



# **Guidelines for the Firefighter Part I Certificate of Completion Program**

---

**(Volunteer Firefighter)**

Division of State Fire Marshal

**THE BUREAU OF FIRE STANDARDS AND TRAINING  
AT  
The Florida State Fire College**

**Revision 2.1, March 2017**

*The standard of firefighter training as required by Florida State Statute 633 and Florida Administrative Codes 69A-37 and 69A-62 to be a Volunteer Firefighter (and to enter the IDLH) is the completion of Part I of the State of Florida Minimum Standards Course. This document provides guidelines for meeting this requirement.*

# CONTENTS

|  |    |
|--|----|
| OVERVIEW.....  | 2  |
| RESPONSIBILITIES .....   | 3  |
| RESPONSIBILITIES OF SPONSORING FIRE DEPARTMENT OR TRAINING CENTER .....              | 3  |
| A. Prior to Enrollment: .....  | 3  |
| B. Prior to the Start of the Course: .....   | 3  |
| C. Upon Completion of the Course: .....  | 3  |
| RESPONSIBILITIES OF THE INSTRUCTOR.....  | 4  |
| RESPONSIBILITIES OF THE BUREAU OF FIRE STANDARDS & TRAINING .....                    | 4  |
| FREQUENTLY ASKED QUESTIONS.....  | 6  |
| RESOURCE LIST.....   | 10 |
| Firefighter I Curriculum Training Information: .....                                 | 10 |
| Wildland Firefighter Training Information:.....                                      | 10 |
| National Incident Management System (NIMS) Training Information:.....                | 10 |
| APPLICATION FOR CERTIFICATE OF COMPLETION – VOLUNTEER FIREFIGHTER 206<br>HOURS ..... | 11 |
| MEDICAL EXAMINATION FORM (DFS-K4-1022) .....   | 16 |
| FIREFIGHTER I PRACTICAL SKILL TASK BOOK.....   | 19 |

## OVERVIEW

The standard of firefighter training as required by Florida State Statute 633 and Florida Administrative Codes 69A-37 and 69A-62 to be a Volunteer Firefighter is the completion of *Part I of the State of Florida Minimum Standards Course*.

A significant portion of this training can now be completed through a blended learning approach that combines both “on-line” and practical skill components. The on-line portion can be taken in lieu of the traditional classroom lecture and satisfies most of the required academic objectives. Validation of this training is met by retaining copies of quiz scores and final evaluation upon completion of the on-line program.

The following academic components make up the Part I Minimum Standards curriculum and are available on-line:

- Firefighter I Curriculum
- National Incident Management System (NIMS); ICS100 & IS700
- Wildland Firefighter Training- S130 & S190
- EMS First Responder / EMR

The Firefighter I curriculum includes practical skill development. Completion of the practical skills is demonstrated by completion of a Firefighter I Practical Skill Task Book. Skill achievement is validated by both a primary and secondary instructor’s approval once the student meets the objectives. In addition to completion of the required practical skills, all students are required to participate in live fire training scenarios coordinated by a certified Live Fire Training Instructor. Students who meet all combined objectives receive a *Certificate of Completion – Volunteer Firefighter 206 Hours*.

Volunteer Firefighters who have successfully completed the Firefighter Part I curriculum standard are able to operate in the “exclusionary or hot zone” and in an Immediately Dangerous to Life or Health (IDLH) environment. Other volunteers who do not meet this level of training may support the overall operation as long as they are always in a safe zone and are only performing duties they have been “trained commensurate to duty”.

**NOTE:**

*Firefighter I - 160 hours may also operate in the IDLH.*

“Trained commensurate to duty” means that the person must have documented training in the specific task assigned or a combination of skills required to accomplish any series of tasks which may be assigned to that individual, given a set of conditions or circumstances that the individual may undertake. Anticipated special circumstances such as hazardous materials operations, technical rescue, and similar conditions or circumstances require additional training.

The National Incident Management System (NIMS) ICS 100 curriculum introduces the incident command system (ICS) and provides the foundation for higher level ICS training. Its focus is on the history, features, and principles, along with the organizational structure of Incident Command. The NIMS IS 700 curriculum introduces the NIMS and provides a consistent nationwide template to enable all agencies to work together during incidents.

The Wildland Firefighter S130 curriculum addresses the basic skills required of all wildland firefighters and includes a field exercise. The Wildland Firefighter curriculum S190 is an introduction to wildland fire behavior including factors that affect the spread of wildfire and recognition of potentially hazardous situations.

The Emergency Medical Responder (EMR) First Responder curriculum is an introduction to basic life support and emergency care.

## **RESPONSIBILITIES**

The following guidelines should be followed when pursuing Firefighter Part I training:

### **RESPONSIBILITIES OF SPONSORING FIRE DEPARTMENT OR TRAINING CENTER**

#### **A. Prior to Enrollment:**

1. Confirm each student is a minimum of 18 years old
2. Complete and retain medical examination form (DFS-K4-1022) for each student

**NOTE:** The Bureau of Fire Standards and Training (BFST) strongly recommends submitting fingerprints of each student or volunteer firefighter candidate to your local law enforcement agency for a background check.

