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CIVIL ENGINEERING

FIRE AND EMERGENCY SERVICES (F&ES) PROGRAM

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This instruction implements Air Force Policy Directive 32-20, Fire and Emergency Services. This publication applies to Department of the Air Force civilian employees and uniformed members of the United States Space Force, the Regular Air Force, ARC full time and ANG DSG F&ES personnel. Where noted, sections of **Chapter 3** apply to Air Force Reserve Command (AFRC) military firefighters when in Unit Training Assembly (UTA). This publication does not otherwise apply to Air Force Reserve Command (AFRC) military firefighters in Unit Training Assembly (UTA). Compliance with the attachments in this publication is mandatory. The authorities to waive wing/unit level requirement in this publication are identified with a Tier ("T-0, T-1, T-2, T-3") number following the compliance statement. See Department of the Air Force Manual (DAFMAN) 90-161, *Publishing Processes and Procedures,* for a description of the authorities associated with the tier numbers. Submit requests for waivers through the chain of command to the appropriate Tier waiver approval authority, or, alternately, to the publication office of primary responsibility for non-tiered compliance items. Direct questions, comments, recommended changes, or conflicts to this manual using the DAF Form 847, Recommendation for Change of Publication; route DAF Form 847 from field through the appropriate functional chain of command. Ensure all records generated as a result of processes prescribed in this publication adhere to Air Force Instruction 33-322, *Records Management and Information Governance Program* and are disposed in accordance with the Air Force Records Disposition Schedule which is located in the Air Force Records Information Management System. This Instruction requires the collection and or maintenance of information protected by the *Privacy Act of 1974* authorized by Department of Defense Directive (DoDD) 5400.11, *DoD Privacy Program*. The applicable SORN F032 Air Force Civil Engineer Center, *Civil Engineer System-Fire Department Records* is available at

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SUMMARY OF CHANGES

This document has been substantially changed and must be completely reviewed. It addresses roles and responsibilities of Headquarters Air Force, the Air Force Installation and Mission Support Center, and the Air Force Civil Engineer Center. The document includes the incorporation of the United States Space Force (USSF) into the Department of the Air Force. The document consolidates the requirements of AFI 32-10141, *Fire Safety Deficiency Planning and Programming*, 15 May 2019. **Chapter 6** codifies Aircraft Rescue Fire Fighting (ARFF) flying waivers, includes verbiage from AFPAM 32-2004, *Aircraft Fire Protection for Exercises and Contingency Response Operations.* Expands the wear of the Fire Protection Duty Badge to personnel in Developmental Special Duty positions and specific 32E officers. Revised grooming (hair) standards to meet Occupational Safety and Health (OSHA) guidelines for Self-Contained Breathing Apparatus (SCBA) fit. Added Air National Guard (ANG) and Air Force Reserve Command (AFRC) sections into Chapters **1** and **3**, eliminating the need for ANG and AFRC supplements. Added Fire and Emergency Services response reporting guidelines and requirements to **attachment 2**. Eliminated Detachment/AFCEC approval to attend commercial certification courses. Revised PCS travel requirements for firefighter protective gear. Added communication(s) and minimum criteria verbiage to Mutual Aid Agreement/Memorandum of Understanding (MAA/MOU) templates. Provides "opt-out" provisions for requests for firefighting foam where a community does not agree to the indemnification and hold harmless clauses. Establishes an AFCEC/CXF review process for draft MAAs before IFCs initiate a local, formal legal review and signature for MAAs.

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Chapter 1

ROLES AND RESPONSIBILITIES

1.1. Director of Civil Engineers (AF/A4C) . The Director of Civil Engineers is the authority having jurisdiction for Department of the Air Force F&ES guidance, advocates for resources, provides F&ES program strategy, establishes mission requirements, policy guidance, and enables F&ES capabilities to protect Air Force personnel, property, missions and environment. Designates functional area representatives to National Fire Protection Association (NFPA) standards committees, Vehicle Transportation Acquisition Council, North Atlantic Treaty Organization-Crash Firefighting and Rescue Panel, North Atlantic Treaty Organization-Air Operations and Services Working Group, International Fire Service Accreditation Congress, National Professional Qualifications Standards Board, and Department of Defense F&ES Working Group (FESWG). AF/A4C, through the Installation Support Panel, makes recommendations to the Assistant Secretary of the Air Force for Financial Management and Comptroller (SAF/FM), and the Air Force Group, Board, and Council on requirements for, and appropriate allocation of resources.

1.1.1. The Director of Civil Engineers, Readiness Division, (AF/A4CX). Provides F&ES program direction, policy guidance, joint engagement and strategic oversight. Designated as the Department of the Air Force F&ES Program Director responsible for the F&ES Program consistent with Air Force Policy Directive 32-20, *Fire and Emergency Services*, and DoDI 6055.06, *DoD Fire and Emergency Services Program (F&ES).*

1.1.2. The Air Force Fire Chief, Director of Civil Engineers, Readiness Division, F&ES Branch, (AF/A4CXF). Designated as the DAF F&ES authority for all F&ES policy oversight and execution issues, and responsible for conducting program risk assessments, assessing major incidents, publishing guidance for lessons learned and sets program strategic priorities and direction. The Air Force is the executive agent for the oversight of the Department of Defense F&ES Certification System as required by DoDI 6055.06. The Air Force Fire Chief represents the DAF on the DoD Fire & Emergency Services Working Group (DoD FESWG) in the development and execution of DoD, F&ES policy, programs and initiatives.

1.1.3. The Air Force F&ES Career Field Manager, Director of Civil Engineers, Readiness Division. Serves as the senior enlisted advisor for the F&ES functional community. Supports the Air Force Fire Chief with the development, preparation, and coordination of F&ES policy as it relates to military firefighters. Provides oversight for career field education and training, and coordinates military force structure changes for the career field as specified in AFI 36-2618, *Enlisted Force Structure.*

1.2. Air Force Installation and Mission Support Center (AFIMSC) Commander. Advocates for resources and provides management of Installation and Mission Support capabilities and resources through detachments and primary subordinate units.

1.2.1. Air Force Installation and Mission Support Center, Protection Services Division. Interfaces with Headquarters Air Force and Air Force Civil Engineer Center through the F&ES Program Managers, serves as the intermediate-level organization providing Installation and Mission Support oversight and resources to Major Commands-Direct Reporting Units, tenant units, and their subordinate organizations.

1.2.1.1. Coordinates across Civil Engineer enterprise, ensures standard application of mission requirements, conducts gap analysis to identify and evaluate shortfalls in assets, training, and associated funding required for mission execution. Provides resource advocacy within Installation and Mission Support governance structure.

1.2.1.2. Manages, monitors and advocates budget execution activities providing recommendations across Operation Budget Account Numbers within *Operating Agency Code 18* in support of the F&ES mission.

1.2.1.3. Identifies F&ES deficiencies/trends and distributes findings to AFIMSC Inspector General, Major Commands, detachments and primary subordinate units.

1.2.1.4. Functional Point of Contact for AFIMSC Inspector General. Manages continual evaluation of organizations using AFI 90-201, *The Air Force Inspection System*, as a baseline.

1.2.2. Air Force Installation and Mission Support Center, Expeditionary Support Division. Provides administrative control of formal training quota allocations for Mission Readiness Training and Non Mission Readiness Training requirements through F&ES Training Support Manager. Coordinates with AFIMSC Functional Managers, ensuring units have adequate training allocations to meet mission requirements. Participates in and provides expertise on training development. Manages emergency services UTCs for SecAF-retained agile combat support forces supporting installation and mission support functions across the AF. Provides global force management risk analysis and shortfall mitigation. Recommends Major Commands (MAJCOM), or USSF equivalent, force alignment based on information reported through AEF Reporting Tool, AFIT and DRRS.

1.2.3. Air Force Civil Engineer Center. Provides F&ES program management and functional oversight of the F&ES Division within the Readiness Directorate. Provides installation mission support implementation guidance for Department of the Air Force policy and standards.

1.2.3.1. F&ES Division Chief, Air Force Civil Engineer Center Readiness Directorate. Supports Director of Civil Engineers Readiness Division in developing policy and guidance for Air Force F&ES organizations. Air Force Civil Engineer Center Readiness Directorate works with AFIMSC personnel to execute the mission and support F&ES organizations. Provides Subject Matter Expert (SME) functional guidance and technical services to Major Commands, AFIMSC, and base F&ES personnel, advocates for resources, and manages major systems, vehicles and equipment procurement for F&ES.

1.2.3.2. Air Force Civil Engineer Center Readiness Directorate executes DoD F&ES Certification System as required by DoDM 6055.06, "*DoD Fire and Emergency Services Certification Program (F&ESCP)*. Maintains and updates certification course material to meet applicable NFPA Standards, International Fire Services Accreditation Congress and Pro Board Fire Services Professional Qualification System requirements.

1.2.3.3. Air Force Civil Engineer Center Readiness Directorate executes Fire Fighting Vehicle Recapitalization Plan with approval of Vehicle Support Chain Operations Squadron through Air Force Life Cycle Management Center Fire Vehicle Program Office.

1.2.3.4. Air Force Civil Engineer Center Readiness Directorate is responsible for development, maintenance, and web management of Technical Order 00-105E-9, *Aerospace Emergency Rescue and Mishap Response Information*.

1.2.3.5. Air Force Civil Engineer Center Readiness Directorate is responsible for the development, maintenance and management of the Emergency Medical Services Program for all of DAF F&ES.

1.2.3.6. The Air Force Civil Engineer Center is responsible for Exemptions/Waivers. Receiving and processing all technical requests for waivers/deviations to Unified Facilities Criteria (UFC) and Facilities Criteria (FC) established by Department of Defense or the Department of the Air Force using the process and procedures in Military Standard 3007, *Standard Practice Unified Facilities Criteria, Criteria and Unified Facilities Guide Specifications*.

1.2.3.7. Subject Matter Experts (SME). Provide technical expertise responsible for the development, interpretation and processing of UFC/FC waivers and deviations, determining alternatives, equivalencies and exceptions to technical guidance and criteria related to design, construction, repair, sustainment, operations and maintenance of facilities and infrastructure.

1.3. Air Force Installation and Mission Support CenterDetachment Commanders. Provide detachment-level oversight and are responsible to AFIMSC Commander for executing F&ES programs. Advocate for resources to organize, train and equip F&ES flights.

1.3.1. AFIMSC Detachment F&ES Program Managers. The designated SME's within AFIMSC Detachments for all F&ES related matters. Serve as the senior DAF F&ES advisor to detachment commander and Major Command or Field Command senior leaders. (Note: in United States Air Forces Europe and Pacific Air Forces Major Commands, Installation Fire Chiefs advises senior leaders with respect to employment of F&ES forces as part of Air Force Forces staff).

1.4. The Air Reserve Component (ARC). The ARC is comprised of the Air Force Reserve Command and the Air National Guard. ANG is considered a FOA of the Air Force and is treated as a MAJCOM for F&ES purposes.

1.4.1. Air National Guard (ANG) and Air Force Reserve Command (AFRC) MAJCOM Civil Engineers. Provide command-level oversight and is responsible to the MAJCOM/CC for executing home station F&ES programs within their commands. Provide resources to enable F&ES Flights to be organized, trained and equipped to execute their missions. The MAJCOM staff includes a Command Fire Chief and staff members, if required, to provide day-to-day management of F&ES programs. The ANG CE and AFRC CE will process packages for The Deputy Assistant Secretary of the Air Force for Environment, Safety, and Infrastructure (*SAF*/*IEE*) approval for Operations & Maintenance (O&M) funded (repair or unspecified minor military construction) projects IAW thresholds identified in AFI 32-1020, *Planning and Programming Built Infrastructure Projects.***(T-0)** The ANG CE and the AFRC CE define ANG and Air Force Reserve installations' responsibilities if the organizational structure at the installation does include the following roles.

1.4.2. ANG and AFRC Command Fire Chief. The Command Fire Chief is the subject matter expert within the command for all F&ES related issues. This individual serves as the senior

F&ES advisor to the Command Civil Engineer and MAJCOM senior leaders. Additionally, develops F&ES policies, guidance, and provides oversight and technical services to the installation F&ES program within the command. This includes advocacy and facilitation of resources, and the execution of AF F&ES policy.

1.5. Installation Commander. Responsible for fire safety of personnel and property on installations. The installation commander delegates authority to execute installation F&ES program to the Installation Fire Chief (IFC) through the Base Fire Marshal. Provides F&ES support to real property such as radar sites, missile alert facilities, training sites and recreation areas when a fire department is not warranted.

1.5.1. Provides workplaces for all Department of the Air Force employees that are free from fire safety deficiencies to the maximum extent possible and require unit commanders, tenant commanders, functional managers, and supervisors to enforce program requirements within their areas of responsibility. If fire safety deficiencies exist, the installation commander shall eliminate or control them through engineering, substitution, isolation, administrative controls, revised procedures, special training, or personal protective clothing and equipment (PPE). **(T-3)**

1.5.2. The installation commander shall ensure qualified personnel evaluate and assign Fire Safety Deficiency (FSD). **(T-1)**

1.5.3. The installation commander shall ensure qualified personnel review FSD abatement projects and approve the Facility Board's established priorities in accordance with AFI 32-1015, *Integrated Installation Planning*. **(T-1)**

1.6. Base Civil Engineer (BCE). The Civil Engineer Group Commander/Director or the Civil Engineer Squadron Commander/Director is the Base Fire Marshal, responsible to the installation commander for oversight of the local F&ES program. Provides the IFC the resources to execute the F&ES mission. The Base Fire Marshal will attend the Fire Marshal course at the Louis F. Garland Fire Academy within six months of assuming Base Fire Marshal duties. **(T-2)**

1.6.1. ANG Base Fire Marshals may substitute the ANG Fire Marshal’s course for the course at the Louis F. Garland Fire Academy.

1.6.2. Approves all FSD Code assignments.

1.7. Installation Fire Chief. The IFC is responsible to the Base Fire Marshal for establishing, executing, and maintaining F&ES programs, advocating for resources, conducting risk assessments and advising commanders regarding risk and mission capability. Develops and implements Risk Management Plans, which include detailed actions for periods of reduced F&ES capability for approval by the installation commander.

1.7.1. For Air Reserve Component units, the Reserve Military Fire Chief has primary responsibility for the mobility and contingency operations of their respective F&ES Flight. Uninterrupted training periods for firefighter training are paramount, a minimum of three uninterrupted Fire Unit Training Assembly (UTA) per year are required to support mission requirements, any deviation will require waiver authority by unit CES/CC or CEF/CC. **(T-3)** The IFC is responsible for assisting the Reserve Military Fire Chief in training of the reserve Unit Type Codes. The IFC and Reserve Military Fire Chief will develop a support agreement for approval by the Mission Support Group Commander. **(T-3)** Additionally, the Reserve

Military Fire Chief will provide the IFC an annual training schedule to maximize availability of required support during UTA. **(T-3)**

1.7.2. The IFC on ANG installations with fulltime F&ES flights is the Technician (Title 5 or Title 32) or AGR, assigned to the flight.

1.7.3. The IFC on ANG installations without fulltime F&ES flights is the Technician (Title 5 or Title 32) or AGR, assigned to the flight. This position is responsible for the administration and management of how emergency services are provided to the installation, and ensuring compliance with applicable DoD, USAF, ANG, and NFPA requirements. This position is responsible for the fire prevention and education program on the installation. The IFC must complete the Fire Emergency Services Self-Assessment Program (FESAP) annually. **(T-2)** During this process the IFC will identify, and execute corrective action plans, for identified discrepancies. **(T-2)** The IFC will function as part of the Wing Emergency Management Working Group and the Wing Inspection Team. **(T-3)** The IFC will be assigned as a building manager and a vehicle control officer for fire department assets. **(T-3)** Finally, this position is responsible for the oversight, management, and coordination of any assigned drill status ANG F&ES personnel. It is highly recommended that this position by classified as a GS 11/12, if a Technician position, and MSgt or higher, if Active Guard Reserve (AGR) position, due to the scope of responsibility assigned, and lack of fulltime support personnel available within the F&ES flight to assist with program administration.

1.8. CE Engineering Flight (CEN). CEN Flight programmers are responsible for developing the documentation for the construction project (e.g., DD Form 1391, FY__ Military Construction Project Data) in accordance with AFI 32-1020, *Planning and Programming Built Infrastructure Projects*. Programmers ensure the complete resolution of identified Fire Safety Deficiencies (FSD) as well as ensuring the FSD is correctly annotated in the Civil Engineering Project Management database.

1.8.1. CEN flight shall ensure that projects meet the requirements in Unified Facilities Criteria (UFC) 3-600-01, *Fire Protection Engineering For Facilities*. (T-0)

1.8.1.1. Programmers are responsible for developing the documentation for the project (e.g., Defense Department (DD) Form 1391, *Fiscal Year Military Construction Project Data*) in accordance with AFI 32-1020. Programmers need to confirm areas with FSDs have complete solution sets, they are correctly annotated, and no new FSDs are entered into the Civil Engineer Project Management database.

1.9. Civil Engineer Operations Flight (CEO). Responsible to the Base Fire Marshal for inspection, testing, maintenance and documentation associated within fire detection, notification, suppression, water distribution systems, and fire pumps.

1.10. Functional Users or Functional Managers. The organizational commander or director responsible for the care, custody, and protection of assigned real property will initiate the process to correct existing Fire Safety Deficiencies (FSDs) and assist in preventing the creation of new FSDs. **(T-1)** Responsibilities also include ensuring compliance with fire prevention requirements in their areas of responsibility and providing workplaces that are free from fire safety deficiencies.

