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**FIRE EMERGENCY SERVICES (FES)
PROGRAM**

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This instruction implements Air Force Policy Directive (AFPD) 32-20, *Fire Emergency Services*, Department of Labor – Occupational Safety and Health Administration (OSHA), Code of Federal Regulations (CFR), other Air Force Instructions (AFI), and National Fire Protection Association (NFPA) standards as they are adopted and/or implemented by AF Technical Implementation Guides (TIG). It applies to personnel who develop and implement Fire Emergency Services (FES) programs at Air Force installations worldwide including Air Force led Joint Bases, expeditionary locations, facilities, and contractor-operated facilities. For government-owned/contractor-operated and contractor-owned/contractor-operated facilities, contracts will be revised to comply with this instruction when such contracts are extended, revised or rewritten and when new delivery orders are applied to existing contracts. This

instruction applies to military Air Force Reserve (AFR) and Air National Guard (ANG) firefighters as described in paragraph 3.8. Refer to AFI 10-210, *Prime Base Engineer Emergency Force (BEEF) Program*, and Air Force Reserve Command Instruction (AFRCI) supplements for additional operational guidance. This Instruction applies to fulltime FES organizations providing base operating support at Air Reserve Component (ARC) owned locations. This instruction does not apply to AFRC Prime BEEF or ANG firefighters in training status. Additionally, selected paragraphs of this publication do not apply to ANG and will be modified by ANG supplements. Users should send comments and suggested improvements on AF Form 847, *Recommendation for Change of Publication*, through major commands (MAJCOM), or National Guard Bureau (NGB), and Air Force Civil Engineer Center (AFCEC), 139 Barnes Drive, Suite 1, Tyndall AFB FL 32403-5319. Forms may be electronically forwarded to AFCEC/CXF Corporate Mailbox, AFCEC.CXF.Workflow@us.af.mil. Ensure that all records created as a result of processes prescribed in this publication are maintained in accordance with AFMAN 33-363, *Management of Records*, and are disposed of in accordance with the Air Force Records Disposition Schedule (RDS). This publication requires the collection of Personally Identifiable Information or maintenance of information protected by the Privacy Act of 1974 authorized by DoD 5400.11, *DoD Privacy Program* and AFI 33-332, *Privacy Act Program*. The applicable Privacy Act System of Records Notices, F032 AFCEC, *Civil Engineer System-Fire Department Records* is available at http://dpclo.defense.gov/privacy/SORNs/component/airforce/F032_AFCEC_A.html. The use of the name or mark of any specific manufacturer, commercial product, commodity, or service in this publication does not imply endorsement by the Air Force.

(JBLANGLEY-EUSTIS) Air Force Instruction (AFI) 32-2001, is supplemented as follows. This supplement establishes policy and procedures, and assigns responsibilities and requirements to ensure that needed support from all base agencies to administer the fire prevention program is in place. It applies to all Joint Base Langley-Eustis (JBLE) and tenant personnel. Ensure that all records created as a result of processes prescribed in this publication are maintained in accordance with (IAW) Air Force Manual (AFMAN) 33-363, *Management of Records*, and disposed of IAW Air Force Records Disposition Schedule (RDS) located in the Air Force Records Information Management System (AFRIMS). Refer recommended changes regarding this publication to the Office of Primary Responsibility (OPR), 633 CES/CEFP, using AF Form 847, *Recommendation for Change of Publication*.

SUMMARY OF CHANGES

This document has been substantially revised and must be completely reviewed. Major changes include changing the Headquarters Air Force Civil Engineer Support Agency to the Air Force Civil Engineer Center (AFCEC); redefines the scope and levels of service; clarifies the Essential Station Messing requirement for single military firefighters; defines the certification and staffing requirements for contract firefighters or other persons providing Fire Emergency Services, clarifies the responsibility and requirements for Emergency Medical Services (EMS), added requirements for notification of AFCEC/CXF for aircraft hangar fire suppression system activations and has tiered all wing-level compliance items IAW AFI 33-360, *Publications and Forms Management*.

(JBLANGLEY-EUSTIS) This document is substantially revised and must be completely reviewed: This instruction has been completely restructured and requires a complete review of all subject matter. Major changes were to include all Joint Base Langley-Eustis personnel and tenants. All chapters have undergone revision.

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Chapter 1

ROLES AND RESPONSIBILITIES

1.1. USAF.

1.1.1. USAF/A7C. The Air Force (AF) Civil Engineer provides Fire Emergency Services (FES) program policy and resources that enable FES capability to protect AF personnel, property and the environment. The AF Civil Engineer is the authority having jurisdiction (AHJ) for Air Force FES guidance.

1.1.2. USAF/A7CX. The Office of The Civil Engineer provides FES program direction, policy guidance and strategic oversight through the Readiness and Emergency Management Division (A7CX), Emergency Services Branch (A7CXR).

1.1.3. USAF/A7CXR. The Emergency Services Branch Chief (A7CXR) is the Air Force FES Program Director and senior military officer advisor responsible for the Air Force FES Program consistent with AFPD 32-20, *Fire Emergency Services* and DoDI 6055.06, *DoD Fire and Emergency Services Program*.

1.2. Air Force Civil Engineer Center (AFCEC). The Director AFCEC provides FES program management and functional oversight within the Readiness Directorate (CX), FES Division (CXF).

1.2.1. The AF Fire Chief. The AFCEC/CXF Division Chief is the Air Force FES Program Manager and the Air Force Fire Chief, responsible for managing the DoD Fire and Emergency Services Certification System as required by DoDI 6055.06, *DoD Fire and Emergency Services Program*. Additionally, this individual serves as the senior civilian FES advisor, conducts risk assessments, assesses major incidents and publishes guidance for lessons learned.

1.2.2. AF FES Career Field Manager (CFM). The AF FES Career Field Manager is the senior enlisted advisor for the FES functional community assigned to AFCEC/CXF. The CFM develops, prepares, and coordinates new FES policy or change proposals for The AF FES Program Director. Additionally, this individual provides central oversight for career field education and training issues, manages education and training programs, and coordinates all force structure changes for the career field.

1.2.3. AFCEC/CXF Staff. AFCEC/CXF assists USAF/A7CXR staff in the development of policy providing functional oversight; provides technical services to the major commands and base FES personnel; advocates for resources; develops plans and programs to facilitate policy execution; and centrally manages procurement of AF-wide FES purchases.

1.2.3.1. AFCEC/CXF also serves as functional area representatives to the Federal Emergency Management Agency (FEMA) Federal Firefighter Task Group; the National Institute of Occupational Safety and Health (NIOSH); National Fire Protection Association (NFPA) standards committees; USAF/A4R/A4P and Vehicle Transportation Acquisition Council (VTAC); Civil Engineer Career Program (CECP) Work Force Management Panel (CECP- WFMP) and Civil Engineer Policy Council (CEPC); Civil Engineer Education and Training Review Council (ETRC); DoD Wildland and Urban Interface Fire Fighting Task Group; North Atlantic Treaty Organization (NATO) Crash

Fire-Fighting and Rescue Panel (CFRP); Air Operations and Services Working Group (AOSWG); International Fire Service Accreditation Congress (IFSAC); National Board on Fire Service Professional Qualifications (ProBoard); and DoD Fire and Emergency Services Working Group (F&ESWG).

1.2.3.2. AFCEC/CXF executes the Fire Fighting Vehicle Modernization Plan (FFVMP) and manages the fire vehicle fleet to include procurement through Warner Robins Air Logistics Center (WR-ALC). The FFVMP is reviewed annually and adjusted when appropriate before the budget cycle.

1.3. FES Panel. The FES Panel serves as the forum to facilitate communications and develop consensus on policies that affect FES programs. The FES Panel will charter working groups to address specific issues as required.

1.3.1. The FES Panel assists the AF FES Program Director and the AF FES Program Manager in identifying and resolving FES issues. The FES Panel reviews policy for currency, recommends changes in policy, proposes new technologies to improve FES and assists to develop strategic goals and initiatives.

1.3.2. The FES Panel is co-chaired by the FES Program Director (USAF/A7CXR) and the FES Program Manager (AFCEC/CXF). Members include Command Fire Chiefs (senior FES representative) at major commands (MAJCOM), field operating agencies (FOA) and direct reporting units (DRU) or their designated representatives. Co-chairs vote in case of tie. Advisors to the FES Panel are invited as needed by the chairpersons.

1.4. MAJCOM, FOA, DRU Commanders. Commanders execute FES policy within their organizations.

1.5. MAJCOM/FOA/DRU Civil Engineers and the Directors, Installation and Mission Support. The Civil Engineer and Director of Installation and Mission Support (MAJCOM A7) provides command-level oversight and is responsible to the MAJCOM/CC for executing FES programs within their respective command. They provide resources to enable FES Flights to be organized, trained and equipped to execute their missions. The MAJCOM staff includes a Command Fire Chief with appropriate staff members to provide day-to-day management of FES programs.

1.5.1. Command Fire Chief. The Command Fire Chief is the Subject Matter Expert (SME) within the command for all FES related issues. This individual serves as the senior FES advisor to the Command Civil Engineer, MAJCOM's senior leaders and is the spokesperson for the command at forums where FES is an issue. The Command Fire Chief is delegated authority to manage and execute the major command's FES program.

1.5.2. The Command Fire Chief develops FES policies, guidance, and provides oversight and technical services to the installation FES program within the command. This includes advocacy and facilitation of resources, and the execution of FES policy.

1.6. Installation Commander. Installation commanders are responsible for the fire safety of personnel and property under their control which is executed by the FES programs in this instruction. The installation commander may delegate this responsibility to the Base Fire Marshal (BFM), who may in turn delegate to the Installation Fire Chief (IFC).

1.6.1. The installation commander reviews and approves short-term and temporary risk management plans which detail actions to take during periods of reduced FES capability.

1.6.2. Installation commanders responsible for small installations such as radar sites, auxiliary fields with few facilities or infrequent aircraft operations will need to determine, with MAJCOM A7 concurrence, if a FES Flight is warranted to support their mission (T-2).

1.6.2.1. The installation commander, develops a risk management (RM) plan that may include alternatives to an on-site fire department for MAJCOM commander approval. Key considerations are preventing fires, workplace fire safety education, capability to provide early intervention at fires, and managing fires that have progressed beyond the incipient stage.

1.6.2.2. When the installation commander concludes that an on-site fire department is not justified, they appoint a Fire Safety Manager. The Fire Safety Manager manages FES programs and is responsible to oversee the execution of the RM plan approved in 1.6.2.1.

1.7. Base Fire Marshal (BFM). The Civil Engineer (CE) Squadron Commander, CE Group Commander or the Base Civil Engineer (BCE) is the Base Fire Marshal. The BFM is responsible to the installation commander for oversight of FES programs and provides the IFC the resources available to execute the FES mission. BFM's will attend the Fire Marshal course at the Louis F. Garland Fire Academy within six months after assuming BFM duties (T-3).

1.7. (JBLANGLEY-EUSTIS)Installation Commander. The installation commander is responsible for the fire safety of personnel and property under their control, provided by the FES programs contained in this supplement. This responsibility is discharged through the Fire Marshal and executed by the Fire Chief. The installation commander reviews and approves Operational Risk Management (ORM) plans that address facility fire safety and reduction in FES capability. The Fire Marshal and Fire Chief provide periodic updates to keep the commander aware of FES capability and risk.

1.8. Installation Fire Chief (IFC). The FES Flight Chief is the Installation Fire Chief and is directly responsible to the BFM for establishing, executing and maintaining FES programs; effective utilization of resources, determining additional resources required; conducting risk assessments; advising commanders regarding risk and capability, and implementing risk management actions. IFCs develop risk management plans which detail actions to take during periods of reduced FES capability for approval of the installation commander.

1.8. (JBLANGLEY-EUSTIS)Fire Marshal. The JBLE Civil Engineer, 633 CES/CC, 733 CED/CC is the Fire Marshal. The Fire Marshal is responsible to the Installation Commander for over-sight of FES programs and provides the Fire Chief the resources available to execute the FES Mission. In the absence of the Fire Marshal, the Fire Chief reports directly to the 633/733 MSG/CC or the Installation Commander

1.9. Civil Engineer Engineering (CEN) Flight Chief. The CEN Flight Chief is responsible to the BFM to ensure all construction projects are designed with all required fire/life safety features according to all applicable and referenced building and electrical codes.

1.9. (JBLANGLEY-EUSTIS)Fire Chief. The Fire Chief is the FES Flight Chief and is directly responsible to the Fire Marshal for establishing, executing and maintaining FES programs; determining the resources required; conducting risk assessments; advising

commanders regarding risk and capability, and implementing risk management actions. Through the Assistant Fire Chief for Fire Prevention, the Fire Chief develops and administers the installation Fire Prevention Program.

1.9.1. **(Added-JBLANGLEY-EUSTIS)** The Fire Chief or Senior Fire Officer has full authority over all fire suppression and rescue operations. The Incident Commander (IC) may establish priorities based on prevailing conditions; however, no one outside the fire protection organization will give orders to or interfere with the Fire Chief or fire fighters in the performance of fire suppression, fire inspections or rescue operations.

1.10. Civil Engineer Operations (CEO) Flight Chief. The CEO Flight Chief is responsible to the BFM for inspection, testing, maintenance and documentation associated with all fire detection, notification, suppression, water distribution systems, including any fire pumps. CEO is also responsible for acquiring and maintaining any reserve/backup stock(s) of fire extinguishing agent(s) needed for installed systems.

1.11. Civil Engineer Readiness and Emergency Management (CEX) Flight Chief. The CEX Flight Chief is the installation lead for the installation Emergency Management program and is responsible for maintaining the Installation Emergency Management Plan and fulfilling the requirements of DoDI 6055.17, *DoD Installation Emergency Management (IEM) Program*, as it pertains to implementing the National Incident Management System through the AF Incident Management System. Additionally, the CEX Flight Chief maintains a close relationship with the IFC and ensures effective integration of CEX personnel during emergency operations according to their training and equipment. This necessitates coordination of CEX roles and responsibilities during emergency operations such as HazMat/CBRN incidents with the IFC and periodic participation in associated training events.

Chapter 2

STANDARDS

2.1. Mission. The mission of FES Flights is to provide fire prevention services and minimize negative consequences of emergency incidents. The scope of services includes releases of hazardous materials (including chemical, biological, radiological, and nuclear (CBRN)) resulting from accident, natural causes, or intentional use as a weapon of mass destruction (WMD); fires that endanger people, property, or the environment regardless of the property involved (wildland, equipment, buildings, aircraft, etc.); fires in nearby federal agency facilities in the event normal FES are inhibited; persons trapped or otherwise unable to escape a dangerous situation; pre-hospital medical emergencies (non-transport); or intervention at other emergency situations such as natural or manmade disasters that threaten life, property or the environment. The scope of services is divided into categories to distinguish between most commonly demanded FES services that every FES Flight must be prepared to deliver (core services) and infrequently demanded FES services that may be provided if resources permit (non-core services).

2.1.1. Core Services. Core services include fire prevention and minimizing adverse consequences at most probable incidents (i.e. pre-hospital medical emergencies; a structure fire contained in the room or area of origin; an aircraft fire at one location, one side, interior or exterior; rescue; a HazMat release manageable with defensive operations, entrapment resulting from automobile or equipment accidents, and Wildland Urban Interface (WUI) fires). The FES Flights' resource authorizations are based on the most demanding core services and the assumption that only one major emergency incident will occur at a time. In the event that multiple incidents occur, response priorities are pre-determined in installation emergency management plans.

2.1.2. Non-Core Services. Installation commanders may approve non-core services not included in paragraph 2.1.1 utilizing existing resources. Specifically, wildland fire fighting, technical rescue, offensive HazMat operations and other emergency operations to manage uncommon local risks may be assigned to the flight. However, due diligence must be incorporated in the decision process resulting in an RM plan prepared by the IFC that addresses the risk to core missions. When the risk is not acceptable, commanders may provide unit-funded additional resources to enable the flight to accomplish the non-core services. The installation commander will advise the Command Civil Engineer of all approved non-core services not included in paragraph 2.1.1 (T-3). The Command Civil Engineer will determine, based on the significance of the non-core services approved whether other MAJCOM leaders need to be advised.

2.2. Goal. The goal of the FES Flight is to prevent or reduce injury and loss of life, and minimize damage to property and the environment.

2.3. Objectives. The goal is achieved through two objectives:

2.3.1. Prevent fires or minimize their consequences. This objective is achieved with an aggressive and effective fire prevention program consisting of project design reviews, fire inspections, code enforcement and fire safety education.

2.3.2. Minimize the adverse consequences of emergency incidents. This objective is achieved by early intervention with sufficient resources to accomplish the stated core

services. Emergency action plans are developed to manage potential emergency incidents that cannot be quickly contained and controlled.

2.3.3. At least 90% of all facilities on the installation are in fire demand zones. Response time standards to these facilities are specified in DoDI 6055.06. Facilities outside fire districts are considered remote and outlying facilities and response time standards are established in USAF Technical Implementation Guide (TIG) 1710.

2.3.4. The Standards of Cover must include areas/facilities where response time standards specified in DODI 6055.06 is not expected to be met (T-0). Since additional risk may be incurred, the IFC must inform the users of these areas/facilities of the potential consequences (T-1).

2.4. Emergency Response Capability (ERC). ERC is the level of service that can be provided with available personnel, equipment, vehicles and fire extinguishing agents. The ERC can be affected by the lack of trained personnel, reduced fire fighting agent, equipment out-of-service, and the capability to meet established response times. The ERC assumes that only one major emergency incident will occur at a time.

2.4.1. ERC is expressed as an Optimum Level of Service (OLS), Reduced Level of Service (RLS), Critical Level of Service (CLS), and Inadequate Level of Service (ILS).

2.4.1.1. Optimum Level of Service (OLS). OLS is when all authorized resources are available for emergency response within response time standards. OLS provides sufficient capability for quick response and sustained operations after arrival on scene. During OLS, emergency response forces shall accomplish all objectives when responding to emergency incidents.

2.4.1.2. Reduced Level of Service (RLS). RLS is when the ERC is less than OLS but greater than CLS. 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 ERC to perform rescue and sufficient mitigation tactics simultaneously. FES objectives may not be successful during situations where simultaneous rescue and fire fighting activities are required.

2.4.1.2.1. Reduced ERC may result from unfunded or unfilled manpower authorizations, deployments, leaves, vehicle impairments, or other temporary conditions such as traffic obstructions or road construction. Because of these variable factors, the AF considers operating at a RLS to be a normal day-to-day situation.

2.4.1.2.2. While in RLS, the IFC allocates resources according to local risk factors with the goal to provide the highest feasible level of service during higher risk periods, while reducing capabilities when the risk is lower. At the high end of the RLS range, most FES objectives can be achieved at emergency incidents. As ERC decreases, cross-staffing and multi-tasking of emergency responders will be necessary to accomplish critical emergency response tasks. As ERC further decreases, the probability of accomplishing required FES objectives diminishes.

2.4.1.3. Critical Level of Service (CLS). A CLS capability exists when 7 firefighters are available to respond to an emergency within the response time standards. For non-aircraft related emergencies, at least 4 of the firefighters must respond within the

response time standard for initial response and the remaining 3 firefighters must arrive on scene within the response time standard for a full response (T-1). Aircraft emergencies must meet established response time criteria for announced and unannounced emergencies (T-1). Upon arrival, the Incident Commander will determine the appropriate actions to be taken depending upon their initial evaluation of the situation. Successful outcomes can only be expected when the incident can be quickly mitigated. Firefighters are expected to revert to defensive operations when the emergency cannot be quickly contained. This level of service represents limited rescue capability and increased risk/loss potential due to limited resources. Therefore, operating at CLS continuously for periods of more than 72 hours is prohibited without a written RM plan signed by the installation or wing commander. **Exception:** Fire stations serving only remote and outlying areas or auxiliary airfields may operate continuously at CLS when the installation or wing commander has approved such operations in a written RM plan.

2.4.1.3.1. Emergency response forces can expect to accomplish FES objectives when the incident can be quickly contained and mitigated. Due to exhaustion and resource limitations, CLS is considered a “one shot” capability that cannot be sustained for more than approximately 15 minutes. Firefighters are expected to revert to defensive operations when the emergency cannot be contained quickly. The property involved in the fire is expected to receive severe damage.

2.4.1.4. Inadequate Level of Service (ILS). ILS is when ERC for a CLS is unavailable. The property involved in the fire is expected to be destroyed.

2.4.1.4.1. An ILS consists of 6 firefighters or less. Interior operations are considered unsafe unless the Incident Commander (IC) determines that responders are unlikely to be injured or killed.

2.4.1.4.2. When at least 4 responders are on scene and in *known* rescue situations, interior rescue operations may be attempted. A team consisting of 2 firefighters may conduct interior rescue operations while the other 2 firefighters serve as a rapid intervention team (RIT) poised to rescue the interior firefighters. One of the RIT team members may have additional assignments but must be able to immediately cease all operations and assume RIT duties when required. All operations in interior IDLH areas must be with teams of at least two, in continuous contact (visual or physical) with each other and in direct communication with the RIT team (T-1). During ILS, facility entry for fire fighting purposes is only permitted for fires in the incipient stage. With less than 4 responders on scene, interior rescue or fire fighting operations may not be attempted.

2.5. Regulatory Guidance. FES operational policy consolidates a wide variety of requirements from DoD instructions, OSHA, and NFPA standards. NFPA standards and recommended practices affecting FES operations form the foundation for AF FES operations and are adopted as written or as implemented with specific TIGs.

2.5.1. Technical Implementation Guides (TIG). TIGs ensure implementation of NFPA standards is consistent with AF policy and guidance.

2.5.1.1. The AF Fire Chief establishes working groups consisting of members nominated by the Command Fire Chiefs and other personnel when appropriate to assist in the

development of TIGs. TIGs which are consistent with an NFPA standard may be approved by the AF Fire Chief after coordination with MAJCOM Civil Engineers. TIGs containing deviations from NFPA criteria require approval by The AF Civil Engineer.

2.5.1.2. To allow time for analysis of potential impacts, a new or revised NFPA standard is not implemented until one year after its publication date. When a TIG is issued, it remains in effect until superseded, withdrawn, or one year following a new edition of the NFPA standard. If a TIG is not published within one year, the NFPA standard will be implemented as written unless otherwise directed by the AF Fire Chief.

2.5.2. North Atlantic Treaty Organization (NATO) Standardization Agreements (STANAGs). Units assigned to and that execute NATO missions implement NATO STANAGs as ratified by the United States. Ratification and applicability of NATO STANAGs are located at <https://diweb.hq.nato.int/>.

2.6. Standards of Cover (SOC). The IFC will establish a SOC which is defined as “written policies and procedures that establish the distribution and concentration of fixed and mobile resources of an organization.” The installation’s SOC must be based on the performance requirements in DoDI 6055.06 (T-1).

