



NC DEPARTMENT OF
INSURANCE
OFFICE OF STATE FIRE MARSHAL

Chief 101 (2025 edition)

Chief 101 Course

This class consists of several programs that together will satisfy the 9S inspection criteria as specified by the North Carolina Administrative Code. The primary objective of the course is to inform current and future chief officers of the various aspects and complexities surrounding the operations and organization of North Carolina fire departments.

Chief 101 Course

- A requirement of becoming a fire chief in North Carolina is that you complete the Chief 101 class within one year of appointment as defined in NC Administrative Code.
 - ✓ 11 NCAC 05A .0907 TRAINING (c)
- Your department is rated by OSFM. A requirement to remain rated requires you to complete a Chief 101 course, provided by OSFM and the community college system, within a year of your appointment and then required upgrades.



NC DEPARTMENT OF
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Chief 101- 2025 Course

New initial course, Chief 101-2025, will be released 08/01/2025

- Initial course will be delivered, in-person, by a qualified instructor



Chief 101-2025 will be released on or before 07/01/2025 release

- Will be delivered online for all Chief 101-2020 certified Fire Officers
- This opportunity will be available until 10/01/2026



NC DEPARTMENT OF
INSURANCE
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Chief 101- 2025 Course

Chief 101-2025 annual updates

- Chief 101-2026 – released on 10/01/2025 (on-line)
- Chief 101-2027 – released on 10/01/2026 (on-line)
- Chief 101-2028 – released on 10/01/2027 (on-line)
- Chief 101-2029 – released on 10/01/2028 (on-line)
- Chief 101-2030 – released on 10/01/2029 (on-line)

Must complete all five of the above,
to receive Chief 101-30

- Or complete the Chief 101-30
initial course again

New Fire Chief Requirements and Responsibilities

- Completion of the Chief 101 class within one year of appointment as defined in 11 NCAC 05A .0907 TRAINING (c)
- 36 hours of training as defined in NCGS 58-86-2 (13)
- Provide notice to agencies concerning your appointment
- **Submit the Annual Fire Department Roster and Relief Fund Board of Trustees Report to the NCSFA (December 1 - January 15)**

New Fire Chief Requirements and Responsibilities

- Submit the Annual Fire and Rescue Pension Fund Membership Turnaround Document to the State Treasurer's Office
- Become Familiar With Your Relief Fund Board of Trustees
- Required Annual Relief Fund Reports

Provide Notice of New Chief

- You must notify the following agencies concerning your appointment by email or phone and provide them with your complete contact information;
 - ✓ NC State Firefighters' Association (NCSFA) at 800-253-4733 or barry@ncsfa.com
 - ✓ NC Office of State Fire Marshal (OSFM) at 800-634-7854 or brian.taylor@ncdoi.gov
 - ✓ Fire and Rescue Pension (office at the Department of State Treasurer) at 877-627-3287 or NC.Fire&Rescue@nctreasurer.com
 - ✓ NC Association of Fire Chiefs (NCAFC) at 888-502-4433 or sburnette@ncafc.com

Provide Notice of New Chief

- The workers compensation provider for your department, your departments treasurer or accountant, your departments Relief Fund treasurer, your departments insurance carrier, banks and financial institutions with departmental accounts, County Fire Marshal or EM Director, City and/or County Government, and anyone else with whom your department does business.
- **By notifying NCSFA or OSFM the information will be shared among all three agencies.**

Submit the Annual Fire Department Roster and Relief Fund Board of Trustees Report to the NCSFA

- As Fire Chief, you are responsible for the accuracy of the NCSFA Fire Department Membership Roster and The Relief Fund Board of Trustees report, ensuring that it is submitted correctly, on time, and kept current.
- Changes should be made to your Roster and BTR as they occur during the year. Between December 1st and January 15th, the annual correction and certification period for rosters is open and required.
- Rosters and the Relief Fund Board of Trustees Report must be certified and submitted annually by midnight January 15th of each year to the NCSFA.

Submit the Annual Fire Department Roster and Relief Fund Board of Trustees Report to the NCSFA

- After the roster is submitted by the fire chief, the NCSFA forwards it to the State Treasurers Office.
- This credits your certified members for one year of service with the Fire and Rescue Pension program and membership in our association.
- At the same time, you have the option to select membership with the National Volunteer Fire Council.

Submit the Annual Fire Department Roster and Relief Fund Board of Trustees Report to the NCSFA

- You can get your roster log-on credentials and instructions by calling our office at 800-253-4733. We will assist you with instructions to correct, certify, and submit your roster. If you miss the January 15th deadline, you could jeopardize benefits for your firefighters.

Submit the Annual Fire and Rescue Pension Fund Membership Turnaround Document to the State Treasurer's Office

- You will receive a quarterly "Turnaround Document" status report from the State Treasurers Office on Fire and Rescue Pension membership for your personnel. You are responsible for responding to the Treasurer's Office with accurate information about any changes to your member's pension or service records. Completion of the turnaround document should be done as soon as you receive it.
- **Remember, "Paid" versus "Years of Service" may not match, depending upon when dues are paid. Retirement at 20 years depends upon 20 years of service being paid.**

Become Familiar With Your Relief Fund Board of Trustees

- As Fire Chief, you are an ex-officio, non-voting member, of your Local Relief Fund Board unless you already serve in an appointed position. Contact your Relief Fund Chairperson and Treasurer to make sure they know you are the new Chief. If you are unaware of who they are, the NCSFA can provide that information. You should be intricately involved in the activities of this Board and promote the appropriate use of the relief funds for your members.

Required Annual Relief Fund Reports

- Two relief fund reports are due each year. Your Relief Fund Treasurer must submit a relief fund financial report and supporting bank or financial statements to the NCSFA by October 31st of each year for the previous fiscal year ending June 30th.
- You, as Fire Chief, must also submit a Board of Trustees Report discussed previously on Rosters.
- Failure to get these reports in correctly and on time will result in the loss of your relief fund monies for the following year.

New Fire Chief Requirements and Responsibilities

- Workers Compensation
- Grant Paperwork
- Know Your Financial Controls
- Keep Fire Reports Current
- Use Resources

Roster Submittal Flow Required by NCGS 58-86 (Certified Roster) and NCGS 58-84 (Relief Fund BTR)



Relief Fund Submittal Flow Required by NCGS 58-84



NC Firefighter Requirements

- Firefighter Training Requirement (36 hours annually) – must be met to count towards a department's membership for the 9S rating and if you want to participate in the NC Fire and Rescue Squad Pension Fund.
- A member does not have to be certified as a firefighter by the Fire and Rescue Commission to be counted on your roster or to participate in the North Carolina Fire and Rescue Pension Fund.
 - Holding a state certification as a firefighter, by the Fire and Rescue Commission, has nothing to do with being “certified on the required annual roster”; 36-hours of annual training is required to be eligible for the NC Fire and Rescue Squad Pension Fund.

Board of Trustees Report (BTR) – Relief Fund – January 15th

Board of Trustees Report

- ✓ Due December 1- January 15th (Roster Period)
- ✓ Must be electronically submitted

NOTE: Fire Chief's username and password will gain access to this report on the roster.

Board Trustees elected by Fire Department	
Trustee #1 First & middle name: <input type="text" value="Trustee"/> Last name: <input type="text" value="One"/> Address: <input type="text" value="1 Main Street"/> City: <input type="text" value="Highlands"/> State: <input type="text" value="NC"/> Zip: <input type="text" value="28000"/> Email: <input type="text" value="t1@ncsfa.com"/> Phone: <input type="text" value="9195551212"/> <input type="button" value="Edit"/> <input type="button" value="Replace"/> <input type="button" value="Member"/>	Trustee #2 First & middle name: <input type="text" value="Trustee"/> Last name: <input type="text" value="Two"/> Address: <input type="text" value="1 Main Street"/> City: <input type="text" value="Highlands"/> State: <input type="text" value="NC"/> Zip: <input type="text" value="28000"/> Email: <input type="text" value="t2@ncsfa.com"/> Phone: <input type="text" value="9195551212"/> <input type="button" value="Edit"/> <input type="button" value="Replace"/> <input type="button" value="Chair"/>
Board Trustees appointed by Local Government	
Trustee #3 First & middle name: <input type="text" value="Trustee"/> Last name: <input type="text" value="Four"/> Address: <input type="text" value="4 Main Street"/> City: <input type="text" value="Highlands"/> State: <input type="text" value="NC"/> Zip: <input type="text" value="28000"/> Email: <input type="text" value="t4@ncsfa.com"/> Phone: <input type="text" value="9195551212"/> <input type="button" value="Edit"/> <input type="button" value="Replace"/> <input type="button" value="Member"/>	Trustee #4 First & middle name: <input type="text" value="Trustee"/> Last name: <input type="text" value="Three"/> Address: <input type="text" value="3 Main Street"/> City: <input type="text" value="Highlands"/> State: <input type="text" value="NC"/> Zip: <input type="text" value="28000"/> Email: <input type="text" value="t3@ncsfa.com"/> Phone: <input type="text" value="9195551212"/> <input type="button" value="Edit"/> <input type="button" value="Replace"/> <input type="button" value="Member"/>
Board Member appointed by State Fire Marshal	
Trustee #5 First & middle name: <input type="text" value="Trustee"/> Last name: <input type="text" value="Five"/> Address: <input type="text" value="1 Main Street"/> City: <input type="text" value="Highlands"/> State: <input type="text" value="NC"/> Zip: <input type="text" value="28000"/> Email: <input type="text" value="t5@ncsfa.com"/> Phone: <input type="text" value="9195551212"/> <input type="button" value="Edit"/> <input type="button" value="Replace"/> <input type="button" value="Treas"/>	<p>The NCSFA maintains all data for this entry, except the Department can edit the position (Chair, Treasurer, Member).</p> <p>The State Fire Marshal appoints position 5. To change the person serving in this position, the Fire Chief MUST email or mail a letter on official fire department letterhead addressed to Fire Marshal Brian Taylor. Letters should be emailed to: FireRescueGrants@ncsfm.gov or mailed to: OSFM, C/O Fire Rescue Grants, 1201 Mailer Service Center, Raleigh, NC 27099-1201. The letter must request the removal of the current person serving in position 5 and the appointment of the new person. Please provide the new person's full name, the effective date of the change, the reason for replacement (retired, stepped down, deceased, etc), nominee's position (Chair, Treasurer, or Member), along with their mailing address, phone number, and email address. Once the person is appointed, OSFM will provide the NCSFA with the new appointee's name and contact information.</p> <p>Please note that any Board of Trustees member may serve as the Treasurer of the Relief Fund.</p>

Roster and BTR Reporting Process

➤ Step 1 Chief Corrects and Verifies Roster

- ✓ Chief signs in and reviews roster
- ✓ Adds/Deletes members
- ✓ Verifies “Certified” by checking box and assigns classification for each member.
- ✓ Ensure members personal contact information and SSN# is correct.
- ✓ Question asked. “Have you completed updates”

➤ ***It is critical to add members as soon as they join the Department so they are covered by benefits. There is no waiting period!***

Roster and BTR Reporting Process

- Step 2 Chief is directed to RF Board of Trustee Report “BTR”
 - ✓ System gives notice of requirement to complete Board of Trustees Report
 - ✓ System shows uploaded current Board
 - ✓ Chief verifies and corrects BTR if necessary

Roster and BTR Reporting Process

➤ Step 3 Submittal and Validation

- ✓ Chief is allowed review of Roster and BTR
- ✓ Once verified, Chief signs off
- ✓ Chief gets printout of validated certificate indicating they have properly submitted
- ✓ Large banner on exit if the roster or BTR is not submitted. (You have not Submitted your roster or BTR)

Personnel Beneficiary Designation Form

- You can find the Personnel Beneficiary Designation Form on the NCSFA website under “Forms.”
- This form may be used for multiple Policies when designating the same beneficiary or beneficiaries.
- Use a separate form when designating different beneficiaries for each Policy.
 - ✓ **Encourage members to review and update the form annually.**
- This form should be retained by the fire department with a copy to the insured member.

Personnel Beneficiary Designation Form

*Beneficiary Form can
be Download at
NCSFA.com Under
“Forms”*



323 West Jones Street, Suite 401
Raleigh, North Carolina 27603
(888) 546-2732 or (919) 821-2132
www.ncsfa.com

PERSONNEL BENEFICIARY DESIGNATION FORM

This form may be used for multiple Policies when designating the same beneficiary or beneficiaries. Use a separate form when designating different beneficiaries for each Policy.

Indicate one of the following:

☐ New Insured ☐ Beneficiary Change/Update ☐ Name Change From: _____

Policyholder:

☐ Fire Dept.: _____ ☐ NCSFA ☐ NVFC ☐ NCA/FC ☐ Other: _____
(Fire Department Name)

Complete all of the following information:

Last Name: _____	First Name: _____	MI: _____
Date of Birth: _____	Date of Membership: _____ <small>(Newly Insured Only)</small>	Social Security Number (Last 4): _____

I hereby designate the following beneficiary(ies) to receive any death benefit proceeds payable under the policies provided by my fire department and the NCSFA. If this form represents a change of beneficiary, the present beneficiary designation(s) are terminated and the following designation(s) made:

PRIMARY BENEFICIARY DESIGNATION*	Relationship to Insured	Date of Birth	Percent (Must equal 100%)
<input type="checkbox"/> Mark if additional beneficiaries are listed on a separate paper and attached. (Name, address, phone number and/or email address of beneficiary)			

CONTINGENT BENEFICIARY DESIGNATION**	Relationship to Insured	Date of Birth	Percent (Must equal 100%)
(Name, address, phone number and/or email address of beneficiary)			

MINOR OR ESTATE AS BENEFICIARY: If death occurs and a minor child (a person under the age of majority) or your estate is designated as beneficiary, it may be necessary to have a guardian or legal representative appointed before any death benefit can be paid. This could mean legal expenses for the beneficiary and possible delay in the payment of any death benefit. Please take this into consideration when designating your beneficiary.

Insured's Signature: _____ Date: _____

This form should be retained by the fire department with a copy to the insured member.

* Primary Beneficiary is the person(s) who will receive the insurance proceeds.
** Contingent Beneficiary is the person(s) who will receive the insurance proceeds if the primary beneficiary is not alive at your death.

Beneficiary/Name Change 9/10 v4

FAQ's

I've already had Chief 101, do I have to take this course every five years?

✓ *Yes, it is in the 9S requirements for Fire Chief's.*

Will our NCRRS rating be revoked if "the chief" doesn't take this course?

✓ *No, but before getting your next inspection, "the chief" will have to complete the course and until they do your department will be in non-compliance and can move to probationary status if not completed.*

I prefer to delegate these responsibilities to others in the department, is that acceptable?

✓ *Great idea, but "the chief" is still responsible.*

Questions?

NC State Firefighters' Association - Rosters

NCSFA Membership Roster – The Anchor to Ensure Benefits



The NCSFA Roster and Board of Trustees Report completed each year by January 15th, is the anchor to most benefits and service requirements for your firefighters. Failure to complete and submit it on time, and correctly, can jeopardize benefits and service credit.

Roster Renewal by January 15th - Critical

Annual Roster Due Date January 15th of Each Year

- Includes Roster and Board of Trustees Report (BTR)
- Roster and BTR reporting opens December 1st
- Note: If your Relief Fund Treasurer is a non-member, they must still be added to your department roster. You do not have to pay dues for a non-member.

