be documented in a “get-well” plan that at a minimum contains the following:

6.16.2.1. An assessment of the risk caused by the deviation.

6.16.2.2. A description of measures to minimize increased risk caused by the deviation.

6.16.2.3. Detailed steps and timelines planned to meet minimum safe requirements.

6.16.2.4. Communication strategy for informing those affected by the deviation (example: housing residents, building occupants) that a deviation has occurred and the plan to remedy that deviation.

6.16.2.5. Strategy to regularly inform the installation commander and the commanders at risk of a fire loss of progress in returning to compliance with minimum safe requirements.

6.16.2.6. Approval of the installation commander acknowledging acceptance of increased risk, commitment to carry out provisions in the plan and the expiration date of the approval.

6.16.2.7. Review by the management level with line authority at least one level higher than the installation commander (example: Major Command).

6.16.2.7.1. This review shall not be the headquarters F&ES functional staff member.

6.16.2.7.2. The reviewer should be in the direct chain of command as the approver.

6.16.3. Long-Term Deviations. Deviations from minimum safe requirements not expected to be remedied, or those that will not be remedied within 1 year. Document long-term deviations from minimum safe requirements in a document that contains:

6.16.3.1. An assessment of the risk caused by the deviation.

6.16.3.2. A description of measures to minimize increased risk caused by the deviation.

6.16.3.3. Communication strategy for informing those affected by the deviation (example: housing residents, building occupants) that a deviation has occurred and measures being taken to minimize the risk of the deviation.

6.16.3.4. Approval by the component head. This responsibility shall not be delegated. The approval shall contain clear statements that the approver has accepted the increased risk caused by the deviation and that the approval is not valid for more than three years.

6.16.4. All Temporary and Long-Term Deviations. Copies of all temporary and long term deviations from standards shall be forwarded to the DUSD(I&E).

7. INFORMATION REQUIREMENTS

The information requirements prescribed herein, including the establishment and operation of the NFIRS database, are assigned Report Control Symbol XX-(FEM-AN) (XXXXXX) XXXX..

8. EFFECTIVE DATE

This Instruction is effective immediately.

SIGNATURE BLOCK

Enclosures - 10

- E1. References, continued
- E2. Definitions
- E3. Fire Department Services/Organization/Policy/Procedures
- E4. HAZMAT and CBRNE Response
- E5. Staffing Requirements
- E6. Apparatus Requirements
- E7. Fire Prevention
- E8. Telecommunication
- E9. Reporting F&ES Activities Using NFIRS
- E10. Fire Department Staffing Worksheet

E1. ENCLOSURE 1REFERENCES, continued

- (f) Commission on Fire Accreditation International, "Fire & Emergency Services Self-Assessment Manual," 6th Edition³
- (g) Title 29, CFR, Part 1910.134, "Respiratory Protection," current edition⁴
- (h) DoD Directive 1010.10, "Health Promotion and Disease/Injury Prevention," August 22, 2003¹
- (i) DoD 6055.5-M, "Occupational Medical Surveillance Manual," May 4, 1998¹
- (j) NFPA 1975, "Standard on Station/Work Uniforms for Fire and Emergency Services," 2004²
- (k) DoD Instruction 6055.7, "Accident Investigation, Reporting, and Record Keeping," October 3, 2000¹
- (l) NFPA Standard 1710, "Standard for the Organization and Deployment of Fire Suppression Operations, Emergency Medical Operations, and Special Operations to the Public by Career Fire Departments," 2004²
- (m) NFPA 1901, "Standard for Automotive Fire Apparatus," 2003²
- (n) General Services Administration Federal Specification for the Star-of-Life Ambulance, KKK-A-1822E, June 1, 2002⁵
- (o) NFPA 472, "Standard for Professional Competence of Responders to Hazardous Materials Incidents," 2002²
- (p) NFPA Standard 1561, "Standard on Emergency Services Incident Management System," 2005²
- (q) Title 29, Code of Federal Regulations (CFR), Part 1910.156, "Fire Brigades," current edition⁴
- (r) NFPA 600, "Standard on Industrial Fire Brigades," 2005²
- (s) US Department of Homeland Security, National Incident Management System, March 1, 2004⁶
- (t) NFPA 403, "Standard for Aircraft Rescue and Fire-Fighting Services at Airports," 2003²
- (u) Title 29, CFR, Part 1910.146, "Permit-Required Confined Spaces," current edition⁴

- (v) Federal Wildland Fire Management Policy, January 2001⁷
- (w) National Wildfire Coordinating Group, PMS 310-1, "Wildland Fire Qualification System Guide," January 2006⁸
- (x) NFPA Standard 1051, "Standard for Wildland Fire Fighter Professional Qualifications," 2002²
- (y) NFPA 1977, Standard on Protective Clothing and Equipment for Wildland Fire Fighting, 2005²
- (z) DoD Directive 2000.12, "DoD Antiterrorism (AT) Program," August 18, 2003¹
- (aa) Title 29, CFR, Part 1910.120(q), "Emergency Response to Hazardous Substances Releases," current edition⁴
- (bb) Section 2465 of title 10, United States Code, "Prohibition on contracts for performance of firefighting or security-guard functions," current edition⁹
- (cc) "Defense Base Closure and Realignment Act of 1990," as amended(Public Law 101-510)¹⁰
- (dd) DoD Instruction 4100.33, "Commercial Activities Program Procedures," September 9, 1985¹
- (ee) Section 2210 of title 15, United States Code, "Reimbursement for costs of firefighting on Federal property," current edition⁹
- (ff) NFPA Standard 1221, "Standard for the Installation, Maintenance, and Use of Emergency Services Communications Systems," 2002²
- (gg) NFPA 414, "Standard for Aircraft Rescue and Fire-Fighting Vehicles," 2001²
- (hh) NFPA 1906, "Standard for Wildland Fire Apparatus," 2001²
- (ii) Unified Facilities Criteria, UFC 3-600-01, Designs: Fire Protection Engineering for Facilities" 17 April 2003¹¹
- (jj) DoD Instruction 6055.1, "DoD Safety and Occupational Health (SOH) Program," August 19, 1998¹
- (kk) NFPA 1061, "Standard for Professional Qualifications for Public Safety Telecommunicator," 2002²
- (ll) Federal Emergency Management Agency, United States Fire Administration, National Fire Incident Reporting System, Version 5.0, July 25, 2002¹²

¹ Available at <http://www.dtic.mil/whs/directives/index.html>

² Available at <http://www.nfpa.org>

³⁰ Available at <http://www.cfainet.org/home/index.asp>

⁴ Available at <http://www.gpoaccess.gov/cfr/retrieve.html>

⁵ Available at <http://gsa.gov/vehiclestandards>

⁶ Available at http://www.fema.gov/pdf/nims/nims_doc_full.pdf

⁷ Available at http://www.nifc.gov/fire_policy/history/index.htm

⁸ Available at <http://www.nwccg.gov>

⁹ Available at <http://www.gpoaccess.gov/uscode/index.html>

¹⁰ Available at <http://www.acq.osd.mil/installation/reinvest/manual/dbcra90.html>