1.11. Facility Manager (Building Manager). Conducts self-inspections for fire safety hazards and defects. Responsible for submitting work tasks to correct FSDs IAW AFI 32-1001, *Civil Engineer Operations.* The installation fire prevention office is available to assist the facility manager in completing the work request by identifying necessary corrective actions and the applicable design standard.

Chapter 2

STANDARDS

2.1. Mission. The mission of F&ES Flights is to protect people, property, and the environment at both permanent and expeditionary installations through world-class fire prevention and community-based full-spectrum emergency response to enable the Air Force and Space Force Missions.

2.1.1. The scope of services identified in the Standards of Cover, at a minimum, will include fire prevention, emergency communications, minimizing adverse consequences at aircraft or structural incidents at one location, rescuing trapped persons, (automobile accidents and confined spaces), managing a Hazardous Material (HAZMAT) release with defensive operations, pre-hospital non-transport-based emergency medical services, and controlling fires at the Wildland Urban Interface. **(T-2)** Other scope of services beyond those listed above requires a MAJCOM/A4C approved risk assessment and resourcing/sustainment plan.

2.1.1.1. ANG F&ES shall also include responses to natural and man-made disasters outside the installation in their scope of services identified in their Standard of Cover. **(T-2)** Fulltime and Drill Status Guardsmen (DSG) F&ES Flights will train and equip to meet this ANG-unique mission. **(T-2)**

2.1.1.2. ANG manpower authorizations are determined by NGB/A1M, using Air National Guard Manpower Standard (ANGMS) 44F000. Funding for fulltime ANG Firefighter positions is determined by NGB A4/AIA, based upon recommendation from NGB/A4XF.

2.2. Goal. The goal of the F&ES Flight is to prevent injury, loss of life, and to minimize damage to property, missions, and the environment.

2.3. Objectives .

2.3.1. Prevent fires or minimize their consequences through prevention activities. This objective is achieved with a fire prevention program consisting of project design reviews to include operational requirements, fire inspections, code enforcement, and fire safety education.

2.3.2. Minimize adverse consequences of emergency incidents through emergency response actions and is achieved by early intervention with sufficient resources.

2.3.3. Implement response time standards specified in DoDI 6055.06. The IFC will identify areas or facilities where specified response time standards cannot be met. **(T-0)** Consider implementing response time standards established in United States Air Force Technical Implementation Guide 1710.

2.3.4. Since additional risk may be incurred, the IFC shall inform the owning commander (or equivalent) of areas of increased risk. **(T-3)**

2.4. Emergency Response Capability. Emergency response capability is the level of service that can be provided with available personnel, equipment, vehicles and fire extinguishing agents.

2.4.1. Emergency response capability is expressed as an Optimum Level of Service, Reduced Level of Service, Critical Level of Service, and Inadequate Level of Service.

2.4.1.1. Optimum Level of Service (OLS). When all authorized resources are available for emergency response within response time standards. Optimum Level of Service provides sufficient capability for quick response and sustained operations. During Optimum Level of Service, all emergency response objectives are expected to be accomplished.

2.4.1.2. Reduced Level of Service (RLS). When emergency response capability is less than Optimum Level of Service but greater than Critical Level of Service. Sufficient capability is provided for initial response, scene assessment and implementation of mitigation tactics. This level of service presents increased risk of loss and may prevent meeting F&ES objectives.

2.4.1.2.1. Reduced Level of Service capability results from unfunded or unfilled manpower authorizations, deployment, leave, vehicle impairment, or other temporary conditions. Operating at Reduced Level of Service is a normal day-to-day situation.

2.4.1.2.2. In Reduced Level of Service, the IFC allocates resources according to local risk factors with the goal to provide the highest feasible level of service during high risk periods and reducing capabilities when risk is lower.

2.4.1.3. Critical Level of Service (CLS). When only seven firefighters are available to respond to an emergency within response time standards. For non-aircraft related emergencies, the initial response must consist of at least four firefighters within mandated response time standards. **(T-0)** The remaining three firefighters arriving on scene within response time standards for an Initial Full Alarm Assignment. Firefighters must meet aircraft emergency response time criteria for announced and unannounced emergencies. **(T-1)** Operating at Critical Level of Service continuously for periods of more than 72 hours must be approved by the Installation Commander. **(T-2)** Under Critical Level of Service, firefighters are expected to revert to defensive operations IAW NFPA 1500, *Standard on Fire Department Occupational Safety, Health, and Wellness Program* when the emergency cannot be quickly contained. Property involved is expected to be severely damaged.

2.4.1.4. Inadequate Level of Service. Consists of six firefighters or less. Property involved is expected to be destroyed. Fire stations serving only remote and outlying areas or auxiliary airfields may operate at Inadequate Levels of Service with an approved Risk Management Plan approved by the Installation Commander**.** For an immediately dangerous to life and health environment, refer to Occupational Safety and Health Administration (OSHA) 1910.134, *Respiratory Protection*.

2.5. Regulatory Guidance. F&ES operational policy consolidates a wide variety of requirements from Federal Laws, DoD Issuances, Occupational Safety and Health Administration, and NFPA codes and standards. NFPA standards and recommended practices form the foundation for F&ES operations and are adopted as written or as implemented with Technical Implementation Guides.

2.5.1. Technical Implementation Guides ensure the implementation of NFPA standards are consistent with DoD and DAF policy, guidance, and needs. Approved Technical Implementation Guides permit DoD or Air Force departmental guidance to take precedence over NFPA standards.

2.5.1.1. The Air Force Fire Chief establishes working groups to assist in the development of Technical Implementation Guides. Technical Implementation Guides are issued for clarification where DoD or Air Force guidance exists and are approved by the Air Force Fire Chief. Technical Implementation Guides containing deviations from National Fire Protection Standards not addressed in existing DoD or Departmental guidance require approval by the Director of Civil Engineers.

2.5.1.2. New or revised NFPA standards are not implemented until one year after publication date. When a Technical Implementation Guide is issued, it remains in effect until superseded or withdrawn by The Air Force Fire Chief.

2.5.2. North Atlantic Treaty Organization (NATO) Standardization Agreements. Units executing NATO missions shall implement NATO Standardization Agreements as ratified by the United States **(T-0)** Ratification and applicability of NATO Standardization Agreements are located at **https://nso.nato.int/nso/**. The Air Force Fire Chief represents Air Force F&ES at NATO meetings with support from AFCEC/CXF as appropriate.

2.6. Basic Allowance for Subsistence. To meet response time standards, firefighters must be in a ready-response position at the assigned fire station. **(T-3)** Military firefighters are authorized Basic Allowance for Subsistence IAW the Essential Station Messing exceptions listed in Air Force Manual 65-116, Volume 1, *Defense Joint Military Pay System Active Component (DJMS-AC) Unit Procedures Excluding Financial Management Flights*.

2.7. National Fire Protection Association Standard Deviations. If a deviation is required and is not addressed in a Technical Implementation Guide, the Installation Fire Chief prepares an *Air Force Form 4437, Deliberate Risk Assessment Worksheet* IAW **paragraph 2.7.1**.

2.7.1. Deviation Authority Approval. AFI 90-802, *Risk Management (RM)*, and Air Force Pamphlet 90-803, *Risk Management Guidelines and Tools*, are the basis for deviation approval authority. Air Force Form 4437, Deliberate Risk Assessment, worksheet will be utilized for all deviations to National Fire Protection Association standards **(T-2)**

2.7.2. Extremely High Risk. Require approval at installation commander level.

2.7.3. High Risk. Require approval at group commander level or equivalent.

2.7.4. Medium Risk. Require approval at Base Fire Marshal level.

2.7.5. Low Risk. Require approval at IFC level.

Figure 2.1. Risk Assessment Matrix.

Modified Risk Assessment Matrix				PROBABILITY				
				Frequency of Occurrence Over Time				
				A Frequent	B Likely	C Occasional	D Seldom	E Unlikely
SEVERITY	Effect of Hazard	Catastrophic: Loss of Mission Capability, Unit readiness or asset; death.	I	1	2	6	8	12
		Critical: Significantly degraded mission capability or unit readiness; severe injury or damage.	II	3	4	7	11	15
		Moderate: Degraded mission capability or readiness; minor injury or damage.	III	5	9	10	14	16
		Negligible: Little or no impact to mission capability or unit readiness; minimal injury or damage.	IV	13	17	18	19	20
				20 Risk Levels				
				1-20 (high risk = low numbers) (low risk = high numbers)				

2.7.6. Risk Management Plans are reviewed every two years by signature authority or when signing authority changes.

2.7.7. IFCs provide their respective Detachment F&ES Program Manager a copy of Extremely High Risk, Risk Management Plans upon installation commander signature. Detachment F&ES Program Manager will provide the Air Force Director of Civil Engineers, Readiness Division copies of Extremely High Risk, Risk Management Plans on 1 October of each year or as directed by The Air Force Fire Chief. **(T-2)**

2.8. Fire Protection Engineering Criteria Policy Deviation. NFPA codes for facility design and construction are adopted when referenced in Unified Facility Criteria publication (e.g. Unified Facility Criteria 3-600-01, *Fire Protection Engineering for Facilities)*. ANG F&ES will also comply with ANG Engineering Technical Letters (ETL). **(T-1)**

2.9. Mutual Aid Offsets. Air Force resource requirements may be offset by fire organization mutual aid when response time requirements cannot be met.

2.10. Automatic aid. Agreements where Air Force F&ES and mutual aid partners automatically respond to each other's jurisdictions may be beneficial to both agencies and may be pursued. The IFC is responsible for ensuring all automatic aid agreements, and automatic aid are fully compliant with The Anti-Deficiency Act, The Robert T. Stafford Disaster Relief and Emergency Assistance Act, and Title 42 United States Code (USC) Chapter 15A – *Reciprocal Fire Protection Agreements Subchapter I – Protection Of United States Property.* The use of automatic aid fire organization resources precludes mutual aid agreements with non-fire organizations.

Chapter 3

F&ES ORGANIZATION AND PROGRAMS

3.1. Flight Organization. The F&ES Flight organizational structure consists of: Management and Administration, Installation Fire Chief (IFC), Deputy Fire Chief, Assistant Chief for Fire Prevention, Assistant Chief for Operations (one per shift), Assistant Chief for Training, Assistant Chief for Health and Safety, Logistics Officer, Fire Inspectors, Station Chiefs, Training Officer, and NCOIC or Civilian Lead Dispatcher, and Emergency Call Center dispatchers.

3.1.1. Key Position Designations. No more than 80 percent of GS-0081 and GS-2151 series employees shall be designated as "Key" IAW DoDI 1200.7, *Screening the Ready Reserve.* A determination of "Key" position designation is a function of the IFC in coordination and concurrence with the local servicing civilian personnel office. **(T-2)**

3.1.2. When the IFC is a GS-0081 civilian, the Deputy Fire Chief is designated as a military 3E791 position. When there is a military Installation Fire Chief, the Deputy Fire Chief position shall be designated as a GS-0081 civilian position. **(T-2)** This requirement does not apply to ANG F&ES Flights. Refer to ANGMS 44F000 for authorizations. AFRC units refer to AFRCMS 44F100 for AFRC GS-0081 Series manpower authorizations.

3.1.3. Each flight will have one of the two Assistant Chief for Operations positions defined in the operational core manpower requirement designated as military, 3E771, where there is a military member having the rank equivalent to the civilian Assistant Chief for Operations. **(T-2)** Does not apply to ANG F&ES Flights. Refer to ANGMS 44F000 for authorizations. AFRC units refer to AFRCMS 44F100 for AFRC GS-0081 Series manpower authorizations.

3.1.4. Each flight is authorized one station chief for each operational shift. Installations are authorized an additional station chief for each operational shift for approved geographically separated units variances IAW *Fire Emergency Services Flight 44F1 Manpower Standard*. Fifty percent of station chief positions shall be designated as 3E771 military positions where there is a military member having the rank equivalent to the civilian station chief. **(T-2)** This requirement does not apply to ANG F&ES Flights. Refer to ANGMS 44F000 for authorizations. AFRC units refer to AFRCMS 44F100 for AFRC GS-0081 Series manpower authorizations.

3.1.5. Except for dispatchers, all civilian positions are classified under the GS-0081 series Fire Protection and Prevention and military Air Force Specialty Code 3E7X1. Civilian dispatchers are classified under series GS-2151, *Automotive Equipment Dispatcher*. Permanent dispatchers should be civilians at locations where civilian positions are authorized. Military 3E7X1 personnel will be trained to perform deployment dispatching duties. **(T-2)**

3.1.6. All fulltime ANG F&ES flight positions will be classified as one (or a combination) of the following, as determined by NGB/A4XF and NGB/A4 AIA: classified under the GS-0081 series (Title 5 and/or Title 32), AGR, or Master Cooperative Agreement (MCA) state employees. **(T-0)**

3.1.7. All military, civilian (GS-0081 and GS-2151), contracted or other persons providing fire protection services for the Air Force will meet the certification requirements of DoDM 6055.06, *Department of Defense F&ES Certification Program*, and training requirements of the F&ES Training Plan. **(T-0)**

3.1.8. To maximize staff availability for firefighting duties, F&ES administrative personnel (GS-0081 and AFSC 3E7XX) who have required certifications, training, and physical qualifications, may be required to work schedules which include one or more 24-hour shifts during a pay period. Justification for those administrative personnel to work regularly-scheduled overtime (56 or 60 hour work week) is to support Operations section. During the 24-hour shift, F&ES administrative personnel shall be assigned firefighting duties as a secondary duty, retaining their normal administrative duties as their primary duties but responding to emergencies when needed. **(T-1)** During shift work, the member will be assigned to a response vehicle appropriate to that member's grade. **(T-2)** Supporting Operations is a critical connection to maintaining grade-appropriate skills. Fulltime ANG personnel assigned as the IFC, Deputy Fire Chief, Assistant Chief of Training, Assistant Chief of Prevention, or Assistant Chief of Health and Safety (and/or corresponding positions within the MCA system) shall work a 56 or 60 hour-work week to maximize operational staffing. **(T-2)**

3.1.9. Base Fire Marshals will ensure F&ES emergency responder duties have priority over other assigned duties. **(T-3)** Responders are not assigned to augmented or additional duties that will conflict with their emergency duties. **(T-3)**

3.1.9.1. Base Fire Marshal shall ensure F&ES personnel are not included in programs such as Security Forces augmentation program, escort programs, Resource Augmentation Duty program, Drug Demand Reduction program, Bay Orderly, and other squadron duties requiring constant maintenance-monitoring. **(T-3)**

3.1.9.2. Consider not assigning F&ES personnel for Other Country Nationals deployment taskings IAW AFI 10-403, *Deployment Planning and Execution,* 17 Apr 2020.

3.1.10. Ensure that work schedules for military firefighters do not exceed 72 hours per week including official appointments.

3.2. Management.

3.2.1. F&ES Assessment Program. This program is based on national consensus standards, Occupational Safety and Health Administration regulations, Department of Defense, and Air Force specific guidance and policy. F&ES managers will use the F&ES Assessment Program as the self-inspection program checklist and conduct a self-assessment at least annually. **(T-2)** The F&ES Assessment Program, in its entirety, is not applicable to the AFRC FES Reserve Flights and therefore is amended to approve performance indicators. **(T-3)**

3.2.2. Firefighter Fitness for Duty. Individuals not physically capable of performing essential job tasks will be referred to the designated Fire Department Physician for a fitness-for-duty evaluation IAW NFPA 1582. **(T-1)**

3.2.3. Air Force Wildland Fire Branch. For information on Air Force Wildland Fire Branch, wildland fire roles and responsibilities, and Wildland Fire Management Plan, refer to AFMAN 32-7003, *Environmental Conservation.*

3.2.3.1. Wildland Fire Suppression Roles. Installation F&ES will provide initial response to all fire emergencies including wildfires. **(T-1)** Installation-specific Wildland Fire Management Plan provides required protocols and processes required to be followed for the management of wildland fire events.

3.2.3.2. Where firefighters are expected to participate in wildland firefighting operations beyond Wildland Urban Interface, IFCs and Wildland Fire Managers at AFRC aircraft gunnery ranges shall ensure personnel meet National Wildland Coordinating Group qualifications. **(T-2)** IFCs should review specific criteria in AFI 32-7003 and Wildland Fire Qualification Subsystem Guide (*Publication Management System 310-1 and National Fire Equipment System 1414*).

3.2.4. Automated Readiness Information System (ARIS). F&ES Flights will use Automated Readiness Information System to support Air Force asset management, visibility, inspections and accountability as appropriate. **(T-1)**

3.2.5. Fire and Emergency Services – Information Management System (FES-IMS). FES-IMS is the designated records management system for F&ES. All F&ES flights will use FES-IMS. **(T-1)** The IFC is responsible to ensure all emergency and non-emergency response data is be entered into FES-IMS and a completed incident report will be sent to National Fire Incident Reporting System within five business days of incident termination. **(T-2)**

3.3. Fire Prevention Program. Fire Prevention Program is executed through four program elements: facility inspection, project design review, code enforcement, and fire safety education.

3.3.1. Fire Prevention Inspectors review facility plans to ensure required fire protection features are present, response vehicles have appropriate access, and local emergency response elements are incorporated in design. IAW UFC 3-600-01, they shall not conduct the required Fire Protection Engineer reviews of technical designs. **(T-2)** Fire Inspectors shall be involved in the Work Request Review Board (WRRB), facility working group meetings, and/or design review meetings. **(T-2)** Fire Inspectors shall attend pre-construction meetings and final facility inspections to certify fire safety policies, practices, and that FSDs are appropriately corrected. **(T-1)**

3.3.2. The IFC, or fire inspector at applicable AFRC host wings, will provide plans review comments to the Engineering Flight Chief for incorporation into projects. **(T-3)**

3.3.3. The IFC shall ensure fire prevention inspections are conducted at least annually for all facilities. **(T-1)** **Exception:** Family housing is excluded from annual fire prevention inspections except for common areas within multi-family housing units and privatized housing when directed by local agreements.

