



IAFC Policy Statements

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Policy Statement

IAFC Supports the IAFC/IAFF Fire Service Joint Labor Management Wellness-Fitness Initiative

A physical fitness, health and wellness program should be an objective at every fire department as a means for reducing fire fighter injuries and deaths. The *IAFC/IAFF Fire Service Joint Labor Management Wellness-Fitness Initiative* was designed to enable fire department members to develop and maintain appropriate levels of fitness. This program is a non-punitive wellness/fitness system with a holistic, positive, rehabilitating and educational focus.

The goal of the comprehensive *IAFC/IAFF Fire Service Joint Labor Management Wellness-Fitness Initiative* is to improve the quality of life of all fire service personnel. The project seeks to demonstrate the value of investing wellness resources over time to maintain fit, healthy and capable fire fighters and EMS responders throughout their careers.

A comprehensive approach to wellness/fitness will result in significant cost savings in reducing lost work time, workers compensation and disability. In addition, through data collection and analysis, participating departments will create an invaluable database suitable for comparisons throughout the fire service.

Category: Health and Safety

Policy Number: 00.01

Proposed By: IAFC Staff

Date of Adoption: May 2000

Date of Review:

Revised Date:



Policy Statement

IAFC Supports the IAFC/IAFF Candidate Physical Ability Test

IAFC and the IAFF recognize the need of the fire service to hire physically capable people for the job of fire fighter. In addition, both organizations understand the need to increase the level of diversity in the fire service.

The *IAFC/IAFF Candidate Physical Ability Test (CPAT)* is a validated functional-based candidate physical ability test created for the fire service consisting of eight job task simulations and a time limit. The U.S. Department of Justice worked closely with IAFC and the IAFF during the comprehensive program development process.

This program covers all aspects of administering this test: developing recruiting and mentoring programs, preparing candidates to be successful, setting up and administering the test. The entire validation process is discussed in detail, as well as the legal issues that departments might face when implementing the actual testing. The CPAT is a comprehensive program that is to be implemented in its entirety; partial use of this document is prohibited.

The goal of the *IAFC/IAFF Candidate Physical Ability Test* is to improve the quality of life of all uniformed personnel, and to provide for future physically qualified candidates. Hiring physically capable people will promote better service for the community, improve firefighter performance, and will assist firefighters to experience healthy careers and retirement.

Category: Health and Safety

Policy Number: 00.02

Proposed By: IAFC Staff

Date of Adoption: May 2000

Date of Review:

Revised Date:



Policy Statement

IAFC Encourages All Members to Undertake the Process to Become a Chief Fire Officer Designate

In 1993, the International Association of Fire Chiefs established a task force for the development and the establishment of a professional designation program for senior executive fire officers. This voluntary designation program is designed to enhance the professionalism of chief officers throughout the world; to promote excellence in the fire and emergency service profession; to serve as a career path for chief officers; to recognize minimum competencies which may be used in qualifying candidates for position appointments; to the acknowledgement of the achievements of those officers who have excelled in developing their personal knowledge, skills and ability; for the establishment and the stature of chief fire officers within the fire and emergency service profession and other disciplines; to encourage the need for continuing education and professional development; to provide an avenue to benchmark among other participants; to establish the Chief Fire Officer Designation (CFOD) as a mark of distinction; and to challenge fire officers to obtain the pinnacle mark of CFOD. The International Association of Fire Chiefs believes in the professional development of fire and emergency service personnel by providing guidance for career planning through participation in the Professional Designation Program.

The International Association of Fire Chiefs Board of Directors encourages all of its chief fire officer members to participate and undertake the process to become a Chief Fire Officer Designate as a means to enhance the level of professionalism for chief officers throughout the world.

Category: Professional Development

Policy Number: 01.01

Proposed By: Chief Randy Bruegman

Date of Adoption: January 2001

Date of Review:

Revised Date:



Policy Statement

IAFC Promotes the Use of the Fire Emergency Self-Assessment Process as a Means to Enhance Organizational Performance and Provides a Means for Continuous Agency Improvement