NCSFA Roster Example

My Account
Roster
RF Trustees
Relief Fund
NVFC
Calendar
NCSFA
Help

Get by ID
 Get by name
Foscoe Fire Department - 2018

12/01/18 to 01/15/19: year-end roster certification.
RF Trustees certified for 2017

2018
Save changes
Reload

Save/Print Current
Save/Print Annual
Add member

1: ALDRI - WRIGH
Records/page 100

Current Roster	2017 Training Certification	Member Type	Active	Enter the change date before modifying anything but training	Original Join Date	Service Dates	Change date for member type / active / on roster
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Vol		Leo Frank Aldridge	01/19/10		
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Paid		Matthew Aldridge	09/02/99		
<input type="checkbox"/>	<input type="checkbox"/>	Vol		David Vincent Allen	09/24/15	End as Vol:07/31/76	
<input type="checkbox"/>	<input type="checkbox"/>			ford	04/05/07	End as Vol:08/22/17	
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>			umgarner	10/10/96		
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Vol		Frank James Bumgarner	04/01/71		
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Vol		Tyler W. Burr	12/13/10	End as Vol:02/28/18	
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Vol		David Cameron†	05/04/17		
<input checked="" type="checkbox"/>				Mr. Wayne Clookie	01/29/18		
<input checked="" type="checkbox"/>				Aaron Cook	01/01/13		
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Vol		Mr. Jordan Drummond	06/07/17		
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Vol		Allen Lennie Ellis	03/03/16		
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Vol		William Flesher	08/04/16		

End of active service or record change date

Member Type

Individual has completed 36 hrs of Training

Index

Roster Categories

- Junior** Junior Firefighter. A member that is under the age of 18 and 14 years of age or older. They are not eligible for retirement benefits until they reach the age of 18.
- Life** DO NOT USE. This designation is for internal purposes only.
- Member** Roster member who is not serving as a firefighter - not eligible for training certification. When designating someone as a member, the department will pay dues for that person, and that person will be eligible for AD&D benefits.
- Non-Mem** Non-Member - not a firefighter and not participating in training certification. Departments will often have a Relief Fund Treasurer who is not a member.
- NM FF** Non-Member Firefighter - not eligible for training certification, pension, Cancer, or LODD benefits
- Most NCSFA benefits require membership to the Association and dues are required to be paid no later than March 31 of each year. If a member is added to the roster during the year, the chief has 30-days to pay their dues after being added to the roster. Dues are \$25 annually/member.

Roster Categories

Paid	<u>A career firefighter</u> or a firefighter who is paid by the department. This includes anyone that receives hourly monetary compensation, such as part-time or hourly per call. Stipends do not apply. Must receive 36 hours of training annually.
Rescue	<u>An Emergency Rescue Technician</u> . Only departments that are classified as having this kind of member will see this member type. Must receive 36 hours of training annually.
Vol	<u>Volunteer Firefighter</u> . A firefighter who is considered volunteer and does not receive monetary compensation other than a stipend. Must receive 36 hours of training annually.
Ret Active	<u>Retired Active Firefighter</u> - has completed 20 years of certified service, are age 55 and receiving their Fire and Rescue Pension and still responds to calls and is actively engaged in emergency operations. If a member's status is changed to Retired, the system will automatically designate them as active. A retired active firefighter must receive 36 hours of training annually to be eligible for the state LODD benefit.

Roster Categories

Ret Inactive Retired Inactive Firefighter - has 20 years of certified service in the state and is no longer actively engaged in emergency operations. If a member's status is changed to Retired, the system automatically designated them as active. To be inactive you will need to uncheck the box. This membership category provides a \$25,000 supplemental Accidental Death and Dismemberment Benefit for your retiree, makes them eligible for the State Firefighter Cancer Benefit, and allows the member to take advantage of other discounted Benefit programs and benefits offered by the NCSFA.

NM Retired A retired nonactive Non-Member firefighter who has retired from the department after 20 years of creditable service that remains on the roster at no cost to the department. Although the retiree with this member designation is eligible for the cancer benefit, they however are not eligible for the Non-Line of Duty Accidental Death and Dismemberment Benefit, or any other discounted benefit programs offered by NCSFA.

Note: This membership category is not included in your total department membership roster count and does not affect your calculated relief fund minimum and maximum balance.

It is noted that changing your current Retired-Inactive members to NM Retired will lower your roster count and your calculated relief fund minimum and maximum balances.

❖ If a member of your department is NOT on the roster, they are NOT eligible for any NCSFA benefits.

Questions?

Governmental Benefits

Governmental Benefits Provided to Eligible Firefighters

- There are several benefits provided to eligible firefighters from the State of North Carolina and the Federal Government.
- In most cases these Benefits are dependent upon members being listed as “Certified” on the Annual Fire Department Roster discussed Previously.

North Carolina State Benefits

- State Line of Duty Death Benefit. \$100,000
 - ✓ Heart attack, stroke, and trauma
 - ✓ This benefit pays a total of \$100,000.00 in a lump sum payment.
 - ✓ No “remarriage” penalty.
- Covered Cancers (as defined in NC General Statute 143-166.2)
 - ✓ Mesothelioma
 - ✓ Testicular cancer
 - ✓ Cancer of the small intestine
 - ✓ Esophageal cancer
 - ✓ Oral cavity cancer
 - ✓ Pharynx

North Carolina State Benefits

- N.C. Firefighter Cancer Insurance Program
- N.C. Fire and Rescue Squad Workers Pension Fund
 - ✓ \$175 Per Month after reaching age 55 and having 20 years of eligible service
- Volunteer Safety Workers Comp Program
- Tuition Free School Attendance for LODD Dependents.
 - ✓ Tuition Free only includes State Supported
 - ✓ Universities (UNC System), Colleges, and Community Colleges

Federal Benefits Available To Eligible Members

- Public Safety Officers Support Act of 2022 (PSOSA) currently pays **\$448,575.00** for eligible deaths and disabilities occurring 10/01/2024 – 09/30/2025 (FYE 2025).
- Hometown Heroes Survivors Benefits Act of 2003; President signed into law December 15, 2003.
 - ✓ This bill is to ensure that a public safety officer who suffers a fatal heart attack or stroke while on duty shall be presumed to have died in the line of duty.
- Federal PSOSA also includes an education benefit, usually covered by our State benefits.

Federal Benefits Available To Eligible Members

- Who may file a claim under PSOSA for deaths or injuries related to suicide or a suicide attempt?
 - ✓ Generally speaking, a survivor or injured officer may be eligible for death or disability benefits based on the public safety officer's death by suicide, or attempt to die by suicide, if the action intended to bring about the officer's death occurred on or after January 1, 2019.

Federal Benefits Available To Eligible Members

- Who may file a claim under PSOSA for deaths or injuries related to suicide or a suicide attempt?
 - ✓ As the law makes these provisions retroactive to January 1, 2019, the PSOB Program will extend the filing times for claims or applications for benefits, so that claimants seeking death benefits in suicide cases or disability benefits for exposure-related or attempted-suicide related injuries are given the same amount of time to file an application as if the exposure or attempted suicide occurred on the date of PSOSA's enactment on August 16, 2022.

Federal Benefits Available To Eligible Members

- Who may file a claim under PSOSA for PTSD (post-traumatic stress disorder), ASD (acute stress disorder), or other T/SD (trauma and stress related disorders)?
- Generally speaking, an individual may be eligible for disability benefits based on personal injury resulting from PTSD, ASD, or other T/SD in any of the following circumstances:
 - officer took an action intended to cause the officer's death;
 - officer's action was the direct and proximate cause of the officer's death or permanent and total disability;
 - officer's action was not inconsistent with a psychiatric disorder.

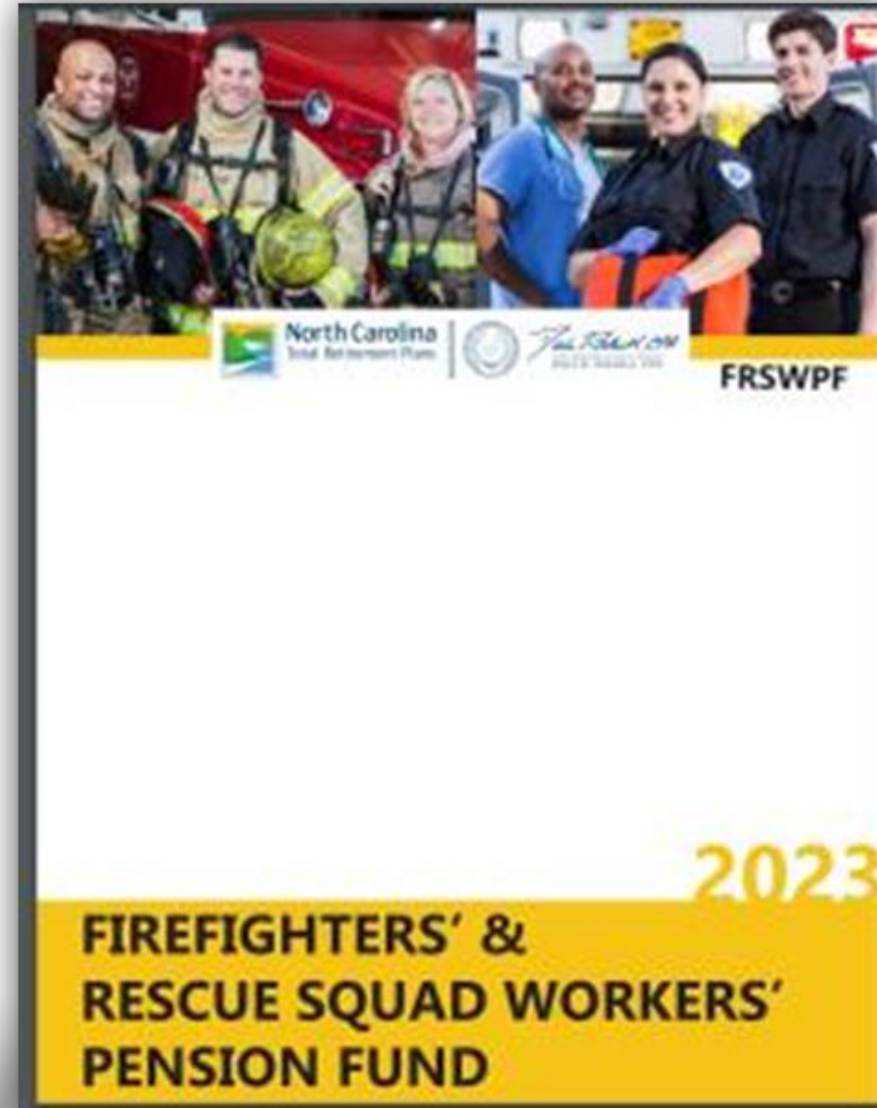
Questions?

Firefighters' & Rescue Squad Workers' Pension

NC Fire and Rescue Pension

Firefighters' & Rescue
Squad Workers' Pension
Fund Handbook

Firefighters' and
Rescue Squad
Workers' Pension
Fund (FRSWPF) | My
NC Retirement



Firefighters' & Rescue Squad Workers' Pension

➤ Definition of a Firefighter –

- ✓ G.S. 58-86-2 and titled eligible firefighters: "Eligible firefighter" means all persons 18 years of age or older who are firefighters of the State of North Carolina or any political subdivision thereof, including those performing such functions in the protection of life and property through firefighting within a county or city governmental unit. "Eligible firefighter" shall also mean an employee of a county whose sole duty is to act as fire marshal, deputy fire marshal, assistant fire marshal, or firefighter of the county.
- ✓ Requires eligible firefighters to attend 36 hours of training and be certified on the roster each calendar year.

Firefighters' & Rescue Squad Workers' Pension

➤ Training Sessions –

- ✓ “Training sessions” for eligible firefighters means sessions in which attendance will result in the preparation of, or knowledge gained by, the member in the area of fire prevention, fire suppression, or protection of life and property. Such drill or training sessions held by the eligible fire department to meet the requirements of the Article shall be held for the purpose of providing a learning or preparation experience for the members.

Firefighters' & Rescue Squad Workers' Pension

➤ Military Service Exemption –

- ✓ You may take a leave of absence for military service and **earn service credit** during that period if you continue making your Fund contributions during your tour. After your return, you will need to submit a copy of your military discharge papers, such as DD214, that reflect the date you entered and the date you were released from active duty. Contact the Pension Fund for further information and instructions.
- ✓ See - NCGS 58-86-95(g)

Firefighters' & Rescue Squad Workers' Pension

- If you are an active member of FRSWPF and you die in the **line of duty**, and you have one eligible principal beneficiary named to receive the return of undistributed contributions living at the time of your death, that beneficiary must make a choice to receive a lump-sum return of undistributed contributions or receive a lifetime monthly survivorship benefit (currently \$175) beginning the month after the month you would have turned 55.
- If you are killed in the **line of duty** and you are already receiving a monthly FRSWPF retirement benefit, your beneficiary will receive the same amount monthly for life, beginning the month after your death. All monthly survivor benefits end at the death of the monthly survivor beneficiary. No other beneficiaries are eligible for any benefits after the death of the monthly survivor beneficiary.

Firefighters' & Rescue Squad Workers' Pension

➤ YOU NEED TO DESIGNATE A BENEFICIARY!!!

- ✓ Form 2FR Designating Beneficiary(ies) for the Firefighters' and Rescue Squad Workers' Pension Fund.
- ✓ It is recommended you complete Form 2FR as soon as possible and return by email to Specialty.Plans@nctreasurer.com.
- ✓ Form may also be mailed to: Firefighters' and Rescue Squad Workers' Pension Fund
Department of State Treasurer 3200 Atlantic Avenue Raleigh, NC 27604

Questions?

Firefighters' Cancer Program

North Carolina Firefighter Cancer Coverage

- A cancer diagnosis can happen at any time and leave you emotionally, physically and financially overwhelmed. While traditional health insurance is valuable coverage, it may not cover all of the expenses related to your treatment and recovery.
- The State of North Carolina recognized the need to support its 55,598 firefighters and their families by creating a pilot program to provide certain cancer benefits for eligible employed and volunteer firefighters.



North Carolina Firefighter Cancer Coverage

- In response to this requirement, The North Carolina Firefighter Cancer Benefit Program was created to help bridge the financial gaps that may follow a cancer diagnosis, so you can focus on recovery. This program has been funded by the North Carolina Legislature through the 2024-2025 Budget Biennium. It is available to active rostered firefighters, employed and volunteer, who meet certain conditions at no cost to either firefighters or the Fire Departments. The effective date is January 1, 2022. Only compensable cancer illness diagnosed on or after January 1, 2022, will be eligible.



North Carolina Firefighter Cancer Coverage

- Active North Carolina Firefighters who have served 5 years on a NC Fire Department prior to diagnosis and are currently on an NCSFA roster may be eligible for benefits under the Firefighter Cancer Benefit Program.
- The Cancer must meet the definitions of the program and must have been diagnosed on/after January 1st, 2022.
- The Program is administered by the Office of State Fire Marshal utilizing a Third-party administrator.



North Carolina Firefighter Cancer Coverage

Lump Sum Benefit

- \$37,000 for each diagnosis of cancer
- \$74,000 Lifetime Maximum Lump Sum benefit
 - **Excerpt from Session law 2024-29** – Not to exceed a total of seventy-four thousand dollars (\$74,000), a lump sum benefit of thirty-seven thousand dollars (\$37,000) for each diagnosis of cancer shall be payable to an eligible firefighter upon sufficient proof to the insurance carrier, the Department, the Office of the State Fire Marshal, or other applicable payor of a diagnosis of cancer by a board-certified, licensed physician in the medical specialty appropriate for the type of cancer diagnosed.

