

# **2025 IFSAC Fall Meetings**

## **AGENDA MEMO PACKET**

**This packet contains agenda memos for the following meetings:**

- **Council of Governors**
- **Certificate Assembly Board of Governors**
- **Degree Assembly Board of Governors**
- **Congress**
- **Certificate Assembly**
- **Degree Assembly**

**Each agenda memo will be referenced on the specific meeting agenda as AM-A, AM-B, AM-C, etc.**

**Lexington, Kentucky, USA  
October 28 – 29, 2025**

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<b>Agenda Memo</b>	<b>Item</b>	<b>Meeting Agenda</b>	<b>Meeting Date</b>
<b>A</b>	Minutes of Meetings	COG, CABOG, DABOG, CONGRESS, CA, DA	October 2025

Minutes for the following meetings will be voted on for approval by each respective group at their 2025 Fall Meeting.

- Council of Governors 2025 Spring Meeting
- Certificate Assembly Board of Governors 2025 Spring Meeting
- Degree Assembly Board of Governors 2025 Spring Meeting
- Congress (General Assembly) 2025 Spring Meeting
- Certificate Assembly 2025 Spring Meeting
- Degree Assembly 2025 Spring Meeting

All minutes of meetings have previously been sent by email and are posted to the member portal on the IFSAC website [ifsac.org](http://ifsac.org). If you have additions or revisions, please bring these with you to the appropriate meeting.

Agenda Memo	Item	Meeting Agenda	Meeting Date
B	CA Site Visit Reports	CABOG	October 2025

This agenda memo provides a summary of site visits conducted since April 2025, along with any previous visits pending a final report. Full site team reports, including certification levels and recommendations, are received by IFSAC Administration and forwarded to CABOG members for review before the meeting. During the meeting, CABOG members will vote on the site visit teams' recommendations.

For site visits with pending reports, the estimated number of certification levels is based on the submitted application. Actual numbers will be confirmed upon approval of the site visit report.

<b>Virginia Department of Fire Programs</b>  February 4-6, 2025	Reaccreditation  *47 Certification Levels	John Cunningham Amanda Williams Bryn Crandall Bill Benjamin	<i>*Pending Site Visit Report</i>
<b>Honolulu Fire Department</b>  February 19-21, 2025	Reaccreditation  *17 Certification Levels	Christy Rodgers Brian Briscoe Chris Fowler	<i>*Pending Site Visit Report</i>
<b>Indus Fire Safety Private Limited (India)</b>  April 1-4, 2025	Initial Accreditation  *49 Certification Levels	Alan Joos Matt Palmerton David Youngling Clinton Manuel	<i>*Site visit report presented at spring mtg, 45 levels approved, 4 considered pending</i>
<b>Onondaga Community College</b>  May 7-9, 2025	Reaccreditation  16 Levels	Jay Clevenger Shannon Fleming David Thornburg Scott King – Observer	<i>Approved in June CABOG mtg.</i>
<b>Kuwait National Petroleum</b>  May 12-14, 2025	Initial Accreditation  12 Levels	John Cunningham Zeyad Sagr Lulu Ferreira JJ Horng - Observer	<i>Approved in June CABOG mtg.</i>

Agenda Memo	Item	Meeting Agenda	Meeting Date
B	CA Site Visit Reports	CABOG	October 2025
<b>Kansas Fire and Rescue Training Institute</b>  May 13-15, 2025	Reaccreditation  * 30 Levels	David Youngling David Jolly Casey Hall	<i>*Pending Site Visit Report</i>
<b>Utah Fire and Rescue Academy</b>  May 28-30, 2025	Reaccreditation  52 Levels	Tara Youngblood Benoit Gagnon Bryn Crandell Christy Rodgers	<i>Approved in August CABOG mtg.</i>
<b>Fire Science Academy – Kingdom of Saudi Arabia</b>  June 23-25, 2025	Reaccreditation  23 Levels	Greg Palmer Johan van Wyk Lulu Ferreira	<i>Approved in August CABOG mtg.</i>
<b>New Mexico Firefighters Training Academy</b>  July 16-18, 2025	Reaccreditation  * 29 Levels	Matthew Palmerton Rob Freese Ken Fowler	<i>*Pending Site Visit Report</i>

Agenda Memo	Item	Meeting Agenda	Meeting Date
C	DA Site Visit Reports	DABOG	October 2025

*This agenda memo contains a summary of site visits conducted since April 2025.*

Purdue University Global			
<b>Program(s) Reviewed</b>	Associate of Applied Science in Fire Science Bachelor of Science in Fire Science Bachelor of Science in Fire and Emergency Management Master of Science in Homeland Security and Emergency Management		
<b>Dates</b>	July 22-23, 2025	<b>Evaluation Team</b>	Paula Simone – Leader William Thompson – Member Randy Villines – Reader
<b>Site Visit Type</b>	Reaccreditation	<b>Note</b>	

Blinn College			
<b>Program(s) Reviewed</b>	Fire Science Technology Certificate Fire Science Technology, AAS Fire Safety and Health, AAS		
<b>Dates</b>	September 16-18, 2025	<b>Evaluation Team</b>	Casey Hall – Leader Lee Enis – Member Joel Davis – Member Richard Carroll – Reader Stephen Best – Reader
<b>Site Visit Type</b>	Initial Accreditation	<b>Note</b>	

Agenda Memo	Item	Meeting Agenda	Meeting Date
C	DA Site Visit Reports	DABOG	October 2025

<b>*Utah Valley University</b>			
<b>*Program(s) Reviewed</b>	Associate of Science - Emergency Services Associate of Applied Science - Emergency Services Operations Associate of Applied Science - Wildland Fire Management Bachelor of Science - Emergency Services Administration Firefighter Recruit Candidate, Certificate of Completion Paramedic, Certificate of Completion Emergency Management, Certificate of Proficiency Homeland Security, Minor Emergency Management and Homeland Security Administration, Graduate Certificate		
<b>Dates</b>	September 30 – October 1, 2025	<b>Evaluation Team</b>	Josh Crisp – Leader Bill Klein – Member Jeff Lindsey – Reader
<b>Site Visit Type</b>	Reaccreditation	<b>Note</b>	*Pending final site visit report

Agenda Memo	Item	Meeting Agenda	Meeting Date
<b>D</b>	COG, Congress, & Administration Bylaw Proposals	COG Planning Coordination Committee Congress, Certificate Assembly, Degree Assembly	October 2025

*The proposed bylaw amendments in this agenda memo must be voted on in the Congress general assembly meeting by members of both assemblies - amendments approved by the Congress as a whole must also be voted on and ratified in each assembly meeting in order for amendments to take effect.*

*Proposed additions are in blue and underlined. Proposed deletions are in red and are struck through.*

<b>Agenda Memo #:</b> D-1 <b>Submitted by:</b> IFSAC Administration	<b>Section/Article(s):</b> Terms & Definitions <b>New or Revision:</b> Revision
<b>Comments/Reason for proposal:</b>	
<p>The proposed change to the bylaws would adjust the frequency of meetings from semi-annual to annual. These proposed changes will only take effect if they are approved during the Congress meeting as well as in each Assembly meeting. If approved, the corresponding policies and procedures will be updated to reflect the new meeting schedule and ensure consistency across governing documents.</p>	

**Meeting, Scheduled Regular:** [IFSAC] A scheduled regular meeting is an ~~semi~~-annual meeting of the Congress, COG, CABOG, DABOG, Certificate Assembly, and Degree Assembly.

<b>Agenda Memo #:</b> D-2 <b>Submitted by:</b> IFSAC Administration	<b>Section/Article(s):</b> 1.5.3 <b>New or Revision:</b> Revision
<b>Comments/Reason for proposal:</b>	
<p>The proposed change to the bylaws would adjust the frequency of meetings from semi-annual to annual. These proposed changes will only take effect if they are approved during the Congress meeting as well as in each Assembly meeting. If approved, the corresponding policies and procedures will be updated to reflect the new meeting schedule and ensure consistency across governing documents.</p>	

**1.5.3** Scheduled regular meetings of the Council, Congress, assemblies, boards, and committees shall be held ~~semi~~-annually. Ninety (90) days prior to the meeting, written notice of the meeting shall be published to each member. Agenda items may be provided to the Administration Office between notification of the meeting (90 days) and distribution of the agenda. Sixty (60) days prior to the meeting, notice of the agenda shall be published in sufficient detail to enable members to form a reasoned judgment.

Agenda Memo	Item	Meeting Agenda	Meeting Date
<b>D</b>	COG, Congress, & Administration Bylaw Proposals	COG Planning Coordination Committee Congress, Certificate Assembly, Degree Assembly	October 2025

**Agenda Memo #:** D-3

**Section/Article(s):** 1.6.2

**Submitted by:** IFSAC Administration

**New or Revision:** Revision

**Comments/Reason for proposal:**

The proposed change to the bylaws would adjust the frequency of meetings from semi-annual to annual.

These proposed changes will only take effect if they are approved during the Congress meeting as well as in each Assembly meeting. If approved, the corresponding policies and procedures will be updated to reflect the new meeting schedule and ensure consistency across governing documents.

**1.6.2 Non-payment of Fees:** Members who have not paid the current year's dues 30 days before the spring annual meeting may be dropped from membership and IFSAC accreditation revoked based on policy and procedures.

**Agenda Memo #:** D-4

**Section/Article(s):** 3.5.1

**Submitted by:** IFSAC Administration

**New or Revision:** Revision

**Comments/Reason for proposal:**

The proposed change to the bylaws would adjust the frequency of meetings from semi-annual to annual.

These proposed changes will only take effect if they are approved during the Congress meeting as well as in each Assembly meeting. If approved, the corresponding policies and procedures will be updated to reflect the new meeting schedule and ensure consistency across governing documents.

**3.5.1 The Council shall consist of ten (10) voting and three (3) non-voting members:**

- (A) Three (3) members elected from the Certificate Assembly.
- (B) Three (3) members elected from the Degree Assembly.
- (C) The public members from each assembly. See A.3.5.1 (C)
- (D) The chair of each assembly shall be a voting member of the Council. See A.3.5.1 (D)
- (E) One (1) member of Administration shall serve as a non-voting member.
- (F) The parliamentarian and assistant parliamentarian shall serve as non-voting members.
- (G) Council members from the assemblies shall serve staggered three (3) year terms.
- (H) Election of Council members to fill seats vacated by members having served a three (3) year term, with the exception of each assembly chair and public member, shall occur during the spring annual meeting.
- (I) A member's entity shall be an accredited voting member before the member is eligible for election to the Council or be appointed by the chairperson of the Council.
- (J) To ensure representation on the Council remains balanced and uniform, no more than one entity representative shall serve on the Council at any given time. See A.3.5.1 (J)

Agenda Memo	Item	Meeting Agenda	Meeting Date
<b>D</b>	COG, Congress, & Administration Bylaw Proposals	COG Planning Coordination Committee Congress, Certificate Assembly, Degree Assembly	October 2025

<b>Agenda Memo #:</b> D-5	<b>Section/Article(s):</b> 3.5.7
<b>Submitted by:</b> IFSAC Administration	<b>New or Revision:</b> Revision
<b>Comments/Reason for proposal:</b>	
<p>The proposed change to the bylaws would adjust the frequency of meetings from semi-annual to annual. These proposed changes will only take effect if they are approved during the Congress meeting as well as in each Assembly meeting. If approved, the corresponding policies and procedures will be updated to reflect the new meeting schedule and ensure consistency across governing documents.</p>	

**3.5.7** The chairperson and the vice-chairperson of the Council shall be elected by the Council for a three (3) year term.

- (A) The chairperson and vice-chairperson shall be elected from the sitting Council members.
  - (1) The chairperson and vice-chairperson shall not be from the same assembly.
  - (2) A public board member is not eligible to be elected as chairperson or vice-chairperson.
- (B) Election of the chairperson and vice-chairperson shall occur during the annual~~spring~~ meeting.
  - (1) In the event an spring~~annual~~ meeting does not occur, the chairperson and vice-chairperson shall serve until the next annual~~spring~~ meeting takes place.
- (C) In the event of a temporary absence or inability of the chairperson to fulfill the duties of the office, the vice-chairperson shall perform the chairperson's duties as the acting chairperson until such time as the chairperson resumes his/her duties.
- (D) In the event of a permanent vacancy of the chairperson, the vice-chairperson of the Council shall perform the duties of the chairperson with all the rights, privileges, and powers until the next regular meeting, during which the Council will elect a chairperson to complete the remainder of the three (3) year term.
- (E) In the event of a temporary absence or inability of the vice-chairperson to fulfill the duties of the office, the chairperson shall appoint a member of the Council to perform the duties of the acting vice-chairperson until such time as the vice-chairperson resumes his/her duties.
- (F) In the event of a permanent vacancy of the vice-chairperson, the chairperson shall appoint a member of the Council to perform the duties of vice-chairperson until the next regular meeting, during which the Council will elect a vice-chairperson to complete the remainder of the three (3) year term.

Agenda Memo	Item	Meeting Agenda	Meeting Date
<b>D</b>	COG, Congress, & Administration Bylaw Proposals	COG Planning Coordination Committee Congress, Certificate Assembly, Degree Assembly	October 2025

<b>Agenda Memo #:</b> D-6	<b>Section/Article(s):</b> 3.8.1
<b>Submitted by:</b> IFSAC Administration	<b>New or Revision:</b> Revision
<b>Comments/Reason for proposal:</b>	
<p>The proposed change to the bylaws would adjust the frequency of meetings from semi-annual to annual. These proposed changes will only take effect if they are approved during the Congress meeting as well as in each Assembly meeting. If approved, the corresponding policies and procedures will be updated to reflect the new meeting schedule and ensure consistency across governing documents.</p>	

**3.8.1** The Council shall establish committees with an equal number of members appointed from each assembly. Each committee shall have clearly defined responsibilities or a specific charge.

