

# North Dakota Firefighter's Association Certification System

## Fire Fighter



## Certification Standard

For the following specialties:

- Fire Fighter I
- Fire Fighter II

Based on: National Fire Protection Association (NFPA) 1001, Standard for Fire Fighter Professional Qualifications, 2019 Standard



## **16 Fire fighter Life Safety Initiatives**

1. Define and advocate the need for a cultural change within the fire service relating to safety; incorporating leadership, management, supervision, accountability, and personal responsibility.
2. Enhance the personal and organizational accountability for health and safety throughout the fire service.
3. Focus greater attention on the integration of risk management with incident management at all levels including strategic, tactical, and planning responsibilities.
4. All fire fighters must be empowered to stop unsafe practices.
5. Develop and implement national standards for training, qualifications, and certification (including regular recertification) that are equally applicable to all fire fighters based on the duties they are expected to perform.
6. Develop and implement national medical and physical fitness standards that are equally applicable to all fire fighters, based on the duties they are expected to perform.
7. Create a national research agenda and data collection system that relates to the initiatives.
8. Utilize available technology wherever it can produce higher levels of health and safety.
9. Thoroughly investigate all fire fighter fatalities, injuries, and near misses.
10. Grant programs should support the implementation of safe practices and/or mandate safe practices as an eligibility requirement.
11. National standards for emergency response policies and procedures should be developed and championed.
12. National protocols for response to violent incidents should be developed and championed.
13. Fire fighters and their families must have access to counseling and psychological support.
14. Public education must receive more resources and be championed as a critical fire and life safety program.
15. Advocacy must be strengthened for the enforcement of codes and the installation of home fire sprinklers.
16. Safety must be a primary consideration in the design of apparatus and equipment.

**The 16 initiatives address the 6 root causes of fire fighter injuries, close calls, and Line of Duty Deaths.**

1. **Ineffective policies and procedures**
2. **Ineffective decision making**
3. **Lack of preparedness**
4. **Ineffective leadership**
5. **Lack of personal responsibility**
6. **Extraordinary and unpredictable circumstances**

## **NDFA Firefighter's Certification Committee**

The NDFA Certification Committee is a 10-member committee which consists of nine members from the North Dakota fire Service. The Committee members function as liaison between the fire service and the North Dakota Firefighter's Association Executive Board. Members of the committee are:

- NDFA 1<sup>st</sup> Vice President
- State Fire Marshal
- (1) A member from the North Dakota Fire Chief's Association
  - Will serve a two-year term
- (1) A member from the North Dakota Fire Prevention Association
  - Will serve a two-year term
- (1) A member from the North Dakota Instructor Society
  - Will serve a two-year term,
- (4) Four NDFA members at large
  - one member elected from each of the four training regions: NW, SW, NE, and SE (their terms will mirror the Trustee from their region)
- The NDFA Training Director
  - Represents as a non-voting member of the committee
  - Will serve as a compliance officer

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## **Introduction**

The world we live in is changing so fast, and the many phases of the fire service are becoming so technical and complex that fire service training must be utilized to its maximum potential. Any overlap, fragmentation, and lack of basic structure must be eliminated. Standardization is the natural complement and necessity.

The fire service in North Dakota, through a state certification program, can meet the needs of future growth and establish uniformity through certification. We will then have more effective and efficient utilization of resources to provide the best possible fire protection service for all the citizens throughout the state of North Dakota.

The following certification requirements are based on the objectives listed in the National Fire Protection Association (NFPA) 1001 *Standard for Fire Fighter Professional Qualifications*, as verified and adopted by the NDFA Firefighters Certification Committee.

Through these national standards and certification, fire fighters and fire departments have a tool to measure specific levels of skills, abilities, and knowledge. The NDFA Firefighters Certification Committee believe by participating in this certification program, fire fighters and fire departments will be better prepared to provide quality life safety and fire protection for their communities.

## Certification Requirements

### Entrance Requirements:

To certify within the NDFA Fire Fighter I and/or II program, departments and/or fire fighters must fulfill the following requirements:

1. Complete the department entrance requirements
2. Set up and maintain department records
3. Train on the required written and practical objectives
4. Pass a department “In-House” comprehensive examination
5. Meet any other training requirements/prerequisites as defined by the NDFA
6. Pass both the written and practical skills examination administered by the NDFA
7. Request certification of level desired

The NDFA acknowledges the importance of and need for entrance requirements as listed in the NFPA 1001, *Standard on Fire Fighter Professional Qualifications*. Many agencies and departments have existing policies, regulations, etc. already in place regarding these requirements. The handling of entrance requirements is a **local matter** outside the authority and jurisdiction of the NDFA. The NDFA will not check, test, evaluate, or determine how individual agencies meet these requirements. Some departments have found it necessary to waive any type of entrance requirements due to their own special needs. As a local decision, this is permitted. However, due to the amount of physical, mental, and emotional stress inherent in this profession, the **NDFA strongly recommends careful evaluation before altering or doing away with any existing entrance requirements.**

### Physical Fitness Requirements:

The requirements listed in NFPA 1001, chapter 1.3.11 are:

1. Meet the minimum educational requirements established by the authority having jurisdiction
2. Meet the medical requirements of NFPA 1582, *Standard on Comprehensive Occupational Medical Program for Fire Departments*.
3. Physical fitness requirements for entry-level personnel shall be developed and validated by the authority having jurisdiction. Physical fitness requirements shall follow applicable Equal Employment Opportunity regulations and other legal requirements.

### Emergency Medical Care Requirements:

The following additional training requirements must be met before certification at the Fire Fighter I level will be awarded by the NDFA.

1. Emergency Medical Care – Candidates for state certification at the Fire Fighter I level must hold a current CPR certification and have received training in first aid. First aid training should include infection control, bleeding control, and shock management.
  - a. This training may be obtained through any organization that trains medical responders for CPR and first aid. A qualified instructor should teach these courses. Copies of the CPR cards (both sides) must be documented in the participant’s training record.

## **Department Training**

The position of a fire fighter requires a high level of skill and knowledge. The training given to and received by fire fighter candidates should be of the highest quality and degree. All training received must meet the requirements of NFPA 1001, 2019 Edition, Chapter 4 and 5 along with the skills as approved by the NDFA contained within the North Dakota Standard. All training received must be documented and recorded on a training record (refer to Appendix A). All testing of this standard will be conducted following the policies and procedures of the NDFA.

Training for Fire Fighter I and Fire Fighter II is conducted at the department level. Training could also be received through a joint training agreement between departments on a regional level. Regardless of where the training is received, it must prepare the candidate to be a competent and effective fire fighter.

NFPA 1001, 2019 Edition, 1.2.6: Fire Fighter I and Fire Fighter II level individuals shall remain current with the general knowledge, skills, and JPRs addressed for each level or position of qualification.

The course material should be referenced to the following textbook to prepare the candidate to successfully pass the state certification examination.

### **Written Objective:**

The written objectives for Fire Fighter I and Fire Fighter II are covered in the following text:

- Jones and Bartlett – Fundamentals of Fire Fighter Skills – 4<sup>th</sup> Edition

This textbook is available from various fire service bookstores. A current list of textbook sources is available by calling the NDFA at (701) 222-2799.

There are numerous methods departments have used to help prepare their personnel for the written examination. Considering the high level of skill and knowledge required, the NDFA recommends the candidate participates in a comprehensive class and receive instruction on both manipulative and written requirements.