3.3.3.1. Objectives of fire prevention inspections include identifying, documenting, and reporting fire hazards and fire safety deficiencies. Management of fire hazards and assignment of Risk Assessment Codes (RAC) is outlined in AFI 91-202, *The US Air Force Mishap Prevention Program*.

3.3.3.2. The IFC, or fire inspector at applicable AFRC host wings, will evaluate fire hazard reports and coordinate actions with installation occupational safety personnel as required. **(T-1)**

3.3.3.3. The IFC, or fire inspector at applicable AFRC host wings, will maintain a file of approved permanent exemptions or alternative/equivalency exemptions related to fire protection standards and requirements. **(T-1)**

3.3.3.4. The IFC, or fire inspector at applicable AFRC host wings, will maintain a file of approved mitigation/corrective action plans developed under this guidance to fire-related standards. **(T-3)**

3.3.3.5. Facility functional managers or their designee accompany the fire inspector during fire inspections. Owning Squadron, Group Commanders or directors must sign AF Form 1487, *Fire Prevention Visit Reports*, which identifies uncorrected hazards or fire safety deficiencies. **(T-3)**

3.3.3.6. Fire prevention inspectors will use AF Form 218, *Facility Fire Prevention and Protection Record*, or automated product as a checklist to record the results of facility inspections. **(T-2)**

3.3.3.7. Use AF Form 1487, *Fire Prevention Visit Reports* or automated product, to document fire hazards and fire safety deficiencies, and identify the condition of the fire prevention program to commanders. The IFC, or fire inspector at applicable AFRC host wings, will ensure fire prevention visit reports are entered into FES-IMS. **(T-2)** Fire inspectors at applicable AFRC host wings should refer to AFI 33-322, *Records Management and Information Governance Program*.

3.3.4. Hot work such as, Welding, Cutting, and Brazing operations require issuance of an AF Form 592, *USAF Hot Work Permit*, IAW AFMAN 91-203, *Air Force Occupational Safety, Fire, and Health Standards*.

3.3.5. Installed Fire Protection Systems. The Civil Engineer Operations Flight tests, inspects, and maintains fire protection systems IAW United Facilities Criteria 3-601-02, *Fire Protection Systems Inspection, Testing, and Maintenance,* NFPA standards, and manufacturer's guidance.

3.3.6. IFCs, or fire inspector at applicable AFRC host wings, will monitor status of installed fire protection systems and devices provided to facilitate fire safety for personnel and property. **(T-3)**

3.3.7. The Civil Engineer Operations Flight will record all water distribution flow tests and provides copies to the IFC annually. **(T-3)**

3.4. Fire and Emergency Services Human Capital Development. The IFC executes the Firefighter Certification and Training Program IAW DoDM 6055.06, *Department of Defense F&ES Certification Program*, the DAF F&ES Training Plan, and the DAF F&ES Credentialing Program. Firefighters at non-Air Force led joint bases will comply with the host agency's proficiency training program. (T-2) Chief Officers are encouraged to attend at least one professional development seminar per calendar year. In addition, F&ES flight members are encouraged to pursue and obtain professional credentials from accredited organizations IAW with DoDI 6055.6 and Career Field Education and Training Plan (CFETP) 3E7X1.

3.4.1. Training to achieve F&ES certifications is an individual and personal responsibility. Training to achieve certification is available to all Air Force employees at no cost to the individual. Air Force Civil Engineer Center Readiness Directorate will not accept training older than five years for certification. **(T-1)**

3.4.2. Certification in the Department of Defense F&ES Certification Program is granted for certifications required for the current duty position, the next-higher position to which an individual may be assigned, or as required by the deployed duty position. AFRC Reserve F&ES member will not be considered for promotion into a vacant duty position without meeting the minimum requirements. **(T-2)**

3.4.3. Where foreign national or host nation firefighters are employed, the responsible IFC, with AFIMSC Detachment coordination, have authority to approve local certification equivalency.

3.4.4. ANG Chief Officers should attend the ANG Chief Fire Officer's Course (CFOC) as a professional development opportunity, at least every five years.

3.5. F&ESOperations. The goal of the F&ES Operations Section is to minimize adverse consequences of emergency incidents by intervening early with available resources and IAW response time standards mandated in Department of Defense Instruction 6055.06.

3.5.1. Incident Management. Emergency incidents are managed according to DAFI 10-2501, *Air Force Emergency Management Program*, and AFMAN 10-2502, *Air Force Incident Management System Standard and Procedures*, 13 Sep 2018. The Incident Command System is a component of the Air Force Incident Management System.

3.5.1.1. The Incident Commander has authority and responsibility for conducting incident operations. The Senior Fire Official is the Incident Commander for all incidents requiring response by more than one agency.

3.5.1.2. Incident Safety Officer. Incident Safety Officer Responsibilities will be accomplished at all incidents and during training evolutions IAW NFPA 1500. **(T-1)**

3.5.2. F&ES Credentialing Program. The IFC will determine requirements for performing in key Incident Command System positions during comprehensive emergencies. **(T-3)**

3.5.3. Aircraft Rescue and Fire Fighting. Aircraft Rescue and Fire Fighting requirements are based on NFPA 403, *Standard for Aircraft Rescue and Fire Fighting Services at Airports*, and will be implemented based on United States Air Force Technical Implementation Guide 403 criteria. **(T-0)**

3.5.3.1. Aircrew rescue is the primary mission during emergency involving aircraft. At locations with a flying mission, all firefighters shall be trained in aircrew rescue and extraction techniques on assigned and transient aircraft, IAW Technical Order 00-105E-9, *Aerospace Emergency Rescue and Mishap Response Information (Emergency Services)*. **(T-1)**

3.5.3.2. Where the F&ES Flight is the primary provider of Aircraft Rescue and Fire Fighting services to civil airports, the certified civil operator must comply with Federal Aviation Administration 14 Code of Federal Regulations **Part 139** *Certification of Airports (CertAlert) 12-05* requirements. **(T-0)**

3.5.3.3. Structural Firefighting. Structural firefighting capability is predicated on suppressing the fire within the room (or area) of fire origin and providing for the safety of personnel.

3.5.4. HAZMAT and Chemical, Biological, Radiation, and Nuclear (CBRN) Capabilities. IFCs maintain a defensive capability to respond to peace-time HAZMAT and CBRN incidents and will develop operational plans for a joint organization offensive response capability IAW NFPA 472, *Standard for Competence of Responders to Hazardous Materials/Weapons of Mass Destruction Incidents* through the Emergency Management Working Group (EMWG). **(T-0)**

3.5.4.1. Neutralization, recovery, cleanup, and disposition of hazardous waste are accomplished by trained experts in related fields and are not the duty of F&ES personnel.

3.5.4.2. The HAZMAT Equipment Plan standardizes the HAZMAT equipment in F&ES across the Air Force based on the size of the Installation. The Hazmat Equipment Plan establishes maximum quantities of equipment authorized.

3.5.5. Technical Rescue. IFCs determine the requirements for advanced Rescue Technician certification based on mission needs of the Installation. The Department of Defense Louis F. Garland Fire Academy shall maintain a technical rescue training capability as determined by the Career Field Manager. **(T-1)**

3.5.6. Emergency Medical Services. The Emergency Medical Services (EMS) program includes responding to emergency medical incidents for early intervention, providing the highest level of pre-hospital patient care, and advancing the EMS program with a comprehensive and coordinated system.

3.5.6.1. The Air Force Surgeon General provides guidance and oversight of pre-hospital EMS treatment and transport on the installation. The F&ES Program responsibilities and oversight are outlined in AFI 44-102, *Medical Care Management,* 17 March 2015. The purpose of this program is to establish minimum standards and a uniform approach toward rendering EMS through shared F&ES and Medical Treatment Facility's delivery at Air Force installations worldwide. The IFC will develop an installation specific F&ES EMS program that complies with DAFI policy, and any local and state requirements only as needed. **(T-2)** Pre-Hospital EMS delivery requirements are determined locally at all ANG locations.

3.5.6.1.1. The minimum level of medical training for all F&ES personnel is Cardiopulmonary Resuscitation (CPR). National Registry Emergency Medical Responder (EMR) is required for all personnel below Assistant Chief position. IFCs may locally determine if compliance with state certification level is needed, in addition to National Registry. ANG DSG personnel below the Fire Chief shall maintain NREMR. The IFCs may locally determine National Registry or local/State certification for MCA and Title 5 firefighters. ANG M-F support personnel may require NREMR to support Operations at the discretion of the Fire Chief.

3.5.6.1.2. IFCs must maintain at least eight (8) Emergency Medical Technicians (Non-Transport) per fire station. **(T-2)**

3.5.6.1.3. Additional Emergency Medical Technician (Non-Transport) requirements or a higher level of care will be based on a community risk assessment and critical task analysis to meet their specific mission requirements. Any alteration in service level or personnel certification do deliver care above EMT will be articulated in the installation's MOU/A. **(T-2)** In addition to the MOU, a waiver will be routed on an AF Form 679, *Air Force Publication Compliance Item Waiver Request/Approval* if the

installation fire department is expected to provide EMS transport or any level of service and/or care above the EMT level. The waiver will be routed for concurrence through the MTF Commander, the Installation Commander, MAJCOM SG, MAJCOM A4, MAJCOM Commander, HAF/A4CX (the Air Force Fire Chief), HAF/A4C, and HAF EMS Working Group to obtain approval from HAF SG3/4 prior to implementation. **(T-1)** The waiver shall reflect the details of the transfer based on the level of care and will include at a minimum funded FTE positions, vehicles and equipment, training and sustainment funds to transfer the capability MTF mission to the installation fire department prior to submittal or the waiver shall not be approved. **(T-1)** Where the prehospital EMS transport mission is to transfer, the requirements reflected in 3.5.6.1.3. is considered the minimum to be identified and included in the submittal package for HAF/A4CX, HAF/A4C and HAF/A4 review and concurrence. **(T-1)**

3.5.6.2. The AFRC Command Surgeon is the approval authority for Emergency Medical Services delivery level at host wing locations with Base Operating Support (BOS) operational fire departments.

3.5.6.3. Tenant Ambulance Crews (contractor and/or Medical Group). Due to response time requirements IAW DODI 6055.06, the fire station may host an ambulance crew staging area so long as the installation fire department's mission is not degraded. F&ES Flights hosting a non-fire managed ambulance service will develop a MOU/MOA with the Medical Group, and outline specific operational and safety requirements for tenant compliance. **(T-1)** As a minimum, this MOU/MOA shall address bio-hazard waste disposition, infectious disease control measures, exposure protection practices and reimbursement considerations **(T-3)** Compliance with USAF TIG 1500 and NFPA 1581, *Standard on Fire Department Infection Control Program*, is mandatory.

3.5.7. Rescue Task Force. F&ES responder's responsibilities shall be coordinated with the installation All-Hazards Response Planning Team for Active Shooter-Hostile Events. **(T-2)** The installation commander shall determine Rescue Task Force requirements and develop installation specific Active Shooter-Hostile Events Response (ASHER) plans for approval. **(T-3)** Response plans shall be developed using NFPA 3000: *Standard for an Active Shooter/Hostile Event Response Program (ASHER),* 2021 edition and AFI 31-115, *Law and Order Operations,* 18 Aug 2020. (**T-0)** The installation plan shall address receiving emergency calls, incident command and control, on-scene communications, medical care, standard operating procedures, joint training exercise requirements and PPE at a minimum. **(T-3)**

3.5.8. Air Force Civil Engineer Center Engineering Support Division maintains design plans and drawings for environmentally-acceptable aircraft live-fire training facilities and is responsible for commissioning live-fire trainers. IFCs will ensure live-fire training facilities are maintained and operated IAW Technical Order 35E1-2-13-1, *Operation and Maintenance Instruction Manual Aircraft Fire Training Facility,* 2 Jan 1996 or appropriate NFPA and manufacturer standards. **(T-0)** Any modifications or deviations from the these requirements will be coordinated with the Air Force Civil Engineer Center Engineering Support Division, and approved by the AFIMSC Detachment Emergency Service lead. **(T-2)**

3.5.9. The IFC will work with the CEN flights to program for a permanent Aircraft Fire Training Facility (AFTF), and Structural Fire Training Facility as appropriate to local mission. **(T-2)**

3.6. Privatized Housing Response Management. F&ES provides fire protection to privatized housing that is within the assigned jurisdiction. Reimbursable costs for fire protection services will be IAW AFI 32-6000, *Housing Management*. **(T-1)** Reimbursed funding should be returned to the F&ES Flight Operational budget.

3.7. Emergency Responder Rehabilitation. Rehabilitation services during emergencies may be provided to Department of Defense and non-Department of Defense emergency responders IAW Title 42 United States Code Section 1856(b)-(c), 1856a and 1856d. The statute defines fire protection at 42 United States Code § 1856 (b) including but not limited to "personal services and equipment services, including basic medical support…" Installation commanders can provide meals and beverages as "personal services" with appropriated funds.

3.8. Air Force Reserve Command Military Firefighters. Air Force Reserve Command firefighters in Unit Training Assembly or Inactive Duty for Training are in a training status and will not be utilized to augment host F&ES Flight manning IAW AFMAN 36-2136, *Reserve Personnel Participation*, 6 Sep 2019. **(T-3)** Air Force Reserve Command firefighters performing annual tours or man-days are in an operational mode and will comply with this instruction. **(T-1)**

3.9. Firefighter Mental Health Program. This program will be developed in all F&ES flights and will include consideration for Critical Incident Stress management as well as overall responder mental health strengthening. **(T-1)** IFC shall include mental health into local training requirements to support program requirements developed. **(T-3)**

Chapter 4

RESOURCES

4.1. Emergency Response Resources.

4.1.1. Manpower. F&ES Manpower requirements are earned IAW the *F&ES Flight 44F1 Manpower Standard*. ANG Fire and Emergency Services Manpower requirements are earned IAW the 44F000. AFRC Fire and Emergency Services GS-0081 Series manpower requirements are earned IAW the AFRCMS 44F100.

4.1.2. Aircraft Rescue Firefighting Vehicles. Allowance Source Code 010 Vehicle Sets are based on vehicle requirements IAW *United States Air Force Technical Implementation Guide 403*.

4.1.3. Protecting Transient Aircraft. The IFC may request increases to the vehicle set to match the category of transient aircraft when one of the criteria below is met. The largest aircraft category with five or more average daily runway departures over a one year period. The largest aircraft category on the ground more than 274 days over a one year period. One set lower than the largest aircraft category on the ground 183 days over a one year period. Two sets lower than the largest aircraft category on the ground less than 183 days but more than 92 days over a one year period.

4.1.4. Contingency Fire Trucks (Code 034). To maintain extinguishing agent requirements and to minimize the impact on the flying mission while fire vehicles are out-of-service for extended maintenance or repairs, seven 034 contingency fire trucks are authorized within the Air Force inventory.

4.1.4.1. One P-19 will be maintained at Nellis Air Force Base, Scott Air Force Base, Dover Air Force Base, and Ramstein Air Base. One P-23 will be maintained at Travis Air Force Base, RAF Lakenheath and Joint Base Charleston. Hosting organization shall maintain vehicles in a serviceable, ready-state, meeting all testing requirements. **(T-2)**

4.1.4.2. Requests for temporary increases in Aircraft Rescue and Fire Fighting vehicle capability due to mission changes or unique mission requirements are requested by the installation fleet manager on an Air Force Form 601 and approved by the 441st Vehicle Support Chain Operations Squadron.

4.1.5. Joint Use Airports. At Joint Use Airports where the United States Air Force provides primary ARFF support, the aircraft category for the largest military or civilian aircraft being supported will be used IAW *FAA Airport Compliance manual* –Order 5190.6B appendix J-1. **(T-1)**

4.1.6. Structural Firefighting Vehicles. The requirement for structural pumpers is based on estimated fire flow(s) and travel time criteria across the installation. This requirement is determined utilizing the guidelines contained in DoDI 6055.06, UFC 3-600-01, Unified Facilities Criteria.

4.1.7. Aqueous Film Forming Foam (AFFF) Usage. F&ES Flights will not discharge AFFF agent for training purposes or any non-mission activity. **(T-1)** Vehicle foam system tests shall be conducted without discharging AFFF. **(T-1)** Any uncontrolled AFFF shall be reported to Air Force Civil Engineer Center/Readiness Division at **afcec.cxf.workflow@us.af.mil** and

through the Environmental flight EASIER system NLT 1200 the following business day in accordance with AFI 32-7001, *Environmental Management*. **(T-1)**

4.1.8. Fire Extinguishing Agent. IFCs will ensure reserve, backup stock(s) of Aqueous Film Forming Foam is limited to one complete refill of assigned firefighting vehicles. **(T-2)** Note: One agent refill includes agent inside the apparatus.

4.1.9. Wildland Fire Apparatus and Equipment. The standards for wildland fire apparatus and equipment are defined by the National Wildfire Coordinating Group (NWCG). Reference AFMAN 32-7003, *Environmental Conservation*, Sections 1.11 and 3.82 for more information on wildland fire vehicle and equipment authorizations.