In 1987, the International Association of Fire Chiefs recognized the need to develop a comprehensive model to evaluate and promote continuous improvement for local fire agencies. As such, the IAFC signed a memorandum of understanding with the International City Managers Association to develop what is now known today as the Commission on Fire Accreditation International. The Commission on Fire Accreditation International is dedicated to assisting fire and emergency service agencies throughout the world in achieving excellence through Self Assessment and Accreditation in order to provide continuous quality improvement and enhancement of service delivery to their communities. The board of directors for the International Association of Fire Chiefs recognizes the changing degrees of complexity the local fire chief is faced with. The voluntary Fire and Emergency Self Assessment Process provides a model by which the local fire chief can evaluate the efficiency and effectiveness of their organization and set a course for improvement and, if they so desire, can seek international recognition through a peer review process that validates the credibility of their organization. The International Association of Fire Chiefs Board of Directors recognizes the need to continually enhance the level of professionalism throughout the fire service. The Commission on Fire Accreditation International Fire and Emergency Self Assessment Process provides a methodology for the local fire chief to do just that.

The Board of Directors encourages all chief executives who are IAFC members to undertake the voluntary process of Fire and Emergency Self Assessment and would encourage every agency to set a goal to become an internationally accredited agency.

Category: Professional Development

Policy Number: 01.02

Proposed By: Chief Randy Bruegman

Date of Adoption: January 2001

Date of Review:

Revised Date:



Policy Statement

IAFC Supports the Need for Constant Scrutiny and Upgrade of Policies/Practices Related to Firefighter Safety and Prevention of Firefighter Injuries and Deaths

Prevention of injury and death of firefighters should be the highest priority of the fire service. Firefighters must be fit and well equipped, adequately trained to address the emergency challenges they face without becoming a victim of the circumstances they are attempting to control. It is a policy of the IAFC to place firefighter safety and wellness as the lead priority when developing standards of operation and incident action plans.

It is an IAFC goal to reduce the annual death and injury rate by encouraging the United States Fire Administration, the Occupational Safety and Health Administration and other organizations associated with the fire service to improve fire safety measures and encourage improvements in personal protective equipment, emergency response equipment, training systems and research.

The IAFC will continue to collect and distribute information about safety measures for fire service personnel, and will encourage the United States Fire Administration (and other related agencies) to investigate and report on any fire service line-of-duty deaths that occur in the United States. Upon investigating fire fighter line-of-duty deaths, the IAFC will promote the methods of preventing and mitigating the actions that led to these deaths.

The IAFC also encourages the development of consistent and formalized standards for recognizing and honoring those firefighters who die in the line of duty.

Category: Health and Safety

Policy Number: 02.01

Proposed By: IAFC Policy Task Force

Date of Adoption: January 2002

Date of Review:

Revised Date:



Policy Statement

IAFC Supports Active Involvement with Emergency Management; Promoting Prevention, Mitigation, Preparedness, and Effective Response for a Reduced Community Impact and to Minimize Recovery Costs

Natural events such as earthquakes, floods, hurricanes and landslides, as well as technological and human-caused disasters have claimed thousands of lives and caused billions of dollars in losses over the last twenty years. The acts of terrorism have clearly shown the need for an integrated approach between the fire service emergency managers and federal agencies. The IAFC recommends that local governmental agencies follow the federal government lead by using the Integrated Emergency Management System (IEMS) to plan for disaster circumstances that may occur within a jurisdiction. IEMS highlights the importance of Prevention, Mitigation, Preparedness, Response and Recovery as the primary operational components of a managed disaster. The IAFC believes that the federal government should apply more support to local fire service agencies to improve local efforts to increase the strength of the Integrated Emergency Management System in their communities.

PREVENTION AND MITIGATION: The IAFC believes the federal government should provide the necessary support to strengthen the prevention and mitigation efforts to reduce the effects of a disaster in local communities. The fire service mission has expanded to manage and apply more risk reduction in local communities. Aggressive planning and implementation of prevention and mitigation measures would reduce the life safety impacts of disasters. Mitigations such as seismic bracing, storm warning systems, emergency control systems, and other planned methods would reduce the damage and effect of a disaster for each local community. The federal government should fund local fire service concerns for fire, rescue, hazardous materials and emergency medical readiness and implement mitigation actions that would reduce the effects of the disaster threat.