### **Manipulative Objectives:**

Each candidate must be trained and evaluated in the performance of all manipulative skills and fire ground evolutions for the level they will be testing. Each of the manipulative skills and evolution objectives shall be completed swiftly, safely and with competence as defined below:

- Swiftly – Each manipulative skill objective must be completed within the allotted time.
- Safely – Each manipulative skill objective must be completed safely. Actions that could injure individual or damage equipment are unacceptable. Equipment should be checked prior to skill testing or training to see that it is safe and functional.
- Competence – Each manipulative skill objective is performed in accordance with the North Dakota Standard. This includes performing the proper steps in sequence. Competence will be measured in accordance with the NDFA manipulative skill objectives.

## **Department Training (continued)**

### **Department Training Officers:**

For departments to enroll in the certification process, it is necessary for the department to assign training officers. It is recommended the department assign at least two personnel as training officers to coordinate and provide certification training.

Department training officers should be state certified at the level they are teaching. In addition, the NDFA strongly recommends training officers be state certified at the Instructor I level.

Department training officers will be responsible for certification training. Their primary responsibility will be to teach and evaluate department personnel on the manipulative skill and evolution requirements for each level of certification training with an “In-House” test.

Departments who do not have certified personnel to act as training officers for certification training should contact the NDFA Training Director at (701) 222-2799 for assistance in setting up and monitoring certification training.

### **Department Training Records:**

Each candidate shall have a training record on file with the department that indicates whether he/she has trained on all manipulative skill objectives. This record shall be signed off or initialed by a department training officer. Training records must indicate the date, instructor, and total number of hours trained for each manipulative skill objective. Departments must use the one provided in Appendix A.

### **Department Comprehensive Examination:**

At the completion of the department’s manipulative skills training, the department is required to hold an “In-House” comprehensive examination for the level being trained. This is a comprehensive test conducted by the department training officers or course instructors. This test is to ensure that skill mastery has been obtained from the beginning to the end of the training process, and to prepare participants for the state examination. Training officers may utilize other personnel to assist in administering the exam. However, all personnel assisting with the testing should be certified at the level they are testing.

In-House testers shall follow the Manipulative Skill sheets to provide for uniformity and fairness during the practical exam. It is recommended that candidates be given two attempts at any skill. No training, teaching, or coaching is allowed during this state test. If candidates fail on the second try, they have failed the evaluation and are required to go through additional training by the department trainer. After the evaluation, using the test to teach and train is recommended.

If manipulative skill weaknesses are evident, the department shall conduct additional training and hold a new department “In-House” comprehensive examination. Candidates that successfully pass the department’s skill and fire ground evolution tests will be allowed to participate in the state certification exam. Department training records must show all candidates have successfully passed the “In-House” examination.

## Certification Examinations

After completion of the training process, the fire chief (or head of department) may request a written examination and manipulative test for certification using the “Examination Request” form in Appendix B. A testing fee may be charged at the time of certification. A separate application must be sent to the NDFA for each attempt. Examination Request forms must reach the NDFA no later than 30 days prior to the examination date. The entire examination process must be completed within one year of the first written exam attempt.

### Certification Prerequisites:

When all requirements for certification have been met, candidates are eligible to be certified. The fire chief/head of department may apply to the NDFA for certification for those candidates who have successfully completed the certification training/testing process. Request for state certification will be submitted to the NDFA using the **“Request for Certification” form provided in Appendix B.** The names are then checked against the official state records to ensure each individual listed has met all requirements.

Those candidates who have met the requirements are issued a certificate and patch. These are sent to the fire chief/head of department for disbursement.

### Prerequisites for Fire Fighter I Pro Board (NPQS) Certification:

- General Knowledge Requirements of NFPA 1001, section 4.1.1
  - Organization of the fire department
  - Role of the Fire Fighter I in the organization
  - Mission of the Fire Service
  - Fire department’s standard operating procedures (SOPs) and rules and regulations as they apply to the Fire Fighter I
  - Value of fire and life safety initiatives in support of the fire department mission and to reduce fire fighter line-of-duty injuries and fatalities
  - Role of other agencies as they relate to the fire department
  - Aspects of the fire department’s member assistance program
  - Importance of physical fitness and a healthy lifestyle to the performance of the duties of a fire fighter
  - Critical aspects of NFPA 1500, *Standard on Fire Department Occupational Safety and Health Programs*  
**\*These requirements can be fulfilled by attending the, *Courage to Be Safe* class offered by the NDFA.**
- ICS 100
- ICS 200
- NIMS 700
- Emergency Medical Care
  - CPR certified
  - Documented basic first aid training
- Hazardous Materials Operations Pro Board (NPQS) Certification
  - Candidates must successfully pass a written and manipulative “Spot Check” exam conducted by a Certification Tester.
  - A written exam for Hazardous Materials Awareness (HMA) is a prerequisite for HMO.
  - Refer to the NDFA Hazardous Materials Standard for further information.

## Certification Examinations (continued)

- Structural-Based Live Fire Training
  - Extinguishment of live fire assessed in an environment in compliance with 1403. This includes all physical tasks of associated JPRs such as stretching hose, advancing to the seat of the fire, operating the nozzle properly, and wearing the appropriate PPE.

### Prerequisites for Fire Fighter II Pro Board (NPQS) Certification:

- Fire Fighter I Pro Board (NPQS) certification
  - Legacy Fire Fighter I will be accepted as meeting the required prerequisite
  - Any other Fire Fighter I certification must be preapproved by the NDFA
- Auto Extrication
  - Current auto extrication certification

### **Written Examination:**

The written examination is a randomly generated 100-question test covering the written objectives for each level (Fire Fighter I and Fire Fighter II) of the standard; each having their own, respective tests. Both tests are multiple-choice. A minimum score of 70% is required to pass. Candidates failing the first attempt of the written exam are permitted to retest up to three times. After the third failed attempt, the candidate cannot test any earlier than three months/90 days from the date of the third attempt. Each subsequent exam attempts past four will be spaced out for a span of three months/90 days. A testing fee of \$20.00 per retest attempt will be charged.

#### SAMPLE WRITTEN EXAMINATION QUESTIONS:

*The transfer of heat by the movement of air or liquid would be considered?*

- |               |                         |
|---------------|-------------------------|
| a. Conduction | c. Convection           |
| b. Radiation  | d. Direct-flame contact |

*What is a good, two-fire fighter method for breaking a tight coupling without a spanner wrench?*

- |              |                  |
|--------------|------------------|
| a. Stiff-arm | c. Knee-press    |
| b. Foot-tilt | d. Coupling tilt |

### **Manipulative Skills Examination:**

The manipulative skills examination is split into two steps. The first step is a department records check conducted by the candidate's department. The second step is a manipulative skill "Spot Check" examination conducted by certification testers appointed by the NDFA. Training records are required to be completed and turned in order to test the manipulative skills. Training records can be sent in to the NDFA Office prior to testing or brought to the test site. If training records are inadequate or absent, corrective action must be taken before proceeding to the next step. The training records must meet minimum requirements and are checked for the following:

1. Candidate has been trained in each manipulative skill for the level being evaluated
2. A department training officer has signed off each manipulative skill.
3. The total number of hours trained on each manipulative skill listed.
4. Each participant has passed a department "In-House" comprehensive examination

## Certification Examinations (continued)

The manipulative skills and fire ground evolutions “Spot Check” examination is graded on a 100% pass/fail basis. The test is graded in the following three areas:

- Swiftly – Each manipulative skill objective must be completed within the allotted time.
- Safely – Each manipulative skill objective must be completed safely. Actions that could injure individual or damage equipment are unacceptable. Equipment should be checked prior to skill testing or training to see that it is safe and functional.
- Competence – Each manipulative skill objective is performed in accordance with the North Dakota Standard. This includes performing the proper steps in sequence. Competence will be measured in accordance with the NDFA manipulative skill objectives.