#### **B. Prior to the Start of the Course:**

1. Contact the Florida State Fire College's Training Supervisor who will assist in:
  - Identifying a certified instructor for course delivery
  - Selection of an on-line Firefighter I curriculum
2. Obtain class offering approval from the Florida State Fire College
3. Make class information entries, including student roster, into FCDICE (Fire College Database)

#### **C. Upon Completion of the Course:**

1. Ensure students have completed all training requirements of the Firefighter Part I Curriculum
2. Submit the following to the Bureau of Fire Standards & Training:
  - Completed Application for *Certificate of Completion – Volunteer Firefighter 206 Hours*
  - Completed Firefighter I Practical Skill Task Book
3. Sponsoring Fire Department or Training Center shall retain copies of the following documents:
  - Copy of completed Application for *Certificate of Completion – Volunteer Firefighter 206 Hours*
  - Copy of completed Firefighter I Practical Skill Task Book
  - Copy of all student quiz scores and final exam indicating passing rate of at least 70%

- Certificate of completion: NIMS training (ICS100 & IS700)
- Certificate of completion: Wildland Firefighter (S130 & S190)
- Certificate of completion: EMS First Responder or equivalent

### **RESPONSIBILITIES OF THE INSTRUCTOR**

1. Enter class roster into FCDICE system
2. Monitor student progress of “on-line” component if applicable
3. Provide supplemental training to meet Firefighter I objectives
4. Coordinate practical skill training for students
5. Complete Firefighter I Practical Skill Task Book
6. Ensure signature of second instructor in Firefighter I Practical Skill Task Book\* (\*Note: 2nd Instructor must not have been one of the primary instructors involved in practical skill training)
7. Ensure live fire training scenario is managed by a certified Live Fire Training Instructor
8. Provide instructor signatures on Application for *Certificate of Completion – Volunteer Firefighter 206 Hours*.

### **RESPONSIBILITIES OF THE BUREAU OF FIRE STANDARDS & TRAINING**

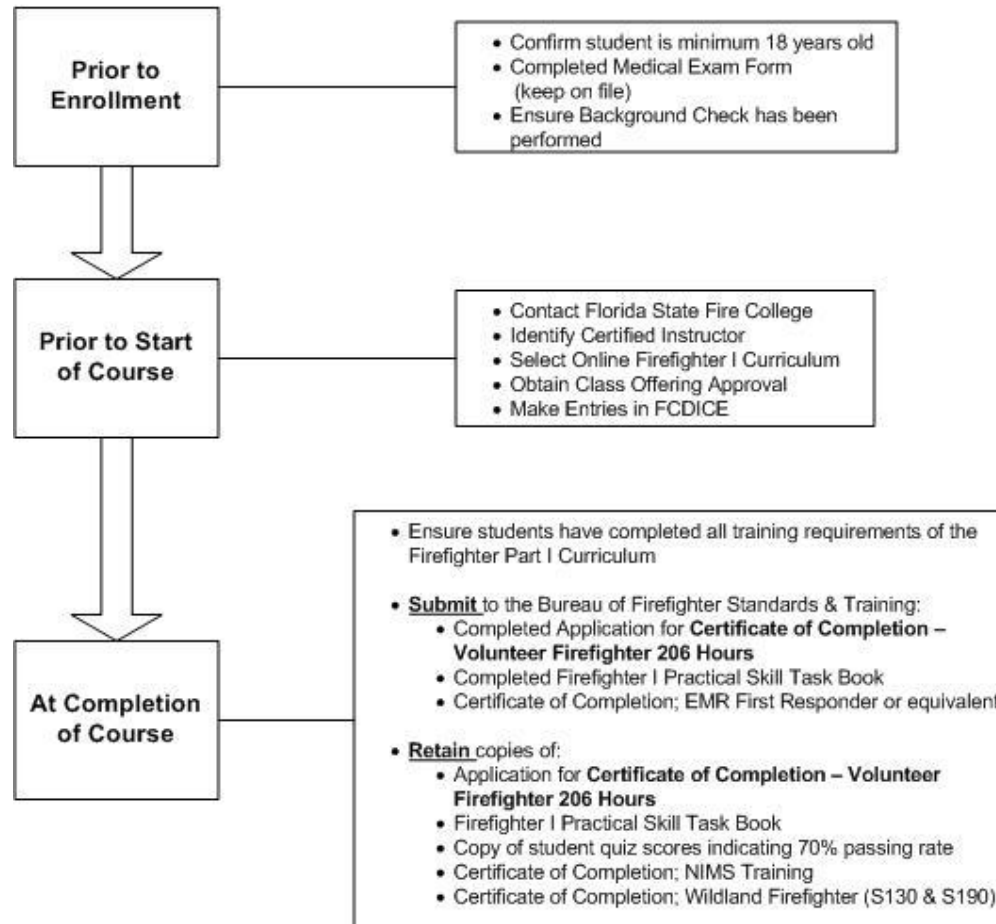
1. Coordinate selection and approval of on-line providers
2. Review and approve class offerings
3. Coordinate & identify certified instructors
4. Review, approve or deny applications
5. Issue *Certificate of Completion – Volunteer Firefighter 206 Hours*.



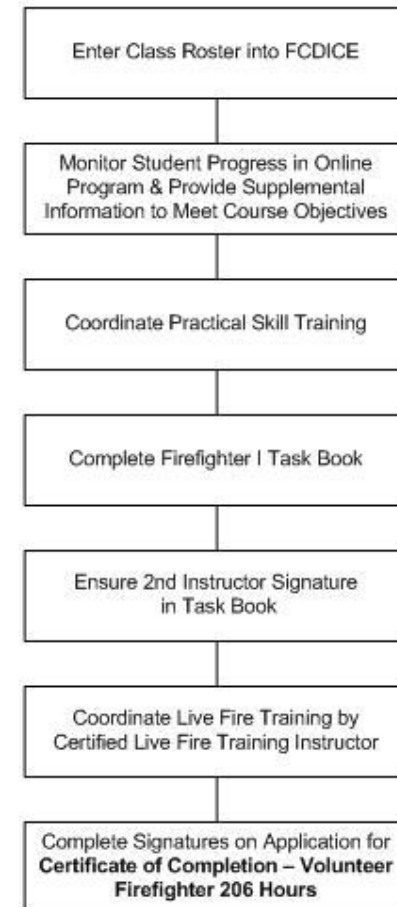
**Division of State Fire Marshal  
THE BUREAU OF FIREFIGHTER STANDARDS AND TRAINING**