PREPAREDNESS AND RESPONSE: The IAFC recognizes that local fire departments are the first responders to the national or human-caused catastrophic events. The immediate effects of any natural disaster or human-caused catastrophe will challenge the local public safety forces beyond their

capacity to address the many life-saving challenges that exist. It is obvious that the results of terrorism and the deadly effects of terrorist actions can devastate a community and injure and kill many innocent people. The IAFC believes it is the responsibility of the federal government to fund local fire service preparedness and response capabilities so that they can manage the first hours of a response, prior to arrival of state and federal support. Federal funding considerations should include response equipment, training and support for a standardized fire service staffing plan. This provision of federal resources would enable the local fire service agencies, as first responders, to act in a safe and timely manner to minimize injuries, loss of life and damage to property.

RECOVERY: The recovery actions that follow a disaster require a tremendous amount of resources and personnel to restore the community to a normal condition. The logistics and management systems necessary to effectively restore a community after a disaster are often underestimated in the pre-disaster planning phase. The fire service is a key component to the community restoration. The national fire service response to a major local disaster should be coordinated for a more effective recovery management effort. The IAFC supports more federal funding for the development of more effective and efficient methods of managing recovery actions that follow a major local disaster.

Category: Governance/Leadership

Policy Number: 02.02

Proposed by: IAFC Policy Task Force

Date of Adoption: January 2002

Date of Review:

Revised Date:



Policy Statement

The IAFC Supports the Advancement of Technology that Prevents Fires, Increases Life Safety and/or Improves Response to Fire and Emergency Medical Situations

The IAFC has endorsed a comprehensive approach to fire prevention, including aggressive public education; promotion of smoke detectors, fire sprinklers and other forms of built in fire protection; exit drills and evacuation planning and effective code enforcement. This approach to fire safety was initiated in 1972 with the development of the federally funded report entitled "America Burning." Fire professionals embarked upon a mission of fire safety and professional management technique to reduce the staggering fire losses that were occurring in our country at that time. The success of the America Burning logic has resulted in significant reductions in fires and fire deaths. The number of fire deaths has dropped from approximately 12,000 per year to less than 6,000 in the recent years.

The IAFC supports the federal direction being promoted by the U.S. Fire Administration that places emphasis on the fire service to promote higher levels of risk management, especially for the very young, the very old and for the emergency responders. The risk management techniques should take advantage of all technological opportunities, public education measures and the powers of code enforcement to reduce injuries and deaths from fires and from accidents that cause an EMS response.

All fire deaths and serious injuries should be evaluated for their cause and a determination made on how the death or serious injury could have been prevented or mitigated by better safety measures, built in safety devices or a higher level of knowledge and ability of those involved with the accident. The IAFC historically has promoted and endorsed technology and governmental response for such things as: flashing signal devices as a warning beacon for emergency responders; autopsies for all fire death victims to assess cause and to determine the potential for drugs and alcohol to affect decision making when caught in a fire; promotion of civilian respiratory protection as an escape measure during a fire or other emergency circumstance that has dangerous levels of contamination; adequate radio frequencies for fire service

communications to improve emergency responder safety; fire retarding treatment of furnishings and clothing; fire safe cigarettes and many more prevention and mitigation measures that can reduce injury and prevent death from fire.

With the beginning of a new era of accountability on injury prevention, the IAFC endorses the ideals of risk management on a broader basis for the fire service mission, to include better prevention, mitigation and preparedness for emergency medical response and treatment. The number of injuries and deaths from incidents that cause the emergency response of the fire agency should be reduced in measurable ways by adding “risk management” as a part of the mission of the fire service. These measures would include promotion of technology that prevents and mitigates accidents as well as promotional and educational programs such as the Department of Transportation “First There, First Care” program for first on scene emergency care and treatment of victims of a vehicle accident and the fire service promotion of CPR and first aid classes as a mandatory part of the high school curriculums.

Category: Governance/Leadership

Policy Number: 02.03

Proposed By: IAFC Policy Task Force

Date of Adoption: January 2002

Date of Review

Revised Date:



Policy Statement

Policy on IAFC Partnerships with Royalty Agreements

This policy establishes guidelines governing the implementation of partnerships that have royalty or cause-related marketing agreements. Such partnerships will be between the International Association of Fire Chiefs and companies/corporations/businesses that desire to incorporate the IAFC name, logo, mission and/or programs into their sales promotions that will assist them in their marketing, while providing defined support to the IAFC mission. Products, services, and/or advertising messages must not conflict with the policies, standards, positions, principles or the mission of IAFC. Such partnerships shall not imply IAFC endorsement of associated products and services.