Candidates are “Spot Checked” on the manipulative skills/fire ground evolution of the level they are certifying in. No prior notification of the skills being tested will be given. No training, teaching, or coaching is allowed during this state test. The number of skills tested per level are as listed:

- Fire Fighter I certification - Five (5) individual manipulative skills and one (1) Fire Ground Evolution
- Fire Fighter II certification – Six (6) individual manipulative skill

Each individual skill has a skill sheet assigned that list the required competencies. These skills sheets identify how many competencies must be successfully completed to pass the skill station. It is **highly recommended** that candidates train using these skill sheets as the certification testers will evaluate test performance based off these competencies.

Individual Skills: Candidates will be given two attempts, if necessary, to perform each skill assigned at a specific test site. If a candidate fails a skill on the second attempt, they have failed the skills portion of the examination for that specific skill. The candidate will need to coordinate with the NDFA Office to schedule a later date to retest the failed skill and any other skills failed if any.

Candidates will be permitted to retest a failed skill attempt up to three times with a testing fee of \$20.00 per retest. When retesting a failed skill, candidates will test the failed skill **plus one** additional skill from the section of the standard they failed. Candidates who have failed the third attempt of the manipulative skills examination have failed the certification process and must wait 30 days from the date of the failed third attempt.

**FIRE FIGHTER I**  
**MANIPULATIVE SKILL SHEETS**

# Fire Fighter I Skills Assessment

## Skill Sheet #1

### PERSONAL PROTECTIVE CLOTHING: DON, USE, AND DOFF

**JPR:** NFPA 1001 – 2019 Edition, Sections 4.1.2, 4.2.4, and 4.3.1  
**Reference:** IFSTA, *Essentials of Fire Fighting*®, 7th edition, 2018  
Skill Sheets: 5-1 thru 5-4, 5-8, 10-1, 10-7  
Jones and Bartlett, *Fundamentals of Fire Fighter Skills and Hazardous Materials Response*®, 4<sup>th</sup> Edition, 2019  
Skill Drills: 3-1 thru 3-12, 18-1

**Candidate Equipment Required:** Full personal protective clothing and SCBA

**Evaluator Equipment Required:** Stopwatch

#### Read to Candidate:

There are three parts to this skill event. Each part will be evaluated.

In **Part I** you will be required to don personal protective clothing and Self-Contained Breathing Apparatus (SCBA) within two (2) minutes and 30 seconds. The method and exact sequence of donning the personal protective clothing and SCBA is not graded. When you have completed all donning procedures, raise your hands and I will stop your time. When completed, your SCBA and protective clothing must be appropriate for entry into a hazardous environment. Once you have raised your hands indicating you are done, do not touch your protective ensemble or SCBA until I have checked it. You will start this event wearing your event uniform and shoes.

In **Part II** you will be required to demonstrate use of self-contained breathing apparatus (SCBA) and recognize a SCBA emergency. You will be directed to enter a restricted passage where you will maneuver through while using the SCBA. Prior to entering the area, you must ensure all protective equipment and SCBA are properly donned and operational, including adequate air supply. You will enter the area as part of a team. While in the restricted passage, you must control your breathing and complete emergency procedures in the event of SCBA failure or air depletion. I will inform you if there is an emergency and what that emergency consists of.

In **Part III** you will be required to demonstrate doffing PPE, SCBA, replacing the SCBA air cylinder, and preparing the SCBA for reuse. Doffing PPE may be accomplished at the end of the manipulative test.

**Part I** of this skill station is a timed event. To pass this station, you must successfully complete 100% of the critical steps (steps in **BOLD**). You must complete the donning portion within the allotted time. **Parts II & III** are not timed.

#### P-Pass / F-Fail:

#### PART I – Donning PPE/SCBA

1<sup>st</sup> Attempt    2<sup>nd</sup> Attempt

- |       |       |                                                                                                                                                                                                                        |
|-------|-------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| _____ | _____ | 1. <b>Dons boots, turnout pants, and suspenders.</b> ( <u>Ensure:</u> All fasteners are secured)                                                                                                                       |
| _____ | _____ | 2. <b>Dons protective hood.</b> ( <u>Ensure:</u> Hood is around neck and under coat)                                                                                                                                   |
| _____ | _____ | 3. <b>Dons turnout coat.</b> ( <u>Ensure:</u> All fasteners [including collar] are secured)                                                                                                                            |
| _____ | _____ | 4. <b>Fully opens cylinder valve and checks gauges.</b>                                                                                                                                                                |
| _____ | _____ | 5. <b>Places SCBA on back; fastens and tightens all straps.</b> ( <u>Ensure:</u> All fasteners are fastened and straps are tight.<br>Airline must not be caught under chinstrap or a back-pack harness assembly strap) |
| _____ | _____ | 6. <b>Dons and checks facepiece for seal.</b>                                                                                                                                                                          |
| _____ | _____ | 7. <b>Pulls hood over facepiece straps.</b> ( <u>Ensure:</u> No skin is exposed around facepiece)                                                                                                                      |
| _____ | _____ | 8. <b>Dons helmet.</b> ( <u>Ensure:</u> Chin strap is secured)                                                                                                                                                         |
| _____ | _____ | 9. <b>Dons gloves.</b>                                                                                                                                                                                                 |
| _____ | _____ | 10. <b>Mounts regulator correctly to facepiece.</b>                                                                                                                                                                    |
| _____ | _____ | 11. <b>Dons PPE and SCBA within two (2) minutes thirty (30) seconds.</b>                                                                                                                                               |

1<sup>st</sup> Attempt

2<sup>nd</sup> Attempt

**End Time:** \_\_\_\_\_





# Fire Fighter I Skills Assessment

## Skill Sheet #3

### INITIATE RESPONSE TO AN EMERGENCY

**JPR:** NFPA 1001 – 2019 Edition, Sections 4.2.1 and 4.2.2  
**Reference:** IFSTA, *Essentials of Fire Fighting*®, 7th edition, 2018  
Skill Sheets: 2-1  
Jones and Bartlett, *Fundamentals of Fire Fighter Skills and Hazardous Materials Response*®, 4<sup>th</sup> Edition, 2019  
Skill Drills: 4-1

**Candidate Equipment Required:** Station uniform clothing  
**Evaluator Equipment Required:** Telephone, notepad, and pen/pencil

#### Read to Candidate:

For this skill event you will receive a call from a citizen to report an emergency. You **MUST** relay the information to the communications center so an emergency response can be initiated. You will be required to record the information appropriately, operate the communications equipment, and relay the information in an appropriate manner. I will serve as the citizen and the telecommunicator for the assessment.

To pass this station, you must successfully complete 100% of the critical steps (steps in **BOLD**).