4.1.10. Firefighting vehicles shall not be used for non-mission related operations where water or mixed agent is being released. **(T-0)** Release of per and polyflouryl alkyl substances (PFAS) must be managed to the greatest extent possible to protect both firefighters and others possibly exposed to the PFAS chemicals of concern. **(T-0)** Mission related work is defined as direct firefighting operations and essential training evolutions to maintain proficiency of firefighters. Uses such as water arches, wash-downs, vegetation watering, aircraft ramp wash-downs, etc. are prohibited. **(T-0)**

4.2. Structural and Proximity Personal Protective Equipment (PPE). The United States Air Force PPE Enterprise Risk Assessment serves as the core document providing assessment of hazards associated with delivery of the services.

4.2.1. The IFC or Air Reserve Component equivalent will conduct a local PPE Risk Assessment and Job Hazard Analysis that determines the level of protection required for the hazards identified in their Job Hazard Analysis by task. **(T-1)** IFCs or Air Reserve Component equivalents shall include a Certificate of Hazard Assessment for the manufacturer-model of each PPE element. The IFC manages the program IAW *United States Air Force Technical Implementation Guide 1851*. **(T-1)**

4.2.2. The IFC and Wildland Fire Managers at AFRC aircraft gunnery ranges will ensure all PPE is entered into ARIS upon receipt from manufacturer including issuance, inspections, maintenance, cleaning, repair, retirement and disposition. **(T-2)**

4.2.3. Firefighters, and AFRC additional duty wildland firefighters, will be issued two complete ensembles of firefighting PPE. **(T-2)** Military firefighters are issued PPE as outlined in **Attachment 6, Figure A6.1**, at the first assigned duty location and maintained as professional gear. **(T-1)** When individuals receive Permanent Change of Station notification, member will ensure the orders include a statement directing one set of serviceable PPE ensemble to be hand carried as excess baggage. **(T-2)** The second set is authorized shipment as professional gear within Unaccompanied Baggage shipment. **(T-2)** Civilian firefighters transferring from one AF base to another AF base will transfer with both sets of serviceable PPE. **(T-2)** Upon Permanent Change of Station, the losing IFC will provide an Air Force Form 538, *Personal Clothing and Equipment Record*, or Automated Readiness Information System report annotating the PPE issued. **(T-2)**

4.2.3.1. ANG F&ES military personnel transitioning to another total force USAF unit will take their issued PPE with them, regardless of location or component of gaining unit. **(T-2)**

4.2.3.2. ANG Drill Status Guardsmen (DSG) F&ES personnel will only maintain a single set of PPE, as this is the deployment requirement. **(T-2)** ANG F&ES personnel who are dual status (fulltime and DSG; both as F&ES assignments) will only maintain two PPE ensembles, as opposed to three (two for fulltime, one for DSG). **(T-2)** The only exception is when differences in fire rank between the two statuses requires additional items, such as different color helmets or helmet fronts, at the determination of the IFC and DSG Fire Chief.

4.2.3.3. AFRC Reserve F&ES personnel will only maintain a single set of PPE for in-garrison training/deployments, which will be utilized as a first set for deployment PPE. **(T-2)**

4.2.3.4. AFRC Reserve F&ES will maintain a second set of PPE at the Grissom Contingency Equipment Management Facility (CEMF) warehouse facility for mobilizations only. The total requirement shall be determined by AFRC/A4OE to meet contingency planning and execution without degradation of mission. **(T-2)**

4.2.4. F&ES Flights may maintain a bench stock not to exceed ten percent of home station and Chemical Protective Overgarment ensemble for fire fighters unique PPE elements**.**

4.2.5. Personnel being discharged from regular component service and selected for transition to Air National Guard or Air Force Reserve Command will transfer with PPE. **(T-2)** For civilian firefighters the losing IFC, or Cannon Aircraft Gunnery Range GS-0081 Series Fire Manager with assistance of AFRC Command Fire Chief, determines the disposition of PPE. The appropriate record documenting NFPA 1851 required record keeping will be provided with both ensembles to the gaining unit to ensure proper recording when transitioning to other Total Force departments. **(T-2)**

4.2.6. All F&ES Flight members, or Cannon Aircraft Gunnery Range GS-0081 Series Fire Manager and additional duty wildland firefighters, will successfully complete the Air Force PPE multimedia training course as a one-time training requirement. **(T-1)**

4.2.7. When procuring PPE or related care and maintenance services, active United States Air Force enterprise solutions shall be the required source of supply. **(T-1)** Waivers to existing procurement contracts for PPE procurement and maintenance services must be substantiated with a resource advisor or cost analysis and approved by the Air Force Fire Chief. **(T-1)**

4.3. Military Duty Uniforms. F&ES personnel must wear station work uniforms conforming to the requirements in NFPA 1975, *Standard on Emergency Services Work Apparel.* **(T-1)** F&ES flights will provide these uniforms to military firefighters. **(T-2)**

4.3.1. Fire Protection Badge. AFI 36-2903, *Dress and Personal Appearance of Air Force Personnel*, prescribes wear of the fire protection duty badge for military personnel.

4.3.1.1. Firefighters are authorized to wear the duty badge IAW duty position. Authorized duty badges are:

4.3.1.1.1. Station Chief and below - one trumpet-scramble. **Attachment 7, Figure A.7.6**

4.3.1.1.2. Assistant Chief, District Chief - gold shield with three trumpets. **Attachment 7, Figure A.7.5**

4.3.1.1.3. Deputy Fire Chief - gold shield with four trumpets. **Attachment 7, Figure A.7.4**

4.3.1.1.4. Installation Fire Chief - gold shield with five trumpets. **Attachment 7, Figure A.7.3**

4.3.1.1.5. Upon completion of the Fire Marshal Course, 32E CE Officers may wear the Installation Fire Chief duty badge while designated as the Base Fire Marshal.

4.3.1.1.5.1. 32E officers who have qualified for the Fire Marshal badge may continue to wear the badge when duties involve F&ES-related work. Examples include CEG/CC, MAJCOM A4C/O with F&ES responsibilities, AF/A4CX, AFCEC/CX, DoD Fire Schoolhouse, etc.

4.3.1.1.5.2. Officers that continue to wear the badge must maintain skill currency in coordination with the subordinate Senior Fire Officer. **(T-1)**

4.3.1.1.6. The commander, Louis F. Garland Fire Academy, is authorized to wear the Installation Fire Chief duty badge. Course supervisors are authorized to wear the Assistant Chief duty badge. Fire instructors at all F&ES training sites will wear the firefighter duty badge. **(T-1)**

4.3.1.1.7. Personnel serving in Developmental Special Duty positions such as Airman Leadership School (ALS), Non-Commissioned Officer Academy (NCOA), Inspector General (IG), Unit Training Manager (UTM), Unit Deployment Manager (UDM) and recruiter are permitted to continue wearing the appropriate fire protection badge worn prior to leaving for DSD tour of duty.

4.3.1.1.8. CMSgts operating at the Strategic and Operational level in the following positions --Career Field Manager, AFIMSC FES Program Manager, Detachment Chief, AFCENT Installation Fire Chiefs -- are authorized to wear the Installation Fire Chief badge. Air Force Civil Engineer Center, and 3E7 Major Command Inspector General staff members MSgt and below, are authorized to wear the Assistant Chief duty badge. SMSgts are authorized to wear the Deputy Fire Chief badge unless filling an Installation Fire Chief position, then they are authorized to wear the IFC badge.

4.3.1.1.9. To honor fallen firefighters personnel may wear a black band until burial**.**

4.4. Civilian Duty Uniforms. Uniforms will be worn by civilian employees who occupy positions classified under the GS-0081, Fire Protection and Prevention Series, and Emergency Communications Center dispatchers (GS-2151) managed by F&ES flights, regardless of series, including contract F&ES personnel. **(T-3)** GS-0081 personnel in staff positions at Headquarters Air Force, Major Commands, AFIMSC, AFCEC normally wear appropriate business attire determined locally. These personnel may be authorized clothing allowance to maintain a civilian dress uniform for formal F&ES functions. F&ES personnel who are not U.S. citizens at overseas locations must wear uniforms unless the theater commander determines a uniform is prohibited. **(T-2)**

4.4.1. The IFC will identify uniforms required for duty positions and request appropriate uniform allowances (initial or annual) or provide the appropriate uniform. **(T-3)** When providing a uniform, the cost may not exceed the maximum uniform allowance.

4.4.1.1. The IFC will determine the amount of the initial and annual uniform allowance based on the local average costs for brand and style of uniform items required for each duty position and number of items shown in **Attachment 7,** Figures **A7.1 and A7.2**. **(T-2)** If the allowance is insufficient to cover the entire cost of the uniform items, the IFC may reduce the number of uniform items required. The IFC will maintain uniform item cost data and uniform allowance computations and review them at least annually to ensure uniform allowances remain current. **(T-3)** The IFC can determine number of initial/replacement items (i.e., shirts, pants, etc.) based on wear rate. Example, management and administrative staff working 5 days per week wearing white shirts, vs. shift workers working 2-3 shifts per week wearing blue shirts. White shirt quantities might be more than 3 but cost less normally.

4.4.1.2. An annual allowance is provided to maintain the uniform. The estimated replacement intervals for uniform items are in **Attachment 7**, **Figure A7.2** Based on local conditions, the estimated replacement interval may not be appropriate. It must not exceed the maximum authorized under Title 10 United States Code Section 1593 **(T-0)**

4.4.1.3. Transferred or rehired F&ES personnel already provided a uniform allowance do not receive a new allowance for an identical uniform after a break in service of less than one year.

4.4.1.4. F&ES personnel promoted, transferred to or rehired in a position different from the one they left may receive a partial initial uniform allowance to cover the cost for additional or new items of the required uniform before the next scheduled annual allowance.

4.4.1.5. The IFC will determine when uniform items for F&ES personnel require replacement and ensure F&ES personnel-purchased items meet requirements of this instruction **(T-3)**

4.4.2. The organization directing the wear of optional or unique items funds those items. When clothing items such as coveralls and physical fitness clothing are mandated, the unit provides them.

4.4.3. For safety reasons the IFC, or Cannon Aircraft Gunnery Range GS-0081 Series Fire Manager, arranges for the cleaning of contaminated or potentially contaminated NFPA compliant/non-compliant uniforms. This may be accomplished by providing laundry equipment and supplies in the fire station (self-service) or by arranging for commercial cleaning.

4.4.4. The IFC will determine what personnel are required to wear uniforms that conform to NFPA 1975, *Standard on Emergency Services Work Apparel.* **(T-3)**

4.4.4.1. The Air Force Fire Protection Badge (or full color cloth) patch is worn on all station/work uniforms centered on or immediately above the left breast pocket.

4.4.4.2. Rank and Duty Insignia. The rank and duty position of F&ES personnel are reflected by the number of bugles and their color on the collar insignia. Gold colored rank insignia is restricted to chief officers. All others wear silver colored insignia. Standardized titles and insignia are based on firefighting duties.

4.4.4.2.1. Firefighter – silver fire department scramble with one trumpet.

4.4.4.2.2. Firefighter/Driver Operator – one silver trumpet.

4.4.4.2.3. Lead Firefighter – two parallel silver trumpets.

4.4.4.2.4. Fire Inspector – two parallel silver trumpets.

4.4.4.2.5. Station Chief – two crossed gold trumpets.

4.4.4.2.6. Assistant/District Chief – three crossed gold trumpets.

4.4.4.2.7. Deputy Chief – four crossed gold trumpets.

4.4.4.2.8. Installation Fire Chief – five crossed gold trumpets.

4.4.4.2.9. Base Fire Marshal – five crossed gold trumpets.

4.4.4.2.10. Other duty titles – The IFC determines the appropriate insignia to use for duty positions not specified above.

4.4.4.2.11. ECC Dispatchers (GS-2151) are authorized to wear firefighter scramble collar insignia.

4.4.4.3. The United States of America flag patch is mandatory on duty/dress uniforms (except polo) and is centered one inch below the shoulder seam on the wearer's right or left side with the blue field nearest the heart and stripes trailing. **(T-2)** The IFC determines the wear and location of additional patches.

4.4.5. Options for the Compliant Station/Work Uniforms and Non-Compliant Uniforms:

4.4.5.1. Sweatshirts and Sweatpants. The IFC may permit the wear of sweatshirts and sweatpants during on-duty stand-by time.

4.4.5.2. Optional Sleeve Insignia. Designate the length of service with one Maltese Cross or hash insignia for each five years of service. Designate the duty position with stripes on both sleeves matching the color and number of trumpets authorized.

4.4.6. Personal Appearance and Grooming:

4.4.6.1. Hair. Hair is to be clean, neat in appearance, and in a manner that maintains professional appearance. Hairstyles must not interfere with wearing of SCBA mask and/or fire operations helmet. **(T-1)**

4.4.6.2. Hair must allow for the proper wear of SCBA face mask without interference of a bun, braid(s), ponytail or other head abnormality. The bulk or hair length should not interfere with the proper wearing of head gear or equipment. Members must conceal hair with protective hood during fire ground operation, emergencies or situations that may cause an entanglement or hair becoming contaminated by patient's bodily fluids. **(T-1)**

4.4.6.3. Facial Hair. Facial hair must not come between the sealing surface of the self-contained breathing apparatus face piece and the face, and must not interfere with the operation of the face piece (exception: personnel not in the Respiratory Protection Program). **(T-1)** Sideburns must be trimmed, even in width, and not be longer than the lowest part of the ear. **(T-1)**

4.4.6.4. Tattoos and Other Body Art. If visible while in uniform, body art will be in a nature that is consistent with a professional appearance and should not bring discredit upon the Air Force. **(T-3)**

4.4.6.5. Non-Body Piercing Jewelry. Non-body piercing jewelry is permitted as long as it does not create an unfavorable image or safety risk to the wearer.

4.4.6.6. Body Piercing Jewelry. When in uniform, body piercing jewelry shall not be worn by GS-0081 series personnel in operational positions. **(T-3)**

Chapter 5

EXTERNAL AGENCY COORDINATION

5.1. Coordination with Other Agencies. The installation commander is empowered to establish Mutual Aid Agreements with civilian response agencies to enhance installation and community response posturing. Air Force Reserve Command Unit Fire Chief will establish a support agreement with the Host Installation Fire Chief to use resources and maximize training. **(T-3)**

5.2. Mutual Aid Agreements. The IFC manages mutual aid agreements with local fire officials on behalf of the installation commander or the respective installation equivalency. Mutual aid agreements will be developed using the formatted template at **Attachment 3** **(Attachment 4 for foreign agreements)**. Items identified with an asterisk (*) in the mutual aid template are mandatory entries and shall be included in the agreement. **(T-1)** AFCEC/CXF will provide a review and coordination for all mutual aid agreements. Prior to submitting draft agreements for legal review through local processes, IFCs submit the draft document to AFCEC/CXF at **afcec.cxf.workflow@us.af.mil** for review and coordination for feedback on minimum provisions within MAAs. F&ES organizations may be part of automatic response agreements with local community fire services organizations when approved by the installation commander. Coordinate requests for reimbursement of emergency services support provided with the installation financial management staff IAW Department of Defense Directive 3025.18, *Defense Support of Civil Authorities (DSCA)*, and AFI 65-601, Volume 1, *Budget Guidance and Procedures*. Mutual aid and automatic aid agreements will be reviewed annually on the anniversary month of final signature to reconcile the agreements against the most current policy guidance. Mutual aid and automatic aid agreements shall be renewed every five years. **(T-0)** Installations are not authorized to respond with or use firefighting foam off installation at the request of a mutual aid partner. The exception to this limitation is mutual aid agreements that meet all three of the following criteria: 1) include the specific indemnity clause in the most current AFI 32-2001, *Fire and Emergency Services Program*, 2) the installation judge advocate reviewed the agreement and determined the indemnity clause and other provisions are legally sufficient and 3) the agreement is signed by the installation commander and an authorized public or government official of which the agreement is made with said community. The IFC may honor requests for assistance when the request does not reduce capability below Critical Level of Service. The IFC may develop a local risk management plan that is pre-approved by the installation commander to honor mutual aid requests that result in less than CLS staffing for a limited amount of time.

5.3. Defense Support of Civilian Authorities. Procedures for response to requests for assistance from civil authorities are prescribed in Department of Defense Directive 3025.18, *Defense Support of Civil Authorities*, (DSCA) and AFI 10-801, *Defense Support of Civilian Authorities*. DSCA responses include mutual aid responses and are reported to the command post. Costs associated with DSCA responses, other than support to mutual aid partners, may be reimbursable. The IFC is responsible for ensuring all DSCA responses are fully compliant with The Anti-Deficiency Act, and The Robert T. Stafford Disaster Relief and Emergency Assistance Act.

5.4. Fire Incident Investigations. Fire investigations are performed IAW AFI 91-204, *Safety Investigations and Reports,* and AFMAN 91-224, *Ground Safety Investigations and Reports*, and NFPA 921, *Guide for Fire and Explosion Investigations.*

5.5. Pre-Incident Plans. The IFC will develop pre-incident plans for both facilities and aircraft based on a local risk assessment. **(T-1)** All pre-incident plans updated at least biennially. **(T-3)**

5.6. Joint-Use Airport Agreements. When providing firefighting services at joint-use civil airports, IFCs will include the release and indemnification clause in the joint use agreement for example see **Attachment 4** and be reviewed by the installation legal office for legal sufficiency. Agreements shall be in accordance with 42 USC. § 1856. **(T-0)**

5.7. Prior Notification of Exercises. The Senior Fire Official on duty must receive at least a 30-minute notification in advance of exercises involving firefighting assets. **(T-3)**

5.8. F&ES Response Reporting. The IFC reports F&ES responses as prescribed in **Attachment 2**. Installation fire departments will notify AFCEC/CXF (**afcec.cxf.workflow@us.af.mil**) NLT the next duty day of any hangar fire suppression system activation or discharge of AFFF whether intentional or accidental. **(T-2)** Notification should include both F&ES - Information Management System Incident number and the EASIER release report number.