¹¹ Available at http://www.wbdg.org/references/pa_dod.php

¹² Available at <http://osfm.fire.ca.gov/pdf/cfirs/NFIRSquickreferenceguide072502.pdf>

E2. ENCLOSURE 2

DEFINITIONS

E2.1. Advanced Life Support (ALS). Functional provision of advanced airway management, advanced cardiac monitoring, manual defibrillation, establishment and maintenance of intravenous access, and drug therapy. (Source: NFPA 1710 (Reference (l)))

E2.2. Aerial Fire Apparatus. A vehicle equipped with an aerial ladder, elevating platform, aerial ladder platform, or water tower that is designed and equipped to support fire fighting and rescue operations by positioning personnel, handling materials, providing continuous egress, or discharging water at positions elevated from the ground. (Source: NFPA 1901 (Reference (m)))

E2.2. Aero-Medical Ambulance. A fixed or rotary wing aircraft designed for or configured to transport victims or patients from an emergency scene or staging area to a Medical Treatment Facility (MTF).

E2.3. Aggregate Response Time (ART). Total of Dispatch Time, Turnout Time and Travel Time (defined below). The time elapsed from the receipt of the emergency alarm to the when units arrive on scene.

E2.4. Aircraft Rescue and Fire Fighting (ARFF). The fire-fighting actions taken to rescue persons and to control or extinguish fire involving or adjacent to aircraft on the ground. (Source: NFPA 1710 (Reference (l)))

E2.5. Aircraft Rescue and Fire-Fighting (ARFF) Vehicle. A vehicle intended to carry rescue and fire-fighting equipment for rescuing occupants and combating fires in aircraft at, or in the vicinity of, an airport. (Source: NFPA 1710 (Reference (l)))

E2.6. Alarm. A signal or message from a person or device indicating the existence of a fire, medical emergency, or other situation that requires fire department action. (Source: NFPA 1710 (Reference (l)))

E2.7. Ambulance. See Ground Ambulance and/or Aero-Medical Ambulance.

E2.8. Authority Having Jurisdiction. The organization, office or individual responsible, designated by the component head, for approving equipment, materials, and procedures for component fire departments.

E2.9. Automatic Aid. Automatic Aid is a legally binding agreement for the automatic response by installation/base fire departments to pre arranged areas outside the installation and conversely an automatic response by the outside municipality/government to pre arranged areas inside the installation/base (Source: NFPA 1710 (Reference (l)))

E2.10. Basic Life Support (BLS). Functional provision of patient assessment, including basic airway management; oxygen therapy; stabilization of spinal, musculoskeletal, soft tissue, and shock injuries; stabilization of bleeding; and stabilization and intervention for sudden illness, poisoning and heat/cold injuries, childbirth, CPR, and automatic external defibrillator (AED) capability. (Source: NFPA 1710 (Reference (1)))

E2.11. Company. A group of members: (1) Under the direct supervision of an officer; (2) Trained and equipped to perform assigned tasks; (3) Usually organized and identified as ARFF, engine companies, ladder companies, rescue companies, squad companies, or multi-functional companies; (4) Operating with one piece of fire apparatus except where multiple apparatus are assigned that are dispatched and arrive together, continuously operate together, and are managed by a single company officer. (Source: NFPA 1710 (Reference (1)))

E2.12. Comprehensive Unit Response Training Improvement System (CURTIS). System by which fire department training is integrated with other responding units on an installation, then assessed resulting in identified improvements for subsequent responses.

E2.13. Dispatch Time. The point of receipt of the emergency alarm at the public safety answering point to the point where sufficient information is known to the dispatcher and applicable units are notified of the emergency. (Source: NFPA 1710 (Reference (1)))

E2.14. Emergency Medical Care. The provision of treatment to patients, including first aid, cardiopulmonary resuscitation, basic life support (emergency medical technician (EMT) level), advanced life support (Paramedic level), and other medical procedures that occur prior to arrival at a hospital or other health care facility. (Source: NFPA 1710 (Reference (1)))

E2.15. Emergency Medical Services (EMS). Services provided to patients facing immediate medical emergencies that occur outside of medical treatment facilities. (Source: NFPA 1710 (Reference (1)))

E2.16. Engine Companies. Fire companies whose primary functions are to pump and deliver water and perform basic fire fighting at fires, including search and rescue. (Source: NFPA 1710 (Reference (1)))

E2.17. Fire Apparatus. A fire department emergency vehicle used for rescue, fire suppression, or other specialized functions. (Source: NFPA 1710 (Reference (1)))

E2.18. Fire Brigade. An organized group of employees who are knowledgeable, trained and skilled in at least basic fire fighting operations. (Source: <http://edis.ifas.ufl.edu/OA094>)

E2.19. Fire Fighting Operations. Firefighting operations include rescue, fire suppression, and property conservation in buildings, enclosed structures, aircraft interiors, vehicles, vessels, aircraft, or like properties that are involved in a fire or emergency situation. (Source: NFPA 1710 (Reference (1)))

E2.20. Fire Prevention. Measures such as, but not limited to, training, public education, plans review, surveys/inspections, engineering reviews, life safety code enforcement directed toward avoiding the inception of fire and minimizes consequences if a fire occurs.

E2.21. Fire Suppression. The activities involved in controlling and extinguishing fires. (Source: NFPA 1710 (Reference (l)))

E2.22. Ground Ambulance. A wheeled road vehicle designed for emergency medical care which provides a driver's compartment and a patient compartment to accommodate an EMT/paramedic and two litter patients. (Source: GSA Spec KKK-A-1822 (Reference (n)))

E2.23. Hazardous Materials Technician. Person who responds to releases or potential releases of hazardous materials for the purpose of controlling the release using specialized protective clothing and control equipment. (Source: NFPA 472 (Reference (o)))

E2.24. HAZMAT First Responder at the Awareness Level. Those persons who, in the course of their normal duties, could be the first on the scene of an emergency involving hazardous materials and who are expected to recognize the presence of hazardous materials, protect themselves, call for trained personnel, and secure the area. (Source: NFPA 472 (Reference (o)))

E2.25. HAZMAT First Responder at the Operational Level. Those persons who respond to releases or potential releases of hazardous materials as part of the initial response to the incident for the purpose of protecting nearby persons, the environment, or property from the effects of the release and who are expected to respond in a defensive fashion to control the release from a safe distance and keep it from spreading. (Source: NFPA 472 (Reference (o)))

E2.26. Immediate Response. Any form of immediate action taken by a DoD Component or military commander to assist civil authorities or the public to save lives, prevent human suffering, or mitigate great property damage under imminently serious conditions occurring where there has not been any declaration of major disaster or emergency by the President or attack.