#### P-Pass / F-Fail:

1<sup>st</sup> Attempt 2<sup>nd</sup> Attempt

#### Telephone Report:

- |       |       |                                                                                                        |
|-------|-------|--------------------------------------------------------------------------------------------------------|
| _____ | _____ | <b>1. Answers fire department telephone.</b> ( <u>Identifies:</u> Fire department name and their name) |
| _____ | _____ | <b>2. Records type of incident being reported.</b>                                                     |
| _____ | _____ | <b>3. Records address of incident.</b>                                                                 |
| _____ | _____ | <b>4. Requests caller's name.</b> <del>and telephone number.</del>                                     |
| _____ | _____ | <b>5. Requests caller's number.</b>                                                                    |
| _____ | _____ | <b>6. Relays information to communications center (dispatch agency).</b>                               |
| _____ | _____ | <b>7. Provides communications center (dispatch agency) with accurate data.</b>                         |

**Candidate's Name:** \_\_\_\_\_ **Station:** P \_\_\_\_\_ F \_\_\_\_\_  
1<sup>st</sup> Attempt 2<sup>nd</sup> Attempt

**Evaluator's Signature:** \_\_\_\_\_



















# Fire Fighter I Skills Assessment

## Skill Sheet #11

### SEARCH AND RESCUE – FIRE FIGHTER WITH NONFUNCTIONING SCBA

**JPR:** NFPA 1001 – 2019 Edition, Section 4.3.9  
**Reference:** IFSTA, *Essentials of Fire Fighting*®, 7th edition, 2018  
Skill Sheets: 10-3  
Jones and Bartlett, *Fundamentals of Fire Fighter Skills and Hazardous Materials Response*®, 4th Edition, 2019  
Skill Drills: 12-1 thru 12-19, 18-7 thru 18-11

**Candidate Equipment Required:** Full personal protective clothing, SCBA, and PASS alarm  
**Evaluator Equipment Required:** Fire fighter with nonfunctioning SCBA, search line or hose, vision-obscured area, and RIT pack

#### Read to Candidate:

For this skill event, you will be required to demonstrate skills for conducting a search and rescue within a structure in a vision-obscured environment. In this scenario, the victim is a fire fighter. You will need to determine if the victim's SCBA is functioning or not functioning. You will then need to take action to rescue the victim accordingly.

You will operate as a member of a team and conduct a primary search. You will select the search pattern. You must maintain your chosen search pattern throughout the search. You must search until the victim is located or you have completed your search. If you locate a victim, you are required to remove the victim from the hazardous environment. You may use any method to remove the victim as long as it does not harm the victim and you are successful in removing the victim. You must maintain communication with your partner throughout the search.

This is not a timed event; however, you should complete this event within a reasonable fireground time. To pass this station, you must successfully complete 100% of the critical steps (steps in **BOLD**) and a majority of the non-critical steps (steps in *ITALICS*).

#### P-Pass / F-Fail:

1<sup>st</sup> Attempt 2<sup>nd</sup> Attempt

- |       |       |                                                                                     |
|-------|-------|-------------------------------------------------------------------------------------|
| _____ | _____ | <b>1. Assesses area to determine tenability for both rescuer and victim.</b>        |
| _____ | _____ | <b>2. Properly dons personal protective clothing and SCBA.</b>                      |
| _____ | _____ | <b>3. Crawls low during search and rescue.</b>                                      |
| _____ | _____ | <b>4. Maintains selected search pattern and completely searches area.</b>           |
| _____ | _____ | <b>5. Communicates with partner and maintains contact (verbal and/or physical).</b> |
| _____ | _____ | 6. <i>Notifies Command upon locating victim.</i>                                    |
| _____ | _____ | 7. <i>Connects RIT air pack to victim's SCBA or places RIT facepiece on victim.</i> |
| _____ | _____ | <b>8. Rescues a fire fighter whose respiratory protection is not functioning.</b>   |
| _____ | _____ | <b>9. Operates as a member of a team.</b>                                           |
| _____ | _____ | <b>10. Team's safety is not compromised.</b>                                        |
| _____ | _____ | 11. <i>Notifies Command upon completing assignment.</i>                             |

Candidate's Name: \_\_\_\_\_ Station: P \_\_\_\_\_ F \_\_\_\_\_  
1<sup>st</sup> Attempt 2<sup>nd</sup> Attempt

Evaluator's Signature: \_\_\_\_\_



















# Fire Fighter I Skills Assessment

## Skill Sheet #21

### TURN OFF BUILDING UTILITIES

**JPR:** NFPA 1001 – 2019 Edition, Section 4.3.18  
**Reference:** IFSTA, *Essentials of Fire Fighting*®, 7th edition, 2018  
Skill Sheets: 14-6  
Jones and Bartlett, *Fundamentals of Fire Fighter Skills and Hazardous Materials Response*®, 4<sup>th</sup> Edition, 2019  
Skill Drills: 17-12, 17-13

**Candidate Equipment Required:** Full personal protective clothing and SCBA

**Evaluator Equipment Required:** Gas meter prop and electric panel prop

#### Read to Candidate:

For this skill event, you will be required to turn off building utilities to include electric and gas utilities for the building. You must use appropriate tools and safety precautions when performing each task. You must tell me of any (simulated) hazards associated with each utility that could pose a safety hazard. **NOTE: If you control a utility in an “unsafe” manner, it will constitute a failure of this skill event.**

To pass this station, you must successfully complete 100% of the critical steps (steps in **BOLD**) and a majority of the non-critical steps (steps in *ITALICS*).

#### P-Pass / F-Fail:

1<sup>st</sup> Attempt 2<sup>nd</sup> Attempt

- |     |     |                                                                                                        |
|-----|-----|--------------------------------------------------------------------------------------------------------|
| ___ | ___ | 1. <i>Confirms order to control utilities.</i>                                                         |
| ___ | ___ | 2. <b>Properly dons personal protective clothing (SCBA must be worn when controlling gas).</b>         |
| ___ | ___ | 3. <b>Identifies electrical utility control device.</b>                                                |
| ___ | ___ | 4. <b>Assesses for potential hazards prior to controlling electricity.</b>                             |
| ___ | ___ | 5. <b>Operates electrical utility control device</b> (Pulling the electric meter constitutes failure). |
| ___ | ___ | 6. <b>Identifies gas utility control device.</b>                                                       |
| ___ | ___ | 7. <b>Assesses for potential hazards prior to controlling gas.</b>                                     |
| ___ | ___ | 8. <b>Operates gas utility control device.</b>                                                         |
| ___ | ___ | 9. <i>Notifies Command after utilities are controlled.</i>                                             |

Candidate's Name: \_\_\_\_\_ Station: P \_\_\_\_\_ F \_\_\_\_\_  
1<sup>st</sup> Attempt 2<sup>nd</sup> Attempt

P \_\_\_\_\_ F \_\_\_\_\_  
2<sup>nd</sup> Attempt

Evaluator's Signature: \_\_\_\_\_



# Fire Fighter I Skills Assessment

## Skill Sheet #23

### CLEAN AND CHECK – VENTILATION EQUIPMENT

**JPR:** NFPA 1001 – 2019 Edition, 4.5.1  
**Reference:** IFSTA, *Essentials of Fire Fighting*®, 7th edition, 2018  
Skill Sheets: 9-1, 21-1  
Jones and Bartlett, *Fundamentals of Fire Fighter Skills and Hazardous Materials Response*®, 4<sup>th</sup> Edition, 2019  
Skill Drills: 8-1, 13-13, 13-14

**Candidate Equipment Required:** Station uniform clothing, gloves, and eye protection  
**Evaluator Equipment Required:** Cleaning supplies, axe, pike pole, ventilation saw, and positive pressure fan

#### Read to Candidate:

For this skill event, you will be required to clean, check, and maintain ventilation equipment. You will be provided with all the necessary cleaning supplies to accomplish your task. You must verbalize to me all the components you are checking.