**Guidelines for Volunteer Fire Departments  
Firefighter Part I Curriculum**

***Responsibilities of Fire Department  
or Training Center***



***Responsibilities of Instructor***



## **FREQUENTLY ASKED QUESTIONS**

### **What training is required to be a Volunteer Firefighter?**

All Volunteer Firefighters (entering the IDLH) are required by Florida Administrative Code 69A-62 to complete Part I of the State of Florida Minimum Standards Course. The Part I curriculum covers the material defined in the National Fire Protection Association (NFPA) Standard 1001, Firefighter I. The Part I training curriculum is a total of 206 hours. (FAC 69A-37.055)

Volunteer Firefighters who successfully complete the Part I curriculum receive a *Certificate of Completion – Volunteer Firefighter 206 Hours*

### **Who can provide the Part I training Curriculum?**

Part I curriculum training may be conducted through fire departments or facilities other than approved training centers. If a fire department or facility provides this training, it must have access to all facilities, equipment, and instructors that are normally required of a Certified Firefighter Recruit Training Center. (FAC 69A-37.060)

### **What training formats can I use to deliver the Part I Curriculum?**

Training can be delivered in either a traditional format or by using an “alternate delivery technique”. Alternate delivery techniques can include the use of computer based “on-line” training. The use of an “online” training format must be first approved by the Bureau of Firefighting Standards and Training to ensure the course meets the skill and knowledge objectives. (FAC 69A-37.056)

### **What “on-line” resources are available to me if I choose to use the “on-line” approach to deliver the Part I Curriculum?**

The Bureau of Fire Standards and Training has approved different on-line delivery courses. They are offered by Community Technical & Adult Education (CTAE), IFSTA, and Jones & Bartlett Learning.

### **I have decided to utilize an “on-line” option to deliver the Part I Curriculum for my department. What do I need to do?**

The first step is to seek class approval from the Bureau of Fire Standards and Training. A class approval request should include; the name of the certified instructor, the name of the hosting fire department or facility, and a request to utilize on-line training. Once the request is submitted, Bureau staff will review the specific requirements with the instructor to ensure compliance of the skill and knowledge objectives.

### **How do I initiate delivery of the Part I training curriculum for my department?**

Training would begin by first obtaining “class offering approval” from the Florida State Fire College, through either the FCDICE system or by direct contact with the Training Supervisor at:

Bureau of Fire Standards and Training  
11655 NW Gainesville Road  
Ocala, FL 34482  
352-369-2822

**Is there any financial support or scholarships available for Volunteer Firefighter training?**

Yes. The Florida Association of Counties Trust (FACT) has established a scholarship fund designated for reimbursement of on-line training costs. Reimbursement of training costs may be available for Volunteer Firefighters located in FACT member counties. Reimbursement eligibility is determined by FACT and a representative of the Florida Fire Chief Association – Volunteer Fire Officers Section. The Bureau of Fire Standards and Training will provide contact information upon request.

FACT member counties:

|         |            |           |            |
|---------|------------|-----------|------------|
| Baker   | Bay        | Calhoun   | Columbia   |
| Dixie   | Franklin   | Gadsden   | Hamilton   |
| Jackson | Lafayette  | Liberty   | Nassau     |
| Putnam  | Santa Rosa | St. Johns | Sumter     |
| Taylor  | Wakulla    | Walton    | Washington |

**What if I’ve been a Volunteer Firefighter and have not completed the Part I curriculum – what service can I provide to my department and community?**

A Volunteer Firefighter who completed curriculum equivalent to Part I training prior to January 1, 2004, may operate in the IDLH atmosphere if an approved “Training Exemption Application” is in effect. Otherwise, they cannot participate in any “exclusionary or hot zone”, or in any IDLH atmosphere. They may only participate in a supportive role for the Volunteer Department for tasks that they are “trained commensurate to duty”.

“Trained commensurate to duty” means that the person must have documented training in the specific task assigned or combination of skills required to accomplish any series of tasks which may be assigned to that individual given a set of conditions or circumstances which that individual may undertake. Anticipated special circumstances such as hazardous materials operations, technical rescue, and similar conditions or circumstances require additional training.

**Are fingerprinting and a background check required before I can begin my training?**

The Bureau of Fire Standards and Training (BFST) strongly recommends that the sponsoring fire department or training center submit fingerprints of each student or volunteer firefighter candidate to their local law enforcement agency for a background check.

**I have personnel associated with my Volunteer Fire Department that do not meet the Part I curriculum requirement - can I still utilize them?**

Yes, volunteers at different capacities are critically important to the department and the local community. They contribute in a variety of ways to meet the goal of providing exceptional public safety care to our citizens. It is equally important to properly manage the work assignments of all volunteers and to keep them safe.

Volunteers who have successfully completed the Firefighter Part I curriculum standard are able to operate in the “exclusionary or hot zone” and in an IDLH environment. Other volunteers who do not meet this level of training may support the overall operation as long as they are always in a safe zone and are only performing duties they have been “trained commensurate to duty”.



“Trained commensurate to duty” means that the person must have documented training in the specific task assigned or combination of skills required to accomplish any series of tasks which may be assigned to that individual given a set of conditions or circumstances which that individual may undertake. Anticipated special circumstances such as hazardous materials operations, technical rescue, and similar conditions or circumstances require additional training.