The IAFC will work only with reputable corporations/companies/businesses that wish to incorporate the use of the IAFC name, logo, mission and/or programs into their sales promotion efforts, while at the same time providing support to the association's mission. This support may be financial, reputation enhancement, program support or other form of support mutually agreed upon by both parties.

Corporations/companies/businesses entering into such royalty marketing agreements with IAFC must:

- Be financially sound and remain financially sound.
- Have a good record with the Better Business Bureau and Dunn and Bradstreet.
- Be free of current and pending legal actions that could bring harm or disfavor to the mission and general direction of the IAFC and/or its member agencies.

A background check of the corporation/company/business should include but will not be limited to:

- A copy of the company's most recent financial audit.
- A background check with the respective IAFC division president, state fire chiefs association and/or local fire agencies in which the corporation/company/business is headquartered in to ensure credibility
- If and when appropriate, the products being endorsed must meet a recognized third party laboratory testing approval

Specific requirements regarding partnerships are:

- When the IAFC name or logo is mentioned, shown or implied, all label design, related materials, advertising and copy will be provided to and approved by the IAFC prior to production.
- Specific language to accompany the IAFC name or logo will be approved by the IAFC.

Category: Governance/Leadership

Policy Number: 02.04

Proposed By: IAFC Policy Task Force

Date of Adoption: January 2002

Date of Review:

Revised Date:



Policy Statement

Policy on Consistency of Message to Federal Government

To ensure the consistency of the IAFC message to both the administration and Congress, and to further the IAFC policies at the federal level, it is essential that IAFC members clear their IAFC representations and comments with the IAFC.

IAFC members cannot represent the views or positions of IAFC without prior IAFC approval. Dissimilar positions or statements from IAFC members concerning policies and positions, if espoused in the name of IAFC, will damage this organization's ability to successfully conduct its business on Capitol Hill, with local departments and with agencies of the federal government.

Category: Governance/Leadership

Policy Number: 02.05

Proposed By: IAFC Policy Task Force

Date of Adoption: January 2002

Date of Review:

Revised Date:



Policy Statement

The IAFC Supports Fire Service Coordination with Other Agencies Prior to and During Response to an Act of Terrorism

The fire service is often called into action to address mission-related emergency issues such as fire, hazardous materials management and medical emergencies during the time of dangerous criminal activity or during acts of terrorism. The IAFC supports the establishment of organizational partnerships to support preparing for and responding to terrorism.

In recent times, the fire service has taken a leadership role in the planning for, and response to, acts of terrorism and for dealing with mass casualty issues involving shooting or terrorizing of innocent groups of people. Because of the widespread fire service involvement in EMS, community leaders and the public have continued to look to the fire service when new hazards threaten a community's quality of life. The fire service's entry into the control and mitigation of hazardous materials incidents has made way for its ever-increasing role in the War on Terrorism. The new label, "America's Domestic First Responders," is one that insists on a strong national direction.

Planning and risk management remain the primary tools when dealing with terrorism. Effective planning will require a thorough knowledge of the issues. Gaining such knowledge can only be accomplished through coordination with other agencies such as local, state and federal law and emergency management agencies. The preventative measures taken will reduce risk of the challenges faced by fire personnel and will reduce the impact of the terrorist act on the communities the fire service protects.

Today, the Federal Emergency Management Agency (FEMA) has assumed a lead role in the War on Terrorism. The IAFC continues to have a working partnership with FEMA and those agencies reporting to FEMA, such as the National Fire Academy (NFA). The IAFC continues to have representation and involvement in the National Fire Protection Association (NFPA) standards-making process requiring and advocating that additional competencies be added regarding preparation for acts of terrorism.

Partnerships with law enforcement are needed in order to truly carry out the role of the fire service in the War on Terrorism. As such, the IAFC must take a strong

national role in developing these partnerships by example (at the federal level) and through the development of guidelines and procedures, which can be used by the local fire service. The fire service must recognize the need for thorough background checks of personnel to accomplish this partnership in many cases.

Category: Terrorism

Policy Number: 02.06

Proposed By: IAFC Policy Task Force

Date of Adoption: March 2002

Date of Review:

Revised Date:



Policy Statement

The IAFC Supports Fire Safety Management through Aggressive Prevention, Mitigation and Public Education Efforts

Fire prevention and education is of critical importance to the fire service to decrease the loss of life and destruction of property from the devastation of fire.