2.7. Basic Allowance for Subsistence (BAS). To meet response time standards, firefighters need to be in a ready-response position at the assigned fire station. Therefore, firefighters will be authorized BAS (T-3) IAW the Essential Station Messing exceptions listed in Air Force Manual 65-116, Volume 1, *Defense Joint Military Pay System Active Component (DJMS-AC) FSO Procedure*.

2.8. FES Policy Deviations. FES policy consolidates a wide variety of requirements from DoD instructions, OSHA, NFPA standards, etc. Therefore, deviating from AF policy is carefully managed to avoid additional risk to people and property and ensure compliance with higher level requirements. The IFC, as the installation commander’s FES risk advisor, prepares an RM plan that assesses the risk resulting in deviation from this instruction and advises commanders on the proper course of action.

2.8.1. Short-Term Deviations. Short-term deviations are caused by immediate unavoidable circumstances that reduce capability below the RLS or situations that cause a deviation from the requirements of DoDI 6055.06 or other FES policy for less than 90 days continuously. Short-term deviations are normally resolved at the IFC level. The IFC will establish RM plans, response plans and standard operating procedures to address variations in risk and capability (T-1). Reductions in levels of service are reported as instructed in paragraph 6.5.

2.8.2. Temporary Deviations. Temporary deviations are situations that exist for more than 90 days but less than one year that reduce capability below RLS or situations that cause a deviation from the requirements of DoDI 6055.06 or other FES policy. The IFC prepares a RM plan that includes a get-well date within one year of the approval date. Temporary deviations and the RM plan must be approved by the installation commander and forwarded within 7 days to the Command Civil Engineer (T-3). The Command Civil Engineer will determine, based on the significance of the deviation whether higher levels of MAJCOM leadership need to be advised. Approved temporary deviations are valid for up to one year from the date of approval.

2.8.3. Long-Term Deviations. The Secretary of the Air Force (SECAF) has delegated Long-Term Deviation authority to the Air Force Civil Engineer. The approval shall contain clear statements that the approver has accepted the increased risk caused by the deviation and that the approval is for those long term deviations. Long term deviations are situations that last more than 1 year, but less than 3 years that reduce capability below RLS or situations that cause a deviation from the requirements of DoDI 6055.06 or other FES policy. If the approval authority changes, deviation shall be briefed to the new approval authority (T-1). Expiring approval may be reviewed provided all steps in the approval process are reaccomplished or revalidated.

2.8.4. Reporting Deviations. Command Fire Chiefs provide a copy of all approved temporary and long-term deviations to AFCEC/CXF no later than 31 Oct of each year. The Air Force Fire Chief will provide copies of all approved temporary and long-term deviations to AFSEC/SEG no later than 30 Nov of each year. The AF Civil Engineer will also provide copies of all temporary and long-term deviations from DoDI 6055.06 to the DUSD (I&E).

2.9. Fire Protection Engineering Criteria Policy Deviation. NFPA standards for facility design and construction are adopted when referenced in Uniform Facility Criteria (UFC) 3-600-01, *Fire Protection Engineering for Facilities* and Engineering Technical Letters (ETL). Issues out of compliance with fire protection criteria in UFCs and ETLs must have an approved corrective action plan or an approved exemption from criteria compliance. AFI 32-10141, *Planning and Programming Fire Safety Deficiency Correction Projects* provides guidance for the evaluation of fire safety criteria deficiencies, the preparation and approval of corrective action plans and criteria exemptions.

2.9.1. Deviations from other AF policy, such as technical orders, must be approved by the appropriate authority for that publication and a courtesy copy of the approved deviation will be provided to AFSEC/SEG.

2.10. Master (Strategic) Planning. IFCs will develop a 3-5 year master plan that coordinates the vision, mission, values, and goals of the FES Flight (T-3). The master plan utilizes a service-area-wide balanced and cost-effective hazard management strategy that takes into consideration existing conditions and anticipates overall community growth.

2.11. Contract Fire Fighting Operations. At installations where fire fighting is provided by contract, the staffing levels will be fixed as determined by a risk assessment accomplished by the MAJCOM Fire Chief and approved by the MAJCOM Civil Engineer IAW DoDI 6055.06 Enclosure 9.

2.12. Mutual Aid Offsets. AF resources may be offset by adequate and reliable mutual aid capability where arrangements are made for immediate access to the installation. Mutual aid partners are considered adequate and reliable if they are organized and equipped to satisfy the authority having jurisdiction, are able to meet response time standards and, based on historical experience, respond if called. Automatic aid agreements where the AF and mutual aid partners automatically respond to each other's jurisdiction can mutually offset resources and are encouraged.

Chapter 3

FES ORGANIZATION AND PROGRAMS

3.1. Flight Organization. FES flight organizational structure is broadly categorized as Management and Administration, Fire Prevention, Training, and Operations. The FES management staff provides administration, communication, oversight and supervision for the flight. It consists of the Fire Chief, Deputy Fire Chief, Operations Assistant Fire Chief (one per shift), Training Assistant Chief, Health and Safety Assistant Chief, and Fire Prevention Assistant Chief. The administrative staff includes the fire inspectors, emergency communications center dispatchers and an administrative assistant.

3.1.1. Except for the administrative assistant/secretary and dispatchers, all positions are classified under the GS-0081 series *Fire Protection and Prevention* and Air Force Specialty Code (AFSC) 3E7X1. Dispatchers are classified under the GS-2151 series *Dispatching*. Dispatchers will be civilian except at locations where AF civilian positions are not authorized (T-3). When necessary, military 3E7X1 personnel may be assigned dispatcher duties on a rotational basis; however, IFCs will ensure the tour length is minimal and does not impact operational proficiency training needs.

3.1.2. All military, civilian (GS-0081s and GS-2151s), contractors or other persons providing FES for the AF will meet the certification requirements of DoD 6055.06-M, *DoD Fire & Emergency Services Certification Program (F&ESCP)* and the training requirements of the Fire Emergency Services Training Program (T-1).

3.1.3. To maximize personnel availability, work schedules for FES administrative personnel (GS-0081/AFS 3E7XX) who have the requisite certifications, training, and physical qualifications may include one or more 24-hour shifts during a pay period. The only acceptable justification for administrative personnel to work irregular (56/60 hour) workweeks is to support FES fire operations. During the 24-hour shift, FES administrative personnel are assigned fire fighting duties as a secondary duty and retain their normal administrative duties as their primary duties. This procedure helps to mitigate personnel shortages in FES operations and avoids adverse mission impact.

3.1.4. Base Fire Marshals will ensure that all regularly-scheduled civilian overtime is fully justified. They also ensure that the work schedule for military firefighters does not exceed 72 hours per week (T-3). Official duties, including official appointments, must be accomplished within this 72-hour workweek. Exceptions are allowed when additional duties are prescribed for disciplinary purposes or during severe manpower shortages where additional work hours are needed to meet CLS capability.

3.2. Management. The IFC establishes and maintains FES programs to ensure the protection of AF personnel, property and the environment, while ensuring firefighter safety.

3.2.1. The FES Assessment Program (FESAP). The FESAP is based on national consensus standards, OSHA regulations, Commission on Fire Accreditation International (CFAI), DoD and AF specific guidance and policy. The assessment provides benchmarks to promote efficiency, sound management practices, and to verify compliance with regulatory requirements. The FESAP is maintained on the AF FES CoP or the next generation replacement available through the AF Portal. FES managers use the FESAP as the standard

annual self-inspection program checklist. Command Inspector General (IG) teams may adopt the FESAP checklist as the standard inspection checklist. Command specific items do not apply to ANG unless the unit has been gained by that command or the items have been approved by NGB/A7XF FESO. Command Fire Chiefs will validate the FESAP at every AF FES location on a tri-annual basis.

3.2.2. Firefighter Fitness and Wellness (FFW) Program. All AF firefighters whose positions require participation in emergency incident operations, to include firefighters with 56-/60-hour work schedules, will participate in a FFW program as a part of their normal work schedule (T-0). The FFW program must be consistent with USAF TIG 1500, *Fire Department Occupational Safety and Health Program* and NFPA Standard 1583, *Standard on Health-Related Fitness Programs for Fire Department Members* as established by the IFC (T-0). Individuals not physically capable of performing essential job functions will be referred to the Fire Department Physician for a fitness-for-duty evaluation in accordance with 5 CFR, Part 339, *Medical Qualification Determination* (T-0). Members disqualified must be immediately removed from fire fighting duties (T-0).

3.2.3. Occupational Safety and Health (OSHA) Program. The FES OSHA Program will comply with USAF TIG 1500 (T-0). The IFC will complete RM plans addressing non-compliant items and plan remediation actions (T-3). RMs will be approved by the installation commander and provided to the Command Fire Chief and Installation Risk Manager. The fire prevention office will notify the host safety office of any assigned risk assessment codes (RACs) 1, 2 or 3 for identified hazards (T-3).

3.2.4. Wildland Fire Management Program (WFMP). In accordance with AFI 32-7064, *Integrated Natural Resources Management*, the IFC will determine the number and types of certifications required for the expected level of involvement prescribed in the WFMP (T-3). Other than urban interface, wildland fire fighting is not a core FES mission; FES funding for resources does not include wildland missions. For installations having a WFMP that includes FES responsibilities beyond urban interface, the IFCs will develop an RM that addresses the risk to core missions (T-3). When firefighters are required to conduct wildland fire fighting beyond the incipient stage, training will be provided to meet NFPA 1051, *Wildland Firefighter Professional Qualifications* (T-0). The IFC will determine when additional certifications are required; such additional certifications may include those of National Wildland Coordinating Group (NWCG) Wildland Fire Qualification Subsystem Guide (Publication Management System 310-1 and National Fire Equipment System 1414) qualifications.

3.3. Fire Prevention Program. The objectives of the Fire Prevention Program are to prevent fires, facilitate early intervention at fires and ensure the safety of exposed personnel during fires. These objectives are accomplished through four program elements: fire prevention inspection, FES facility pre-incident plan review, code enforcement and fire safety education.

3.3. (JBLANGLEY-EUSTIS)FES Fire Prevention. The objectives of the Fire Prevention Program are to prevent fires, facilitate early intervention of fires that occur, and ensure the safety of exposed personnel during fires. These objectives are accomplished through four program elements: FES facility plans reviews, fire prevention inspections, code enforcement and fire safety education.

3.3.1. Execution of the Fire Prevention Program is a top priority for the FES flight. The Fire Prevention Section will be properly staffed IAW DoDI 6055.06, with DoD certified fire inspectors IAW DoDI 6055.06M (T-1). The IFC may assign fire inspectors to firefighter positions as secondary duties provided the inspector has the required training, certifications, and physical qualifications to perform such duties.

3.3.1. **(JBLANGLEY-EUSTIS)** Functional Managers. The functional manager is the commander or senior operating official at any level who exercises managerial control of an activity or operation. Functional managers are responsible for administering the fire prevention program within their functional area and for initiating corrective action on fire hazards and fire deficiencies. In addition, functional managers are responsible for notifying the Civil Engineering/Public Works customer service section in writing of changes in facility managers and telephone numbers of facility managers and their alternates.

3.3.1.1. **(Added-JBLANGLEY-EUSTIS)** Functional managers will ensure that all military, civilian, and personnel with special needs are knowledgeable of all required evacuation routes, fire and emergency reporting procedures, use of fire extinguishers, and fire prevention practices. The Fire Department will be available to assist the unit needing an evacuation plan or operating instruction.

3.3.1.2. **(Added-JBLANGLEY-EUSTIS)** The functional manager must sign any AF Form 1487, *Fire Prevention Visit Reports*, issued against facilities and operations under their control that identified uncorrected hazards or Fire Safety Deficiencies (FSDs).

3.3.2. The Civil Engineer Engineering (CEN) Flight is responsible for the installation Fire Protection Engineering (FPE) Program, including ensuring all projects are designed and constructed IAW UFC 3-600-01, *Fire Protection Engineering for Facilities*, Engineer Technical Letters (ETLs), NFPA standards or host nation standards depending on the Status of Forces Agreement.

3.3.2. **(JBLANGLEY-EUSTIS)** Facility Managers. Each Facility Manager (as designated in AFI 32-9005, *Real Property Accountability and Reporting*) is responsible to the functional manager for the fire safe condition of all facilities under their jurisdiction. The Facility Manager or designated alternate will accompany the Fire Prevention Inspector during the fire prevention visit and take immediate corrective action on fire hazards or discrepancies found during the inspection.

3.3.2.1. CEN is responsible for ensuring all O&M projects including repair, modification, and modernization correct identified Fire Safety Deficiencies (FSDs) in any area involved IAW UFC 3-600-01, sections 1-3.1 and 1-3.2.

3.3.2.1. **(JBLANGLEY-EUSTIS)** In addition to accompanying the Fire Prevention Inspector during inspections; Facility Managers will accomplish those fire prevention duties as outlined elsewhere in this supplement, AFI 91-203, and JBLE Handbook 32-110. Report all discrepancies on AF Form 332; *Base Civil Engineer Work Request*, to 633 CES/CEOSC, 733 CED/CEO. Fire extinguisher information and discrepancies should be referred to the installation fire prevention office.

3.3.2.2. Fire inspectors will review plans to ensure all required features are present and local emergency response elements are incorporated (i.e., accessibility to facility, location

of fire hydrants, etc.) IAW UFC 3-600-01, but they do not conduct the required FPE reviews of technical designs (T-0).

3.3.2.2. **(JBLANGLEY-EUSTIS)** Ensure fire prevention inspections and practices in facilities, rooms, or areas which are under continuous lock and key are the responsibility of the individual supervisor maintaining that secured area. Additionally, it is their responsibility to arrange/provide access to these facilities for the Fire Department to perform scheduled fire prevention visits.

3.3.2.3. The IFC will provide plans review comments to the CEN Flight Chief for incorporation in projects (T-3).

3.3.2.3. **(JBLANGLEY-EUSTIS)** The Facility Manager will ensure all personnel are knowledgeable of fire/emergency reporting, evacuation procedures, and the activation procedures all installed fire suppression/alarm systems in their facility. Consider affixing fire/emergency reporting numbers on base telephones as a memory aid.

3.3.3. Fire prevention inspections are conducted at least annually for all facilities. The IFC may institute more frequent inspections to include unannounced and after hours inspections. **Exception:** Family housing is excluded except for the common areas within multi-family housing units and privatized housing when directed by local agreements. Common areas include laundry rooms, game rooms, stairwells, hallways, elevators, storage areas, etc.

3.3.3. **(JBLANGLEY-EUSTIS)** The FES Fire Prevention Office is the agency that manages, enforces, and executes the fire prevention program. The fire safety inspector shall conduct a systematic and comprehensive inspection that will contribute to the fire and life safety mission of the facility.

3.3.3.1. Objectives of fire prevention inspections include identifying, documenting and reporting fire hazards and FSDs. Management of fire hazards and assignment of RACs is outlined in AFI 91-202, *The US Air Force Mishap Prevention Program*. Management and assignment of Fire Safety Deficiencies and associated codes is outlined in AFI 32-10141, *Planning and Programming Fire Safety Deficiency Correction Projects*.

3.3.3.1. **(JBLANGLEY-EUSTIS)** Fire prevention inspections are conducted at least annually for all facilities. Family housing is excluded except for common areas in multi-family housing units and privatized housing when directed by local agreement. Walk-through visits will be conducted on a no-notice basis when increased activity or the nature of special work or functions dictates it. These visits will include periods of evening operations. Follow-up inspections on previously identified fire hazards and deficiencies noted will be carried out in this manner.

3.3.3.2. USAF TIG 1, *Fire Code* and AFI 91-203, *Air Force Consolidated Occupational Safety Instruction*, incorporates and defines standards for fire prevention inspection requirements. Due to the complexity of AF missions and facilities, other AF Instructions or publications may also apply.

3.3.3.2. **(JBLANGLEY-EUSTIS)** Fire hazards noted during the inspection will be corrected on the spot if at all possible. If the fire hazard or condition poses an imminent danger, prompt corrective action will be taken to eliminate or reduce the hazard. When the hazard involves an operation or process that must be stopped and action is not taken

to do so, the Fire Chief, Fire Marshal, 633/733 Air Base Wing Safety Officer, and functional manager concerned will be notified to resolve the hazardous condition. If the problem cannot be resolved, the 633/733 MSG/CC and/or the 633 ABW/CC will be notified.

3.3.3.3. Craftsmen in the Civil Engineer Operations (CEO) Flight inspect, test and maintain installed fire protection systems (detection/suppression/water distribution/fire-rated wall and floors/etc.) IAW UFC 3-601-02, *Operations and Maintenance: Inspection, Testing, and Maintenance of Fire Protection Systems*, NFPA Standards, codes and guides; and system manufacturer's guidance.

3.3.3.3. (**JBLANGLEY-EUSTIS**) Risk Assessment Codes (RAC) will be assigned in accordance with AFI 91-202, *The US Air Force Mishap Prevention Program*. Fire Safety Deficiencies (FSD) will be assigned in accordance with AFI 32-10141, *Planning and Programming Fire Safety Deficiency Correction Projections*.

3.3.3.4. Facility managers or their designee will accompany the fire inspector during the inspection. Functional managers must sign any AF Form 1487, *Fire Prevention Visit Reports* which identifies uncorrected hazards or FSDs.

3.3.3.4. (**JBLANGLEY-EUSTIS**) The AF Form 1487, *Fire Prevention Visit Report*, is documented to show uncorrected fire hazards or deficiencies identified during the inspection. The fire inspector will provide the Facility Manager the original copy of the AF Form 1487 and brief them on the hazards noted with recommendations for corrective actions. The Facility Manager must indicate the corrective actions taken on the reverse side of the form, have the functional manager sign and date, and return the form to the Fire Prevention Office within the specified time.

3.3.3.5. (**Added-JBLANGLEY-EUSTIS**) When deficiencies cannot be corrected immediately, the using organization's commander initiates corrective action and prepares an ORM plan that mitigates the impact of the RAC/FSD. The ORM plan must ensure the safety of all occupants to the satisfaction of the Fire Chief. The ORM plan must be approved by the installation commander. RAC hazard or deficiency not corrected within 30 days will be annotated on an AF Form 3, *Hazard Abatement Plan*, and IAW AFI 91-202. FSD will be processed IAW AFI 32-10141.

3.3.4. The commander of the using organization is responsible for developing RMs and corrective action plans (CAPs) required by AFI 32-10141 for FSDs identified in their area of responsibility. The Fire Inspector or other FES staff may assist the using organization in developing the RM, the CAP, or an AF IMT Form 332; *Base Civil Engineer Work Request* for maintenance/repair actions.

3.3.4.1. The commander of the using organization or his/her representative is responsible for correcting fire hazards/deficiencies on-the-spot or submitting an AF IMT Form 332 for the necessary work order, job order, or construction project. Immediate corrective actions may include lock out/tag out of defective equipment, termination of hazardous operations, or occupancy/use restrictions in affected facilities. The local Safety Office must be notified when lock out/tag out of defective equipment is used.

3.3.4.2. The CE work request review board is responsible for scheduling work orders/job orders IAW the assigned RAC/FSD codes. The IFC is responsible for tracking

CAPs/mitigating actions until the hazard/deficiency is corrected or waived. While hazards and FSDs remain uncorrected, the IFC notifies the next higher commander progressively up to the installation commander.

3.3.5. Fire safety education is an essential part of workplace safety training, and is promoted during fire inspections and other personal contacts. It may be tailored for specific audiences and purposes, such as fire extinguisher training or public assembly employee training. Fire safety education objectives are to equip personnel with the information needed to prevent fires, protect themselves and intervene early when fire occurs. IFCs ensure educational processes are in place to inform and motivate installation personnel on fire prevention responsibilities.

3.3.5.1. Fire Prevention Week (normally the week of October 9th) is a nationally established period to provide fire safety education to employees, their families and the public.

3.3.6. Use AF Form 218, *Facility Fire Prevention and Protection Record*, or automated product as a checklist and to record results of facility inspections. Facility inspection records will be entered into ACES-FD with the exception of facility portable fire extinguisher information (T-3). Facility portable fire extinguisher accountability will only be maintained on the AF Form 218 (T-3). Facility managers/supervisors shall inspect, document and maintain the location of all their facility fire extinguishers IAW AFI 91-203, paragraph 6.2.4.7 (T-2). The FES flight shall provide facility managers information on facility fire extinguisher requirements outlined in applicable NFPA standards (T-0).

3.3.7. Use AF Form 1487, *Fire Prevention Visit Report*, or automated product, to document fire hazards and FSDs, and identify the condition of the fire prevention program to commanders. Fire prevention visit reports will be entered into ACES-FD (T-3).

3.3.8. Installed Fire Protection Systems. IFCs must monitor the status of systems and devices provided to facilitate fire safety for personnel and property (T-1). All foam systems will be tested IAW NFPA 412, *Standard for Evaluating Aircraft Rescue and Fire-Fighting Foam Equipment* (T-0). The CEO Flight is responsible to maintain these systems. This includes the procurement of agents required for re-servicing fire suppression systems.

3.3.8.1. The CEO Flight Chief ensures the inspection, testing, repair, and maintenance of fire protection systems and water distribution systems are conducted in accordance with UFC 3-601-02, *Operations and Maintenance: Inspection, Testing, and Maintenance of Fire Protection Systems*; and UFC 3-230-02, *Operation and Maintenance: Water Supply Systems*. Fire protection system impairments and systems out of service reporting and corrective actions will comply with AFI 32-10141 and the UFC 3-601-02 (T-1).

3.3.8.2. CEO personnel or contractor equivalent must record all water distribution flow tests on the computer generated AF Form 1027, *Water Flow Test Record*, or automated product. The AF Form 1027 is located on the AF FES CoP or the next generation replacement and provides copies to the IFC annually.

3.4. FES Training. The IFC establishes a program that ensures certification and proficiency training requirements for all military AFSC 3E7X1, civilian GS-0081 and GS-2151 (serving as FES Dispatchers). Trainers will record all FES proficiency and certification training on the AF Form 1085 *Fire Protection Training Report* and in ACES-FD (T-3).

3.4. (JBLANGLEY-EUSTIS)Chief, Construction Contracting Flight (633 CONS). The 633 CONS/CC will establish procedures to ensure the Fire Prevention Office is notified of all pre-construction and pre-performance conferences. A fire protection representative shall attend these conferences to coordinate fire prevention requirements with contractors. All contracts should contain a specific section on fire prevention. (See Attachment A)

3.4.1. FES personnel will meet the minimum training requirements in the FES Training Plan (FESTP) as outlined in the FESAP maintained on the AF FES CoP or the next generation replacement (T-1). Firefighters at non-AF led joint bases will comply with the host agency's proficiency training program (T-1). Additionally, chief officers are highly encouraged to attend at least one professional enhancement seminar per calendar year such as those offered by the International Association of Fire Chiefs or other professional organizations, see paragraph 3.4.5.