**I’ve completed the Firefighter Part I curriculum that included an “on-line” portion and received my Certificate of Completion – Volunteer Firefighter 206 Hours. Can I take a Firefighter I Certification Exam?**

The Bureau of Fire Standards & Training will not issue a State of Florida Certificate of Compliance for completion of Firefighter Part I. A Certificate of Compliance is issued upon successful completion and testing of the Firefighter Part I and Part II Minimum Standards curriculum.

However, a student that successfully completes the Firefighter Part I curriculum is eligible to apply for examination for Pro Board Firefighter I Certification. This certification is the verification that a candidate has successfully completed an evaluation of his/her knowledge, skills and abilities against the National Fire Protection Association (NFPA) Firefighter I standard. The Bureau of Fire Standards and Training is the designated Pro Board certified agency in Florida and coordinates the required Pro Board testing. To be eligible for the Pro Board Firefighter I Certificate, the candidate will be required to provide:

1. Validation of the following:
  - Applicant is a minimum of 18 years old.
  - Applicant is a high school graduate or equivalent.
  - Applicant has not been convicted of a felony or misdemeanor as defined by statute.
  - Applicant is of good moral character.
  - Applicant is in good physical condition as determined by examination by a physician as defined by statute.
  - Applicant has a fingerprint card on file with the Bureau of Fire Standards and Training.
2. The following documents will also be required:
  - Copy of completed Application for *Certificate of Completion – Volunteer Firefighter 206 Hours*.
  - Copy of completed Firefighter I Practical Skill Task Book.
  - Copy of student quiz and final exam scores indicating a passing rate of 70% or higher.

**I have a Certificate of Completion – Volunteer Firefighter 206 Hours. Am I eligible to apply to become Pro Board Certified as a Firefighter I?**

A student that successfully completes the Firefighter Part I curriculum is eligible to apply for examination for Pro Board Firefighter I Certification. This certification is the verification that a candidate has successfully completed an evaluation of his/her knowledge, skills and abilities against the National Fire Protection Association (NFPA) Firefighter I standard. The Bureau of Firefighter Standards and Training is the designated Pro Board certified agency in Florida and conducts the required Pro Board testing. The requirements of Pro Board application are detailed above.

**I have a Certificate of Completion – Volunteer Firefighter 206 Hours. I am now interested in continuing my training. What steps would I have to take to complete the Part 2 training to achieve a Certificate of Compliance?**

Persons who have completed the Firefighter Part I curriculum may choose to continue with the Part 2 minimum standards training. This training can only be conducted through an approved training center. A student interested in Part 2 training should contact their local approved training center. The training center will review the student's training portfolio. A training center may require prerequisite testing and verification of training prior to enrollment.

**I have a document titled "Training Requirements for Volunteer Firefighters Under 4A-62" dated June 24, 2003, is this still in effect? (4A-62 is now FAC 69A-62).**

This document was designed as a notice to define the options for Volunteer Firefighters to transition to the requirements of the Florida Firefighter Occupational Health & Safety Act. At that time it provided options for Volunteer Firefighters to transition to the new standard.

After the publication of this document, a sunset date was adopted for Volunteer Firefighters to take the Part I exam until December 31, 2005. Currently, there are no longer provisions for Volunteer Firefighters to meet the Firefighter I equivalency.

**Do I need to get a medical examination prior to the start of training?**

Within six months before or after the scheduled starting date of the firefighting training program, each student must have a physical examination performed by a physician, surgeon, or physician assistant licensed to practice in the State of Florida pursuant to Chapter 458, F.S.; an osteopathic physician, surgeon, or physician assistant licensed to practice in the State of Florida pursuant to Chapter 459, F.S.; or an advanced registered nurse practitioner licensed to practice in the State of Florida pursuant to Chapter 464, F.S. The medical professional should complete medical examination form (DFS-K4-1022). This form will be retained by the sponsoring fire department or training center.

**What if I fail a skill in the Practical Skill Task Book?**

All skills listed in the Practical Skill Task Book must receive a PASS signoff from two certified instructors in order for you to be eligible to receive a *Certificate of Completion – Volunteer Firefighter 206 Hours*. The number of times that you can retest for a specific task is at the discretion of the sponsoring fire department or training center.

## RESOURCE LIST

### **Firefighter I Curriculum Training Information:**

For information on training options for Firefighter Part I curriculum, including selection of on-line training providers, contact:

The Bureau of Fire Standards and Training  
Training Programs Manager  
(352) 369-2822  
[FireCollegeTraining@MyFloridacfo.com](mailto:FireCollegeTraining@MyFloridacfo.com)

### **Wildland Firefighter Training Information:**

For information on training options for S-130 and S-190 or equivalent courses, contact:

Florida Division of Forestry  
[http://www.fl-dof.com/wildfire/imt\\_ffca\\_training.html](http://www.fl-dof.com/wildfire/imt_ffca_training.html)  
Department of Forestry Division Training Coordinator  
(352) 754-6864  
[Keith.Mousel@freshfromflorida.com](mailto:Keith.Mousel@freshfromflorida.com)

### **National Incident Management System (NIMS) Training Information:**

For information and enrollment portal for required on-line NIMS courses:

NIMS Introduction of Incident Command (ICS 100) Training Course:  
<http://training.fema.gov/emiweb/is/is100b.asp>  
NIMS, An Introduction (IS700) Training Course:  
<http://training.fema.gov/emiweb/is/is700a.asp>