North Carolina Firefighter Cancer Coverage

Total Disability Benefit - Overview

- Non-Volunteer Firefighters (Class 1)
 - 75% of Monthly Salary or \$5,000 per month, whichever is less
- Volunteer Firefighters (Class 2)
 - \$1,500 per month
- Benefit Waiting Period
 - 36 months after the date of the Total Disability
- Maximum Benefit Period
 - 36 consecutive months

North Carolina Firefighter Cancer Coverage

Total Disability Benefit - Excerpt from Session law 2024-29

- Disability benefit. – Upon sufficient proof to the insurance carrier, the Department, the Office of the State Fire Marshal, or other applicable payor of total disability resulting from the diagnosis of cancer or that the cancer precludes the firefighter from serving as a firefighter, the following disability benefits shall be paid to an eligible firefighter beginning six months after the total disability or inability to perform the duties of a firefighter, whichever applies:
- For a non-volunteer firefighter – A monthly benefit that is either (i) equal to seventy-five percent (75%) of the firefighter's monthly salary or (ii) five thousand dollars (\$5,000), whichever is less.
 - For a volunteer firefighter – A monthly benefit of one thousand five hundred dollars (\$1,500).

North Carolina Firefighter Cancer Coverage

➤ For more information, please visit any of these websites:

- ✓ <https://ncsfa.com/north-carolina-firefighter-cancer-coverage>
- ✓ <https://www.ncosfm.gov/risk-mgmt/north-carolina-firefighter-cancer-benefit-program>.
- ✓ You can also contact LaTarsha Silver, OSFM Risk Management, at 919.647.0065 and Latarsha.silver@ncdoi.gov for additional assistance.



North Carolina Firefighter Cancer Coverage

➤ Please Note:

- ✓ All NCSFA rostered NC Firefighters are protected by the NCSFA LODD Benefit regardless of membership in the association or a local relief fund.

Questions?

Line of Duty Death Benefits Assistance Program

Line of Duty Death Benefits

- The purpose of assistance programs is to assist fire departments and rescue squads in assuring that all state and federal benefits are pursued for the surviving spouse and/or family and provide other services, as requested by the department, squad or family.
- Because of the need for correct reporting, action, and follow-up to ensure benefits, handling of LODD's deserves a separate and detailed discussion.

Line of Duty Death Benefits

- Federal Public Safety Officers Death Benefit
- On-duty Fatality Defined
- LODD recognized cancers are defined in G.S. 143-166.2(c)
- Covered Cancers
 - ✓ Mesothelioma
 - ✓ Testicular cancer
 - ✓ Cancer of the small intestine
 - ✓ Esophageal cancer
 - ✓ Oral cavity cancer
 - ✓ Pharynx

Line of Duty Death Assistance – OSFM

- The purpose of the LODD assistance program within OSFM is to support fire departments and rescue squads in assuring that all state and federal benefits are pursued for the surviving spouse and/or family, and provide other services as requested by the department, squad or family.

Line of Duty Death Assistance

- On-duty fatalities include any injury or illness sustained while on-duty that proves fatal
- The term “on-duty” refers to being involved in operations at the scene of an emergency, whether it is a fire or non-fire incident; responding to or returning from an incident; performing other official duties such as training, maintenance, public education, inspection, and investigations
- LODD Benefits also may cover heart attacks and strokes that prove fatal, if the onset occurs within 24 hours of a response or training event.

Line of Duty Death Assistance

- In NC General Statutes certain cancers are recognized for LODD as defined in G.S. 143-166.2(c). **(Requires proof, and is not eligible for federal benefits)**
 - ✓ Mesothelioma
 - ✓ Testicular cancer
 - ✓ Cancer of the small intestine
 - ✓ Esophageal cancer
 - ✓ Oral cavity cancer
 - ✓ Pharynx

Your Role As a Chief Fire Officer With an LODD

- Call for assistance
- Start an information log
- Secure all PPE and anything that could be a contributing factor to the death
- Appoint someone to handle the press/media
- Have a press release prepared

OSFM's Role Upon Contact

- OSFM will notify appropriate Associations and Agencies
 - NC Industrial Commission (Worker's Comp)
 - NC Pension Fund
 - NC Department of Labor
 - NC State Firefighters Association
 - NC Fallen Firefighters
 - VFIS
 - USFA
 - NFPA
 - NIOSH
 - Volunteer Safety Workers Compensation Board or appropriate
 - Workers Compensation Carrier
 - PSOB

Examples of Required Documentation

Documentation for the deceased:

- Social security card number
- Beneficiary card
- Training records
- Marriage license
- Divorce documents (if applicable)
- Birth certificate/ Adoption papers
- Original Death Certificate

Documentation for the spouse and/or dependent(s):

- Full name(s)
- Address(s)
- Social security number(s)
- Date(s) of birth(s)
- Copies of birth certificate(s)

Reports needed (all with original signature):

- Law Enforcement
- Toxicology
- Hospital
- Ambulance/1st Responder
- Fire Incident Reports
- Casualty Reports
- Press release and news articles

Statements needed from:

- The chief
- All involved personnel
- Any witnesses

NCFFF's Role if Requested

- If requested by the family, the NC Fallen Firefighters (NCFFF) will assist in planning the funeral and memorial services
- Chaplaincy services in conjunction with:
 - ✓ N.C. State Firefighters' Association
 - ✓ N.C. Association of Fire Chiefs
 - ✓ N.C. Office of State Fire Marshal
- Family transport van provided by Hendrick Autogroup
- OSFM will arrive on site to assist the department and NCFFF if needed

Contact Information

OSFM

Monday-Friday 8am-5pm
1-800-634-7854

After Hours:

Brian Taylor (919) 218-1511
Mike Williams (919) 368-0643
Deral Raynor (919) 538-5696

NCFFF

N.C. Fallen Firefighter Foundation
P.O Box 144
Mocksville, NC 27028
336-416-1752
www.ncfff.org

Private Sector Resources

- **The Dignity Memorial Public Servants Program** offers dignified and honorable tributes at no cost for career and volunteer firefighters, law enforcement officers, and emergency services personnel who fall in the line of duty. The Dignity Memorial Bereavement Program includes various discounts and other benefits. For more information call 919-828-4311 or go to www.ncpublicservants.com.
- **The Wilbert Burial Vault** offers a vault at no charge to the family, for career and volunteer firefighters who fall in the line of duty.

State Fallen Firefighter Memorial

- Memorial at Nash Square – Raleigh
 - ✓ Memorial service held in Raleigh and posted annually
 - ✓ All NC LODDs approved by General Statute 143

National Fallen Firefighter Memorial

- Memorial at National Fire Academy – Emmitsburg, MD
 - ✓ Memorial service held in Emmitsburg and posted annually
 - ✓ All LODDs approved for PSOB honored
 - ✓ Any state LODD recognized for cancer after 1/1/2018

Questions?

NC Peer Support

North Carolina Peer Support

- Peer Support Defined
- Trained Peer Supporters
- Peer Support Access
- Peer Supporters On the Continuum of Behavioral Health
- Bridge To Other Resources
- Common Peer Support Requests

Peer Support Defined

- NCPS: Peer Support is defined as assistance provided by a trained individual or group of trained firefighters and emergency responders who answer the call to their brothers and sisters in need, regardless of the need.
- Trained Peer Supporters are members of the fire service who seek out and talk to other peers about behavioral health concerns and connect members with helpful services. (IAFF Definition)
- Peer Support must be voluntary
- Only provided to individuals and groups of firefighters who request it
- This makes NCPS different from other services that can be mandated through the chain-of-command

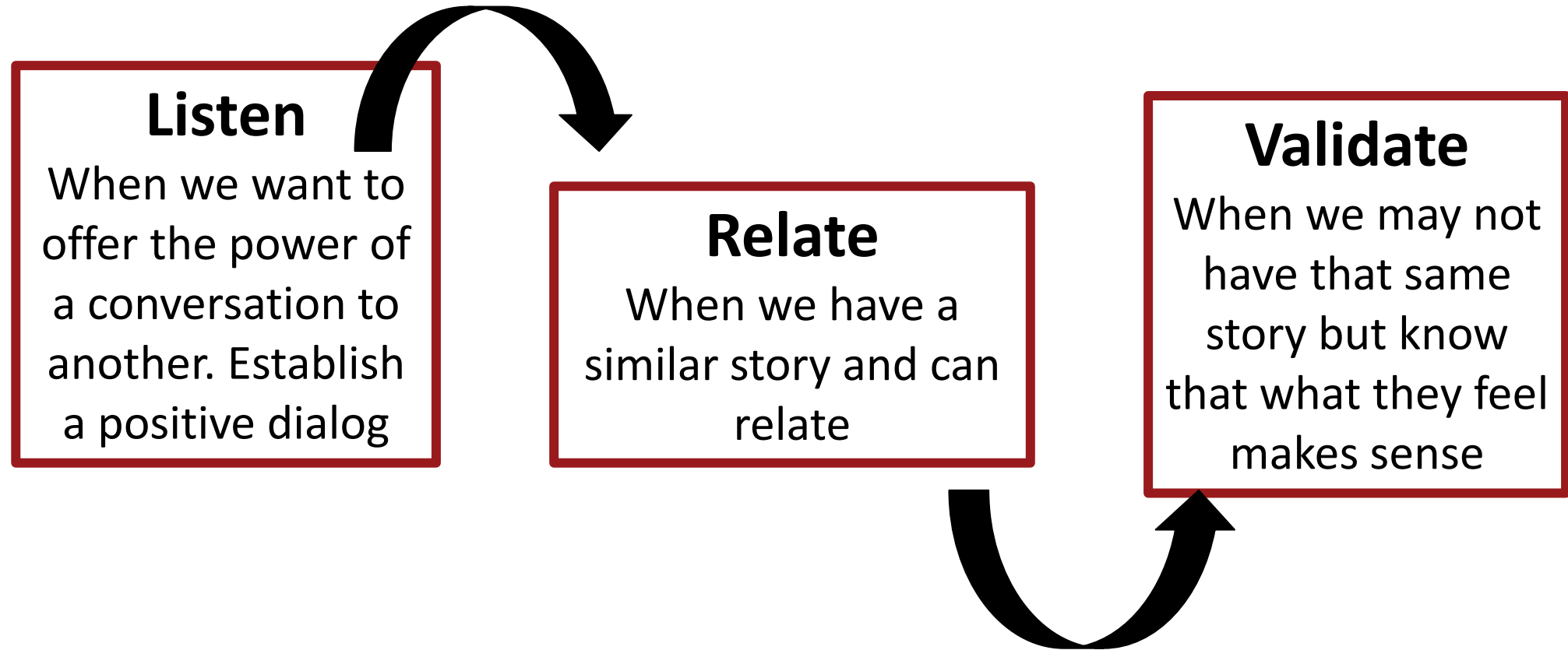
Peer Supporters On the Continuum of Behavioral Health

- CISM
- Chaplain
- EAP
- Clinician
- Supervisor
- Bridge to other resources?

Common Peer Support Requests

- “I have been dealing with a lot on my own for a while.”
- “my spouse left me?”
- Divorce
- Drinking
- Financial
- Loss of connection with family
- Grief and loss both at home and through work
- Acute traumatic incidents at work

What You Can Do



What works

- Making it SAFE!
- Power of a Conversation
- No one understands a firefighter like a firefighter
- Brothers and Sisters helping one another
- Coffee table conversation - You are already doing this
- “It is ok to not be ok for today”

What Peer Support Is Not

- Peer supporters are not therapist
- Peer supporters are not trained counselors
- Peer supporters do not offer advice on how to resolve an issue, they offer an open ear and a bridge to resources
- Peer support does not take the place of EAP, CISM, or other organizational resources
- We are not supposed to “fix”
- Peer Support will not work as a mandated service

Urgent Resources

➤ National Hotlines

- ✓ Safe Call Now- 24/7 hotline (206) 458-3020, www.safecallnow.org
- ✓ National Suicide Prevention Lifeline- 24/7 hotline is now - **988**
- ✓ Crisis Text line- text “START” to 741741
- ✓ www.suicide.org

➤ 911

- ✓ Call 911 or go to the nearest hospital and let them know you need to see the psychiatrist on call

➤ Critical Incident Stress Debrief Team

- ✓ North Carolina Law Enforcement Assistance Program (NC LEAP) - www.nc-leap.org

Urgent Resources

➤ Responder Assistance Initiative

- The Responder Assistance Initiative (RAI) is a service for NC Department of Public Safety personnel and our North Carolina public safety agency partners including Law Enforcement, Fire, Emergency Medical Services, Emergency Management, Telecommunicator/Dispatch or any staff within the Department of Public Safety.

RESPONDER ASSISTANCE INITIATIVE (RAI)

Information & Resource Line

(866) 731-6901

<https://www.ncdps.gov/RAI>

Nonurgent Resources

➤ North Carolina Firefighter Peer Support

- ✓ 24/7 hotline (855) 7NC-PEER or www.ncffps.org
- ✓ Someone will always answer the phone and get you to the person that can best help you.
- ✓ Team members are made up of local NC firefighters who have gone through special peer support training.

➤ First Responder Assistance Program

- ✓ (855) 207-1747 or www.BDAEAP.com,
- ✓ Resources and referrals to first responders and their families, organization is PROVIDENT and NCSFA.

➤ Share The Load- 1-888-731-3473

- ✓ National Volunteer Fire Council: A support program for Fire and EMS.
- ✓ **NCDOI/ OSFM Behavioral Health Portal**
<http://www.ncdoi.com/OSFM/BehavioralHealthCrisisPortal.aspx>

If you at any time have serious concerns about the physical or emotional welfare of an individual, please contact a Mental Health Professional or take appropriate precautions (i.e. hospitalization, etc.) to ensure their safety.

Suicide Is Preventable!

With Help Comes Hope!

Questions?

Gross Premium Assessment

Gross Premium Assessment History

- First Established 1907 for the NC Relief Fund
- Two GP Taxes on Fire and Lightning Policies existed until 2006 – the original 1.33% that went to the Relief Fund, and ½ Of 1% originally instituted to fund the Fire and Rescue Workers Pension Fund
 - ✓ Both were based on Percentage of Insurance coverage Contract.
 - ✓ The 1.33 went to Relief Fund, ½ of 1% went to Fire and Rescue Pension until a lawsuit by the insurance industry, and was changed where it all went to the General Fund and served to offset F&R Pension appropriation

Gross Premium Assessment History

- 2006 SL-196 Dropped additional ½ of 1%, removed percentage charts, and set tax rate at .85% which provided the same funding level. Fire Department Grants were added to be funded in addition to Relief Fund and General Fund.
- SL 2007-250 dropped .85 to .74 for revenue neutral due to insurance costs overhaul.
- PED studies in 2013/2014 Added Workers Comp to distribution- Grants 20%, Relief Fund 20%, VSWCF up to 20%, and residual to the General Fund (~40%).
 - These allocations changed again with Session Law 2024-29 (effective 07/01/2025).

