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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** | | |

**Recommended Annual Firefighter Training**

***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.***

Name:

Membership Date:

Completion Date:

**Skills: Date:**

1. Incident Command System \_\_\_\_\_\_\_\_\_\_
2. Safety \_\_\_\_\_\_\_\_\_\_
3. Self-Contained Breathing Apparatus \_\_\_\_\_\_\_\_\_\_
4. Fire Behavior \_\_\_\_\_\_\_\_\_\_
5. Portable Fire Extinguishers \_\_\_\_\_\_\_\_\_\_
6. Ropes & Knots \_\_\_\_\_\_\_\_\_\_
7. Ventilation. \_\_\_\_\_\_\_\_\_\_
8. Forcible Entry \_\_\_\_\_\_\_\_\_\_
9. Ladders \_\_\_\_\_\_\_\_\_\_
10. Fire Host, Appliances and Streams \_\_\_\_\_\_\_\_\_\_
11. Water Supply \_\_\_\_\_\_\_\_\_\_
12. Salvage & Overhaul \_\_\_\_\_\_\_\_\_\_
13. Rescue \_\_\_\_\_\_\_\_\_\_
14. Emergency Medical Care (including CPR) \_\_\_\_\_\_\_\_\_\_
15. Fire Control \_\_\_\_\_\_\_\_\_\_
16. Hazardous Materials Operations Level \_\_\_\_\_\_\_\_\_\_
17. Building Construction \_\_\_\_\_\_\_\_\_\_
18. Fire Alarms \_\_\_\_\_\_\_\_\_\_
19. Sprinkler Systems \_\_\_\_\_\_\_\_\_\_
20. Annual Live Fire Training \_\_\_\_\_\_\_\_\_\_

Self-Contained breathing apparatus training must be scheduled quarterly and the following must be covered:

* Care and maintenance
* Donning/doffing
* Operation in low visibility
* Emergency procedures

Several of the previously listed skills can be performed in conjunction with other training sessions (e.g. forcible entry and ladders with annual live burn). Training sessions such as Incident Command System and Fire Behavior shall be scheduled as regular monthly training sessions.

Firefighters that are certified by the State of \_\_\_\_\_\_\_\_\_\_ as emergency Medical Technicians can choose not to attend the emergency medical care training sessions although it is encouraged. All firefighters regardless of certification must attend an annual CPR refresher.

Firefighters that become certified at the Firefighter I level during a training calendar year do not have to attend certain training which will be determine by the training officer although it is strongly recommended.

Training Officer: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:

***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-403 Developed/Revised/Reviewed by VFIS ETC