



REGULATIONS

(Version 4 of 11/12 October 2023)

1. Foundation and goal

The annual meeting of firefighting history researchers held at an international level dates back to the symposium held in Přebyslav from 16 to 18 September 1992. At that time, the representatives of six nations decided to continue such research discussions.

One year later, Dr Miroslav Řepisky, founder of the Fire Brigade Movement Centre in Přebyslav, Dr Jaromir Tausch, historian of the Fire Brigade Movement Centre in Přebyslav, and Dr Hans Schneider, leading historian of the Federal Austrian Fire Brigade Association, put this plan into practice by organising the "1st International Working Meeting" in Přebyslav from 15 to 18 September 1993.

The goal was to meet annually to research a previously defined topic in fire brigade history and to document the outcomes in conference volumes.

2. Seat of the Study Group

The seat of the International Study Group for the History of Fire Service and Fire Protection in the CTIF, hereinafter referred to as SG for short, shall be at the place of residence or place of service of the respective chairperson.

3. Status

The SG sees itself as an open platform for all those interested in fire service history in the member countries of the CTIF (*Comité Technique International de prévention et d'extinction du Feu - International Technical Committee for the Prevention and Extinction of Fire*).

According to the CTIF Statutes, it is assigned to the CTIF Commission "Fire Services and CTIF History, Museums and Documentation" (in short: History Commission), which emerged from the SG in 1998. The Commission, as an official body of CTIF, defined the cooperation as follows at its 14th meeting on 12 October 2011:

"To support its work, the Commission entrusts the "International Study Group for Fire Services History" with identifying a research topic every year and with organising a conference to present and discuss the outcomes. The outcomes should be documented in conference proceedings and published on behalf of the CTIF History Commission (abbreviated to "in CTIF")."

4. Membership - Contributions

Participation in the SG is not bound to delegation by a fire brigade association or a fire brigade. The SG considers itself as a qualified forum for research into the history of the fire service; participation solely out of collectors' interests or purely personal motives is not desired.

The admission of new contributors is exclusively based on the proposal of the respective national delegate to the History Commission, which is submitted to the chairperson of the SG. New members have to contribute at least one paper to the conference proceedings in the first four years. If this is not done, participation in the conference will only be possible again after an essay has been written. This does not apply to members of the History Commission who attend the conferences as official delegates from a national committee.



Persons who have participated in at least four conferences and have contributed at least two papers to these conferences, or who have participated in at least two conferences and have contributed at least four papers, may refer to themselves as "permanent contributors" of the Study Group. Once the above criteria have been met, the "permanent contributors" will receive a specially designed name badge. The "permanent contributors" form the plenary of the Study Group, where they have voting rights.

5. Management

The management of the SG is incumbent on a chairperson, who is appointed by the History Commission on the proposal of the SG plenary for a period of four years; several reappointments are possible, as is early dismissal by the Commission (at the request of the Commission chairperson). The appointment of the SG Chairperson and the Chairperson of the Commission will always happen two years apart; the first full term of office according to this regulation will therefore begin in 2025.

The Chairperson chooses a Management Board to support his/her work from among the contributors of the SG; such board may consist of up to four persons. One member of the Management Board may be appointed Deputy Chairperson by the Chairperson. The Centrum hasičského hnutí (CHH; Fire Brigade Movement Centre) Přebyslav/CZ is entitled to send one (additional) representative to the Management Board. The term of office of the Management Board coincides with that of the Chairperson.

The SG Chairperson shall keep the Chairperson of the Commission regularly informed of all important matters concerning the SG. The Chairperson of the SG is a member of the History Commission (as an expert according to the CTIF Statutes).

6. Research topics

The topics of the annual meetings will be determined by the History Commission for several years in advance. "Permanent contributors" may submit proposals through the Chairperson of the SG.