E2.27. Initial Full Alarm Assignment. Those personnel, equipment, and resources ordinarily dispatched upon notification of a structural fire. (Source: NFPA 1710 (Reference (l)))

E2.28. Installation. A base, camp, post, station, yard, center, homeport facility for any ship, or other activity under the jurisdiction of the Department of Defense, including any leased facility.

E2.29. Ladder or Truck Companies. Fire companies whose primary functions are to perform the variety of services associated with truck work, such as forcible entry, ventilation, search and rescue, aerial operations for water delivery and rescue, utility control, illumination, overhaul, and salvage work. (Source: NFPA 1710 (Reference (l)))

E2.30. Mutual Aid. Reciprocal assistance by emergency services under a prearranged plan.

E2.31 Operational Risk Management (ORM). The process of identifying, assessing, and controlling risks and making operational decisions that balance risk with mission benefit.

E2.32. Personal Protective Equipment (PPE). Equipment or clothing worn by a person as a protective barrier between the person and hazardous materials or conditions in their environment. PPE include helmets, safety goggles, hearing protectors, face shields, respirators, arm guards, smocks, gloves, and safety boots.

E2.33. Quint. Fire apparatus with a permanently mounted fire pump, a water tank, a hose storage area, an aerial ladder or elevating platform with a permanently mounted waterway, and a complement of ground ladders. (Source: NFPA 1901 (Reference (m)))

E2.34. Rescue. Those activities directed at locating endangered persons at an emergency incident, removing those persons from danger, treating the injured, and providing for transport to an appropriate health care facility. (Source: NFPA 1710 (Reference (l)))

E2.35. Special Operations. Those emergency incidents to which the fire department responds requiring specific and advanced training and specialized tools and equipment. Special operations include, but are not limited to, water rescue, handling HAZMAT, confined space entry, high-angle rescue, and response to terrorism (CBRNE). (Source: NFPA 1561 (Reference (p)))

E2.36. Standards of Coverage. Level of service policies that establish the distribution and concentration of fire and emergency service resources for an installation or region.

E2.37. Team. Two or more individuals who have been assigned a common task and are in communication with each other, coordinate their activities as a work group, and support the safety of one another. (Source: NFPA 1710 (Reference (l)))

E2.38. Turnout Time. The time beginning when units are notified of the emergency to the beginning point of travel time. (Source: NFPA 1710 (Reference (l)))

E2.39. Travel Time. The time that begins when units are en route to the emergency incident and ends when units arrive at the scene. (NFPA 1710 (Reference (l)) calls this “response time”)

E3. ENCLOSURE 3FIRE AND EMERGENCY SERVICES STANDARDS OF COVERE3.1. ORGANIZATION.

E3.1.1. Document the establishment of organized, dedicated fire departments on installations, sites and for operations based on mission needs.

E3.1.2. On DoD installations, sites, facilities and operations where an organized dedicated fire department is not justified and external assistance is not readily available, organize, train and equip fire brigades in accordance with 29 CFR Part 1910.156 (Reference (q)) and NFPA 600 (Reference (r)). Include the brigade's functions and work place in the written statement or policy. Personnel expected to do interior structural fire suppression shall be physically capable, certified, and trained to perform the required tasks.

E3.1.3. Divide installations (including multiple activities serviced by a consolidated fire department) into Fire and Emergency Services Demand Zones (F&ESDZ), which are small areas that represent a single demand for fire services. Base travel time criteria within given F&ESDZ.

E3.2. SCOPE OF SERVICES. Define and document the scope of services the fire department is expected to provide based on a review of the mission and unique characteristics of the installation. The scope of services shall include, at a minimum, provisions for the following (even if the fire department is not expected to deliver the service):

E3.2.1. First response to hazardous materials (HAZMAT) incidents to include CBRNE and WMD.

E3.2.2. EMS.

E3.2.3. Fire prevention.

E3.2.4. Fire suppression.

E3.2.5. Response to aircraft rescue fire fighting (ARFF) emergencies.

E3.2.6. Wildland fire protection and prevention.

E3.2.7. Response to natural as well as man made catastrophic events (e.g. hurricanes, floods).

E3.2.8. Confined space and technical rescue.

E3.2.9. Response to nearby Federal Agency facilities in the event normal F&ES are inhibited.

E3.2.10. Other significant service delivery.

E3.3. LEVEL OF SERVICE OBJECTIVES. Define and document level of service objectives based on mission needs and the minimum requirements for:

E3.3.1. Operations in Table E3.T1.

E3.3.2. Prevention in Table E3.T2.

E3.3.3. Management in Table E3.T3.

Table E3.T1. Minimum Level of Service Objectives – OPERATIONS¹

PROGRAM ELEMENT	ART (minutes) ²	RATE (%) ³	COMPANIES ⁴	STAFF ⁴
Structural Fire				
First Arriving Unit	7	90	1	4
Initial Full Alarm Assignment	12	90	3	13
Other Fire Response/Investigative Response				
First Arriving Unit	7	90	1	4
HAZMAT/CBRNE				
First Arriving Unit	7	90	1	4
Full Alarm Assignment	22	90	3	15
Emergency Medical				
First Arriving Unit (basic life support (BLS) with automatic external defibrillator (AED))	7	90	1	2
Transport Unit (BLS with AED)	10	90	1	2
Advanced Life Support (ALS) Capability	12	90	1	2
ARFF				
Unannounced First Arriving Unit	3	90	1	3
Announced First Arriving Unit ⁵	1	90	1	3
Additional Units – Should arrive at 30-second intervals	-	-	-	-
Technical Rescue				
First Arriving Unit	7	90	1	4
Full Alarm Assignment	22	90	3	13
Wildfire				
As required to meet Installation Wildland Fire Management Plan	-	-	-	-
Other Response				
As required to meet NFPA standard, other consensus standard or installation standard of cover	-	-	-	-

¹ This table deviates from NFPA standards based on historical risk profile of DoD installations.

² Aggregate response time (ART) consists of dispatch time, turnout time and the remainder travel time.

³ Fractile response rate indicates the percentage of responses that are equal to or less than the ART.

⁴ Indicates the minimum number of companies and personnel required to safely and effectively perform initial operations for the respective program element. These minimum requirements do not provide sustainment capability and will not provide sufficient resources for major incidents.

⁵ Assumes pre-positioned units for an announced emergency; ARFF apparatus will be capable of responding to any incident on the runways within 1 minute.

Table E3.T2. Minimum Level of Service Objectives – PREVENTION

PROGRAM ELEMENT	REQUIREMENT	FREQUENCY
Fire Prevention Surveys/Inspections	Survey/inspect all workplaces and facilities (excluding family housing)	Annual
Plan Review	Review all military construction, sustainment restoration and modernization, and self help projects	As required
Public Fire Education Programs	Provide programs that inform and motivate all installation personnel on individual fire prevention responsibilities	Quarterly

Table E3.T3. Minimum Level of Service Objectives – MANAGEMENT

PROGRAM ELEMENT	REQUIREMENT
Incident Command	Provide command and control of all incidents consistent with the National Incident Management System (see Reference (s))
Supervision	Provide effective direction and oversight for subordinate personnel
Planning	Provide required strategic and operational plans
Budget	Provide budget requirements and manage program costs
Program Management	Provide effective and efficient F&ES programs to the installation

E3.4. STRUCTURAL FIRE RESPONSE. Plan for and respond to structural fires using standards in table E3.T1 and local conditions risk considerations.