Chapter 6

FIRE PROTECTION FOR EXERCISES AND CONTINGENCY RESPONSE OPERATIONS

6.1. Responsibility. The aircraft user/planner is responsible for validating ARFF requirements for exercises and contingency operations. Air Force Pamphlet 32-2004, *Aircraft Fire Protection for Exercises and Contingency Response Operations*, provides minimum ARFF capability requirements for these missions. If ARFF requirements cannot be met, the planner will work with AFPC/DP2W or the MAJCOM/A3O/A4C Staff to obtain personnel/equipment to support missions. **(T-2)**

6.2. Exceptions. The responsible commander may exclude fire protection for infrequent flying operations including:

6.2.1. USAF Vehicle Sets 1 through 3: Not more than four take-offs and four landings within seven consecutive days.

6.2.2. USAF Vehicle Sets 4 through 6: Not more than two take-offs and two landings within seven consecutive days.

6.2.3. AFI 91-115, *Safety Rules for Nuclear Airlift Operations*, 28 Jul 2021 requires a minimum of one P-19, or equivalent, and associated manpower for locations where aircraft carrying special weapons are operated, loaded or unloaded. This is required regardless of the number of take-offs and landings occurring.

6.3. Waivers. When protection capability is below RLS, the Installation Commander may grant the waiver. When protection capability is expected to be at or below CLS, the airlift provider - FLDCOM/S3 or USSF equivalent must grant waivers for operations. **(T-2)** AF Form 679 will be used to submit waivers when required ARFF capability cannot be met. **(T-2)** Approval authority and waiver process is contained in AFPAM 32-2004. For exercises and contingency operations, the Director of Mobility Forces (DIRMOBFOR), Joint Force Air Component Commander (JFACC), or FLDCOM/S3 or USSF equivalent must waive ARFF requirements. **(T-2)** When time does not permit formal (written) waiver action, the waiver authority provides verbal approval and then files an after-action summary. The waiver authority provides information copies of all waivers to the FLDCOM/S3O/A4C. A waiver shall include:

6.3.1. Date(s) and type of operations. **(T-2)**

6.3.2. Type aircraft involved. **(T-2)**

6.3.3. Description of available ARFF assets to include dedicated manpower, amount of firefighting agent available, and number of ARFF vehicles. **(T-2)**

6.3.4. Mission Impact Statement. A mission impact statement must accompany all waiver requests. **(T-2)** Note: No waiver is required for the first aircraft in and the last aircraft out carrying ARFF equipment.

Chapter 7

PLANNING AND PROGRAMMING FIRE SAFETY DEFICIENCY (FSD) CORRECTION PROJECTS

7.1. Overview

7.1.1. Purpose. This chapter defines processes and requirements to help effectively identify, plan, program, and advocate for the resources required to fix existing fire safety deficiencies (FSD) and avoid them during new construction. This is accomplished through implementation of engineering policies established in Unified Facilities Criteria (UFC) 3-600-01, *Fire Protection Engineering for Facilities.*

7.1.2. The F&ES Flight responsibility is to assist in identification of life safety hazards and working with the CE Engineering Flight in programming and planning for corrections. Work with the CE Operations Flight is critical to correction of maintenance related deficiencies and hazards. **Table 7.1.3** identifies the correct action to take in mitigating identified deficiencies.

Table 7.1. Fire Protection Engineering Analysis/Review Matrix.

Rule	If work involves	and	then the following is required	and
1	a sprinkler system	any of the following exist: (a) providing a new or relocated point of connection to the water distribution system for installed water-based fire suppression systems. Connections must comply with AWWA Manuals 14 and 31. **(T-1)** (b) determining the applicable International Building Code requirements and NFPA standards to be applied, or, in the case where no such standard exists, the engineering study, judgments, and/or performance-based analysis and conclusions. (c) classifying room or area occupancy group. (d) establishing the design approach (this includes system type, densities, device temperature rating, and spacing for each separate hazard occupancy). (e) establishing the characteristics of water supply to be used, such as main size and location, whether it is dead-end or circulating; and if dead-end, the distance to the nearest circulating main, as well as its minimum duration and reliability for the most hydraulically demanding design area. (f) evaluating when private or public water supplies are used, the flow test data,	analysis IAW UFC 3-600-01, paragraph 1-7	stamped / sealed / signed analysis and drawings.

Rule	If work involves	and	then the following is required	and
		including date and time of test, who conducted test or supplied information, test elevation, static gauge pressure at no flow, flow rate with residual gauge pressure, hydrant butt coefficient, and location of test in relation to the hydraulic point of service. (g) determining the valving and alarm requirements to minimize potential for impairments and unrecognized flow of water. (h) designing to prevent microbial induced corrosion (MIC). The engineer of record shall make reasonable efforts to identify water supplies that could lead to MIC. **(T-1)** Such efforts may consist of discussions with the local water purveyor and/or fire official, familiarity with conditions in the local area, or laboratory testing of water supplies. When conditions are found that may result in MIC contamination of the fire protection piping, the engineer shall design corrective measures. **(T-1)** (i) determining required backflow prevention and metering specifications and details to meet local water purveyor requirements, including maximum allowable pressure drop. (j) establishing the performance specifications of all yard and interior fire protection components.		
2	a sprinkler system	relocating, replacing, installing 10 or fewer sprinkler heads and Rule 1 does not apply	analysis not required	N/A
3	a sprinkler system	relocating, replacing, installing 11 or more sprinkler heads and Rule 1 does not apply	analysis IAW UFC 3-600-01, paragraph 1-7.2.2	documented with project file.
4	a sprinkler system	relocating, replacing, installing 50 or more sprinkler heads	analysis IAW UFC 3-600-01, paragraph 1-7.2.2	stamped / sealed / signed analysis and drawings.
5	a detection and alarm system device	relocating, replacing, installing 5 or fewer devices and/or appliances	analysis not required	N/A
6	a detection and alarm system	relocating, replacing, installing 6 to 24 devices and/or appliances	analysis IAW UFC 3-600-01, paragraph 1-7.2	documented with project file.
7	a detection and alarm system	relocating, replacing, installing 25 or more devices and/or appliances	analysis IAW UFC 3-600-01, paragraph 1-7.1.1	stamped / sealed / signed analysis and drawings.

Rule	If work involves	and	then the following is required	and
8	a fire protection control panel	relocating	analysis not required	N/A
9	a fire protection control panel	replacing, or installing (and Rule 5 or 6 applies)	analysis IAW UFC 3-600-01, paragraph 1-7.2.1	documented with project file.
10	a fire protection control panel	replacing, or installing (and Rule 7 applies)	analysis IAW UFC 3-600-01, paragraph 1-7.1.1	stamped / sealed / signed analysis and drawings.
11	a special fire suppression system (gaseous agents, dry chemical agents, carbon dioxide, etc.)	relocating, replacing, installing	analysis IAW UFC 3-600-01, paragraph 1-7.1.1	stamped / sealed / signed analysis and drawings.
12	a wet chemical fire suppression system over cooking equipment	relocating, replacing, installing	analysis IAW UFC 3-600-01, paragraph 1-7.2.1	documented with project file.
13	changes to the interior building structure/layout	less than 5% of the gross floor area is involved and the project does not add or move existing walls or change doors/openings	analysis not required	N/A
14	changes to the interior building structure/layout	more than 5% of the gross floor area is involved or the project moves existing walls, or adds new walls or changes doors/openings	analysis IAW UFC 3-600-01, paragraph 1-7.2.1	documented with project file.
15	changes to the interior building structure/layout	constructed through the S/R&M process	analysis IAW UFC 3-600-01, paragraph 1-7.1.1	stamped / sealed / signed analysis and drawings.
16	changes to the interior building structure/layout	constructed through the Military Construction (MILCON) process.	analysis IAW UFC 3-600-01, paragraph 1-7.1.1	stamped / sealed / signed analysis and drawings.
17	an addition to an existing building	the original building and the adjacent building are not separated by a firewall meeting the requirements of the IBC or not all openings protected and the gross combined floor area is: a) < 15,000 square ft for Type I and II construction; or < 5,000 square ft for Type III, IV, and V construction	analysis IAW UFC 3-600-01, paragraph 1-7.2.1	documented with project file.
18	an addition to an existing building	the original building and the adjacent building are separated by a firewall meeting the requirements of the IBC with all openings protected and the gross combined	analysis IAW UFC 3-600-01, paragraph 1-7.2.1	documented with project file; FPE

Rule	If work involves	and	then the following is required	and
		floor area is: a) > 15,000 square ft for Type I and II construction; or b) > 5,000 square ft for Type III, IV, and V construction		review not required.
18	an addition to an existing building	the original building and the adjacent building are separated by a firewall meeting the requirements of the IBC with all openings protected and the gross combined floor area is: c> 15,000 square ft for Type I and II construction; or a) > 5,000 square ft for Type III, IV, and V construction	analysis IAW UFC 3-600-01, paragraph 1-7.2.1	documented with project file; FPE review not required.
20	an addition to an existing building	constructed through the MILCON process	analysis IAW UFC 3-600-01, paragraph 1-7.1.1	stamped / sealed / signed analysis and drawings.
21	a new building	that is less than 3,000 square ft and does not involve any special occupancies listed in UFC 3- 600-01, B-1.4	analysis IAW UFC 3-600-01, paragraph 1-7.2.1	documented with project file.
22	a new building	that is 3,000 square ft or greater	analysis IAW UFC 3-600-01, paragraph 1-7.1.1	stamped / sealed / signed analysis and drawings.
23	a new building	is any special occupancies specifically addressed in UFC 3-600-01, B-1.4	analysis IAW UFC 3-600-01, paragraph 1-7.1.1	stamped / sealed / signed analysis and drawings.
24	a new building	constructed through the MILCON process	analysis IAW UFC 3-600-01, paragraph 1-7.1.1	stamped / sealed / signed analysis and drawings.
25	the potable water distribution system	repairing without upgrading, modernizing, or relocating	analysis not required	N/A
26	the potable water distribution system	repair including upgrading, modernizing, relocating, or replacing, or new installations	analysis IAW UFC 3-600-01, paragraph 1-7.1.1	stamped / sealed / signed analysis and drawings.
27	a non-potable water system	upgrading, modernizing, relocating, replacing, or installing and where the system does not support fire suppression systems nor fire hydrants	analysis not required	N/A

Rule	If work involves	and	then the following is required	and
28	a non-potable fire protection water system	upgrading, modernizing, relocating, replacing, or installing	analysis IAW UFC 3-600-01, paragraph 1-7.1.1	stamped / sealed / signed analysis and drawings.
29	the electrical distribution system	upgrading, modernizing, relocating, replacing, or new installations; and transformers or substations are not located within 50 feet of any structure	analysis not required	N/A
30	the electrical distribution system	upgrading, modernizing, relocating, replacing, or new installations; and transformers or substations are located within 50 feet of any structure	analysis IAW UFC 3-600-01, paragraph 1-7.1.1	stamped / sealed / signed analysis and drawings.
31	a phased project	all phased projects will be considered cumulatively when determining the percentage of building involved and to determine if any other rule applies to the project	the initial analysis will evaluate all phases together IAW 3-600-01, 34-2, *Phased Projects*	documented with project file through all phases of construction.

7.2. Fire Safety Deficiency (FSD)

7.2.1. Existing Facilities. Existing facilities on which no work is planned or underway are assumed to have been correctly constructed in accordance with codes and standards in effect at the time of design and/or construction. Standards in effect at the time the original construction project reached the 35 percent design complete stage are generally considered to be the design basis for the fire protection features of the facility.

7.2.1.1. An FSD exists when it can be demonstrated that some function within the facility individually did not meet the minimum construction standards in effect at the time of design or construction.

7.2.1.2. An FSD exists when it can be shown the facility was modified or renovated and it can be demonstrated that the modified or renovated feature specifically did not meet the minimum construction standards in effect at the time of design, modification, or construction.

7.2.1.3. An FSD exists when it can be shown the facility occupancy (classification) changed and the building features did not meet the minimum construction standards in effect at the time of the occupancy change.

7.2.1.4. An FSD occurs in an existing facility when current codes or standards explicitly require retroactive level of installed fire protection or life safety features. Do not consider FSDs for different or additional fire protection features unless specified in the code or standard.

7.2.1.5. Generally, National Fire Protection Association (NFPA) standard 101, *Life Safety Code®*, establishes the minimum fire protection requirements for existing buildings. However, there are other standards, examples include NFPA 99, *Health Care Facilities Code*, the Americans with Disabilities Act (ADA), and International Build Codes (IBC), which address specific occupancy requirements. These standards could also determine

FSDs and be applied to all buildings immediately. A new requirement must have guidelines stating the technical specifications mandatory in all existing buildings (much like NFPA 101 has specific chapters establishing standards for existing occupancies). **(T-1)** Failure to comply with Life Safety Code may be a hazard and therefore qualify for a risk assessment code (RAC). Consult with the safety office for this determination.

7.2.1.6. An FSD exists when the current installed fire protection features (e.g., construction elements, separation elements, fire detection/alarm systems, fire suppression systems) are not adequate for the current conditions (e.g., assets, materials, mission) in the facility. These conditions may result from changes in commodity configurations and/or materials, changes in function operations (such as open storage to rack storage), change in process from a manual operation to an automatic or electronic operation, change from routine administrative operations to 24/7 command and control, and change from a test platform to an operational mission platform.

7.2.1.7. An FSD exists when facility operations or mission changed and the building features did not meet the minimum construction standards in effect at the time of the change. FSDs are not created merely because current or future criteria require additional or different fire protection features than those currently installed in an existing facility. An FSD only exists if there is a protection deficiency, unless there is a specific change in risk exposure.

7.2.1.8. An FSD identified during a fire inspection and not corrected during the visit, will require the inspector to prepare an AF Form 1487, *Fire Prevention Visit Report*. **(T-1)** The Fire Prevention Visit Report, in turn, may require the fire inspector to assist the facility manager with creating a job order (minor work) or work request to correct the deficiency.

7.2.2. New Facilities**.** New facilities shall include all the fire protection features required by applicable codes and standards. **(T-1)** Any failure to meet any fire protection feature will create an FSD. **(T-1)** The Installation Fire Chief or designated representative provides consultation and design recommendations regarding operational firefighting requirements. The Installation Fire Chief is not responsible for fire protection or life safety system designs. The Installation Fire Chief coordinates on design drawings to signify for the fire department that firefighting operational recommendations have been incorporated. This coordination does not indicate acceptance or approval of the fire protection engineering design.

7.2.3. Conflicting Criteria. If conflicts exist among criteria, Unified Facilities Criteria (UFC) 3-600-01, *Fire Protection Engineering for Facilities*, will take precedence. **(T-0)** (**Note:** "Use the most stringent requirement" does not apply). In cases where conflicts among criteria are not resolved by the technical guidance in UFC 3-600-01, request clarification from the Air Force Installation and Mission Support Center (AFIMSC) Detachment designated fire protection engineer (DFPE) supporting the Major Command or in the absence of a DFPE, Air Force Civil Engineer Center Engineer Division (AFCEC/COS). **(T-1)** For overseas installations, where UFC and the host nation fire protection engineering criteria conflict, the UFC criteria will apply unless an applicable international agreement requires the use of host nation criteria. **(T-2)** Disputes in the technical features standards and approvals used to comply with the protection requirements will apply the host nation equipment standards and approvals. **(T-2)** The IFC shall request specific clarification from the AFIMSC Detachment designated fire protection engineer (DFPE) supporting the Major Command or in the absence of a DFPE,

AFCEC/COS for a differing correlation of the United States and Host Nation codes and criteria. **(T-1)**

7.2.4. Fire Safety Deficiency (FSD) Codes. An FSD code is a condition which reduces fire safety below an acceptable level, including noncompliance with standards, but by itself cannot cause a fire to occur. FSDs have three ratings listed below and as determined by **Attachment 8** of this document.

7.2.4.1. FSD I. FSD I includes missing fire protection systems or missing NFPA 101 features in any building or process. Any facility FSD which is non-compliant with the following is considered an FSD I:

7.2.4.1.1. New Facilities. New facilities must meet the requirements specified in UFC 3-600-01. **(T-0)** Such facilities shall not be considered as complete and usable until the deficiency is corrected. **(T-2)**

7.2.4.1.2. For Modernized, Renovated, Repaired, Restored, Upgraded and Change-of-Occupancy Facilities, these facilities must meet the requirements of UFC 3-600-01. **(T-0)**

7.2.4.1.3. Existing Facilities. Existing facilities must meet the minimum requirements of NFPA 101 for existing occupancies in accordance with UFC 3-600-01. **(T-0)**

7.2.4.1.4. Impairments. Identified fire safety feature impairments for existing occupancies required by NFPA 101, which are not corrected within 72 hours. **(T-1)**

7.2.4.1.5. Other Deficiencies. Deficiencies in mission-priority facilities which impact mission continuity or generate a loss potential in excess of $5 million and have been evaluated and approved by the installation fire marshal. **(T-2)**

7.2.4.2. FSD II. Include deficiencies in existing fire protection systems or features in any building or process that fail to meet a fire or life safety requirement of a UFC or other document and items not covered by **paragraph 3.3.3.5** of this instruction. **(T-2)**

7.2.4.3. FSD III. All other FSDs not covered by **paragraphs 7.2.4** of this instruction are classified FSD IIIs. **(T-2)**

7.2.5. FSD Code Decision Matrix. **Attachment 8** is a decision matrix to classify FSDs for various situations correctly.