The IAFC supports fire prevention through fire and building code enforcement and the development of codes and standards to improve public and firefighter safety.

The IAFC recognizes fire prevention and public education as top priorities of fire agencies within their communities. The development, adoption and enforcement of fire and building codes are an important and vital step toward fire prevention. Fire and building code enforcement increases civilian and firefighter survivability, reduces fire spread and the negative personal and financial impacts of a fire. The code enforcement system is optimized when local code agencies use a team approach with integrated codes and standards, which are enforced by a trained and certified staff.

The fire department is the lead organization for providing technical assistance and public education about fire safety, fire control and elimination of fire hazards. The IAFC will support fire and building codes that provide the fire service with technical guidance in the construction and use of buildings and facilities and the accommodation of the storage, handling and use of hazardous materials. Fire and building codes are encouraged to establish the minimum requirements for commercial and residential occupancies and establish minimum guidelines for alterations and use.

A code compliant building is a safer building. The IAFC supports fire and building codes that provide minimum components that extinguish fires and alert occupants, limit fire potential and spread, and provide escape alternatives for occupants and firefighters. The IAFC encourages fire personnel to participate in fire and building code development to enhance engineering with fire behavior experience.

The National Fire Protection Association has indicated the rate of fire-related deaths in manufactured homes is 2 ½ times the rates of fire-related deaths in on-site constructed homes. The loss of lives in homes where NFPA 13D residential fire sprinkler system has been installed is zero. The IAFC also supports the establishment of a code requiring the installation of an approved NFPA 13D residential sprinkler system in all manufactured homes. The IAFC supports the use of residential sprinkler systems in all residential dwellings.

The IAFC supports the delivery of comprehensive public education programs at the local level as a means to prevent fire and reduce the risk of accidental injury/death. Fire departments should recognize that despite the strictest enforcement of codes, people can still accidentally start fires. These public education programs will become increasingly important as our population ages. The USFA has identified our largest at risk populations as those older than 65 and younger than 14, the disabled and those classified as low income.

Category: Governance/Leadership

Policy Number: 02.07

Proposed By: IAFC Code Correlating Task Force

Date of Adoption: April 2002

Date of Review:

Revised Date:



Policy Statement

The IAFC Seeks to Reinstate the 1972 Flame-Resistant Standard for Children's Sleepwear

The IAFC opposes the decisions of the Consumer Product Safety Commission (CPSC) that eliminated this vital safety measure for children. The IAFC stands supportive of the Children's Sleepwear Safety Act (S. 2208/H.R. 730) and urges other fire service organizations to join in opposing the CPSC's actions regarding sleepwear for children.

In 1996, the Consumer Product Safety Commission (CPSC) voted 2-1 to lower a long-established standard and permit the use of flammable material, such as cotton, on older children's sleepwear as long as the garments were "snug-fitting" and presumable more difficult to ignite. The safety standard was dropped completely for sleepwear for children younger than nine months.

The decision overturned a 1972 requirement that all children's pajamas, nightgowns and other sleepwear be made of flame-resistant material. The National Fire protection Association (NFPA) estimates that there would have been ten times as many deaths and substantially more injuries associated with children's sleepwear if the original 1972 standard had not been implemented.

Since the CPSC lowered the safety standard for children's pajamas, the Shriners Hospitals for Children, which treats over 20 percent of all major pediatric injuries in the United States, has experienced a significant increase in sleepwear-related burn injuries. Since 1997, Shriners burn hospitals in Boston, Cincinnati, Galveston and Sacramento have treated 65 children for flame injuries involving sleepwear. Of this total 14 were infants under 10 months old.

The Shriners burn hospitals constitute only four of the 135 burn centers within the United States. Therefore, the actual incidents of sleepwear-related injuries may be far more dramatic.

Legislation has recently been introduced to revoke the 1996 changes to the sleepwear standard. The Children's Sleepwear Safety Act (S. 2208/H.R. 730) returns the standard back to the 1972 criteria requiring **all** children's pajamas, nightgowns and other sleepwear to be made of flame-resistant material.