E3.6. ARFF RESPONSE. Develop criteria to provide capability to respond to incidents involving aircraft using NFPA 403 (Reference (t)) and the following guidelines:

E3.6.1. Provide ARFF services 24-hours per day when aircraft are present, even when no aircraft movement or maintenance activities are in progress. Use operational risk assessment procedures to determine the appropriate amount of resources needed during periods of inactivity.

E3.6.2. Include structural fire suppression forces to provide additional rescue and fire suppression personnel to establish agent re-supply for sustained operations.

E3.7. EMERGENCY MEDICAL RESPONSE. Plan for and respond to situations requiring EMS using established standards, and the following:

E3.7.1. Where fire departments provide emergency medical response, establish and maintain emergency medical response programs that are staffed with appropriately certified emergency medical personnel and equipment.

E3.7.2. Provide EMS per installation or local medical protocols.

E3.7.3. Use medical funds for EMS training, equipment and supplies.

E3.8. RESCUE RESPONSE. Plan for and respond to situations requiring rescue using established standards, and the following:

E3.8.1. For confined space rescue, refer to 29 CFR part 146 (Reference (u)).

E3.8.2. Where fire departments provide rescue services, establish and maintain rescue response programs that are staffed with appropriately trained and equipped rescue personnel.

E3.8.3. Use Service components rescue response requirements.

E3.9. WILDLAND FIRE RESPONSE. Plan for and respond to wildland fires on installations using 2001 Federal Wildland Fire Management Policy (Reference (v)), established standards, local conditions risk considerations and the following:

E3.9.1. For installations with burnable acreage or bordered by burnable acreage, prepare an Installation Wildland Fire Management Plan that identifies:

E3.9.1.1. All wildland fire management strategies including military training availability, ecosystem sustainability, and protection of fire and emergency service personnel and the public.

E3.9.1.2. Wildland fire preparedness, preplanned dispatch for both initial and extended attack, prescribed fire and prevention per NFPA Standard 1710 (Reference (l)). If required, the minimum level of service for wildfire suppression shall consist of a direct wildland attack capability within 10-minutes of arrival of the initial wildland fire company at the fire scene.

E3.9.2. Train all personnel involved in wildland fire management activities to the appropriate Publication Management System (PMS) 310-1 (Reference (w)) or NFPA Standard 1051 (Reference (x)) and shall be outfitted with protective clothing and equipment per NFPA 1977 (Reference (y)).

E3.10. DISASTER RESPONSE. Plan for and respond to natural and man-made disasters including acts of terrorism using established standards, local conditions risk considerations and the following:.

E3.10.1. Establish and maintain Disaster Preparedness Plans for response to natural and man-made disasters including acts of terrorism as described in DoD Directive 2000.12 (Reference (z)).

E3.10.2. Ensure operational procedures are developed for sustained emergency operations.

E3.10.3. Appoint a Base/Installation Emergency Preparedness Officer, who, in addition to any other duties, maintains the Disaster Preparedness Plan at all DoD installations having fire departments, and other DoD installations having either 10 or more persons as residential occupants or a constructed facility valued at more than \$1,000,000.

E3.10.4. Coordinate Disaster Preparedness Plans with disaster preparedness plans of all local jurisdictions of civil government (e.g., city, county, fire district that adjoin the installation).

E3.10.5. Test or exercise disaster preparedness plans at least once in each fiscal year.

E3.10.6. Integrate and coordinate fire department disaster plans with installation Disaster Preparedness Plans.

E4. ENCLOSURE 4HAZMAT AND CBRNE RESPONSE

E4.1. RESPONSE. Plan for and respond to HAZMAT and CBRNE incidents using established standards, local conditions risk considerations and the following:

E4.1.1. Determine and establish the appropriate HAZMAT response capability for each installation fire department.

E4.1.2. Meet the requirements of 29 CFR part 1910.120q (Reference (aa)).

E4.2. OFFENSIVE OPERATIONS.

E4.2.1. Capability.

E4.2.1.1. Perform initial risk assessment, perform limited rescues, select and provide decontamination procedures, and mitigate releases of hazardous materials and CBRNE incidents that require entry into the hot zone. Offensive operations require the use of personnel trained and certified to the Hazardous Materials Technician level.

E4.2.1.2. Determine whether the capability will be delivered by the installation fire department, the installation fire department with mutual aid from the surrounding community, or solely from the surrounding community.

E4.2.2. Requirements. Provide staff for the appropriate level of HAZMAT capability.

E4.2.2.1. A minimum of 13 personnel are required on scene. Responding personnel are not required to be F&ES personnel, but may be assigned to other installation organizations such as environmental engineering. However, responding personnel must meet the training and certification requirements specified below and be available for immediate response (24/7).

E4.2.2.2. At least seven personnel shall be trained and certified to the Hazardous Materials Technician level.

E4.2.2.3. At least one person shall be trained and certified to the Hazardous Materials Incident Commander level.

E4.2.2.4. All other personnel shall be trained and certified to at least the Hazardous Material Operations level.

E4.2.2.5. At least two personnel shall be trained and certified to at least the EMT Basic Life Support level and shall have on-scene medical transport capability. If the emergency medical capability is not available through the minimum 13 personnel on-scene, at least two

additional EMT Basic Life Support personnel and a medical transport vehicle shall be included with the minimum on-scene requirement.

E4.2.3. Limitations.

E4.2.3.1. The fire department's ability to perform offensive operations may be limited due to the following:

E4.2.3.1.1. The nature of the incident, including but not limited to the product, substance or agent; the incident complexity and expected duration.

E4.2.3.1.2. The number of casualties or persons exposed.

E4.2.3.1.3. The actual number and qualifications of the required responding personnel.

E4.2.3.2. CBRNE terrorist incidents may present extraordinary challenges such as mass contamination, secondary devices, and large victim extractions. These challenges are well beyond the minimum response requirement and will significantly limit the ability to perform offensive operations until additional resources are available.

E4.2.2.4. In the event the fire department's offensive operations are limited, every effort shall be made to conduct defensive operations.

E4.3. DEFENSIVE OPERATIONS.

E4.3.1. Capability. The fire department's ability to perform initial risk assessment, emergency decontamination, confinement and mitigation of hazardous material releases, which includes CBRNE incidents, that does not require entry into the hot zone.

E4.3.2. Requirements. A minimum of a single engine company consisting of four personnel is required on-scene. All personnel shall be trained and certified to at least the Hazardous Materials Operations level.