(A) Committee members will be appointed by the chairperson of the Council unless otherwise specified and shall serve three-year staggered terms.

(B) In the event of a vacancy on the committee, the chairperson of the Council shall appoint a person to complete the remainder of the three (3) year term.

(1) Appointments will be made within 30 days of a vacancy.

(C) The chairperson and vice-chairperson shall be elected by members of the committee from among its membership ~~at the Fall Meeting~~ and shall serve three-year terms.

(1) Each committee shall elect chairpersons and vice-chairpersons from different assemblies.

(D) In the event of a permanent vacancy of the chairperson or vice-chairperson, the members of the committee shall elect a person to complete the remainder of the three (3) year term vacated.

(E) Committee members may be removed for cause. See A.3.8.1 (E)

Agenda Memo	Item	Meeting Agenda	Meeting Date
<b>E</b>	Certificate Assembly Bylaw Proposals	COG Planning Coordination Committee CA Planning Coordination Committee Certificate Assembly	October 2025

*The proposed bylaw amendments in this agenda memo must be voted on in the certificate assembly meeting.*

*Proposed additions are in blue and underlined. Proposed deletions are in red and are struck through.*

<b>Agenda Memo #:</b> E-1	<b>Section/Article(s):</b> Terms & Definitions
<b>Submitted by:</b> Accreditation Task Group	<b>New or Revision:</b> New
<b>Comments/Reason for proposal:</b>	
To formally define the various accreditation/reaccreditation recommendations for levels.	

**Recommendations for Levels Reviewed: [CA]** A status assigned in a site visit team or administrative review report to the certification level(s) applied for by an entity. Based on findings, one of the following assignments will be made to each level when a report is prepared:

**Approve:** All requirements and criteria have been met.

**Conditional:** Documents have been reviewed but require additional work, changes, or updates before unconditional approval can be recommended.

**Deny:** The level does not meet the requirements or criteria for accreditation and corrective measures cannot reasonably be completed in a timely manner.

**Pending:** Documents have not yet been provided or reviewed but are nearing completion and will be evaluated by the site team.

**Withdrawn:** The requesting entity has removed the level from consideration for accreditation.

<b>Agenda Memo #:</b> E-2	<b>Section/Article(s):</b> Terms & Definitions
<b>Submitted by:</b> Accreditation Task Group	<b>New or Revision:</b> New
<b>Comments/Reason for proposal:</b>	
These definitions are being added to establish clear and consistent terminology for application within the accreditation process.	

**Reciprocity:** [CA] The mutual recognition and acceptance of a fire service certification by an accredited entity, based on the determination that the certification was issued by another accredited entity that adheres to equivalent accreditation standards.

**Equivalency:** [CA] A determination by an accredited entity that a candidate's certification, training, or experience meets the intent and learning objectives of a specific NFPA standard, even if it was obtained through a different process.

Agenda Memo	Item	Meeting Agenda	Meeting Date
<b>E</b>	Certificate Assembly Bylaw Proposals	COG Planning Coordination Committee CA Planning Coordination Committee Certificate Assembly	October 2025

**Agenda Memo #:** E-3

**Submitted by:** IFSAC Administration

**Section/Article(s):** 10.5.1

**New or Revision:** Revision

**Comments/Reason for proposal:**

The proposed change to the bylaws would adjust the frequency of meetings from semi-annual to annual.

These proposed changes will only take effect if they are approved during the Congress meeting as well as in each Assembly meeting. If approved, the corresponding policies and procedures will be updated to reflect the new meeting schedule and ensure consistency across governing documents.

**10.5.1** The Board shall consist of twelve (12) members:

(A) Eleven (11) members are elected from Assembly represented entities.

(1) A member's entity shall be an accredited voting member before the member is eligible for election to the Board or be appointed by the chairperson of the Board.

(2) To ensure representation on the Board remains balanced and uniform, no more than one entity representative shall serve on the Board at any given time.

(B) One (1) member elected from the general public during the ~~spring~~annual meeting.

(C) Board members shall serve staggered three (3) year terms.

(D) Election of Board members to fill seats vacated by members having served a three (3) year term shall occur during the ~~spring~~annual meeting.

(E) The chairperson shall appoint two (2) persons from the Assembly and one (1) person from the Administration as election officials.

(F) The Assembly shall have the ballots destroyed upon completion of elections.

Agenda Memo	Item	Meeting Agenda	Meeting Date
<b>E</b>	Certificate Assembly Bylaw Proposals	COG Planning Coordination Committee CA Planning Coordination Committee Certificate Assembly	October 2025

<b>Agenda Memo #:</b> E-4	<b>Section/Article(s):</b> 10.5.8
<b>Submitted by:</b> IFSAC Administration	<b>New or Revision:</b> Revision
<b>Comments/Reason for proposal:</b>	
<p>The proposed change to the bylaws would adjust the frequency of meetings from semi-annual to annual. These proposed changes will only take effect if they are approved during the Congress meeting as well as in each Assembly meeting. If approved, the corresponding policies and procedures will be updated to reflect the new meeting schedule and ensure consistency across governing documents.</p>	

**10.5.8** The chairperson and the vice-chairperson of the Board shall be elected by the Assembly for a three (3) year term. The chairperson and vice-chairperson shall be elected from the sitting Board members. The public board member is not eligible to be elected as chairperson or vice-chairperson.

(A) Election of the chair and vice-chair shall occur during the ~~spring~~annual meeting.

(B) In the event an ~~spring~~annual meeting does not occur, the chair and vice-chair shall serve until the next ~~spring~~annual meeting takes place.

(C) In the event of a temporary absence or inability of the chairperson to fulfill the duties of the office, the vice-chairperson shall perform the chairperson's duties as the acting chairperson until such time as the chairperson resumes his/her duties.

(D) In the event of a permanent vacancy of the chairperson, the vice-chairperson of the Board shall perform the duties of the chairperson with all the rights, privileges, and powers until the next regular meeting, during which the Assembly will elect a chairperson to complete the remainder of the three (3) year term.

(E) In the event of a temporary absence or inability of the vice-chairperson to fulfill the duties of the office, the chairperson shall appoint a member of the Board to perform the duties of the acting vice-chairperson until such time as the vice-chairperson resumes his/her duties.

(F) In the event of a permanent vacancy of the vice-chairperson, the chairperson shall appoint a member of the Board to perform the duties of vice-chairperson until the next regular meeting, during which the Assembly will elect a vice-chairperson to complete the remainder of the three (3) year term.

Agenda Memo	Item	Meeting Agenda	Meeting Date
<b>E</b>	Certificate Assembly Bylaw Proposals	COG Planning Coordination Committee CA Planning Coordination Committee Certificate Assembly	October 2025

<b>Agenda Memo #:</b> E-5	<b>Section/Article(s):</b> 10.8.1
<b>Submitted by:</b> IFSAC Administration	<b>New or Revision:</b> Revision
<b>Comments/Reason for proposal:</b>	
<p>The proposed change to the bylaws would adjust the frequency of meetings from semi-annual to annual. These proposed changes will only take effect if they are approved during the Congress meeting as well as in each Assembly meeting. If approved, the corresponding policies and procedures will be updated to reflect the new meeting schedule and ensure consistency across governing documents.</p>	

**10.8.1** The Board shall establish committees. Each committee shall have clearly defined responsibilities or a specific charge.

(A) Committee members will be appointed by the chairperson of the Board unless otherwise specified and shall serve three-year staggered terms. See A.10.8.1 (A)

(B) In the event of a vacancy on the committee, the chairperson of the Board shall appoint a person to complete the remainder of the three (3) year term.

(1) Appointments will be made within 30 days of a vacancy.

(C) The chairperson and vice-chairperson shall be elected by members of the committee from among its membership ~~at the Fall Meeting~~ and shall serve three-year terms.

(D) In the event of a permanent vacancy of the chairperson or vice-chairperson, the members of the committee shall elect a person to complete the remainder of the three (3) year term vacated.

(E) Committee members may be removed for cause. See A.10.8.1 (E)

Agenda Memo	Item	Meeting Agenda	Meeting Date
<b>E</b>	Certificate Assembly Bylaw Proposals	COG Planning Coordination Committee CA Planning Coordination Committee Certificate Assembly	October 2025

**Agenda Memo #:** E-6

**Submitted by:** IFSAC Administration

**Section/Article(s):** 11.4

**New or Revision:** Revision

**Comments/Reason for proposal:**

The proposed change to the bylaws would adjust the frequency of meetings from semi-annual to annual.

These proposed changes will only take effect if they are approved during the Congress meeting as well as in each Assembly meeting. If approved, the corresponding policies and procedures will be updated to reflect the new meeting schedule and ensure consistency across governing documents.

## ARTICLE 11.4 GENERAL

**11.4.3** The Assembly shall elect council and board members at its annual~~spring~~ meeting.

**Agenda Memo #:** E-7

**Submitted by:** IFSAC Administration

**Section/Article(s):** 11.8.3

**New or Revision:** Revision

**Comments/Reason for proposal:**

The proposed change to the bylaws would adjust the frequency of meetings from semi-annual to annual.

These proposed changes will only take effect if they are approved during the Congress meeting as well as in each Assembly meeting. If approved, the corresponding policies and procedures will be updated to reflect the new meeting schedule and ensure consistency across governing documents.

**11.8.3** The Criteria for Certificate Accreditation may be revised or amended upon a majority vote of the Assembly delegates and proxies present and voting. This shall be done only after the proposed revision has been provided to the Administration Office at least sixty (60) days prior to an ~~semi~~<sup>u</sup>annual meeting of the Assembly. The proposed revisions shall be furnished to the delegate members at least thirty (30) days prior to the meeting.

Agenda Memo	Item	Meeting Agenda	Meeting Date
F	Degree Assembly Bylaw Proposals	COG Planning Coordination Committee DA Planning Coordination Committee Degree Assembly	October 2025

*The proposed bylaw amendments in this agenda memo must be voted on in the Degree Assembly meeting.*

*Proposed additions are in blue and underlined. Proposed deletions are in red and are struck through.*

<b>Agenda Memo #:</b> F-1	<b>Section/Article(s):</b> 20.5.1
<b>Submitted by:</b> IFSAC Administration	<b>New or Revision:</b> Revision
<b>Comments/Reason for proposal:</b>	
<p>The proposed change to the bylaws would adjust the frequency of meetings from semi-annual to annual. These proposed changes will only take effect if they are approved during the Congress meeting as well as in each Assembly meeting. If approved, the corresponding policies and procedures will be updated to reflect the new meeting schedule and ensure consistency across governing documents.</p>	

**20.5.1** The Board shall consist of twelve (11) members:

(A) Eleven (10) members are elected from Assembly represented entities.

(1) A member's entity shall be an accredited voting member before the member is eligible for election to the Board or be appointed by the chairperson of the Board.

(2) To ensure representation on the Board remains balanced and uniform, no more than one entity representative shall serve on the Board at any given time.

(B) One (1) member elected from the general public during the ~~spring~~annual meeting.

(C) Board members shall serve staggered three (3) year terms.

(D) Election of Board members to fill seats vacated by members having served a three (3) year term shall occur during the ~~spring~~annual meeting.

(E) The chairperson shall appoint two (2) persons from the Assembly and one (1) person from the Administration as election officials.

(F) The Assembly shall have the ballots destroyed upon completion of elections.

Agenda Memo	Item	Meeting Agenda	Meeting Date
F	Degree Assembly Bylaw Proposals	COG Planning Coordination Committee DA Planning Coordination Committee Degree Assembly	October 2025

**Agenda Memo #:** F-2

**Section/Article(s):** 20.5.8

**Submitted by:** IFSAC Administration

**New or Revision:** Revision

**Comments/Reason for proposal:**

The proposed change to the bylaws would adjust the frequency of meetings from semi-annual to annual.

These proposed changes will only take effect if they are approved during the Congress meeting as well as in each Assembly meeting. If approved, the corresponding policies and procedures will be updated to reflect the new meeting schedule and ensure consistency across governing documents.

**20.5.8** The chairperson and the vice-chairperson of the Board shall be elected by the Assembly for a three (3) year term. The chairperson and vice-chairperson shall be elected from the sitting Board members. The public board member is not eligible to be elected as chairperson or vice-chairperson.

(A) Election of the chair and vice-chair shall occur during the ~~spring~~ annual meeting.

(B) In the event ~~an~~ ~~spring~~ annual meeting does not occur, the chair and vice-chair shall serve until the next ~~spring~~ annual meeting takes place.

(C) In the event of a temporary absence or inability of the chairperson to fulfill the duties of the office, the vice-chairperson shall perform the chairperson's duties as the acting chairperson until such time as the chairperson resumes his/her duties.

(D) In the event of a permanent vacancy of the chairperson, the vice-chairperson of the Board shall perform the duties of the chairperson with all the rights, privileges, and powers until the next regular meeting, during which the Assembly will elect a chairperson to complete the remainder of the three (3) year term.

(E) In the event of a temporary absence or inability of the vice-chairperson to fulfill the duties of the office, the chairperson shall appoint a member of the Board to perform the duties of the acting vice-chairperson until such time as the vice-chairperson resumes his/her duties.

(F) In the event of a permanent vacancy of the vice-chairperson, the chairperson shall appoint a member of the Board to perform the duties of vice-chairperson until the next regular meeting, during which the Assembly will elect a vice-chairperson to complete the remainder of the three (3) year term.

Agenda Memo	Item	Meeting Agenda	Meeting Date
F	Degree Assembly Bylaw Proposals	COG Planning Coordination Committee DA Planning Coordination Committee Degree Assembly	October 2025

**Agenda Memo #:** F-3

**Submitted by:** IFSAC Administration

**Section/Article(s):** 20.8.1

**New or Revision:** Revision

**Comments/Reason for proposal:**

The proposed change to the bylaws would adjust the frequency of meetings from semi-annual to annual.

