**MEMORIAL POLICY**

Objective: Firefighting continues to be one of the nation's most hazardous professions. According to the United States Fire Administration, about 100 firefighters die in the line of duty each year in the United States. It is only fitting, given the heroic efforts of fire service personnel that they be given the final respect they deserve.

There are six types of circumstances that generally entitle a fire department member or an individual affiliated with a department to receive a fire service funeral.

The six categories are as follows:

• Type 1 - Line-of-Duty Death. Any on-duty fire personnel who suffers a trauma or series of events that causes rapid deterioration from a healthy state to death.

• Type 2 - Line-of-Duty Death. Any on-duty fire personnel who suffers a series of events that causes a gradual deterioration from a healthy state to death.

• Type 3 - Off-Duty Incident Death. Any off-duty incident involving a trauma or a series of events to fire personnel that causes a rapid or gradual deterioration from a healthy state to death. The following categories are optional and should be decided by department policy.

• Type 4 - Current or Past Member's Death. A member, officer or honorary member of the Association who is currently active or who has retired in good standing and suffers an event or series of events that results in his or her death.

• Type 5 - Affiliate of A Department. An individual who has served in some capacity with a fire department, such as a Commissioner, Chief, Dispatcher, or other job function and does not meet any of the above criteria but suffers an event or series of events that results in his or her death.

• Type 6 - Non-Fire Fighting Individual Honored by A Department. A non-firefighting individual who through employment, association, professional or emotional tie suffers an event or series of events that results in his or her death. This may be applied to an individual of a department or association wishes to pay a special tribute to for their contribution to the department and/or fire service. This may also be used when an immediate relative of a department member dies.

**Types of Funeral Services**

Generally, there are four types of funeral services, as described below. These descriptions should serve as general guidelines only and may be changed according to individual situations. It is most important to follow the family's wishes and give full respect to their expressed concerns.

• Formal Funeral Service This type of service includes the use of apparatus, pallbearers, a color guard (optional), and a funeral detail composed of fire personnel in Class A uniforms. This type of honor is usually reserved for a line-of-duty death. (Circumstance Types 1 and 2 above)

• Semi-Formal Service This type of service includes the use of pallbearers, color guard (optional), and a funeral detail composed of fire personnel in Class A uniforms. This type of honor is usually reserved for an off-duty death of a current member or an affiliate. (Circumstance Types 3, 4, and 5 above)

• Non-Formal Service This type of service includes the use of a funeral detail of fire personnel in casual attire. This type of honor is usually reserved for any non-firefighting personnel, a retired member or affiliate of the department or Volunteer Association or an immediate relative of a department member. Also included in this category would be an individual the department or Volunteer Association wishes to recognize for their contributions. (Circumstance Type 6 above)

Private Service This is a service closed to any outside participation except for the immediate family. Usually, this type of service is at the request of the family.

Notification: Upon being notified of a death of a firefighter by any member, officer, or past officer of the association, they shall notify the Association Secretary and/or President, who shall contact the home department or organization and offer the associations assistance and define what role the association will have with arrangements, the wake and funeral. If the deceased is a current officer or past officer of this association, the home department should be notified of that position held.

The association members shall meet at the time and location determined by home department and family. The Secretary will notify the association members and provide pertinent information on location, date and time of funeral and wake call and proper dress.

The Association Secretary shall forward a condolence card from the association to the family, upon being notified of a death.

The Association Chaplain shall be notified, and the decreased name added to the necrology listing for the annual memorial service.