Gross Premium Assessment (Previously Know as Gross Premium Tax)

- Now referred to as a Gross Premium Assessment rather than Tax
- Gross Premium Assessment (GPA)
 - ✓ GPA Simple Formula= 0.74 Cents Per \$100 from any NC insurance policy containing Fire Coverage (i.e. homeowners, rental, auto, etc.)
 - ✓ NCGS – 105-228.5(d)(3)

Gross Premium Assessment (Previously Know as Gross Premium Tax)

- GPA Distribution – effective July 01, 2025 (per Session Law 2024-29)
 - ✓ Relief Fund – 20% {pursuant to 58-84-25}
 - ✓ Volunteer Safety Workers Comp Fund – up to 10% {pursuant to 58-87-10}
 - Reserve NOT to exceed \$45 million
 - ✓ Firefighters' Cancer Insurance Program {pursuant to Article 86A of Chapter 58}
 - This annual allotment shall not exceed \$10 million
 - ✓ Volunteer Fire Department Grants – 20% {pursuant to Article 87 of Chapter 58}

Gross Premium Assessment (Previously Know as Gross Premium Tax)

- GPA Distribution – effective July 01, 2025 (per Session Law 2024-29)
 - ✓ The remaining net proceeds, including the net proceeds that exceed the limits established in this subdivision for the Workers' Compensation Fund and the Office of the State Fire Marshal, must be credited to the General Fund.

Gross Premium Assessment Collections (Total Funds Generated)

	General Fund Proceeds	Volunteer FD Fund (Grants)	DOI Proceeds (Relief Funds)	Worker's Compensation Fund
FYE 2014	\$11,669,480	\$8,335,343	\$6,668,274	\$6,668,274
FYE 2015	\$13,048,028	\$6,511,402	\$6,519,810	\$6,519,810
FYE 2016	\$13,886,360	\$6,943,180	\$6,943,180	\$6,943,180
FYE 2017	\$14,930,125	\$7,465,051	\$7,465,051	\$7,465,051
FYE 2018	\$15,167,614	\$7,583,807	\$7,583,807	\$7,583,807
FYE 2019	\$15,944,093	\$7,972,047	\$7,972,047	\$7,972,047
FYE 2020	\$16,935,251	\$8,467,625	\$8,467,625	\$8,467,625
FYE 2021	\$18,331,067	\$9,165,533	\$9,165,533	\$9,165,533
FYE 2022	\$20,305,464	\$10,152,732	\$10,152,732	\$10,152,732
FYE 2023	\$22,812,053	\$11,406,022	\$11,406,022	*0
Pursuant to SL2022-6 sec. 1.4; no funds were to be transferred to VSWCF during FY2022-2023				

Questions?

Relief Fund

Relief Fund

- Originally established in 1907
- Created to provide financial assistance to Destitute Firefighters' in cities and towns
- Statutes have been amended over the years to allow additional benefits and include all rated fire departments
- Local Relief Fund Laws are contained in Chapter 58, Article 84 of the General Statutes
- Funding is Provided by proceeds from the Gross Premium Tax on Fire Insurance
- It is distributed based on County Population and percentage of property protected in a County to each eligible Fire Department

Local Firefighters' Relief Fund (LFRF) Eligibility

- To be eligible to receive funds for a LFRF, the fire department must follow several guidelines –
 - ✓ First, be a rated department by the Commissioner of Insurance;
 - ✓ Then, be a member of the NC State Firefighters' Association (GS 58-84-1);
 - ✓ Next, appoint a Local Relief Fund Board (LRFB) consisting of five members (GS 58-84-30)

Local Relief Fund Board

- The Local Relief Fund Board Consists of Five (5) Members –
 - (2) Two members elected by the fire department membership who serve at the pleasure of the department. **Shall be either residents of the fire district or active or retired members of the fire department.**

Local Relief Fund Board

- The Local Relief Fund Board Consists of Five (5) Members –
 - (2) Two elected or appointed by the Mayor, Board of Alderman, or City Council if it is a municipal department, or two appointed by the County Commissioners if it is a County Fire Department, to serve at the pleasure of the Board. **These two positions must reside in the fire district.**

Local Relief Fund Board

- The Local Relief Fund Board Consists of Five (5) Members –
 - (1) One appointed by the Office of State Fire Marshal. The member appointed in this position shall be either a resident of the fire district or an active or retired member of the fire department.
- *If the local fire chief is not one of the members appointed, they shall serve as an ex-officio non-voting member of the local Board.*

Local Relief Fund Board

- The Local Relief Fund Board (LRFB), consisting of these five (5) members, shall meet at least annually, and at the first meeting each year elect a Chairperson, Treasurer, and Secretary.
 - ✓ The Commissioner's appointee (position 5) does not have to be the Treasurer.
- The Treasurer of the Relief Fund **MUST** be on the roster.
 - ✓ Please notify NCSFA of any Treasurer change at any time during the year.
 - ✓ If there is a RF Treasurer change, contact NCSFA.

Local Relief Fund Board

- The Secretary and Treasurer may be the same person, but the Treasurer and Chairman cannot be the same since both have to sign for any disbursement, which requires two signatures.
 - ✓ The two signatures are required by our Bond Insurance.

Local Relief Fund Board

- The funds received from the State Fire Marshal shall be maintained by the Treasurer in a separate and distinct fund, the balance and use of which shall be reported annually to the NC State Firefighters' Association.
 - ✓ Each year a good and sufficient surety bond must be purchased equal to the amount held.
 - ✓ The Office of State Fire Marshal purchases one bond for all FRF accounts each year which covers up to \$1 million.
 - ✓ A LRFB Treasurer may assume a statewide bond covers their account unless it exceeds \$1 million.
- All funds received and any investments earned on these funds, regardless of where they are held, must be reported!

North Carolina Firefighters Relief Fund; Rules and Benefits

- Managing Relief Fund Monies – The LRFB shall manage the local funds as prudent trustees of the fund as listed in Chapter 36E of the NC General Statutes.
- Board members should review these requirements completely, **but basically it requires:**
 - ✓ In managing and investing the fund, the LRFB shall consider the purpose of the fund and the uses allowed by law.
 - ✓ Each person responsible for managing and investing the fund shall manage and invest the fund in good faith and with the care an ordinarily prudent person in a like position would exercise under similar circumstances.

North Carolina Firefighters Relief Fund; Rules and Benefits

➤ Immunity to Board Members –

- ✓ GS 58-84-60 also provides immunity to members serving on the LRFB individually from civil liability for monetary damages as long as, they are acting within the scope of their responsibility in good faith, have not acted with gross negligence or wanton misconduct, and not derived any improper personal financial benefit.

North Carolina Firefighters Relief Fund; Rules and Benefits

➤ Fund Management – Finance Reporting

- ✓ The LRFB must keep a correct and accurate account of all monies received and dispersed by them, including annual distributions, interest, and holdings, and report same to the NCSFA annually. (GS 58-84-40). This accounting shall include all monies received and disbursed, all interest earned, and include all monies allocated to the fund for any use. The report must also include a listing of disbursements, and the amount disbursed in each allowable expenditure, and the number of firefighters impacted by each disbursement.
- ✓ This must be reported online to the State Firefighters' Association by the Treasurer, in a format prescribed by them, by October 31st of each year.
 - **Failure to do so will forfeit the payment the LFRF will receive the following year.**

Relief Fund Financial Reporting – By the Treasurer

Financial Reporting Form

- ✓ Must be completed and submitted electronically between July 1 and October 31 annually.
- ✓ Must contain all relief fund related activities between July 1 of the previous year and June 30 of the current year.

NOTE: Must use the relief fund treasurer's 6-digit username and password to gain access to this report.

Relief Fund Accounting for NCSFA Internal - 2024

Select Relief Fund year: 2024

Date submitted	
Bank Statement received	No
Submitted by:	
Submitter ID:	

Print/Save this Relief Fund year Cancel Save as admin

Email for SAVE FRNA confirmation: tabthe@ncsfa.com

1. Beginning Cash Balance (last year's ending balance)		
--------------------------------------------------------	--	--

Receipts Placed in Relief Fund

2. Received from the Department of Insurance	0.00	
3. Investment Income (Savings Interest, Certificate of Deposit, Investments)	0.00	
4. Other Income (Donations, Appropriations, Contributions, etc.)	0.00	
5. Total Receipts (sum of lines 2 thru 4)		0.00
6. Total Beginning Balance and Receipts (sum of lines 1 and 5)		0.00

Disbursements marked with an asterisk (*) must have had approval of the NCSFA Office, or be included in a local law passed by the General Assembly.

Disbursements from Relief Fund	# Members Affected		
7. Member Line of Duty Death or Injury Payment	0	0.00	
8. Member Disability Payment*	0	0.00	
9. Approved Supplemental Retirement Payments*	0	0.00	
10. NC Fire and Rescue Pension Fund Premiums*	0	0.00	
11. Supplemental Insurance Premiums* (Life, AD&D, Accidents & Sickness, Dental, Health)	0	0.00	
12. Worker's Compensation Insurance Premiums*	0	0.00	
13. Association Dues* (NCSFA, NCASF, NVC)	0	0.00	
14. Firefighter Physicals* (GGNA or NFA)	0	0.00	
15. Supplemental Education Benefits and Scholarships*	0	0.00	
16. Bank Fees		0.00	
17. Administrative Costs		0.00	
18. Investment Costs/Losses		0.00	
19. Total Disbursements (sum of lines 7 thru 18)			0.00
20. Approved Supplemental Reserve Amount	SRA approval date:		0.00
21. Ending Relief Fund Balance as of June 30th (Subtract Line 19 from Line 6)			0.00

Total Assets (Across Where Relief Fund Monies are Held) (THIS SECTION MUST BE COMPLETED)

Checking Account	0.00	
Savings Account	0.00	
Money Market Account(s)	0.00	
Certificate of Deposit Account(s)	0.00	
Other Investment Account(s)	0.00	
Total Assets (This total must match Line 21)		0.00

Local Relief Annual Requirements

- File annual report electronically between July 1 and October 31 with NCSFA.
- Submit bank statements to support the financial report with NCSFA by October 31.
- Chief to certify the Board of Trustees (BTR) by January 15 each year.
Remember discussion under required rosters earlier?

Local Relief Fund Disqualification

- If a department fails to do any one of the previous 3 items, they will be “disqualified” and will not receive their share of funds in the Fall of the next calendar year.
 - ✓ Their amount will be distributed to the NCSFA for deposit in the State-wide Relief Fund.
 - ✓ NCSFA uses these funds to pay scholarships and purchase LODD & AD&D insurance.

Financially Sound Balance and Maximum Balances

- The Minimum and Maximum Balances of the LRFB established by law are as follows:
 - ✓ The Minimum (or financially sound) amount before funds can be used = \$500 per member on the roster or \$20,000, whichever is greatest
 - ✓ The Maximum amount before loss of additional funding = \$2,500 per member

Local Relief Fund Maximum Balances

- The Maximum Balance is calculated by taking the member count from the January 1st roster filing and multiplying by \$2,500.00
 - ✓ Therefore, a department should know before June 30th what their Maximum amount is and can act to be compliant by year end.

- What if the June 30th balance in the fund is over the maximum allowed balance?
 - You will not receive your allocated amount in the Fall of the next calendar year.
 - Your amount will be reallocated among other eligible departments within your County .

North Carolina Firefighters Relief Fund; Rules and Benefits

Allowable Uses of the Fund

➤ The following uses of the fund are considered the primary purpose of the fund and are **allowable after the LRFB has reviewed and approved them without NCSFA approval:**

1. To assist financially any firefighter in active service for a sickness or injury contracted in the line of duty. The amount is dependent on need and availability of funds as determined by the LRFB upon review and the annual earning capability of the individual.

North Carolina Firefighters Relief Fund; Rules and Benefits

Allowable Uses of the Fund

- The following uses of the fund are considered the primary purpose of the fund and are **allowable after the LRFB has reviewed and approved them without NCSFA approval:**
 2. To provide reasonable support to family or dependents of a firefighter who may lose their life in the line of duty by accident or sickness. The amount is dependent on need and availability of funds as determined by the LRFB upon review and the annual earning capability of the individual.

North Carolina Firefighters Relief Fund; Rules and Benefits

Allowable Uses of the Fund

➤ The following uses of the fund are considered the primary purpose of the fund and are allowable after the LRFB has reviewed and approved them without NCSFA approval:

3. **(Program no longer available)** To pay premiums in the Fraternal Insurance Fund of NC if the firefighter is a member and the LRFB has determined the firefighter cannot pay for reasons of disability.

North Carolina Firefighters Relief Fund; Rules and Benefits

Allowable Uses of the Fund

- The following uses are allowable after the LRFB has reviewed and approved them, and a request is made to, and approval has been given by the Executive Director of the NC State Firefighters' Association.
- The reason for the review and approval of the NCSFA Executive Director is to insure it is an allowable use, the fund is "financially sound" or stable, and the use will not reduce the funds to an extent where they would not be available for uses 1), 2) and 3) –

North Carolina Firefighters Relief Fund; Rules and Benefits

Allowable Uses of the Fund

- The following uses are allowable after the LRFB has reviewed and approved them, and a request is made to, and approval has been given by the Executive Director of the NC State Firefighters' Association.

4. If a firefighter becomes financially destitute, the LRFB can request the use of funds to be used to assist the firefighter. Destitution must be through no fault of the firefighter (i.e., gambling, poor investments, reckless spending, unwillingness to work, etc., would not be considered), and is defined as the inability to provide basic provisions to themselves or their families. Such basic provisions include but are not limited to, assistance with housing, vehicle or commuting expenses, food, clothing, utilities, medical care, and funeral expenses. The amount is dependent on need and availability of funds as determined by the LRFB upon review and approval of the Executive Director.

North Carolina Firefighters Relief Fund; Rules and Benefits

Allowable Uses of the Fund

- The following uses are allowable after the LRFB has reviewed and approved them, and a request is made to, and approval has been given by the Executive Director of the NC State Firefighters' Association.

5. Upon approval of the LRFB and a request made, and approval given by the Executive Director of the NC State Firefighters' Association, the payment of monthly assessments in the NC Firefighters' and Rescue Workers Pension Fund is allowed.

North Carolina Firefighters Relief Fund; Rules and Benefits

Allowable Uses of the Fund

- The following uses are allowable after the LRFB has reviewed and approved them, and a request is made to, and approval has been given by the Executive Director of the NC State Firefighters' Association.

6. Upon approval of the LRFB and a request made, and approval given by the Executive Director of the NC State Firefighters' Association, the payment of workers compensation premiums are allowed, including those to the NC Volunteer Safety Workers Compensation Fund.

North Carolina Firefighters Relief Fund; Rules and Benefits

Allowable Uses of the Fund

- The following uses are allowable after the LRFB has reviewed and approved them, and a request is made to, and approval has been given by the Executive Director of the NC State Firefighters' Association.

7. Upon approval of the LRFB and a request made, and approval given by the Executive Director of the NC State Firefighters' Association, the payment of premiums for other types of insurance and pension protection for firefighters. For example, dues to the NC State Firefighters' Association or the NC Assoc. of Fire Chiefs, NVFC dues, are allowed since these associations provide LODD, AD&D, and scholarship programs for firefighters otherwise eligible for relief fund benefits.

North Carolina Firefighters Relief Fund; Rules and Benefits

Allowable Uses of the Fund

- The following uses are allowable after the LRFB has reviewed and approved them, and a request is made to, and approval has been given by the Executive Director of the NC State Firefighters' Association.

8. Upon approval of the LRFB and a request made, and approval given by the Executive Director of the NC State Firefighters' Association, educational benefits to firefighters and their dependents are allowed. These are generally in the form of scholarships that allow application and a fair access to all members and dependents.