E4.3.3. Limitations. The fire department may not perform defensive operations when the risks of intervening are greater than the risks of allowing the incident to conclude naturally.

E5. ENCLOSURE 5STAFFING REQUIREMENTSE5.1. STAFFING REQUIREMENTS.

Determine and document staffing required to meet level of service objectives using the worksheet at enclosure 10 and contracting, cross staffing and mutual aid considerations.

E5.1.1. Assumptions. When completing the staffing worksheet at enclosure 10, assume “one major response” at any given time. The example at Figure E5.F1 presents an installation with two separate fire demand zones (the second outside the initial ART of the first), 10M square feet of facilities, a Category II airfield and the emergency telecommunications center operated by the fire department. The local community can provide one engine company with a daily crew of four that meets the DoD standards and the department can cross staff one ARFF company. The most demanding level of service objective tasked to the fire department is HAZMAT/CBRNE full alarm capability.

E5.1.2. Contracting. Funds shall not be obligated or expended for entering into a contract for the performance of fire fighting functions at any military installation or facility within CONUS per 10 U.S.C. 2465 (Reference (bb)). The DoD Components may contract with local governments for the provision of fire protection services at military installations to be closed under the Defense Base Realignment and Closure Act of 1990 (Reference (cc)). When contract F&ES are permitted, statements of work shall be performance oriented, meet the intent of this Instruction, and per DoD Instruction (DoDI) 4100.33 (Reference (dd)).

E5.1.3. Cross-Staffing. Service components shall establish policy on cross-staffing F&ES apparatus consistent with staffing requirements specified in Table E5.T1. This policy shall identify minimum staffing levels to ensure that a sufficient number of members are assigned, on duty, and available to safely and effectively respond with each unit. Use of cross staffing reduces the capability to meet the minimum level of Service objectives for multiple incidents.

Table E5.T1. Fire Department Minimum Staffing Per Company

COMPANY TYPE ¹	STAFFING
Engine	4
Truck	4
ARFF	3
Rescue	2
Ambulance	2
Other (tender, HAZMAT, twin-agent unit, etc.) ²	-

¹ Companies that are cross-staffed must meet minimum staffing requirements. Vehicles that are not staffed are not required to meet the minimum company staffing requirements.

² DoD Component determines staffing for other vehicles.

E5.1.4. Mutual Aid. If practical, a portion of the required F&ES for a DoD installation may be provided for under a mutual aid agreement to cover the entire scope of F&ES services.

E5.1.4.1. Mutual aid agreements do not change DoD response requirements (travel times or number of companies for level of service objectives). DoD fire companies shall be properly staffed in accordance with Table E3.T1.

E5.1.4.2. Mutual aid shall conform to 15 U.S.C. 2210 (Reference (ee)), which provides for compensation to municipalities for direct costs and losses (over and above normal operating costs) sustained while fighting fire on Federal property. Each agreement shall provide the terms for reimbursement of each party for all or any part of the costs incurred in furnishing F&ES to the other party.

E5.1.4.3. In the absence of any agreement, installation commanders are authorized to render emergency assistance to preserve life and property in the vicinity of the DoD installation, when, in their opinion, such assistance is in the best interest of the United States.

E5.1.4.4. In connection with mutual aid F&ES assistance agreements, any service performed by DoD personnel, civilian or military, shall constitute service rendered in the line-of-duty. The performance of such service by any other individual shall not constitute such individual as an officer or employee of the United States.

E5.1.4.5. Any continuing or additional aid provided to the local community outside of immediate response authorities shall follow procedures in DoDD 3025.1 (Reference (c)) and be approved by the Under Secretary of Defense.

Figure E5.F1. Example of a Fire Department Staffing Worksheet by Level of Service Objective

LINE	LEVEL OF SERVICE OBJECTIVE	MINIMUM STAFFING
	OPERATIONS <i>(The total operational staffing reflects the minimum fire department staffing needed to safely and effectively perform the specified service level objectives. The total operational staffing provides the capability to handle only one major incident at a time.)</i>	
1	Fire department daily staffing required to meet most demanding service level objectives (Table 6.T1)	15
2	Additional daily staffing required to meet installation ART standards, not included in Line 1.	4
3	Additional daily staffing required to meet airfield ARFF requirements, not included in Line 1.	6
4	Total Organic Daily Staffing [Line 1+ Line 2 + Line 3]	25
5	Automatic/mutual aid daily staffing that meets service level objectives	4
6	Allowable daily cross-staffing (per 6.2.3)	3
7	Adjusted Daily Staffing [Line 4 – (Lines 5 + Line 6)]	18
8	Personnel Staffing Factor (Service factor used to provide complete coverage 24 hours per day, 365 days per year for a single position. The factor includes leave, non-available training and excused absences.)	2.70
9	Total Operational Staffing (Line 7 x Line 8)	49
	PREVENTION <i>(These baseline requirements may be increased or decreased depending on the DoD Component's assessment on the need for fulltime personnel.)</i>	
10.	Area requiring Fire Prevention Surveys in thousands of square feet = Prevention personnel required <ul style="list-style-type: none"> < 1,000 = 1 > 1,000 and < 3,000 = 2 > 3,000 and < 5,000 = 3 > 5,000 and < 8,000 = 4 > 8,000 and < 11,000 = 5 > 11,000 and < 14,000 = 6 > 14,000 and < 17,000 = 7 > 17,000 and < 20,000 = 8 > 20,000 = Determined by DoD Component 	5

LINE	LEVEL OF SERVICE OBJECTIVE	MINIMUM STAFFING
	MANAGEMENT <i>(These requirements only reflect management staffing required for operations and prevention objectives. These baseline requirements may be increased or decreased depending on the DoD Component's assessment on the need for fulltime personnel. Additional personnel may be required for public fire education, fire alarm communications, emergency medical, program management, administration, and maintenance of fire protection systems.)</i>	
11.	Fire Chief for Fire Departments with 10 or more personnel = 1	1
12.	Deputy Fire Chief for Fire Departments with 40 or more personnel = 1	1
13.	Assistant Fire Chief (Shift Supervisor) for Fire Departments with 20 or more personnel = 2	2
14.	Assistant Fire Chief (Fire Prevention) for Fire Departments with 4 or more fire prevention personnel = 1	1
15.	Assistant Fire Chief (Training) for Fire Departments with 30 or more personnel = 1	1
16.	Battalion/District/Station Chief (Supervisory Fire Fighter). At large or consolidated installations, additional shift supervisors are warranted where physical dispersion of fire stations makes it unmanageable for one shift supervisor to provide immediate direction of day-to-day operations.	0
17.	Total Management Staffing (Line 11 + Line 12 + Line 13 + Line 14 + Line 15 + Line 16)	6
	TELECOMMUNICATIONS <i>(These performance requirements for telecommunicator personnel are based on NFPA 1221(Reference (ff)) requirements. For exceptions to dedicated telecommunicator personnel, see paragraph 6.6)</i>	
18.	Personnel required to answer 95% of alarms within 15 seconds and 99% of alarms within 40 seconds. Communications centers that provide emergency medical dispatching (EMD) protocols shall have at least two telecommunicators on duty at all times. At least one supervisor shall be on duty and available to the telecommunicators when more than two telecommunicators are on duty.	6
	TOTAL FIRE DEPARTMENT STAFFING (Line 9 + Line 10 + Line 17 + Line 18)	66

E6. ENCLOSURE 6

APPARATUS REQUIREMENTS

E6.1. FRONTLINE APPARATUS REQUIREMENTS.