To pass this station, you must successfully complete 100% of the critical steps (steps in **BOLD**) and a majority of the non-critical steps (steps in *ITALICS*).

#### P-Pass / F-Fail:

1<sup>st</sup> Attempt 2<sup>nd</sup> Attempt

- |       |       |                                                                                                          |
|-------|-------|----------------------------------------------------------------------------------------------------------|
| _____ | _____ | <b>1. Selects correct tools/equipment for cleaning, checking, and maintaining ventilation equipment.</b> |
| _____ | _____ | <b>2. Examines ventilation equipment for damage and missing components.</b>                              |
| _____ | _____ | 3. <i>Checks oil and gasoline supply for power tools and equipment.</i>                                  |
| _____ | _____ | 4. <i>Checks cord and switch on electrical power tools and equipment.</i>                                |
| _____ | _____ | 5. <i>Checks chain on ventilation saw.</i>                                                               |
| _____ | _____ | 6. <i>Returns ventilation equipment to a state of readiness.</i>                                         |
| _____ | _____ | <b>7. All cleaning and checking done according to manufacturer's guidelines.</b>                         |
| _____ | _____ | <b>8. Completes records and reporting procedures as required.</b>                                        |

Candidate's Name: \_\_\_\_\_ Station: P \_\_\_\_\_ F \_\_\_\_\_  
1<sup>st</sup> Attempt 2<sup>nd</sup> Attempt

P \_\_\_\_\_ F \_\_\_\_\_  
2<sup>nd</sup> Attempt

Evaluator's Signature: \_\_\_\_\_

# Fire Fighter I Skills Assessment

## Skill Sheet #24

### CLEAN AND CHECK – SCBA

**JPR:** NFPA 1001 – 2019 Edition, 4.5.1  
**Reference:** IFSTA, *Essentials of Fire Fighting*®, 7th edition, 2018  
Skill Sheets: 5-5 thru 5-8  
Jones and Bartlett, *Fundamentals of Fire Fighter Skills and Hazardous Materials Response*®, 4<sup>th</sup> Edition, 2019  
Skill Drills: 3-9 thru 3-14

**Candidate Equipment Required:** Station uniform and gloves  
**Evaluator Equipment Required:** Cleaning supplies and SCBA

#### Read to Candidate:

For this skill event, you will be required to clean and check SCBA. There are two parts to this skill event.

In **Part I**, you will be required to perform an inspection on SCBA. You will be provided with all the necessary equipment and supplies necessary to accomplish your task. You must verbalize to me all the components that you are inspecting.

In **Part II**, you will be required to demonstrate cleaning a SCBA. You will be provided with all the necessary equipment and supplies necessary to accomplish your task. You must verbalize to me all the components that you are checking.

This is not a timed event; however, you should complete this event within a reasonable time. To pass this station, you must successfully complete 100% of the critical steps (steps in **BOLD**) and half of the non-critical steps (steps in *ITALICS*) for both **Part I** (inspection) and **Part II** (cleaning).

#### P-Pass / F-Fail:

#### PART I – Skill Demonstration

1<sup>st</sup> Attempt    2<sup>nd</sup> Attempt

##### Inspection

- |       |       |                                                                                                                              |
|-------|-------|------------------------------------------------------------------------------------------------------------------------------|
| _____ | _____ | 1. <i>Identifies all components of SCBA are present.</i>                                                                     |
| _____ | _____ | 2. <b>Inspects all SCBA components for cleanliness and damage.</b>                                                           |
| _____ | _____ | 3. <i>Verifies cylinder has current hydrostatic test date.</i>                                                               |
| _____ | _____ | 4. <b>Verifies cylinder is at least 90% OR GREATER filled.</b>                                                               |
| _____ | _____ | 5. <b>Opens cylinder slowly while listening for audible air leaks. If leaking, resolves leak(s) or removes from service.</b> |
| _____ | _____ | 6. <b>Checks gauges and/or indicators.</b>                                                                                   |
| _____ | _____ | 7. <b>Checks all PASS functions.</b>                                                                                         |
| _____ | _____ | 8. <b>Dons facepiece and checks for leaks.</b>                                                                               |
| _____ | _____ | 9. <i>Checks regulator by taking several normal breaths.</i>                                                                 |
| _____ | _____ | 10. <b>Operates bypass/purge valve.</b>                                                                                      |
| _____ | _____ | 11. <b>Turns cylinder off, bled pressure from system, and listens for low-air alarm.</b>                                     |
| _____ | _____ | 12. <b>Inspection done according to manufacturer’s guidelines.</b>                                                           |
| _____ | _____ | 13. <b>Returns all components and straps to a state of readiness.</b>                                                        |









# Fire Fighter I Skills Assessment

## Skill Sheet #28

### CLEAN, INSPECT, AND RETURN FIRE HOSE TO SERVICE – RELOAD APPARATUS

**JPR:** NFPA 1001 – 2019 Edition, Section 4.5.2  
**Reference:** IFSTA, *Essentials of Fire Fighting*®, 7th edition, 2018  
Skill Sheets: 12-2, 12-5 thru 12-9  
Jones and Bartlett, *Fundamentals of Fire Fighter Skills and Hazardous Materials Response*®, 4<sup>th</sup> Edition, 2019  
Skill Drills: 15-1, 15-7, 15-8, 16-5, 16-7, 16-13, 16-15, 16-17

**Candidate Equipment Required:** Station uniform clothing, gloves, and eye protection  
**Evaluator Equipment Required:** Cleaning supplies, attack hose, supply hose, fire apparatus with hose bed or hose bed prop

#### Read to Candidate:

For this skill event, you will be required to inspect, clean, and return fire hose to service. There are two parts to this skill event.

In **Part I**, you will demonstrate how to inspect and clean fire hose. If you determine the hose is damaged/defective, you must mark it and remove it from service. You will verbalize to me as you inspect and identify any damage/defect that you find. After inspecting the fire hose, you will demonstrate cleaning and drying it.

In **Part II**, you will demonstrate loading fire hose. I will direct you to load a supply hose. This will be performed as part of a team. The supply hose must be loaded so it is in a ready state for service.

To pass this station, you must successfully complete 100% of the critical steps (steps in **BOLD**) and a majority of the non-critical steps (steps in *ITALICS*).