These proposed changes will only take effect if they are approved during the Congress meeting as well as in each Assembly meeting. If approved, the corresponding policies and procedures will be updated to reflect the new meeting schedule and ensure consistency across governing documents.

## ARTICLE 20.8 COMMITTEES

**20.8.1** The Board shall establish committees. Each committee shall have clearly defined responsibilities or a specific charge.

(A) Committee members will be appointed by the chairperson of the Board unless otherwise specified and shall serve three-year staggered terms. See A.20.8.1 (A)

(B) In the event of a vacancy on the committee, the chairperson of the Board shall appoint a person to complete the remainder of the three (3) year term.

(1) Appointments will be made within 30 days of a vacancy.

(C) The chairperson and vice-chairperson shall be elected by members of the committee from among its membership ~~at the Fall Meeting~~ and shall serve three-year terms.

(D) In the event of a permanent vacancy of the chairperson or vice-chairperson, the members of the committee shall elect a person to complete the remainder of the three (3) year term vacated.

(E) Committee members may be removed for cause. See A.20.8.1 (E)

Agenda Memo	Item	Meeting Agenda	Meeting Date
F	Degree Assembly Bylaw Proposals	COG Planning Coordination Committee DA Planning Coordination Committee Degree Assembly	October 2025

**Agenda Memo #:** F-4

**Submitted by:** IFSAC Administration

**Section/Article(s):** 21.4.3

**New or Revision:** Revision

**Comments/Reason for proposal:**

The proposed change to the bylaws would adjust the frequency of meetings from semi-annual to annual.

These proposed changes will only take effect if they are approved during the Congress meeting as well as in each Assembly meeting. If approved, the corresponding policies and procedures will be updated to reflect the new meeting schedule and ensure consistency across governing documents.

**21.4.3** The Assembly shall elect council and board members at its annual~~spring~~ meeting.

**Agenda Memo #:** F-5

**Submitted by:** IFSAC Administration

**Section/Article(s):** 21.8.3

**New or Revision:** Revision

**Comments/Reason for proposal:**

The proposed change to the bylaws would adjust the frequency of meetings from semi-annual to annual.

These proposed changes will only take effect if they are approved during the Congress meeting as well as in each Assembly meeting. If approved, the corresponding policies and procedures will be updated to reflect the new meeting schedule and ensure consistency across governing documents.

**21.8.3** The criteria for degree accreditation may be revised or amended upon a two-thirds vote of the Assembly delegates and proxies present and voting. This shall be done only after the proposed revision has been provided to Administration at least sixty (60) days prior to an semi-annual meeting of the Assembly. The proposed revisions shall be furnished to the delegate members at least thirty (30) days prior to the meeting.

Agenda Memo	Item	Meeting Agenda	Meeting Date
<b>G</b>	Criteria Worksheet	CA Planning Coordination Committee Certificate Assembly	October 2025

The proposed criteria revision in this agenda memo must be voted on in the Certificate Assembly meeting.

Proposed additions are in blue and underlined. Proposed deletions are in red and are struck through.

**Agenda Memo #:** G-1

**Section:** Instructions

**Submitted by:** Accreditation Task Group

**New or Revision:** Revision/addition of verbiage in Criteria document

**Comments/Reason for proposal:**

Verbiage added to help streamline the review process. By including the exact policy language directly in the criteria document, reviewers can more easily verify compliance without having to search through lengthy documents or external links.

**Directions for completion of the Criteria for Certificate Accreditation by the member entity.**

Below each criteria item you will find boxes. The non-shaded area is the entity's responsibility for completion. The shaded area is for the site visit team to complete.

**Yes**  Please check the yes box if you have a policy or supporting documents that support the criteria item.

**No**  Please check the no box if you do not have a policy or supporting documents that support the criteria item or if this item is not applicable to your entity.

**Link:** If you have the ability to hyperlink your supporting documents please provide in the *LINK* box.

**Policy Reference or Comments by the Entity:** Please place the title of the reference document and the policy number, page number, or identifying markers. If a policy is not required, please provide information as to how you are meeting this criteria item. [Copy and paste the specific policy in this section.](#)

Agenda Memo H	CABOG CA	CA New Membership Applications	October 2025
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Applications for membership are initially reviewed by the Certificate Assembly Board of Governors (CABOG). The CABOG may recommend that the Certificate Assembly approve or not approve, or they may defer action if additional information is required to make a decision.

Once the CABOG presents its recommendation, representatives of Certificate Assembly voting member entities may vote on an application to approve, not approve, or defer action if the additional information is needed.

Prior the meeting, please review all relevant Bylaw articles concerning membership. Additionally, take the time to carefully examine the information and documentation for evidence of empowerment provided with the application.

**Bylaw Articles regarding Certificate Assembly Membership:**

***Bylaws can be found on the IFSAC Website under the ABOUT, FOR CERTIFYING ENTITIES, OR FOR DEGREE PROGRAMS navigation tabs.***

- Article 11.5 MEMBERSHIP

Applicant Entity Name	Membership Status Applied For	Entity Representative	Empowerment Documentation
Philippine Advance Rescue Institute Inc. (PARI) / Rotronics Rescue Corp	Voting	Ronald Angelo Magno	<i>See attached letters of support (4) and letter</i>
COMPASS Safety Institute Inc.	Non-Voting	Carol Jimenez	<i>See attached letter from National Fire Training Institute</i>

Notes gathered and a summary of findings on the structure of the Philippine fire service and the relevant government entities are provided for your reference. This information follows the applications and supporting documents submitted by each applicant and includes details on the Authority Having Jurisdiction under:

- Republic Act 6975 Department of Interior and Local Government Act of 1990
- Republic Act 9514 The Fire Code of the Philippines

Additionally, excerpts from the Fire Code of the Philippines pertaining to the Bureau of Fire Protection's authority over the training and competency assessment of fire service personnel are included for complete reference.

Philippine Advance Rescue Institute  
Inc. (PARI) / Rotronics Rescue Corp

Application  
and  
Documents



## **International Fire Service Accreditation Congress – IFSAC**

Oklahoma State University  
1723 W. Tyler Avenue  
Stillwater, OK 74078  
USA

### **Subject: Application for IFSAC Membership – Letter of Empowerment**

To Whom It May Concern,

On behalf of the Republic of the Philippines and its fire service community, we write this letter to formally express our intent and commitment to become a certifying entity under the International Fire Service Accreditation Congress (IFSAC).

We wish to state for the record that there is currently no legislative body or government agency in the Republic of the Philippines that is exclusively mandated to certify the professional competency of fire service personnel. While the Bureau of Fire Protection does provide some internal training for government personnel, it does not have a national legislative mandate for firefighter certification across all sectors. This leaves a critical gap in the professionalization and standardization of fire service training, particularly for private, volunteer, and industrial responders.

Recognizing this need, our organization was approached by key industry leaders in the Philippines and encouraged to formalize a training academy that would elevate national standards. In response, we established the Philippine Advance Response Institute Inc. (PARI) in 2025, building on the 19-year track record of Rotronics Rescue Corp., a trusted partner in fire, rescue, and safety since 2006.

We undertake this application not as a private endeavor, but as a national initiative to raise the standards of the Philippine fire service and improve firefighter safety across all sectors. We respectfully request consideration for voting membership and look forward to supporting IFSAC's mission within our region.

Sincerely,

A handwritten signature in black ink, appearing to read 'ronald magno'.

**RONALD L. MAGNO, EE**

*President*

📞 (+632) 8990-7700, 8990-0998, 7914-2408

📠 (+63) 927 529 3969

✉️ ronald.magno@rotronics.com.ph

🌐 www.rotronics.com.ph



# International Fire Service Accreditation Congress

## Certificate Assembly

### Membership Application

Approval of membership for voting or non-voting status is based on the provision of required information (see attached page and Article 11.5 of the IFSAC Bylaws). Please complete the application form below and return along with appropriate documentation per empowerment criteria. Applications with appropriate documentation received at least 120 days prior to the next Certificate Assembly meeting will be placed on the agenda for that meeting. Applications received 120 days or less prior to the next meeting will be placed on the agenda for the Certificate Assembly meeting following the next meeting. An entity must be approved for and hold voting or non-voting membership status in order to be eligible to apply for and maintain accreditation.

TYPE OF MEMBERSHIP APPLIED FOR (Check only one)	
Corresponding Member Entity (For this category, please submit \$125 (US) with this application.)	<input type="checkbox"/>
Voting Entity - \$2500 per annum* <i>Must include documentation showing evidence of empowerment</i>	<input checked="" type="checkbox"/>
Non-Voting - \$1250 per annum (changes upon accreditation)* <i>Must include documentation showing evidence of empowerment</i>	<input type="checkbox"/>
Non-Voting Organizational (\$1250 per annum)*	<input type="checkbox"/>

\*Please **DO NOT** send any money at this time. Pending further review by the Certificate Assembly at the next annual meeting, you will be invoiced accordingly for annual dues.

#### ENTITY NAME

Philippine Advance Rescue Institute Inc. (PARI) / Rotronics Rescue Corp.

#### MAILING ADDRESS

Mailing Address 38<sup>th</sup> Floor Unit 19 Tower 5, The Grass Residences, Bago Bantay

Town/City Quezon City State/Province Metro Manila

Postal Code 1105 Country Republic of the Philippines

#### CONTACT INFORMATION

Contact's/Representative's First and Last Name Ronald Angelo Magno

Job Title Senior Manager Email Address angelo.magno@rotronics.com.ph

Telephone Number +63 995 761 1881 FAX Number (8)990-7700 / (8)990-9998

Mailing Address  
(if different than above) \_\_\_\_\_

## **PROOF OF EMPOWERMENT**

Proof of empowerment for voting or non-voting status (Bylaw Article 11.5.1) must be included with this application as stated in Article 11.5 of the IFSAC Bylaws.

**11.5.1** Evidence of empowerment shall be furnished for evaluation prior to the approval of an application for membership to participate as a voting or non-voting entity. Applications for membership and evidence of empowerment will be reviewed by the Assembly, together with a recommendation from its board of governors; the Assembly shall determine the membership status of any applicant.

### **Empowerment Criteria**

Evidence of empowerment must be provided by one of the following, shown in order of priority:

- (A) Show evidence of a legal act, legislation, resolution, exclusive license, or statute from a state, provincial, territorial, or national government agency authorizing that entity to certify the professional competence of fire service personnel for a specific territory or jurisdiction.
- (B) Show evidence of the existence of law broad enough in scope as to encompass certifying activities of the organization seeking accreditation.
- (C) Show significant evidence of support for their accreditation as a certifying entity from within their constituency.

**This application form supersedes all previous application forms.**

Please return completed application with evidence of empowerment to IFSAC at the mailing address or email address listed below.

International Fire Service Accreditation Congress  
Oklahoma State University  
1723 W Tyler Ave  
Stillwater, OK 74078

EMAIL: [admin@ifsac.org](mailto:admin@ifsac.org)

If you have any question concerning membership please call (405) 744-8303 or email [admin@ifsac.org](mailto:admin@ifsac.org).



Clark International Airport

May 15, 2025

To whom it may concern:

We, the undersigned, wish to express our wholehearted support and strong endorsement for **ROTRONICS RESCUE CORPORATION** and **PHILIPPINE ADVANCE RESCUE INSTITUTE INC.** as they seek IFSAC accreditation and recognition for their facility and training programs.

ROTRONICS RESCUE CORPORATION, with its highly competent training personnel and exemplary management, has consistently provided **Luzon International Premier Airport Development Corp- Clark International Airport** with high-caliber training that adheres to national and international standards, encompassing courses and programs from NFPA, CAAP, and ICAO.

Achieving international recognition and accreditation will undoubtedly yield substantial benefits not only for the aviation industry but also for the broader fire service community, emergency services organizations, and public safety.

Therefore, we offer our strong support to **ROTRONICS RESCUE CORPORATION** and **PHILIPPINE ADVANCE RESCUE INSTITUTE INC.** in their endeavors to fulfill their missions and objectives.

Sincerely yours,

A handwritten signature in black ink, appearing to read 'Wilven R. Caparros'.

**WILVEN R. CAPARROS**  
Sr. CFR Officer/Fire Chief

A handwritten signature in black ink, appearing to read 'Racquel M. Fabian'.

**RACQUEL M. FABIAN**  
Manager- Emergency Services Department

14 May 2025

To Whom It May Concern,

**Subject: Letter of Support for Rotronics Rescue Corporation**

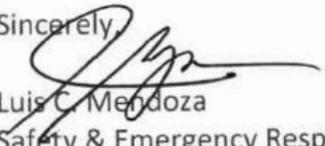
This letter expresses our strong support for Rotronics Rescue Corporation and their ongoing partnership with Ayala Property Management Corporation. Our organization has worked with Rotronics Rescue Corporation since 2017. Throughout this time, we have been consistently impressed with their professionalism, expertise, and dedication to providing high-quality training and services.

We particularly want to emphasize the following:

- **High-Quality Training:** Rotronics Rescue Corporation delivers exceptional training programs that meet the highest standards. Their trainers are knowledgeable, experienced, and committed to ensuring participants gain the skills and knowledge needed to handle emergency situations effectively. Their programs have significantly enhanced the safety and preparedness of our personnel.
- **Ayala-Accredited Vendor:** Rotronics Rescue Corporation's accreditation as an Ayala vendor demonstrates their credibility and reliability. This accreditation confirms their commitment to meeting Ayala's rigorous standards and requirements.
- **Long-Term Partnership:** Our partnership with Rotronics Rescue Corporation, which has lasted several years, reflects our confidence in their capabilities. They have consistently proven to be a reliable and trusted partner, delivering on their promises.
- **Commitment to Safety:** Rotronics Rescue Corporation has a strong commitment to safety in all aspects of their operations. This is clear in their training, equipment, and approach to emergency preparedness.

