



Department of Public Safety

Division of Fire Safety

Berlin Administrative Office

1311 US Route 302 – Berlin – Suite 600

Barre, VT 05641

Firesafety.vermont.gov

(phone) (802)479-7561

(fax) (802) 479-7562

Guidance on Fire and EMS Department Non-Emergency Activities

Based on Governor Scott’s Executive Order Addendum 13, as of May 13, 2020 the following guidelines are meant to be used by fire and EMS departments as best safe practices for activities related to the non-emergency operations. This guidance only applies to departments whose responders have the essential need to participate in trainings, meetings, and work details within the confines of the emergency services facility or other designated locations. This guideline does not apply to emergency response.

Requirements for Entry

Prior to any in-person activity at your station the following are responsibilities of the attendee and Department:

- Individuals shall not attend if they have tested positive for COVID-19 or have been in contact with any person who is diagnosed with COVID-19 within the past 14 days.
- Individuals shall not attend if they have symptoms of COVID-19. Those symptoms are:
 - Fever, a fever is considered a temperature of 100.4 Fahrenheit or greater
 - Cough
 - Shortness of breath.
 - Additional symptoms that may be associated in addition to the ones above are:
 - chills/shaking
 - muscle pain
 - headache
 - sore throat
 - loss of taste and smell
- A safety officer who is knowledgeable about the most current health and safety requirements must be appointed. This person must be physically present for the duration of the event and have the authority to stop or modify activities or dismiss participants to ensure compliance with requirements.
- Prior to entering the facility individuals shall be screened to ensure they have no symptoms of COVID-19. This screening shall include verification that the individual has no symptoms of respiratory illness and a temperature check.
 - Individuals who show any signs of respiratory illness and/or a temperature of 100.4 degrees Fahrenheit shall not be allowed entry and must leave.
- The most current health and safety requirements shall be posted and all individuals entering the facility shall be made aware of them



- The following signage shall be posted at the entrances to the facility:
https://www.cdc.gov/coronavirus/2019-ncov/downloads/StayHomeFromWork_Horizontal.pdf
- At the entrances of any designated common area or room the department shall clearly post the policy limiting the occupancy of the space, and the minimum social distancing, hand washing/hand sanitizing and space cleaning requirements. Signage is available [here](#)
- The facility must be routinely cleaned and disinfected and have sufficient disinfection supplies on hand. All vehicles and equipment must be disinfected between uses to the satisfaction of the safety officer. Disinfecting guidance is available [here](#).
- The facility must support access to handwashing and/or hand sanitizer.

Classroom-Based Training and Meetings

- We strongly recommend that all classroom-based trainings and meetings be conducted virtually. Where in-person classroom-based training or meetings takes place, the following rules shall be in place:
 - No more than 10 individuals may participate.
 - All participants must wear a face-covering while in the facility.
 - The facility used must provide sufficient space for adequate social distancing of participants. Activities should always be spaced 6 feet apart and individuals should maintain adequate social distancing of at least 6 feet.
 - The space should be well ventilated, preferably allowing significant outside air replacement rather than recirculation.

Outdoor Training (to include large open well-ventilated areas)

- Where outdoor training takes place, the following rules shall be in place:
 - No more than 10 individuals may participate in one location.
 - All participants must wear face-coverings.
 - Activities should always be spaced 6 feet apart and participants should maintain adequate social distancing of at least 6 feet unless close contact is absolutely necessary.
 - When participating in a skill session or scenario that requires close contact with another individual (within six feet), personal protective equipment shall include eye protection and gloves in addition to the required face covering.
 - When vehicle use is required and the availability of vehicles requires more than one occupant, no more than two individuals shall be in a vehicle at one time.
 - When two individuals are in a vehicle, face masks shall be worn by both.

Work Details (to include large open well-ventilated areas)

- Where work details take place, the following rules shall be in place:
 - No more than 10 individuals may participate in one location.
 - All participants must wear face-coverings.

- Activities should always be spaced 6 feet apart and students should maintain adequate social distancing of a minimum of 6 feet unless close contact is absolutely necessary.
- When participation requires close contact (within six feet), personal protective equipment shall include eye protection and gloves in addition to the required face covering.
- When vehicle use is required and the availability of vehicles requires more than one occupant, no more than two individuals shall be in a vehicle at one time.
 - When two individuals are in a vehicle, face masks shall be worn by both.
- Any incident that results in bleeding or other bloodborne pathogen exposure requires compliance to the OSHA Bloodborne pathogen standard.