7.3. Managing FSDs

7.3.1. Management of FSDs. All FSDs are managed through a two-part process: a Risk Management (RM) plan and a Corrective Action Plan (CAP). Each of these satisfies a different part of the overall risk management process. The Risk Management (RM) plan is intended to fulfill the requirements outlined in AFI 90-802, *Risk Management*. This Plan will identify the processes and procedures for the overall affected population when working with or around the FSD. The CAP is intended to articulate the efforts that will be made to correct the deficiency. These efforts may be programming, in-house work, or another means of repair or correction determined by the specific defect.

7.3.2. Risk Management (RM) Plans. Risk should be accepted by the owning organization commander based on risk severity. These measures, to the maximum degree possible, shall ensure personnel safety as well as mission continuity (and, as appropriate, high-value asset protection) until the impairment is corrected. **(T-1)**

7.3.2.1. The RM plan shall be prepared by the facility user with the support of F&ES and installation safety office as needed. **(T-2)** The RM package must also identify the remaining mission risk exposure due to the temporary deviation. **(T-1)** In the absence of interim control measures, the facility shall be evacuated, or operations stopped. **(T-1)**

7.3.2.2. Interim control measures are not considered a permanent fix and shall not reduce the priority required to correct the impairment. **(T-2)** The RM plan shall be approved in accordance with, **paragraph 2.7.1**. **(T-1)**

7.3.3. Corrective Action Plans. Facility users prepare CAPs with the support of the F&ES, Engineering and/or Operations flights (as appropriate). The plan should identify the actions that are needed to correct the identified deficiency. The CAP may be programming, in-house work, or another means of repair or correction determined by the specific defect. The Base Civil Engineer is the signature authority for all CAPs. An approved and funded job order or work order represents the installation's commitment of resources to a corrective action and is considered the corrective action plan. No additional approval is needed outside the in-service work plan process.

7.3.4. FSD III Deficiencies. FSD IIIs indicate a deficiency with the least risk to life, mission continuity and or existing property capability**.** Facilities may routinely be occupied with an identified FSD III. Identify, track, and correct FSD IIIs during scheduled facility renovation or maintenance work. The RM and CAP requirement can be satisfied by tracking a work order within the Operations maintenance system for FSD IIIs.

7.3.5. Prioritization of Deficiencies. Give highest priority to identified impairments that affect the performance of installed fire protection features in the appropriate repair work identification and management system. Immediate correction is required.

7.3.5.1. Establish an FSD 1 when impairments exist for more than 72 hours. The facility maintenance team, F&ES flight and facility user collaborate to develop a RM plan with written control measures, as a temporary deviation. The jointly developed package must identify the remaining mission risk exposure due to the temporary deviation. **(T-1)** In the absence of interim control measures, the facility shall be evacuated and operations stopped. **(T-1)**

7.3.5.2. The maintenance activity must regularly inform the installation and/or operational commanders, not less than twice a year, on the status of system impairments, in-place compensatory measures, projected corrective actions, and corrective actions completed since the last report. **(T-1)**

7.3.6. In-Service Work Program. Deficiencies identified during the fire prevention inspection process or the recurring maintenance and repair process are initially considered for correction through the in-service work program. The description of work should identify FSD I, II or III or RAC to elevate task to a higher work priority in the system. If Civil Engineering Operations Flight approves the work to be accomplished in-house, then the CE shops will accomplish the work and fill out the appropriate CE application system. **(T-3)**

7.3.7. Alternatives/Equivalencies. Requests for approval of alternative or equivalent methods to meet the intent of a criteria requirement must be submitted in accordance with MIL STD 3007. **(T-0)** The Air Force agency for submitting alternative or equivalent methods is Facility Engineering Directorate Technical Services (AFCEC/CFT). Alternative and equivalency requests must be submitted in the format prescribed in MIL STD-3007. **(T-0)** AFCEC/CFT will route the package to the appropriate subject matter expert for evaluation and approval/disapproval. **(T-0)**

7.3.8. Exemptions. Requests for permanent exemption to criteria must be submitted in accordance with MIL STD 3007 to AFCEC/CFT by the installation commander. **(T-0)** Alternative and equivalency requests must be submitted in the format prescribed in MIL STD 3007. **(T-0)** AFCEC/CFT will route the package to the appropriate (SME) for evaluation. **(T-1)** The SME will forward all exemptions recommended for approval for final evaluation and signature by AF/A4C. **(T-0)** The package submission must explain how the increased mission continuity risk can be tolerated/assumed by the Air Force. **(T-1)**

7.3.9. Rating FSD and Other Work Requirements Combined in a Single Work Package. Deficiency corrective actions are often combined with other maintenance and repair tasks in a single in-service work package. Such combined work packages will be coded as an FSD correction package only if more than 50 percent of the combined package cost is directly related to the FSD correction work. **(T-2)**

7.3.10. New Project. When a new project is required to correct an identified FSD, the information will be entered into the NextGenIT system for tracking. **(T-3)**

7.3.11. Staffing FSD Management packages. FSD management packages should be completed on an AF Form 4437, *Deliberate Risk Acceptance Worksheet*. The form needs to contain a synopsis of the Corrective Action Plan as well as the Risk Management Plan.

7.3.11.1. Forward AF Form 4437 for approval as a temporary deviation. **(T-1)**

7.3.11.2. The submission package must contain the completed AF Form 4437, completed AF Form 1487, as well as an appropriate electronic staff summary sheet routing to the correct approval level. **(T-1)**

7.3.11.3. The installation commander shall coordinate on all FSD I's or Extremely High hazard packages before forwarding to respective AFIMSC Detachment and AF/A4C for informational purposes. **(T-1)**

7.3.11.4. Submit the completed Risk Acceptance Worksheet as supporting information with any alternative, equivalency or exemption approval request.

7.3.11.5. At the local level identify the office of primary responsibility for creating and maintaining a tracking database for ongoing open FSDs. This will be the clearinghouse for all FSDs between the installation stakeholders, F&ES, Operational Safety, Civil Engineer and installation commander. **(T-3)**

7.3.12. Authority Having Jurisdiction (AHJ). The office responsible for approving exemptions and plans and interpreting technical criteria issues varies depending on the issue and its technical complexity.

7.4. Military Child Care Facilities

7.4.1. Military Child Care Facilities. United States Code (USC) Title 10, Section 1794, *Child Abuse Prevention and Safety at Facilities*, requires immediate correction of life-threatening fire safety deficiencies at each child development and youth program facility. Correct non-life threatening fire safety violations at a child development or youth program facility within 90-days or close the facility until the violation is corrected. An exemption to correct a non-life threatening deficiency may be available to authorize the facility to remain open in a case in which the violation cannot reasonably be remedied within those 90 days or in which major facility reconstruction is required.

WARREN D. BERRY,
Lieutenant General, USAF
DCS/Logistics, Engineering and Force Protection

Attachment 1

GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION

References

United States Codes

Title 10 United States Code Section 1794, *Child Abuse Prevention and Safety at Facilities,* 30 Dec 2020

Title 10 United States Code Section 2465, *Prohibition on Contracts for Performance of Firefighting or Security-Guard Functions*, 30 Dec 2020

Title 10 United States Code Section 1593, *Uniform Allowance: Civilian Employees*, 30 Dec 2020

Title 15 United States Code Section 2210, *Reimbursement for Costs of Firefighting on Federal Property*, 30 Dec 2020

Title 42 United States Code Section 1856, *Reciprocal Fire Protection Agreements,* 30 Dec 2020

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AFI 90-801, *Environment, Safety, and Occupational Health Councils,* 9 Jan 2020

AFI 90-802, *Risk Management,* 1 Apr 2019

AFI 91-115, *Safety Rules for Nuclear Airlift Operations*, 28 Jul 2021

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DAFI 91-204, *Safety Investigations and Reports*, 10 Mar 2021

AFMAN 91-203, *Air Force Occupational Safety, Fire, and Health Standards*, 11 Dec 2018

AFMAN 36-2136, *Reserve Personnel Participation,* 6 Sep 2019

AFMAN 65-116, Volume 1, *Defense Joint Military Pay System Active Component (DJMS-AC) Financial Management (FMF) Procedures*, 23 Oct 2019

AFMAN 32-7003, *Environmental Conservation*, 20 Apr 2020

AFPAM 32-2004, *Aircraft Fire Protection for Exercises and Contingency Response Operations.* 25 Sep 2014

AFMAN 91-224, *Ground Safety Investigation and Hazard Reporting*, 29 Mar 2019

AFPAM 90-803, *Risk Management (RM) Guidelines and Tools*, 11 Feb 2013

Fire Emergency Services Flight 44F1 Manpower Standard, *F&ES Flight,* 19 Nov 2019

Technical Order 00-105E-9 (North Atlantic Treaty Organization Standardization Agreement 3896), *Aerospace Emergency Rescue and Mishap Response Information (Emergency Services,* Current Edition)

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United States Air Force Technical Implementation Guides 1710, *Standard for the Organization and Deployment of Fire Suppression Operations, Emergency Medical Operations, and Special Operations to the Public by Career Fire Departments*, 2016 Edition

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National Fire Protection Association 403, *Standard for Aircraft Rescue and Fire-Fighting Services at Airports*, 2018 Edition

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Forms

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Air Force Form 601, *Authorization Change Request*

Air Force Form 1487, *Fire Prevention Visit Report*

Air Force Form 847, *Recommendation for Change of Publication*

Air Force Form 4437, *Deliberate Risk Assessment Worksheet*

DD Form 1391, *Fiscal Year Military Construction Project Data*

Air Force Form 538, *Personal Clothing and Equipment Record*

Air Force Form 592, *Hot Work Permit*

American Water Works Association

AWWA Manual 31, *Distribution System Requirements for Fire Protection, Fourth Edition*, 2008

MIL STD-3007, *Standard Practice Unified Facilities Criteria, Criteria and Unified Facilities Guide Specifications*, 13 Dec 2006

AWWA Manual 14, *Recommended Practice for Backflow Prevention and Cross-Connection Control*, 2015

Abbreviations and Acronyms

24/7—24 hours a day, seven days a week

AF/A4C—Director of Civil Engineers Headquarters

AFCEC—Air Force Civil Engineer Center

AFCEC/COS—Air Force Civil Engineer Center, Engineer Division

AFCEC/CFT—Facility Engineering Directorate Technical Services

AFCEC/CXF—-Air Force Civil Engineer Center Fire Protection Division

ACGIH—American Conference of Governmental Industrial Hygienists

AFI—Air Force Instruction

AFIMSC—Air Force Installation and Mission Support Center

AFPD—Air Force Policy Directive

AFRC—Air Force Reserve Command

AHJ—Authority Having Jurisdiction

ANG—Air National Guard

ANSI—American National Standards Institute

AWWA—American Water Works Association

BCE—Base Civil Engineer

CAP—Corrective Action Plan

CE—Civil Engineering

CEO—Civil Engineer Operations Flight

CEN—Civil Engineer Engineering Flight

CGA—Compressed Gas Association

CLS—Critical Level of Service

DIRMOBFOR—Director of Mobility Forces

DSCA—Defense Support of Civil Authorities

DFPE—Designated Fire Protection Engineer

FC—Facilities Criteria

FLDCOM—Field Command

F&ES—Fire and Emergency Services

FSD—Fire Safety Deficiencies

IBC—International Building Code

MAJCOM—Major Command

MIC—Microbial Induced Corrosion

MILCON—Military Construction

NATO—North Atlantic Treaty Organization

NFPA—National Fire Protection Association

NIOSH—National Institute for Occupational Safety and Health

O&M—Operations and Maintenance

OLS—Optimum Level of Service

RLS—Reduced Level of Service

RM—Risk Management

OSHA—Occupational Safety and Health Administration

PPE—PPE

RAC—Risk Assessment Code

S/R&M—Sustainment/Restoration and Modernization

SAF/FM—Assistant Secretary of the Air Force for Financial Management and Comptroller

SAF/IEE—Deputy Assistant Secretary of the Air Force for Environment, Safety, and Infrastructure

SME—Subject Matter Expert

UFC—Unified Facilities Criteria

USC—United States Code

Terms

Active Air Force—Members of the Regular Air Force, United States Air Force Academy Cadets, and Air National Guard and United States Air Force Reserve members serving on extended active duty(i.e., they are assigned to a Regular Air Force unit and their accountability is against active force strength).

Air Force Reserve—The Air Force Reserve is a reserve component of the Air Force to provide a reserve for active duty. It consists of the members of the officers' section of the Air Force Reserve and of the enlisted section of the Air Force Reserve. It includes all Reserves of the Air Force who are not members of the Air National Guard of the United States. The purpose of each reserve component is to provide trained units and qualified persons available for active duty in the armed forces, in time of war or national emergency, and at such other times as the national security may require, to fill the needs of the armed forces whenever more units and persons are needed than are in the active Air Force.

Air Force Reserve Command—A MAJCOM of the United States Air Force, with its headquarters stationed at Robins Air Force Base, Georgia.

Air National Guard—Federally recognized Air National Guard of each state, the District of Columbia, Commonwealth of Puerto Rico, Guam, and the Virgin Islands.

Approval Authority—Senior leader responsible for contributing to and implementing policies and guidance/procedures pertaining to his/her functional area(s) (e.g., heads of functional two-letter offices).

Authority Having Jurisdiction (AHJ)—An organization or office responsible for enforcing the requirements of a code or standard, or for approving equipment, materials, an installation, or a procedure.

Automated Readiness Information System - (Formerly ACES-PR)—A comprehensive automated system that supports asset management, visibility, and accountability.

Commission on Fire Accreditation International—The Commission on Fire Accreditation International program is a comprehensive self-assessment and evaluation model that enables F&ES organizations to examine past, current, and future service levels and performances and compare them to industry best practices. This process leads to improved service delivery.

Corrective Action—A determination derived from command action.

Corrective Action Plan—A detailed plan to mitigate the deficiency risk present in facilities/locations with non-compliant facilities/equipment. The plan can be one of several different actions all designed to remedy the issue.

Critical Level of Service—The level of service where one fire company (at least one appropriate vehicle and seven firefighters) is available to respond to each fire demand zone within response time standard.

Department of Defense F&ES Certification Program—A national system of accredited training that results in certification at various F&ES duty positions.

Distribution System—Refers to the combination of the physical hardware required to deliver the commodity to end-use customers and the procedures and processes used to perform the actual delivery.

Drill Status Fire Chief—The position of Fire Chief is assigned to the senior 3E700 CMSgt or 3E791 SMSgt Reservist.

Emergency Response Capability—The combined ability of trained personnel, available equipment (e.g., fire extinguishing agents and advance life support,) and the ability of the F&ES Flight to meet established response time standards.

Exemption—An approved permanent change to a procedure, criterion, or rule prescribed in standards which provide an equivalent degree of protection to personnel.

Facility Manager (Building Manager)—The unit commander designates, in writing, an officer, senior noncommissioned officer, or civilian of equal rank as primary and alternate building manager for each facility assigned to the organization. The building manager is the representative and official contact whenever the building needs base civil engineer work.

Financial Management—The combination of the two core functions of resource management and finance support.

Fire Hazard—A condition that can cause a fire to occur. The distinction between fire hazard and fire safety deficiency (FSD) is important because the documentation, reporting, and correction procedures differ for each. Only fire hazards are included in the Hazard Abatement Plan and FSDs are managed separately.

Fire Prevention—The office in the fire emergency services flight that deals with preventing the outbreak of fire by eliminating fire hazards through such activities as inspection, code enforcement, education, and investigation programs.

Fire Protection—Methods used to control or extinguish a fire, which includes actions taken to limit the adverse environmental, social, political, economic, and life-threatening effects of fire.

Fire Vehicle—Emergency response vehicle designed to pump or carry fire extinguishing agents to the scene of a fire, transport specialized equipment required for F&ES operations, or provide command and control capability. Fire vehicles include command and control, pumpers, rescue, HAZMAT, quintuple, aerials, wildland and Aircraft Rescue Fire Fighting vehicles.

Fire Safety Deficiency—Conditions that cannot directly cause a fire but will increase risk to personnel or property if a fire occurs.

Functional Managers—The senior operating official at all levels exercising managerial control of an activity or operation. This individual usually can acquire and commit resources for the abatement of occupational safety and health hazards. Functional managers are designated by MAJCOM/FOA/DRU or installation commanders.

Host Nation—A nation which receives the forces and/or supplies of allied nations and/or North Atlantic Treaty Organization to be located on, to operate in, or to transit through its territory.

Imminent Danger—Conditions or practices in a workplace which could reasonably be expected to cause death or severe physical harm immediately or before such dangers can be eliminated through normal abatement procedures.

Impairment—Conditions which cause a fire safety feature to not perform as designed or intended by code or standard. Impairments include a broad number of features than just detection or suppression systems based on fire codes and requirements.

Inactive Duty Training (IDT)—Authorized training performed by a member of a Reserve Component not on active duty or active duty for training and consisting of regularly scheduled unit training assemblies, additional training assemblies, periods of appropriate duty or equivalent training, and any special additional duties authorized for Reserve Component personnel by the Secretary concerned, and performed by them in connection with the prescribed activities of the organization in which they are assigned with or without pay.

Inadequate Level of Service—The level of service when Emergency Response Capability required for Critical Level of Service is unavailable. Inadequate Levels of Service is comprised of a minimum of one appropriate emergency response vehicle consisting of six personnel or less. The property involved in the fire is expected to be destroyed.

Installation Commander—The responsible individual with the authorities to provide installation support.

Interim Control Measures—Temporary actions taken to reduce the degree of risk associated with a hazard or deficiency pending completion of an abatement project. Interim control measures may not provide complete compliance with the required code or standard.

Major Command—For the purpose of this instruction, includes all USAF Major Commands, the appropriate USSF Field Command, plus the Air National Guard Readiness Center, Air Force Reserve Command, Direct Reporting Units, and Field Operating Agencies.

