


**CALIFORNIA OFFICE OF EMERGENCY SERVICES**

Fire and Rescue Division  
 3650 Schriever Ave  
 Mather, CA. 95655  
 Phone (916) 845-8711  
 Night-Weekends: (916) 845-8911  
 Fax: (916) 845-8396



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## Fire & Rescue Division Hazardous Materials Section

### BULLETIN # 18 (Version 1.0)

## RECOMMENDED STANDARD ON STENCILING HAZ-MAT TEAM TYPING STATUS ON FIRE APPARATUS

### [ For Certified Typed Teams Only ]

It has come to our attention that some emergency response agencies who have had their hazardous materials response unit inspected and who have successfully attained a Cal/EMA HMRT TEAM TYPING status, would like to stencil their apparatus to reflect this status. The California Emergency Management Agency – Cal/EMA (formerly OES) does not have any problem with this practice. However, there are a few baseline protocols that should be understood as well as creating a standardized system:

1. Stenciling of any vehicle not owned or maintained by Cal/EMA is done so voluntarily by the agency having jurisdiction of the vehicle.
2. Stenciling is done so at the sole risk of the agency having jurisdiction of the vehicle, and in no way will Cal/EMA be held responsible for any damage incurred as a result of applying stenciling or the removal of the stenciling.
3. Stenciling is done so at no cost or expense to California Emergency Management Agency.
4. Stenciling will be applied in a prescribed manner and style, including wordage and layout as explained in this memorandum, in order to maintain a uniform standard.
5. Stenciling will include only that type of font, size of font, case, and dimensions, as explained in this memorandum.

### STENCILING STANDARDS for HAZ-MAT TEAMS

#### FONT – BOLD BLOCK TYPE:

A typeface that is of the bold block type font (Gothic or sans-serif) reads best from a distance and thus are recommended and used for street signs, stop signs, and mileage signs. A typeface that has serifs (small curls or points at corners of the letter) is of the serif (Roman) type, and reads best in printed documents, newspapers, and advertisements. It is therefore recommended that stenciling on fire apparatus be of the sans-serif block type font (Gothic). Two of the more popular are **ARIAL BLACK** and **UNIVERS BOLD**, shown in upper or capital case.

**AVAILABILITY:**

These fonts are easily acquired at sign shops, art stores, and hobby & craft shops as pre-cut pressure-sensitive letters in a variety of colors and dimensions. Some sign shops have the ability to manufacture or stamp out individual letters or whole words according to your specifications on pressure-sensitive plastic-based pliable material. Please ensure that the type of material will be resistant to UV exposure and the weather. Ask the business representative, and explain that the letters will be exposed to the elements for many years. They should be able to recommend a durable and applicable product.

**FONT CASE and SIZE:**

Lettering on emergency response vehicles is typically in UPPER CASE, and therefore it is recommended that the stenciling be only in UPPER CASE. Lettering size dimensions can vary greatly, but most vary between 2 1/2" high to 4 1/2" high. A very comfortable size that can be easily read from 100' distance is a font size 3" in height. Most utilitarian markings on vehicles are of this size and it is not overly obtrusive.

**FONT LETTER DIMENSIONS:**

For Arial Black and Univers Bold fonts, individual letters of the alphabet, except for "M" and "W", range between 2.85" to 3" wide. The "M" and "W" are about 3.5" wide. The thickness of the individual letter strokes should be about 1" thick.

**SPACING:**

Spacing for Arial Black and Univers Bold, letter to letter, is 0.5", and spacing between words on a line is 1.25". Spacing between lines should be about 2.0".

**COLOR:**

The color of the font will be **SOLID BLACK** if on a light background (white, yellow, gray, lime-green, light blue). The color of the font will be **WHITE OUTLINED IN BLACK** if on a dark background (red, maroon, dark blue).

**WORDAGE and LAYOUT:**

All letters and numbers or Roman Numerals shall be in UPPER CASE. The layout shall begin with the three (3) letter agency designated ID identifier (i.e. **FRN** for Fresno City). It will be followed by "**HMRT**", followed by the level of team typing achieved (i.e. **TYPE 1**, or **TYPE 2**, or **TYPE 3**).

If arranged in one line, a typical example should look: **FRN HMRT TYPE 1**

If arranged in two lines, a typical example should look: **CCH HMRT  
TYPE 2**

**Quick Reference Chart**

FONT	Arial Black or Univers Bold
CASE	Upper case (no lower case letters)
SIZE (Height)	Letter – 3" height, edge to edge
DIMENSIONS, Letters and Numbers	Width – nominal 2.85" to 3" wide "M" and "W" nominal 3.5" wide Letter thickness – 1"
SPACING	Between letters – 0.5" Between words – 1.25" Between lines – 1.75 to 2.0"
COLOR	Black if on a light background White outlined in black if on a dark background

