



GENESEE COUNTY OFFICE OF EMERGENCY MANAGEMENT

7690 State Street Road, Batavia, New York 14020

Phone: (585)344-0078 24/7 Emergency Contact: (585)343-3311 Fax: (585)345-3098

Photo ID Accountability Tag Production and Replacement

Policy:

The Genesee County Office of Emergency Management will produce/print photo identification accountability tags, replacements, credentialing level changes for all fire departments in Genesee County. Accountability tags will be color coded based on various levels of credentialing, consistent with the NIMS standards.

The number of tags issued will be as follows:

- Three (3) IDs for Interior Firefighter
- Two (2) IDs for all other levels

One (1) ID for the firefighter's personal identification to be carried in the wallet, the remaining tag(s) will be issued with cases intended to be worn on the firefighter's turnout gear. Tags would be surrendered at emergency incidents following the Genesee County Accountability Policy.

Procedure:

Fire Chief's requesting an ID Accountability tag for a member of their department must have the firefighter complete a Photo Accountability Form.

- Accountability ID form must be signed by the Fire Chief
- Forms can be emailed or brought to Genesee County Office of Emergency Management for processing. Email: tyler.lang@geneseeny.gov
- Accountability IDs will not be produced without the signature of the Fire Chief. Forms will not be retained by the Genesee County Office of Emergency Management but will be returned to the firefighter or chief officer.

Photographs used in the production of the ID may also be emailed or if needed taken at the Fire Training Center. If choosing to have the photograph taken at the Fire Training Center an appointment is necessary by calling 585-344-0078 ext. 6204.

When taking photos to be submitted via email, photo should be taken using a white or light colored background. Firefighters shall not be wearing a hat/head covering. Photo should be taken approximately five foot from subject focusing on the area from the chest up. Photos of Interior Firefighters will depict a clean shaven image.

It is the responsibility of the Fire Chief to collect and destroy/secure all ID tags from firefighters who are suspended, removed from the department or have changed credentialing status to prevent misuse of IDs.