

# Newfoundland and Labrador Association of Fire Services (NLAFS)

## Resolution Submission Form

### 1. Resolution Title

*A short, clear title describing the intent of the resolution*

### 2. Submitted By

- Department/Organization:
- Contact Name:
- Email/Phone:

### 3. Background (“Whereas” Statements)

*Provide context, rationale, and supporting information. Include multiple statements as needed.*

**Whereas:**

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### 4. Resolution (“Be It Resolved”)

*State the specific action being requested. This should be clear, concise, and actionable.*

**Be it resolved that:**

## **5. Rationale / Expected Outcome**

*Explain the intended impact or benefit to the fire service, NLAFS, or communities.*

## **6. Financial / Operational Implications**

*Outline any anticipated costs, resource requirements, or operational considerations.*

## **7. Alignment**

*How does this resolution align with NLAFS priorities, strategic goals, or existing policies?*

## **8. Supporting Documentation (if applicable)**

*Attach any relevant reports, data, letters of support, or background materials.*

- Attached
- Not Applicable

## **9. Endorsement (if required)**

*Optional: For Zone or Board-supported resolutions*

- Endorsed by:
  - Date:
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## 10. Submission Details

- Submission Date:
  - Submitted to: NLAFS Resolution Committee
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## For Resolution Committee Use Only

- Date Received: \_\_\_\_\_
  - Reviewed By: \_\_\_\_\_
  - Status:
    - Recommended
    - Not Recommended
    - Returned for Revision
  - Comments:
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## Submission Guidelines

- Use clear and concise language
- Ensure the resolution is actionable
- Avoid duplication of existing policies or past resolutions
- Submit by the established deadline prior to the AGM