North Carolina Firefighters Relief Fund; Rules and Benefits

Allowable Uses of the Fund

- The following uses are allowable after the LRFB has reviewed and approved them, and a request is made to, and approval has been given by the Executive Director of the NC State Firefighters' Association.

9. Upon approval of the LRFB and a request made, and approval given by the Executive Director of the NC State Firefighters' Association, annual physicals that are required for firefighter positions by the Department of Labor, or recommended by the National Fire Protection Association. While not intended to supplement fire department operational costs, this is intended to help ensure that firefighter safety is paramount and that necessary physicals may be given in the absence of available fire department funding.

North Carolina Firefighters Relief Fund; Rules and Benefits

Allowable Uses of the Fund

- The following uses are allowable after the LRFB has reviewed and approved them, and a request is made to, and approval has been given by the Executive Director of the NC State Firefighters' Association.

10. One of the most complex uses of the fund, upon approval of the LRFB and a request made, and approval given by the Executive Director of the NC State Firefighters' Association, is the use of relief fund monies for a supplemental retirement fund. This requires significant planning and future projections, a stable fund balance, and other controls requiring more detailed review. It is addressed in more detail in the following discussion "Establishing and Maintaining a Supplemental Retirement Program Within Your Local Relief Fund."

North Carolina Firefighters Relief Fund; Rules and Benefits

- The request for approval from the NCSFA Executive Director to utilize local funds must be submitted in writing (email, letter, fax), must be approved by the LRFB first, and the LRFB must provide any detail needed by the Executive Director to make the decision. Examples of information needed for submittal include, but may not be limited to:
- Type of proposed use and if the use is repetitive
 - Amount to be used (once or annually)
 - Name of individual firefighter(s) affected
 - Dates of LRFB approval and dates of implementation
 - Projections on future needs for the same use (i.e. scholarships).

North Carolina Firefighters Relief Fund; Rules and Benefits

Maximum Balances

- One exception to this maximum is the establishment of a **Supplemental Retirement Account**
 - Contact the Executive Director at the NCSFA if you are interested in establishing one.

- New Maximum Balance Exception: **Supplemental Retirement Account (SRA)**
 - A board of trustees of a local Firefighters' Relief Fund may, with the authorization of and under guidelines provided by the North Carolina State Firefighters' Association, dedicate a portion of the local Firefighters' Relief Funds to a Supplemental Retirement Program.

North Carolina Firefighters Relief Fund; Rules and Benefits

Relief Fund Changes 2015

- New Definition of Firefighter added. Firefighter – Any person who meets all of the following requirements:
 - ✓ Is a volunteer, employee, contractor or member of a rated and certified fire department and;
 - ✓ Performs work or training connected with fire protection, fire prevention, fire control, fire education, fire inspection, fire investigation, rescue, Emergency Medical Services, special operations or performs the statutory duties and responsibilities of the Fire Chief as set forth in N.C.G.S. 160A-292 and; Performs work or training at the direction of the fire chief and;
 - ✓ Is included on the certified roster submitted to the NCSFA pursuant N.C.G.S. 58-86-25.

North Carolina Firefighters Relief Fund; Rules and Benefits

Additional Information

- Regardless of the type of account in which they are held, relief funds cannot be hidden and must be reported on the annual financial report, and all funds must be administered by the Local Relief Fund Board
- Since 2015, all N.C. rostered firefighters are now protected by the NCSFA LODD benefit regardless of membership in the association. The NCSFA AD&D coverage and educational benefits are not included in this statutory requirement for LODD coverage

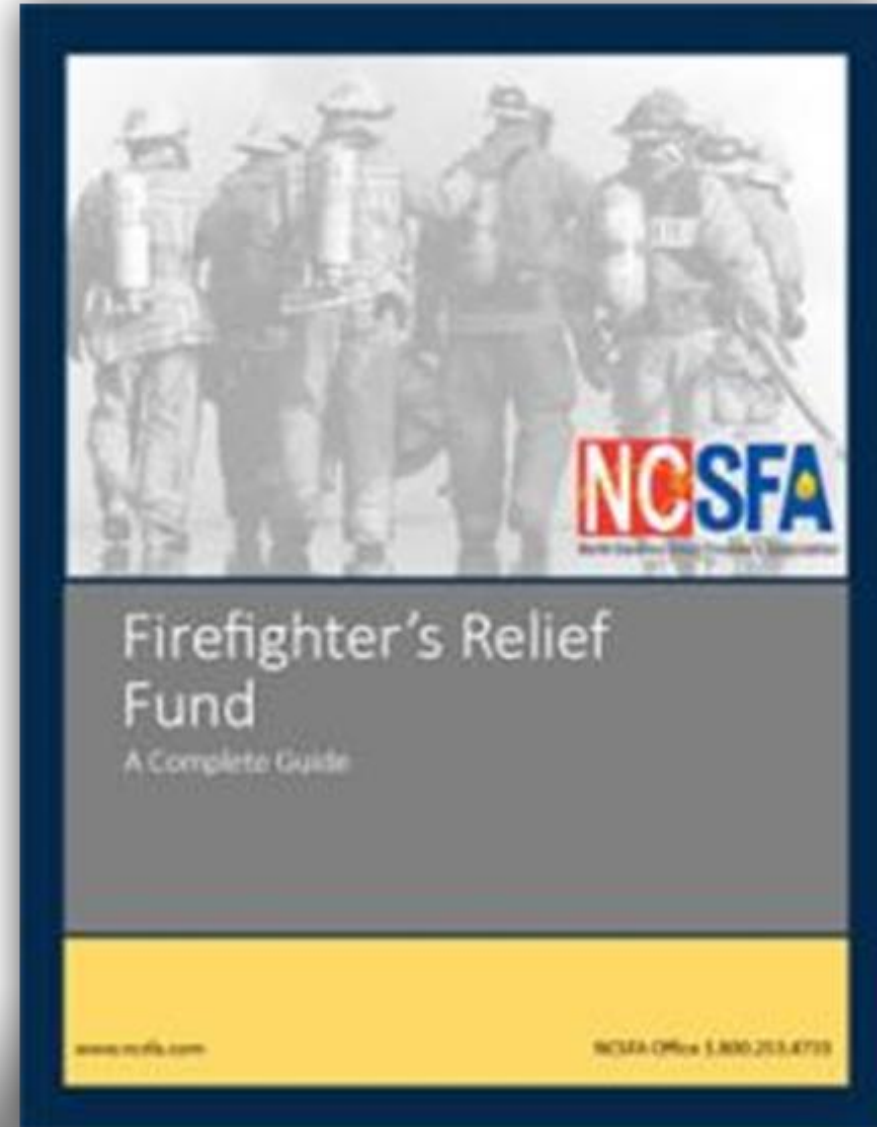
North Carolina Firefighters Relief Fund; Rules and Benefits

Additional Information

- Even if you are over, you maximum, submit a report to insure you are eligible to use your fund and nor disqualified.
- If your Treasurer changes during the year, notify NCSFA.

North Carolina Firefighters Relief Fund; Brochure

This brochure can be
downloaded in either Word
or PDF format by going to
NCSFA.com, under “The Relief
Fund Tab”



Gross Premium Assessment Collections (Total Funds Generated)

	General Fund Proceeds	Volunteer FD Fund (Grants)	DOI Proceeds (Relief Funds)	Worker's Compensation Fund
FYE 2014	\$11,669,480	\$8,335,343	\$6,668,274	\$6,668,274
FYE 2015	\$13,048,028	\$6,511,402	\$6,519,810	\$6,519,810
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FYE 2019	\$15,944,093	\$7,972,047	\$7,972,047	\$7,972,047
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FYE 2021	\$18,331,067	\$9,165,533	\$9,165,533	\$9,165,533
FYE 2022	\$20,305,464	\$10,152,732	\$10,152,732	\$10,152,732
FYE 2023	\$22,812,053	\$11,406,022	\$11,406,022	*0

Pursuant to SL2022-6 sec. 1.4; no funds were to be transferred to VSWCF during FY2022-2023

FAQs

Who has control of the relief fund money?

- ✓ *The Local Relief Fund Board of Trustees.*

My department is owned and operated by municipal government. Do they control the relief fund?

- ✓ *No. The Local Relief Fund Board of Trustees controls the funds.*

Can equipment or other purchases be made with relief fund money?

- ✓ *No. N.C.G.S. 58-84-35 defines how the fund can be used.*

FAQs

Who appoints the Relief Fund Board of Trustees?

- ✓ *The fire department elects two representatives, the City and/or County appoints two representatives, and the N.C. Insurance Commissioner selects one representative. One of the five board members will be elected to serve as the Relief Fund treasurer.*

Do the Relief Fund Board Members have to be residents of the fire district?

- ✓ *The two fire department appointees & one N.C. Insurance Commissioner appointee shall be residents of the fire district, active members, or retired members of the fire department. The two City/County Commissioner appointees shall be residents of the fire district.*

Questions?

Workers Compensation

Workers Compensation Benefits

Workers Compensation Benefits are normally purchased through three different methods:

1. For Municipal Fire Departments they are normally secured through the NC League of Municipalities
2. Any department may purchase through private carriers called assigned risk
3. Non-Municipal Departments can purchase through the NC Volunteer Safety Workers Compensation Program.

North Carolina Volunteer Safety Workers Compensation Fund

- The fund was established by NCGS 58-87-10
- Definitions –
 - Eligible unit. – A fire department or rescue/EMS unit that (i) is not part of a unit of local government and (ii) is exempt from State income tax under G.S. 105-130.11.
- Creation –
 - The Workers' Compensation Fund is created in the Office of State Fire Marshal as an expendable trust fund. Accordingly, interest and other investment income earned by the Fund accrues to it, and revenue in the Fund at the end of a fiscal year remains in the Fund and does not revert.

North Carolina Volunteer Safety Workers Compensation Fund

➤ The fund was established by NCGS 58-87-10

➤ Use

- Revenue in the Workers' Compensation Fund shall be used to provide workers' compensation benefits to (i) members of eligible units and (ii) the employees and volunteers of eligible entities. Workers Compensation law defined in Chapter 97 of the General Statutes governs the payment of benefits from the Fund. Benefits are payable for compensable injuries or deaths that occur on or after July 1, 1996.

➤ Rates

- Rates are set by the NC Fire and Rescue Commission annually, and are significantly lower, particularly for career and part-time employees, than the private or assigned risk market.

Worker's Compensation - Benefits

- Workers Compensation \$460,000 – \$690,000 This benefit is calculated at a specific rate equaling $\frac{2}{3}$ of his/her weekly wages for 500 weeks.
- Presently the maximum rate is \$1,380 for career emergency personnel and a minimum rate of \$920 ($\frac{2}{3}$ of the maximum) for volunteer emergency personnel.
- Benefits for minor age beneficiaries are also figured for 500 weeks or until age of 18, whichever is longer.
- Part-time emergency personnel rate would be based on the salary paid for those part-time hours worked for the previous 12 months.

Gross Premium Assessment Collections (Total Funds Generated)

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FYE 2014	\$11,669,480	\$8,335,343	\$6,668,274	\$6,668,274
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Pursuant to SL2022-6 sec. 1.4; no funds were to be transferred to VSWCF during FY2022-2023				

Questions?

Fire and Rescue Grants

NC OSFM Fire and Rescue Grants

Fire Grants

- The size of a grant may not exceed forty thousand dollars (\$40,000).
 - Departments who receive less than or equal to fifty thousand dollars (\$50,000) per year from municipal and/or county funding are not required to match the grant funding.
 - Departments receiving more than fifty thousand dollars (\$50,000) but less than or equal to seventy-five thousand dollars (\$75,000) per year from municipal and/or county funding shall match one dollar (\$1.00) for each three dollars (\$3.00) of grant funds (3:1 match).
 - Departments that receive more than seventy-five thousand (\$75,000) per year from municipal and/or county funding shall match the grant on a dollar-for-dollar basis (50/50 match).

NC OSFM Fire and Rescue Grants

Fire Grants

➤ Eligibility

- Fire departments must be rated/certified by the NC OSFM Fire Ratings & Inspections section.
- Fire Department must enter the Total number of hours for paid/part-time employees in the Last fiscal year. (Total hours worked divided by 2080 equal full-time positions)
- Fire Department must report to the recognized incident reporting system.
- Be primarily volunteer with no more than 8 paid positions

NC OSFM Fire and Rescue Grants

Fire Grants

➤ Application Timeline

- January 2: All rated Fire Departments are notified that the application is available.
- March 1: Deadline to submit application.
- May 15: Grant recipients announced.
- September 30: Invoices and forms must be submitted to NC OSFM to receive payment.

NC OSFM Fire and Rescue Grants

Fire Grants

➤ Recipient Selection

- Applications are computer scored by point system.
- Funding from N.C. Department of Revenue is entered into database.
- Computer selects applications with the lowest score (greatest need) until the available funding is exhausted.

NC OSFM Fire and Rescue Grants

Fire Grants

➤ Fraudulent Activity

- Entering falsified budget information.
- All income must be reported on the grant application. This includes the total agency budget to include salary for all paid staffing including benefits. Including fund raiser, donations, and EMS Billing.
- Applying for items and then purchasing other items without getting approval from OSFM.
- Providing falsified information for payment (e.g., using software to change the word quote to invoice and never receiving equipment).
- Returning grant funded equipment and requesting a refund or trading out equipment for different items. All equipment must be accounted for up to five years after the grant.

Fire Grant – Fraudulent Activity

- Entering falsified budget information. All income must be reported on the grant application. This includes the total agency budget to include salary for all paid staffing including benefits
- Applying for items and then purchasing other items without getting approval from DOI

Fire Grant – Fraudulent Activity

- Providing falsified information for payment
 - ✓ EX. using software to change the word quote to invoice and never receiving equipment.
- Returning grant funded equipment and requesting a refund or trading out equipment for different items. All equipment must be accounted for for up to five years after the grant

Fraudulent Activity - Case Studies

Case excerpt #1 –

A complaint was filed with OSFM that a county had set up a way to help fund the 50/50 grants if they were received by adding the 50% to the Department budget after they had received the grant. This was to keep the reported amount of each departments budget lower to get better scoring on the grant application. This is not how it was intended to work, so after an investigation the departments had to forfeit the grant funds since this changed the scoring process for budgets. To alleviate this issue the county finance directors are responsible now to enter the actual amounts the county give each department for the previous year on an annual basis within the program.

Fraudulent Activity - Case Studies

Case excerpt #2 –

A concern was filed that a department had falsified the grant application on the number of paid personnel that were being employed. The department was taken off the eligibility list. The program requires not only to give the total full time paid personnel but also the hours paid per year for all part time employees. The program is now set to calculate this based on the total hours provided by the applicant. This is a major concern to make sure all the information is correct so that all eligible departments can receive the grant funding.

Fraudulent Activity - Case Studies

Case excerpt #3 –

A complaint was filed that a department was using grant funds to purchase items other than what they had applied for and were getting vendors to give false invoices. The department had to repay all the funds received. To alleviate this issue the inspectors are doing a full review of the equipment within the last 5 years at each inspection they perform.

Point out - these funds are Insurance monies and any misuse or false information could result in criminal charge of Insurance fraud.