E6.1.1 Determine, document, procure apparatus required to meet the level of service objectives established in enclosure 3 and the following:

E6.1.1.1. Pumpers. Provide pumpers to meet the ART in enclosure 3, Table E3.T1. New pumpers shall comply with the provisions of NFPA 1901 (Reference (m)).

E6.1.1.2. Aerials and Quints. Provide aerials and quints for multiple high-rise buildings or where fixed aerial operations are required. New aerials and quints shall comply with the provisions of NFPA 1901 (Reference (m)).

E6.1.1.3. ARFF Vehicles. Provide ARFF vehicles per NFPA 403 (Reference (t)) as adjusted for military aircraft hazards. New ARFF vehicles shall comply with the provisions of NFPA 414 (Reference (gg)) except ARFF apparatus assigned to rapid deployment forces shall be transportable by military airlift (C-130, C-17, C-141).

E6.1.1.4. Ambulances. Where fire departments provide EMS transport service, provide ambulances to meet ART in enclosure 3, Table E3.T1. New ambulances shall comply with the provisions of General Services Administration Specification KKK-A-1822 (Reference (n)).

E6.1.1.5 Wildland. Where fire departments provide wildland fire suppression that cannot be accessed via structural fire apparatus, provide wildland fire apparatus to meet Installation Fire Management Plan. New wildland fire apparatus shall comply with the provisions of NFPA 1906 (Reference (hh)).

E6.1.1.6 Other Specialized Apparatus. Provide where required to meet level of service objectives that cannot be addressed by structural or ARFF apparatus above. Other specialized apparatus shall comply with the provisions of the applicable NFPA standard.

E6.1.2. Develop and implement sustainment and recapitalization plans for apparatus as part of planning programming and budgeting efforts

E6.2. BACKUP APPARATUS REQUIREMENTS. Determine and document apparatus needed to replace front line apparatus that is out of service and to provide surge capability for major incidents. Apparatus may be placed in service and staffed by recalled F&ES personnel during major incidents. Obtain apparatus by retaining apparatus that becomes excess through normal replacement programs. Do not procure new apparatus to meet these requirements. Recommended allowances for backup apparatus are listed in Table E6.T1.

Table E6.T1. Backup Apparatus, Recommended Allowance¹

IN-SERVICE, STAFFED/CROSS-STAFFED ENGINE, ARFF OR AMBULANCE COMPANIES	RECOMMENDED BACKUP APPARATUS
One to Four	1
Five to Nine	2
Ten or More	3

¹ DoD Components may provide backup apparatus for aerial, rescue and other specialized apparatus at large installations and regional departments that have multiple units of these types.

E7. ENCLOSURE 7FIRE PREVENTIONE7.1. PROGRAM ELEMENTS

Implement fire prevention programs that cover, as a minimum, the following:

E7.1.1. Engineering and Plans Review. The plans for all military construction projects, facility modernization, rehabilitation programs, or self-help projects shall be reviewed by a certified fire inspector to ensure that all construction conforms to Unified Facilities Criteria (UFC) 3-600-01 (Reference (ii)) and applicable NFPA Codes.

E7.1.2. Fire Risk Management Surveys. Certified fire prevention personnel shall conduct fire risk management surveys of facilities. Hazardous conditions shall be reported as specified in DoDI 6055.1 (Reference (jj)) and promptly corrected or incorporated into the DoD installation's hazard abatement plan. The frequency of local fire risk surveys shall be determined according to the building or area occupancy hazard, known fire loading, and mission criticality.

E7.1.3. Smoke Detectors. Smoke detection systems shall be installed in buildings where safety to life is of principal concern. This includes all buildings used for sleeping purposes. Additionally, programs shall be established to:

E7.1.3.1. Require the installation and recurring inspection of smoke detectors as a prerequisite for assignment to mobile home space on DoD property.

E7.1.3.2. Require the installation and maintenance of smoke detectors in all Government-leased housing and Government public and private venture housing.

E7.1.4. Residential Sprinkler Systems. Provide residential sprinkler systems per UFC 3-600-01 (Reference (ii)).

E7.1.5. Public Fire and Injury Prevention Education Promotion.

E7.1.5.1. Public Fire and Injury Prevention Education Programs shall be developed to inform and motivate DoD personnel and dependents of DoD personnel, who reside or work on DoD installations or in Government-leased facilities, as to their individual responsibilities in fire prevention.

E7.1.5.2. Fire prevention and/or safety materials, including nominal value incentive and educational items, are an authorized expenditure of funds in promoting fire prevention and safety as an integral part of the Public Fire Education Program.

E8. ENCLOSURE 8

TELECOMMUNICATION

E8.1. CAPABILITY

Maintain around the clock capability to conduct essential F&ES communications.

E8.1.1. When provided by the Fire Department, F&ES Telecommunicators shall be:

E8.1.1.1. Trained in the proper use of communications equipment including telephone, radio, and other electrical or electronic alarm signal receiving systems.

E8.1.1.2. Trained for dispatching fire apparatus, and requesting medical, police, or other fire department assistance, as necessary.

E8.1.1.3. Dedicated GS-392 or equivalent Telecommunicators. (Bilingual capability is required at overseas locations and some continental United States locations.)

E8.1.1.4. Certified as Telecommunicator I or II per DoD 6055.6M (Reference (b)).

E8.1.2. The DoD Components shall implement the installation F&ES alarm and communication function where feasible.

E8.1.2.1. Consolidate with an established continuously manned Emergency Communications Center for all emergency services (fire, police, ARFF, medical, explosive ordnance disposal, etc.). Telecommunicators employed at the consolidated communications center shall meet the requirements of NFPA Standard 1061 (Reference (kk)). (Bilingual capability is required at overseas locations.)

E8.1.2.2. F&ES communications center staffing shall be in addition to the requirement for a fully staffed structural and ARFF response. Where F&ES personnel can be assigned on a rotational basis to operate the alarm receiving and communications equipment, F&ES personnel shall meet the requirements of NFPA Standard 1061 (Reference (kk)) in fire alarm communications. (Bilingual capability is required at overseas locations.)

E8.1.2.3. Where fire suppression is provided by other than DoD fire departments, F&ES fire alarm communications shall be consolidated with other continuously staffed functions such as military police or security. Telecommunicators employed at the consolidated facility shall meet the requirements of NFPA Standard 1061 (Reference (kk)). (Bilingual capability is required at overseas locations.)