Military Construction—Any construction, alteration, development, conversion, or extension of any kind carried out with respect to a military installation.

Mutual Aid Agreement—A written intergovernmental agreement between agencies and/or jurisdictions that they will assist one another on request by furnishing personnel, equipment, and/or expertise in a specified manner.

National Fire Protection Association—A national organization, recognized as the authority for all matters involving fire emergencies that publishes national consensus standards and the National Fire Codes.

National Consensus Standards—Standards published by recognized standards organizations such as the American National Standards Institute (ANSI), National Fire Protection Association (NFPA), American Conference of Governmental Industrial Hygienists (ACGIH), Compressed Gas Association (CGA), and National Institute for Occupational Safety and Health (NIOSH). National consensus standards adopted by Occupational Safety and Health Administration (OSHA) are part of OSHA standards

National Fire Incident Reporting System—A national database of emergency response data, owned by the Department of Homeland Security's Federal Emergency Management Agency and managed by the United States Fire Administration. National Fire Incident Reporting System is the central depository used by all Department of Defense F&ES response organizations. F&ES – Information Management System sends response data to the Naval Safety Center for population of the National Fire Incident Reporting System database.

Occupational Deficiency—Conditions, procedures and practices not compliant with OSHA or AFOSH requirements, but do not, in themselves, create a potential for producing an occupational injury or illness mishap. Deficiencies may, however, create a potential for secondary injuries or illnesses or may contribute to the severity of an injury or illness that has already occurred.

Occupational Hazard—Conditions, procedures, and practices directly related to the workplace that can create a potential for producing occupational injuries, property or equipment damage, mission degradation, damage to the environment, or illnesses. These hazards are normally assigned Risk Assessment Code (RAC) 1, RAC 2, or RAC 3.

Operation And Maintenance—For the purpose of this instruction, maintenance and repair of real property, operation of utilities, and provision of other services such as refuse collection and disposal, fire services, entomology, snow removal, and ice alleviation.

Optimum Level of Service—The level of service where all authorized resources are available for emergency response within response time standards. Optimum Level of Service provides sufficient capability for quick response and sustained operations after arrival on scene. During Optimum Level of Service, emergency response forces accomplish all feasible F&ES objectives when responding to emergency incidents.

Overseas—A geographic area outside the jurisdiction of the United States (e.g., a foreign country).

Protective Clothing—Clothing especially designed, fabricated, or treated to protect personnel against hazards.

Qualified Personnel—Refers to those individuals with the technical skills and certifications required in DODM 6055.06 commensurate with the appropriate functional position level to make relevant review/comments. An individual is considered "qualified" if that individual has been trained to the level necessary to perform specific activities or functions within the F&ES flight. Qualification determination may vary depending on the functional position occupied: Assistant Chief of Fire Prevention qualifications are not the same as an Assistant Chief of Operations so the level of training may vary depending on the task or FSD being evaluated.

Real Property—Means land, buildings, structures, utility systems, improvements, and appurtenances. Includes equipment attached to and part of buildings and structures, such as heating systems, but not movable equipment, such as plant equipment.

Reduced Level of Service—The level of service when Emergency Response Capability is less than Optimum Level of Service but greater than Critical Level of Service. Sufficient capability is provided for initial response, scene assessment and implementation of mitigation tactics. This level of service represents increased risk/loss potential due to lack of emergency response capability to perform rescue and sufficient mitigation tactics simultaneously. F&ES objectives may not be successful during situations where simultaneous rescue and firefighting activities are required.

Reserve Component—The Air National Guard and Air Force Reserve of the United States.

Risk Assessment Code (RAC)—An expression of the degree of risk associated with an occupational hazard that combines hazard severity and mishap probability into a single numeric identifier. RAC 1 hazards are classified as imminent danger.

Senior Fire Official—The ranking fire official on duty.

Standard of Cover—The scope of services identified, at a minimum, will include fire prevention, emergency communications, incident management, minimizing adverse consequences at aircraft or structural incidents at one location, rescuing trapped persons, (automobile and aircraft accidents and confined spaces), defensive HAZMAT mitigation operations, pre-hospital non-transport-based emergency medical services, and controlling fires at the Wildland Urban Interface.

Unit Training Assembly (UTA)—A planned period of training, duty, instruction, or test alert completed by a Reserve unit.

United States—The several States, District of Columbia, Commonwealths of Puerto Rico and Northern Mariana Islands, American Samoa, Guam, Midway and Wake Islands, United States Virgin Islands, any other territory or possession of the United States, and associated navigable waters, contiguous zones, and ocean waters of which the natural resources are under the exclusive management authority of the United States.

Wildland Fire—A wildland fire is any non-structure fire that occurs in vegetation or natural fuels and includes both: (1) wildfires, to include unplanned natural fires (e.g. lightning), munitions caused fires, unauthorized human-caused fires, escaped prescribed fire projects, and all other unplanned wildland fires, and (2) prescribed fires purposely ignited by natural resource managers to meet specific land management objectives as defined in NFPA 1051.

Wildland Urban Interface—Wildland Urban Interface is the area where houses/facilities meet or intermingle with undeveloped wildland vegetation. Areas where houses/facilities and wildland vegetation intermingle are referred to as intermix Wildland Urban Interface. Developed areas that abut wildland vegetation are characterized as Wildland Urban Interface as defined in NFPA 1144.

Attachment 2

EMERGENCY RESPONSE REPORTING

A2.1. Initial Notification:

A2.1.1. Within six hours of the beginning of a significant F&ES emergency incident (defined below), provide notification to HAF/A4CXF office by email to **AF.A4CFES@us.af.mil**. **Significant F&ES emergency incidents result in**:

A2.1.1.1. A loss of $50,000 or more to military family housing (combined DAF and non-DAF loss). **NOTE**: Report responses to privatized or leased housing incidents as mutual assistance responses when USAF organizations provide initial response services.

A2.1.1.2. A loss of $100,000 or more (combined DAF and non-DAF loss).

A2.1.1.3. Loss of life or lost time injury at incidents where F&ES personnel rendered service.

A2.1.1.4. Injury to F&ES personnel occurred during the emergency operation.

A2.1.1.5. Adverse public reaction.

A2.1.1.6. Mutual aid responses that require extensive use of personnel or equipment to suppress major fires, assist in mass injury or casualty recovery, have significant public impact potential, or result in injury or death of DAF personnel.

A2.1.1.7. Any event that generates OPREP 3 where F&ES personnel responded, had knowledge, and/or rendered service.

A2.1.1.8. Any aircraft hangar fire suppression system activation that discharges foam or any other fire suppression agent.

A2.1.1.9. Any release of AFFF agent meeting the OSD threshold of at least 10 Gallons AFFF concentrate, or 300 gallons of finished foam. Additionally, negative media attention will require an AFFF usage report generation. See AFI 32-7001, *Environmental Management*, for requirement for the expedited reporting of AFFF usage, spills, and releases.

A2.1.2. Initial notification methods:

A2.1.2. 1The IFC will send report information by email to **AF.A4CFES@us.af.mil.** Attach the report generated by the National Fire Incident Reporting System (NFIRS) (available in the Fire & Emergency Services Management Tool or the next generation replacement) or the FES-IMS generated report.

A2.2. Interim Updates. The IFC ensures AF/A4CX is notified of significant incidents in progress for more than six hours, or when such incidents have not concluded within 12 hours.

A2.3. Final Notification by Email. Within 12 hours following a significant F&ES incident, the IFC will submit completed FERNS report to **AF.A4CFES@us.af.mil**.

Attachment 3

TEMPLATE FOR AGREEMENT FOR MUTUAL AID IN FIRE AND EMERGENCY SERVICES (US)

Figure A3.1. TEMPLATE FOR AGREEMENT FOR MUTUAL AID IN FIRE AND EMERGENCY SERVICES (US)

*This Mutual Aid Agreement (the "Agreement"), is made and entered into this __ day of _____ 20__, between the Secretary of the Air Force (the "Air Force") acting by and through the Commander (*insert name of installation*) pursuant to the authority of 42 U.S.C. § 1856a and the Fire Department of (*insert name of fire organization providing fire protection services (the "_____Fire Department"*). Together the Air Force and _____Fire Department are hereinafter referred to as the "Parties".

*WITNESSETH:

WHEREAS, each of the Parties hereto maintains equipment and personnel for the suppression of fires and the management of other emergency incidents occurring within areas under their respective jurisdictions; and

WHEREAS, as set forth in 42 U.S.C. § 1856 the term 'fire protection' includes personal services and equipment required for fire prevention, the protection of life and property from fire, firefighting, and emergency services, including basic medical support, basic and advanced life support, hazardous material containment and confinement, and special rescue incidents involving vehicular and water mishaps, and trench, building, and confined space extractions; and

WHEREAS, the Parties hereto desire to augment the fire protection capabilities available in their respective jurisdictions by entering into this Agreement.

*NOW, THEREFORE, in consideration of the mutual covenants, obligations and agreements herein established, the Parties hereby agree as follows:

*a. The authority to enter into this Agreement is set forth in 42 U.S.C. § 1856a, and Title 15 United States Code Section 2210, the regulations implementing same at Title 44 Code of Federal Regulations Part 151 *Emergency Management and Assistance* and DAFI 32-2001, *F&ES Program*.

*b. This Agreement will serve as the agreement between the Parties for securing to each mutual aid in fire protection services as defined above.

*c. On request to a representative of the (*insert name of installation*) fire department by a representative of the (*insert name of fire organization*), fire protection equipment and personnel of the (*insert name of installation*) fire department will be dispatched to any point within the area for which the *(insert name of fire organization)* normally provides fire protection services as designated by the representatives of the *(insert name of fire organization)*.

*d. On request to a representative of the *(insert name of fire organization)* by a representative of the *(insert name of installation)* fire department, fire protection equipment and personnel of the *(insert name of fire organization)* will be dispatched to any point within the jurisdiction of the (*insert name of installation*) as designated by the representative of the (*insert name of installation*) fire department.

*e. Any dispatch of equipment and personnel by the Parties pursuant to this Agreement is subject to the following conditions:

*(1) Any request for aid hereunder will include a statement of the amount and type of equipment and personnel requested and will specify the location to which the equipment and personnel are to be dispatched, but the amount and type of equipment and the number of personnel to be furnished will be determined by the responding organization. The requesting organization will ensure access to site for the responding organization.
*(2) The responding organization will report to the officer in charge of the requesting organization at the location to which the equipment is dispatched, and will be subject to the orders of that official.
*(3) The responding organization will be released by the requesting organization when the services of the responding organization are no longer required or when the responding organization is needed within the area for which it normally provides fire protection.
*(4) Sharing of non-encrypted Radio Frequencies/INTEROPERABILITY capability between agencies specifically during Mutual Aids for accountability of personnel and assets, including sharing of valuable information between Incident Command and firefighters.
*(5). HAZMAT incident response will include the response to, and control and containment of any release or suspected release of any material suspected to be or known to be hazardous. Where the properties of a released material are not known, it will be considered hazardous until proven otherwise by the requesting organization using all technical resources available. Cleanup and removal of contained HAZMAT will be the responsibility of the requesting organization.
*(6) In the event of a crash of an aircraft owned or operated by the United States or military aircraft of any foreign nation within the area for which the (*insert name of fire organization*) normally provides fire protection services, the chief of the (*insert name of installation*) fire department or his or her representative may assume full command on arrival at the scene of the crash.
*(7) Regardless of local agencies assigning an incident safety officer, an Air Force representative will be assigned to act as the incident safety officer for (*insert name of installation*) to observe Air Force support and operations at an incident. Local agencies are encouraged to assign a safety officer to observe the agencies support and operations at an incident on the installation.
*f. Each Party hereby agrees that its intent with respect to the rendering of assistance to the other Party under this Agreement is not to seek reimbursement from the Party requesting such assistance.
*(1) Notwithstanding the above, the Parties hereby recognize that pursuant to the Section 11 of the Federal Fire Prevention and Control Act of 1974 (15 U.S.C. § 2210) and Federal regulations issued there under (44 Code of Federal Regulations Part 151), (*insert name of fire organization*) is permitted to seek reimbursement for all or any part of its direct expenses and losses (defined as additional firefighting costs over normal operational costs) incurred in fighting fires on property under the jurisdiction of the United States. Furthermore, under the authority of 42 U.S.C. **§** 1856a, and pursuant to any applicable state or local IAW each Party hereby reserves the right to seek reimbursement from the other for all or any part of the costs (defined as additional firefighting costs over normal operational costs) incurred by it in providing fire protection services to the other Party in response to a request for assistance.
* (2) Furthermore, (*insert name of fire organization*) agrees to indemnify and hold harmless the United States from any liability that may arise from the use of firefighting foams, chemicals, or other materials by the Air Force in providing fire protection services to the

(*insert name of fire organization*), which agreement to indemnify and hold harmless includes, but is not limited to, such uses that may result in hazardous substance exposure or pollution of or contamination to air, land, water, person or property or such uses that may result in response actions under CERCLA, RCRA, or any other federal, state, or local laws. Notwithstanding any other provision of this Agreement, termination of this Agreement shall in no way affect (*insert name of fire organization*)'s obligation under this paragraph to indemnify and hold harmless the United States from any liability that may arise from the use of firefighting foams, chemicals, or other materials by the Air Force in providing fire protection services to the (*insert name of fire organization*), which obligation shall survive such termination.

NOTE - If the mutual aid community is not willing to agree to paragraph f.1. above, insert the following paragraph:

* (2) (*insert name of AF fire organization)* will not support the request or use of firefighting foams, chemicals, or other materials off the installation except where DoD assets are involved and it is required for the expedient protection and mitigation of incidents involving DoD assets, life safety, and/or the preservation of property.

*g. Both Parties agree to implement the National Incident Management System during all emergency responses on and off Installations IAW *National Fire Protection Association Standard 1561.*

*h. Each Party waives all claims against the other Party for compensation for any loss, damage, personal injury, or death occurring as a consequence of the performance of this Agreement. This provision does not waive any right of reimbursement pursuant to paragraph f.

*i. All equipment used by (*insert name of fire organization*) in carrying out this Agreement will, at the time of action hereunder, be owned by it; and all personnel acting for (*insert name of fire organization*) under this Agreement will, at the time of such action, be an employee or volunteer member of (*insert name of fire organization*).

*j. The rendering of assistance under the terms of this Agreement will not be mandatory; however, the Party receiving a request for assistance will endeavor to immediately inform the requesting Party if the requested assistance cannot be provided and, if assistance can be provided, the quantity of such resources as may be dispatched in response to such request.

*k. Neither Party will hold the other Party liable or at fault for failing to respond to any request for assistance or for failing to respond to such a request in a timely manner or with less than optimum equipment and/or personnel, it being the understanding of the Parties that each is primarily and ultimately responsible for the provision of fire protection services needed within their own jurisdictions.

*l. Disputes.

Parties to Negotiate. If a dispute should arise, the Parties agree to first attempt to resolve the dispute using unassisted negotiation techniques (i.e., without the assistance of a neutral third party). Either Party may request in writing that unassisted negotiations commence. As part of the unassisted negotiation, the Parties shall consider employing joint fact-finding, if material factual disputes are involved, and shall use other early resolution techniques appropriate to the circumstances. If the dispute involves material issues of fact, the Parties may employ a neutral third party to provide a confidential evaluation of the issues of fact.

m. Alternative Dispute Resolution.

1. If the dispute is not resolved within sixty (60) days after the request for unassisted negotiations, and the Parties do not mutually agree to continue the unassisted negotiations, the

Parties shall employ alternative dispute resolution procedures involving nonbinding mediation of the dispute by a neutral third party. The alternative dispute resolution procedures employed shall include a confidential evaluation of both the facts and the law and the issuance of confidential recommendations by the neutral third party.
2. By entering into this Agreement, the Parties have voluntarily adopted alternative dispute resolution procedures IAW 5 United States Code. § 572(c). These procedures shall not be employed if determined by either Party to be inappropriate after taking into consideration the factors enumerated at 5 United States Code. § 572(b). A Party rejecting alternative dispute resolution as inappropriate shall document its reasons in writing and deliver them to the other Party. The Parties shall enter into a master written alternative dispute resolution Agreement governing alternative dispute resolution proceedings that may be amended as needed to fit individual proceedings. (A template of an acceptable alternative dispute resolution agreement may be found at www.adr.af.mil).
3. The Government's obligation to make any payment arising out of an agreement resolving a dispute under this Agreement is contingent upon the availability of funds proper for such payment. The (insert Fire department organization) obligation to make any payment arising out of an agreement resolving a dispute under this Agreement is contingent upon the availability of funds proper for such payment.
*n. All notices, requests, demands, and other communications which may or are required to be delivered hereunder will be in writing and will be delivered by messenger, by a nationally-recognized overnight mail delivery service or by certified mail, return receipt requested, at the following addresses:
*For the Air Force:
(insert name of installation)
c/o Commander
(Insert Street Address of Air Force Installation)
(Insert City, State, zip code)
And:
Department of the Air Force
Air Force Civil Engineer Center/CXF
139 Barnes Dr, Suite 1
Tyndall AFB FL 32403-5319
*And:
(insert name of installation)
c/o Installation Fire Chief
(Insert Street Address of the Department of the Air Force Installation)
(Insert City, State, zip code)
*For (insert name of fire organization)
(Insert name of Fire Department)
(Insert “attention to” Installation Fire Chief)
(Insert Street Address)
(Insert City, State, zip code of fire organization)
*TERMS OF THE AGREEMENT
*o. This Agreement will become effective on the date of the last signature to the Agreement and will remain in effect for five years (insert date) from that date (the “Term”). The Parties to this agreement shall conduct an annual review for currency to respective regulatory and policy

guidance and shall acknowledge review by cover letter signature from both Parties' senior fire officers. Either Party may unilaterally terminate this Agreement during the Term by sending notification of its intent to terminate to the other Party at 180 days in advance of the proposed date of termination. Such notification will be in the form of a written submission to the other Party.

