



New
Update

Junior Firefighter Program Notification Form

Date JRFF Program Started: _____

Fire Department Name: _____

Fire Department Address: _____

Fire Chief Name (Printed): _____

Fire Chief Name (Signature): _____

Program Coordinator: _____

Program Coordinator Email: _____

Program Coordinator Contact Number: _____

Date Submitted: _____

The fire chief shall submit a Junior Firefighter (JRFF) Program Notification Form to the Kentucky Fire Commission office in Paris prior to implementing the Fire Commission-approved JRFF Program. Any department that has already started a Fire Commission-approved JRFF Program prior to this notification shall also submit a form. Any department that fails to submit this notification form shall not be permitted to start or continue a JRFF Program. Junior firefighters who participate in a Program for which the fire chief does not notify the Kentucky Fire Commission will forfeit any training hours earned in the JRFF Program.

Junior firefighters are not classified as employees, volunteer firefighters or paid firefighters. Consequently, rules for coverage under any workers' compensation insurance are extremely sensitive. Failure to notify the Kentucky Fire Commission of a JRFF Program may jeopardize workers' compensation coverage. The Kentucky Fire Commission shall not be responsible for any coverage issues arising from failure to notify.

Upon notification, these forms will be maintained on file in the system office for accounting and tracking purposes involving JRFF programs statewide. A copy of this form should be maintained on file and is subject to audit by the Kentucky Fire Commission. **Fire departments SHALL notify the Kentucky Fire Commission to any changes in the fire chief or departmental JRFF program coordinator by submitting a new copy of this form reflecting the changes, and selecting "Update" in the checkbox above.**

Each certified fire department conducting a JRFF Program shall be responsible for all expenses and liability incurred therein in accordance with applicable laws. Each certified fire department is entirely responsible for the management of its JRFF Program and indemnifies the Kentucky Fire Commission against any action which may arise out of same.

Note: These forms are only required for Fire Commission JRFF Programs.

Submit Completed Form via Email: jrfirefighter@kctcs.edu