#### P-Pass / F-Fail:

#### PART I – Skill Demonstration

1<sup>st</sup> Attempt    2<sup>nd</sup> Attempt

##### Inspection

- |       |       |                                                                                              |
|-------|-------|----------------------------------------------------------------------------------------------|
| _____ | _____ | 1. Checks male coupling for damaged threads and out-of-round (threaded coupling only).       |
| _____ | _____ | 2. Checks female coupling for freedom of movement and out-of-round (threaded coupling only). |
| _____ | _____ | 3. Checks for damaged or broken lugs (Storz coupling only).                                  |
| _____ | _____ | 4. Examines outer hose jacket for physical damage.                                           |
| _____ | _____ | 5. Checks gaskets for defects, flexibility, and presence (replace if necessary).             |
| _____ | _____ | 6. Identifies defective hose, marks, and removes from service.                               |
| _____ | _____ | 7. Completes records and reporting procedures as per department policy.                      |

##### Cleaning

- |       |       |                                                                                     |
|-------|-------|-------------------------------------------------------------------------------------|
| _____ | _____ | 8. Cleans hose with soapy water and scrub brush OR operated hose washing equipment. |
| _____ | _____ | 9. Dries hose with hose drying equipment (if applicable).                           |
| _____ | _____ | 10. Hose cleaning and drying done according to manufacturer's recommendations.      |



# Fire Fighter I Skills Assessment

## Skill Sheet #29

### CLEAN, INSPECT, AND RETURN FIRE HOSE TO SERVICE – ROLL HOSE

**JPR:** NFPA 1001 – 2019 Edition, Section 4.5.2  
**Reference:** IFSTA, *Essentials of Fire Fighting*®, 7th edition, 2018  
Skill Sheets: 12-2 thru 12-4  
Jones and Bartlett, *Fundamentals of Fire Fighter Skills and Hazardous Materials Response*®, 4<sup>th</sup> Edition, 2019  
Skill Drills: 15-1, 15-7 thru 15-12

**Candidate Equipment Required:** Station uniform clothing  
**Evaluator Equipment Required:** Cleaning supplies, attack hose, and supply hose

#### Read to Candidate:

For this skill event, you will be required to inspect, clean, and return fire hose to service. There are two parts to this skill event.

In **Part I**, you will demonstrate how to inspect and clean fire hose. If you determine the hose is damaged/defective, you must mark it and remove it from service. You will verbalize to me as you inspect and identify any damage/defect that you find. After inspecting the fire hose, you will demonstrate cleaning and drying it.

In **Part II**, you will demonstrate rolling fire hose. I will direct you to roll a length (50' or 100') of fire hose. I will identify what type of hose roll to demonstrate. The fire hose must be rolled so it is in a ready state for service.

To pass this station, you must successfully complete 100% of the critical steps (steps in **BOLD**) and a majority of the non-critical steps (steps in *ITALICS*).

#### P-Pass / F-Fail:

#### PART I – Skill Demonstration

1<sup>st</sup> Attempt    2<sup>nd</sup> Attempt

##### Inspection

- |       |       |                                                                                                     |
|-------|-------|-----------------------------------------------------------------------------------------------------|
| _____ | _____ | 1. Checks <b>male coupling for damaged threads and out-of-round</b> (threaded coupling only).       |
| _____ | _____ | 2. Checks <b>female coupling for freedom of movement and out-of-round</b> (threaded coupling only). |
| _____ | _____ | 3. Checks <b>for damaged or broken lugs</b> (Storz coupling only).                                  |
| _____ | _____ | 4. Examines <b>outer hose jacket for physical damage</b> .                                          |
| _____ | _____ | 5. Checks <b>gaskets for defects, flexibility, and presence</b> (replace if necessary).             |
| _____ | _____ | 6. Identifies <b>defective hose, marks, and removes from service</b> .                              |
| _____ | _____ | 7. <i>Completes records and reporting procedures as per department policy.</i>                      |

##### Cleaning

- |       |       |                                                                                             |
|-------|-------|---------------------------------------------------------------------------------------------|
| _____ | _____ | 8. Cleans hose with <b>soapy water and scrub brush OR operated hose washing equipment</b> . |
| _____ | _____ | 9. Dries hose with <b>hose drying equipment</b> (if applicable).                            |
| _____ | _____ | 10. <i>Hose cleaning and drying done according to manufacturer's recommendations.</i>       |



**FIRE FIGHTER I**  
**FIREGROUND EVOLUTIONS**



# Fire Fighter I Skills Assessment

## FGE Sheet #2

### EXTINGUISH FIRES IN EXTERIOR CLASS "A" MATERIALS

**JPR:** NFPA 1001 – 2019 Edition, Section 4.3.8  
**Reference:** IFSTA, *Essentials of Fire Fighting*®, 7th edition, 2018  
Skill Sheets: 14-8 thru 14-10  
Jones and Bartlett, *Fundamentals of Fire Fighter Skills and Hazardous Materials Response*®, 4<sup>th</sup> Edition, 2019  
Skill Drills: 17-10

**Candidate Equipment Required:** Full personal protective clothing, SCBA, and PASS alarm  
**Evaluator Equipment Required:** Class A material, pumper, water source, hose and nozzle (primary and back-up)

#### Read to Candidate:

For this skill event, you will extinguish a Class A fire as a member of a team. You will be required to wear personal protective clothing and SCBA, use firefighting hand tools, and operate an attack line. You must approach the fire correctly and then perform necessary overhaul and extinguishment procedures. You should indicate to me any exposures needing to be addressed and/or hazards associated with the fire.

To pass this station, you must successfully complete 100% of the critical steps (steps in **BOLD**) and a majority of the non-critical steps (steps in *ITALICS*).

#### P-Pass / F-Fail:

1<sup>st</sup> Attempt 2<sup>nd</sup> Attempt

- |       |       |                                                                             |
|-------|-------|-----------------------------------------------------------------------------|
| _____ | _____ | 1. <i>Confirms order to extinguish Class A fire.</i>                        |
| _____ | _____ | <b>2. Properly dons personal protective clothing and SCBA.</b>              |
| _____ | _____ | <b>3. Recognizes hazards from material's configuration</b> (verbalizes).    |
| _____ | _____ | <b>4. Operates hose lines and other water application devices.</b>          |
| _____ | _____ | <b>5. Evaluates and modifies water application for maximum penetration.</b> |
| _____ | _____ | <b>6. Breaks up material with hand tools and/or water streams.</b>          |
| _____ | _____ | <b>7. Searches for and exposes hidden fires.</b>                            |
| _____ | _____ | <b>8. Evaluates for complete extinguishment.</b>                            |
| _____ | _____ | <b>9. Assesses burn patterns for origin determination.</b>                  |
| _____ | _____ | 10. <i>Notifies Command upon completing assignment.</i>                     |

Candidate's Name: \_\_\_\_\_ Station: P \_\_\_\_\_ F \_\_\_\_\_  
1<sup>st</sup> Attempt 2<sup>nd</sup> Attempt

Evaluator's Signature: \_\_\_\_\_

# Fire Fighter I Skills Assessment

## FGE Sheet #3

### ATTACK AN INTERIOR STRUCTURE FIRE

**JPR:** NFPA 1001 – 2019 Edition, Section 4.3.10  
**Reference:** IFSTA, *Essentials of Fire Fighting*®, 7th edition, 2018  
Skill Sheets: 13-6 thru 13-20, 14-1 thru 14-3  
Jones and Bartlett, *Fundamentals of Fire Fighter Skills and Hazardous Materials Response*®, 4<sup>th</sup> Edition, 2019  
Skill Drills: 17-1 thru 17-9

**Candidate Equipment Required:** Full personal protective clothing, SCBA, and PASS alarm  
**Evaluator Equipment Required:** Live fire burn facility, pumper, water source, 1½” minimum diameter hose and nozzle, ladder, hose tool (strap or rope), forcible entry tools, and thermal imaging camera

#### Read to Candidate:

For this skill event, you will attack an interior structure fire operating as a member of a team. There are two parts to this skill event.

