



# Kentucky Firefighters Association Fallen Firefighter Funeral Participation Guide



*Published Date January 31, 2019*

# Table of contents

Introduction-----	3
Circumstances that Entitle a Department Funeral-----	4
Types of Funeral Services-----	5
Notification Procedures-----	6
KFA Officers Funeral Service Inclusion-----	7

## Introduction

Firefighting continues to be one of the nation's most hazardous professions. Nearly 100 firefighters die in the line-of-duty annually in the United States. It is only fitting, given the heroic efforts of the fire service personnel that they be given the final respect they deserve.

At the request of the family the Kentucky Firefighters Association will assist with honoring these brave men and women of the Fire Service.

It has been determined by the Kentucky Firefighters Association that there should be standardized guidelines for the organization to assist the family during this time of loss.



This guide will assist the family and/or the fire department in making requests for the Kentucky Firefighters Associations level of participation in the ceremony to honor their loved one and the loss of a brother or sister in the Kentucky Fire Service.

This guide is not intended to plan the funeral for the fallen hero but to assist the family and/or fire department on what elements that the Kentucky Firefighters Association may provide to honor the fallen hero based on the circumstances involved in the loss of life.



## Circumstances that Constitute Kentucky Firefighters Association Assistance

There are five circumstances that generally entitle a fire department member or an individual affiliated with a department to receive assistance from the KFA.

The circumstance categories are used as a guideline by the department to decide to honor the fallen with a fire department funeral and the type of funeral assistance appropriate for the circumstances.

The five categories are:

- **Type I – Line-of Duty Death**

Any on-duty fire personnel who suffers a trauma or series of events that cause rapid deterioration from a healthy state to death. This will include on-duty fire personnel diagnosed with qualifying cancers under KRS 61.315. This also will include on-duty fire personnel who were employed when diagnosis was made and were forced to leave the fire service due to the progression of the disease to the point they could no longer fulfill their duties.

- **Type II – Off Duty Incident Death**

Any off-duty incident involving a trauma or a series of events to fire personnel that causes rapid or gradual deterioration from a healthy state to death.

**NOTE:** The following categories are optional and should be decided by department policy:

- **Type III – Current or Past Member's Death**

A current support member or honorary member of the department or volunteer organization who is currently active in a support role or who has retired in good standing and suffers an event or series of events that results in his/her death. This will include former fire personnel diagnosed with qualifying cancers under KRS 61.315 and have not been active on the roster for 5 years or more.

- **Type IV – Affiliate of the Department**

An individual who has served in some capacity with the department, such as a Board member, Commissioner, Chief, Dispatcher, or other job function and does not meet the criteria, but suffers an event or series of events that results in his/her death.

- **Type V – Non-Firefighting Individual Honored by the Department**

An non-firefighting individual who through employment, volunteer association, professional or emotional ties the fire department suffers an event or series of events that results in his/her death. This may be applied to an individual the department or volunteer association wishes to pay a special tribute to for their contribution to their 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 guidelines only and may be adapted to fit each individual situation. It is most important to follow the family's wishes and give full respect to their expressed concerns. The Kentucky Firefighters Association participation will be dependent on the family's requests and the guidelines set forth in this guide.

### Formal Funeral Service – LODD

This type of services is the highest honor for our fallen brother or sister in the fire service. Based on the request of the family and/or department the following services can be provided by the Kentucky Firefighters Association.

KFA Color Guard

American Flag in Flag Case to present to the family

KFA E-Board in attendance

KFA Bible (large size) presented to the family

Bell Service

Badge Shrouds

Honor Guard

(Circumstances Type I)

### Semi-Formal Funeral Service

This type of services is for our fallen brother or sister in the fire service that does not rise to the level of LODD but still honors the loss. Based on the request of the family and/or department the following services can be provided by the Kentucky Firefighters Association.

KFA E-Board member(s) in attendance

KFA Bible (small size) presented to the family

Badge Shrouds

### Non-Formal Funeral Service

This type of services is for our fallen brother or sister in the fire service that does not rise to the levels listed above. 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. The Kentucky Firefighters Association would normally not be involved in this level of funeral service unless the individual was an active supporter of the KFA or a request is made by the family and the KFA President and/or the KFA Executive Board approve the participation.

### Private Service

This type of services is closed to any outside participation with the exception of the immediate family. Usually this type of service is at the request of the family.

## Notification procedures

The following defines the notification procedures for the Kentucky Firefighters Association as it relates to the death of fire department personnel, support staff, and others related to the fire service in Kentucky.

**NOTE:** When notified a member of the Kentucky Firefighters Association will e-mail a copy of this participation guide to assist the family and/or fire department so it can be reviewed to assist in the planning process.

### Line-of-Duty Death

- 1). First notification will be made from the fire chief of a department or local association president to the Kentucky State Fire Commission Executive Director when the situation pertains to a Level I Line-of-Duty Death of a firefighter.
- 2). The Kentucky State Fire Commission Executive Director shall then contact the President and/or Executive Director of the Kentucky Firefighters Association and make initial notification of the LODD.
- 3). The President and/or Executive Director shall then notify the remaining members of the Executive Board of the KFA and the local firefighter association. Plans then will be made with the Executive Director of the Fire Commission and KFA Member designated by the KFA President to meet with the family and/or department to explain the benefits and understand what support the family will be requesting.

### Non-Line of Duty Death

- 1). Notification in this instance can come from the department, local firefighter association, regional firefighters association. Notification could come through the State Fire Commission Office, the KPFA, or the Kentucky Firefighters Association. Each organization should ensure that all other organizations are notified.
- 2). Notification of remaining members of the KFA Executive Board and the Regional Association President affiliated with the department involved.
- 3). The Non-Line of Duty Death pertains to Level II – Off Duty Incident Death.

### All others

- 1). Generally, these are covered locally but if there are any unmet needs within the department The fire department can make a request to the Kentucky Firefighters Association Executive Board for assistance.

## **KFA Officers and Staff Funeral Assistance Guidelines**

At the request of the family the Kentucky Firefighters Association will support and participate in honoring the deceased.

This will include the current KFA Executive Board, VP at Large, Secretary, Treasurer, Directors, and Committee Chairs, and others considered by the Executive Board deserving of recognition by the KFA.

In addition to the participation described in previous sections KFA Officers and Staff will be presented with a KFA Flag. The method of presentation will be determined by the situation and at the pleasure of the family and/or fire department officials.



