

**Department of Public Safety Standards and Training  
Memorandum**

**DATE:** June 15, 2021

**TO:** Oregon Fire Service

**FROM:** DPSST Fire Program

**SUBJECT:** Bureau Online Submission System

The Bureau Online Submission System, commonly known as BOSS, will no longer be available as of **June 21 at 1700**. The BOSS link will automatically be redirected to a new online submission system offered as a stop-gap solution while the DPSST Fire Program works closely with our electronic service to create a more efficient, streamlined electronic option to submit forms.

The stop-gap solution will allow users to affiliate new firefighters with your department, remove firefighters from your roster, add a Chief, Training Officer, and/or Authorized signer to your department, as well as submit applications for certification. This online system does not house fire service personnel information, but that information can still be accessed by utilizing SnapShot and IRIS. Please allow a few business days for SnapShot/IRIS to update for new and removed personnel. Also, allow additional time for processing applications for certification as we input those into the system every first and third Thursday of the month (longer for those that have not completed their fingerprint requirement).

We apologize for this inconvenience, however this temporary redirection will lead to a drastic improvement in submitting documents electronically. For quite some time, BOSS has continually experienced operational issues due to the outdated platform in which it operates. We have taken into account the Oregon fire service's vocalized frustrations and need for an updated system. We will continue to update the Oregon fire service through the GovDelivery email system, the monthly program newsletter, and at Training Association meetings as we learn more and navigate this process. If you have any questions, see our contact information [here](#).