

VOLUNTEER EMQ INSTRUCTIONS

You will receive a volunteer EMQ form in the mail by no later than Nov. 5th. The way to identify the form is that CDF 600aCZUVol (revised 10/04) is printed under the words "Respiratory Protection Plan Medical Questionnaire". When you get the form please follow the listed steps.

1. Fill out the form
2. SIGN THE FORM
3. Place in the provided envelope and seal it
4. Print your name and volunteer company over the sealed flap of the envelope.
5. Return to the Volunteer Company liaison.
6. The liaison will give the filled out forms (in their sealed envelopes) to the RPP coordinator Ken Biscay
7. The Coordinator will deliver them to the appropriate medical facility

This needs to be accomplished by November 30th 2004. Even if you have had a physical or done an EMQ in the last 6 months this needs to be done to get everyone on the same time frame. Thank you for your cooperation in this matter.

Ken Biscay