3.4.1. **(JBLANGLEY-EUSTIS) Corps of Engineers.** The senior official of the Corps of Engineers office at JBLE will establish procedures to ensure the Fire Prevention Office is notified of all pre-construction and pre-performance conferences.

3.4.2. Where foreign national/host nation firefighters are employed, IFCs with MAJCOM coordination and approval have the authority to approve equivalent certification and training requirements according to specific job assignments and agreements with the host nation.

3.4.2. **(JBLANGLEY-EUSTIS) Concessionaires.** Concessionaires are responsible for fire prevention in their work areas and will comply with this instruction as it pertains to them.

3.4.3. Training to achieve FES certifications is a personal responsibility. Supervisors facilitate certification by providing guidance, access to training materials, instruction, and performance testing required for certification. Training to achieve FESCS certification is available to each AF employee at no cost to the unit or individual. Acquiring training for FES certifications from non-AF/DoD sources requires prior approval by the Command Fire Chief.

3.4.3. **(JBLANGLEY-EUSTIS) Contractor Operations.** Contractors and concessionaires will be given a briefing and presented with a copy of Attachment A of this supplement prior to commencing work on JBLE. When fire hazards, unsafe practices, or conditions are found, the Contracting Officer's Representative (COR) or Contract Monitor will be notified. The COR or monitor will advise the responsible contractor to correct the hazard and notify the Contract Administrator or Contracting Officer of the incident.

3.4.4. Certification in the F&ESCP will be granted only for skills required for the current duty position, the next-higher position to which an individual may be assigned or as required by deployment duty position. Command Fire Chiefs may approve waivers based on unique mission needs. All MAJCOM approved waivers will be included in the individual certification package when submitted to AFCEC/CXF for consideration.

3.4.5. Recognizing the importance of continued professional development through education, training and professional affiliations, FES personnel are highly encouraged to seek advanced education opportunities from accredited academic organizations and colleges. Additionally, Chief Fire Officer, Chief Medical Officer, or Fire Officer professional credentials through the Center for Public Safety Excellence (CPSE) are highly encouraged for fire chiefs, deputies, and assistant chiefs.

3.4.6. AFCEC/CXF is responsible for approving and investigating effective and cost-efficient methods to provide training. AFCEC/COS (Engineering Support Division) maintains environmentally acceptable design plans and drawings for aircraft live-fire training facilities and is responsible for commissioning and design modifications. Aircraft live-fire training facilities will be maintained and operated in accordance with Technical Order (TO) 35E1-2-13-1, *Operation and Maintenance Instruction Manual Aircraft Fire Training Facility* (T-1). This TO is managed by AFCEC/CXF. Any modifications to aircraft live fire trainers must be coordinated by the MAJCOM and approved by AFCEC. Mobile fire trainers will be operated and maintained in accordance with manufacturer specifications and instructions (T-0). Structural fire training facility designs and commercially procured products must satisfy the performance test elements of Firefighter II, as specified in NFPA Std. 1001, *Standard for Firefighter Professional Qualifications*. Structural fire training facilities will meet NFPA Std. 1403, *Standard on Live Fire Training Evolutions* (T-0). All live-fire structural training will be conducted in accordance with NFPA Std. 1500 and NFPA Std. 1403 (T-0).

3.4.6.1. All propane based AF operated fire training systems/devices used for firefighter training will be approved for operation by AFCEC/CO (Operations Directorate) before being used to train DoD military or civilian firefighters (T-2). All propane training devices will comply with NFPA 58, as appropriate, and will provide a single action emergency shutdown capability with flame extinguishment for exterior fires of not more than 10 seconds and interior fires of not more than 5 seconds (T-0).

3.4.6.2. Flammable gas fire training devices must use gasses that meet current NFPA standards (T-0).

3.4.6.3. Flammable liquid training devices will use flammable liquids that meet military standards for JP-8 (Jet-A, Jet-A1) (T-0). JP-5 or DF-2 are permitted for use in fire training application. JP-8 or JP-5 removed from aircraft for excessive moisture content will be acceptable for training applications and may be mixed with the same fuel type meeting present-day military standards. Different fuel types will not be mixed nor will multiple fuel types be used in a training event. Contaminated flammable liquids or those suspected of being contaminated will not be used for live fire training.

3.4.6.4. The IFC at each installation with a flying and/or structural mission will program for a permanent live fire aircraft/structural training facility (T-1). These trainers must comply with AFCEC/COA acceptable design plans and drawings, and must be maintained as outlined in 3.4.5. above, NFPA and manufacturer's guidelines.

3.4.7. To maintain proficiency in various structural scenarios, live fire training will be conducted IAW NFPA 1403 (T-0).

3.4.7.1. Fire training devices for Class A combustibles will use acceptable class "A" materials which are pine excelsior, wooden pallets, straw, hay, and other ordinary combustibles. Pressure treated wood, rubber, plastic, and straw or hay treated with pesticides or harmful chemicals will not be used. Use of Class A combustibles will be limited IAW NFPA 1403 to preclude flashover conditions which could endanger firefighters undergoing training evolutions.

3.5. FES Operations. The goal of the FES operations section is to minimize adverse consequences of emergency incidents by intervening early with appropriate available resources

and in accordance with response time standards indicated in DoDI 6055.06. Available resources dictate the level of service provided. Emergency operations are conducted using the assumption that only one major incident will occur at the same time. Should more than one major incident occur at the same time, the IC uses base disaster plans to determine the priority for response. In most cases, response to multiple emergencies can occur at the same time. However, when an actual major emergency incident occurs, all FES resources may be required to manage the incident and response to other emergencies are not expected.

3.5.1. Incident Management. Emergency incidents are managed according to AFI 10-2501, *Air Force Emergency Management (EM) Program Planning and Operations*. The Incident Command System (ICS) is a component of the AF Incident Management System (AFIMS). ICS is a standardized incident management structure used during all emergencies, large or small to include training evolutions.

3.5.1.1. The Incident Commander (IC) is the individual responsible for all incident activities, including responder safety, development of an Incident Action Plan, and utilization of all emergency resources. The IC has overall authority and responsibility for conducting incident operations and is responsible for the management of all incident operations at the incident site. An IC is required for all incidents. The senior fire official is ordinarily the IC for all incidents requiring response by more than one agency/organization.

3.5.1.2. All FES personnel that respond to FES emergencies will receive progressive IC training as indicated in the FESTP (T-1).

3.5.1.3. Incident Safety Officer (ISO). ISO responsibilities will be accomplished at all incidents and during training evolutions (T-1). When responding off base, the IFC will appoint an ISO to observe AF operations (T-1). If unsafe conditions are observed or encountered by AF firefighters, the ISO will mitigate the condition and inform the IC.

3.5.2. Aircraft Rescue and Fire Fighting (ARFF). ARFF capabilities are based on the quantity of fire fighting agent, agent discharge rates, the number of fire fighting vehicles, availability of firefighters, and response times to perform initial fire ground operations for the largest assigned or transient (where approved by variance) aircraft.

3.5.2.1. It is a core mission to rescue aircrew members from aircraft involved in accident/fire incidents. At locations with a flying mission, all firefighters must be trained in aircrew rescue and extraction techniques on assigned and transient aircraft, IAW TO 00-105E-9, *Aerospace Emergency Rescue and Mishap Response Information (Emergency Services)* (T-1).

3.5.2.2. Where the FES Flight is the primary provider of ARFF services to civil airports, the certified civil operator must comply with Federal Aviation Administration (FAA) 14 CFR Part 139 requirements. DoD policy and federal statute do not permit the FAA to inspect DoD controlled airfields or military service ARFF facilities, equipment, and records at airports where DoD provides ARFF services for Part 139 certified airport operators. To help ensure civil operators have the information they need to show the FAA they meet Part 139 standards, the IFC will provide a DoD ARFF Capability Report to the airport operator to demonstrate that the AF ARFF services meet DoD and applicable National Fire Protection Association standards (T-0). This report will be

provided in January of each year and prior to any FAA inspection when requested by the civil airport operator. The template for this report is located on the AF FES CoP or next generation replacement. If the FAA inspector identifies deficiencies in the report, the civil airport operator may request additional information and the IFC will respond within 8 business hours. No direct contact between the DoD ARFF provider and FAA personnel is permitted. Additionally, the IFC will review the airport's Emergency Operations Plan annually and participate in the triennial exercise referenced in the plan (T-1).

3.5.3. Structural Fire Fighting. Structural fire fighting capability is based on attack and extinguishment of fires in the room or area of fire origin and providing for the safety of personnel exposed to such fires.

3.5.4. HazMat and Terrorist Use of CBRN. The IFC will maintain a defensive capability to respond to peacetime HazMat and CBRN incidents (T-1). However, offensive operational plans must be developed. The flight's core capabilities during these incidents includes: command, control, communications, accountability, fire suppression, rescue and extrication, emergency decontamination and preserving evidence performed by HazMat Operations and Technician certified responders.

3.5.4.1. Limited atmospheric monitoring, detection, mass personnel decontamination and operations in the IDLH locations will only be performed when qualified personnel and adequate resources are available to effectively mitigate the incident.

3.5.4.2. Neutralization, recovery, cleanup, and disposition of hazardous waste (to include bio-hazards, blood, body fluids, etc.) are accomplished by trained experts in related fields and are not a function of FES personnel. Follow requirements established by 29 CFR Part 1910.120, *Hazardous Waste Operations and Emergency Response*; DoDI 3020.52, *Department of Defense Installation Chemical, Biological, Radiological, Nuclear and High-Yield Explosive (CBRNE) Preparedness Standards*; NFPA Std. 472, *Standard for Competence of Responders to Hazardous Materials/Weapons of Mass Destruction Incidents* and AFMAN 91-201, *Explosive Safety Standard*.

3.5.4.3. When FES Flight staffing is insufficient to accomplish offensive HazMat operations, the IFC will institute a plan for incorporating an integration of HazMat resources, supplementing FES manpower with other on-base personnel who have been adequately credentialed and equipped (e.g., Bioenvironmental, Readiness/EM personnel, Safety, etc.) (T-1). The plan will identify properly credentialed and trained personnel outside FES to provide hazard identification, air monitoring/detection, sampling, decontamination and medical support to assist FES personnel.

3.5.4.4. The Hazardous Materials Equipment Plan (HMEP) standardizes the HazMat equipment in FES Flights across the AF based on the size of the installation. The HMEP sets precedence by establishing both the minimum and maximum quantities of equipment authorized. The HMEP ensures asset management, accountability, inspection and inventory controls. FES Flights are not resourced to manage catastrophic incidents. Rather, resources are provided for capability to manage most probable incidents and plans are developed locally for a collaborative (other organic responders, mutual aid, etc.) response to manage catastrophic incidents. The HMEP can be found at the AF FES CoP or next generation replacement. Local quantities may be adjusted based on unique

missions when approved by the Command Fire Chief. Addition of equipment to the HMEP must be approved by the AF Fire Chief.

3.5.5. Technical Rescue. The IFC will maintain a capability to perform rescue related to FES core missions (T-1). This capability may be integrated with other functions through cross-staffing or provided as a stand-alone capability.

3.5.5.1. The IFC determines the requirements for advanced rescue technician training and certification based on mission needs of the installation. Based upon installation-specific requirements, some FES personnel may require training in special operations such as confined space, high/low angle rope rescue, urban search and rescue, vehicle extrication and water rescue.

3.5.6. Emergency Medical Services (EMS). The EMS program entails responding to emergency medical incidents for early intervention with appropriate patient care. The EMS program remains the responsibility of the installation senior medical officer. At installations/locations without organic medical capability/assets, the EMS program is managed by the MAJCOM/FOA/DRU Medical Authority.

3.5.6.1. The FES flight's primary role in the EMS program is to respond to medical emergencies and provide patient care at the Emergency Medical Responder (EMR) level. All FES Operations Section personnel are required to be certified to the Department of Transportation (DOT) EMR level. FES's role is limited to supporting the Medical Group by providing Basic Life Support (BLS) with Non-Transport (NT) (i.e., no responsibility for patient transport) except when performed IAW paragraph 3.5.6.3.

3.5.6.2. The installation senior medical officer will provide the FES Flight with: AF-approved EMS protocols; EMS program management oversight to include all initial and recurring training and certification for the agreed upon EMR or Emergency Medical Technician (EMT) level of care; and expendable supplies and durable equipment as specifically identified in the supply lists approved by AF/SG3 and AF/A7C (T-1). The approved list will be posted on the AF/SG knowledge exchange and the items provided will be determined based on the level of care provided at each installation. Guidance for issuing supplies and equipment will be accomplished IAW AFI 41-209, paragraph 3.23, Medical Logistics Support. DHP funds will not be used to purchase supplies and equipment items that are normally contained on FES response vehicles (i.e. backboards, extrication equipment, etc.).

3.5.6.3. Any FES role in EMS above the EMR level must be clearly articulated in a Memorandum of Understanding/Agreement (MOU/A) per DoD Instruction 4000.19, *Support Agreements* and AFI 25-201, *Support Agreement Procedures* (T-0). The MOU/A must be coordinated through the Air Force Medical Service EMS Work Group and approved by the MAJCOM/A7 and Surgeon General (SG), before the FES Flight can assume any role beyond BLS/NT.

3.5.6.3.1. The MOU/A must address medical dispatch, resource requirements, training/certification requirements, medical logistics, funding, medical authority, protocols, program oversight, command and control, insurance and billing procedures, and personal and organizational liability. The MOU/A must also address the cleanup and disposal of all biohazards (T-1).

3.5.6.3.2. At approved locations where firefighters provide the EMT level of care. The number of individuals who need to be certified will be determined by multiplying 3 individuals per fire station by the manpower factor of 2.64 (i.e. funded EMTs equal (3 firefighters)(3 fire stations)(2.64) for a total of 24).

3.5.6.3.3. If FES personnel have already obtained a national or state level EMT certification; they may maintain their EMT certification; but they can only practice at the EMR level at those locations without an approved MOU/A for higher levels of care.

3.5.6.4. Unless the medical group provides additional resources, FES EMS capabilities are predicated upon response times from existing or future fire station locations without regard for any EMS-based timelines. Availability of FES assistance is contingent upon the on-duty FES staff not being otherwise engaged in an emergency at the time of the EMS emergency.

3.5.6.4.1. When first to arrive, FES personnel will perform necessary BLS/NT activities until the primary EMS provider arrives on-scene and assumes patient care. FES personnel, while performing duties as an employee of the USAF, who hold Advanced EMT or Paramedic certifications, will transfer care to the arriving ambulance crew staffed with EMT or higher qualifications.

3.5.6.4.2. FES responders will annotate EMS response actions on the AF Form 552, *Air Force Patient Care Report (T-3)*. The original copy of the completed AF Form 552 must be turned into the local military MTF no later than the next duty day.

3.5.6.5. Any EMS contract or other written agreements with the local community are the responsibility of the installation senior medical officer and is not included in the fire department's mutual aid agreement. The FES Flight will have no role in providing contract oversight, administration, QAE, etc.

3.5.7. Tenant Ambulance Crews. (contractor and/or Medical Group). Due to response time requirements from fire stations, the fire station may host an ambulance crew staging area. FES Flights hosting a non-fire managed ambulance service will develop a MOU/A with the Medical Group per DoD Instruction 4000.19, and AFI 25-201, and outline specific operational and safety requirements for tenant compliance (T-1). As a minimum, biohazard waste disposition, infectious disease control measures, and exposure protection practices will be addressed. Compliance with USAF TIG 1500 and NFPA 1581, *Standard on Fire Department Infection Control Program* is mandatory.

3.5.8. Radio Access. The IFC, with approval of the installation commander, will determine the agencies authorized transceiver access to fire and crash radio networks (T-3). A minimum of two radio frequencies are required for use by the fire department to provide effective command and control. At larger bases with multiple fire districts, one frequency for each district is desirable. One frequency will be limited to fire department access only for tactical fire ground operations. Additional frequencies may be required to support mutual assistance operations and training. FES ground-to-aircraft communication is required at all locations with aircraft operations.

3.5.9. Hazardous Standbys. FES will support aircraft hazardous standbys outlined in TO 00-25-172, *Ground Servicing of Aircraft and Static Grounding/Bonding* and other applicable aircraft technical orders as deemed necessary by the IFC (T-1).

3.6. Privatized Housing Response Management. FES will provide fire protection to privatized housing developments located within the Installation boundaries under proprietary or exclusive federal jurisdiction IAW applicable jurisdictions and project transactions documents (T-0). Under concurrent jurisdiction the AF or local municipal FES response will be determined upon established/applicable support agreements and as outlined in project transaction documents. As required, the BCE provides annual response data in accordance with reimbursement methodology with supporting documentation and source references to the CE Resource Advisor to compute annual updates for reimbursable costs for fire protection services IAW AFI 32-6007, *Privatized Housing Management*.

3.7. Emergency Responder Rehabilitation. Physical demands associated with emergency operations and exercises, coupled with environmental conditions could impact the safety and health of the individual responder. Rehabilitation is an essential element of any major incident and large-scale exercises.

3.7.1. Rehabilitation services during real-world emergencies may be provided to DoD and non-DoD emergency responders IAW Title 42 United States Code Section 1856(b)-(c), 1856a and 1856d. Specifically 42 USC § 1856 (a) provides that federal agencies can enter reciprocal agreements with any “fire organization...for mutual aid furnishing fire protection for the agency property.” The statute defines fire protection at 42 USC § 1856 (b) to include “personal services and equipment services, including basic medical support...” Therefore, through established mutual aid agreements with local, state, and federal fire organizations installation commanders can provide meals and beverage as “personal services” with appropriated funds.

3.7.2. Rehabilitation services during exercises may be provided at Government expense when the provision of that food is necessary to achieve the training program’s objectives. Title 5 United States Code Section 4109, identifies three conditions that must apply: 1) The meal or refreshments must be essential to the training program 2) attendance at the meal or refreshment break must be necessary for full participation in the program and 3) the employee cannot be free to take the meal/refreshment break elsewhere.

3.7.2.1. When planning exercises, sufficient pauses in the exercise to eliminate the need for nutritional supplement rehabilitation shall be provided (T-3). The IC is responsible for ensuring emergency responder rehabilitation is appropriately executed and proper exercise planning may alleviate the need for extended rehabilitation operations.

3.7.2.2. First and foremost, emergency responder rehabilitation is about taking care of our emergency responders during strenuous operations and making exercises as realistic as possible, which may necessitate providing food and beverages during the training.

3.8. Air Reserve Command (AFRC) Military Firefighters. AFRC firefighters in Unit Training Assembly (UTA) or Inactive Duty for Training (IDT) status are in a training status and will not augment host FES Flight manning IAW AFI 36-2254, Volume 2. AFRC firefighters performing annual tours or man-days are in an operational mode and will comply with this instruction.

Chapter 4

RESOURCES

4.1. Emergency Response Resources. Primary FES resources are fire vehicles, manpower and equipment. These resources are provided to manage emergency incidents associated with FES core missions explained in paragraph 2.1.1. Non-core missions may be required locally that use resources assigned for core missions. These non-core missions must be identified in the flight's organizational statement and Standards of Cover. The missions provided to the installation must be briefed to the installation commander annually (T-3).

4.1. (JBLANGLEY-EUSTIS)Emergency Notification Procedures. All fires, regardless of size and whether extinguished or not, will be reported to the Installation Fire Department immediately. This is necessary to provide prompt response and prevent the possibility of the fire rekindling. The 9-1-1 emergency reporting number will be used for emergencies only and not for routine business or information. Consider affixing fire/emergency reporting numbers on base telephones as a memory aid.

4.1.1. Manpower. Manpower authorizations are based on core missions. Manpower authorizations are predicated on managing one major FES incident at a time. Manpower is provided to accomplish tasks necessary to manage emergency operations, such as operating hose lines, operating vehicles and pumps, ventilating facilities, search and rescue, life-saving emergency care, and command and control. IFCs allocate available resources to manage FES incidents based on local risk factors.

4.1.1. (JBLANGLEY-EUSTIS) Fire reporting procedures: **WARNING:** Do not rely on manually operated fire alarm boxes installed in base facilities to alert the fire department. In all situations, use the telephone as your primary means to ensure fire department responds

4.1.1.1. Manpower authorizations on the Unit Manning Document (UMD) reflect workload requirements for full mission accomplishment. Funding of manpower authorizations on the UMD is decided by senior leadership at HQ USAF and MAJCOM levels with consideration of available funds, mission-importance, and acceptable levels of risk.

4.1.1.2. IFCs allocate available resources to manage FES incidents based on local risk factors. Incident Commanders on scene ensure tasks assigned to firefighters can be performed safely with available resources.

4.1.2. Vehicles. Fire Vehicles are authorized in Allowance Source Code (ASC) 010, *Vehicle Fleet (Registered) All MAJCOM*. The type and size of vehicle is calculated based on providing fire fighting agents for aircraft and structure fires, specialized equipment, and incident command. Use the AF Form 1800, *Operator's Inspection Guide and Trouble Report* to accurately record daily operator daily vehicle inspections.

4.1.2. (JBLANGLEY-EUSTIS) When smoke or fire is discovered:

4.1.2.1. Six fire fighting Vehicle Core Sets are established in *USAF Fire and Emergency Services Vehicle Validation and Realignment Plan (VVRP)*. ARFF vehicles carry the quantity of agent needed to extinguish a large fire involving the largest aircraft expected.

4.1.2.1. **(JBLANGLEY-EUSTIS)** Alert all occupants by the most expedient means (Shouting FIRE, FIRE, FIRE and activate the manual fire alarm box if available).

4.1.2.2. **(Added-JBLANGLEY-EUSTIS)** Notify the Installation Fire Department by dialing 9-1-1.

4.1.2.3. **(Added-JBLANGLEY-EUSTIS)** State nature of emergency.

4.1.2.4. **(Added-JBLANGLEY-EUSTIS)** Give your name and provide the address or area involved. Provide where you can be reached before you hang up the telephone. Do not hang up until you are sure the Emergency Dispatch Operator has all information needed.

4.1.2.5. **(Added-JBLANGLEY-EUSTIS)** Attempt extinguishment if possible for small fires in the early stage.

4.1.2.6. **(Added-JBLANGLEY-EUSTIS)** Secure classified documents.

4.1.2.7. **(Added-JBLANGLEY-EUSTIS)** Close doors and windows to prevent the spread of hazardous smoke or fire.

4.1.2.8. **(Added-JBLANGLEY-EUSTIS)** Turn off switches to fans and ventilators.

4.1.2.9. **(Added-JBLANGLEY-EUSTIS)** Establish a safe location of a least 75' away from the building for evacuees to gather.

4.1.2.10. **(Added-JBLANGLEY-EUSTIS)** Have someone direct arriving firefighters to the scene.

4.1.3. Force Activity Designator (FAD) codes for fire fighting vehicles, equipment, and supplies will be equal to the flying mission or highest mission being supported as prescribed in AFMAN 23-110, *USAF Supply Manual* (T-1).