Gross Premium Assessment Collections (Total Funds Generated)

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Pursuant to SL2022-6 sec. 1.4; no funds were to be transferred to VSWCF during FY2022-2023				

NC OSFM Fire and Rescue Grants

Fire Grants

➤ Grants and Relief Fund Contact Information –

- For any questions, please call the OSFM at 919.647.0000 or by email at FireRescueGrants@ncdoi.gov.

NC OSFM Fire and Rescue Grants

Rescue Grants

- Rescue organizations will match the grant on a dollar-for-dollar basis, up to \$25,000.
- Organizations having cash assets over \$1,000 may apply for the matching fund, up to \$25,000.
- Organizations having cash assets less than \$1,000 may apply for a non-matching grant, up to \$3,000.

NC OSFM Fire and Rescue Grants

Rescue Grants

➤ Rescue Grant Funds can be used to:

- Assist fire departments and rescue squads in the most need.
- Purchase equipment.
- Make capital improvements.
- Help departments and squads improve rescue and EMS services.
- Rescue Grant Requests vs. Awards

NC OSFM Fire and Rescue Grants

Rescue Grants

➤ Rescue Grant – Funding Per Year

- The Volunteer Rescue/EMS fund is funded by 18 cents of each vehicle inspection sticker.

NC OSFM Fire and Rescue Grants

Rescue Grants

- Grants are subject to the following priority order:
- Rescue units
 - Rescue/EMS units
 - EMS units that are licensed as EMS providers under G.S. 131E-155.1
 - EMS units that are volunteer fire departments that are a part of a county's EMS system plan.

NC OSFM Fire and Rescue Grants

Rescue Grants

- For the grant, “EMS unit” means either:
- an EMS provider licensed under G.S 131E-155.1 or
 - a volunteer fire or fire/rescue department that is part of its county's EMS system plan. The unit or squad must comply with existing State statutes and with eligibility criteria established by the North Carolina Association of Rescue and Emergency Medical Services, Inc.

NC OSFM Fire and Rescue Grants

Rescue Grants

➤ Eligibility

- Rescue/EMS organizations must:
 - Meet the criteria of N.C. Association of Rescue & EMS. You do not have to be a member of the NCAREMS to be eligible to apply.
 - Be primarily volunteer with no more than 10 full time equivalent paid positions.

NC OSFM Fire and Rescue Grants

Rescue Grants

➤ Application Timeline

- Aug. 1: Fire/Rescue/EMS chiefs are notified that the application is available.
- Oct. 1: Deadline to submit application.
- Dec. 15: Grant recipients announced.
- April 30: Invoices and forms must be submitted to N.C. Department of Insurance to receive payment.

NC OSFM Fire and Rescue Grants

Rescue Grants

➤ Recipient Selection

- Applications are computer scored on a points system.
- Funding from DMV entered into database.
- Computer selects applications with the lowest score (greatest need) until the available funding is exhausted.

NC OSFM Fire and Rescue Grants

Rescue Grants

➤ Grants and Relief Fund Contact Information –

- For any questions, please call the OSFM at 919.647.0000 or by email at FireRescueGrants@ncdoi.gov.

NC OSFM Fire and Rescue Grants

Additional Grant Information

➤ Purchased Equipment with Grant Funds

- If equipment purchased with grant funds is disposed of within five years of the date of the grant award funding its purchase, then the grant recipient shall reimburse the appropriate fund the amount of matching funds used for the purchase of the equipment, less depreciation.

NC OSFM Fire and Rescue Grants

Additional Grant Information

➤ Transfer of Purchased Equipment

- If a grant recipient shall cease to exist within five years of the date of award of the grant, it shall transfer, subject to the approval of the N.C. Office of State Fire Marshal, any and all equipment purchased with such grant funds to whichever department shall assume responsibility for providing service to the grant recipient's area of service or to another appropriate department that may effectively use the equipment.

FAQs

What type of equipment can we apply for?

- ✓ *Personal Protective equipment, vehicles (no SUVs), buildings, computers, or other miscellaneous equipment used to help department lower rating.*

What items are not typically approved through the Fire Grant?

- ✓ *Training aids, physicals, physical fitness equipment, furniture, uniforms. If in doubt, call NCDOL.*
 - ✓ Rescue equipment through fire grant

Is backordered equipment allowed?

- ✓ *No. Backordered equipment received/invoiced after April 30th will not be paid.*

FAQs

Does the rescue/EMS provider have to wait until September 30 to submit the invoices?

- ✓ *No. Upon delivery of all of the approved equipment, you may submit the invoices. Check requests are made to the controller's office each Friday.*

Are extensions allowed?

- ✓ *No. The Rescue Grant application must be submitted no later than October 1, and invoices must be submitted no later than April 30. Exceptions on invoices include 30 days for delivery of turnout gear, and 5 months for vehicles or buildings.*

FAQ's

My fire department/rescue squad is owned and operated by a municipality. Can we apply?

✓ *Yes. The department must serve a population of 12,000 or less.*

My department provides fire protection and rescue services. Do we provide only information regarding the fire service?

✓ *No. Information for the entire entity must be provided.*

Does the fire department/rescue squad have to request the full amount?

✓ *No. We will match dollar-for-dollar up to the maximum amount.*

FAQ's

Can the fire department/rescue squad order the equipment prior to the grant's announcement date?

✓ *No. Equipment ordered prior to the first day the grant opens will not be honored.*

Can the fire department/rescue squad purchase used/refurbished/reconditioned equipment?

✓ *No. Equipment purchases must be new. Exception: Used vehicles with one year service/maintenance records.*

Do I have to be at the light rescue level to be eligible for the grant?

✓ *No. The administrative code does not specify being at the light level, only that you meet the criteria set forth by the Association of Rescue and EMS.*

Questions?

Resources & Associations

OSFM State Emergency Response Team

- In the event of a large-scale emergency in North Carolina, the N.C. Fire Service Emergency Response Plan is available to provide for the systematic mobilization, deployment, organization and management of fire-based resources.
- The initial/primary source for determination of available resources will be the State Emergency Response Team (SERT) inventory database.

OSFM State Emergency Response Team

- There are two methods to enter resources into the SERT inventory database.
 - (1) periodic department NCRRS rating surveys conducted by NCDOI / OSFM.
 - (2) individual fire department to update their information via the NCDOI / OSFM website.
- The chief of the department makes the final decision as to what resources are available for deployment to any request for the department.

OSFM State Emergency Response Team

- Changes are to be made by the fire department chief.
- You will need to have your department's username and password. This information is emailed/mailed to the fire chief and should be retained by the fire chief and not shared with other members.

OSFM State Emergency Response Team

- It is important that if there are any changes in the chief, the new address, email, or phone number be sent to us as soon as possible.
- Should you have any questions regarding the SERT equipment updates, please contact Mike Williams via email: mike.williams@ncdoi.gov.

OSFM State Emergency Response Team

➤ Data entry required:

- A copy of the NIMS Typing Guide For Apparatus
- Equipment specifications: make, model, pump size, tank size, etc
- Other helpful information: NCAFC Emergency Response Plan
- NCAFC Field Guide for the Emergency Response Plan

Questions?

Background Checks

NC Firefighters Background Checks

- All individuals 18 years of age or older applying to serve as a firefighter in NC, career or volunteer must have a criminal background check before being accepted.
- Based on statute, certain felonies automatically deny the ability of the FD to accept the applicant. These are usually associated with Arson or unlawful burning laws.
- Other convictions allow the department to refuse the applicant based on their criminal history.

NC Firefighters Background Checks

- Any new applicant as a North Carolina Firefighter on any department, career or volunteer, must have a criminal background check performed prior to serving as a firefighter. These requirements are covered under NC General Statute GS 143B-943.
- These background checks may be performed through the NC Department of Public Safety, or the NC State Bureau of Investigations by providing fingerprints.

NC Firefighters Background Checks

- An applicant is prohibited from serving in a paid or volunteer position with a fire department if the applicant's criminal history record check reveals a conviction of arson or another felony conviction involving burning or setting fire under Article 15, Article 22, or any other Article of Chapter 14 of the General Statutes.

NC Firefighters Background Checks

- A requesting entity shall request, and an applicant shall disclose, any pending felony charges involving burning or setting fire under Article 15, Article 22, or any other Article of Chapter 14 of the General Statutes.
 - Upon becoming aware of pending felony charges, through the required disclosure or by other means, a requesting entity shall not offer the applicant a paid or volunteer position.
- These requirements are covered under NC General Statute GS 143B-943. Refer to NCGS for the legal requirements.

State Resident Exception for Background Checks

- **State Resident Exception**: Any individual applicant who attest to the fact of no previous charges or convictions, and third-party has resided in NC for the prior 5 years may use one of the following methods:
- A Criminal History Check through the Department of Public Safety or SBI utilizing fingerprints
 - A statewide criminal history check utilizing a third-party vendor
 - A statewide criminal history check conducted and certified by the Clerk of Court, at the Clerks discretion. *Most Clerks will likely ONLY run criminal history checks for their own county and wont report out for other counties.*
 - Applicants under the age 18 are exempt from criminal history checks.

Questions?

OSFM Training Programs

Fire Service-Related Training Resources

➤ Available Training Programs

- ✓ NC Office of State Fire Marshals
- ✓ NC Community College System (Local College)
- ✓ NC State Firefighters' Association
- ✓ National Volunteer Fire Council
- ✓ International Association of Fire Chiefs
- ✓ NC Association of Fire Chiefs
- ✓ National Association of State Fire Marshalls
- ✓ National Fire Academy
- ✓ NC Society of Fire and Rescue Instructors

OSFM Training Programs



**OFFICE OF STATE
FIRE MARSHAL**
NC DEPARTMENT OF INSURANCE

Training Requests

- In order to facilitate Fire Rescue training requests, OSFM has developed an easy-to-use request system.
- If on OSFM Training website: <https://www.ncosfm.gov/fire-rescue/fire-rescue-training-and-certification> choose “Training Course Request”

Fire & Rescue Training and Certification



[Training Programs](#)



[Certifications](#)



[Qualifications](#)



[Live Fire](#)



[National Fire Academy \(NFA\)](#)



[Pocket Tools Learning Series](#)

Schedule, Course Request, Class Search, Alternative Online



- [Training Schedule](#)
- [Training Course Request](#)
- [Certification Class Search](#)
- [OSFM Online Training Options](#)

Fire and Rescue Certification

- Fire and Rescue Certification Classes are under the NC Fire and Rescue Commission, which is given guidance by a Certification Board they appoint to oversee the development of classes, instructors, etc.
- Most certification classes such as Firefighter, Driver Operator, Rescue Technician, etc., are delivered through local Community Colleges, or in the case of larger departments, direct delivery agency status.

Classification of Training Courses

➤ Direct Delivery

- ✓ All National Fire Academy courses.
- ✓ Specialized training developed by OSFM, such as Live Fire Instructor Program, Rapid Intervention Training, NC OSFM Instructor III, Fire Investigation Technician, Hazmat Tech, and Fire Officer III & IV certifications.

Classification of Training Courses

➤ Qualification

- ✓ Qualification School
- ✓ Field delivered qualifications, such as: Chief 101, Technical Rescuer Specialties, Live Fire Instructor, Rapid Intervention Crew, NFA, and many others.

Classification of Training Courses

➤ Ratings and Inspections

- ✓ Preparing for a Ratings Inspection

NC Firefighter Training

➤ **NFPA 1403 (Standard on Live Fire Evolutions) –**

- The NC Fire & Rescue Commission, or State Fire Marshal, does not certify to or have a certificate for a NFPA 1403. The pre-requisite classes listed in the 1403 standard are only for live fire training participation. They have nothing to do with the State of NC Certification system and should not be considered a minimum level of training to engage in interior structural fire ground operations.

NC Firefighter Training

➤ **LIVE FIRE TRAINING EVOLUTIONS (FRC Policy 200.14)**

- Scope - This policy shall establish guidelines, for the live fire training evolutions, as approved by the North Carolina Fire and Rescue Commission (Commission). This policy will address the various aspects of the program and applies to any live fire training evolutions conducted in acquired structure, and ONLY applies to live fire training structures/props when used for Commission sanctioned courses/programs. (a) Live fire training evolutions conducted as part of any Commission certification program must comply with the requirements of this rule.

NC Firefighter Training

➤ LIVE FIRE TRAINING EVOLUTIONS (FRC Policy 200.14)

General Definitions

1. Live Fire – Any unconfined open flame or device that can propagate fire to the building, structure, or other combustible materials.
2. Training Structure –
 - a. Acquired Structure – A building or structure acquired by the authority having jurisdiction (AHJ) from a property owner for the purpose of conducting live fire training evolutions.
 - b. Live Fire Training Structure – A structure specifically designed for conducting live fire training evolutions on a repetitive basis.

NC Firefighter Training

➤ LIVE FIRE TRAINING EVOLUTIONS (FRC Policy 200.14)

General Definitions

3. Prop - a. Any prop shall produce live fire as defined by NFPA 1402. NFPA 1402 - 3.3.22 Live Fire. Any open flame capable of emitting thermal load or toxic by-products of combustion that would necessitate the use of personal protective equipment (PPE).

NC Firefighter Training

➤ LIVE FIRE TRAINING EVOLUTIONS (FRC Policy 200.14)

Student Prerequisites and Age

1. The 2018 edition of NFPA Standard 1403 requires that: “Students participating in live fire training evolution who have received the required minimum training and prerequisites from other than the authority having jurisdiction shall not be permitted to participate in any live fire training evolution without presenting prior written evidence of having successfully completed the prescribed minimum training to the levels specified in 4.3.1 (required minimum training) and 4.3.2.1 through 4.3.2.5 (prerequisites).”

NC Firefighter Training

➤ LIVE FIRE TRAINING EVOLUTIONS (FRC Policy 200.14)

Student Prerequisites and Age

2. Student, or participant, shall be at least 18 years of age to participate in live fire delivered by any Commission approved Delivery Agency and/or led by any qualified live fire (or LP Gas instructor). ID's will be checked by qualified instructors before allowing students to participate in the live fire training. Signatures on Form 200.14A validates that the student is at least 18 years old and have successfully completed the above required minimum training and prerequisites.

NC Firefighter Training

➤ LIVE FIRE TRAINING EVOLUTIONS (FRC Policy 200.14)

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2. Student, or participant, shall be at least 18 years of age to participate in live fire delivered by any Commission approved Delivery Agency and/or led by any qualified live fire (or LP Gas instructor). ID's will be checked by qualified instructors before allowing students to participate in the live fire training. Signatures on Form 200.14A validates that the student is at least 18 years old and have successfully completed the above required minimum training and prerequisites.

NC Firefighter Training

➤ **TRD0070 - Volunteer Fire Officer ISO580C Training Credit**

It was approved in the March 2020, NC Fire and Rescue Certification Board meeting that any person who successfully completes the Fire Officer level 1 certification course should receive NC Office of State Fire Marshal TRD0070 - Volunteer Fire Officer ISO 580C training credit. Meeting the prerequisites for Fire Officer Level 1 Certification are not required. Only successful completion of a FIP 3718 - Fire Officer Level 1 course will grant this credit.

NC Firefighter Training

➤ TRD0070 - Volunteer Fire Officer ISO580C Training Credit

This credit gives Fire Departments the availability to train their volunteer fire officers to a NFPA 1021 based program, while gaining credit toward ISO credit. A person may continue to pursue the NC Fire Officer Level 1 Certification if they successfully complete the prerequisites, which can be found here: [Fire Officer Certification Page \(OSFM Website\)](#).