In summary, we wholeheartedly recommend Rotronics Rescue Corporation. They are a valuable asset for any organization seeking to improve its safety and emergency response capabilities. We are confident that they will continue to provide excellent service and maintain the high standards they have demonstrated during our partnership.

Sincerely,

  
Luis C. Mendoza

Safety & Emergency Response Manager  
Ayala Property Management Corporation



**San Miguel  
Global Power**

*Giving You the Power to Celebrate Life*

**Limay Power Inc.**



Roman Highway, Barangay Lamao, Limay, Bataan



(047) 302 8856

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May 21, 2025

**To whom it may concern**

**Dear Sir / Ma'am,**

We would like to express our strong support for Rotronics Rescue Corporation for their application for membership and accreditation with the International Fire Service Accreditation Congress (IFSAC).

We have worked with and coordinated with Rotronics Rescue Corporation on matters related to Firefighting and Fire Suppression Trainings among the few they are offering. The quality and degree of excellence of their trainings have given our company's employees the necessary skills and knowledge necessary to achieve our objectives. We are always looking forward to their advancements and having an internationally recognized and accredited training center aligned with the standards of NFPA and IFSAC would benefit not only our company but also the country.

We fully support Rotronics Rescue Corp. in this endeavor and we are confident that they can carry out the requirements of IFSAC with utmost integrity and professionalism.

**Regards,**

**Gary M. Francisco  
QES Head**



**April 30, 2025**

To Whom it may concern,

Dear Ma'am/Sir,

Mabuhay!

We are writing this letter in support of the application of Rotronics Rescue Corp / Philippine Advance Response Institute Inc. (PARI) for membership and accreditation with the International Fire Service Accreditation Congress (IFSAC).

We have worked for years with this organization which is Rotronics Rescue Corp / PARI. Our institution experiences the quality and the dedication of this organization in delivering firefighting training both actual and practical activities. We are looking forward as their training partners having an internationally recognized and accredited training center in the Philippines would gain a huge impact not only on our institution but also on our emergency response community in the country.

We are supporting Rotronics Rescue Corp. / PARI in their initiative to align our standards in international NFPA standards through IFSAC. We are also confident in their capacity to carry out this mission with professionalism and integrity.

Thank you.

Best regards,

**John Martin Canlas  
SEPCU- Fire Rescue Officer  
Safety and Security**

# ROTRONICS

RESCUE CORP



 [rotronics.com.ph](http://rotronics.com.ph)

 8990-7700 | 8990-9998

 09957611881 | 09151429251

 [angelo.magno@rotronics.com.ph](mailto:angelo.magno@rotronics.com.ph) | [dea.magno@rotronics.com.ph](mailto:dea.magno@rotronics.com.ph)

 3823, Grass Tower 5, Misamis St., Brgy. Sto Cristo, Quezon City 1105

 Lot 403 Block 2, Brgy. San Andres, Victoria, Tarlac 2313 Philippines



**For nearly two decades**, Rotronics Rescue Corp. (formerly Rotronics Systems Inc.) has been a trusted provider for leading industries. We go beyond supplying high-quality fire, rescue, and safety equipment; we empower your teams with the knowledge and skills to save lives and respond effectively in any emergency.

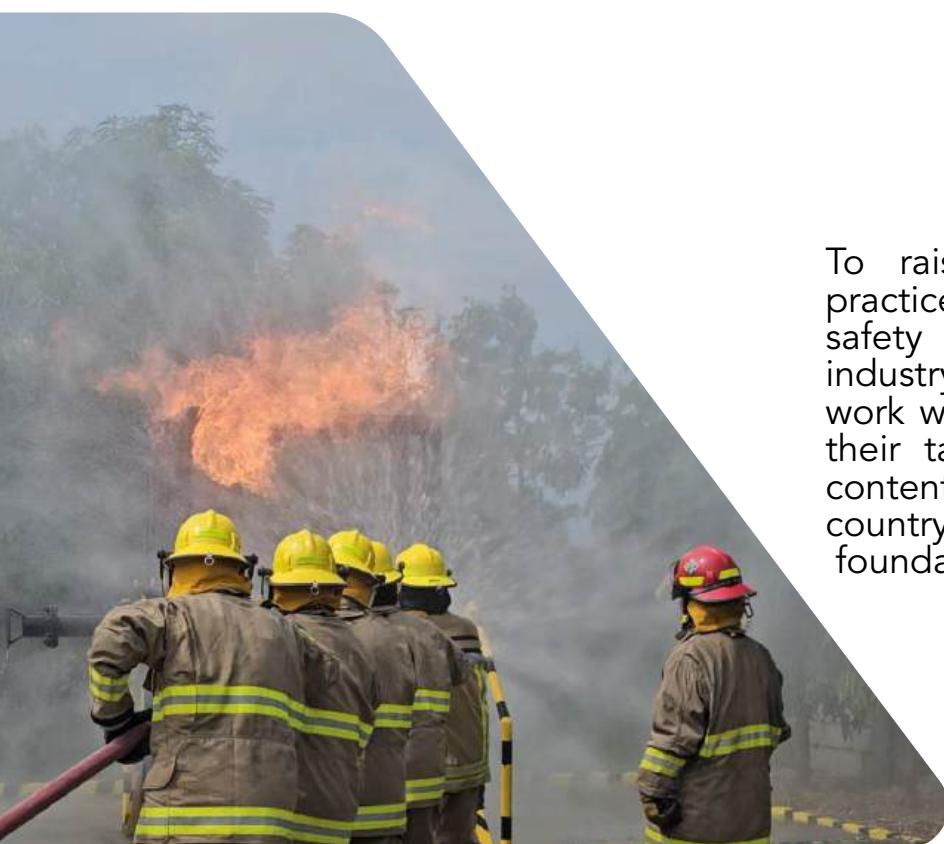
Our state-of-the-art **training facility** now allows us to offer comprehensive, hands-on programs that simulate real-life scenarios, giving your teams the practical experience needed to handle emergencies with confidence.



Led by **Engineer Ronald L. Magno**, who has over 30 years of experience and extensive international training, our team of highly qualified professionals is dedicated to raising the bar for firefighting, rescue, safety and emergency standards in the Philippines. We don't just sell equipment; we build partnerships, foster knowledge, and empower you to create a safer tomorrow.

# Vision

Rotronics Rescue Corp. aims to build safer tomorrows by empowering responders with the finest equipment and world-class training.



# Mission

To raise the standard in the practice OF firefighting, rescue, safety and emergency in our industry. To establish a place of work where people can bring out their talent, work to their heart content, and contribute to our country's prosperity. Build foundation for future generations.

# Expertise

Unleash the potential of your first responders.

Rotronics Rescue Corp. isn't just about equipment; it's about empowering your team to excel in critical situations. We provide the only state-of-the-art training facility in the country, where your personnel can hone their skills through immersive simulated scenarios.

We deliver peace of mind.

At Rotronics Rescue Corp., we're not just your source for firefighting, rescue, safety, and emergency equipment - we're your gateway to the world's best. We partner exclusively with industry-leading brands, renowned for their unwavering quality, reliability, and unwavering commitment to safety.

# Companies Who Trust Us



# Companies Who Trust Us



# Distributed Brands



**EDILGRAPPA**



# Distributed Brands



# Training Facility



**Beyond Equipment,  
We Forge Heroes.**

## Rotronics Training Facility

Master Fire Fighting, Rescue, Safety, and Emergency Services with the country's leading experts and world-class training.

- **Training Facility Area: 10,000 sqm**
- **Lecture Room: 50 persons**
- **Stay-in Accommodation: 35 pax**
- **Canteen**
- **Wide parking area**

# Training Courses

- **Basic Firefighting**

Firefighting I Awareness

Firefighting II Operation

- **Hazardous Materials Response (HAZMAT)**

HAZMAT Awareness Level

HAZMAT Operation Level

HAZMAT Technician Level

- **Rope Rescue**

Rope Rescue Awareness Level 1

Rope Rescue Operation Level 2

Basic High Angle Rescue

Advance High Angle Rescue

- **Structural Firefighting**

- **Industrial Firefighting**

- **Advanced Firefighting**

- **Confined Space Rescue**

- **Search and Rescue**

- **Basic First Aid**

- **Basic Life Support (BLS)**

- **Advance Life Support (ALS)**

- **Emergency Medical Technician (EMT)**

- **Crash Vehicle Extrication Response Training (CVERT)**

- **Self-contained Breathing Apparatus Proficiency Training (SCBAPT)**



# Services Provided

- **SCBA Services**

- Calibration / Flow Test

- Hydrostatic Testing

- Refill

- Annual Maintenance

- **Gas Detector Services**

- Calibration

- Replacement of Sensors

- **Fire Truck Preventive Maintenance Services**

- **And other fire and safety related services.**



# Ronald L. Magno

PRESIDENT



# Company Information

<b>Company Name</b>	Rotronics Rescue Corp.
<b>Address</b>	Lot 403 Block 2, Brgy. San Andres, Victoria, Tarlac 2313 Philippines
<b>Satellite Office</b>	3823, Grass Tower 5, Misamis St., Brgy. Sto Cristo, Quezon City 1105
<b>Telephone Number</b>	(02) 8990-7700   7914-2408   8990-9998
<b>Mobile Number</b>	(63) 995 761 1881   915 142 9251   927 529 3969
<b>Website</b>	<a href="http://rotronics.com.ph">rotronics.com.ph</a>
<b>Email Address</b>	angelo.magno@rotronics.com.ph technical@rotronics.com.ph
<b>Year Established</b>	2006
<b>Tin No.</b>	006-332-713-00000
<b>Vat No.</b>	006-332-713-00000
<b>Sss Id No.</b>	02-100-6664-3
<b>Sec Registration No.</b>	Cs200611184
<b>Mayors Permit Number</b>	2024-281
<b>Nature Of Business</b>	Training / Distributor / Service





# ROTRONICS

R E S C U E C O R P

 [rotronics.com.ph](http://rotronics.com.ph)

 8990-7700 | 8990-9998

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 Lot 403 Block 2, Brgy. San Andres, Victoria, Tarlac 2313 Philippines

Compass Safety Institute

Application  
and  
Documents

# International Fire Service Accreditation Congress

## Certificate Assembly

### *Membership Application*

Approval of membership for voting or non-voting status is based on the provision of required information (see attached page and Article 11.5 of the IFSAC Bylaws). Please complete the application form below and return along with appropriate documentation per empowerment criteria. Applications with appropriate documentation received at least 120 days prior to the next Certificate Assembly meeting will be placed on the agenda for that meeting. Applications received 120 days or less prior to the next meeting will be placed on the agenda for the Certificate Assembly meeting following the next meeting. An entity must be approved for and hold voting or non-voting membership status in order to be eligible to apply for and maintain accreditation.

TYPE OF MEMBERSHIP APPLIED FOR (Check only one)	
Corresponding Member Entity (For this category, please submit \$125 (US) with this application.)	<input type="checkbox"/>
Voting Entity - \$2500 per annum* <i>Must include documentation showing evidence of empowerment</i>	<input type="checkbox"/>
Non-Voting - \$1250 per annum (changes upon accreditation)* <i>Must include documentation showing evidence of empowerment</i>	<input checked="" type="checkbox"/>
Non-Voting Organizational (\$1250 per annum)*	<input type="checkbox"/>

\*Please **DO NOT** send any money at this time. Pending further review by the Certificate Assembly at the next annual meeting, you will be invoiced accordingly for annual dues.

**ENTITY NAME**

COMPASS Safety Institute Inc.

**MAILING ADDRESS**

Mailing Address 1913 Taft Ave. cor. Remedios St. Malate, Manila

**Town/City** Manila **State/Province** National Capital Region

Postal Code 1004 Country Philippines

## CONTACT INFORMATION

Contact's/Representative's First and Last Name      Carol Jimenez

Job Title Research and Development/ Core Email Address carol.jimenez@compass.ph

Telephone Number +63 965 962 8955 / 02 8536 2368 FAX Number

### Mailing Address

(if different than above)

## **PROOF OF EMPOWERMENT**

Proof of empowerment for voting or non-voting status (Bylaw Article 11.5.1) must be included with this application as stated in Article 11.5 of the IFSAC Bylaws.

**11.5.1** Evidence of empowerment shall be furnished for evaluation prior to the approval of an application for membership to participate as a voting or non-voting entity. Applications for membership and evidence of empowerment will be reviewed by the Assembly, together with a recommendation from its board of governors; the Assembly shall determine the membership status of any applicant.

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- (C) Show significant evidence of support for their accreditation as a certifying entity from within their constituency.

**This application form supersedes all previous application forms.**

Please return completed application with evidence of empowerment to IFSAC at the mailing address or email address listed below.

International Fire Service Accreditation Congress  
Oklahoma State University  
1723 W Tyler Ave  
Stillwater, OK 74078

EMAIL: [admin@ifsac.org](mailto:admin@ifsac.org)

If you have any question concerning membership please call (405) 744-8303 or email [admin@ifsac.org](mailto:admin@ifsac.org).



May 26, 2025

## Re: LETTER OF PARTNERSHIP AND COLLABORATION

To Whom It May Concern:

Greetings of Peace and Safety!

The National Fire Training Institute (NFTI) and COMPASS Safety Institute are pleased to announce our strategic partnership aimed at advancing fire service and capacity-building excellence in the Philippines. Together, we recognize the critical need for internationally accredited fire and disaster response training programs to enhance the competency and preparedness of emergency responders across the nation.

Through this collaborative initiative, NFTI and the COMPASS Safety Institute will work jointly to secure accreditation from the International Fire Service Accreditation Congress (IFSAC), thereby establishing COMPASS as a recognized Fire and Disaster Response Training and Assessment Center in the Philippines.