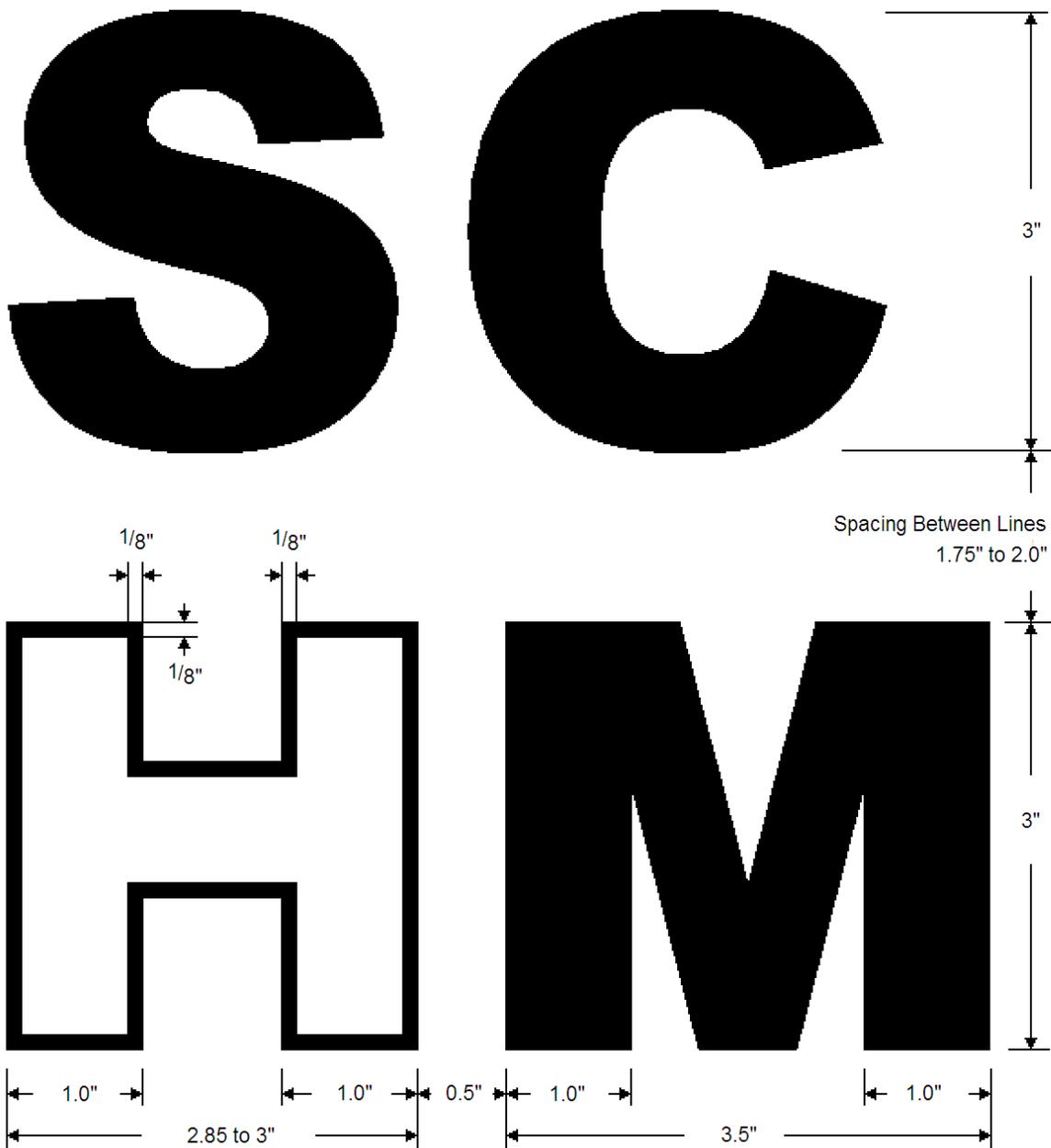
The schematics on the following two pages show examples, and are provided as a guide. Plate "A" depicts approximate letter size and shows the recommended dimensions.

Plate "B" shows recommended example lettering stencil schemes, and the contrast examples of lettering on a light or white background, and on a red or dark color background.

FIRE & RESCUE AUTHORIZED TEAM TYPING STENCILING CRITERIA

PLATE "A"

EXAMPLE UNIVERS LETTER SIZE DIMENSIONS and SPACING



**Arial Black. at 200 font. and 130%**

FIRE & RESCUE AUTHORIZED TEAM TYPING STENCILING CRITERIA  
PLATE "B"

EXAMPLE LETTERING STENCIL SCHEMES

SOLID BLACK ON LIGHT BACKGROUND

SINGLE LINE

**SOR HMRT TYPE 2**

DOUBLE LINES

**SOR HMRT  
TYPE 2**

OUTLINED WHITE ON DARK BACKGROUND

SINGLE LINE

**EYO HMRT TYPE 1**

DOUBLE LINES

**EYO HMRT  
TYPE 1**