**APPLICATION FOR CERTIFICATE OF COMPLETION – VOLUNTEER  
FIREFIGHTER 206 HOURS**



**THE DEPARTMENT OF FINANCIAL SERVICES**  
*Division of State Fire Marshal*

**Application for Certificate of Completion – Volunteer Firefighter (206 Hours)**

APPLICANT INFORMATION

|               |  |                   |      |                  |           |
|---------------|--|-------------------|------|------------------|-----------|
| Name          |  | Last              |      | First            |           |
| MI            |  |                   |      |                  |           |
| Home Address  |  |                   | City |                  | State Zip |
| Date of Birth |  | FCDICE Student ID |      | Telephone Number |           |
| Email Address |  |                   |      |                  |           |

**TO BE COMPLETED BY CERTIFIED TRAINING CENTER OR SPONSORING FIRE DEPARTMENT:**

|   |  |                  |
|---|--|------------------|
| Certified Training Center or Fire Department        |  | Point of Contact |
| Training Center Coordinator or Fire Chief Signature |  |                  |

**TO BE COMPLETED BY CERTIFIED INSTRUCTOR OF RECORD:**

*I attest that the applicant has satisfactorily completed the prescribed training, in accordance with the specifications of Florida Administrative Code 69A-37.055 and Florida Administrative Code 69A-37.056, and that this training met all requirements of the Part I Curriculum including satisfactory completion of all components of the Firefighter I Practical Skill Task Book. This includes the requirement that the student has consistently demonstrated the ability to perform individually and as a member of a team or group all tasks and operations associated with the training in a manner which does not present a threat to the safety of the trainee, co-workers, or others and which contributes to the successful achievement of the purpose for which the task or operation is being performed.*

|                      |                 |
|----------------------|-----------------|
| Instructor Name      | Instructor ID # |
| Instructor Signature |                 |

**TO BE COMPLETED BY CERTIFIED INSTRUCTOR OF RECORD:**

|   |                 |
|---|-----------------|
| <input type="checkbox"/> This Course Was Delivered Using A Traditional Educational Format<br><u>OR</u><br><input type="checkbox"/> This Course Was Delivered Using An Approved "On-Line" Distance Learning Format By: |                 |
| <i>I attest that if a Distance Learning provider was used, I have delivered the required supplemental information required to enable the applicant to meet all required objectives.</i>                               |                 |
| Instructor Signature  | Instructor ID # |



---

**TO BE COMPLETED BY CERTIFIED LIVE FIRE TRAINING INSTRUCTOR:**

*I attest that the applicant has satisfactorily completed the prescribed live fire training requirements.*

| <b>Evolution</b>             | <b>Instructor Signature</b> | <b>Instructor ID #</b> |
|------------------------------|-----------------------------|------------------------|
| Fire Extinguisher            |                             |                        |
| Structure Fire (At Grade)    |                             |                        |
| Structure Fire (Above Grade) |                             |                        |
| Structure Fire (Below Grade) |                             |                        |
| Stacked/Piled Class A        |                             |                        |
| Passenger Vehicle            |                             |                        |
| Trash Container              |                             |                        |

**SUBMIT THIS APPLICATION, ALONG WITH YOUR COMPLETED FIREFIGHTER I TASK BOOK TO:**

*BUREAU OF FIRE STANDARDS & TRAINING*

*Standards Section*

*11655 NW Gainesville Road*

*Ocala, Florida 34482-1486*





**MEDICAL EXAMINATION FORM (DFS-K4-1022)**



**THE DEPARTMENT OF FINANCIAL SERVICES**  
*Division of the State Fire Marshal*

**MEDICAL EXAMINATION TO DETERMINE FITNESS FOR FIREFIGHTER TRAINING**  
**BUREAU OF FIRE STANDARDS AND TRAINING**

Please print legibly.

NAME: LAST FIRST MI STUDENT ID

TRAINING CENTER E-MAIL ADDRESS CONTACT PHONE NUMBER

***For the medical professional conducting the examination:*** The purpose of this examination is to ensure that the physical, physiological, intellectual, and psychological health of the applicant is suitable for the environment and functions of a firefighter as described on page 2. Authority for this examination is FS 633.34 and is required before an individual starts firefighter training.

This medical examination must be completed by a physician, surgeon, or physician’s assistant per ch. 458; or an osteopathic physician, surgeon, or physician’s assistant per ch.459; or an advanced registered nurse practitioner per ch. 464.

**Examination should include but is not limited to:**

- |  |  |
|--|--|
| Dermatological system, Cardiovascular system | Ears, eyes, nose, mouth, throat            |
| Clinical evaluation of 12 lead EKG           | Auditory hearing in the pure tone          |
| Systolic and Diastolic Blood pressure        | Far visual acuity corrected or uncorrected |
| Respiratory system                           | Peripheral vision                          |
| Gastrointestinal system                      | Genitourinary system                       |
| Endocrine and metabolic systems              | Musculoskeletal system                     |
| Neurological system                          |  |

***For the medical professional conducting the examination to complete:*** (Sign in appropriate box)

**Based on the results of this medical evaluation, the applicant:**

|  |   |
|--|---|
| <p><b>Has no pre-existing or current condition, illness, injury or deficiencies. <u>The applicant is medically fit to engage in firefighter training.</u></b></p> <p>Signature _____</p> | <p><b>Has a pre-existing or current condition, illness, injury or deficiency that presents a safety or health risk in the environment or job functions of a firefighter. <u>The applicant is not medically fit for firefighter training.</u></b></p> <p>Signature _____</p> |
|--|---|