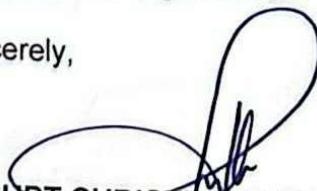
COMPASS Safety Institute has consistently demonstrated exceptional commitment to fire and emergency service education, aligning its programs with international standards while upholding the highest levels of professionalism. NFTI values these strengths and commits our institutional expertise and resources to this shared endeavor. By combining our complementary capabilities, we are confident in meeting the rigorous accreditation requirements set forth by IFSAC.

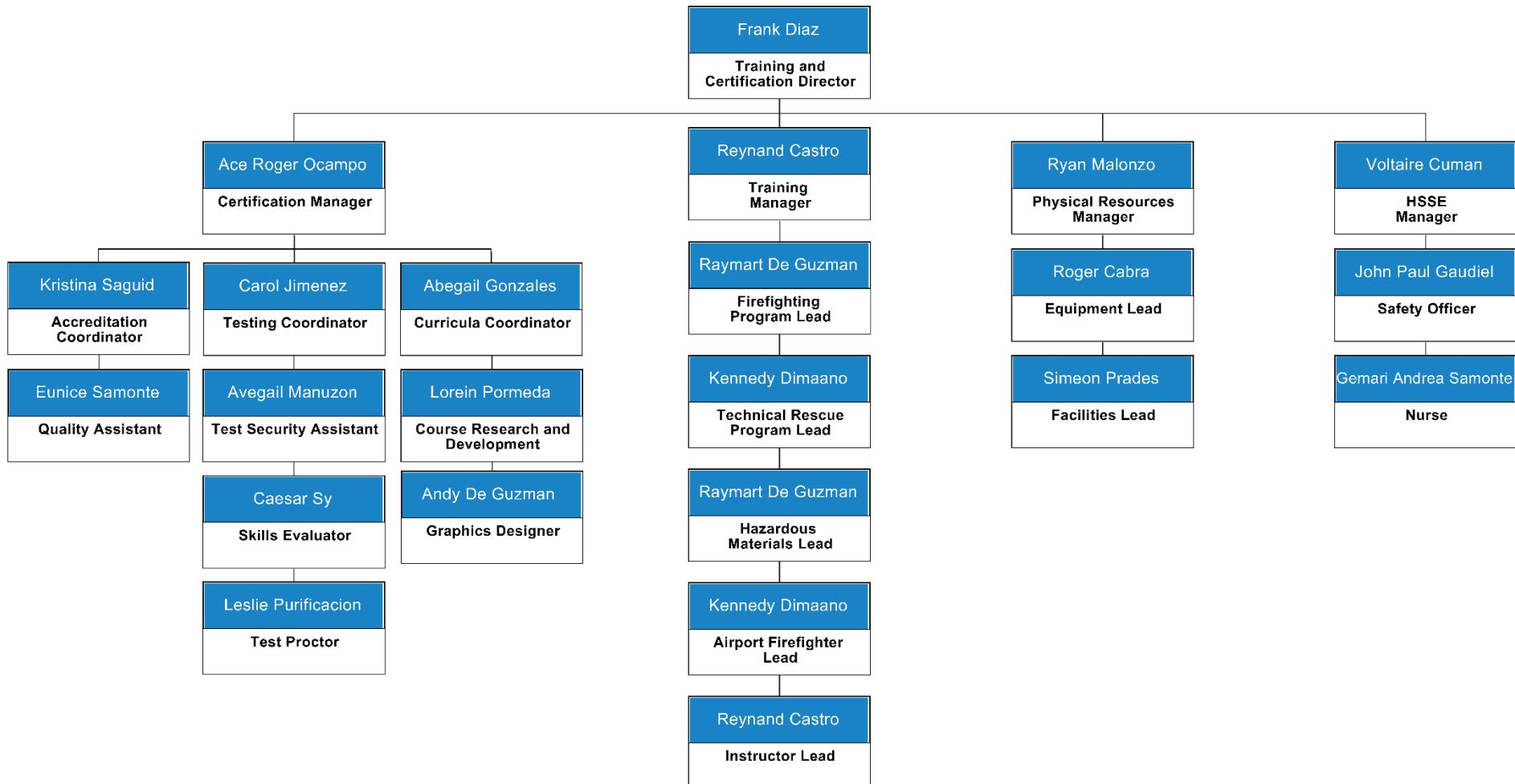
Our partnership enables both organizations to collaboratively engage with IFSAC, navigate the accreditation process, and establish a robust framework for delivering internationally recognized training and certification programs in the Philippines. This shared initiative will elevate the competencies of Filipino firefighters and disaster responders, ensuring they meet global standards of excellence and operational effectiveness.

Both NFTI and COMPASS Safety Institute remain dedicated to this mutual goal and look forward to the successful attainment of IFSAC accreditation, which will significantly strengthen our nation's fire and disaster response capabilities. We are committed to supporting each other throughout this journey of professional advancement.

Should you require further information about our partnership, please do not hesitate to contact either organization.

Sincerely,

  
FSSUPT CHRISTINE D CULA, MPSA  
Acting Director



REPUBLIC OF THE PHILIPPINES  
SECURITIES AND EXCHANGE COMMISSION  
The SEC Headquarters  
7907 Makati Avenue, Salcedo Village,  
Barangay Bel-Air, Makati City, 1209, Metro Manila



COMPANY REG. NO.: 2025040198160-01

## CERTIFICATE OF INCORPORATION

KNOW ALL PERSONS BY THESE PRESENTS:

This is to certify that the Articles of Incorporation and By Laws of:

### Compass Safety Institute Inc.

were duly approved by the Commission on this date upon the issuance of this Certificate of Incorporation in accordance with the Revised Corporation Code of the Philippines (Republic Act No. 11232), which took effect on February 23, 2019 and copies of said Articles of Incorporation and By Laws are hereto attached.

This Certificate grants juridical personality to the corporation but does not authorize it to issue, sell or offer for sale to the public, securities such as but not limited to, shares of stock, investment contracts, debt instruments and virtual currencies without prior Registration Statement approved by the Securities and Exchange Commission; nor to undertake business activities requiring a Secondary License from this Commission such as, but not limited to acting as: broker or dealer in securities, government securities eligible dealer (GSED), investment adviser of an investment company, close-end or open-end investment company, investment house, transfer agent, commodity/financial futures exchange/broker/merchant, financing/lending company, and time shares/club shares/membership certificate issuers or selling agents thereof; nor to operate a fiat money to virtual currency exchange. Neither does this Certificate constitute a permit to undertake activities for which other government agencies require a license or permit.

**This Certificate DOES NOT AUTHORIZE INVESTMENT SOLICITATION AND INVESTMENT-TAKING WITHOUT A SECONDARY LICENSE FROM THIS COMMISSION.**

As a registered corporation, it shall submit annually to this Commission the reports indicated at the back of this certificate.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of this Commission to be affixed to this Certificate at The SEC Headquarters 7907 Makati Avenue, Salcedo Village, Barangay Bel-Air, Makati City, 1209, Metro Manila, Philippines, this day of 21 April Two Thousand Twenty Five.

GERARDO F. DEL ROSARIO

Director

Company Registration and Monitoring Department

For SEC use only  
P855 (PSIC as reserved)  
Stock Corporation  
Less Than 5 Incorporators

DOCUMENTARY STAMP TAX PAID

*This is a computer generated certificate,  
signature is not required.*

## SEC Reportorial and Monitoring Requirements for Domestic Corporations

DOCUMENT	FILING PERIOD
<b>General Information Sheet (GIS)</b>  The GIS should be certified and sworn to by the corporate secretary.	Within 30 calendar days from the date of the actual annual stockholders' or members' meeting.  If unable to hold stockholders' or members' meeting for the calendar year not later than January 30 of the next calendar year  All changes arising between annual meetings and those affecting information stated in the GIS shall be reflected in an amended GIS labeled as such and the changes clearly highlighted; the amended GIS shall be submitted within 30 calendar days after the occurrence or effectivity of such change.
<b>Financial Statements (FS) stamped "received" by the Bureau of Internal Revenue</b>  Except as otherwise provided in Revised Corporation Code of the Philippines or in the rules issued by the Commission, every corporation, domestic or foreign, doing business in the Philippines shall submit to the Commission: (a) Annual financial statements audited by an independent certified public accountant: Provided, That if the total assets or total liabilities of the corporation are less than Six hundred thousand pesos (P600,000.00), the financial statements shall be certified under oath by the corporation's treasurer or chief financial officer  Reference: SEC. 177. Reportorial Requirements of Corporations The FS of the domestic corporations, except banks and insurance companies, with annual gross sales or gross revenues of at least Php 5,000,000.00 shall also be submitted in electronic format (i.e. on diskettes or compact disk)	Within 120 calendar days after the end of the fiscal year as specified in the By-laws  Within 30 days from the last day of submission of the FS
<b>Stock and Transfer Book (for stock corporation) or Membership Book (for non-stock corporation)</b>	Within 30 days from the date of the issuance of the Certificate of Incorporation

# **Evidence of Government Entity Empowerment/Authority Having Jurisdiction**

## **Summary of Findings and Notes**

**Extracted Pages from The Fire Code of  
the Philippines (Republic Act 9514-  
RIRR revised 2019)**

The Republic Act (RA) 6975 Department of the Interior and Local Government Act of 1990 establishes the Bureau of Fire Protection (BFP) as a Bureau under The Department of Interior and Local Government (DILG). The Philippines appears to have a national fire service through the Bureau of Fire Protection as well as volunteer service.

The Philippine Public Safety College (PPSC), also established under this act includes the National Fire Training Institute (NFTI). The NFTI provides training for BFP personnel. It seems the NFTI coordinates with the BFP on training needs and courses. However, documentation on this working relationship hasn't been found.

Legal Mandates and Functions of the BFP are established in RA 6975 which mandates the BFP to enforce the Fire Code (RA 9514 - RIRR).

- The Bureau has statutory authority to develop and conduct training and competency evaluations for certain categories of personnel, and to issue certificates of competency. It is not clear that this includes actual testing of personnel.
- The BFP Chief (and authorized BFP representatives) may enter into agreements with external parties for the conduct of training, education, and evaluation. The BFP retains supervisory authority.

### **Republic Act (RA) 6975 Department of the Interior and Local Government Act of 1990**

Establishes the Bureau of Fire Protection as a Bureau under The Department of Interior and Local Government (DILG). The Philippine Public Safety College (PPSC), also established under this act includes the Fire Service Training Center.

Regional offices are established, operated, and maintained in “each the administrative regions of the country to implement the policies and programs of the Department. Each regional office shall be headed by a regional director to be assisted by two (2) assistant regional directors: one (1) for jail management and penology and another for fire protection in addition to the present assistant regional directors of the Department of Local Government.”

#### **Chapter IV Bureau of Fire Protection**

**“Section 54: Powers and Functions.** – The Fire Bureau shall be responsible for the prevention and suppression of all destructive fires on buildings, houses, and other structures, forests, land transportation..., as well as the enforcement of the Fire Code and other related laws.”

**“Section 55: Organization.** – The Fire Bureau shall be headed by a chief who shall be assisted by a deputy chief. It shall be composed of provincial offices, district offices and city or municipal stations.”

This section goes on that at the provincial level, there are offices of provincial fire marshals which are responsible for fire service operating units at the city and municipal levels, with a fire station headed by a city or municipal fire marshal. Local government units at the city and municipal levels are responsible for fire protection and various emergency services.

**“Section 57. Qualifications Standards.** – The qualification standards of the members of the Fire Bureau shall be prescribed by the Department based on the requirement of service.”

#### **Chapter VI The Philippine Public Safety College**

Sec. 66. Establishes the Philippine Public Safety College as the premier educational institution for the training, human resource development and continuing education of the three bureaus under the DILG, including the Fire Bureau. The Philippine Public Safety College includes the Fire Service Training Center. Each academy, training center, or college within the Philippine Public Safety College include the functions of: Formulating and implementing training programs for the personnel of the Department; conducting an assessment of the training needs of all its clientele; and performing other related functions as may be prescribed by the Secretary.

Online References:

[https://lawphil.net/statutes/repacts/ra1990/ra\\_6975\\_1990.html](https://lawphil.net/statutes/repacts/ra1990/ra_6975_1990.html)

<https://ppsc.gov.ph/about-us/>

Republic Act (RA) 9514 **The Fire Code of the Philippines** – Revised Implementing Rules and Regulations (RIRR)

**Note:** Because the original document is 448 pages, pages not relevant to the Bureau of Fire Protection's authority of training and assessing competencies of fire personnel have been removed. Areas/sections of significance have been highlighted. Except for the paragraph referencing signature by the DILG Secretary, relevant information begins on PDF page 45 (document page 16).

Section 4.0.0.3 A. 1. authorizes the BFP Chief to “Support and assist fire volunteers, fire safety practitioners and fire volunteer organizations in the country that shall undergo mandatory fire suppression, rescue, emergency medical services and related emergency response training and competency evaluations to be conducted by the BFP.”

Section 4.0.0.3 authorizes the BFP Chief to “Enter into external party agreements for the conduct of training, education and evaluation of fire volunteers, fire safety practitioners and fire volunteer organizations, which shall be under the full control and supervision of the BFP”.

Sections 5.0.1.3 C. and D. assigns technical staff, established by the BFP Chief, to “Develop programs on the professionalism of the Fire Service,” and “Coordinate the appropriate government and private institutions for the offering of college course on fire technology and fire protection engineering.”

#### **Rule 6. Fire Brigades, Fire Volunteer Organizations and Fire Safety Practitioners**

This Rule includes governance of “continuous training and competency evaluation of fire volunteers and fire volunteer organizations in the country who shall undergo mandatory fire prevention, fire suppression, rescue, emergency medical services and other related emergency response training programs and competency evaluations to be conducted by the BFP”; as well as “prescribes the continuous professional education, competency evaluation and recognition of Fire Safety Practitioners, to be conducted by the BFP.”