4.1.3. **(JBLANGLEY-EUSTIS)** Supervisors and employees in buildings open to the base population, i.e. Commissary, Exchange, clubs, etc., will establish fire evacuation procedures that ensure the safe and orderly egress of patrons.

4.1.4. Service Testing and Annual Inspections. All fire vehicle pump systems will be tested IAW manufacturer specifications and applicable NFPA standards (T-0). All worksheets and forms used in the testing process will be maintained IAW Air Force Records Information Management System (AFRIMS) guidelines (T-3). Record inspection/test results on the AF Form 1078 *Fire Truck and Equipment Test and Inspection Record* or electronically or ACES-FD when available.

4.1.5. Equipment. IFCs will maintain sufficient stock levels of fire fighting support equipment (T-1). ASC 490, *Civil Engineering Fire Emergency Support and Aircraft Rescue Fire Fighting Equipment*, ASC 16, *Special Purpose Clothing and Personal Equipment* and ASC 429, *Civil Engineering Red Horse, Prime BEEF, Prime Ribs Teams* provide the primary basis of issue. IFCs determine the reserve levels of specialized equipment.

4.1.5.1. All ancillary fire ground and training equipment (ladder, self contained breathing apparatus (SCBA), hose, rope, powered equipment, etc.) will be maintained IAW the applicable NFPA standards, technical data and manufacturer's instructions (T-0). Inspection, maintenance and testing records will be maintained in ACES-FD (T-3). Use

AF Form 1071, *Inspection Maintenance Record* to document reoccurring specialized equipment inspections. Maintain records IAW AFRIMS guidelines.

4.1.6. Fire Extinguishing Agent. ARFF vehicles carry sufficient agent for one refill, therefore reserve/backup stock(s) of fire extinguishing agent(s) is limited to one complete refill of assigned fire fighting vehicles (T-1). IFCs will ensure agent conservation tactics are included in all training and exercises and will rigidly enforce such tactics during fire fighting operations.

4.1.7. Where water tanker or tenders are used for any movement, a certified fire officer will be in the cab (T-2).

4.1.8. Responder Safety. During emergency operations, the IC will give full consideration to the risks presented to all members on the fire ground and especially to members entering any IDLH environments. Operations that cannot be performed safely in accordance with OSHA regulations and applicable NFPA Standards will not be attempted.

4.2. Personal Protective Equipment (PPE). All military firefighters are issued PPE as outlined in **Attachment 6**, Figure A.8.1., at the first duty location as professional gear. When individuals receive Permanent Change of Station (PCS) orders, these orders will include a statement directing all PPE to be hand carried to the next duty station and authorizing excess baggage. Upon PCS, the losing IFC will provide an AF Form 538, *Personal Clothing and Equipment Record*, annotating the PPE issued.

4.2. (JBLANGLEY-EUSTIS) Fire Evacuation Drills: The Facility Manager is responsible for conducting fire evacuation drills. The Fire Prevention office will be consulted prior to conducting fire evacuation drills. The frequency will be as follows:

4.2.1. Personnel being discharged from active duty service and selected for transition to ANG or AFRC will transfer with PPE. For civilian firefighters, the losing IFC determines the disposition of PPE. If the employee is allowed to take the PPE, the gaining IFC will be notified. Military firefighters not assigned to FES Flights (instructor, staff, etc.) will be issued PPE at their next duty assignment. The losing IFC will ensure all PPE is inspected IAW NFPA Std. 1851, *Standard on Selection, Care, and Maintenance of Protective Ensembles for Structural Fire Fighting and Proximity Fire Fighting*, manufacturer's guidance and the gear is safe to use.

4.2.1. **(JBLANGLEY-EUSTIS)** Monthly for childcare centers.

4.2.2. **(Added-JBLANGLEY-EUSTIS)** Quarterly for hospital, recreational facilities, health care centers, and educational facilities (applies to all indicated facilities).

4.2.3. **(Added-JBLANGLEY-EUSTIS)** Annually for industrial areas, temporary living facilities, unaccompanied personnel living quarters, and aircraft hangars. In addition, buildings used for administrative purposes and occupied by more than 500 persons, or by more than 100 persons above or below the street level, and where building height exceeds three stories will require an annual evaluation of their established procedures.

4.2.4. **(Added-JBLANGLEY-EUSTIS)** Fire evacuation/relocation drills shall require total evacuation, unless weather or other circumstances prevent evacuation. Practice fire evacuation/relocation drills are not intended to see how fast a facility can be evacuated they are designed to ensure that personnel are familiar with evacuation procedures and exit in an

orderly and prompt manner. Fire Alarm systems will not be used for other than fire reporting without first coordinating with the Installation Fire Department.

4.3. Duty Uniforms. FES personnel issued PPE must wear station work uniforms while assigned to an apparatus, conforming to the requirements in NFPA 1975, *Standard on Station/Work Uniforms for Emergency Services* (T-0). These uniforms are provided to military firefighters by the unit. For civilians, station work uniforms are bought by the employee or provided by the employer as determined locally. **NOTE:** Additional civilian uniform information is provided in AFI 32-2006, *Uniform and Grooming Standards for Civilian Fire Emergency Services Personnel*.

4.3. (JBLANGLEY-EUSTIS)Emergency vehicle response. Fire apparatus answering emergency calls may travel in either direction on a one-way street. Virginia State law code 46.2-829 states upon the approach of any emergency vehicle as defined in Virginia State law code 46.2-920 giving audible signal by siren exhaust whistle, or air horn design to give automatically intermittent signals, and displaying a flashing, blinking, or alternating emergency light or lights as provided in Virginia State law code 46.2-1022 through 46.2-1024, the driver of every other vehicle shall, as quickly as traffic and other highway conditions permit, drive to the nearest edge of the roadway, clear of any intersection of highways, and stop and remain there, unless otherwise directed by a law enforcement officer, until the emergency vehicle has passed. This provision shall not relieve the driver of any such vehicle to which the right-of-way is to be yielded of the duty to drive with due regard for the safety of all persons using the highway, nor shall it protect the driver of any such vehicle from the consequences of an arbitrary exercise of such right-of-way. Violation of this section shall constitute failure to yield the right-of-way; however, any violation of this section that involves overtaking or passing an emergency vehicle giving an audible signal and displaying activated warning lights as provided for in this section shall constitute reckless driving, punishable as provided in Virginia State law code 46.2-868. Do not follow firefighting equipment to an emergency; keep back 500 feet (150 meters). Do not enter a street or road in which fire equipment is stopped with warning lights flashing and do not drive over a fire hose unless directed to proceed by firefighters at the scene. Violators may have their driving privileges suspended on JBLE and be subject to reimburse the government for damages to fire hose and/or equipment.

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.

4.3.2. Military personnel working within the FES Flight are authorized to wear the duty badge appropriate to their normally assigned duty position within the flight. There are four fire emergency services duty badges:

4.3.2.1. Station Chief and below (firefighter) - one trumpet/scramble.

4.3.2.2. Assistant/District Chief - gold shield with three trumpets.

4.3.2.3. Deputy Fire Chief - gold shield with four trumpets.

4.3.2.4. Fire Chief - gold shield with five trumpets.

4.3.3. Military FES personnel not assigned to FES Flights are authorized to wear the fire protection duty badge as prescribed below.

4.3.3.1. Base Fire Marshals may wear the Fire Chief duty badge after completing the Fire Marshal course (X30ZR32E4 0F1A) and may continue to wear it in all subsequent duty positions that include FES management and oversight responsibilities.

4.3.3.2. The commander, Louis F. Garland DoD Fire Academy is authorized to wear the Fire Chief duty badge. Course supervisors are authorized to wear the Assistant Chief duty badge. Fire instructors at all FES training sites and 3E7X1 personnel performing recruiter duty will wear the firefighter duty badge.

4.3.3.3. AFCEC/CXF, Command FES, and 3E7XX MAJCOM Inspector General staff members MSgt and below, if properly certified, are authorized to wear the Assistant Chief duty badge. All SMSgts, if properly certified, are authorized to wear the Deputy Chief duty badge.

4.3.3.4. The AF Fire Chief, Command Fire Chief's and all CMSgts, AFSC 3E700, are authorized to wear the Fire Chief duty badge.

4.3.3.5. In honor of fallen firefighters, FES personnel may wear a black band on the Fire Protection Badge.

4.3.3.5.1. To honor fallen firefighters that die while actively engaged in fire protection duties on or off duty, all FES personnel may wear the black band until interment.

4.3.3.5.2. To honor firefighters that die on or off duty but not engaged in fire protection duties, only personnel assigned to that duty station may wear the black band until interment.

4.4. (Added-JBLANGLEY-EUSTIS) Vehicle Movements, Fire Lanes, No Parking Areas. Vehicles or trailers will not be parked in any manner which would preclude access by fire apparatus to all sides of the building, in fire lanes, or within 15 feet (5m) of a fire hydrant or fire department sprinkler connection.

4.4.1. **(Added-JBLANGLEY-EUSTIS)** Fire lanes shall be at least 20 feet (6m) in width with the road edge closest to the structure and at least 10 feet (3m) from the structure.

4.4.2. **(Added-JBLANGLEY-EUSTIS)** "No-parking fire lane tow away zone" signs or other designations (no parking stripes) indicating that parking is prohibited shall be provided at all normal and emergency access points to street and within 15 feet (5m) of each fire hydrant, sprinkler, or standpipe connection.

4.4.3. **(Added-JBLANGLEY-EUSTIS)** No vehicles should be parked inside buildings not designated for such purposes.

Chapter 5

EXTERNAL AGENCY COORDINATION

5.1. External Agency Coordination. The installation commander may establish a Mutual Aid Agreement (MAA) with civilian communities or other government agencies to offset internal shortfalls in FES staffing, vehicles, or equipment if the MAA does not violate the prohibitions of 10 USC 2465, *Prohibition on Contracts for the Performance of Fire Fighting or Security-Guard Functions*.

5.1. (JBLANGLEY-EUSTIS)Fire Hydrants. Fire hydrants will not be used by any person other than the Fire Department, except when the Fire Chief or a designated fire department representative grants permission.

5.1.1. Air Force Reserve Command Prime BEEF FES Units. The AFRC Prime BEEF Unit Fire Chief will establish a support agreement with the Host Fire Chief to facilitate the use of resources and maximize training opportunities. Support agreements will include a plan to address emergency response during AFRC Prime BEEF training evolutions to ensure host unit's response capability is not significantly degraded.

5.1.1. **(JBLANGLEY-EUSTIS)** Fire hydrants located in parking or high traffic areas shall be protected by barriers that will prevent physical damage from vehicles.

5.1.2. **(Added-JBLANGLEY-EUSTIS)** Water mains and fire hydrants will not be shut off, nor will any maintenance be performed that could interfere with the water supply without 24-hour notification to the Fire Department. Exception to this will be only when emergency work to repair these systems is required and the Fire Department will be notified promptly of emergency work.

5.1.3. **(Added-JBLANGLEY-EUSTIS)** The Civil Engineering Squadron/Division will notify the Fire Department of proposed water curtailments, which affect the base fire flows or the fire hydrants. The Utility Shop will also identify inactive/defective fire hydrants by placing the appropriate "OUT OF SERVICE" placard on the hydrant.

5.2. Mutual Aid Agreements. The IFC manages mutual aid agreements in accordance with **Attachment 3** (US) and **Attachment 4** (Foreign) of this instruction. The format and substantive provisions for these agreements may be modified or supplemented by MAJCOM FES Staff, subject to a legal review by the installation Staff Judge Advocate, and approval by the installation commander. Air Force (AF) FES organizations may be part of automatic response agreements with local community fire services organizations when approved by the installation commander. Emergency responses to local communities must be approved by the installation commander and will be in accordance with AFI 10-801 (T-3). Coordinate requests for reimbursement of emergency services support provided during responses with the installation financial management staff in accordance with DoD Directive 3025.18, *Defense Support of Civil Authorities*, and AFI 65-601, Volume 1, *Budget Guidance and Procedures*.

5.2. (JBLANGLEY-EUSTIS)Installed Fire Suppression and Detection System. Installed fire suppression (sprinkler) systems which operate during an actual fire shall not be shut off except upon directions of the Senior Fire Officer.

5.2.1. IFCs are encouraged to seek mutual aid agreements with surrounding communities to increase capabilities at large FES incidents. Honor requests for assistance under such agreements except when an actual FES incident is in progress on the installation or when supporting the request would reduce AF capability below the CLS. IFCs will exercise mutual aid agreements annually (T-3).

5.2.1. **(JBLANGLEY-EUSTIS)** Only authorized/approved personnel shall maintain and test Installed suppression systems.

5.2.2. CLS as defined in paragraph 2.4.1.3 is an acceptable level of service when honoring requests for assistance from mutual aid partners.

5.2.2. **(JBLANGLEY-EUSTIS)** Whenever any fire detection or suppression system is out of service for any reason, the fire department shall be notified immediately. When a fire protection system is out of service for more than 4 hours in a 24-hour period, the AHJ shall be permitted to require the building to be evacuated or an approved fire watch to be provided for all portions left unprotected by the fire protection system shutdown until the fire protection system has been returned to service.

5.2.3. **(Added-JBLANGLEY-EUSTIS)** Tampering with fire detection, fire hydrants, and fire suppression systems is strictly prohibited and violators will be subject to disciplinary actions.

5.3. Defense Support of Civilian Authorities. Procedures for response to requests for assistance from civil authorities are prescribed in DoD Directive 3025.18 and AFI 10-801. 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. Record expenses incurred for all DSCA responses in ACES-FD. Consult the local comptroller to develop procedures to seek reimbursement for FES support.

5.4. National Response Framework and National Incident Management System. Homeland Security Presidential Directive 5 (HSPD-5) implements the National Incident Management System (NIMS). HSPD-5 is implemented in the AF through AFIMS. The IFC must coordinate with local emergency response agencies to familiarize each other with the IMS used and develop procedures to integrate the IMS systems (T-3).

5.5. Off/On-Base Familiarization. FES personnel will become familiar, at least annually, with areas surrounding the base where they may provide mutual aid or assistance and likewise for responding personnel that may be required to respond on the installation from the local community. (T-3). Annual joint training exercises are recommended. IFCs will maintain copies of civilian community fire department emergency response plans for high hazard areas when those communities maintain such plans and where permitted by host nation/local laws (T-3).

5.6. Fire Incident Investigations. Fire investigations are performed in accordance with AFI 91-204, *Safety Investigations and Reports* and AFMAN 91-224, *Ground Safety Investigation and Reports*. For Class C incidents, the IFC determines the most probable cause. For Class A & B incidents, the Safety Investigation Board President and/or Single Investigating Officer (SIO) will request the support of subject matter experts through the MAJCOM FES staff when conducting fire investigations. Any time FES tactics or competency is an issue; the convening authority will request investigative support from the MAJCOM FES Staff.

5.7. FES Response Reporting. The IFC reports FES responses as prescribed in [Attachment 2](#).

5.8. Pre-Incident Plans. The IFC will develop pre-incident plans for facilities having a significant fire or loss-of-life potential; hazardous operations; all assigned aircraft; and any transient aircraft the IFC deems necessary (T-1). Facility pre-incident plans are recorded on AF Form 1028, *Facility Pre-Fire Plan*, or computer generated equivalent form. Facility pre-incident plans are required to be reviewed, validated and/or updated annually or whenever the floor plan of a facility is altered. Aircraft pre-incident plans are recorded on AFTO Form 88, *Aircraft Pre-Fire Plan*, or computer generated equivalent form. Aircraft pre-incident plans are required to be reviewed, validated and/or updated annually or anytime there is a change to Technical Order (T.O.) 00-105E-9, *Aerospace Emergency Rescue and Mishap Response Information (Emergency Services)* for the applicable assigned or transient aircraft (T-1). AFCEC/CXF is responsible for the development, maintenance, and web management of T.O. 00-105E-9. This T.O. is managed by the AFCEC/CXF Technical Content Manager and provides aircraft emergency rescue, fire fighting, and hazardous materials information and procedures.

5.9. Joint-Use Airport Agreements. If the AF provides fire fighting services at joint-use civil airports, include a release and indemnification clause in accordance with [Attachment 5](#) (T-0).

5.10. Prior Notification of Exercises. The IFC or senior fire official (SFO) on duty must receive at least a 30-minute prior notification when exercises involve fire fighting vehicles, equipment, or personnel.

Chapter 6

RISK ASSESSMENT AND MANAGEMENT

6.1. Risk Assessment and Management. The IFC is responsible for managing available resources to minimize risk to people, property, and the environment. Risk decisions based on fact-based analysis provide a high degree of confidence that FES incidents will be managed appropriately with available resources. Risk assessments based on actual emergency response data, tempered with sound professional judgment, provides the best opportunity for effectively managing FES incidents.

6.1. (JBLANGLEY-EUSTIS) Portable Fire Extinguishers. Fire prevention personnel will determine the type, number, distribution, and placement of portable fire extinguishers as outlined in AFI 91-203, *Air Force Consolidated Occupational Safety Instruction* and National Fire Protection Association (NFPA) Standard 10 of the National Fire Codes. Refer to AFMAN 91-201, *Explosive Safety Standards*, for extinguisher requirements in explosive locations.

6.1.1. Failure to provide adequate fire prevention services poses the greatest potential for long-term negative impact on fire safety. MAJCOM Directors, Installation Commanders, Base Civil Engineers and IFCs must ensure prevention programs including engineering controls, education, and enforcement receives the highest priority to effectively mitigate hazards (T-1).

6.1.1. **(JBLANGLEY-EUSTIS) Using Organization Responsibility.** The using organization and facility managers are responsible for budgeting for the purchase and maintenance of portable fire extinguishers for facilities, aircraft support vehicles, ground support equipment, motor vehicles, heavy equipment, and mobility equipment. Contact the Fire Prevention Office or check the appropriate technical order before purchasing the extinguisher to obtain the proper size, type, and rating of extinguisher. If the extinguisher requires maintenance or servicing, the using organization is the responsible for repair, re-servicing, and testing of the extinguisher.

6.1.2. The FES operations function is critical to the safety of people and property during emergencies. When emergencies occur, early intervention is the critical factor in reducing the potential for damage, injury and death. For this reason, response time standards are crucial to initial success.

6.1.2. **(JBLANGLEY-EUSTIS)** Fire extinguishers will be visible at all times and not obstructed from immediate use. Signs marking the location of the fire extinguisher will be purchased and posted by the using organization when the extinguisher cannot be visible at all times.

6.1.3. The level of service provided must be balanced based on risk, probability of incidents and available resources. Although RLS may provide resources needed to accomplish successful operations, it must be measured against historic response data to ensure resources are sufficient for the risk. When CLS is reached, leaders must recognize the severe limitations of FES capability. There are, however, periods where the Installation Commander, Base Civil Engineer and IFC must consider a reduction of service. These include but are not limited to:

6.1.3. **(JBLANGLEY-EUSTIS)** Fire extinguishers shall be permanently mounted to walls using an approved bracket or in recessed and semi-recessed fire extinguisher cabinets. The extinguisher shall be mounted not higher than 5' from the top of extinguisher or lower than 4" from the bottom. No fire extinguisher will be repositioned to another location without the approval of the Fire Prevention Office.

6.1.3.1. Vehicles out of service, sick leaves, deployments, or support to mutual aid partners.

6.1.3.2. Periods of reduced activity or "down days" when normal base operations (example, flying, aircraft maintenance or wing support functions) are suspended.

6.1.4. **(Added-JBLANGLEY-EUSTIS)** Fire extinguishers will not be used for any purpose other than the extinguishment of fires. The tampering or misuse of fire safety equipment such as fire extinguishers will result in disciplinary action against responsible individual(s).

6.1.5. **(Added-JBLANGLEY-EUSTIS)** Functional managers, supervisors, and/or facility managers shall make sure a visual inspection is performed monthly for all fire extinguishers under their control. This inspection includes:

6.1.5.1. **(Added-JBLANGLEY-EUSTIS)** Extinguisher located in designated place.

6.1.5.2. **(Added-JBLANGLEY-EUSTIS)** No obstruction to access or visibility.

6.1.5.3. **(Added-JBLANGLEY-EUSTIS)** Operating instructions on name plate legible and facing outward.

6.1.5.4. **(Added-JBLANGLEY-EUSTIS)** Determine fullness by lifting.

6.1.5.5. **(Added-JBLANGLEY-EUSTIS)** Safety seals and (or) tamper indicators not broken or missing.

6.1.5.6. **(Added-JBLANGLEY-EUSTIS)** No obvious physical damage, corrosion, leakage or clogged nozzle.

6.1.5.7. **(Added-JBLANGLEY-EUSTIS)** Pressure gage reading or indicator in the operable range or position.

6.1.5.8. **(Added-JBLANGLEY-EUSTIS)** For wheeled units, the condition of the tires, carriage, hose, and nozzle checked.

6.2. Allocating Resources. At OLS, staffing is available to reasonably ensure successful outcome at most emergency incidents. However, RLS is expected to occur frequently and for extended periods at most installations. At any LOS, the IFC will allocate available resources based upon assessment of local risks, with the goal of maintaining at least CLS within the response time standards for each fire district. Use local emergency response data and the following facts to allocate resources.

6.2.1. Many FES incidents can be managed with one fire vehicle responding within the response time standard for early intervention. However, fire fighting is a labor-intensive task that requires adequate staffing to perform in as safe a manner as possible. Consequently, IFCs must actively manage FES incidents to reduce risk to firefighters and ensure rapid intervention teams are available.

6.2.2. Historic data indicates most FES incidents occur when/where people are present and rarely occur in unoccupied buildings or parked aircraft not undergoing maintenance.

6.3. Mitigating Risk. IFCs have wide latitude to manage risk in allocating available resources according to local risk factors, to provide capability within the limits of available resources.

6.3.1. Except to provide CLS capability, dramatic actions such as, increased work hours and/or contractor support are not necessary. By allocating available resources (vehicles in service and firefighters for a maximum of 72 hours per week), an acceptable level of service can normally be provided. Options to maximize available manpower resources include:

6.3.1.1. Adjusting work schedules so more resources are available during higher risk periods and fewer during lower risk periods.

6.3.1.2. Assigning management and administrative personnel to the FES Operations Section as training and certifications allow.

6.3.2. Cross-staffing and utilizing qualified administrative personnel provides additional FES capability and can mitigate manpower shortages.

6.4. Risk Management Plans. The IFC will establish risk management plans addressing reduced ERC when the department will operate below OLS for review by the BFM and approval by the Installation Commander (T-1). The plan must include control measures implemented by the IFC that describe both the probability and consequence of the potential risk (T-1). These components include predicting the consequence of the identified risk and the probability of the incident occurring based on historic response data. Control measures can include varying the available resources by time of day and day of the week based on the predicted probability while considering the consequence during both periods of risk. These plans are developed in advance and consider the following factors:

6.4.1. An assumption that only one major FES incident will occur at a time. All available FES resources may be employed to manage a single large FES incident.