Amongst others, the following organizations have taken positions to support the legislation:

- National Fire Protection Association
- National Volunteer Fire Council
- Shriners Hospitals
- American Burn Association

Category: Governance/Leadership

Policy Number: 02.08

Proposed By: IAFC Great Lakes Division

Date of Adoption: August 2002

Date of Review:

Revised Date:



Policy Statement

The International Association of Fire Chiefs (IAFC) and the National Volunteer Fire Council (NVFC) Discourage the Practice of Self-Dispatch Among Emergency Response Personnel to Emergency Incidents Without Notification or Request

One aspect of responding to disasters of major proportions is that local fire departments have in place a system of aggressive monitoring and enforcement practices to control the self-dispatching of personnel and/or apparatus to the scene.

In major disasters the fire service needs to be disciplined in its response, ready and available to the local community, and when requested, ready and available to respond to the major disaster should the call for assistance be received from that jurisdiction.

It has been proven in several past disasters that the local fire department command structure while struggling to organize and control resources at the scene have had to commit additional resources to the management of those people and equipment that self dispatched to the scene.

Uncontrolled and uncoordinated arrival of resources at emergencies cause significant accountability issues as a result of personnel freelancing and creating additional safety risks to firefighters, civilians and others who are operating within the parameters of the incident action plan. Chaos at the scene occurs, creating additional safety risks because these companies or individuals are not aware of the overall strategic plan.

Further, unrequested emergency units and emergency personnel at incidents disrupts the accountability and incident management system.

An incident management system requires that a formal structure is utilized to determine the needs of an incident. The needs of the incident are in most cases directly related to personnel and equipment. When resources show up that have not been requested, the incident management system fails. Unplanned resources in many cases block roads, create traffic jams, restrict access and ultimately affect the safety of those fire fighters who are operating at the scene by denying them needed resources. Freelancing of personnel and fire companies adversely

impact incident management systems and require that the Incident Commander assign more personnel to control and coordinate these resources that were not requested.

The ultimate risk is to emergency personnel when uncoordinated resources and freelancing by individuals and crews, create additional risks that are unnecessary and could be avoided. Lives are at risk when fire companies or personnel leave their local communities, thereby reducing the level of protection and support should an emergency occur, or when other fire fighters perform contradictory operations or interfere with assigned units performing their duties.

THEREFORE, BE IT RESOLVED, that the IAFC and the NVFC encourage state and federal organizations to develop pre-determined mobilization plans to address this issue and encourage those states and federal agencies that do have a plan to incorporate this issue into the plan

BE IT FURTHER RESOLVED, that the IAFC and the NVFC encourage local fire chiefs, elected officials, managers and labor leaders to develop written policy to control emergency personnel from self-dispatch to an emergency event unless requested by the incident commander.

Category: Governance/Leadership

Policy Number: 02.09

Proposed By: Chief John Buckman

Date of Adoption: August 2002

Date of Review:

Revised Date:



Policy Statement

The IAFC Recommends That Fire Departments Be Prepared For and Have the Capacity to Participate in Phase II of the National Smallpox Vaccination Plan

Recognizing that an outbreak of smallpox would be considered a world health emergency, the IAFC recommends that fire departments should be knowledgeable about the national smallpox vaccination program which is expected to be implemented in three phases:

- I. Making the vaccine available, on a voluntary basis, to public health and hospital workers who would be charged with conducting the initial investigation and treatment of a suspected smallpox outbreak;
- II. Making the vaccine available, on a voluntary basis, to emergency services and health care workers, including the fire service; and
- III. Making the vaccine available, on a voluntary basis, to members of the general public.

The IAFC further recommends that local fire chiefs should:

- Establish an active and effective relationship with their local public health department to ensure constant communication on the vaccination program. Local fire chiefs should join with other emergency services officials and public health leaders to develop plans to find vaccination locations, store and administer the vaccine, and to help educate the public on how to use the vaccination system.
- Initiate a comprehensive educational campaign for their employees and their families.
- Educate local elected officials about the public policy and financial impacts of a vaccination program.
- Begin preparing their departments for operational impacts as a result of the vaccination program.
- Anticipate the system impacts if the vaccination program is made available to the general public.

Fire and emergency services leaders should reference the document to be published by the IAFC's Smallpox Vaccination Working Group to assist with implementation of the bulleted items listed above.

This policy should be considered in the context of current information and federal policy. It should be further recognized that this is a dynamic and evolving issue and that this policy is subject to modification as necessary.

Category: Terrorism

Policy Number: 03.01

Proposed By: IAFC Smallpox Vaccination Working Group

Date of Adoption: January 2003

Date of Review:

Revised Date: