

**DEPARTMENT OF ENVIRONMENT, FORESTRY AND FISHERIES**  
**FORM 5: NOTIFICATION OF THE APPOINTMENT OF A NEW FIRE PROTECTION**  
**OFFICER**  
February 2020 version

**1. Name and registration number of the Fire Protection Association**

1.1. Name:.....

1.2. District or Metropole: .....

1.2.1. Subdivision (local council) within which the FPA is located:

.....

1.3. Registration number: .....

**2. Address of the office of the Fire Protection Association**

2.1. Physical address:.....

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.....

.....

2.2. Postal address:.....

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.....

.....

Postcode .....

2.3. Telephone number during office hours

2.3.1. Area code: .....

2.3.2. Number: .....

2.4. E-mail address: .....

**3. Particulars of the new Fire Protection Officer of the Fire Protection Association**

3.1. Surname: .....

3.2. Initials: .....

3.3. Title: .....

3.4. ID number: .....

3.5. Position held in employer organisation:.....

3.6. Contacts:

3.6.1 Contact telephone numbers during office hours

3.6.1.1 Area code:.....

3.6.1.2 Number:.....

3.6.1.3 Extension.....

3.6.1.4 Cellphone:.....

3.6.2 Email address:.....

3.7. Contact address:.....

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.....

Postal code: .....

3.8. Curriculum vitae attached of Fire Protection Officer designate

Yes/no

3.9. Please provide the details of two referees:

**First referee:**

3.9.1. Surname:.....

3.9.2. Initials:.....

3.9.3. Title:.....

3.9.4. Postal address:.....

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Postcode .....

3.9.5. Contact telephone number during office hours

3.9.5.1. Area code:.....

3.9.5.2. Number:.....

3.9.5.3. Extension:.....

3.9.5.4. Cellphone:.....

3.9.6. E-mail address: .....

**Second referee:**

3.9.7. Surname:.....

3.9.8. Initials:.....

3.9.9. Title:.....

3.9.10. Postal address: .....

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.....

Postcode .....

3.9.11. Contact telephone number during office hours

3.9.11.1. Area code:.....

3.9.11.2. Number:.....

3.9.11.3. Extension:.....

3.9.11.4. Cellphone:.....

3.9.12. E-mail address:.....

3.10. Is the Fire Protection Officer the Chief Fire Officer of your Fire Service?

Yes/no

3.11. If yes, give the name of Fire Service:.....

3.12. If no, give reasons why the Chief Fire Officer has not been designated:

a) There is no designated fire service within the municipality that includes the area of the candidate fire protection association

Yes/no

OR

b) There is designated fire service within the municipality that includes the area of the candidate fire protection association but the Chief Fire Officer has declined to take the position of Fire Protection Officer

Yes/no

3.12 Terms of delegation if the Chief Fire Officer is not the Fire Protection Officer

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3.13 Have there been any objections to the appointment of the person named above as Fire Protection Officer?

Yes/no

If yes, please specify (a) how objections have been resolved, if so:

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.....  
.....  
.....

and (b) the nature of any outstanding objections:

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**4. Declaration by representative of the Fire Protection Association**

4.1. Surname:.....

4.2. Initials:.....

4.3. Title:.....

4.4. I declare that the information given in this form is true and correct.

.....  
Signature

.....  
Date

.....  
Capacity

**5. Recommendation by the regional representative of the Department of Environment, Forestry and Fisheries**

5.1. Surname:.....

5.2. Initials:.....

5.3. Title:.....

5.4. Position:.....

I recommend that the proposed Fire Protection Officer should be recognised, with the following conditions attached (if any)

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Signature

.....  
Date