**Completion Required (please print)**

Name of signature: \_\_\_\_\_ Date signed: \_\_\_\_\_

Office Telephone number: \_\_\_\_\_

Office address: \_\_\_\_\_

### **Essential Job Tasks and Descriptions from NFPA 1582, 2007 edition**

1. Performing firefighting tasks (e.g., hose line operations, extensive crawling, lifting, carrying heavy objects, ventilating roofs or walls using power or hand tools, and forcible entry), rescue operations and other emergency response actions under stressful conditions while wearing personal protective ensembles and self-contained breathing apparatus (SCBA), including working in extremely hot or cold environments for prolonged time periods.
2. Wearing an SCBA, which includes a demand valve–type positive-pressure face piece or HEPA filter masks, which requires the ability to tolerate increased respiratory workloads.
3. Exposure to toxic fumes, irritants, particulates, biological (infectious) and nonbiological hazards, and/or heated gases, despite the use of personal protective ensembles and SCBA.
4. Climbing six or more flights of stairs while wearing fire protective ensemble weighing at least 50 lbs. or more and carrying equipment/tools weighing an additional 20 to 40 lbs.
5. Wearing fire protective ensemble that is encapsulating and insulated, which will result in significant fluid loss that frequently progresses to clinical dehydration and can elevate core temperature to levels exceeding 102.2°F (39°C).
6. Searching, finding, and rescue-dragging or carrying victims ranging from newborns up to adults weighing over 200 lbs. to safety despite hazardous conditions and low visibility.
7. Advancing water-filled 2 ½ diameter hose lines from fire apparatus to occupancy [approximately 150 ft. ], which can involve negotiating multiple flights of stairs, ladders, and other obstacles.
8. Climbing ladders, operating from heights, walking or crawling in the dark along narrow and uneven surfaces, and operating in proximity to electrical power lines and/or other hazards.
9. Unpredictable emergency requirements for prolonged periods of extreme physical exertion without benefit of warm-up, scheduled rest periods, meals, access to medication(s), or hydration.
10. Operating fire apparatus or other vehicles in an emergency mode with emergency lights and sirens.
11. Critical, time-sensitive, complex problem solving during physical exertion in stressful, hazardous environments, including hot, dark, tightly enclosed spaces, that is further aggravated by fatigue, flashing lights, sirens, and other distractions.
12. Ability to give and comprehend verbal orders while wearing personal protective ensembles and SCBA under conditions of high background noise, poor visibility, and drenching from hose lines and/or fixed protection systems (sprinklers), hear alarm signals, hear and locate the source of calls for assistance from victims or other firefighters.
13. Functioning as an integral component of a team, where sudden incapacitation of a member can result in mission failure or in risk of injury or death to civilians or other team members.

# **FIREFIGHTER I PRACTICAL SKILL TASK BOOK**



**THE DEPARTMENT OF FINANCIAL SERVICES**  
*Division of State Fire Marshal*

**THE BUREAU OF FIRE STANDARDS AND TRAINING**  
**FIREFIGHTER I PRACTICAL SKILL TASK BOOK**

Student Name: \_\_\_\_\_

Fire Department or Training Center: \_\_\_\_\_

FCDICE Student ID Number: \_\_\_\_\_

Start Date: \_\_\_\_\_

Completion Date: \_\_\_\_\_

Primary Instructor: \_\_\_\_\_

Instructor ID #: \_\_\_\_\_

**EXPECTATIONS OF INSTRUCTORS:** *Instructors are evaluating the student's ability to successfully demonstrate practical skills and tasks both individually and as a member of a team. This includes the requirement that the student perform all tasks in a manner that is safe, and does not pose a threat to the safety of the trainee, fellow students or others. Any unsafe act by the student during the demonstration of any skill should be recorded as failing that objective.*  
**NOTE:** *The second instructor signatory must not have been one of the primary instructors involved in practical skill training.*

| <b>ROPES, TOOLS, AND EQUIPMENT</b> <i>The student demonstrates the ability to:</i>  | PASS | FAIL | Signature / Instructor ID #1 | PASS | FAIL | Signature / Instructor ID #2 |
|---|------|------|------------------------------|------|------|------------------------------|
| When given the proper size and amount of rope, tying a:   |      |      |                              |      |      |                              |
| • Bowline knot  |      |      |                              |      |      |                              |
| • Clove hitch   |      |      |                              |      |      |                              |
| • Figure eight on a bight   |      |      |                              |      |      |                              |
| • Figure eight follow-through   |      |      |                              |      |      |                              |
| • Figure eight stopper knot   |      |      |                              |      |      |                              |
| • Becket or sheet bend  |      |      |                              |      |      |                              |
| • Overhand safety knot  |      |      |                              |      |      |                              |
| Using an approved knot, hoist any selected tool, ground ladder, or appliance to a height of at least 20 feet.                     |      |      |                              |      |      |                              |
| Demonstrate the techniques of inspecting, cleaning, maintaining, and storing rope.  |      |      |                              |      |      |                              |
| Use a rope to tie ladders, hose, and other equipment so as to secure them to immovable objects.                                   |      |      |                              |      |      |                              |
| <b>SAFETY PROCEDURES</b> <i>The student demonstrates the ability to:</i>  | PASS | FAIL | Signature / Instructor ID #1 | PASS | FAIL | Signature / Instructor ID #2 |
| Demonstrate techniques for action when trapped or disoriented in a fire situation or a hostile environment.                       |      |      |                              |      |      |                              |
| Demonstrate the use of seat belts, noise barriers, and other safety equipment provided for protection while riding the apparatus. |      |      |                              |      |      |                              |
| Demonstrate safety procedures when mounting, dismounting, and operating around fire apparatus.                                    |      |      |                              |      |      |                              |