7. Venue and organiser

The location of the SG meeting (and the History Commission meeting) will be decided by the Commission Chair and the SG Chair in consultation with the applicant for the event. If there is no applicant for the event for one year, the meeting will be held at the CHH in Přebyslav, CZ.

The invitation to the meeting will be extended by the Chairperson in cooperation with the organiser about six months before the meeting. The meeting will be prepared on cooperation with the local organising committee, taking into account the needs and requirements of the SG and the Commission. The organiser will be responsible for accommodation, meeting rooms, interpreters (simultaneous at least German/English according to the state of the art), excursion, transfer from the airport or railway station.

By registering, each conference participant undertakes to purchase one copy of the conference volumes and one data medium.

8. Restrictions on participation

Should it be necessary to limit the number of participants, the following ranking criteria shall apply:



- Commission members
- Members of the Management Board of the SG
- Guest speakers specially invited to a conference
- "Permanent contributors" of the SG who contribute an essay on the research topic announced
- "Honorary Members" and "Honorary Chairpersons" of the SG and recipients of the CTIF Medal of Merit of the First Class because of the achievements to the SG
- Contributors of the SG who contribute an essay on the research topic announced
- "Permanent contributors" of the SG (who do not contribute an essay)
- Contributors of the SG (who do not provide an essay)

The participation of accompanying persons is possible according to capacity.

9. Lectures and conference language

Presentations will be made in consultation with the Chairperson. A balance among the participating nations must be ensured. The conference languages are English and German. If other languages are desired, interpretation must be arranged by the participants themselves.

10. Conference proceedings

The papers shall be illustrated and written in German, English or in the national language of the respective author; short summaries in German and English shall be included. The documents must be submitted in good time (according to the call for papers) so that they can be edited and printed before the conference.

The compilation of the essays on the respective research topic for printing will be taken care of by an editorial team, which is put together by the Chairperson of the Study Group. The conference proceedings are self-published and will be distributed at cost price. There will be no commercial distribution. The editorial team reserves the right to reject texts or images.

11. Funding and costs

An administration fee shall be paid to the SG for participation in the conference. This will be used to cover expenses required in the context of the organisational work around the SG. The finances of the SG will be subject to an annual audit by two members of the History Commission, followed by a report in the plenary of the SG.

All other costs in connection with the conference (accommodation, meals, excursion...) will be charged directly by the respective organiser and shall be payable to the organiser.

12. Honours

The promotion of research work on the history of the fire brigade as well as the preparation of essays and regular participation in conferences can be acknowledged as follows:

a. Appointment as an "Honorary Chairperson"

For many years of chairpersonship. Nomination is made by the plenary of the SG based on the proposal of the new Chairperson.

b. Appointment as an "Honorary Member"

For extraordinary services to the International Study Group. Nomination is made by the plenary of the SG on the proposal of the Chairperson.



c. CTIF Medal of Merit of the First Class

According to the Decorations and Honours Statute and classification guidelines of the CTIF.

d. CTIF Medal of Merit of the Second Class

According to the Decorations and Honours Statute and classification guidelines of the CTIF.

e. CTIF Medal of Merit of the Third Class

According to the Decorations and Honours Statute and classification guidelines of the CTIF.

13. Ingo Valentini plaque

In memory of its long-time chairman, Ingo Valentini, who passed away in 2023, the SG created the "Ingo Valentini Plaque" during its 30th meeting, held in Ostritz-St. Marienthal from 11 to 14 October 2023. It symbolises the continuity of the SG and is to be visibly displayed in the conference room at all conferences. At the end of each conference, it is handed over to the organiser of the next conference, who must keep it safe.

14. Entry into force

These Regulations were adopted by the SG at its 30th meeting on the 12 October 2023 and by the History Commission at its 26th meeting on 11 October 2023 and supersedes the 3rd version of 4 October 2018.

Dr. Christian K. Fastl
Chairperson of the SG

Gerald Schimpf BA
Commission Chairperson

Zittau and Ostritz-St. Marienthal, 11/12 October 2023