#### **Division 3. Training of Fire Brigades, Fire Safety Practitioners and Fire Volunteer Organizations**

Section 6.0.3.1 Certificate of Competency: Paragraph A under this section specifies that a “Certificate of Competency shall be issued to fire volunteers, fire volunteer organizations, and fire safety practitioners, except company fire brigades, after completion of the mandatory training and competency evaluation conducted by the BFP and upon submission of the following: 1. Certificate of completion of training; 2. Personal profile; 3. Certificate of employment, in the case of fire safety practitioners; and 4. Other documents the BFP may require.”

Section 6.0.3.2 Training Design specifies that “a training design shall be developed BFP for fire volunteer organizations, fire brigades and fire safety practitioners. Members shall be required to complete the specified program of instruction.”

Section 6.0.3.3 Scope of Training: Paragraphs A. and B. specify the training or education fire brigades, fire volunteers, and fire safety practitioners shall undergo as well as competency evaluation for fire safety practitioners to be conducted by the BFP.



RA 9514

**THE FIRE CODE  
OF THE PHILIPPINES**

Revised Implementing Rules  
and Regulations

Revised 2019



**RA 9514**

**THE FIRE CODE**

**OF THE PHILIPPINES**

**Revised Implementing Rules and Regulations**

*Revised 2019*

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# Preface

In a country where tragic fires leave people devastated but not resolute in preventing them, and at a time when firefighting capability hardly catches up with socio-economic and technological advancements, a proactive and effective fire safety enforcement is crucial. And so, the enactment of Republic Act No. 9514, amending Presidential Decree No. 1185, otherwise known as the *Fire Code of the Philippines*, was celebrated as much as it was awaited in the realm of fire service and in fire protection industry. Many of the problems that had beset the era of PD 1185 came to an end with the advent of RA 9514, although there remained issues that seem to evolve with time.

Over a decade of enforcement, these evolving issues, as well as new challenges, impelled the Bureau of Fire Protection (BFP) to go back to the drawing board. The reconstituted Fire Code Technical Working Group (TWG) for the Revision of the Implementing Rules and Regulations of RA 9514, under the leadership of Chief Superintendent Leonides Perez, who was also the vice chairperson of the Fire Code TWG (2008-2009) that gave us the 2009 IRR, carried out the undertaking of producing this edition from 2016 to 2019.

In collaboration with stakeholders and field experts from professional organizations and fire protection industry, we crafted this edition of the IRR with a combination of hindsight and foresight. In response to issues regarding ramps and location of the critical hospital facilities in existing healthcare occupancies, emergency rooms, operating rooms, intensive care units (ICUs), delivery rooms and similar facilities located up to five (5) floors from the level of exit discharge are now allowed subject to certain conditions under Section 10.2.11.1. The occupant load factor for concentrated-use business occupancies is reduced from 9.3 m<sup>2</sup>/person to 4.6 m<sup>2</sup>/person (Section 10.2.16.1), considering the prevalence of such occupancies in certain special economic or free port zones encompassed by the authority of the BFP to enforce the Fire Code as mandated by recently enacted laws.

Not only did we try to address the problems and gaps that emerged during the implementation of the 2009 IRR. We went the extra mile of looking to the foreseeable future, anticipating latent needs, as well as potential causes and sources of ambiguity in interpreting and applying the 2019 IRR. With the rising number of industries having structures and facilities that were unknown in the Philippines ten years ago, we incorporated in this edition the fire safety standards for day care centers; residential board and care facilities; fixed guideways; historical structures; off-shore energy facilities; wind turbine energy-generating facilities; solar photovoltaic systems; and motion picture and television production studio, soundstages and certain production facilities. The competency requirements for and responsibilities of fire safety enforcers, fire safety practitioners, fire volunteers and fire volunteer organizations are also clarified and enhanced. The growing presence of hazardous materials (HazMat) in the country prompted us to prescribe maximum allowable quantities (MAQ) and increase regulatory fees for handling, storage and use of such materials, as well as for performing hazardous operations (HazOps).

Another novel feature of this edition is the set of original fire safety standards we developed based on Philippine experience in handling, storage and use of liquefied petroleum gas (LPG). You will find these standards, alongside internationally accepted standards, in Section 10.3.7.8.

Undoubtedly, all the Fire Code TWGs have given every version of the Fire Code and its IRR their respective and collective best, building upon the achievements and legacies of one another. Notwithstanding the resources, care and expertise devoted to its development, we offer the 2019 IRR to the public with ample room for continuing improvement. Until every better edition becomes best, it is our fervent hope that our edition will indeed serve as a reliable reference and effective tool for achieving a fire-safe nation.

— **The Fire Code Technical Working Group (2016-2019)**

# Milestones

## FIRE CODE OF THE PHILIPPINES REVISED IMPLEMENTING RULES AND REGULATIONS

**14 April, 2014**

The first intention to amend the IRR surfaced after all regional directors were asked to submit their comments and suggestions in the implementation of the IRR. The comments submitted become the basis for the first round of committee meetings.

**26 January, 2016**

Signing of Bureau Order Number COM-2016-005 re: Composition of the Fire Code Technical Committee with SSUPT ROEL JEREMY G DIAZ as the Chairman. One of the functions of the FCTC was to review and amend the IRR as necessary

The amendment of the Implementing Rules and Regulations of RA 9514 of 2008 spurted from the alleged violations of the Petronas Energy Philippines, Inc on the Fire Code to which DILG gave a directive to the Chief, BFP to revisit the LPG Provisions, subsequently revisiting all provisions of the IRR.

**09 July, 2016**

Resource persons from various agencies, as well as all, City Fire Marshals and Chief, FSES within NCR, were invited during the preliminary deliberations on the amendment of the Implementing Rules and Regulations.

Constitution of sub-committees were also initiated to facilitate the revision of IRR.

Amendment to the RA 9514 Basic Law was also revisited and amendments were then initiated

**17 August, 2017**

An offshoot to the House of Representative's inquiry regarding the Resort's World Manila Fire Incident, which paved the way for the amendment of Section 9 of RA 7916 or the PEZA Law was amended, assigning to BFP the sole authority to enforce the Fire Code.

FCTS-TWG Resolution No. 1 series of 2017 under SSUPT FELIXBERTO ABRENICA was signed enforcing RA 9514 of the Fire Code of the Philippines of to PEZA-owned, administered, registered Ecozones and setting guidelines in the imposition thereof.

**01 September, 2017 –**

**17 January, 2018**

Series of consultation and coordination meetings with PEZA began under the chairmanship of SSUPT ABRENICA, up until January of 2018 when the MOA between the BFP and PEZA was finally signed with SSUPT DOLOT as the FCTS Chairperson.

<b>18 January, 2018</b>	Signing of Memorandum of Agreement between the Bureau of Fire Protection and the Philippine Economic Zone Authority.
<b>19 March, 2018</b>	Series of roll-out meetings thru Fire Service Conventions and orientation seminars to all regional C,FSES regarding the implementing guidelines of the BFP-PEZA MOA were conducted
<b>22 March, 2018</b>	MC No. 2018-006, The Implementing Guidelines for the conduct of Fire Safety Inspection and Issuance of Certificates and Licenses for PEZA-registered Enterprises was signed and cascaded to all regions, provincial/district and city/municipal fire stations
<b>01 April, 2018</b>	Constitution of BFP-PEZA Central Liaison Unit from different PEZA established Administrative Regions/Units
<b>May – August 2018</b>	Series of deliberations on the amendment of RA 9514 (Basic Law) were also conducted along with the major issues until August 22, 2018 when it was finally submitted to the Secretary of the Interior and Local Government for review. Similarly, review of the provisions and continuous deliberations on the proposed amendment of the IRR were also being conducted
<b>03 September – 14 September, 2018</b>	An in-house workshop on the proposed amendment was slated to fast track the amendments of its provisions
<b>19 November, 2018</b>	a Public Consultation to all stakeholders was arranged for further scrutiny of the revisions made thereafter effecting their comments and suggestions thru FCTS-TWG meeting
<b>February 2019</b>	Presentation to the DILG for comments and suggestions, eventually incorporating it in the revision after final deliberation among the TWG.
<b>May – June 2019</b>	Final proofreading of the RIRR prior to submission to the Chief, BFP for approval.
<b>09 July, 2019</b>	Submission of the final draft of the Revised Implementing Rules and Regulations to the Secretary of the Interior and Local Government for approval.
<b>07 August, 2019</b>	Approval and signature of the Revised Implementing Rules and Regulations by the Secretary of the Interior and Local Government.

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# **REVISED IMPLEMENTING RULES AND REGULATIONS (RIRR) OF REPUBLIC ACT NO. 9514, OTHERWISE KNOWN AS THE FIRE CODE OF THE PHILIPPINES OF 2008**

Pursuant to the provision of Section 14, in relation to Section 5 of Republic Act No. 9514, entitled "AN ACT ESTABLISHING A COMPREHENSIVE FIRE CODE OF THE PHILIPPINES, REPEALING PRESIDENTIAL DECREE NO. 1185, AND FOR OTHER PURPOSES," the following Rules and Regulations are hereby adopted in order to carry out the provisions of this Code.

## **RULE 1. INTERPRETATION**

This RIRR shall be interpreted in light of the Declaration of Policy found in Section 2 of this Code:

"It is the policy of the State to ensure public safety, promote economic development through the prevention and suppression of all kinds of destructive fires, and promote the professionalization of the Fire Service as a profession. Towards this end, the State shall enforce all laws, rules and regulations to ensure adherence to standard fire prevention and safety measures, and promote accountability in the fire protection and prevention service."

## **RULE 2. COVERAGE**

This RIRR shall cover the following:

- A. All persons, either natural or juridical;
- B. All buildings, facilities or structures and their premises, erected or constructed before and after the effectivity hereof;
- C. Design and installation of mechanical, electronics and electrical systems relative to fire protection;
- D. Manufacturing, storage, handling and/or use, and transportation of explosives and/or combustible/flammable liquids and gases, toxic and other hazardous materials and operations, and their wastes;
- E. Fire safety planning, design, construction, repair, maintenance, rehabilitation and demolition;
- F. Fire protective and warning equipment or systems;
- G. All land transportation vehicles and equipment, ships or vessels docked at piers or wharves or anchored in seaports; and
- H. Petroleum industry installations.

## **RULE 3. DEFINITION OF TERMS**

For purposes of this RIRR, the following terms, words and phrases shall mean or be understood as follows:

**Abatement.** Any act that would remove or neutralize a fire hazard.

**Aerodrome.** Any place where flight operations (takeoff, landing and maintenance of civil aircrafts) can take place.

**Aircraft Engine.** Any engine used, or intended to be used, for the propulsion of an aircraft. This includes all parts, appurtenances, and accessories thereof other than propellers.

**Aircraft.** Any machine that is able to fly by gaining support from the air. It counters the force of gravity by using either static lift or by using the dynamic lift of an airfoil.

**Airfoil.** The basic form of the wings, fins, and horizontal stabilizer of most aircraft.

**Airport.** A complex of runways and buildings for the takeoff, landing, and maintenance of civil aircraft with facilities for passengers.

## **RULE 4. AUTHORITY OF THE CHIEF, BUREAU OF FIRE PROTECTION**

## SECTION 4.0.0.1

## **GENERAL AUTHORITY TO ADMINISTER AND ENFORCE RA 9514 AND ITS RIRR**

The Administration and Enforcement of the RA 9514 and its RIRR shall be under the direct supervision and control of the Chief, BFP, through the hierarchy of organization as provided for in Chapter VI of Republic Act No. 6975, the *DILG Reorganization Act of 1990* as amended by Republic Act No. 9263, the Bureau of Fire Protection (BFP) and Bureau of Jail Management and Penology (BJMP) Professionalization Act of 2004.

## SECTION 4.0.0.2

**AUTHORITY OF THE CHIEF, BFP SUBJECT TO APPROVAL OF  
SECRETARY OF INTERIOR AND LOCAL GOVERNMENT (SILG)**

The Chief, BFP, with the approval of the Secretary, DILG, is hereby authorized to:

- A. Issue Implementing Rules and Regulations, and prescribe standards, schedules of fees/fire service charges and administrative penalties therefor as provided in the pertinent provisions of the RA 9514 and its RIRR;
- B. Reorganize the BFP as may be necessary and appropriate;
- C. Enter into long term agreement, either through public biddings or negotiations in accordance with the provisions of Republic Act No. 9184, otherwise known as the Government Procurement Reform Act of 2003, for the acquisition of fire prevention, fire protection, firefighting, investigation, rescue, paramedics, hazardous material handling equipment, supplies, materials, and related technical services necessary for the fire service; and
- D. Enter into Memoranda of Agreement with other departments, bureaus, agencies, offices and corporations of the government, as well as private institutions, in order to define areas of cooperation and coordination and delineate responsibility on fire prevention education, fire safety, fire prevention, fire suppression and other matters of common concern.