E8.1.2.4. DoD F&ES communications and dispatch functions may be provided by municipal F&ES or other outside agencies when those agencies compare favorably with DoD standards and can meet the prescribed communications criteria.

E9. ENCLOSURE 9
REPORTING F&ES ACTIVITIES USING NFIRS

E9.1. BACKGROUND

In 2001, the DoD adopted the United States Fire Administration's (USFA) National Fire Data Center NFIRS, a web-based reporting tool (Reference (hh)). The DoD is a recognized NFIRS "State" and the State designation is "DD."

E9.2. NFIRS MODULES

NFIRS Version 5.0 consists of 11 modules (NFIRS-1 through NFIRS-11).

E9.2.1. Basic Module (NFIRS-1)

E9.2.1.1. Captures general information for every incident (or emergency call) to which the fire department responds.

E9.2.1.1. Complete for every incident.

E9.2.1.2. Complete additional modules to describe the services performed during each incident or exposure, as appropriate.

E9.2.2. NFIRS-2 through NFIRS-11

E9.2.2.1. Use in conjunction with the basic module (NFIRS-1)

E9.2.2.2. Complete for each incident type dependent on type of emergency services provided.

E9.2.3. Fire Module (NFIRS-2).

E9.2.3.1. Use to describe each fire incident to which the department responds.

E9.2.3.2. For wildland fire incidents, use Wildland Module (NFIRS-8) if that option is available by your state reporting authority.

E9.2.4. Structure Fire (NFIRS-3). Use in conjunction with the Fire Module (NFIRS-2).

E9.2.5. Civilian Fire Casualty Module (NFIRS-4)

E9.2.5.1. Use to report injuries or deaths to civilians or other emergency personnel (e.g., police officers, non-fire department/EMS personnel) that are related to a fire incident.

E9.2.5.2. Use in conjunction with the Fire Module (NFIRS-2) and, if applicable, the Structure Fire Module (NFIRS-3).

E9.2.5.3. Report non-fire-related injuries or deaths to civilians on the EMS Module (NFIRS-6).

E9.2.6. Fire Service Casualty Module (NFIRS-5)

E9.2.6.1. Use to report injuries and deaths of firefighters.

E9.2.6.2. Use to report the exposure of a firefighter to chemicals or biological agents at an incident where that exposure does not result in any symptoms at that time but that manifest them at a later date.

E9.2.6.3. Use with any of the other modules.

E9.2.7. EMS Module (NFIRS-6)

E9.2.7.1. Completed by fire departments that provide emergency medical services.

E9.2.7.2. Use to report all medical incidents where the department provided the primary patient care. This includes incidents where there were civilian fire-related casualties and a Civilian Fire Casualty Module (NFIRS-4) was completed, and where there were firefighter fire-related casualties and a Fire Service Casualty Module (NFIRS-5) was completed.

E9.2.7.3. Use in conjunction with the local requirements for patient care; however, this module does not serve as a patient care record.

E9.2.8. Hazardous Materials Module (NFIRS-7)

E9.2.8.1. Use to report spills or releases of 55 gallons or more of hazardous materials or when special HazMat actions were taken.

E9.2.8.2. Use in conjunction with the Fire Module (NFIRS-2) or other modules to provide detailed information about incidents involving hazardous materials, as appropriate.

E9.2.9. Wildland Fire Module (NFIRS-8)

E9.2.9.1. Use to report incidents that involve wildland or vegetation fires.

E9.2.9.2. Use in lieu of the Fire Module (NFIRS-2), if option is available by your state reporting authority.

E9.2.10. Apparatus or Resources Module (NFIRS-9) (for Department use only)

E9.2.10.1 Use to report data specific to each piece of apparatus that responds to an incident.

E9.2.10.2. Use to calculate response time and time out of service.

E9.2.10.3. Do not use if Personnel Module (NFIRS-10) is available.

E9.2.11. Personnel Module (NFIRS-10) (for Department use only)

E9.2.11.1 Use to report the same information as on the Apparatus or Resources Module (NFIRS-9), but it also provides for tracking the personnel associated with that apparatus.

E9.2.12. Arson Module (NFIRS-11)

E9.2.12.1. Use to report additional information on fires that have been coded by the department as "intentionally set."

E9.2.13. Supplemental Form (NFIRS-1S)

E9.2.13.1. In addition to the 11 modules, NFIRS-1S can be used to report information on additional persons and entities involved in the incident and to collect additional special studies fields. This paper-only form extends the amount of information collected in the Basic Module.

E9.3. REPORTING CRITERIA

E9.3.1. Minimum. An electronic NFIRS Report shall be submitted for the following criteria:

E9.3.1.1. All fire and fire service emergencies to DoD, Federal, Civilian, government owned contractor or contractor owned government operated properties or facilities. This includes, but is not limited to loss of life, injury, loss of structures, buildings, contents, aircraft, vehicles, other mobile equipment, noncommissioned ships and service craft assigned to an installation or shore activity.

E9.3.1.2. A fire loss occurring in ships and service craft afloat when:

E9.3.1.2.1. The ship or craft is berthed at a shore activity and firefighting assistance is provided by a shore fire department; or

E9.3.1.2.2. The ship or craft is undergoing construction, overhaul, conversion, or repair at either a DoD facility or commercial shipyard.

E9.3.1.3. A fire or related emergency involving a DoD aerospace vehicle (such as aircraft or spacecraft) when:

E9.3.1.3.1. A fire loss occurs and the vehicle is at or near a shore activity and responded to by either structural rescue or crash equipment from a DoD fire department.

E9.3.1.3.2. A fire loss occurs and the DoD-owned vehicle is undergoing construction, overhaul, conversion, repair, maintenance, inspection, modification, servicing, testing, or other work.

E9.3.1.3.3. On response, no fire exists, but a fire prevention action is taken (such as the use of any controlling or extinguishing agent to forestall the outbreak of fire).

E9.3.1.4. Injury or death from a fire to any person.

E9.3.1.5. A fire with loss or damage to nongovernmental property located on a DoD installation, such as contractor property or private property, when a DoD fire department responds.

E9.3.1.6. An incendiary fire, even that resulting in no property damage.

E9.3.1.7. An automatic or mutual aid response.

E9.3.1.8. Operation of an automatic alarm, sprinkler system or other fixed extinguishing systems as a result of a fire, malfunction, accidental discharge or activation.

E9.3.1.9. Reporting of a fire when responded to by other than a DoD fire department is optional.

E9.3.2. Exemptions

E9.3.2.1. Fire losses occurring in combat zones resulting from enemy action.

E9.3.2.2. Damage to DoD buildings, equipment, and facilities and injury or death resulting from explosions originating in the manufacturing, processing, storage, or use of ammunition, incendiary material, or explosives, unless an ensuing fire causes further injury, death, or damage to the building or equipment.

E9.3.2.3. Fires occurring in ships, vessels or small craft once underway.