6.4.2. Historic emergency response data proves early intervention by occupants, operators or firefighters occurs at almost every FES incident, preventing major incidents that require extensive resources.

6.4.3. When a reduction in the level of service occurs, IFCs implement the management plan actions. In all cases, IFCs are empowered to take any action necessary to continuously maintain CLS for each fire district unless operating at an ILS is approved by the MAJCOM Civil Engineer. With the Installation Commander's recommendation, MAJCOM Civil Engineers may approve operating at ILS consisting of at least 4 firefighters and one vehicle provided follow-on responders are available within 24 minutes.

6.5. Level of Service Capability Reporting. CLS capability must be maintained in each fire district at all times (T-1). Whenever CLS capability cannot be continuously provided additional resources will be allocated to provide increased capability (T-1).

6.5.1. To ensure commanders are aware of reduced capability, IFCs will make the following notifications:

6.5.2. As RLS capability diminishes the IFC will immediately notify the BFM and submit an RM plan IAW paragraph 6.4.

6.5.3. Prior to exceeding 72 hours at CLS the BFM will make appropriate notifications to inform the installation commander and MAJCOM FES Staff.

6.5.4. The BFM will make appropriate notifications to inform the installation commander and MAJCOM FES Staff when CLS will not be available for any period of time within a fire district (T-1).

6.6. Minimum Manning Standards. Except to define the CLS or ILS for each fire district, a minimum number of firefighters required to be available is not specified by this instruction. Minimum staffing standards that prescribe a number of firefighters that prevent varying the level of service based on risk factors are prohibited. IFCs have wide latitude to allocate resources according to local risk factors. Such standards restrict the IFC's ability to allocate resources according to risk factors; a fundamental tenet of FES risk management.

Chapter 7 (Added-JBLANGLEY-EUSTIS)

FLIGHTLINE FIRE EXTINGUISHERS

7.1. (Added-JBLANGLEY-EUSTIS) Flight Line Fire Extinguisher. The number and type of wheel-mounted flight line fire extinguishers authorized are in Allowance Source Code (ASC) 490 issued to the Fire Department. Location and placement of these extinguishers is outlined in T.O. 00-25-172.

7.1.1. **(Added-JBLANGLEY-EUSTIS)** The using organization is responsible to inspect the fire extinguisher daily for proper operation. They are responsible for moving the extinguishers within their work/ramp area to meet required coverage during maintenance and aircraft engine starts as outlined in T.O. 00-25-172.

7.1.2. **(Added-JBLANGLEY-EUSTIS)** If a flight line fire extinguisher on Langley AFB is used or found to require servicing, the using organization will return the fire extinguisher to the Flight Line Fire Station for repair or replacement. Flight line extinguishers on Ft. Eustis will continue to be the responsibility of the using organization for repair, recharge or replacement.

7.1.3. **(Added-JBLANGLEY-EUSTIS)** Flight line fire extinguishers: It is preferred the 150-pound Halon wheeled fire extinguishers shall remain in the vertical position at all times; however some circumstances may require it to be in a horizontal position. The laying down of the flight line extinguisher to prevent tipping or damage from engine exhaust may result in the extinguisher failing to discharge all agent to extinguish a fire.

Chapter 8 (Added-JBLANGLEY-EUSTIS)

EGRESS REQUIREMENTS

8.1. (Added-JBLANGLEY-EUSTIS) Egress and Exit Requirements. Fire exit capacity and arrangement shall be in accordance with National Fire Protection Association 101, *Life Safety Code*.

8.1.1. (Added-JBLANGLEY-EUSTIS) Exit doors in occupied facilities will remain unlocked and unobstructed at all times. During base mobility exercises, it shall be understood that the National Fire Codes (Life Safety) Standard #101 states that in every building or structure, means of egress shall be arranged and maintained to provide free and unobstructed egress from all times when it is occupied. No locks or fastening devices shall be installed to prevent fire escape from the inside of any building. Means of egress shall be accessible to the extent necessary to ensure reasonable safety for occupants. This would also include sandbagging of exit door outside the building while it is occupied.

8.1.2. (Added-JBLANGLEY-EUSTIS) Exit doors shall swing in the direction of egress travel where serving a room or area with an occupant load of 50 or more people within a facility.

8.1.3. (Added-JBLANGLEY-EUSTIS) In places of public assembly and recreational facilities, exit doors will be equipped with panic hardware devices.

8.1.4. (Added-JBLANGLEY-EUSTIS) Building exits and corridors shall remain clear at all times. The exit shall be properly identified by exit signs that are readily visible from any direction of exit access.

8.1.5. (Added-JBLANGLEY-EUSTIS) Do not obstruct exits or exit signs with draperies, decorations, placards, tables, chairs, furniture, etc.

8.1.6. (Added-JBLANGLEY-EUSTIS) Padlocks, chains, sliding bolts, locks or any device that retards the intended safety action of the door will not be installed.

8.1.7. (Added-JBLANGLEY-EUSTIS) If exits become inoperative for any reason, the Facility Manager will ensure immediate corrective action is taken to correct the problem.

8.1.8. (Added-JBLANGLEY-EUSTIS) The corridors in the means of egress shall not be used for storage.

8.1.9. (Added-JBLANGLEY-EUSTIS) The locking of exit doors is prohibited during occupancy.

8.2. (Added-JBLANGLEY-EUSTIS) Visibility and Illumination. Exit signs shall be suitably illuminated by a reliable light source. External and internal illuminated exit signs shall be visible at all times during normal and emergency lighting conditions. Inoperable lights or battery backups systems will be immediately reported to the Civil Engineering Service Call Desk at extensions 764-5451/878-4357.

Chapter 9 (Added-JBLANGLEY-EUSTIS)

TRAINING

9.1. (Added-JBLANGLEY-EUSTIS) Training. The objective of the installation Fire Prevention Program is to eliminate the potential causes of fire, reduce the loss of life, injuries, and property damage and protect the environment should fire occur. Accomplishing these objectives is vital if the mission is to continue without delay due to fire. To reach these objectives, it's necessary to reduce unsafe practices and conditions. This is accomplished through the education of all personnel, command support at all levels and enforcement of safe practices. Therefore, fire prevention and fire safety will not be compromised for reasons of expediency or economy.

9.1.1. (Added-JBLANGLEY-EUSTIS) Fire extinguisher education is required for all personnel upon assignment and documented on Air Force Form 55. This education will include general principles of the fire extinguisher, extinguishing systems use, and the hazards involved with initial stage firefighting. The Supervisor or Facility Manager will conduct this training with fire department assistance if needed.

9.1.2. ((Added)-JBLANGLEY-EUSTIS) Upon request, Fire Prevention personnel will conduct fire prevention training for any organization or social group. This training is available on any fire safety related subject and may consist of lectures, films, and demonstrations.

Chapter 10 (Added-JBLANGLEY-EUSTIS)**TOBACCO USE**

10.1. (Added-JBLANGLEY-EUSTIS) Designated Tobacco Use Requirements. Designated tobacco use (DTU) areas are only permitted in areas that are approved by unit commanders IAW AFI 40-102, *Tobacco Use in Air Force, ACC Supplement 1* and AFI 40-102, *LAFB Sup 1*.

10.1.1. **(Added-JBLANGLEY-EUSTIS)** Disposal of used smoking products (cigar & cigarette butts, expended matches, etc.) shall comply with the procedure outlined in this section.

10.1.2. **(Added-JBLANGLEY-EUSTIS)** Transfer used smoking materials to a metal container; fill the container with water so that the used smoking materials are fully submerged for a period of four hours or longer; strain off water and dispose of remaining materials in appropriate refuse container.

10.1.3. **(Added-JBLANGLEY-EUSTIS)** Facility managers are responsible for the appropriate disposal and policing of the designated smoking areas within their facilities; this responsibility can be delegated to other responsible individuals. Designated smoking areas will be at least 50 feet from common points of ingress/egress and will not be located in areas that are commonly used by non-smokers.

Chapter 11 (Added-JBLANGLEY-EUSTIS)

ELECTRICAL REQUIREMENTS

11.1. (Added-JBLANGLEY-EUSTIS) Electrical. All electrical services and installations shall conform to the National Fire Protection Association 70, National Electrical Code. Only civil engineering/public works electricians and contract service electricians or licensed individuals may alter/repair electrical wiring, outlets, etc. Unauthorized wiring will be removed at the occupant's expense, as determined by the Fire Prevention Office.

11.1.1. (Added-JBLANGLEY-EUSTIS) All switch, outlet receptacles, fuse/circuit breaker, and junction boxes shall have suitable cover plates. Fuses/circuit breakers will not be bridged, by-passed, replaced with one of a larger capacity to prevent tripping, or secured in the OPEN position.

11.1.2. (Added-JBLANGLEY-EUSTIS) A minimum clearance of 18 inches will be maintained between electrical light fixtures and combustible materials.

11.1.3. (Added-JBLANGLEY-EUSTIS) Extension cords shall not be used in lieu of permanent electrical wiring.

11.1.4. (Added-JBLANGLEY-EUSTIS) Extension cords shall not be spliced, taped or draped over nails or metal objects, run through windows, ceilings, doors, run under carpet, or fixed in a way that may subject the wiring to physical damage.

11.1.5. (Added-JBLANGLEY-EUSTIS) The use of excessive extension cords by means of multiple outlet plugs from single outlets is prohibited. Surge protector use is limited to computer and computer peripherals and shall not be used for major appliances (coffee pots, microwave, refrigerators etc).

11.1.6. (Added-JBLANGLEY-EUSTIS) Worn or deteriorated electrical cords shall be removed from service and replaced immediately.

11.1.7. (Added-JBLANGLEY-EUSTIS) All extension cords shall be of sufficient gauge to carry the ampere load of the attached equipment, without heating the extension cord, plugs, or other components and must be equipped with non-conductive plugs and kept in good condition.

11.1.8. (Added-JBLANGLEY-EUSTIS) Extension cords shall have the Underwriter's Laboratory (UL), Factory Mutual (FM) or other nationally recognized testing authority seal of approval.

11.1.9. (Added-JBLANGLEY-EUSTIS) Explosion-proof electrical equipment will be used in hazardous locations where flammable gases/vapors are present and as required by the National Electric Code.

11.2. (Added-JBLANGLEY-EUSTIS) Cooking Appliances. Unless otherwise specified or approved by the Fire Prevention Office, only electrical coffee makers, coffeepots, and microwaves may be operated within non-residential facilities. In all cases, the appliance must bear the Underwriters Laboratories (UL) or Factory Mutual Laboratories (FM) approval.

11.2.1. **(Added-JBLANGLEY-EUSTIS)** Cooking Appliances where possible will be disconnected at the end of each workday, or when not in use. Though it is recommended that these items be placed in a designated break area or kitchen, at no time will these appliances be placed on occupied desks, within 18 inches of paper products or other readily combustible materials.

11.2.2. **(Added-JBLANGLEY-EUSTIS)** The use of toasters or toaster ovens are permitted in kitchens or approved established break rooms only. While in-use these appliances will not be left unattended. The use of other type of open element appliances is prohibited.

11.3. (Added-JBLANGLEY-EUSTIS) Portable Heater Use and Requirements. Portable electric heaters (space heaters) are for temporary use only. The use of portable heaters is prohibited without written approval from 633 CES/CC, 733 CED/CC. Once approved then the portable heater use must follow the requirement of AFI 91-203.

11.3.1. **(Added-JBLANGLEY-EUSTIS)** Occupants must submit, in writing, through their facility manager, to 633 CES/CEOSC, 733 CED/CEO, and a memorandum requesting the use of portable heaters with unit commander or designated representative signature. Either a copy of the 332, CE work order number order for the repair of the heating system, or documentation of medical condition identifying the requirement must accompany the written request.

11.3.2. **(Added-JBLANGLEY-EUSTIS)** If approved, the duration for use of portable heaters will be determined by 633 CES/CC, 733 CED/CC. Portable space heaters shall be limited to temporary use of 30 days, which should provide ample time for system repairs. Use of portable space heaters shall be discontinued at such time that the HVAC system is repaired or 633 CES/CEO, 733 CED/CEO determines the system is operating correctly. Heaters, open flames, or element space heaters will not be used in hangars, shops, or vehicle garages where fire hazards could be created. Under no circumstances, will portable heaters be permitted in locations suspected of having concentrations of flammable or explosive substances.

11.3.3. **(Added-JBLANGLEY-EUSTIS)** Fuel-fired portable heaters are only authorized when approved by the Base Fire Chief.

Chapter 12 (Added-JBLANGLEY-EUSTIS)

FLAMMABLE LIQUIDS REQUIREMENTS

12.1. (Added-JBLANGLEY-EUSTIS) Flammable Liquid Requirements. Positive control measures will be taken to keep flammable/combustible liquids and vapors from all sources of ignition. Specific guidance on the storage of flammable/combustible liquids is contained in AFI 91-203, *Air Force Consolidated Occupational Safety Instruction*; National Fire Code Standard 30, *Flammable and Combustible Liquids Code*; and National Fire Code Standard 99, *Standard for Health Care Facilities*. Requirements for the transportation of flammable and combustible liquids are contained in the U.S. Department of Transportation regulations or in National Fire Code Standard 385, *Standard for Tank Vehicles for Flammable and Combustible Liquids*.

12.1.1. (Added-JBLANGLEY-EUSTIS) Flammable liquids and other hazardous materials such as paints, spray paints, flammable thinners, gasoline, diesel fuel, etc., shall be stored in an approved manner and in approved containers.

12.2. (Added-JBLANGLEY-EUSTIS) Storage Containers. All flammable liquid containers must be clearly labeled identifying contents.

12.2.1. (Added-JBLANGLEY-EUSTIS) UL or DOT approved metal or plastic containers will be used for storing or handling flammable liquids. The use of glass containers is strictly prohibited unless shipped that way by the manufacturer and labeled accordingly.

12.2.2. (Added-JBLANGLEY-EUSTIS) Nozzles used to dispense flammable liquids will be spring loaded or otherwise self-closing when hand pressure is released. Under no circumstances will they be wired or bolted in the open position when dispensing flammable liquids.

12.2.3. (Added-JBLANGLEY-EUSTIS) Containers of flammable and combustible liquids will remain tightly sealed, except when transferred, poured, or applied.

12.2.4. (Added-JBLANGLEY-EUSTIS) Approved safety cans will be used for transporting and dispensing flammable and combustible liquids.

12.2.5. (Added-JBLANGLEY-EUSTIS) All cleaning tanks and vats will be equipped with self-closing metal lids with fusible links. Only approved solvents designated for the purpose of cleaning will be used in these tanks/vats.

12.3. (Added-JBLANGLEY-EUSTIS) Flammable Storage Cabinets. Flammable/combustible liquids stored inside buildings will be stored in flammable storage cabinets that comply with the requirements of AFI 91-203, *Air Force Consolidated Occupational Safety Instruction*, and National Fire Code Standard 30.

12.3.1. (Added-JBLANGLEY-EUSTIS) Flammable storage cabinets will be labeled in conspicuous lettering which is visible from 50 feet away, "Flammable - Keep Fire Away".

12.3.2. (Added-JBLANGLEY-EUSTIS) The use of flammable liquid storage cabinets is limited to those organizations whose primary work activity requires the use of flammable/combustible liquids at least daily.

12.3.3. **(Added-JBLANGLEY-EUSTIS)** When not in use, all flammable/combustible liquids will be stored inside the storage cabinet and no more than 5 gallons will be outside the cabinet at any time. Mops, cleaning gear, and other material subject to spontaneous ignition shall be kept outside of buildings or stored in metal containers with tight-fitting, self-closing lid.

12.3.4. **(Added-JBLANGLEY-EUSTIS)** Flammable liquid storage cabinets will be limited to three cabinets per fire area, unless approved in writing by the Fire Prevention Office.

12.3.5. **(Added-JBLANGLEY-EUSTIS)** Flammable storage cabinets will have ventilation ports capped with bung caps when inside a building and bung caps will be removed when storage cabinets are located outside a building.

12.3.6. **(Added-JBLANGLEY-EUSTIS)** Storage in flammable liquid cabinets will be limited to flammable/combustible liquids only. All containers will have tight fitting lids or covers.

12.3.7. **(Added-JBLANGLEY-EUSTIS)** Total quantities of flammable/combustible liquids permitted per storage cabinet will be IAW AFI 91-203 and National Fire Code 30.

12.4. (Added-JBLANGLEY-EUSTIS) Exterior Flammable storage Facilities. The use of exterior flammable/combustible liquid storage facilities is limited to those organizations whose primary work activities use such liquids at least once a week.

12.4.1. **(Added-JBLANGLEY-EUSTIS)** Exterior storage facilities will be located at least 50 feet away from other buildings or hazardous operations and identified with conspicuous lettering readable from 50 feet, "Flammable - Keep Fire Away." Exception: Storage facilities may be located adjacent to blank exterior walls having a 2-hour fire rating.

12.4.2. **(Added-JBLANGLEY-EUSTIS)** The exterior storage facility may be conventional metal or wooden lockers, sheds (metal, masonry, or wood), connex, or similar structures.

12.4.3. **(Added-JBLANGLEY-EUSTIS)** The storage area must be protected against tampering or trespassers and shall be kept free of weeds, debris, and other combustible materials not necessary to the storage.

12.4.4. **(Added-JBLANGLEY-EUSTIS)** Exterior storage facilities may not exceed 500 gallons of flammable/combustible liquids, of which no more than 200 gallons may be Class I.

Chapter 13 (Added-JBLANGLEY-EUSTIS)

WELDING, CUTTING, AND BRAZING OPERATIONS

13.1. (Added-JBLANGLEY-EUSTIS) Welding, Cutting, and Brazing Operations. Welding, cutting, and brazing operations shall be conducted IAW AFI 91-203, *Air Force Consolidated Occupational Instruction*; and National Fire Code Standard 51B, *Welding, Cutting and Other Hot Work*. When welding operations are conducted outside approved welding shops, an AF Form 592, *USAF Welding, Cutting, and Brazing Permit*, will be issued by the Fire Department prior to the start of any operation. The supervisor in charge of the operation is responsible for obtaining the AF Form 592 from the Fire Department. Operations will not commence until approval has been given by the Fire Department. The supervisor in charge of the operation is responsible for compliance with the precautions and instructions outlined on the permit and as directed by the fire prevention inspector.

13.1.1. **(Added-JBLANGLEY-EUSTIS)** Prior to beginning any welding operations, personnel will ensure that all combustible materials/vegetation within 35 feet of the operation have been removed and the proper type/class of fire extinguisher is serviceable and immediately available.

13.1.2. **(Added-JBLANGLEY-EUSTIS)** Where the removal of combustible materials is impractical, a suitable fire resistive shield, or welding blanket will be placed between the materials and the welding operation. A fire watch will be required and furnished by the organization or contractor requesting the welding.

13.1.3. **(Added-JBLANGLEY-EUSTIS)** Welding will not be permitted in the vicinity of flammable or explosive materials until the possibility of fire or explosion has been eliminated.

13.1.4. **(Added-JBLANGLEY-EUSTIS)** Before welding or cutting on flammable liquid tanks, cylinders, or containers which contained flammable liquids (compressed gas cylinders and pipelines are excluded), they will be thoroughly washed, steamed, and filled with water or inerted with nitrogen. Extreme care will be taken to eliminate the accumulation of vapors by proper venting or positioning of the container during the filling operation.

13.1.5. **(Added-JBLANGLEY-EUSTIS)** To ensure an explosive mixture does not exist, the area or tank will be sampled using flammable/explosive gas detector. Trained personnel and the detector will be furnished by the organization requesting the test.

13.1.6. **(Added-JBLANGLEY-EUSTIS)** When aircraft parts require welding, they will be removed from the aircraft, when possible, and welded in the appropriate welding shop. When this is not possible, AF Form 592 will be required. In addition, an inspection of the area and situation will be performed by the Fire Department.

Chapter 14 (Added-JBLANGLEY-EUSTIS)**OPEN FIRE AND OUTDOOR COOKING**

14.1. (Added-JBLANGLEY-EUSTIS) Open Fire and Outdoor Cooking. Open fires, camping fires, bonfires, burning of leaves, etc., are prohibited on JBLE and all property under its jurisdiction without the written approval of the Installation Fire Chief.

14.1.1. **(Added-JBLANGLEY-EUSTIS)** Charcoal, propane, and wood cooking appliances will be used outside in a well-ventilated area. No cooking on balconies, under carports, in storage sheds or within 10 feet from a building.

Chapter 15 (Added-JBLANGLEY-EUSTIS)

EXPLOSIVE AND PYROTECHNICS

15.1. (Added-JBLANGLEY-EUSTIS) Explosives and Pyrotechnics. The storage, handling, and maintenance of these materials will be in strict compliance with AFMAN 91-201, *Explosives Safety Standards*.

15.1.1. ((Added)-JBLANGLEY-EUSTIS) The individual use of pyrotechnics/fireworks is prohibited on JBLE and property under its jurisdiction. Fireworks used during base-sponsored activities will be set up and discharged by properly trained personnel from a licensed commercial firm. If approved for a special event, the installation fire and safety office will meet with licensed vendor to ensure all fire/safety issues are addressed and a site inspection completed prior to start of event.

15.1.2. **(Added-JBLANGLEY-EUSTIS)** The use of ground burst simulations during base exercises shall be in accordance with AFMAN 91-201, *Explosives Safety Standards*.

15.1.3. **(Added-JBLANGLEY-EUSTIS)** Fire symbols will be posted on the inside of facilities, which contain ammunition or explosives. Posting of half-sized symbols is required for inside munitions storage areas. Fire symbols will be posted on doors leading into rooms or areas where munitions are stored.

15.1.4. **(Added-JBLANGLEY-EUSTIS)** The Fire Department must coordinate on AF Form 2047, *Explosives Facility License*. Munitions storage personnel shall promptly notify the Emergency Communications Center (ECC) each time there is a change in explosive locations of fire or hazard symbols.

Chapter 16 (Added-JBLANGLEY-EUSTIS)

HOUSEKEEPING PRACTICES

16.1. (Added-JBLANGLEY-EUSTIS) Housekeeping Practices. Good housekeeping cleanliness and orderliness in day-to-day activities is the basic intent of fire prevention. In general terms, any condition relative to the cleanliness of a building that could compromise fire safety constitutes poor housekeeping and may be identified as a fire hazard. Commanders, supervisors, and facility managers are responsible for maintaining a high state of cleanliness and orderliness throughout their building. This responsibility shall not be delegated to janitorial contractors only; it is the responsibility of the using organization to be done on a daily basis as needed.

16.1.1. (Added-JBLANGLEY-EUSTIS) Outside trash and rubbish collection containers shall be kept closed and will be located not less than 20 feet from any portion of a building or be separated from adjacent structures by an enclosure or wall.