## SECTION 4.0.0.3

## **SPECIFIC AUTHORITY OF CHIEF, BFP**

A. Further, the Chief, BFP or his/her duly authorized representative, in accordance with organizational hierarchy, is hereby specifically authorized to:

1. Support and assist fire volunteers, fire safety practitioners and fire volunteer organizations in the country that shall undergo mandatory fire suppression, rescue, emergency medical services and related emergency response training and competency evaluations to be conducted by the BFP. In the case of fire safety practitioners, they shall undergo mandatory training on fire safety inspection, and mandatory continuous professional education and competency evaluation of their expertise, knowledge and skills in the area of fire science, engineering and technology to be conducted by the BFP;
2. Enter into external party agreements for the conduct of training, education and evaluation of fire volunteers, fire safety practitioners and fire volunteer organizations, which shall be under the full control and supervision of the BFP; Provided, however, that during firefighting operations, fire volunteer organizations shall be under the direct operational control of the fire ground commanders of the BFP;
3. Call on the police, other law enforcement agencies, and local government assistance to render necessary assistance in the enforcement of the RA 9514 and its RIRR;
4. Designate Fire Safety Inspectors (FSI) who shall conduct inspection of every building or structure within their area of responsibility at least once a year and every time the owner, administrator or occupant shall renew his/her Business Permit or Permit to Operate;
5. Issue Fire Safety Inspection Certificate (FSIC) as a prerequisite to the grants of permits and/or licenses by the local governments and other government agencies concerned;
6. Inspect at reasonable time, any building, structure, installation or premises for dangerous or hazardous conditions or materials as set forth in the RA 9514 and its RIRR, provided that in case of single family dwelling, an inspection must be upon the consent of the occupant or upon lawful order from the proper court;
7. Order the owner/occupant to summarily abate and remove hazardous materials and/or stop hazardous operations/processes in accordance with the standards set by RA 9514 and its RIRR or other pertinent laws;

8. Require the building owner/occupant to submit plans and specifications, and other pertinent documents of said building to ensure compliance with applicable codes and standards; and
9. Issue a written notice to the owner and/or contractor to stop any portion of any work due to the absence, or in violation of, approved plans and specifications, permits and/or clearances or certifications as approved by the Chief, BFP or his/her duly authorized representative. The notice shall state the nature of the violation and no work shall be continued on that portion until the violation had been corrected.

B. However, the authority granted under this Section shall not in any way diminish the power of the SILG to change, alter, modify, revise or amend the actions of the Chief, BFP.

## **RULE 5. FIRE CODE TECHNICAL STAFF**

### **DIVISION 1. TECHNICAL STAFF**

#### **SECTION 5.0.1.1 CONSTITUTION AND QUALIFICATIONS**

The Chief, BFP, shall constitute a technical staff of highly qualified persons who are knowledgeable on fire prevention, fire safety, and fire suppression.

#### **SECTION 5.0.1.2 SOURCES**

The Technical Staff may be drawn from the following:

- A. Organic members of the BFP;
- B. Other government offices and agencies; and
- C. Other sources.

In the case of para "B" and/or "C" above, members may either be appointed into the service or hired as consultants in accordance with existing laws, rules and regulations.

#### **SECTION 5.0.1.3 DUTIES AND FUNCTIONS**

The Technical Staff shall:

- A. Study, review and evaluate latest developments and standards on fire safety, prevention and suppression;
- B. Prepare plans/programs on fire safety, prevention and suppression and evaluate implementation thereof;
- C. Develop programs on the professionalization of the Fire Service;
- D. Coordinate with appropriate government and private institutions for the offering of college courses on fire technology and fire protection engineering;
- E. Propose amendments to the RA 9514 and its RIRR;
- F. Advise the Chief, BFP on any matter brought to his/her attention; and
- G. Perform such other functions as directed by the Chief, BFP.

#### **SECTION 5.0.1.4 REMUNERATION**

Remuneration for the members of the Technical Staff shall be prescribed by the Chief, BFP in accordance with existing government accounting and auditing rules and regulations, to be sourced from the Fire Code Fees Collection.

## **RULE 6. FIRE BRIGADES, FIRE VOLUNTEER ORGANIZATIONS AND FIRE SAFETY PRACTITIONERS**

### **DIVISION 1. SCOPE**

This Rule shall govern the organization, equipage, operation, and proficiency training of company and community fire brigades as well as continuous training and competency evaluation of fire volunteers and fire volunteer organizations in the country who shall undergo mandatory fire prevention, fire suppression, rescue, emergency medical services and other related emergency response training programs and competency evaluations to be conducted

by the BFP. This also prescribes the continuous professional education, competency evaluation and recognition of Fire Safety Practitioners, to be conducted by the BFP. For this purpose, the term "company" shall include government and/or private offices and buildings.

## **DIVISION 2. ORGANIZATION OF FIRE BRIGADES**

### **SECTION 6.0.2.1 REQUIREMENTS**

- A. All business establishments that can accommodate at least fifty (50) persons shall, in addition to the requirements set forth under Section 7 of this Code for the grant of Fire Safety Inspection Certificate (FSIC), establish and maintain an organization of fire brigade to deal with fire and other related emergencies. The head of the company, through its duly designated safety officer shall evaluate the potential magnitude of a fire emergency within the company, and the availability of firefighting assistance from the BFP to determine the nature of the organization to be established.
- B. For buildings having various occupancies, the Building Administrator and/or owner shall initiate the organization of a fire brigade in the premises irrespective of the number of occupants.
- C. In cases where a fire brigade is already established for a building, said fire brigade shall be sufficient to comply with the requirements of para "A" of this Section.
- D. All barangays shall likewise endeavor to organize their own fire brigades.
- E. All fire volunteer organizations, barangay fire brigades, and company and industrial fire brigades may be incorporated in the Bureau of Fire Protection Auxiliary (BFPA) subject to the form and function established by the BFP.

### **SECTION 6.0.2.2 COMPOSITION**

The organization of company fire brigades shall consist of the Fire Brigade Chief, which shall be designated by the head of the company, and shall be assisted by selected personnel. In companies where more persons are available, they must be organized into teams to function as a fire brigade established according to its needs. The organization shall be such that a fire brigade is on duty or on call at all times.

### **SECTION 6.0.2.3 COMPONENTS**

The equipment that must be put into service during fire or other related emergencies will determine the number of men required for each operating unit or company into which the brigade is organized, and the total number may be composed of two (2) or more individuals to operate a specific item of equipment or a larger group to perform more complicated operations. Each fire brigade shall have a Leader or a Chief. In his/her absence, an Assistant Chief shall be appointed.

### **SECTION 6.0.2.4 DUTIES AND RESPONSIBILITIES OF A FIRE BRIGADE CHIEF**

- A. He/She shall be responsible for the development of fire prevention programs and plans of action for the company or organization to address possible fire situation in the plant or community, subject to the approval of the company or establishment head or fire prevention officer;
- B. He/She shall initiate the procurement of necessary firefighting equipment and supplies for use of the brigades;
- C. He/She shall conduct periodic evaluation of all equipment available for firefighting and be responsible for setting in motion necessary procedures for replacing missing equipment or correction of inoperative equipment;
- D. He/She shall also bring to the immediate attention of the company or establishment head, or his/her fire prevention officer, any situation that would likely reduce the effectiveness of firefighting operations;
- E. He/She shall ensure that the brigades are suitably staffed, conduct periodic review of the fire brigade roster and prepare recommendations on the need for additional members to be selected, appointed and made available to beef up the team;
- F. He/She shall prepare training programs for the members of the fire brigade and supervise its implementation; and

In his/her absence, the Deputy Fire Brigade Chief shall assume and perform the duties and responsibilities of the Fire Brigade Chief.

Members of the fire brigade shall consist of persons who have met qualifications appropriate for the fire brigade work. For establishments, members must be taken from the roster of its own workforce. The head of the company shall identify the persons who are fit to perform fire operation activities and further assign them to specific fire suppression positions.

To qualify as a member of a fire brigade, individuals must be available to respond to fire alarms and attend required training programs. A pre-arranged schedule for availability must be established to prevent conflict of duties and to cover absences such as regular off-duty periods, vacations and sickness.

### **DIVISION 3. TRAINING OF FIRE BRIGADES, FIRE SAFETY PRACTITIONERS AND FIRE VOLUNTEER ORGANIZATIONS**

A. Certificate of Competency shall be issued to fire volunteers, fire volunteer organizations, and fire safety practitioners, except company fire brigades, after completion of the mandatory training and competency evaluation conducted by the BFP and upon submission of the following:

1. Certificate of completion of training;
2. Personal profile;
3. Certificate of employment, in the case of fire safety practitioners; and
4. Other documents the BFP may require.

B. The Certificate of Competency for Fire Safety Practitioners shall be issued by the Chief, BFP. The Certificate of Competency for Fire Volunteers and Fire Volunteer Organizations shall be issued by the Regional Directors pursuant to the guidelines issued by the Chief, BFP.

## SECTION 6.0.3.2 TRAINING DESIGN

A training design shall be developed by the BFP for fire volunteers, fire volunteer organizations, fire brigades and fire safety practitioners. Members shall be required to complete the specified program of instruction.

## SECTION 6.0.3.3 SCOPE OF TRAINING

- A. All members of the fire brigade, fire volunteer and fire volunteer organizations shall undergo training on fire prevention, fire suppression, rescue, emergency medical services and related emergency response. The training program shall be adapted to the purpose of the particular brigade. It shall include fire suppression strategies, tactics, techniques and the use of portable fire extinguishers and other equipment, devices and tools.
- B. In the case of fire safety practitioners, they shall undergo mandatory continuous professional education and competency evaluation of their expertise, knowledge and skills in the areas of fire science, engineering and technology to be conducted by the BFP

## SECTION 6.0.3.4 ASSISTANCE IN TRAINING PROGRAMS

The BFP shall assist in setting up a training program for the fire brigade and fire volunteer organization. Members of the fire brigade and fire volunteer organization shall be afforded opportunities to improve their knowledge on fire prevention and suppression through attendance in seminars and special training classes.

## SECTION 6.0.3.5 IDENTIFICATION

Members of the volunteer fire brigade organization shall wear proper identification cards duly signed by the head of their organization and authenticated by the C/MFM having jurisdiction.

## **DIVISION 4. COMMAND, EQUIPMENT MAINTENANCE AND FIRE DRILLS**

### **SECTION 6.0.4.1 PRACTICE DRILLS**

Practice drills shall be held to check the ability of members to perform the operations they are expected to carry out. Drills shall be occasionally held under adverse weather conditions to work on special procedures needed under such circumstances.

### **SECTION 6.0.4.2 OPERATION OF EQUIPMENT**

In practice drills, all available fire and life safety equipment, devices and tools for fire suppression and medical and rescue operation must be operated.

### **SECTION 6.0.4.3 REACTIVATION OF EQUIPMENT**

At the conclusion of a practice drill, equipment shall be made readily available to respond to a fire call.

### **SECTION 6.0.4.4 INSPECTION AND SCHEDULED MAINTENANCE WORK**

Inspection and maintenance of fire equipment, both fixed and portable, may be assigned to individual members of the fire brigade. However, the Fire Brigade Chief must establish the necessary schedules for such work, and assign these duties to specific personnel and ensure that these inspection and maintenance operations are carried out and reported.

### **SECTION 6.0.4.5 COMMAND AT FIRE SCENE**

During firefighting operations, the fire brigades and fire volunteer organizations shall be under the direct operational control of the fire ground commanders subject to existing guidelines of the BFP.

## **RULE 7. ASSISTANCE AND SUPPORT TO THE BFP**

### **DIVISION 1. PHILIPPINE NATIONAL POLICE AND OTHER LAW ENFORCEMENT AGENCIES**

#### **SECTION 7.0.1.1 FROM PHILIPPINE NATIONAL POLICE**

Upon request, the Philippine National Police (PNP) shall render necessary assistance to the Chief, BFP or his/her duly authorized representative on the following actions:

- A. Actual firefighting operations and fire scene investigation;
- B. Business closure and summary abatement proceedings;
- C. Installation of signs that the building/structure is a fire hazard and/or fire trap;
- D. Obstruction of designated fire lanes and fire hydrants;
- E. Apprehension of violators/persons removing, destroying, tampering or obliterating warning signs and similar abatement appurtenances;
- F. Laboratory/physical examinations of the pieces of evidence gathered in the fire scene and submit the result thereof to the Chief, BFP or his/her duly authorized representative, as the case may be; and
- G. Such other duties and functions of the BFP which would require police assistance.

#### **SECTION 7.0.1.2 FROM OTHER LAW ENFORCEMENT AGENCIES**

Other Law Enforcement Agencies, such as but not limited to, National Bureau of Investigation (NBI) shall, upon request, accommodate and render necessary assistance on the following functions of the BFP:

- A. Investigation and prosecution of arson cases;
- B. Appearance as expert witness;
- C. Such other duties and functions of the BFP which require their expertise.

## **DIVISION 2. LOCAL GOVERNMENT UNITS, OTHER GOVERNMENT AGENCIES AND PRIVATE INSTITUTIONS**

### **SECTION 7.0.2.1 FROM LOCAL GOVERNMENT UNITS**

Local Government Units (LGU) shall render necessary assistance on the following duties of the BFP:

- A. Strict observance of the requirement of fire safety measures for the issuance of Fire Safety Inspection Certificate (FSIC) as a prerequisite in the grant of and renewal of business, occupancy and other related permits/licenses. For this purpose, the LGU and/or other government agencies concerned shall refrain from issuing such licenses and/or permits without the applicant first securing an FSIC from the BFP;
- B. Organization and training of fire brigades in all barangays in partnership with BFP to serve as first responders;
- C. Summary abatement and closure of buildings/structures or portions thereof; and
- D. Such other duties and functions of the BFP which would require their assistance.