| <b>WATER SUPPLIES <i>The student demonstrates the ability to:</i></b>                         | PASS | FAIL | Signature / Instructor ID #1 | PASS | FAIL | Signature / Instructor ID #2 |
|---|------|------|------------------------------|------|------|------------------------------|
| Demonstrate deployment of a portable water tank.  |      |      |                              |      |      |                              |
| Connect a supply hose to a hydrant, and fully open and close the hydrant.                     |      |      |                              |      |      |                              |
| Demonstrate the hydrant to pumper hose connections for forward and reverse lays.              |      |      |                              |      |      |                              |
| Assemble and connect the equipment necessary for drafting from a static water supply source.  |      |      |                              |      |      |                              |
| <b>PERSONAL PROTECTIVE EQUIPMENT <i>The student demonstrates the ability to:</i></b>          | PASS | FAIL | Signature / Instructor ID #1 | PASS | FAIL | Signature / Instructor ID #2 |
| Use self-contained breathing apparatus (SCBA) in conditions of obscured visibility.           |      |      |                              |      |      |                              |
| Determine that the SCBA is in a safe condition for immediate use.                             |      |      |                              |      |      |                              |
| Document routine maintenance for SCBA including inspection, cleaning and sanitizing.          |      |      |                              |      |      |                              |
| Use SCBA in conditions of restricted space.   |      |      |                              |      |      |                              |
| Perform the following emergency techniques in the event of SCBA failure:                      |      |      |                              |      |      |                              |
| • Use of emergency bypass or purge-valve  |      |      |                              |      |      |                              |
| • Conservation of air   |      |      |                              |      |      |                              |
|   |      |      |                              |      |      |                              |
| Perform techniques for maximizing the air capacity of an SCBA under work conditions.          |      |      |                              |      |      |                              |
| Replace an expended cylinder of an SCBA assembly with a full cylinder.                        |      |      |                              |      |      |                              |
| Describe the care, inspection, and maintenance of each item of personal protective equipment. |      |      |                              |      |      |                              |
| Don and doff the following personal protective equipment:                                     |      |      |                              |      |      |                              |
| • Helmet (with shield or appropriate eye protection)  |      |      |                              |      |      |                              |
| • Hood, Boots, Gloves   |      |      |                              |      |      |                              |
| • Turnout or bunker coat & Turnout or bunker pants  |      |      |                              |      |      |                              |
| • SCBA & Personal alert safety system (PASS)  |      |      |                              |      |      |                              |
| • Eye protection  |      |      |                              |      |      |                              |
| Don self-contained breathing apparatus while wearing protective clothing.                     |      |      |                              |      |      |                              |

|  |             |             |                                     |             |             |                                     |
|--|-------------|-------------|-------------------------------------|-------------|-------------|-------------------------------------|
| Perform rescue procedures for the following, without compromising the rescuer's respiratory protection:  |             |             |                                     |             |             |                                     |
| • A firefighter with functioning respiratory protection  |             |             |                                     |             |             |                                     |
| • A firefighter without functioning respiratory protection   |             |             |                                     |             |             |                                     |
| • A civilian without respiratory protection  |             |             |                                     |             |             |                                     |
| <b>FIRE STREAMS <i>The student demonstrates the ability to:</i></b>  | <b>PASS</b> | <b>FAIL</b> | <b>Signature / Instructor ID #1</b> | <b>PASS</b> | <b>FAIL</b> | <b>Signature / Instructor ID #2</b> |
| Open and close a nozzle and adjust its stream pattern and flow setting, when applicable.   |             |             |                                     |             |             |                                     |
| <b>LADDERS <i>The student demonstrates the ability to:</i></b>   | <b>PASS</b> | <b>FAIL</b> | <b>Signature / Instructor ID #1</b> | <b>PASS</b> | <b>FAIL</b> | <b>Signature / Instructor ID #2</b> |
| Raise, position, and lower the following types of ground ladders:  |             |             |                                     |             |             |                                     |
| • 14 ft. single or wall ladder   |             |             |                                     |             |             |                                     |
| • 24 ft. extension ladder  |             |             |                                     |             |             |                                     |
| • 35 ft. extension ladder <sup>1</sup>   |             |             |                                     |             |             |                                     |
| • Attic/folding ladder   |             |             |                                     |             |             |                                     |
| Demonstrate the deployment of a roof ladder on a pitched roof.   |             |             |                                     |             |             |                                     |
| Climb the full length of each type of ground (and aerial, if available) ladder carrying fire fighting tools or equipment while ascending and descending. |             |             |                                     |             |             |                                     |
| Climb the full length of each type of ground (and aerial, if available) ladder and bring an "injured person" down the ladder.                            |             |             |                                     |             |             |                                     |
| Demonstrate the techniques of working from ground or aerial ladders with tools and appliances, with and without a safety harness.                        |             |             |                                     |             |             |                                     |
| Demonstrate the techniques of cleaning, inspecting and maintaining ladders.  |             |             |                                     |             |             |                                     |
| <b>OVERHAUL PROCEDURES <i>The student demonstrates the ability to:</i></b>   | <b>PASS</b> | <b>FAIL</b> | <b>Signature / Instructor ID #1</b> | <b>PASS</b> | <b>FAIL</b> | <b>Signature / Instructor ID #2</b> |
| Demonstrate searching for hidden fires.  |             |             |                                     |             |             |                                     |
| Demonstrate exposure of hidden fires by opening ceilings, walls, floors, and pulling apart burned materials.   |             |             |                                     |             |             |                                     |

<sup>1</sup> LADDERS (35 ft. extension ladder); Instructor may use discretion in determining student requirement based on access to 35 ft. ladder.