16.1.2. (Added-JBLANGLEY-EUSTIS) Clean rags, dirty rags, clean speedy dry and dirty speedy dry shall be stored in separate metal containers with suitable lids and labeled with 1-inch lettering as to its contents.

16.1.3. (Added-JBLANGLEY-EUSTIS) Store steel wool in metal containers with metal lids or self-closing lids. Containers shall be labeled with 1-inch lettering.

16.1.4. (Added-JBLANGLEY-EUSTIS) Storage of any materials in utility rooms, air-conditioning compressor/air handling rooms, furnace rooms, generator rooms, telephone communication rooms, and under stairwells is strictly prohibited. Attics and basements that are fully sprinkled and the area contains permanently installed floors may be used for storage when approved by the fire department. Rooms will be kept locked and entered by authorized personnel only.

16.1.5. (Added-JBLANGLEY-EUSTIS) Boiler rooms, equipment rooms, or other utility rooms shall not be utilized as storage rooms for fuel-powered equipment.

Chapter 17 (Added-JBLANGLEY-EUSTIS)

FACILITY STORAGE PRACTICES

17.1. (Added-JBLANGLEY-EUSTIS) Facility Storage Practices. Facilities will meet the requirements set forth in AFJMAN 23-210, *Joint Service Manual* (JSM) for Storage and Materials, and/or the National Fire Codes. Buildings used for storage and warehouses will have aisles between stacks, racks, and stored materials. Stacks will be properly maintained to inhibit the spread of fire. The appropriate directives or Fire Prevention personnel will determine aisle width.

17.1.1. (Added-JBLANGLEY-EUSTIS) Stored materials will be kept at least 18 inches away from ceiling light fixtures, sprinkler heads, and heat, smoke and fire detectors.

17.1.2. (Added-JBLANGLEY-EUSTIS) If stacks of materials are over 15 feet high, the clearance for stored materials will be 36 inches from sprinkler heads.

17.1.3. (Added-JBLANGLEY-EUSTIS) Power equipment such as mowers, weed eaters, blowers, and generators will be defueled prior to storage in any area within a facility or storage area.

17.1.4. (Added-JBLANGLEY-EUSTIS) For outside storage, a clear space of at least 35 feet will be maintained between outside walls of buildings and stored materials. Outside storage materials will not in any case block access roads or lanes to or between buildings, fire hydrants, or fire sprinkler system connections.

17.1.5. (Added-JBLANGLEY-EUSTIS) All buildings and areas used for packing or crating shall be kept free of accumulations of dust and waste material of a combustible nature. Empty dust collection bags daily or more often if needed.

17.1.6. (Added-JBLANGLEY-EUSTIS) Only approved-type warehousing vehicles shall be driven or parked inside the warehouse or storage areas. Vehicles shall not be parked in such a manner as to prevent Fire Department access to the warehouse, storage area, docks, or ramps.

17.1.7. (Added-JBLANGLEY-EUSTIS) All high-pressure cylinders shall be secured, transported, and stored in the upright position.

Chapter 18 (Added-JBLANGLEY-EUSTIS)

DORMITORIES AND TEMPORARY LIVING FACILITIES

18.1. (Added-JBLANGLEY-EUSTIS) Dormitories and temporary living facilities. These facilities pose a high loss of life potential, where the careless act of one person places many people in jeopardy. Therefore, the strict compliance and enforcement of fire prevention and fire safety standards are especially important. Personnel shall not be quartered in other than designated sleeping facilities unless approved by the Fire Chief or designated representative.

18.1.1. (Added-JBLANGLEY-EUSTIS) Using space in any building accessible only by scuttle hatch, or trap door, or served by other than a standard stairway, as a sleeping area is prohibited. The use of below-grade basement areas for living and sleeping is only permitted when there is a second means of escape in compliance with NFPA 101.

18.2. (Added-JBLANGLEY-EUSTIS) Prohibited Items. The following items are prohibited in dormitories and temporary living quarters:

18.2.1. (Added-JBLANGLEY-EUSTIS) Candles, incense, or any open flame devices, which produce a constant flame.

18.2.2. (Added-JBLANGLEY-EUSTIS) Firearms and ammunition.

18.2.3. (Added-JBLANGLEY-EUSTIS) Explosives or pyrotechnics including fireworks.

18.2.4. (Added-JBLANGLEY-EUSTIS) Flammable and combustible liquids. This does not apply to small amounts (4 oz or less) of lighter fluid or butane for refilling cigarette lighters, or model glue and paints.

18.2.5. (Added-JBLANGLEY-EUSTIS) Fishnets, parachutes, camouflage netting, and etc., will not be suspended from ceilings or hung on walls.

18.2.6. (Added-JBLANGLEY-EUSTIS) Cellular plastics or foams (packing and crating materials) will not be used for interior decorations.

18.2.7. (Added-JBLANGLEY-EUSTIS) Any type of vehicle or parts will not be stored, cleaned, painted, or dismantled or assembled in the rooms.

18.3. (Added-JBLANGLEY-EUSTIS) Cooking Activities. Cooking activities will be restricted to those areas equipped with kitchen facilities. While in use, cooking appliances such as skillets and deep-fat fryers will not be left unattended by the user. Rooms without kitchens are prohibited from the use of cooking appliances, other than coffee makers and microwave ovens.

18.4. (Added-JBLANGLEY-EUSTIS) Appliance Use. Appliances such as hair dryers, curling irons, and electric blankets shall be turned off when not in use.

18.5. (Added-JBLANGLEY-EUSTIS) Storage Room Requirements. Utility rooms and linen storage rooms throughout dormitories and quarters shall be kept neat, clean, and orderly at all times. A minimum clearance of 18 inches shall be maintained around water heaters, hot water pipes, and furnaces.

18.5.1. (Added-JBLANGLEY-EUSTIS) Fire alarm panels and electrical panels shall be unobstructed and accessible at all times.

18.5.2. (**Added-JBLANGLEY-EUSTIS**) Dormitory Managers shall be permitted to store small gasoline-powered equipment in an enclosed 1-hour fire-rated storage room or in an outside storage shed.

Chapter 19 (Added-JBLANGLEY-EUSTIS)

PUBLIC ASSEMBLY FACILITIES

19.1. (Added-JBLANGLEY-EUSTIS) Public Assembly Facilities. The potential for loss of life and high property damage in public assembly facilities require special actions to prevent fire. Managers, assistant managers, and supervisors are responsible for and must ensure that sound fire prevention procedures are established and practiced in each activity/building under their jurisdiction. Managers will:

19.1.1. (Added-JBLANGLEY-EUSTIS) Develop written operating instructions (OIs) emphasizing fire reporting, utilization of fire alarm systems, fire extinguisher, dry chemical and wet chemical systems, evacuation procedures, safe operation of commercial cooking equipment, trash disposal, closing inspection procedures, and fire prevention for managerial personnel.

19.1.2. (Added-JBLANGLEY-EUSTIS) Establish and maintain a facility manager's folder or computer certification system to ensure employees have been trained and understand their fire prevention responsibilities within their work environment. This includes quarterly drills of employees (no building evacuation required). Immediate indoctrination of newly hired employees, personnel authorized to conduct daily closing inspections, and occupant load information. Certification will be documented and made available upon request of the fire inspector.

19.1.3. (Added-JBLANGLEY-EUSTIS) Notify the Fire Prevention Office of all major social events when temporary decorations or unusual arrangements exist.

19.1.4. (Added-JBLANGLEY-EUSTIS) Make sure the facility is in a fire-safe condition at the opening and closing of business.

19.2. (Added-JBLANGLEY-EUSTIS) Reporting Closing Inspections: Managers or designated assistants (in writing) are responsible to ensure that facilities are left in a fire-safe condition at the close of business, including, but not limited to, unplugging all nonessential electrical appliances, removal of trash prior to leaving, and proper disposal of smoking materials. Designated personnel will conduct daily closing inspections. A list of individuals' names authorized to close the facility will be updated every time personnel are added or deleted from the closing list. These inspections will not be delegated to janitorial personnel. Closing inspections must be reported by telephone (764-4222 or 878-1008) to the Fire Department within one hour after closing. If a manager fails to accomplish this on two successive occasions, the Fire Chief will notify the Functional manager in writing.

19.3. (Added-JBLANGLEY-EUSTIS) Furnishings, Decorations, and Unusual Arrangements: Drapes and curtains shall be of a flame-resistant material or will be given an effective flame proofing treatment prior to their installation and each time they are cleaned or washed thereafter. The Facility Manager must maintain certification. Drapes shall not cover exit doors.

19.3.1. (Added-JBLANGLEY-EUSTIS) Paper table covers are not authorized.

19.3.2. (Added-JBLANGLEY-EUSTIS) Lighted candles may be used in the dining and Club ballroom (sprinkler protected) areas only, but must be in a non-tip, noncombustible

container, with flame of candle protected within the holder (recommended type is the "Storm Candle"). Use of lighted candles in all other areas is prohibited.

19.4. (Added-JBLANGLEY-EUSTIS) Kitchen Hoods and Ducts: Managers of facilities where commercial or restaurant-type cooking is performed shall establish and enforce fire protection procedures when grease filters and other grease removal devices are used. Grease filters will be installed and maintained according to National Fire Code Standard 96, manufacturer's specifications, and instructions.

19.4.1. **(Added-JBLANGLEY-EUSTIS)** Cooking is not permitted under kitchen hoods without all grease filters installed and wash-down hood-cleaning systems (if installed) in proper working condition. Filters must be of the approved type, installed properly, and in a good state of repair. Installation of restaurant cooking equipment exhaust systems must be IAW National Fire Code Standard 96 as modified by AFI 91-203.

19.4.2. **(Added-JBLANGLEY-EUSTIS)** The exhaust system must always operate while cooking equipment is used. If an exhaust fan motor is shut down or removed for repair or replacement, equipment served by that exhaust system must not be used until the fan is restored to service.

19.4.3. **(Added-JBLANGLEY-EUSTIS)** All installed grease filters and exposed surfaces of kitchen hoods must be thoroughly cleaned by the operator daily, or more frequently, to prevent grease accumulation. Spare filter sets are required in kitchens that are operated continuously.

19.4.4. **(Added-JBLANGLEY-EUSTIS)** Hoods and exhaust ducts serving kitchen equipment shall be thoroughly cleaned every 6 months or more frequently to prevent grease accumulation. This cleaning cycle includes fans, roofs, louvers, exterior walls, cupolas, etc. Specific guidance for cleaning is in National Fire Code Standard 96.

19.4.5. **(Added-JBLANGLEY-EUSTIS)** Cooking equipment protected by a hood and exhaust duct system shall not be moved without prior coordination of the Fire Prevention Office.

19.4.6. **(Added-JBLANGLEY-EUSTIS)** Prior to installation of new cooking equipment, contact the Fire Prevention Section for information on proper installation and approval.

19.4.7. **(Added-JBLANGLEY-EUSTIS)** Fire extinguishing nozzles for installed systems are not to be removed or altered.

19.4.8. **(Added-JBLANGLEY-EUSTIS)** Annual training will be conducted at the facility on the suppression system installed in the hood and duct. All personnel who work in the kitchen area will be required to attend this training.

19.5. (Added-JBLANGLEY-EUSTIS) Deep-Fat Fryers: Deep-fat fryers will be equipped with a primary thermostat of 400 degrees Fahrenheit (F) and a secondary thermostat that limits the temperature of the liquid to 475 degrees F. This 475-degree maximum temperature includes the additional rise that occurs after the secondary thermostat de-energizes the unit. Thermostats shall be tested annually, or as recommended by the manufacturer, and after repair by civil engineering or contract. NOTE: Units designed with secondary thermostats that do not have a cutout switch or the destruction of the secondary thermostat would occur if testing were conducted are exempt from the required testing. Documentation of the test shall be affixed to the

unit. The disassembly or the transfer of hot liquids to conduct the test is prohibited. The primary thermostat on deep fat fryers shall be provided with a shunt bypass assembly to be accessible to authorized personnel for testing.

Chapter 20 (Added-JBLANGLEY-EUSTIS)

BASE FACILITIES

20.1. (Added-JBLANGLEY-EUSTIS) Base Facilities: The burning of candles or any continuous open flame devices are prohibited in all JBLE facilities, including dormitories, VOQ, VAQ, TLF, except as listed below. When necessary for religious obligations, devotions, rites and/or ceremonies under controlled conditions, and when utilized in appropriate religious facilities, the Fire Chief has waiver authority.

20.1.1. (Added-JBLANGLEY-EUSTIS) Vacant buildings shall be secured against unauthorized trespass. Electrical power to vacant buildings shall be shut off by either disconnecting the incoming power lines outside the building, opening main or all distribution power master switches. Power for fire alarm systems and support of sprinkler systems shall be maintained. Fuel inlet valves shall be closed and sealed on furnaces, boilers, and other means of heating in vacant buildings where heat is not required. JBLE FES shall be notified in writing whenever a building becomes vacant and when it is again occupied.

20.1.2. (Added-JBLANGLEY-EUSTIS) Outdoor lights and wiring shall be in good physical condition and must be approved for outdoors use by the manufacturer and be weatherproof. The use of man-made luminaries, such as sand-filled paper bags with candles is prohibited.

20.1.3. (Added-JBLANGLEY-EUSTIS) The use of live Christmas trees is prohibited. Only noncombustible (artificial) Christmas trees and decorations are authorized for use in facilities. Exception to this requirement is that Military Family Housing residences may use live Christmas trees.

20.1.4. (Added-JBLANGLEY-EUSTIS) Christmas tree lighting and wiring must be in good physical condition with no splices or short-circuiting in the wire. Indoor lighting shall not be used for outdoor use.

20.1.5. (Added-JBLANGLEY-EUSTIS) Christmas tree lights shall be unplugged when the area or facility is unoccupied. Christmas tree lights shall not be used on metal Christmas trees due to the possible hazard of shock or electrocution. All lights shall be UL or FM approved.

20.1.6. (Added-JBLANGLEY-EUSTIS) Decorations will not be placed where they would restrict or impede fire evacuation routes or block access to exits for personnel exiting the facility.

20.1.7. (Added-JBLANGLEY-EUSTIS) All Christmas decorations shall be taken down the first week of January. Decorations for all other occasions shall be removed no later than one day after the event.

20.1.8. (Added-JBLANGLEY-EUSTIS) Ensure no fish nets, camouflage netting, flags, parachutes, cellular plastics, or foam rubber that are not in compliance with National Fire Code Standard #101 are used for interior decorations or suspended from ceilings, walls or fire sprinkler systems.

Chapter 21 (Added-JBLANGLEY-EUSTIS)**SELF HELP WORK**

21.1. (Added-JBLANGLEY-EUSTIS) Self Help Projects. All self-help work must be approved in advance on an AF Form 332, *Civil Engineer Work Request*. Each AF Form 332 must be coordinated with the FES Fire Prevention Office. The purpose of this coordination is to ensure that the construction, renovation, or structural alteration does not compromise fire protection safety. The Fire Prevention Office will review each AF Form 332, and make appropriate comments and recommendations relative to fire protection. Unapproved self-help work, which has created a fire hazard or fire deficiency, will be identified on an AF Form 1487.

21.1.1. **(Added-JBLANGLEY-EUSTIS)** Personnel accomplishing self-help work will not shut down, disconnect, alter, modify, or in any way impede the operation of fire suppression or fire detection system without approval of the Fire Department.

21.1.2. **(Added-JBLANGLEY-EUSTIS)** The Facility Manager shall notify the Fire Prevention Office when approved self-help work, which constructs or structurally alters a facility, begins so work may be inspected by the Fire Department during and after completion.

Chapter 22 (Added-JBLANGLEY-EUSTIS)

AIRCRAFT HANGERS AND MAINTENANCE

22.1. (Added-JBLANGLEY-EUSTIS) Aircraft Hangers and Maintenance. All commanders/supervisors of operations involving aircraft maintenance shall:

22.1.1. (Added-JBLANGLEY-EUSTIS) Be responsible for fire prevention in their area of responsibility and will ensure that safety precautions are taken and observed by personnel under their supervision.

22.1.2. (Added-JBLANGLEY-EUSTIS) Be responsible for the positioning of fire extinguishers in areas utilized to park, start, upload, download or maintain aircraft.

22.1.3. (Added-JBLANGLEY-EUSTIS) Ensure aircraft-powered AGE equipment and other portable units are serviced with fuel before being placed in location of operations near aircraft. This equipment shall not be positioned closer than 10 feet to any aircraft fuel vent or under wing surfaces.

22.1.4. (Added-JBLANGLEY-EUSTIS) Fuel powered Aerospace Ground Equipment shall not be operated inside aircraft hangars.

22.1.5. (Added-JBLANGLEY-EUSTIS) During aircraft refueling, ground power generator sets will be positioned according to T. O. 00-25-172, AFI 91-203, *Air Force Consolidated Occupational Safety Instruction* and National Fire Code 407.

22.1.6. (Added-JBLANGLEY-EUSTIS) Ensure that during adverse weather advisories, thunderstorms, and lightning that all aircraft servicing operations, lox servicing, and aircraft maintenance activities will cease. When an electrical storm is within a 3 mile radius of the installation and will not resume until the storm passes beyond the 3 mile limit.

22.1.7. (Added-JBLANGLEY-EUSTIS) Ready access must be available to all sides of a hangar, shelter, or nose dock. This clear zone shall be 50 feet unless otherwise specified in National Fire Code Standard #409. No storage, vehicle or aircraft parking, or other buildings of any type are allowed in this clear area.

22.1.8. (Added-JBLANGLEY-EUSTIS) Ensure sufficient towing capabilities are maintained by each organization concerned for ready removal of aircraft from a hangar and/or ramp in the event of a fire emergency.

22.1.9. (Added-JBLANGLEY-EUSTIS) Ensure the following policies concerning hangars are complied with. As stated herein, hangars include all buildings used for aircraft maintenance training and/or storage:

22.1.9.1. (Added-JBLANGLEY-EUSTIS) Ensure no fish nets, camouflage netting, flags, parachutes, cellular plastics, or foam rubber that are not in compliance with National Fire Code Standard #101 are used for interior decorations or suspended from ceilings, walls or fire sprinkler systems.

22.1.9.2. (Added-JBLANGLEY-EUSTIS) Ensure no unauthorized vehicles are parked in hangars.

22.1.9.3. **(Added-JBLANGLEY-EUSTIS)** Drip pans will be provided for aircraft to prevent oil and fuel draining on the floor. Only approved absorbents are authorized to clean up spills.

22.1.10. **(Added-JBLANGLEY-EUSTIS)** Vehicles will not be driven closer than 25 feet of fuel spills. Air Force general or special purpose vehicles do not require spark arrestors; however, it is important to be aware that vehicle ignition and power systems are not designed to be operated in hazardous atmospheres. Some examples of hazardous atmosphere are fuel vapor areas, fuel pits below ground level, and areas within 10 feet of aircraft fuel vent systems.

22.1.11. **(Added-JBLANGLEY-EUSTIS)** For grounding and bonding of aircraft, fueling and maintenance see T. O. 00-25-172 for guidance.

22.1.12. **(Added-JBLANGLEY-EUSTIS)** Aircraft parked in hangars will be positioned to ensure minimum delay will be encountered during emergency evacuation. Aircraft rendered immovable will not be parked so as to block removal of any other aircraft.

22.1.13. **(Added-JBLANGLEY-EUSTIS)** At no time will maintenance personnel clean aircraft parts, hangar floors, equipment, or clothing with gasoline or unauthorized solvents. Cleaning will be done with approved high flashpoint or nonflammable solvents or cleaning compounds. If an operation requires the use of low flashpoint solvents, the Fire Chief must approve.

22.1.14. **(Added-JBLANGLEY-EUSTIS)** All electrically operated equipment used in aircraft hangars, shelters, and nose docks must be installed in accordance with the National Fire Codes Standard #70, #409, and #410. This includes portable electrical equipment.

22.1.15. **(Added-JBLANGLEY-EUSTIS)** Spray painting of an entire aircraft is permitted only in hangars designed for that purpose. National Fire Code Standards #410 and #33, AFI 91-203, *Air Force Consolidated Occupational Safety Instruction* and Technical Order 42A1-1-1 provide additional information. The above requirements and restrictions apply equally to spray painting of aircraft parts and/or miscellaneous items.

22.1.16. **(Added-JBLANGLEY-EUSTIS)** If welding is performed on an aircraft, contact the JBLE Fire Prevention Office for an on-site inspection and issuance of a welding permit. No welding will be accomplished without a welding permit AF Form 592 being issued.

22.1.17. **(Added-JBLANGLEY-EUSTIS)** Aircraft emergency removal procedures: Aircraft maintenance officer shall develop a policy for the removal of endangered aircraft in the event of fire in a hangar. The policy will be coordinated with base ground safety and fire department personnel.