[Fire Officer | OSFM](#)

NC Firefighter Training

- 580G program has been implemented.
 - FF Recruit training option.
- C- School sessions will be offered, in conjunction with already scheduled Q Schools.
- Program guidance has been drafted, and information will be released if/when request are received.
- Please assist with statewide distribution by details on the additional route to certification.

NC Firefighter Training

Questions regarding the 580G program are:

1) Can the community college offer this program?

- Yes

2) If so, what FIP Prefix(s) are we using?

- We have the FIP-3404 set aside for this purpose. That's the 240-hour course.

3) Can the 580G program be delivered as a series or must they be offered as individual classes?

- It can be done as this one training block or broken down however you want to complete it.

Questions?

NC Associations

State Associations



**NORTH CAROLINA
FIRE MARSHAL'S ASSOCIATION**



NCSFRI.ORG
Tools For Teaching

Regional Associations

- N.C. Eastern Carolina Firefighters Association
 - ✓ www.encfa.org
- N.C. Piedmont Firefighters Association:
 - ✓ www.pncfa.org
- Western N.C. Association of Firefighters:
 - ✓ www.wncaff.com

Questions?

Safety, OSHA & NFPA

OSHA and NFPA

- Identify the requirements set forth by OSHA that pertain to volunteer, career and combination fire departments.
- Identify the requirements set forth by NFPA that pertain to volunteer, career and combination fire departments.

OSHA

- The N.C. OSHA program is administered by the N.C. Department of Labor, not the N.C. Department of Insurance or the N.C. Office of State Fire Marshal.
- Contained in N.C. General Statutes G. S. 95-131
- N.C. OSHA Regulations must meet or exceed Federal OSHA Regulations.

OSHA Duty Clause

SEC. 5 (a) Each employer:

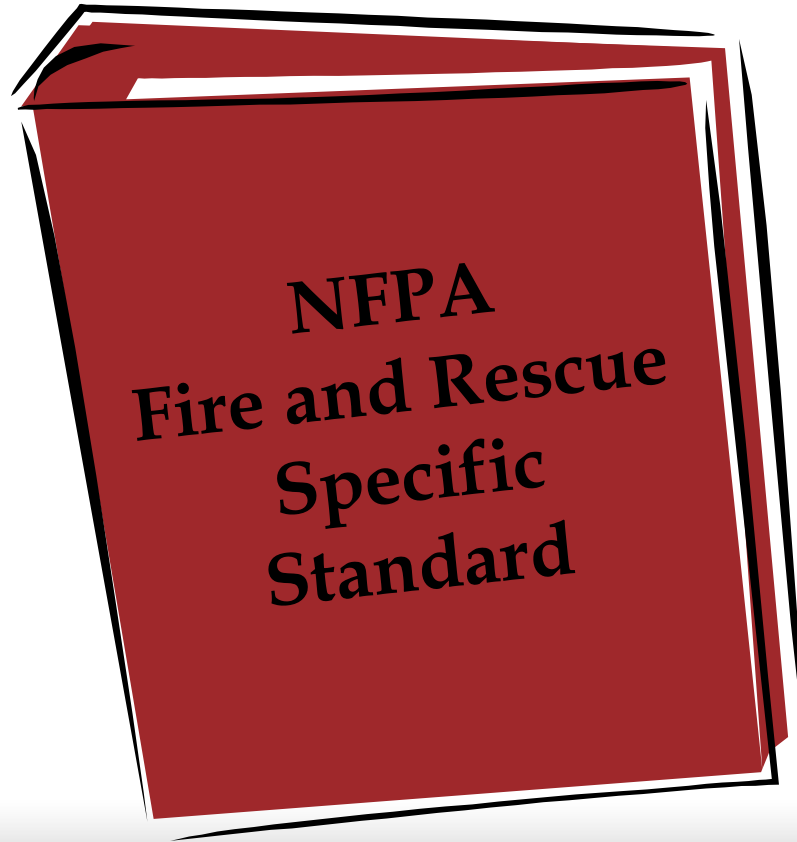
- 1) shall furnish to each of his employees employment and a place of employment which are free from recognized hazards that are causing or are likely to cause, death or serious physical harm to his employee;
- 2) shall comply with occupational safety and health standards promulgated under this Act.

SEC. 5 (b) Each employee shall comply with occupational safety and health standards and all rules, regulations, and orders issued pursuant to this Act which are applicable to his own actions and conduct.

National Fire Protection Association

- Non-Profit Corporation
- Develops consensus standards through an intricate committee process
- Standards are not laws, but can carry the weight of laws if adopted by enforcement agencies such as OSHA.

Parallel Standards



Standard of Care

- Defined as the level of competency anticipated or mandated during the performance of a service or duty
- The last 50 years have taught us:
 - Potential impacts are limitless
 - There are options in operational approaches
 - Initial responders need competency
 - Development of a Standard of Care has occurred

Standard of Care

- Influenced by:
 - ✓ Laws
 - ✓ Regulations
 - ✓ Standards
 - ✓ Guidance
 - ✓ Knowledge
 - ✓ Experience

Negligence

- Defined as “performance outside of the accepted Standard of Care.”
 - ✓ If elements of the Standard of Care are not followed, it could be considered negligence.
 - ✓ Negligence can be by the individual, an officer, the organization, or the employer.

Gross Negligence

- Defined as “willful failure to meet the Standard of Care.”
 - ✓ Can be applied to individuals or organizations.
 - ✓ Remember that ignorance of the law (Standard of Care) is no excuse.
 - ✓ Example: Personnel not required to wear appropriate PPE.
 - ✓ Example: Failure to train.

Standard of Care & Liability

- Remember that by operating within the Standard of Care we, as responders, will not need to worry about legal implications.

Questions?

North Carolina Response Rating System

Definitions

- *Fire Insurance District* (G.S. 153A-233) - An area outside corporate limits with boundaries approved by the County Board of Commissioners for fire insurance purposes. It is NOT supported by either a referendum type fire tax (G.S. 69.25) or a special service district tax (G.S. 153A-300).

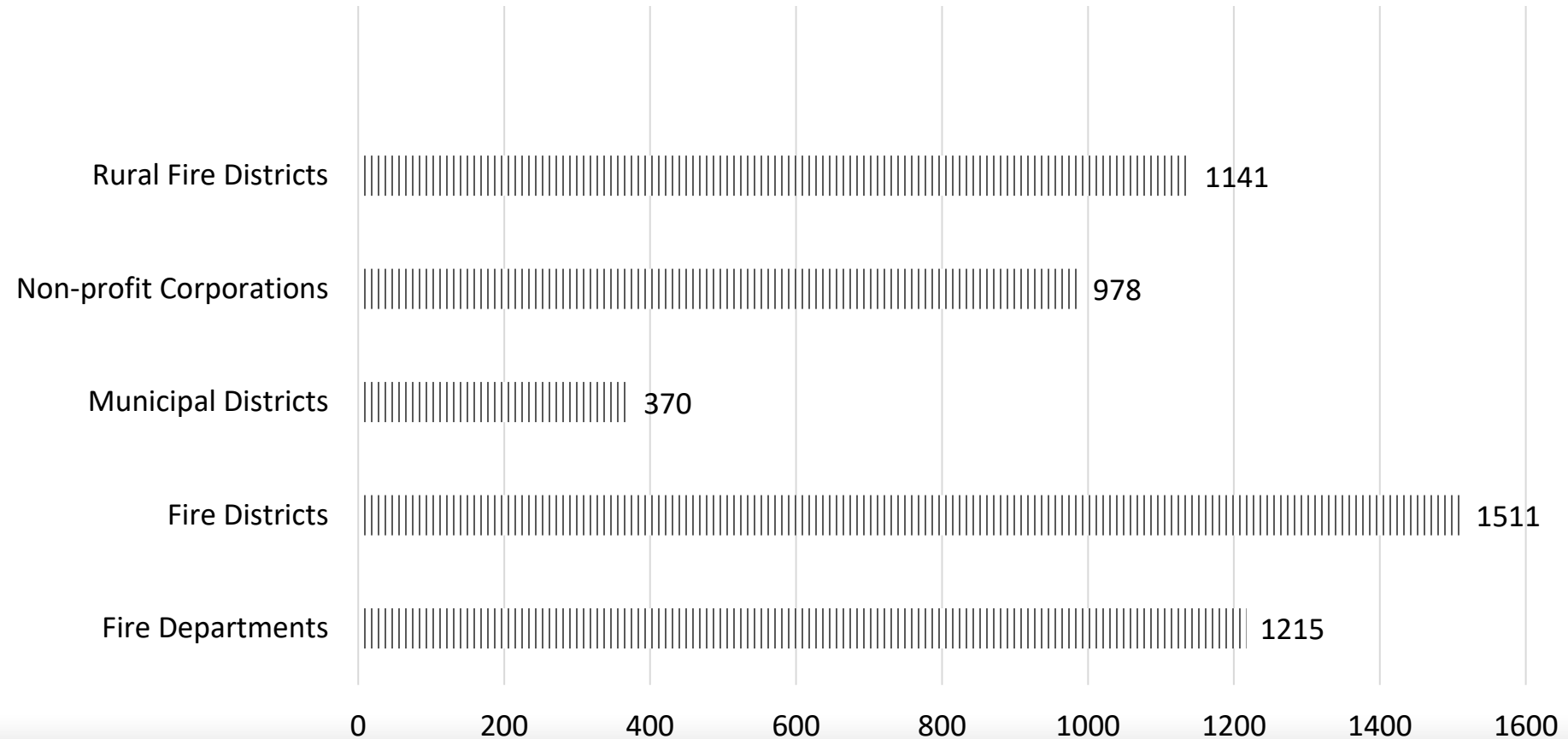
Definitions

- *Rural Fire Protection District* (G.S. 69-25) - An area outside corporate limits with boundaries designated by petition of 35% of the resident free-holders, in which a fire tax not to exceed \$ 0.15 per \$ 100.00 valuation, has been authorized by the resident qualified voters within the district.

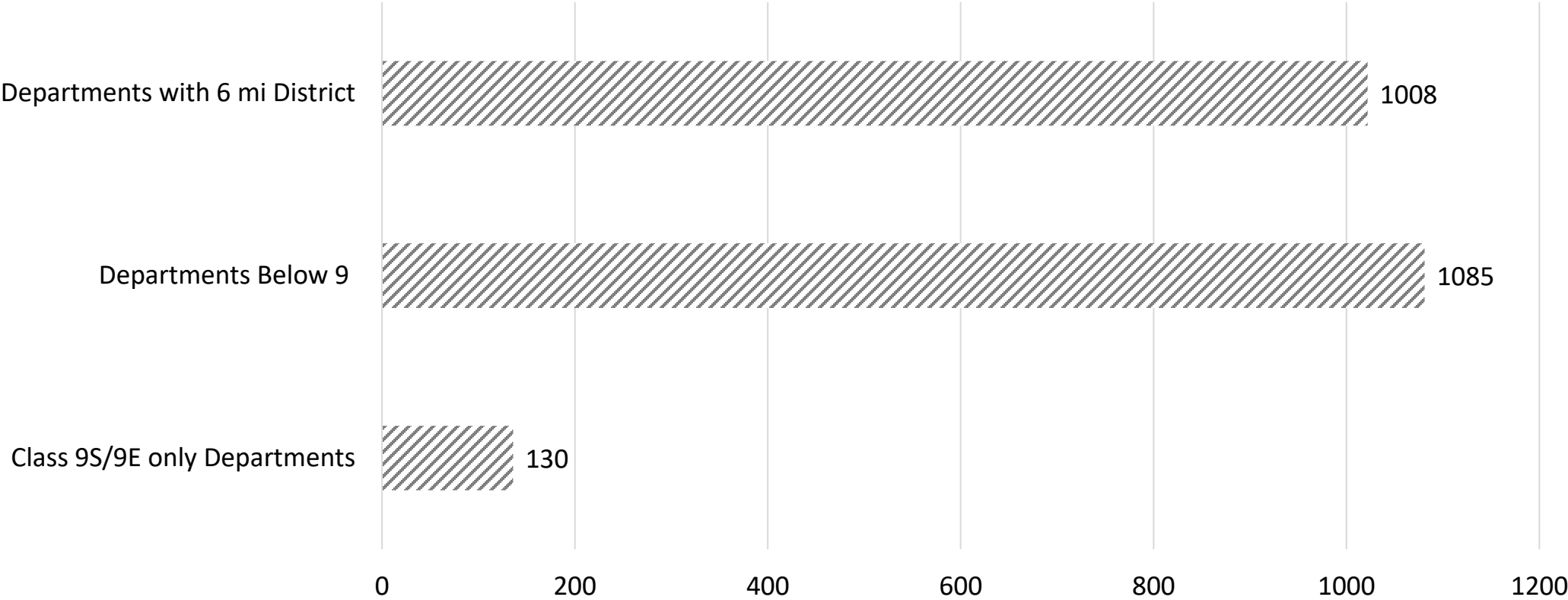
Definitions

- *Fire Service District* (G.S. 153A-300) - An area outside corporate limits, with boundaries approved by the County Board of Commissioners, in which a fire tax is levied without referendum for fire protection services. Such district or districts may include territory within corporate limits if approved by resolution of the municipal governing body.

