

**Attachment # 1**  
**Junior Firefighter Program**  
**Notification Form**

Date JRFF Program Started: \_\_\_\_\_

Fire Department Name: \_\_\_\_\_

Fire Department Address: \_\_\_\_\_

Fire Chief: \_\_\_\_\_

Fire Chief: \_\_\_\_\_  
Print

Fire Chief: \_\_\_\_\_  
Signature

Program Coordinator: \_\_\_\_\_

Program Coordinator Contact Number \_\_\_\_\_

Date Submitted: \_\_\_\_\_

The fire chief shall submit a JRFF Program notification form to the State Fire Commission Office in Lexington prior to implementing the Fire Commission approved program. Any department that has already started a Fire Commission approved 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 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 workman's compensation insurance are extremely sensitive. Failure to notify the Commission of a JRFF Program may jeopardize workman's compensation coverage. The 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 Fire Commission.

Each certified fire department conducting a Junior Firefighter 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 Junior Firefighter 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.

**Mail to: Kentucky Fire Commission**  
**118 James Court**  
**Lexington, KY 40505**

**Phone (800) 782-6823 | Fax (859) 256-3125**