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(JBLANGLEY-EUSTIS)

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Attachment 1**GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION*****References*****United States Code**

Title 5 United States Code Section 4109

Title 15 United States Code Section 2210

Title 42 United States Code Section 1856

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Prescribed Forms

AF Form 218, *Facility Fire Prevention and Protection Record*

AF Form 1027, *Water Flow Test Record*

AF Form 1028, *Facility Pre-Fire Plan*

AF Form 1071, *Inspection Maintenance Record*

AF Form 1078, *Fire Truck and Equipment Test and Inspection Record*

AF Form 1085, *Fire Protection Training Report*

AF Form 1487, *Fire Prevention Visit Report*

AFTO Form 88, *Aircraft Pre-Fire Plan*

Adopted Forms

AF Form 538, *Personal Clothing and Equipment Record*

AF Form 552, *Air Force Patient Care Report*

AF Form 847, *Recommendation for Change of Publication*

AF Form 1800, *Operator's Inspection Guide and Trouble Report*

AF IMT Form 332, *Base Civil Engineer Work Request*

Abbreviations and Acronyms

ACES—FD—Automated Civil Engineer System-Fire Department

AF—Air Force

AFCEC—Air Force Civil Engineer Center

AFCEC/CXF—Office of the Air Force Fire Chief

AFI—Air Force Instruction

AFIMS—Air Force Incident Management System

AFRIMS—Air Force Records Information Management System

AFPD—Air Force Policy Directive

AFRC—Air Force Reserve Command

AFSC—Air Force Specialty Code

AHJ—Authority Having Jurisdiction

ANG—Air National Guard

AOSWG—Air Operations and Services Working Group

ARFF—Aircraft Rescue and Fire Fighting

ASC—Allowance Source Code

BAS—Basic Allowance for Subsistence

BCE—Base Civil Engineer

BEEF—Base Engineer Emergency Force

BFM—Base Fire Marshal (BFM)

CAP—Corrective Action Plan

CBRN—Chemical, Biological, Radiological, and Nuclear

CE—Civil Engineer

CECP—Civil Engineer Career Program

CEE—Civil Engineer Engineering Flight

CEPC—Civil Engineer Policy Council

CEO—Civil Engineer Operations

CFAI—Commission on Fire Accreditation International
CFM—Career Field Manager
CFR—Code of Federal Regulations
CFRP—Crash Fire-Fighting Rescue Panel
CLS—Critical Level of Service
CoP—Community of Practice
CPR—Cardiopulmonary Resuscitation
CPSE—Center for Public Safety Excellence
DoD—Department of Defense
DoDI—Department of Defense Instruction
DoT—Department of Transportation
DRU—Direct Reporting Unit
DSCA—Defense Support of Civilian Authorities
ECC—Emergency Communications Center
EM—Emergency Management
EMS—Emergency Medical Services
EMR—Emergency Medical Responder
EMT- B—Emergency Medical Technician – Basic
ERC—Emergency Response Capability
ETL—Engineering Technical Letters
ETRC—Engineer and Training Review Council
FAD—Force Activity Designator
FES—Fire Emergency Services
FESAP—Fire Emergency Services Assessment Program
FESTP—Fire Emergency Services Training Plan
FERNS—Fire Emergency Response Notification System
F&ESCP—Fire and Emergency Services Certification Program
F&ESWG—Fire and Emergency Services Working Group
FFVMP—Fire Fighting Vehicle Modernization Plan
FFWP—Firefighter Fitness and Wellness Program
FOA—Field Operating Agency
FP—Fire Panel

FSD—Fire Safety Deficiencies
GS-0081—Fire Protection and Prevention Series
HazMat—Hazardous Materials
HSPD-5—Homeland Security Presidential Directive 5
IAW—In Accordance With
IC—Incident Commander
ICS—Incident Command System
IDLH—Immediately Dangerous to Life and Health
IFSAC—International Fire Service Accreditation Congress
IFC—Installation Fire Chief
IG—Inspector General
ILS—Inadequate Levels of Service
IMS—Incident Management System
ISO—Incident Safety Officer
LOS—Levels of Service
MAJCOM—Major Command (includes representative of FOA and DRU)
MAJCOM/A7C—Major Command Civil Engineer
MAJCOM CC—Major Command Commander
MOU/A—Memorandum of Understanding/Agreement
NATO—North Atlantic Treaty Organization
NFIRS—National Fire Incident Reporting System
NFPA—National Fire Protection Association
NIMS—National Incident Management System
NWCG—National Wildfire Coordinating Group
OLS—Optimum Level of Service
OPR—Office of Primary Responsibility
OSHA—Occupational Safety and Health Administration
PCS—Permanent Change of Station
PPE—Personal Protective Equipment
ProBoard—National Board on Fire Service Professional Qualifications
RAC—Risk Assessment Code
RDS—Records Disposition Schedule

RLS—Reduced Level of Service

RM—Risk Management

SCBA—Self-Contained Breathing Apparatus

SECAF—Secretary of the Air Force

SFO—Senior Fire Official

SG—Surgeon General

SOC—Standards of Cover

STANAGs—Standardization Agreements

Std—Standard

TIG—Technical Implementation Guide

TO—Technical Order

UMD—Unit Manning Document

USAF—United States Air Force

USAF/A7C—The Air Force Civil Engineer

USAF/A7CX—Readiness Plans Division

VTAC—Vehicle Transportation Acquisition Council

WFMP—Wildland Fire Management Program

WMD—Weapons of Mass Destruction

WR-ALC—Warner Robins Air Logistics Center

WUI—Wildland Urban Interface

Terms

Aircraft Rescue and Fire Fighting (ARFF) Vehicle— Vehicles designed to deliver and dispense fire fighting agents on fires involving aircraft.

Air Force Fire Emergency Services Community of Practice (AF FES CoP)— The official web site for AF FES.

Automated Civil Engineer System—Fire Department (ACES-FD)—A comprehensive automated fire department management, dispatch, data collection and fire incident reporting system. ACES-FD is mandatory for use in all AF FES Flights excluding expeditionary flights.

Commission on Fire Accreditation International (CFAI)— The CFAI program is a comprehensive self-assessment and evaluation model that enables fire and emergency services 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 by helping fire departments.

Critical Level of Service (CLS)— The level of service where one fire company (at least one appropriate vehicle and 7 firefighters) is available to respond to each fire demand zone within

response time standard. This level of service represents increased risk/loss potential due to the lack of capability. CLS provides only one brief opportunity to accomplish FES objectives without follow-on support.

Cross-Staffing— Used to ensure sufficient staffing levels; qualified administrative personnel provide additional FES capability and can mitigate manpower shortages. Members present and assigned are, on duty, and available to safely and effectively respond. The use of cross-staffing reduces the capability to meet the minimum level of service objectives for multiple incidents.

DoD Component— USAF, USA, USN, USMC, and the Defense Logistics Agency.

DoD Fire and Emergency Services Certification Program (F&ESCP)— A national system of accredited training that results in certification at various FES duty positions.

Emergency Response Capability (ERC)— The combination of trained personnel, available fire fighting agent and equipment, and the ability of the FES Flight to meet established response time standards. Deficiencies in these areas can diminish the overall capability of the flight. This capability assumes that concurrent major emergency incidents will not occur.

Fire Demand Zone (FDZ)— A specific area within a fire district that demands similar resources, tactics, and strategy to manage FES incidents. Within each FRD, fire demand zones are established based on pre-planning and historical response data to identify specific requirements/demands for FES incidents. FDZ are influenced by geography, special hazards, type of construction, and occupancy. All facilities within an FDZ are identified with required resources capable of meeting response times to the facilities 90% of the time. Resources from multiple FRDs can be utilized to meet the FDZ requirements.

Fire District— The geographical area that a fire station serves.

Fire Vehicles— Emergency response vehicles designed to pump or carry fire extinguishing agents to the scene of a fire, transport specialized equipment required for FES operations, or provide command and control capability. Fire vehicles include command and control, pumpers, rescue, HazMat, quints, aerials, wildland and ARFF vehicles.

Fire Safety Hazard— Conditions that can cause a fire.

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

Inadequate Level of Service (ILS)— The level of service when ERC required for CLS is unavailable. ILS is comprised of a minimum of one appropriate emergency response vehicle consisting of 6 personnel or less. The property involved in the fire is expected to be destroyed.

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

National Fire Incident Reporting System (NFIRS)— A national database of emergency response data, owned by the Department of Homeland Security's Federal Emergency Management Agency (FEMA) and managed by the United States Fire Administration. NFIRS is the central depository used by all DoD FES response organizations. ACES-FD sends response data to the Naval Safety Center for population of the NFIRS database.

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

Reduced Level of Service (RLS)— The level of service when ERC is less than OLS but greater than CLS. 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 ERC to perform rescue and sufficient mitigation tactics simultaneously. FES objectives may not be successful during situations where simultaneous rescue and fire fighting activities are required.

Senior Fire Official (SFO)— The senior certified fire official at the scene of an emergency.

Wildland Urban Interface (WUI)— WUI 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 WUI. Developed areas that abut wildland vegetation are characterized as interface WUI.

Attachment 1 (JBLANGLEY-EUSTIS)**GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION*****References***

- AFI 32-2001, *Fire Emergency Services Programs*, 9 September 2008
- AFI 32-9005, *Real Property Accountability and Reporting*, 14 August 2008
- AFI 32-10141, *Planning and Programming Fire Safety Deficiency Correction Projects*, 3 March 2011
- AFI 40-102, *Tobacco Use in the Air Force*, 3 June 2002
- AFI 40-102, LAFB Sup 1, *Tobacco Use in the Air Force*, 20 September 2004
- AFI 91-202, *The US Air Force Mishap Prevention Program*, 5 August 2011
- AFJMAN 23-210, *Joint Service Manual (JSM) for Storage and Materials Handling*, 12 April 1994
- JBLE Handbook 23-110, *Civil Engineer Facility Manager Program*, April 2010
- T.O. 42A-1-1, *Evaluation and Service Testing of Materials – Cleaning, Painting, Sealing, Protective Treating, Anti-Corrosion, Inspection Materials and Related Items*, 15 May 1975
- NFPA 10, *Portable Fire extinguishers*, 17 December 2012
- NFPA 30, *Flammable and Combustible Liquid Code*, 20 June 2011
- NFPA 33, *Spray Application Using Flammable or Combustible Materials*, 21 June 2010
- NFPA 51B, *Fire Prevention During Welding, Cutting, Other Hot Work*, 17 Jun 2013
- NFPA 70, *National Electrical Code*, 21 August 2013
- NFPA 96, *Ventilation Control and Fire Protection of Commercial Cooking Operations*, 21 August 2013
- NFPA 99, *Health Care Facilities*, 31 August 2011
- NFPA 101, *Life Safety Code*, 31 August 2011
- NFPA 385, *Tank Vehicles for Flammable and Combustible Liquids*, 2 January 2012
- NFPA 407, *Aircraft Fuel Servicing*, 20 June 2011
- NFPA 409, *Aircraft Hangars*, 22 July 2010
- NFPA 410, *Aircraft Maintenance*, 5 December 2009
- Law Code of Virginia, *Title 46.2 Motor Vehicles*, 1950

Prescribed Forms

N/A

Adopted Forms

AF Form 847, *Recommendation for Change of Publication*, 22 Sep 2009

Abbreviations and Acronyms

ABW - Air Base Wing

ACC - Air Combat Command

AFI – Air Force Instruction

AFMAN – Air Force Manual

AF Form - Air Force Form

AFJMAN – Air Force Joint Manual

AFOSH –Air Force Occupational Safety and Health

AHJ – Authority Having Jurisdiction

ASC – Allowance Source Code

CES – Civil Engineer Squadron

CED – Civil Engineer Division

CONS - Contracting

COR – Contracting Officer’s Representative

DOT – Department of Transportation

DTU – Designated Tobacco Use

ECC – Emergency Communication Center

FES - Fire Emergency Services

FE – Fort Eustis

FSD – Fire Safety Deficiency

FM - Factory Mutual

HVAC – Heating, Ventilation, and Air Conditioning

IAW – In Accordance With

IC – Incident Commander

JBLE – Joint Base Langley-Eustis

LAFB – Langley Air Force Base

MSG - Mission Support Group

NFPA - National Fire Protection Association

OI – Operating Instruction

ORM – Operational Risk Management

RAC – Risk Assessment Code

TO - Technical Order

UL – Underwriter’s Laboratory

Terms

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

Attachment 2

FES RESPONSE REPORTING

A2.1. Initial Notification:

A2.1.1. Within six hours of the beginning of a significant FES emergency incident, provide notification to AFCEC/CXF and Command FES office by phone (after duty hours) or email (during duty hours). **Significant FES emergency incidents result in:**

A2.1.1.1. A loss of \$50,000 or more to military family housing (combined AF and non-AF 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 AF and non-AF loss).

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

A2.1.1.4. Injury to FES 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 AF personnel.

A2.1.1.7. Any event that generates OPREP 3 where FES 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.

A2.1.2. Initial notification methods:

A2.1.2.1. During normal duty hours (0700-1600 Central Standard Time), the MAJCOM, FOA, or the base FES office will up-channel information by email (designate as high importance) to AFCEC.CXF.workflow@us.af.mil. Attach the report generated by the Fire Emergency Response Notification System (FERNS) (available at the AF FES CoP or the next generation replacement) or the ACES-FD generated report. When email is not immediately available, summarize the FERNS report by phone to AFCEC/CXF at DSN 523-6321/6159/6158/6221/6150 or commercial (850) 283-6321/6159/6158/6221/6150, using priority precedence.

A2.1.2.2. After normal duty hours (1600-0700 Central Standard Time), the MAJCOM, FOA, or base FES office sends an email as indicated in A2.1.2.1, then summarizes the FERNS report to AFCEC/CXF via 325th Fighter Wing Command Post, Tyndall AFB FL, DSN 523-2155/2023 or commercial (850) 283-2155/2023, and request contact with the AFCEC FES representative.

A2.1.3. AFCEC/CXF notifies the USAF/A7CX staff when appropriate.

A2.2. Interim Updates. The IFC ensures AFCEC/CXF 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 FES incident, the IFC, through the BFM, will coordinate an email and forward to the Command FES office and AFCEC.CXF.workflow@us.af.mil. Attach the complete FERNS report to this email.

A2.4. Final Report. The IFC will complete a report within five business days for all responses through ACES-FD to the National Fire Incident Reporting System (NFIRS).

A2.5. Saves Report. The IFC will evaluate each emergency operation to determine if a save resulted. A save is when the direct action of firefighters saved a life, prevented further injury or made a rescue, saved property from fire or prevented/avoided a direct loss to the AF. More specific instructions and the Saves Report are available at the AF FES CoP or next generation replacement. Complete the Saves Report and forward to the Command FES office that in-turn will forward to AFCEC.CXF.workflow@us.af.mil no later than 72 hours after the incident.

Table A2.1. Notification Requirements Quick Reference Chart:

WHAT (WITHIN)	REPORT TO	VIA	CONTACT INFO
Initial notification (within 6 hours of initial response)	AFCEC/CXF Command FES Staff	Phone	DSN 523- 6321/6159/6158/6221/6150 Command FES Office
Interim update (every 6 hours during emergency operations)	AFCEC/CXF Command FES Staff	Phone	DSN 523- 6321/6159/6158/6221/6150 Command FES Office
Final notification (within 12 hours after the FES operations conclude)	AFCEC/CXF Command FES Staff	Email FERNS/ACE S-FD report attached	AFCEC.CXF.workflow@us.af.mil Command FES Office
Final Report (within 5 business days after FES operations conclude)	National Fire Incident Reporting System	ACES-FD	N/A

Attachment 3

SAMPLE FORMAT FOR AGREEMENT FOR

MUTUAL AID IN FIRE 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, fire fighting, 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 Air Force Instruction 32-2001, *Fire Emergency Services 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) Hazardous Materials 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 hazardous materials will be the responsibility of the requesting organization.

(5) 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.

(6) Where local agencies do not assign 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 operations.

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. 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 CFR 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 fire fighting 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 law each Party hereby reserves the right to seek reimbursement from the other for all or any part of the costs (defined as additional fire fighting

costs over normal operational costs) incurred by it in providing fire protection services to the other Party in response to a request for assistance.

g. Both Parties agree to implement the National Incident Management System during all emergency responses on and off installations in accordance with National Fire Protection Association (NFPA) 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. Should a dispute arise between the Parties under or related to this Agreement, the Parties agree that within 30 days after notice of the dispute from one Party to the other, the Parties will attempt to resolve the dispute through negotiations. If such negotiations reach an impasse, the Parties agree that within 60 days after Notice of an impasse, they will attempt to resolve the matter through any method or combination of non-binding alternative dispute resolution (ADR) methods available under the Administrative Dispute Resolution Act of 1996, Pub. L. No. 104-320 (codified at 5 U.S.C. §§ 571-583). The cost of any third party neutral will be divided equally between the Parties, and the selection of any third party neutral will be by agreement of the Parties. If such ADR proceeding does not result in resolution of the dispute, the Parties may separately pursue any remedy available to a Party under the law. However, both Parties agree that the initiation of formal litigation does not preclude further attempts at resolving the dispute through alternative dispute resolution methods. Both Parties agree that the terms of this clause will be considered the "Administrative Remedies" that must be exhausted, prior to institution of any formal litigation.

m. 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

AFCEC/CXF

139 Barnes Dr, Suite 1

Tyndall AFB FL 32403-5319

And:

(insert name of installation)

c/o Fire Chief

(Insert Street Address of Air Force Installation)

(Insert City, State, zip code)

For (insert name of fire organization)

(Insert name of Fire Department)

(Insert "attention to" Fire Chief)

(Insert Street Address)

(Insert City, State, zip code of fire organization)

TERMS OF THE AGREEMENT

n. This Agreement will become effective on the date of the last signature to the Agreement and will remain in effect for 5 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.

o. 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.

p. 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.

q. 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:

FIRE DEPARTMENT
For (*insert name of fire organization*)

THE UNITED STATES OF AMERICA
by the Secretary of the Air Force

By: _____

By: _____

Name: _____

Name: _____

(*TITLE*)

COMMANDER, (insert name of installation)

Date: _____

Date: _____

Attachment 4**SAMPLE FORMAT 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, fire fighting, 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 Air Force Instruction 32-2001, *The Fire Emergency Services Program, paragraph 5.2*.

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 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.

f. 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.

g. 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)*.

h. 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.

i. 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.

j. 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, country for Air Force installation),

And:

The Department of the Air Force

AFCEC/CXF

139 Barnes Dr, Suite 1

Tyndall AFB FL 32403-5319

And:

(insert name of installation)

c/o Fire Chief

(Insert street address of Air Force installation)

(Insert city, country of Air Force installation)

For *(insert name of fire organization)*

(Insert name of Fire Department)

(Insert "attention to" 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 5 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 (SOFA).

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:

FIRE DEPARTMENT
For *(insert name of fire organization)*

THE UNITED STATES OF AMERICA
by the Secretary of the Air Force

By: _____

By: _____

Name: _____

Name: _____

(TITLE)

COMMANDER, (insert Air Force Installation)

Date: _____

Date: _____

Attachment 5

**SAMPLE FORMAT 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 fire fighting 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 fire fighting and crash rescue equipment or personnel. 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 U.S.C. § 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 Air Force Instructions for all periods during which emergency fire fighting, 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. Fire Fighting Professional Gear.

Item	Quantity
Military Firefighters, NFPA 1975 Compliant ABUs	4
Gloves, Firefighter, Aluminized	1
Boots, Firefighter Structural	1
Boots, Firefighter ARFF	1
Helmet, Firefighter Modified Structural (ARFF)	1
Suspenders, Trousers	1
PPE Coat and Liner, Firefighter	1
PPE Trouser and Liner, Firefighter	1
Gloves, Structural	1
Gloves, Nomex	1
Hood, Heat Protective Flash Nomex	1
Bag Kit Flyers A-3 or similar bag to contain gear	1
*Note, the traditional structural fire fighting boot is required to be included with the C-1 JFIRE Mobility Bag.	

Attachment 7 (Added-JBLANGLEY-EUSTIS)**CONTRACTORS' AND CONCESSIONAIRES' FIRE PREVENTION AND PROTECTION PROGRAM**

A7.1. (JBLANGLEY-EUSTIS) RESPONSIBILITIES. Contractors and concessionaires are responsible for on-site fire prevention and protection while in the process of executing contracts on JBLE using JBLE Supplement 1 to Air Force Instruction 32-2001 as a guide.

A7.2. (JBLANGLEY-EUSTIS) POLICIES: Fire prevention and protection policies contained in this attachment have been established in accordance with Air Force directives and National Fire Protection Association Standards. These policies will be complied with by all agencies concerned.

A7.2.1. **(JBLANGLEY-EUSTIS) Pre-Work Conference.** A representative from the Fire Prevention office will brief all project contractors on their fire prevention and protection responsibilities prior to starting work on JBLE.

A7.2.2. **(JBLANGLEY-EUSTIS)** The prime project contractor will brief his/her employees and subcontractors on fire prevention and protection responsibilities.

A7.2.3. **(JBLANGLEY-EUSTIS)** Project sites will be inspected periodically by the Fire Inspectors to ensure the requirements of this attachment are being complied with.

A7.2.4. **(JBLANGLEY-EUSTIS)** Necessary action will be initiated and processed through the Project Manager to correct substandard conditions.

A7.2.5. **(JBLANGLEY-EUSTIS)** Willful violation or failure to comply with fire safety procedures will be reported to the Contracting Officer for appropriate action.

A7.3. (JBLANGLEY-EUSTIS) FIRE REPORTING: Policies governing all aspects of fire prevention and protection cannot be discussed in detail. However, particular emphasis will be given to reporting fires. In the event of fire, immediately notify the Emergency Communication Center Operator. Telephone dial: 911.

A7.4. (JBLANGLEY-EUSTIS) FIRE REPORTING PROCEDURES. When reporting a fire, give the following information:

A7.4.1. **(JBLANGLEY-EUSTIS)** Name of person reporting the fire.

A7.4.2. **(JBLANGLEY-EUSTIS)** Location of the fire (street address/building #, occupancy, attic, latrine, etc.).

A7.4.3. **(JBLANGLEY-EUSTIS)** Nature of the fire (vehicle, gasoline, building, etc.)

A7.5. (JBLANGLEY-EUSTIS) CONTROL OF SMOKING. Careless handling of smoking materials is a major cause of fire loss in the Air Force. Therefore, it is important that everyone be extremely careful with smoking materials.

A7.5.1. **(JBLANGLEY-EUSTIS)** Smoking, striking of matches, or operating of mechanical lighters or devices will not be permitted within any building, structure, or room used for the purpose of storage or repairs, processing, servicing, testing or fabrication and/or miscellaneous supply rooms.

A7.5.2. **(JBLANGLEY-EUSTIS)** Smoking, striking of matches, or operating of mechanical lighters or devices will not be permitted on the flight line within 50 feet of aircraft hangars, aircraft repair docks, paint or dope shops, paint operations, gasoline storage or dispensing areas, gasoline or similar flammable liquids, fuel dispensing vehicles or refueling operations, motor pool, garages or activity of extra hazardous nature, EXCEPT, when permitted in controlled smoking areas and so identified as a DESIGNATED SMOKING AREA.

A7.5.3. **(JBLANGLEY-EUSTIS)** Discarded smoking materials will not be disposed of on floors, in wastebaskets, or in any manner that is likely to start a fire. All discarded smoking material will be disposed of in designated metal receptacles to ensure that all possible source of ignition is extinguished.

A7.5.4. **(JBLANGLEY-EUSTIS)** Ashtrays will not be emptied into wastebaskets or other trash receptacles.

A7.6. (JBLANGLEY-EUSTIS) HANDLING AND STORAGE OF FLAMMABLE LIQUIDS:

A7.6.1. **(JBLANGLEY-EUSTIS)** Elevated fuel storage tanks will be:

A7.6.1.1. **(JBLANGLEY-EUSTIS)** Grounded and identified.

A7.6.1.2. **(JBLANGLEY-EUSTIS)** Free of leaks (hose, nozzle, and valves).

A7.6.1.3. **(JBLANGLEY-EUSTIS)** Equipped with "No Smoking" signs.

A7.6.1.4. **(JBLANGLEY-EUSTIS)** Located at least 50 feet from building or combustibles.

A7.6.2. **(JBLANGLEY-EUSTIS)** Small quantities of fuel will be:

A7.6.2.1. **(JBLANGLEY-EUSTIS)** Stored in an approved container.

A7.6.2.2. **(JBLANGLEY-EUSTIS)** Secured in well-ventilated areas with "No Smoking" signs.

A7.6.2.3. **(JBLANGLEY-EUSTIS)** Paints (oil type), varnish, thinners, oils, solvents, cleaning compounds or other volatile materials will not be stored or left overnight in any building, facility or structure under construction, renovation or repair.

A7.6.2.4. **(JBLANGLEY-EUSTIS)** Stored containers will be sealed or covered and segregated to prevent intermixing and creating heat. Containers will be inspected frequently for corrosion and leaks. Leaking containers will be removed from the storage area.