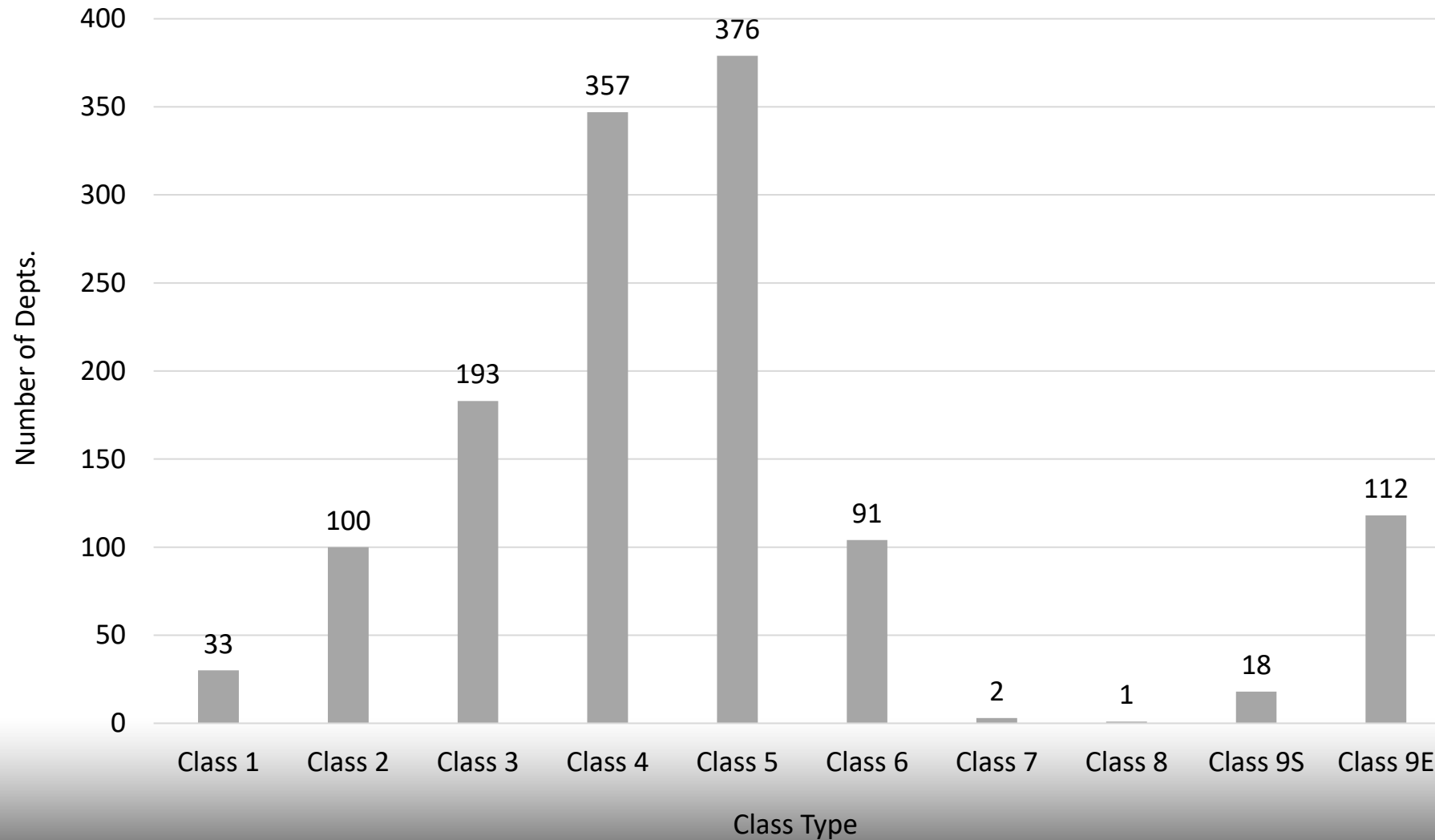
NC Fire Districts By Type (2025)



Fire Department Status in NC (2025)



Fire Department Ratings (2025)



Impact of being Non-Certified

- Insurance Premiums Will Increase
- Loss of Potential Residential Development
- Loss of Potential Commercial Development
- Loss of Local Funding Tied To Property Development
- Not Eligible for the Pension Fund
- Not Eligible for the Fireman's Relief Fund
- Not Eligible for the Fireman's Death Benefit - N.C.
- Not Eligible for the Grants

Certification of Fire Districts

➤ The Administrative Rules are contained in the following chapter for 9S requirements:

- SECTION .0900 – PUBLIC PROTECTION CLASSIFICATIONS FOR FIRE DISTRICTS
- To Meet the 9S / 9E Requirements for Fire Departments in North Carolina the following slides will cover the requirements for 9S ratings.

Charter and Amendments

- The inspector will need to scan the Charter and any Amendments
- The Inspector will need to scan a copy of the departments FEIN.

State of
North
Carolina

Department
of the
Secretary of State

To all whom these presents shall come, Greetings:
I, Thad Eure, Secretary of State of the State of North Carolina, do hereby certify the following and hereto attached (3 sheets to be a true copy of

ARTICLES OF AMENDMENT
OF
CASTALIA COMMUNITY VOLUNTEER FIRE DEPARTMENT, INC.
(Which changed its name to: Castalia volunteer Fire Department, Inc.)

and the probates thereon, the original of which was filed in this office on the 18th day of September 19 86 , after having been found to conform to law.

In Witness Whereof, I have hereunto set my hand and affixed my official seal.

18th day
1986 .
Secretary of State

Employer Identification Number (EIN) OMB No. 1545-0257

56-2250740 142100 3 6

29

TABERNACLE VOLUNTEER FIRE DEPT
8136 US HWY 64 W
TRINITY NC 27370-7200

INTERNAL REVENUE SERVICE CENTER
OGDEN, UT 84201

Send FTD Address Change and correspondence to the IRS address above.

Current Contracts

- The inspector will need to scan all current county and/or municipality Contracts (must be properly signed and dated).
- The inspector will need to scan the most current County Commissioner approval of Insurance District Map

*Taken from the minutes of the _____
County
Board of Commissioners on _____,*

*The _____ presented a written description
map of the _____ Fire District
are set out in full in the minutes.*

*_____ indicated that the Commissioners needed to
approve the description and map
prior to certification and map had been approved
by the NC Department of
Insurance. Commissioner _____ made
the motion to approve
the map and description of the _____
Fire District which was
seconded by Commissioner _____ and
passed by unanimous vote.*

County Clerk to the Board

(Affix County Seal Here)

Appendix A	
Form 1	
CONTRACT TO PROVIDE COUNTY FIRE SERVICE	
NORTH CAROLINA _____ COUNTY	
This contract, made and entered into this _____ day of _____, 19____, by and between the City of _____, a municipal corporation, hereinafter called the city, and the County of _____, hereinafter called the County;	
WITNESSETH:	
That for and in consideration of the mutual covenants hereinafter contained, and pursuant to authority granted by G.S. 160A-11, do hereby covenant and agree as follows:	
1. The City agrees to furnish and provide continuing fire protection service to all property within the County lying outside the boundaries of the City, by dispatching upon call of any resident or property owner within the County, equipment consisting of _____ and adequate personnel to operate the same.	
2. The County agrees to make payment to the City in the amount of \$_____ (quarterly) (annually) (other).	
3. This contract may be terminated by either party at the end of the fiscal year by giving 180 days written notice of its intent to so terminate to the other party by registered or certified mail.	
In witness whereof the City of _____ has caused these presents to be signed in its name by its Mayor and attested by its Clerk, and the County of _____ has caused these presents to be signed in its name by the Chairman and attested by the Clerk of its Board of Commissioners.	
This the _____ day of _____, 19____.	City of _____
Attest: _____	Mayor
Clerk _____	County of _____
Attest: _____	Chairman—Board of Commissioners
Clerk _____	

Verification

- Verification by City/Town, that the department is part of the municipality can be verified by
 - Resolution
 - Letter from the city or town Mayor, Town Administrator or City or Town Manager
 - Established City or Town Charter
- GIS Map of your district to include all station locations with proper road base.

WHEREAS, The Volunteer Fire Department of the Town of _____ is a part of the town's municipal government and serves as an agency of the town; and

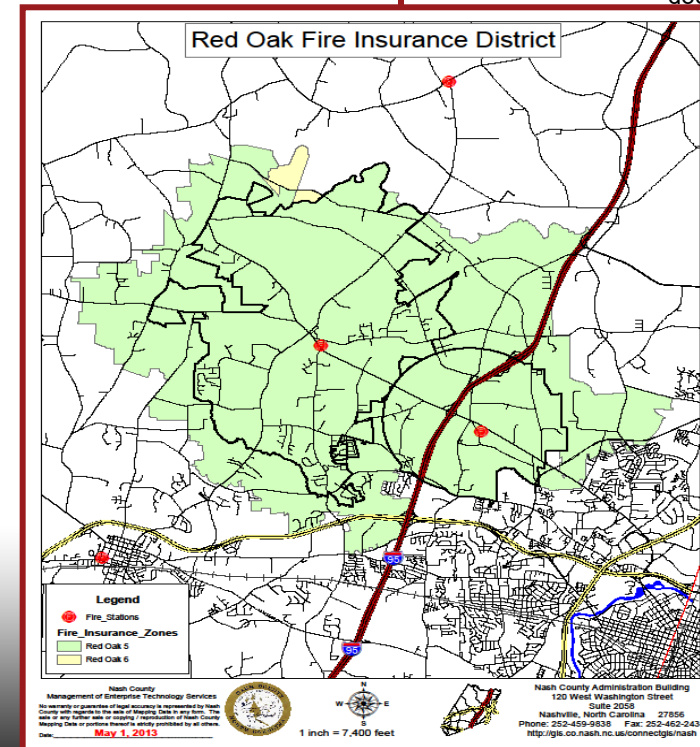
WHEREAS, The Volunteer Fire Department of the Town of _____ has requested confirmation of this Agency relationship; and

WHEREAS, This Agency's relationship is longstanding and generally acknowledged.

NOW THEREFORE, Be it resolved, that the Town of _____ does hereby

_____ and does verify by _____ relationship.

of _____, 19____.



Boundary Extensions

- A rural fire district may extend its boundaries to more than 5 road miles but no more than 6 road miles from the primary fire department's Insurance District Lines **(An established automatic aid agreement for at least one piece of apparatus carrying a minimum of 1000 gallons of water is required to extend the district).**

Department Rosters

- The inspector will verify the Current Fire Department Roster of Members to include the Names and Date of Birth for all “Eligible Firefighters” as defined in G. S. 58-86-2 (5).
- The roster submitted to the NCSFA pursuant to G.S. 58-86-25 may be used for this section.
- Each fire department shall provide workers compensation insurance for all eligible firefighters.

Personnel Requirements

- All creditable personnel must be 18 years of age
- 15 “Eligible Firefighters” needed for a single station department
- For each additional station, 4 more “Eligible Firefighters” are required
- The department shall provide each “Eligible Firefighter” the following equipment:
 - ✓ Pants
 - ✓ Coat
 - ✓ Helmet
 - ✓ Boots
 - ✓ Hood
 - ✓ Gloves



Personnel Communications Requirements

- If the department does not use a siren, then each firefighter shall be equipped with a pager, or some type of radio that has paging capabilities, to notify the firefighters of a call.



Engine Requirements

➤ Engine Requirements

- A signed and dated pump test conducted in the last 12 months
- 750 GPM UL approved fire pump
- 300 gallon water tank (minimum)
- Monthly maintenance check-off sheets
- Monthly inventory of equipment check-off lists

➤ Tanker Requirements

- Minimum 1,000 Gallon Water Capacity
- Adequate Hose for Filling & Dumping
- Properly Baffled per NFPA 1901
- 1 – Traffic Vest for each riding position
- Monthly Inventory & Maintenance Check off sheets

NORTH CAROLINA HYDRO SERVICE
NFPA 1911 FIRE APPARATUS SERVICE TEST

Department: ADDRESS: Date of Test: 10/1/2011
Inspector: Station: 1000
Vehicle: 1000
Pump: 1000
Tank: 1000
Pressure: 1000
Flow: 1000
Results: 1000

Test	Flow (GPM)	Pressure (PSI)	Results
1. Total Flow Capacity	750	100	Pass
2. Pump Capacity	750	100	Pass
3. Tank Capacity	300	100	Pass
4. Hose Capacity	750	100	Pass
5. Baffle Capacity	750	100	Pass
6. Traffic Vest Capacity	1	100	Pass
7. Monthly Inventory	750	100	Pass
8. Monthly Maintenance	750	100	Pass
9. Monthly Check-off	750	100	Pass
10. Monthly Inventory	750	100	Pass
11. Monthly Maintenance	750	100	Pass
12. Monthly Check-off	750	100	Pass
13. Monthly Inventory	750	100	Pass
14. Monthly Maintenance	750	100	Pass
15. Monthly Check-off	750	100	Pass
16. Monthly Inventory	750	100	Pass
17. Monthly Maintenance	750	100	Pass
18. Monthly Check-off	750	100	Pass
19. Monthly Inventory	750	100	Pass
20. Monthly Maintenance	750	100	Pass
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22. Monthly Inventory	750	100	Pass
23. Monthly Maintenance	750	100	Pass
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91. Monthly Inventory	750	100	Pass
92. Monthly Maintenance	750	100	Pass
93. Monthly Check-off	750	100	Pass
94. Monthly Inventory	750	100	Pass
95. Monthly Maintenance	750	100	Pass
96. Monthly Check-off	750	100	Pass
97. Monthly Inventory	750	100	Pass
98. Monthly Maintenance	750	100	Pass
99. Monthly Check-off	750	100	Pass
100. Monthly Inventory	750	100	Pass

All Test Are Accurate And Correct



Engine Equipment Requirements

- (1) Pick Head Axe
- (1) Flat Head Axe
- (1) Forcible Entry Tool
- (1) 6' Pike Pole or Plaster Hook
- (2) Hand Light (rechargeable)
- (2) Class BC Portable Extinguishers @ 20 lb. minimum
- (1) 2.5 Gallon Water Extinguisher
- (1) First Aid Kit
- (1) Bolt Cutter (min 14" handles)
- (1) Portable Radio
- (1) Traffic Vest for each riding position
- (1) 100' Utility Rope at least ½" in diameter
- (2) 200' 1 1/2" or 1 3/4" pre-connected attack line with nozzle attached
- (2) 10' sections of 'suction' hose or 15' of soft suction hose at least 4" in diameter
- (4) SCBAs & (4) spare cylinders
- (1) Roof Ladder at least 12'
- (1) Extension Ladder at least 24'
- (1) Folding Ladder

Fire Station Requirements

- The Fire Station building shall provide suitable heating, as well as all weather protection, of the department's response equipment.
- Before the inspection of a *new* fire station can be conducted, the fire department must provide the following:
 - Proof of Certificate of Occupancy
 - New maps with insurance district lines and county resolution.
- A fire department that has multiple fire stations, each fire station cannot be more than 10 road miles from another fire station within the fire district.

Training

- Fire departments shall provide at least 4 hours of training per month, for a total of 48 hours per year.
- All “Eligible Firefighter” of fire departments shall comply with the training requirements of G.S. 58-86-2 as a minimum.**(effective 12/01/2013).**
- The fire departments shall provide training records to verify that the “Eligible Firefighters” obtained the required 36 hours of training. No more than 12 hours of Medical training may be counted toward the 36 hours.
- The **Fire Chief** shall have attended the Chief 101 class within 12 months of becoming chief.

Recognized – National Reporting System

- When a fire department responds to a fire, a chief of that fire department shall complete or cause to be completed a fire incident report on the current electronic version of the NFIRS/NERIS in accordance with G.S 58-79-45
- A fire department shall keep records on dates, times, and locations of all fires.
- All reports shall be submitted to OSFM within 120 days of the occurrence.
- When a fire department responds to a fire involving fatalities, an initial report shall be filed by the district fire chief or fire marshal within 48 hours of the incident to the N.C. Office of State Fire Marshal.
- The Report Civilian Fire Causality Form is located on OSFM 24.

Response to Structure Fires

- The primary fire department shall ensure the response of four “Eligible Firefighters” and one engine to all structure fires and fire alarms in structures with fire damage. Firefighters responding from an automatic department **cannot** be counted as one of the four.
- The fire department responding to a structure fire shall have a plan to provide a minimum flow of 200 GPM for 20 minutes within 5 minutes of the first arriving engine.

Electronic Records

- The department must have a policy in place ensuring documentation cannot be tampered with or edited by unauthorized personnel
- The department must have a policy describing the method in which they back up the documentation



Non-Compliance Procedure

- The department must submit a corrective action plan within 30 days of the day of the inspection
- Upon receipt of the corrective action plan the department will have 6 months to become compliant
- If, after 6 months and the department is still in non-compliance OSFM will consult with the governing body of the fire department and place the fire department on probation for a period not to exceed 6 months

Non-Compliance Procedure

- Upon completion of the probation period OSFM will re-inspect the fire department for compliance
- If a fire department remains non-compliant, OSFM shall designate the department a PPC 10 (non-certified)

Certification of Fire Districts

Helpful Documents for departments

- 9S Rating Requirements

<https://www.ncosfm.gov/nc-administrative-code/open>

- Fire Suppression Rating Schedule
- Contact your inspector on how to obtain a copy

- Pre-Survey Worksheets

<https://www.ncosfm.gov/ratings-pre-survey-workbook>

Office of State Fire Marshal

Fire Rating Staff

Tony Bailey(Inspections Supervisor) tony.bailey@ncdoi.gov

Vernon Ward (Senior Field Inspector) vernon.ward@ncdoi.gov

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