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| ***REPLACE WITH YOUR MASTHEAD*** |
| **VFIS logo black JPG** | **SOG Title:** |
| **SOG Number:** |
| **Original Date:** | **Revision Date:** |
| **ABC Fire Department General Operating Guideline** |

**Firefighter Training Requirements**

***This is a sample of a standard operating guideline (SOG) on this topic. You should review the content, modify as appropriate for your organization, have it reviewed by your leadership team and if appropriate your legal counsel. Once adopted, make sure the SOG is communicated to members, implemented and performance monitored for effective implementation.***

**Purpose:**

To continue to comply with Occupational Safety and Health Administration (OSHA) regulations, \_\_\_\_\_\_\_\_\_\_\_\_ Fire Department has adopted National Fire Protection Association (NFPA) Standard 1001, Standard for Fire Fighter Professional Qualifications for probationary and active membership.

NFPA 1001 identifies minimum job performance requirements (JPR’s) for career and volunteer fire departments whose duties are primarily structural in nature. It is the intent of \_\_\_\_\_\_\_\_\_\_\_\_ Fire Department to exceed these JPR’s to provide superior emergency services to the community.

**Procedure:**

The objective of this policy is to provide a guideline for fire fighter training requirements for probationary membership and continuing annual training for active members. Annual practice sessions involving these JPR’s allow for the opportunity to recall skills and knowledge, to enhance strengths and identify and correct weaknesses. To achieve this goal will permit for more advantageous results at incidents and decrease the risk of injury to citizens and fire fighters.

Training involving JPR’s will be planned throughout the year and make up sessions will be scheduled as necessary. Dedication is expected by all members to comply with this policy and every effort should be undertaken to attend the training sessions. Additional training and education beyond these JPR’s is emphasized and should be taken advantage of by all members.

**Probationary Membership**

It is mandatory that prior to participating in operations at emergency and non-emergency incidents, inexperienced members need to attend and successfully complete minimum specific training. The initial training is to allow members to perform exterior firefighting operations at structural fires. Certain training may be repetitive which allows for improving skills. This training includes, but is not limited to the following:

* The proper use and maintenance of personal protective equipment
* The selection, operation, components, proper use and maintenance of self-contained breathing apparatus.
* The selection, carrying, placement, operation, and proper use of ground ladders.
* The selection, use and maintenance of hand tools and salvage operations.
* The use (connecting and rolling) and the maintenance of hose lines and related appliances.
* The processes of establishing water supply using tankers, dump tanks and hydrants.
* The proper selection and operation of portable fire extinguishers.
* The various types and maintenance of ropes and knots.
* Any additional training as determined by the training officer.
* The above training will be made available within the first six months of membership. It is expected that any new member requiring this training shall attend as scheduled.
* A minimum certification level of Fire Fighter I is required to perform interior structural firefighting.
* A Fire Fighter I course will be made available within one year of membership. It is advantageous that the Fire Fighter I course is sponsored by \_\_\_\_\_\_\_\_\_\_\_\_ Fire Department so that standard operating guidelines can be incorporated into the lesson plan.

**Membership Training**

All members including fire officers shall attend and complete the following annual training sessions to maintain knowledge and skills.

New members that have a Fire Fighter I certification similar to the State of training curriculum must successfully complete the following training prior to performing interior structural firefighting. All attempts shall be made to schedule this training in an expeditious time period.

The annual training sessions include, but are not limited to the following:

* Incident Command System
* Safety
* Self-Contained Breathing Apparatus
* Fire Behavior
* Portable Fire Extinguishers
* Ropes and Knots.
* Ventilation.
* Forcible Entry
* Ladders
* Fire Hose, Appliances and Streams
* Water Supply
* Salvage and Overhaul
* Rescue
* Emergency Medical Care
* Fire Control
* Hazardous Materials Operational
* Building Construction
* Fire Alarms
* Sprinkler Systems
* Annual Live Fire Training

Training sessions will be scheduled monthly and may be incorporated as necessary. The weeks in between may be used for make-up dates or for additional training sessions (i.e. EMS, bloodborne pathogens, etc.).

New members are encouraged to participate in the above training especially in sessions regarding initial membership training.

Two annual live fire training sessions will be scheduled on Saturdays in the spring and fall:

* The department membership shall be divided to allow for enough time for the annual live fire training.
* All members shall have the choice to attend both sessions but members in need of the training shall have preference.

The annual live fire training sessions will not be available in make up sessions due to the availability of facilities. Attendance to one session is mandatory for all members.

It is important to stress that additional training and increase in certification levels is encouraged.

Members that have Fire Instructor I certification shall be encouraged to instruct or assist in training sessions.

Experienced members may be assigned a new member trainee on a voluntary basis. This will allow for consistent and orderly training for the new member.

**Safety**

All training sessions shall be planned and conducted with safety in mind. Although the session should be informative, interesting and enjoyable, a certain level of order should be maintained.

Full use of personal protective equipment should be standard in training sessions. The session subject and weather conditions should be considerations to determine the level of PPE use.

***This is a sample guideline furnished to you by VFIS. Your organization should review this guideline and make the necessary modifications to meet your organization’s needs. The intent of this guideline is to assist you in reducing exposure to the risk of injury, harm or damage to personnel, property and the general public. For additional information on this topic, contact your VFIS Risk Control representative.***

**References:**

West Redding (CT) VFD – GOG 4-T-401 Developed/Revised/Reviewed by VFIS ETC