A7.6.2.5. **(JBLANGLEY-EUSTIS)** Flammable liquid storage lockers or structures will be located at least 50 feet from other buildings or combustibles. Flammable lockers will be labeled "Flammable: Keep Fire Away."

A7.6.2.6. **(JBLANGLEY-EUSTIS)** Used cleaning rags, drop cloths, paintbrushes, and rollers shall be stored in metal containers with lids at the end of the work tour.

A7.6.2.7. **(JBLANGLEY-EUSTIS)** Floor-finishing materials, remover, sealer polyurethane, oil stains, flammable paint, or other materials, which produce flammable

vapors, must have a flashpoint above 100 degrees Fahrenheit and comply with federal specifications. Manufacturer's recommendations must be followed when using these materials.

A7.7. (JBLANGLEY-EUSTIS) HOUSEKEEPING. A high standard of cleanliness is essential to fire prevention. Clean up of the site will be performed daily. Disposal location of trash, rubbish, and debris will be stated in the specifications of the contract. Job site cleanliness serves two purposes:

A7.7.1. **(JBLANGLEY-EUSTIS)** Elimination of fire hazards

A7.7.2. **(JBLANGLEY-EUSTIS)** Providing orderly work conditions

A7.8. (JBLANGLEY-EUSTIS) FIRE EXTINGUISHERS. Contractors will furnish a sufficient number of appropriate type fire extinguishers in all areas of operation during the effective period of the contract. Workers will be knowledgeable of the classes of fire and operation of available fire extinguishers.

A7.9. (JBLANGLEY-EUSTIS) CUTTING, WELDING, AND HOT WORK OPERATIONS:

A7.9.1. **(JBLANGLEY-EUSTIS)** Cutting, welding, and hot work operations require the approval of the base Fire Department. The following requirements will be accomplished prior to actual cutting, welding, and/or hot work operations.

A7.9.1.1. **(Added-JBLANGLEY-EUSTIS)** Contractors must contact the Fire Prevention Office at 764-4275(LAFB), 878-4281(FE) ext 330 during duty hours and on weekends or after duty hours for welding, cutting, and brazing permit (AF Form 592).

A7.9.1.2. **(JBLANGLEY-EUSTIS)** As much notice as possible shall be given to avoid delays.

A7.9.1.3. **(JBLANGLEY-EUSTIS)** Determine that cutting and welding can be safely conducted at the desired location.

A7.9.1.4. **(JBLANGLEY-EUSTIS)** Combustibles have been safely covered or moved away.

A7.9.1.5. **(JBLANGLEY-EUSTIS)** A fireguard with extinguisher is posted for the duration of the work and 30 minutes thereafter to assure that sparks or drops of hot metal do not start fires. The contractor furnishes this fireguard.

A7.9.1.6. **(JBLANGLEY-EUSTIS)** All gas-operated cutting and welding equipment is in accordance with National Fire Protection Association Standard #51B, *"Welding, and Cutting."*

A7.9.2. **(JBLANGLEY-EUSTIS)** When gas-operated cutting is done within 35 feet of combustible material (50 feet of flammable liquids), or when any welding or cutting is done above a place where workers are employed, or where persons are likely to pass, non-combustible shields will be used to protect materials and persons from sparks, hot metal, and slag. Welding and cutting operations will not be permitted in or near rooms containing flammable or combustible vapors, liquids, or dusts, on or inside closed tanks or other containers, which have held such material until all fire, and explosion hazards have been eliminated. All of the surrounding premises will be thoroughly ventilated. Sufficient draft

will be maintained to prevent accumulation of explosive concentrations. Contractors will provide suitable exhaust equipment for removal of hazardous gases, vapors, and fumes (present in the surrounding or generated by the welding or cutting operations) that ventilation fails to dispel.

A7.9.3. **(JBLANGLEY-EUSTIS)** Open flame devices will not be used for thawing frozen water pipes and paint removal. Electrical devices designed for the purpose of thawing frozen water pipes and paint removal will be used in this type of operation.

A7.10. (JBLANGLEY-EUSTIS) HEATING APPLIANCES AND EQUIPMENT. Portable heating units, which induce, open flames or open elements are not permitted to be used in government facilities without the approval of the base Fire Chief.

A7.11. (JBLANGLEY-EUSTIS) TAR KETTLES. The use of tar kettles involves the hazards of fuel, heating flammable materials, and exposure of combustible materials. Tar kettles will:

A7.11.1. **(JBLANGLEY-EUSTIS)** Not be operated inside of munitions areas without the approval of the Fire Chief.

A7.11.2. **(JBLANGLEY-EUSTIS)** Not be operated inside of buildings.

A7.11.3. **(JBLANGLEY-EUSTIS)** Not be placed on roofs, porches, or any combustible surface.

A7.11.4. **(JBLANGLEY-EUSTIS)** Be equipped with operational heat indicating gauges.

A7.11.5. **(JBLANGLEY-EUSTIS)** Be equipped with a lid or cover in operational condition.

A7.11.6. **(JBLANGLEY-EUSTIS)** Be attended by a qualified operator when being fired.

A7.11.7. **(JBLANGLEY-EUSTIS)** Be free of fuel leaks (if pressurized gas is used, ensure that the cylinder is secured and fuel lines protected).

A7.11.8. **(JBLANGLEY-EUSTIS)** Be equipped with an appropriate type (carbon dioxide, dry chemical), and number (at least 2) of fire extinguisher.

A7.11.9. **(JBLANGLEY-EUSTIS)** Mops/brooms used to spread the tar shall be removed from the job site each day and stored outside the building and away from other combustible materials.

A7.11.10. **(JBLANGLEY-EUSTIS)** Mops, cleaning gear, and other material subject to spontaneous ignition shall be kept outside of buildings or stored in metal containers with tight-fitting, self closing lid.

A7.11.11. **(JBLANGLEY-EUSTIS)** Be located as far from buildings or facilities as possible and not affect efficient working conditions.

A7.12. (JBLANGLEY-EUSTIS) FUEL POWERED EQUIPMENT:

A7.12.1. **(JBLANGLEY-EUSTIS)** Fuel powered equipment, such as air compressors, hoists, pumps, etc., will be so located that exhaust stacks are well clear of combustible materials.

A7.12.2. **(JBLANGLEY-EUSTIS)** When operating in hazardous area, engine exhaust stacks will be equipped with mufflers and spark arrestors.

A7.12.3. **(JBLANGLEY-EUSTIS)** Refueling will not be accomplished with the engine(s) running.

A7.12.4. **(JBLANGLEY-EUSTIS)** Equipment located inside buildings where exhaust stacks are extended through walls or roofs; the stacks will have at least a 6-inch clearance from all combustibles.

A7.12.5. **(JBLANGLEY-EUSTIS)** Equipment shall be free of fuel and oil leaks.

A7.13. (JBLANGLEY-EUSTIS) ELECTRICAL WIRING:

A7.13.1. **(JBLANGLEY-EUSTIS)** Temporary wiring required during construction and major repairs will be carefully installed and supervised by a qualified electrician.

A7.13.2. **(JBLANGLEY-EUSTIS)** Temporary wiring will be protected with circuit breakers or fuses.

A7.13.3. **(JBLANGLEY-EUSTIS)** Temporary wiring and extension cords will be held to a minimum.

A7.13.4. **(JBLANGLEY-EUSTIS)** When temporary wiring is connected to any fixed electrical system of a building or structure, the fixed system will be returned to its original status when temporary wiring is disconnected.

A7.13.5. **(JBLANGLEY-EUSTIS)** Temporary wiring and extension cords shall be protected against mechanical damage.

A7.13.6. **(JBLANGLEY-EUSTIS)** The use of multiple plugs or other like devices is prohibited when their use will overload the particular circuit in which they are used.

A7.13.7. **(JBLANGLEY-EUSTIS)** Electrical droplights used in hazardous locations will be explosion proof.

A7.14. (JBLANGLEY-EUSTIS) FIRE HYDRANTS. Fire hydrants adjacent to construction sites:

A7.14.1. **(JBLANGLEY-EUSTIS)** Will not is blocked with building materials, construction equipment, vehicles, work sheds, rubbish, etc. A minimum clearance of 20 feet will be maintained at all times.

A7.14.2. **(JBLANGLEY-EUSTIS)** Hoses and/or pipes will not be connected to hydrants without the permission of the Fire Chief.

A7.14.3. **(JBLANGLEY-EUSTIS)** Will have hoses disconnected after use and caps replaced.

A7.14.4. **(JBLANGLEY-EUSTIS)** Will be opened with hydrant wrench only.

A7.15. (JBLANGLEY-EUSTIS) FIRE ALARM/SUPPRESSION SYSTEMS. Should it become necessary to disconnect electric wiring or render a fire alarm system inoperative in any manner, the contract monitor will be notified to coordinate with the CE/PW Fire Alarm shop and the Chief of Fire Prevention prior to initiating such action.

A7.16. (JBLANGLEY-EUSTIS) VENDING MACHINES:

A7.16.1. **(JBLANGLEY-EUSTIS)** Only machines that are serviceable and free of electrical defects will be installed.

A7.16.2. **(JBLANGLEY-EUSTIS)** Machines will not be installed where they will block electrical control panels.

A7.16.3. **(JBLANGLEY-EUSTIS)** Machines will be properly grounded.

A7.16.4. **(JBLANGLEY-EUSTIS)** Vending machines must bear the approval label of a recognized testing laboratory.

A7.16.5. **(JBLANGLEY-EUSTIS)** Electrical circuitry will not be overloaded.

A7.16.6. **(JBLANGLEY-EUSTIS)** Vending machines will not be installed where there is a chance of an explosive atmosphere.

A7.17. (JBLANGLEY-EUSTIS) JANITORIAL WORK:

A7.17.1. **(JBLANGLEY-EUSTIS)** Only water emulsion wax will be used.

A7.17.2. **(JBLANGLEY-EUSTIS)** Scrubbing and buffing machines will be serviceable and free of electrical defects.

A7.17.3. **(JBLANGLEY-EUSTIS)** Scrubbing and buffing machines must be equipped with a three-prong electrical plug.

A7.17.4. **(JBLANGLEY-EUSTIS)** Metal containers will be used for the collection of discarded smoking materials. Material will be wet-down prior to being emptied into containers at trash pick-up points.

A7.17.5. **(JBLANGLEY-EUSTIS)** Nonflammable cleaning materials will be used.

A7.18. (JBLANGLEY-EUSTIS) CONSTRUCTION OFFICES AND SHEDS: Construction offices, sheds, vans, or trailers will not be located within 25 feet of a building without the Fire Chief's approval.

Attachment 8 (Added-JBLANGLEY-EUSTIS)**FIRE PREVENTION FOR TENT CITY, CANTONMENT STYLE TENT COMMUNITIES, AND ARRANGEMENTS**

A8.1. (JBLANGLEY-EUSTIS) RESPONSIBILITIES. Unit commanders are responsible for on-site fire prevention and protection while in the field, performing field exercises and the like, using Joint Base Langley-Eustis Supplement 1 to Air Force Instruction 32-2001 as a guide for fire prevention.

A8.2. (JBLANGLEY-EUSTIS) POLICIES. Fire prevention and protection policies contained in this attachment have been established in accordance with Air Force directives and National Fire Protection Association Standards. These policies will be complied with by all agencies concerned.

A8.3. (JBLANGLEY-EUSTIS) TENTS, MEMBRANE STRUCTURES, AND THE LIKE.

A8.3.1. (JBLANGLEY-EUSTIS) Tents shall be positioned a minimum of 12 feet apart. Double rows of tents shall be separated by a minimum of 30 feet to allow easy access of firefighting equipment. Tents shall be located a minimum of 50 feet from any building, except for mess tents which may be located in the rear of a dining facility.

A8.3.2. (JBLANGLEY-EUSTIS) Excessive weeds and dead vegetation shall be removed from within 10 feet of any tent.

A8.3.3. (JBLANGLEY-EUSTIS) If barbed/concertina wire is used in the area it shall be so arranged as to not interfere with access of firefighting equipment.

A8.3.4. (JBLANGLEY-EUSTIS) Doors and exits shall not be blocked.

A8.3.5. (JBLANGLEY-EUSTIS) Where tents are used for storage, they may be used only as storage.

A8.3.6. (JBLANGLEY-EUSTIS) Storage tents shall have aisles of no less than 4 feet in width for storage up to 10 feet in height. For storage over 10 feet in height, aisles shall be no less than 5 feet in width.

A8.4. (JBLANGLEY-EUSTIS) HEATING OF TENTS.

A8.4.1. (JBLANGLEY-EUSTIS) Tent heaters shall be placed in a box filled with 4 inches of sand or a design offering similar fire protection and approved by the Installation Fire Chief. Boxes constructed of two by fours, with the bottom of 1/4 inch plywood shall be permitted. The dimensions shall be a minimum of 36 inches by 36 inches.

A8.4.2. (JBLANGLEY-EUSTIS) Sand shall be maintained free of foreign matters and shall be changed if contaminated with fuel.

A8.4.3. (JBLANGLEY-EUSTIS) A drip-can shall be placed under the carburetor of all liquid fuel heaters to collect the overflow of fuel.

A8.4.4. (JBLANGLEY-EUSTIS) All tents shall have a heat shield installed to protect the tent from the heat of the stovepipe. The stovepipe shall extend a minimum of twelve inches above the peak of the tent.

A8.5. (JBLANGLEY-EUSTIS) PORTABLE POWER SYSTEMS.

A8.5.1. **(JBLANGLEY-EUSTIS)** Adding to, tampering with, or repairing of any electrical wires by other than authorized electricians/mechanics is prohibited.

A8.6. (JBLANGLEY-EUSTIS) FIRE EXTINGUISHERS.

A8.6.1. **(JBLANGLEY-EUSTIS)** A minimum of one multi-purpose (minimum rating of 3A, 40BC) fire extinguisher shall be located at each tent as well as where flammable or combustible liquids are used, stored, or dispensed. One multi-purpose (minimum rating of 3A, 40BC) fire extinguisher will also be on hand for all flame operated equipment without regard of its location.

A8.7. (JBLANGLEY-EUSTIS) SMOKE DETECTORS.

A8.8. (JBLANGLEY-EUSTIS) 1 Any tent used for sleeping shall have, as a minimum, one battery operated smoke detector mounted or affixed to the center most portion of the ceiling of the tent.

A8.9. (JBLANGLEY-EUSTIS) FIRE REPORTING.

A8.9.1. **(JBLANGLEY-EUSTIS)** Any person discovering a fire shall immediately notify all personnel in the area and notify the fire department (dial 911). Regardless the extent of a fire or if the fire was extinguished, the fire department shall be notified. If the fire was extinguished prior to the fire department arrival, the fire scene shall not be disturbed until directed to do so by the Installation Fire Chief or their authorized representative.

A8.10. (JBLANGLEY-EUSTIS) FLAMMABLE/COMBUSTIBLE LIQUID STORAGE.

A8.10.1. **(JBLANGLEY-EUSTIS)** Flammable and/or combustible liquid storage containers shall not be located inside any tent.

A8.10.2. **(JBLANGLEY-EUSTIS)** Containers shall be stored downhill and a minimum 50 feet from any tent or vehicle and contained in an approved flammable container and/ or facility IAW AFI 32-2001, JBLE, Section 14.4.2.

A8.10.3. **(JBLANGLEY-EUSTIS)** Fuels shall not be mixed for use.

A8.10.4. **(JBLANGLEY-EUSTIS)** Fire extinguishers IAW section B.6. shall be present.

Attachment 9 (Added-JBLANGLEY-EUSTIS)**RANGE AND FOREST FIRE PREVENTION**

A9.1. (JBLANGLEY-EUSTIS) RESPONSIBILITIES. Commanders of Troops are responsible for on-site fire prevention and protection while in the field, performing field exercises and the like, using Joint Base Langley-Eustis Supplement 1 to Air Force Instruction 32-2001 as a guide for fire prevention.

A9.2. (JBLANGLEY-EUSTIS) POLICIES. Fire prevention and protection policies contained in this attachment have been established in accordance with Air Force directives and National Fire Protection Association Standards. These policies will be complied with by all agencies concerned.

A9.3. (JBLANGLEY-EUSTIS) SMOKING AND OPEN FIRES.

A9.3.1. **(JBLANGLEY-EUSTIS)** All smoking must be IAW AFI 40-102, *Tobacco Use in the Air Force*, ACC Supplement 1 and AFI 40-102, LAFB Sup 1.

A9.3.2. **(JBLANGLEY-EUSTIS)** All smoking related materials shall be properly disposed of IAW AFI 40-102, *Tobacco Use in the Air Force*, ACC Supplement 1, AFI 40-102, LAFB Sup 1 as well as AFI 32-2001, JBLE Sup 1, Section 11.1.

A9.3.3. **(JBLANGLEY-EUSTIS)** Open burning of trash, debris, leaves, pine needles, grass, etc., or burning off of any area on the installation is prohibited.

A9.4. (JBLANGLEY-EUSTIS) REPORTING OF EMERGENCIES.

A9.4.1. **(JBLANGLEY-EUSTIS)** Signs of smoke in grass or wooded areas shall be reported to Fire and Emergency Services immediately.

A9.4.2. **(JBLANGLEY-EUSTIS)** Immediately, upon discovery of a fire, all units in the vicinity of the fire shall cease training and make every effort to safely combat the fire.

A9.4.3. **(JBLANGLEY-EUSTIS)** All range and training area fires shall, upon discovery, be reported to Range Control. Range Control shall then notify the Fire Department.

A9.4.4. **(JBLANGLEY-EUSTIS)** Under no circumstances shall individuals or units enter any impact area to extinguish a fire without the approval of the Range Control Officer.

A9.4.5. **(JBLANGLEY-EUSTIS)** The unit reporting the fire shall direct the fire fighting units to the fire and remain at the scene until released by the Installation Fire Chief or their authorized representative.

A9.5. (JBLANGLEY-EUSTIS) FIRE WEATHER AND FIRE WEATHER FORECASTS. Fire and Emergency Services Division obtains forest fire weather information from the Virginia Department of Forestry to determine forest fire danger. Restrictions vary according to the current and forecasted fire danger; only the Installation Fire Chief has waiver authority. When the forest fire danger category reaches four or five, Fire & Emergency Services, shall notify Range Control to alert them of the danger.

A9.5.1. **(JBLANGLEY-EUSTIS)** Fire Danger One is when a fire does not ignite readily from small firebrands, although a more intense heat source, such as flares, grenades, and

firecrackers may start fires. Fires in open grassland may freely burn, but there is little danger of spotting.

A9.5.1.1. (JBLANGLEY-EUSTIS) Restrictions for Fire Danger One:

A9.5.1.1.1. (JBLANGLEY-EUSTIS) Smoke grenades, flares, ground burst simulators and the like are extremely hazardous to personnel and easily start wildland fires, even after it rains. Special precautions shall be exercised in their use and they shall not be used in areas of highly flammable natural vegetation.

A9.5.1.1.2. (JBLANGLEY-EUSTIS) An area shall be cleared for their use and a responsible individual detailed to watch all devices to ensure they are totally burned out.

A9.5.1.1.3. (JBLANGLEY-EUSTIS) One multi-purpose (minimum rating of 3A, 40BC) fire extinguisher shall be located at each such area.

A9.5.2. (JBLANGLEY-EUSTIS) Fire Danger Two is when a fire will start from most accidental causes. Fires spread rapidly and short distance spotting is common. Fires may become serious and their control difficult.

A9.5.2.1. (JBLANGLEY-EUSTIS) Restrictions of Fire Danger One continue IAW section 11.5.1.1.; no further restrictions apply unless deemed necessary by The Installation Fire Chief.

A9.5.3. (JBLANGLEY-EUSTIS) Fire Danger Three is when a fire ignites readily and starts easily from most causes. Fires spread rapidly and short distance spotting is common. Fires may become serious and their control difficult.

A9.5.3.1. (JBLANGLEY-EUSTIS) Restrictions of Fire Danger One and Two continue IAW sections A9.5.1.1. and A9.5.2.1.

A9.5.3.2. (JBLANGLEY-EUSTIS) Additionally, units scheduled to use fireworks, pyrotechnics, or fires of any description in organized training shall notify The Installation Fire Prevention Office, and provide unit designation, area to be used, and what activities are proposed for approval twenty four hours prior to their scheduled training.

A9.5.3.3. (JBLANGLEY-EUSTIS) No further restrictions apply unless deemed necessary by The Installation Fire Chief.

A9.5.4. (JBLANGLEY-EUSTIS) Fire Danger Four is when a fire starts easily from all causes and spreads rapidly increasing in intensity. Spot fires are a constant danger.

A9.5.4.1. (JBLANGLEY-EUSTIS) Restrictions of Fire Danger One, Two, and Three continue IAW sections A9.5.1.1. through A9.11.5.3.1.

A9.5.4.2. (JBLANGLEY-EUSTIS) No further restrictions apply unless deemed necessary by the installation Fire Chief.

A9.5.5. (JBLANGLEY-EUSTIS) Fire Danger Five is when a fire will start quickly, spread furiously, and burn intensely. All fires are potentially serious. The development into high intensity burning is usually faster than in Fire Danger Four and occurs from smaller fires. Crown fires may develop and the fire becomes unmanageable until weather changes or the fuel supply decreases.

A9.5.5.1. **(JBLANGLEY-EUSTIS)** Restrictions of Fire Danger One, Two, Three, and Four continue IAW sections A9.5.1.1. through A9.5.4.1.

A9.5.5.2. **(JBLANGLEY-EUSTIS)** Any training device that has the potential of starting fires, i.e. tracers, explosives, booby traps, simulators, warming fires, flares, blanks (except for M-16), etc., shall not be used.

A9.5.5.3. **(JBLANGLEY-EUSTIS)** The installation Fire Chief may approve case by case variances for the exceptions in sections A9.5.5.3.1. through A9.5.5.3.2.

A9.5.5.3.1. **(JBLANGLEY-EUSTIS)** Units may conduct essential and specific firing exercises; provided that sufficient firefighting equipment and personnel are immediately available.

A9.5.5.3.2. **(JBLANGLEY-EUSTIS)** Permission may be granted for the firing of tracers and/or the use of demolition charges in areas which have been control burned by the Fire Department.

A9.6. (JBLANGLEY-EUSTIS) USE OF NON-FIREFIGHTING PERSONNEL FOR FIREFIGHTING.

A9.6.1. **(JBLANGLEY-EUSTIS)** The installation Fire Chief and/or their authorized representative has the authority to use the services of military personnel and equipment within the vicinity and/or request additional military support to assist in combating wildland fires as provided for IAW this regulation.

A9.6.2. **(JBLANGLEY-EUSTIS)** For this purpose, commanders of units undergoing training shall ensure that sufficient brooms and shovels are available to fight fires during field exercises.