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TO: All Fire and Rescue Personnel

FROM: Scott Kensinger, Captain

RE: Department Identification Card Updates

DATE: October 3, 2011

## **INFORMATIONAL BULLETIN IB-11041**

We are in the process of updating all department identification cards (ID). This will allow us to update everyone's photo, certifications and rank. In addition, we will be adding a bar code to the bottom of each ID that contains your EMS certification number. This bar code will be scanned to report EMS training classes/hours.

All personnel will need to come to the office to have their photo taken and verify their current EMS certification level and rank with Bonnie.

This task should be completed by October 28, 2011.