In **Part I**, you will be assigned to attack either a fire above grade, at grade, or below grade. You must use appropriate protective equipment including SCBA and firefighting tools. The skill assessment will begin once I give you the assignment. You will be required to assess all hazards, utilize safety precautions, and use appropriate attack line advancement techniques for either a charged or uncharged hose line. You must determine and use an appropriate fire attack technique to control and extinguish the fire. Prior to entry, you must verbalize your hazard assessment, safety precautions you will practice, and fire attack technique you will use (direct, indirect, or combination). Once the fire is under control, you will be required to verbalize how you would locate fires in void spaces, and how you would expose and extinguish those fires.

In **Part II**, after you have extinguished the interior fire, I will direct you to either replace a “simulated” burst section of hose or extend your hose to a specified length.

This is not a timed event; however, you should complete this event within a reasonable fireground time. To pass this station, you must successfully complete 100% of the critical steps (steps in **BOLD**) and a majority of the non-critical steps (steps in *ITALICS*) in both **Part I** and **Part II**.

#### P-Pass / F-Fail:

#### PART I – Skill Demonstration

1<sup>st</sup> Attempt    2<sup>nd</sup> Attempt

##### Interior Fire Attack

- |       |       |                                                                                                                                                                            |
|-------|-------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| _____ | _____ | 1. <i>Confirms order to perform offensive fire attack</i> (above grade, at grade, or below grade fire [for fires above grade confirm use of stairs or ladder for attack]). |
| _____ | _____ | <b>2. Properly dons personal protective clothing and SCBA.</b>                                                                                                             |
| _____ | _____ | <b>3. Sizes up fire for hazards.</b>                                                                                                                                       |
| _____ | _____ | <b>4. Advances hose line (charged or uncharged) to fire.</b>                                                                                                               |
| _____ | _____ | <b>5. Operates nozzle in a manner appropriate for the situation.</b>                                                                                                       |
| _____ | _____ | <b>6. Uses appropriate fire attack technique</b> (direct, indirect, or combination).                                                                                       |
| _____ | _____ | <b>7. Operates nozzle to prevent water hammer.</b>                                                                                                                         |
| _____ | _____ | <b>8. Locates, exposes, and extinguishes fires in void spaces</b> (walls and subfloors).                                                                                   |
| _____ | _____ | <b>9. Operates as a member of a team.</b>                                                                                                                                  |
| _____ | _____ | <b>10. Team integrity was not compromised during operation.</b>                                                                                                            |
| _____ | _____ | 11. <i>Notifies Command upon controlling fire.</i>                                                                                                                         |







**FIRE FIGHTER II**  
**MANIPULATIVE SKILL SHEETS**





























**APPENDIX A**  
**TRAINING RECORDS**

# FIRE FIGHTER TRAINING RECORD: FFI 2019 Standard

SECTION	TRAINING			IN-HOUSE			MANIPULATIVE SKILLS - DEMONSTRATE	CORRESPONDING SKILL SHEET
	RECORD			COM. EXAM				
	DATE	INST	HRS	DATE	INST	P/F		
Prerequisite							Documentation of prerequisite training completion	N/A
							Completed structural-based live-fire training	N/A
General							Care/Inspection/Maintenance of protective clothing	1
							Don/Doff structural fire fighter protective clothing	1
Fire Department Communications							Receive a report from a telephone	3
							Demonstrate receiving business call from the public	3
							Demonstrate the use of portable radio equipment	4
							Communicate the need for assistance (MAYDAY)	1
SCBA							Identify/Describe components of SCBA	26
							Demonstrate donning/doffing an SCBA	1
							Use SCBA in restricted passage	1
							Conservation of air (skip breathing)	1
							Emergency procedures: face piece failure	1
							Emergency procedures: interruption of air	1
							Emergency procedures: "free-flow" of air	1
							Emergency procedures: exhalation valve being seared shut	1
							Doff and perform a check of an in-service SCBA without cylinder change	1
							Doff and perform a check of an in-service SCBA with cylinder change	1
						Inspect/Clean/Sanitize SCBA	24	
ER Response							Demonstrate safety while responding on apparatus	5
							Establish and operate in work areas at an emergency scene	6

# FIRE FIGHTER TRAINING RECORD: FFI 2019 Standard

SECTION	TRAINING			IN-HOUSE			MANIPULATIVE SKILLS - DEMONSTRATE	CORRESPONDING SKILL SHEET
	RECORD			COM. EXAM				
	DATE	INST	HRS	DATE	INST	P/F		
Forcible Entry							Proper care/maintenance of forcible entry hand tools and equipment	27
							Force entry on swinging door	7a
							Force entry on sliding door	7a
							Force entry on overhead door	7a
							Force entry on sliding window	7b
							Force entry on double-hung window	7b
							Force entry on casement window	7b
							Force entry on masonry wall	7c
							Force entry on metal wall	7c
						Force entry on wood wall	7c	
Safety							Demonstrate exiting using a hose/tag line	8
							Demonstrate exiting using a wall	8
Ladders							Demonstrate carry/position/raise/lower ladders/24' & 35'	9
							Demonstrate climbing, working on and descending ladder	9
							Demonstrate bringing a victim down a ladder	9
							Deploy roof ladder on pitched roof	9
							Inspect, maintain, and clean aerial or ground ladder	22
Water Supply							Hydrant-to-pumper connection: forward hose lay	17
							Hydrant-to-pumper connection: reverse hose lay	17
							Demonstrate hand lay of 200' 2 1/2" hose, pumper to water	17
							Assemble equipment for drafting operation: static source	18
							Assemble equipment for drafting operation: portable tank	18

# FIRE FIGHTER TRAINING RECORD: FFI 2019 Standard

SECTION	TRAINING			IN-HOUSE			MANIPULATIVE SKILLS - DEMONSTRATE	CORRESPONDING SKILL SHEET
	RECORD			COM. EXAM				
	DATE	INST	HRS	DATE	INST	P/F		
Hose, Nozzles, Appliances							Demonstrate set-up of a master stream device	FGE 2
							Demonstrate proper method for extending a charged line	FGE 3
							Demonstrate proper method for replacing burst section	FGE 3
							Couple/uncouple hose: foot-tilt method	FGE 3
							Couple/uncouple hose: two-fire fighter method	FGE 3
							Advance attack line into structure	FGE 3
							Advance attack line up ladder to second floor window or roof	9/FGE 3
							Advance attack line up/down, inside/outside stairway	FGE 3
							Single hose section drain and carry	28
							Accordion shoulder carry	28
							Load supply hose using flat or accordion hose loads	28
							Load attack hose lines using flat, triple layer, minuteman	28
							Demonstrate a straight roll	29
							Demonstrate a donut roll	29
							Demonstrate cleaning, inspecting, maintaining fire hose	28/29
							Demonstrate cleaning, inspecting, maintaining nozzles	28/29
Search and Rescue							Search for victim in structure and remove	12
							Move victim 40' using extremity carry	12
							Move an unconscious victim 40' using a blanket drag	12
							Remove unconscious fire fighter with functioning SCBA using appropriate carry/drag	10
							Remove unconscious fire fighter with non-functioning SCBA using appropriate carry/drag	11

