



Columbia Borough Fire Department
 726 Manor Street - P O Box 426
 Columbia PA 17512-0426

Visitor (Observer) Checklist

Checklist is to be given & completed by a Company Officer

Observer Name _____ Observer Date of Birth _____

Length of Stay: _____ to _____ (**If bunking in, see last checklist item**)

_____ Explain the scope of Observer status; Stays with Apparatus Driver, or in certain circumstances a Duty Officer

_____ Issue the observer a retro-reflective safety vest, which is to be worn at all times when on an incident

_____ Explain Columbia Borough Fire Department rules to visitor. (S.O.G)

_____ Make it known that visitors are not guaranteed a riding assignment on the Apparatus. (Company members have seniority over visitors) Fire Company Officers will have the final say over who rides where on the apparatus.

_____ ***If the observer is bunking in, a Chief Officer **MUST** give their approval and be approved by a trustee. Bunk in rules & regulations will be explained to the visitor, and a bunk will be assigned***

I, _____ hereby release Columbia Boro Fire Department and Columbia Boro of any liability related to or involving any participation in fire company functions. This includes injury/death, damage to personal protective equipment, and damage or lost personal belongings. I understand that I am a visitor, and I will answer to Columbia Boro Fire Department line officers during my Observation period. I will abide by the aforementioned fire company rules & regulations, and understand that deviation from them, or failure to complete any of the above items will result in the termination of my Observation period.

Visitor Signature _____ Date _____

Officer Signature _____ Date _____