*p. Upon becoming effective, this Agreement will supersede and cancel all previous agreements between the Parties concerning the rendering of assistance from one to the other for the purposes stated in this Agreement.

*q. The modification or amendment of this Agreement, or any of the provisions of this Agreement, will not become effective unless executed in writing by both Parties.

*r. This Agreement may be executed in one or more counterparts, each of which will be deemed an original.

*IN WITNESS WHEREOF, The Parties have caused this Agreement to be executed by their duly authorized representatives on the dates shown below (apply all required signatures here):

*FIRE DEPARTMENT	*THE UNITED STATES OF AMERICA
For (insert name of fire organization)	by the Secretary of the Air Force
By: _____	By: _____
Name: _____	Name: _____
(TITLE)	COMMANDER, (insert name of installation)
Date: _____	Date: _____

Attachment 4

TEMPLATE FOR AGREEMENT FOR MUTUAL AID IN FIRE PROTECTION (FOREIGN)

Figure A4.1. TEMPLATE FOR AGREEMENT FOR MUTUAL AID IN FIRE PROTECTION (FOREIGN)

This Mutual Aid Agreement (the "Agreement"), is made and entered into this __ day of _____ 20__, between the Secretary of the Air Force (the "Air Force") acting by and through the Commander (insert name of installation) pursuant to the authority of 42 U.S.C. § 1856a and the fire department of (insert name of fire organization or organization providing fire protection services) (the "Fire Department"). Together the Air Force and (insert name of fire organization or organization providing fire protection services) are hereinafter referred to as the "Parties".

WITNESSETH:

WHEREAS, each of the Parties hereto maintains equipment and personnel for the suppression of fires and the management of other emergency incidents occurring within areas under their respective jurisdictions, and

WHEREAS, as set forth in 42 U.S.C. § 1856 the term 'fire protection' includes personal services and equipment required for fire prevention, the protection of life and property from fire, firefighting, and emergency services, including basic medical support, basic and advanced life support, hazardous material containment and confinement, and special rescue incidents involving vehicular and water mishaps, and trench, building, and confined space extractions; and.

WHEREAS, the Parties hereto desire to augment the fire protection, and hazardous material response capabilities available in their respective jurisdictions by entering into this Agreement.

NOW, THEREFORE, in consideration of the mutual covenants, obligations and agreements herein established, the Parties hereby agree as follows:

a. The authority to enter into this Agreement is set forth in 42 U.S.C. § 1856a and DAFI 32-2001, The F&ES Program, paragraph 5.2.

b. This Agreement will serve as the agreement between the Parties under [SOFA or host nation agreement] for securing to each mutual aid in fire protection services as defined above.

c. On request to a representative of the (insert name of fire organization) by a representative of the (insert name of installation) fire department, fire protection equipment and personnel of the (insert name of fire organization) will be dispatched to any point within the jurisdiction of the (insert name of installation) fire department as designated by the representative of the (insert name of installation) fire department.

d. On request to a representative of the (insert name of fire organization) by a representative of the (insert name of installation) fire department, fire protection equipment and personnel of the (insert name of fire organization) will be dispatched to any point within the jurisdiction of the (insert name of installation) as designated by the representative of the (insert name of installation) fire department.

e. Any dispatch of equipment and personnel by the Parties pursuant to this Agreement is subject to the following conditions:

(1) Any request for aid hereunder will include a statement of the amount and type of equipment and personnel requested, and will specify the location to which the equipment and

personnel are to be dispatched, but the amount and type of equipment and number of personnel to be furnished will be determined by the responding organization.
(2) The responding organization will report to the officer in charge of the requesting organization at the location to which the equipment is dispatched and will be subject to the orders of that official.
(3) The responding organization will be released by the requesting organization when the services of the responding organization are no longer required, or when the responding organization is needed within the area for which it normally provides fire protection.
(4) In the event of a crash of an aircraft owned or operated by the United States or military aircraft of any foreign nation within the area for which the (insert name of fire organization) normally provides fire protection services, the chief of the (insert name of installation) fire department or his or her representative may assume full command on arrival at the scene of the crash.
(5) Sharing of non-encrypted Radio Frequencies/INTEROPERABILITY capability between agencies specifically during Mutual Aids for accountability of personnel and assets, including sharing of valuable information between Incident Command and firefighters.
(6) Regardless of local agencies assigning an incident safety officer, an Air Force representative will be assigned to act as the incident safety officer for (*insert name of installation*) to observe Air Force support and operations at an incident. Local agencies are encouraged to assign a safety officer to observe the agencies support and operations at an incident on the installation.
*f. Each Party hereby agrees that its intent with respect to the rendering of assistance to the other Party under this Agreement is not to seek reimbursement from the Party requesting such assistance.
*(1) Notwithstanding the above, the Parties hereby recognize that pursuant to the Section 11 of the Federal Fire Prevention and Control Act of 1974 (15 U.S.C. § 2210) and Federal regulations issued there under (44 Code of Federal Regulations Part 151), as well as the applicable laws and regulations of the nation to which this agreement is made, (*insert name of fire organization*) is permitted to seek reimbursement for all or any part of its direct expenses and losses (defined as additional firefighting costs over normal operational costs) incurred in fighting fires on property under the jurisdiction of the United States. Furthermore, under the authority of 42 U.S.C. **§** 1856a, and pursuant to any applicable state or local IAW each Party hereby reserves the right to seek reimbursement from the other for all or any part of the costs (defined as additional firefighting costs over normal operational costs) incurred by it in providing fire protection services to the other Party in response to a request for assistance.
*(2) Furthermore, (*insert name of fire organization*) agrees to indemnify and hold harmless the United States from any liability that may arise from the use of firefighting foams, chemicals, or other materials by the Air Force in providing fire protection services to the (*insert name of fire organization*), which agreement to indemnify and hold harmless includes, but is not limited to, such uses that may result in hazardous substance exposure or pollution of or contamination to air, land, water, person or property or such uses that may result in response actions under CERCLA, RCRA, or any other federal, state, or local laws. Notwithstanding any other provision of this Agreement, termination of this Agreement shall in no way affect (*insert name of fire organization*)'s obligation under this paragraph to indemnify and hold harmless the United States from any liability that may arise from the use of firefighting foams,

chemicals, or other materials by the Air Force in providing fire protection services to the (*insert name of fire organization*), which obligation shall survive such termination.
NOTE: If the mutual aid community is not willing to agree to paragraph f.1. above, insert the following paragraph:
*(2) (*insert name of AF fire organization)* will not support the request or use of firefighting foams, chemicals, or other materials off the installation except where DoD assets are involved and it is required for the expedient protection and mitigation of incidents involving DoD assets, life safety, and/or the preservation of property.
g. Each party waives all claims against every other party for compensation for any loss, damage, personal injury, or death occurring as a consequence of the performance of this Agreement. No Party will be reimbursed by any other Party for any costs incurred pursuant to this Agreement.
h. All equipment used by (insert name of fire organization) in carrying out this Agreement will, at the time of action hereunder, be owned by it; and all personnel acting for (insert name of fire organization) under this Agreement will, at the time of such action, be an employee or volunteer member of (insert name of fire organization).
i. The rendering of assistance under the terms of this Agreement will not be mandatory; however, the Party receiving a request for assistance will endeavor to immediately inform the requesting Party if the requested assistance cannot be provided and, if assistance can be provided, the quantity of such resources as may be dispatched in response to such request.
j. Neither Party will hold the other Party liable or at fault for failing to respond to any request for assistance or for failing to respond to such a request in a timely manner or with less than optimum equipment and/or personnel, it being the understanding of the Parties that each is primarily and ultimately responsible for the provision of fire suppression and hazardous material incident response needed within their own jurisdictions.
k. All notices, requests, demands, and other communications which may or are required to be delivered hereunder will be in writing and will be delivered by messenger, by a nationally-recognized overnight mail delivery service or by certified mail, return receipt requested, at the following addresses:
For the Air Force:
(insert name of installation)
c/o Commander
(Insert street address of the Department of the Air Force installation)
(Insert city, country for the Department of the Air Force installation),
And:
The Department of the Air Force
Air Force Civil Engineer Center/CXF
139 Barnes Dr, Suite 1
Tyndall AFB FL 32403-5319
And:
(insert name of installation)
c/o Installation Fire Chief
(Insert street address of the Department of the Air Force installation)
(Insert city, country of the Department of the Air Force installation)
For (insert name of fire organization)
(Insert name of Fire Department)

(Insert "attention to" Installation Fire Chief)
(Insert street address)
(Insert city, country, of fire organization)
TERMS OF THE AGREEMENT
k. This Agreement will become effective on the date of the last signature to the Agreement and will remain in effect for five years (insert date) from that date (the "Term") and automatically renews annually for a term of 20 years. Either Party may unilaterally terminate this Agreement during the Term by sending notification of its intent to terminate to the other Party at least one hundred and eighty (180) days in advance of the proposed date of termination. Such notification will be in the form of a written submission to the other Party.
l. Upon becoming effective, this Agreement will supersede and cancel all previous agreements between the Parties concerning the rendering of assistance from one to the other for the purposes stated in this Agreement.
m. The modification or amendment of this Agreement, or any of the provisions of this Agreement, will not become effective unless executed in writing by both Parties.
n. The foregoing does not affect, and will not be interpreted as affecting in any way, relevant provisions of the Status of Forces Agreement.
o. This Agreement may be executed in one or more counterparts, each of which will be deemed an original.
IN WITNESS WHEREOF, The Parties have caused this Agreement to be executed by their duly authorized representatives on the dates shown below (apply all required signatures here):

FIRE DEPARTMENT	THE UNITED STATES OF AMERICA
For (insert name of fire organization)	by the Secretary of the Air Force
By: _____	By: _____
Name: _____	Name: _____
(TITLE)	COMMANDER, (insert Department of the Air Force Installation)
Date: _____	Date: _____

Attachment 5

TEMPLATE FOR RELEASE OF CLAIMS AND INDEMNIFICATION CLAUSE FOR CIVIL AIRPORT JOINT-USE AGREEMENTS

Figure A5.1. TEMPLATE FOR RELEASE OF CLAIMS AND INDEMNIFICATION CLAUSE FOR CIVIL AIRPORT JOINT-USE AGREEMENTS

(***Insert Name of Airport Operator***) agrees to release, acquit, and forever discharge the United States, its officers, agents, and employees, for all liability arising out of or connected with the use of or failure to supply in individual cases, United States firefighting and crash rescue equipment or personnel for fire control, crash, and rescue activities at or in the vicinity of (***insert name of airport***), and (***insert name of airport operator***) further agrees to the extent allowed under applicable law to indemnify, defend, and hold harmless the United States, its officers, agents, and employees against any and all claims, of whatever description, arising out of or connected with such use of or failure to supply in individual cases, United States firefighting and crash rescue equipment or personnel and share non-encrypted radio frequencies/interoperability capability between agencies specifically during Mutual Aids for accountability of personnel and assets, including sharing of valuable information between Incident Command and firefighters. The agreements contained in the preceding sentence do not extend to claims arising out of or connected with services rendered solely for the protection of United States property or personnel, or to claims for damages solely arising out of or resulting from the gross negligence or willful misconduct of the officers, agents, or employees of the United States, without contributory fault on the part of any person, firm, or corporation; provided, however, that insofar as this paragraph may be inconsistent with the waiver of claims provisions contained in any reciprocal agreement for mutual aid in furnishing fire protection heretofore or hereafter entered into by the (***insert name of airport)*** with any agency of the United States pursuant to 42 USC. § 1856a, the rights and obligations of the parties will be governed by said waiver of claims provision and not by this paragraph. The (***insert name of airport operator***) agrees to execute and maintain in effect a hold harmless agreement as required by applicable AFIs for all periods during which emergency firefighting, crash and rescue services is provided to civil aircraft by the United States.

Attachment 6

MILITARY FIREFIGHTER PROFESSIONAL GEAR AND DUTY UNIFORMS

Figure A6.1. Firefighting Professional Gear

Item	Quantity
NFPA 1975 compliant Military Uniform	4
Gloves, Joint Fire Fighter Integrated Ensemble Approved	2
Boots, Joint Fire Fighter Integrated Ensemble Approved	2
Helmet, Joint Fire Fighter Integrated Ensemble Approved	1
Helmet, Structural	1
Suspenders, Trousers	2
Coat and Liner, Structural	2
Trouser and Liner, Structural	2
Gloves, Structural	2
Gloves, Work	2
Hood, Fire Resistive Flash	2
Bag Kit Flyers A-3 or similar bag to contain gear	2

Attachment 7

CIVILIAN DUTY UNIFORMS

Figure A7.1. Basis for Initial Uniform Allowance.

Work/Station Uniform	Quantity
Work Shirt*	3
Work Pants*	4
Work T-Shirt	3
Work Coat	1
Belt	1
Formal Uniform	
Dress Coat	1
Dress Pants	2
Dress Shirt	2
Dress Shoes	1
Service Cap	1
Tie	1
Metal Badge	2
Miscellaneous Items	
Patches**	18
Name Tags***	4
Tie Clip	1
Tie Bar	1
Weather Gear	1
Sweatshirt	2
Sweatpants	2
Rank Insignia***	4
Baseball Cap	2

* NFPA 1975 Compliant
**Includes base patch, rank, flag, Emergency Medical Technician, etc.
***Metal on dress uniform and cloth on station/work uniform

Figure A7.2. Basis for Annual Uniform Allowance.

Work/Station Uniform	Quantity
Work Shirt*	2
Work Pants*	2
Work T-Shirt	2
Work Coat	0.25
Belt	1
Formal ("Class A") Uniform	
Dress Coat	0.25
Dress Pants	0.5
Dress Shirt	1
Dress Shoes	0.5
Service Cap	0.25
Dress Tie	0.5
Metal Badge	1
Miscellaneous Items	
Patches**	9
Name Tags***	2
Tie Clip	1
Tie Bar	1
Weather Gear	0.25
Sweatshirt	1
Sweatpants	1
Rank Insignia***	2
Baseball Cap	2

* NFPA 1975 Compliant
**Includes base patch, rank, flag, Emergency Medical Technician, etc.
***Metal on dress uniform and cloth on station/work uniform

Figure A7.3. Installation Fire Chief Badge.

Figure A7.4. Deputy Installation Fire Chief Badge.

Figure A7.5. Assistant Installation Fire Chief Badge.

Figure A7.6. Firefighter Badge.

Attachment 8

FIRE SAFETY DEFICIENCY CODE DECISION MATRIX

Table A8.1. Fire Safety Deficiency Code Decision Matrix.

Rule	If the deficiency is a result of	then the FSD code is
1	failure to meet the minimum NFPA 101 requirements for an **existing** building occupancy	1
2	failure to meet a fire or life safety requirement of a UFC or other document for an **existing** building and not covered under Rule 1	2
3	any deficiency in fire safety features resulting from new construction which does not meet the minimum construction requirements of UFC 3-600-01, 1-12	1
4	any deficiency in fire safety features which results from a modernization, renovation, repair, restoration, upgrade, or change of occupancy project which does not meet the minimum construction requirements of UFC 3-600-01, 1-12.13	1
5	any out-of-service or impaired means of egress feature required by NFPA 101 for an **existing** occupancy not corrected within 24 hours	1
6	any out-of-service or impaired means of egress feature and not covered under Rule 5	2
7	an out-of-service or impaired fire alarm and notification system required by NFPA 101 for an **existing** occupancy	1
8	a facility fire alarm system which does not report fire alarm signals to the fire alarm receiving center or other constantly attended location operated by trained personnel and protecting any facility used for sleeping or command, communications and control (C^3) facility (excludes battery-operated smoke detectors and similar alarms that are not part of the facility central fire alarm system)	1
9	an out-of-service fire alarm and notification system and not covered under Rules 7 and 8	2
10	a facility fire alarm which does not report fire alarm signals to the fire alarm receiving center or other 24/7 attended location operated by trained personnel and not covered under Rule 7	2
11	an out-of-service or impaired fire detection system required by NFPA 101 for an **existing** occupancy	1
12	an out-of-service or impaired fire detection system and not covered under Rule 11	2
13	an out-of-service or impaired fire suppression system required by NFPA 101 or UFC 3-600- 01 for an **existing** occupancy	1
14	an out-of-service or impaired fire suppression system and not covered under Rule 13	2
15	any impairment which would prevent a fire suppression system, fire detection system or fire alarm/notification system from automatically responding to a fire event not covered by Rules 3, 7, 11, or 13	2
16	an air compressor or supplementary air supply either out of service or out of automatic service serving any type of dry-pipe or pre-action sprinkler system	1
17	two (2) or more fire pumps either out of service or out of automatic service in a fire protection water pump system/facility required by NFPA 101 for an **existing** occupancy	1
18	a fire pump either out of service or out of automatic service and not covered under Rule 17	2
19	one (1) or more pressure booster fire pumps is either out of service or out of automatic service providing supplementary pressure to fire suppression systems required by NFPA 101 for an **existing** occupancy	2
20	a fire protection system pressure maintenance (jockey) pump out of service, out of automatic-service, or constantly running	2
21	all other FSDs	3

Note: Failure to meet NFPA requirements may qualify for RAC vs FSD if the non-compliance is classified as a hazard. Examples include lack of emergency lighting or missing smoke detectors in sleeping quarters. Contact the safety office if questions arise.