### **SECTION 7.0.2.2 COORDINATION WITH OTHER AGENCIES**

To institutionalize the areas of cooperation and coordination of the BFP with other departments, bureaus, agencies, offices and corporations of the government, as well as private institutions, the BFP may enter into Memoranda of Agreement with, but not limited to, the following:

- A. National and Local Waterworks, for providing sufficient source of water, especially in times of fire or conflagration and for the establishment of fire hydrants in strategic areas;
- B. Electric Companies and Cooperatives, on the immediate cut-off of electric main lines/power lines during fires or conflagration and in case of hazardous electrical installation;
- C. Department of Transportation (DOTr), on fire safety measures in all ports and land transportation vehicles;
- D. Department of Education (DepEd), on the enforcement of fire safety regulations set forth by this RIRR for educational and other applicable facilities, institutionalization of school-based fire prevention activities and other initiatives;
- E. Commission on Higher Education (CHED), on the enforcement of fire safety regulations set forth by this RIRR for educational and other applicable facilities, institutionalization of school-based fire prevention activities and the promotion of fire safety engineering courses, post graduate studies on fire science and technology and other research and development initiatives;
- F. Department of Trade and Industry (DTI), on instituting continuing development, enhancement and setting of standards and rating on fire protection appliance, devices, extinguishing appurtenances and related fire and life safety facilities, equipage and systems;
- G. Technical Education Skills Development Authority (TESDA), on providing and enhancing technical skills of BFP personnel and fire volunteer organizations as well as their subsequent accreditation/certification;
- H. Department of Environment and Natural Resources (DENR), on providing pertinent information in the field of hazardous materials and hazardous waste management as well as collaboration on forest fire and life safety programs;
- I. Department of Labor and Employment (DOLE), on the enforcement of the designation of a fire safety officer in every building facility;
- J. Department of Information and Communications Technology (DICT), on the establishment of effective communication system for the BFP, and the development and integration of an electronic permit processing system responsive to the regulations of the BFP and recent advancement in information and communications technology; and
- K. Such other government agencies, instrumentalities and subdivisions and non-government institutions, with respect to future concerns as may be deemed necessary by the BFP in furtherance of the enforcement of RA 9514 and its RIRR.

## **RULE 8. FIRE SAFETY ENFORCERS**

### **CHAPTER 1. QUALIFICATIONS OF FIRE SAFETY ENFORCERS**

#### **DIVISION 1. MINIMUM REQUIREMENTS**

BFP personnel duly designated as Fire Safety Enforcers shall possess minimum required qualification standard stated herein.

##### **SECTION 8.1.1.1 FIRE SAFETY INSPECTORS**

###### **A. Uniformed Personnel**

1. Shall be licensed Engineer (Civil, Electrical, Mechanical, Chemical, Sanitary and Electronics) with at least one (1) year in the BFP service; or
2. Shall be architect with at least one (1) year in the BFP service; or
3. Shall be graduate of any baccalaureate degree course with at least three (3) years in the BFP service.

###### **B. Non-Uniformed Personnel**

Appointed as Engineers with at least one (1) year in the BFP service.

C. Must have undergone and completed prescribed training on fire safety enforcement and other relevant fire safety training.

##### **SECTION 8.1.1.2 PLAN EVALUATORS**

A. Must be licensed Architect or Engineer; and

B. Shall have undergone and completed prescribed training on fire safety enforcement and other relevant fire safety training.

C. In cases where there is no licensed engineer or architect in a specific jurisdiction, a graduate of any baccalaureate degree with relevant fire safety and building plan evaluation training shall be designated as plan evaluator.

##### **SECTION 8.1.1.3 CHIEF, FIRE SAFETY ENFORCEMENT SECTION/UNIT**

A. The Chief of the Fire Safety Enforcement Section/Unit (FSES/U) to be designated shall possess the following minimum qualifications:

1. With the rank commensurate to the position prescribed by the organizational structure and qualification standard of the BFP;
2. Must be a licensed engineer or architect with at least three (3) years in the BFP service; and
3. Must have undergone and completed prescribed training on fire safety enforcement and other relevant fire safety training.

B. In cases the rank requirement cannot be complied, any personnel with lower rank who is a licensed engineer or architect, or a graduate of any baccalaureate degree with at least five (5) years of service in the BFP may be designated as Chief, FSES/U.

C. In case there is no ranking uniformed personnel or officer, a Non-Uniformed Personnel (NUP) can be designated as Chief, FSES/U, provided that he/she is occupying an Engineer IV plantilla position and has undergone relevant fire safety training.

### **CHAPTER 2. FUNCTIONS OF FIRE SAFETY ENFORCERS**

#### **DIVISION 1. RESPONSIBILITIES OF DESIGNATED FIRE SAFETY ENFORCERS**

##### **SECTION 8.2.1.1 FIRE SAFETY INSPECTORS**

The following shall be the main duties and responsibilities of Fire Safety Inspectors:

A. Inspect any building, structure or facility and/or any part thereof, hazardous operations, storage facilities and transportation vehicles of hazardous materials to ensure compliance with RA 9514 and its RIRR and other related laws, regulations, standards and ordinances within the area of responsibility;

- B. Assess compliance with the fire safety requirements, identify and recommend corrective actions for violations/defects and deficiencies and inform the owner/building administrator/occupants of such actions to comply with the provisions of RA 9514 and its RIRR and other related laws, regulations, standards and ordinances;
- C. Testify in any judicial and quasi-judicial bodies regarding matters relating to RA 9514 and its RIRR, and/or the performance of his/her duties related thereto, when needed;
- D. Conduct fire safety lectures, seminars/workshop and drills; and
- E. Prepare necessary documents and maintain files and/or records.

### **SECTION 8.2.1.2 PLAN EVALUATORS**

The following shall be the main duties and responsibilities of Plan Evaluators:

- A. Review and evaluate building plans and specifications including fire protection system to determine compliance with RA 9514 and its RIRR, National Building Code of the Philippines (NBCP) and other Life and Safety Standard; and
- B. Conduct site verification and inspection on building under construction to determine compliance with the approved plans and specifications.

### **SECTION 8.2.1.3 CHIEF, FIRE SAFETY ENFORCEMENT SECTION/UNIT (FSES/U)**

The following shall be the main duties and responsibilities of the Chief, FSES/U:

- A. Review and evaluate reports submitted by the Fire Safety Enforcers and recommend approval to the concerned C/MFM having jurisdiction;
- B. Assist the C/MFM having jurisdiction in implementing fire safety measures and education programs within his/her area of responsibility to reduce fire incidents;
- C. Supervise/monitor the activities of the fire safety inspectors to ensure that inspection is conducted in accordance with the standards and existing rules and regulations;
- D. Recommend to the C/MFM the filing of appropriate charges against the violator of RA 9514 and its RIRR;
- E. Testify in any judicial and quasi-judicial bodies on matters relating to RA 9514 and its RIRR and/or in account of his/her duties and functions as Chief, FSES/U when needed; and
- F. Perform such other functions mentioned under RA 9514 and its RIRR.

## **DIVISION 2. PROFESSIONALIZATION**

In pursuit of competent fire safety enforcement and service excellence, the BFP must endeavor to professionalize its fire safety enforcers and establish the level of competency in accordance with the guidelines issued by the Chief, BFP.

## **RULE 9. ENFORCEMENT AND ADMINISTRATION OF FIRE SAFETY MEASURES**

### **DIVISION 1. GENERAL**

- A. Inspection of all buildings, structures, facilities and premises, hazardous operations, storage facilities and transportation vehicles of hazardous materials and the determination of compliance with RA 9514 and its RIRR shall be done by C/MFM having jurisdiction.
- B. Fire safety inspection shall be conducted as a prerequisite to grants of permits and/or licenses by local governments or other government agencies. No Certificate of Occupancy, Business Permit or Permit to Operate shall be issued without securing a Fire Safety Inspection Certificate (FSIC) from the C/MFM having jurisdiction.
- C. The C/MFM having jurisdiction shall review, evaluate and assess plans, design calculations and specifications, and issue the necessary building Fire Safety Evaluation Clearance (FSEC) as a prerequisite for the issuance of Building Permit by the Office of the Building Official, upon determination that design and specification is in accordance with RA 9514 and its RIRR.

## **DIVISION 2. FIRE SAFETY EVALUATION AND INSPECTION**

Building plan review, inspection during and after construction, and business routine inspection shall be in accordance with the Citizen's Charter.

### **SECTION 9.0.2.1            BUILDING PLAN REVIEW**

- A. The Plan Evaluator shall undertake the necessary evaluation and review of the plans in accordance with the guidelines issued by the Chief, BFP for this purpose, indicating whether or not such plans conform to the fire safety and life safety requirements of RA 9514 and its RIRR. For this purpose, a Fire Safety Checklist shall be used to facilitate the checking of building plan. The evaluated plans and the corresponding Fire Safety Checklist shall then be submitted to the Chief, FSES/U for review and recommendation to the C/MFM having jurisdiction.
- B. The C/MFM having jurisdiction upon evaluation of the recommendation will either issue FSEC or Notice of Disapproval (NOD), as the case may be, and upon payment by the owner/authorized representative of Fire Code Construction Tax and other appropriate Fire Code Fees.
- C. No building plan shall be evaluated without the submission of Fire Safety Compliance Report (FSCR) in accordance with Division 3 of this Rule and the pertinent documents required under the BFP Citizen's Charter.
- D. The procedure for securing FSEC shall be in accordance with the BFP Citizen's Charter.

### **SECTION 9.0.2.2            INSPECTION DURING CONSTRUCTION**

During construction, renovation, modification or alteration, the C/MFM having jurisdiction, on the basis of issued FSEC, shall inspect the premises to determine whether the plans, and specifications are being followed and fire safety precautions are being observed. He/ She shall cause the correction of any defects/deficiencies noted, when necessary.

### **SECTION 9.0.2.3            INSPECTION AFTER COMPLETION OF CONSTRUCTION**

- A. After construction/renovation/modification or alteration and prior to the issuance of the Certificate of Occupancy by the Building Official, the C/MFM having jurisdiction shall designate a Fire Safety Inspector (FSI) who shall inspect the building, structure or facility. The FSI shall recommend in his/her After Inspection Report (AIR) the issuance of necessary Fire Safety Inspection Certificate (FSIC) upon determination that the required fire safety construction is in place, and fire protective and/or warning systems are properly installed in accordance with the approved plans and specifications.
- B. The C, FSES/U shall review the findings of the FSI and recommend to the C/MFM having jurisdiction the issuance of FSIC for Occupancy or NOD. The C/MFM having jurisdiction will either issue the FSIC or NOD, as the case may be, upon payment of appropriate Fire Code Fees. However, if it appears during inspection that the subject establishment is already occupied or operating, a Notice to Comply (NTC) shall be issued to the owner/administrator/occupant and the procedure under Rule 13 of this Code shall be observed.
- C. Testing and commissioning of fire protective and warning system of the building shall be conducted by the installer/contractor during inspection to be witnessed by the FSI. No FSIC for Occupancy shall be issued without submission of Fire Safety Compliance and Commissioning Report (FSCCR) in accordance with Division 3 of this Rule and other pertinent documents required under the BFP Citizen's Charter.
- D. The procedure for securing FSIC for Occupancy shall be in accordance with the BFP Citizen's Charter.

### **SECTION 9.0.2.4            BUSINESS AND ROUTINE/ANNUAL INSPECTION**

- A. Inspection for the purpose of Business/Mayor's Permit and other Permits or Licenses Application
  1. The C/MFM having jurisdiction shall cause the inspection of premises of any industrial, commercial or business operations, and issue the necessary FSIC, as a prerequisite for the grant of Business/Mayor's Permit or Certificate of Annual Inspection from Philippine Economic Zone Authority (PEZA), upon determination that fire safety measures for use, handling, or storage of explosives or combustible, flammable, toxic and other hazardous

## **BFP VISION**

A modern fire service fully capable of ensuring a fire-safe nation by 2034.

## **BFP MISSION**

We commit to prevent and suppress destructive fires; investigate its causes; enforce fire code and other related laws; respond to man-made and natural disasters, and other emergencies.

# Our Pledge

This is our **AGENCY** ..... **Bureau of Fire Protection**

Focused of this **VISION** ..... A modern fire service fully capable of ensuring a fire-safe nation by 2034.

and fulfilling this **MISSION** ..... We commit to prevent and suppress destructive fires; investigate its causes; enforce fire code and other related laws; respond to man-made and natural disasters, and other emergencies.

And we, the life blood of this agency, and guardians of your life and the country's gains,

**COMMIT** ourselves to ..... Seek and provide fire safety and other emergency needs; Expand our services' reach by making ourselves available beyond office hours when needed or by engaging in projects and activities that will make services easily available; Return value of your money and paid taxes, by raising the quality of our services through continuous development of our people and other resources; value your views, suggestions and contributions and embody all these in our day-to-day affairs and interactions with...

for one **REASON**, that is..... **YOU.**

# Our Core Values

<b>R</b> RELIABILITY	—	We serve 24/7.
<b>E</b> EFFICIENCY	—	We find ways.
<b>S</b> SELFLESSNESS	—	We risk our lives so that others may live.
<b>P</b> ROFESSIONALISM	—	We conduct ourselves in the professional manner.
<b>O</b> ONENESS	—	We work as a team.
<b>N</b> ATIONALISM	—	We contribute in the in the preservation of our country's gains.
<b>S</b> ERVICE	—	We continually improve our services.
<b>I</b> INTEGRITY	—	We uphold ethical norms and moral standards.
<b>V</b> IBRANCY	—	We adapt to positive change.
<b>E</b> FFECTIVENESS	—	We do the right things at the right time.

# About the Cover...



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Member, Fire Code Technical Staff, 2017 – Present

## Narrative:

The cover dubbed "**The Fire Code Into Modernity**" depicts the vision of the new Implementing Rules and Regulations to be more responsive and adoptive to current trends in fire safety and building design as it to usher in a new era for the BFP. It contains in the design, icons representing the significant new provisions of the RIRR such as that for fixed guideways/railways, airports, solar power installations, conveyance, wind turbines and historical structures among others.

The map of the globe with the Philippines at the center depicts the vision for the Fire Code to be an internationally recognized safety standard at par with its referral codes such as the NFPA. The bands of red and orange ribbon symbolizes the stringent enforcement policies of the BFP as the sole law enforcing agency of the RA 9514 or the *Fire Code of the Philippines*.



DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT  
**BUREAU OF FIRE PROTECTION**  
"We Save Lives and Protect Properties"