E9.3.2.4. Operation fire alarm or extinguishing systems aboard ships, vessels or small craft.

E9.4. PROCEDURES FOR COMPLETING MODULES

E9.4.1. Fire Departments shall use NFIRS to report all incident responses either in the ON-LINE or OFF-LINE mode.

E9.4.1.1. When working ON-LINE, data is automatically stored in the central repository.

E9.4.1.2. When working in OFF-LINE mode or using vendor software, arrange a procedure with the Naval Safety Center to send incident files at least twice a month.

E9.4.2. Fire department personnel shall obtain information for each module at the scene and assign emergency responders the responsibility of recording required information concerning each incident. To gather additional information or to confirm one's own impressions, the individual completing the module should contact others involved with the incident. Contacts may include on-scene fire service personnel, police and civilians at the scene, the dispatcher, EMS personnel, hospital staff, fire and building inspectors or the arson investigator. Each module should reflect exactly what happened during the incident.

E9.4.3. Once the module has been completed, the information should be reviewed before it is signed by the officer in charge at the incident and by the individual completing the module. Originals of the modules may be kept for departmental use and files.

E9.4.4. Modifications to original incident reports may be submitted later when additional information becomes available or if any of the original information changes or is found to be incorrect. A person injured in a fire who dies within 1 year as a result of the injuries is an example of the type of new information that could be cause for submitting a "change report."

E9.4.5. Once a report is entered on to the USFA server, data may be presented in a variety of reports, such as summaries, comparisons, and reports.

E9.4.6. Conventions Used in Completing Modules

E9.4.6.1. Within the data coding used in this system, a few conventions assist in reporting. The letters "N," "NN," or "NNN" indicate "none" in a field that is normally coded. The letters "U" or "UUU" indicate "unknown" or "undetermined" in a field that is normally coded. If the field is a numeric field such as dollar loss, 0 (zero) is used to indicate none. Numeric fields such as dollar loss can be left blank if a value is unknown or if the incident is not a fire.

E9.4.6.2. The coded field should not be left blank, as it indicates the person completing the report missed it or forgot to fill it out.

E9.4.6.3. The numbers "0," "00," or "000" are valid codes for many coded fields. These have the value for "other" and are intended to be used where the item or issue being coded is identifiable but the code selection list does not contain the description of what has been identified for that data element. In some data elements, codes ending in "0" allow for further identification of the item or issue, as in the case where part of the answer is known but not enough to code it at the specific level required by the options in the list. Plus one codes 0 through 9 are reserved for DOD use only. Plus one codes a through z may be used at the Fire Department level for unique coding requirements.

E9.4.6.4. The entry of data into fields should follow the following conventions:

E9.4.6.4.1. Text fields should be left justified.

E9.4.6.4.2. Numeric fields should be right justified.

E9.4.6.4.3. Coded fields do not need to be justified since they should fit the entry space exactly.

E9.5. TECHNICAL ASSISTANCE

For assistance, contact the DoD NFIRS Program Manager, Naval Safety Center, ATTN: Code 628, 375 A Street, Norfolk Virginia 23511-4399 or <http://www.safetycenter.navy.mil/>.

E10. ENCLOSURE 10.
FIRE DEPARTMENT STAFFING WORKSHEET

LINE	LEVEL OF SERVICE OBJECTIVE	MINIMUM STAFFING
	<p>OPERATIONS <i>(The total operational staffing reflects the minimum fire department staffing needed to safely and effectively perform the specified service level objectives. The total operational staffing provides the capability to handle only one major incident at a time.)</i></p>	
1	Fire department daily staffing required to meet most demanding service level objectives (Table 6.T1)	
2	Additional daily staffing required to meet installation ART standards, not included in Line 1	
3	Additional daily staffing required to meet airfield ARFF requirements, not included in Line 1	
4	Total Organic Daily Staffing [Line 1+ Line 2 + Line 3]	
5	Automatic/mutual aid daily staffing that meets service level objectives	
6	Allowable daily cross-staffing (per 6.2.3)	
7	Adjusted Daily Staffing [Line 4 – (Lines 5 + Line 6)]	
8	Personnel Staffing Factor (Service factor used to provide complete coverage 24 hours per day, 365 days per year for a single position. The factor includes leave, non-available training and excused absences.)	
9	Total Operational Staffing (Line 7 x Line 8)	
	<p>PREVENTION <i>(These baseline requirements may be increased or decreased depending on the DoD Component’s assessment on the need for fulltime personnel.)</i></p>	
10.	<p>Area requiring Fire Prevention Surveys in thousands of square feet = Prevention personnel required</p> <ul style="list-style-type: none"> < 1,000 = 1 > 1,000 and < 3,000 = 2 > 3,000 and < 5,000 = 3 > 5,000 and < 8,000 = 4 > 8,000 and < 11,000 = 5 > 11,000 and < 14,000 = 6 > 14,000 and < 17,000 = 7 > 17,000 and < 20,000 = 8 > 20,000 = Determined by DoD Component 	

LINE	LEVEL OF SERVICE OBJECTIVE	MINIMUM STAFFING
	MANAGEMENT <i>(These requirements only reflect management staffing required for operations and prevention objectives. These baseline requirements may be increased or decreased depending on the DoD Component's assessment on the need for fulltime personnel. Additional personnel may be required for public fire education, fire alarm communications, emergency medical, program management, administration, and maintenance of fire protection systems.)</i>	
11.	Fire Chief for Fire Departments with 10 or more personnel = 1	
12.	Deputy Fire Chief for Fire Departments with 40 or more personnel = 1	
13.	Assistant Fire Chief (Shift Supervisor) for Fire Departments with 20 or more personnel = 2	
14.	Assistant Fire Chief (Fire Prevention) for Fire Departments with 4 or more fire prevention personnel = 1	
15.	Assistant Fire Chief (Training) for Fire Departments with 30 or more personnel = 1	
16.	Battalion/District/Station Chief (Supervisory Fire Fighter). At large or consolidated installations, additional shift supervisors are warranted where physical dispersion of fire stations makes it unmanageable for one shift supervisor to provide immediate direction of day-to-day operations.	
17.	Total Management Staffing (Line 11 + Line 12 + Line 13 + Line 14 + Line 15 + Line 16)	
	TELECOMMUNICATIONS <i>(These performance requirements for telecommunicator personnel are based on NFPA 1221 (Reference (ff)) requirements. For exceptions to dedicated telecommunicator personnel, see paragraph 6.6)</i>	
18.	Personnel required to answer 95% of alarms within 15 seconds and 99% of alarms within 40 seconds. Communications centers that provide emergency medical dispatching (EMD) protocols shall have at least two telecommunicators on duty at all times. At least one supervisor shall be on duty and available to the telecommunicators when more than two telecommunicators are on duty.	
	TOTAL FIRE DEPARTMENT STAFFING (Line 9 + Line 10 + Line 17 + Line 18)	