| <b>FIRE HOSE, NOZZLES, AND APPLIANCES <i>The student demonstrates the ability to:</i></b>   | <b>PASS</b> | <b>FAIL</b> | <b>Signature / Instructor ID #1</b> | <b>PASS</b> | <b>FAIL</b> | <b>Signature / Instructor ID #2</b> |
|---|-------------|-------------|-------------------------------------|-------------|-------------|-------------------------------------|
| When given the necessary equipment and operating as an individual and as a member of a team, advance dry hose lines of two different sizes, both of which shall be 1 1/2 inch or larger, from a pumper: |             |             |                                     |             |             |                                     |
| • Into a structure  |             |             |                                     |             |             |                                     |
| • Up a ladder to a second floor landing   |             |             |                                     |             |             |                                     |
| • Up an inside stairway to an upper floor   |             |             |                                     |             |             |                                     |
| • Up an outside stairway to an upper floor  |             |             |                                     |             |             |                                     |
| • Down an inside stairway to a lower floor  |             |             |                                     |             |             |                                     |
| • Down an outside stairway to a lower floor   |             |             |                                     |             |             |                                     |
| • To an upper floor by hoisting   |             |             |                                     |             |             |                                     |
| • To attack a passenger vehicle fire  |             |             |                                     |             |             |                                     |
| When given the necessary equipment and operating as a member of a team, advance charged attack lines of two different sizes, both which shall be 1 1/2 inch or larger, from a pumper:                   |             |             |                                     |             |             |                                     |
| • Into a structure  |             |             |                                     |             |             |                                     |
| • Up a ladder to a second floor landing   |             |             |                                     |             |             |                                     |
| • Up an outside stairway to an upper floor  |             |             |                                     |             |             |                                     |
| • Up an inside stairway to an upper floor   |             |             |                                     |             |             |                                     |
| • Down an inside stairway to a lower floor  |             |             |                                     |             |             |                                     |
| • Down an outside stairway to a lower floor   |             |             |                                     |             |             |                                     |
| • To an upper floor by hoisting   |             |             |                                     |             |             |                                     |
| • To attack a passenger vehicle fire  |             |             |                                     |             |             |                                     |
| Demonstrate 3 different types of pre-connect hose loads: • Minuteman • Flat • Triple Layer  |             |             |                                     |             |             |                                     |
| Demonstrate three types of hose rolls.  |             |             |                                     |             |             |                                     |
| Demonstrate two types of hose carries.  |             |             |                                     |             |             |                                     |
| Demonstrate coupling and uncoupling of fire hose.   |             |             |                                     |             |             |                                     |
| Work from a ground ladder with a charged attack line, which shall be 1 1/2 inch or larger.  |             |             |                                     |             |             |                                     |
| Demonstrate a hand lay of 300 ft. of supply line 2-1/2 in. or larger from a pumper to a water source.   |             |             |                                     |             |             |                                     |



|  |      |      |                              |      |      |                              |
|--|------|------|------------------------------|------|------|------------------------------|
| <b>PORTABLE FIRE EXTINGUISHERS</b> <i>The student demonstrates the ability to:</i>   | PASS | FAIL | Signature / Instructor ID #1 | PASS | FAIL | Signature / Instructor ID #2 |
| Demonstrate the selection and proper operation procedures for portable fire extinguishers.   |      |      |                              |      |      |                              |
| <b>HAZARDOUS MATERIALS</b> <i>The student demonstrates the ability to:</i>   | PASS | FAIL | Signature / Instructor ID #1 | PASS | FAIL | Signature / Instructor ID #2 |
| Demonstrate emergency decontamination and technical decontamination.   |      |      |                              |      |      |                              |
| <b>RESCUE PROCEDURES</b> <i>The student demonstrates the ability to:</i>   | PASS | FAIL | Signature / Instructor ID #  | PASS | FAIL | Signature / Instructor ID #2 |
| Demonstrate the techniques and safety procedures to be followed when given simulated rescue situations, which will include the following scenarios:  |      |      |                              |      |      |                              |
| • Search and rescue of victim(s) from a residential structure  |      |      |                              |      |      |                              |
| • Search of large interior areas (stores, warehouses, basements maintenance bays).   |      |      |                              |      |      |                              |
| • Rescue of entrapped firefighter  |      |      |                              |      |      |                              |
| • Search and rescue in areas of restricted passage   |      |      |                              |      |      |                              |
| • Search and rescue of victim(s) in a multi-story building.  |      |      |                              |      |      |                              |
| Don a life safety harness that meets the requirements of NFPA 1983.  |      |      |                              |      |      |                              |
|  |      |      |                              |      |      |                              |
| <b>PRIVATE FIRE PROTECTION SYSTEMS</b> <i>The student demonstrates the ability to:</i>   | PASS | FAIL | Signature / Instructor ID #1 | PASS | FAIL | Signature / Instructor ID #2 |
| Demonstrate carrying a 100 ft. attack line, 1 ½" or larger, into a building, connecting it to a standpipe, and advancing from a standpipe. <i>Or</i> Demonstrate carrying a 100 ft. attack line, 1 ½" or larger, into a building, connecting it to a gated pipe or gated wye of a charged 2 ½" hoseline. |      |      |                              |      |      |                              |
| <b>VENTILATION PRACTICES</b> <i>The student demonstrates the ability to:</i>   | PASS | FAIL | Signature / Instructor ID #1 | PASS | FAIL | Signature / Instructor ID #2 |
| Demonstrate the ventilation of a flat and pitched roof using both hands and power tools.   |      |      |                              |      |      |                              |
| Demonstrate three types of ventilation using hand tools, power tools, and mechanical pressure ventilation.   |      |      |                              |      |      |                              |