# FIRE FIGHTER TRAINING RECORD: FFI 2019 Standard

SECTION	TRAINING			IN-HOUSE			MANIPULATIVE SKILLS - DEMONSTRATE	CORRESPONDING SKILL SHEET
	RECORD			COM. EXAM				
	DATE	INST	HRS	DATE	INST	P/F		
Ventilation							Clean and inspect ventilation equipment	23
							Determine integrity of a roof by sounding	FGE 4
							Break glass while working from ground	FGE 4
							Break glass while working from ladder	FGE 4
							Open ventilation on a pitched/flat roof	FGE 4
							Open ventilation on a floor	FGE 4
							Set-up smoke ejector using "negative" pressure	FGE 4
							Set-up blower fan for "positive" pressure	FGE 4
Overhaul							Expose and extinguish hidden fires in walls, ceilings, and floors	13
Air Monitoring							Operate Air Monitoring System	14
Conserve Property							Fold/roll salvage cover for one-fire fighter spread	15
							Fold/roll salvage cover for two-fire fighter spread	15
							Demonstrate one-fire fighter deployment	15
							Demonstrate two-fire fighter deployment (balloon throw)	15
							Construct water chute	15
							Construct catchall	15
							Cover/close building openings	15
							Separate charred from uncharred material	15
							Stop flow from discharging sprinkler head	16
							Operate main control valve	16
						Inspect/Clean/Maintain salvage cover	26	
Extinguishers							Use a portable fire extinguisher on Class A, B, and C fires.	19

# FIRE FIGHTER TRAINING RECORD: FFI 2019 Standard

SECTION	TRAINING			IN-HOUSE			MANIPULATIVE SKILLS - DEMONSTRATE	CORRESPONDING SKILL SHEET
	RECORD			COM. EXAM				
	DATE	INST	HRS	DATE	INST	P/F		
Fire Ground							Demonstrate use of lighting equipment	20
							Demonstrate shutting off propane or natural gas valve	21
							Secure power to structure: shut off main power breaker	21
Ropes and Knots							Demonstrate how to clean, inspect, and store rope	25
							Demonstrate how to tie a clove hitch	2
							Demonstrate how to tie a Becket Bend	2
							Demonstrate how to tie a Bowline	2
							Demonstrate how to tie a figure eight	2
							Demonstrate how to tie a figure eight on a bight	2
							Demonstrate how to tie a figure eight follow through	2
							Demonstrate how to tie a rescue knot	2
							Demonstrate how to tie a girth hitch	2
							Demonstrate how to tie a running bowline	2
							Demonstrate how to tie and hoist a pike pole	2
							Demonstrate how to tie and hoist an axe	2
							Demonstrate how to hoist a dry line	2
							Demonstrate how to hoist a charged line	2
							Demonstrate how to tie and raise a vent saw	2
						Demonstrate how to tie and raise a ladder	2	
Fire Ground Evolutions							Demonstrate an offensive attack on a vehicle fire	FGE 1
							Demonstrate an offensive attack on an exterior Class A fire	FGE 2
							Demonstrate an offensive attack on an interior structure fire	FGE 3
							Demonstrate an offensive attack on a ground cover fire	FGE 5
							Demonstrate horizontal ventilation	FGE 4
							Demonstrate vertical ventilation	FGE 4

# FIRE FIGHTER TRAINING RECORD: FFII 2019 Standard

SECTION	TRAINING			IN-HOUSE			MANIPULATIVE SKILLS - DEMONSTRATE	CORRESPONDING SKILL SHEET
	RECORD			COM. EXAM				
	DATE	INST	HRS	DATE	INST	P/F		
General							Demonstrate procedures for assuming and transferring command at an emergency scene using the ICS system	1
Communications							Complete an incident report	2
							Communicate the need for assistance	3
Fire Ground Operations							Demonstrate procedures to extinguish combustible liquids fire	4
							Coordinate an interior attack during a structure fire	5
							Control fire involving gas cylinder - Master stream	6
							Control fire involving gas cylinder - Fire attack	6
							Protect evidence of fire cause and origin	7
Rescue Operations							Demonstrate evolution of displacing vehicle glass to include windshield	8
							Demonstrate the evolution of displacing a vehicle roof	8
							Demonstrate the evolution of displacing a vehicle door	8
							Demonstrate the evolution of displacing steering wheel/steering column"	8
							Demonstrate evolution of displacing a vehicle dashboard	8
							Assist rescue operations teams	9
Prevention, Preparedness, Maintenance							Demonstrate inspection procedures for a private dwelling	10
							Present a fire safety information program	11
							Prepare a pre-incident survey	12
							Demonstrate the service and maintenance of power plants and lighting equipment	13
							Demonstrate annual service test for fire hose	14

**APPENDIX B – EXAMINATION  
REQUEST FORM**



North Dakota Firefighter 's Association  
1502 Grumman Lane, Suite 2

Bismarck, ND 58504

Phone: (701) 222-2799  
Fax: (701) 222-2899

www.ndfa.net

### EXAMINATION REQUEST FORM

Please complete all information on BOTH sides of this form and return to the NDFA at least **30 days prior** to the requested examination date. **A separate request MUST be made for each level of certification exam desired and for each exam date.** Send completed forms to [cdemellorice@nd.gov](mailto:cdemellorice@nd.gov).

Examination Request for Written / Skills – Check the appropriate level							
Basic Level							
Discipline	Written	Manipulative	Written	Manipulative	Curriculum	Edition	
Fire Fighter	FFI <input type="checkbox"/>	<input type="checkbox"/>	FF II <input type="checkbox"/>	<input type="checkbox"/>	J&B <input type="checkbox"/>	_____	

Number Taking Written Examination: \_\_\_\_\_

Number Taking Manipulative Exam: \_\_\_\_\_

Requested Test Date(s): \_\_\_\_\_

Requested Test Start Time(s): \_\_\_\_\_

Testing Tablets Needed for Written Examination: \_\_\_\_\_

Examination Location: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Department Name and Address: \_\_\_\_\_

Contact Phone Number: \_\_\_\_\_

By the signature below we acknowledge that training records exist to support that everyone who will attend the exam has received a learning experience in each subject area required for testing and has met all other requirements for the level being examined for as specified in the Certification Policy and Procedures Manual. Department requesting the above exam, will have appropriate space and safe accommodations and equipment for all written and manipulative skills

\_\_\_\_\_  
Fire Chief/Head of Department (Signature)

\_\_\_\_\_  
Training Officer (Signature)

\_\_\_\_\_  
Fire Chief/Head of Department (Typed/Printed)

\_\_\_\_\_  
Training Officer (Typed/Printed)

**Type or print names of candidates taking examination**

	Candidates Printed Name	Department	Last Four of SSN	Email
1			XXX-XX-	
2			XXX-XX-	
3			XXX-XX-	
4			XXX-XX-	
5			XXX-XX-	
6			XXX-XX-	
7			XXX-XX-	
8			XXX-XX-	
9			XXX-XX-	
10			XXX-XX-	
11			XXX-XX-	
12			XXX-XX-	
13			XXX-XX-	
14			XXX-XX-	
15			XXX-XX-	
16			XXX-XX-	
17			XXX-XX-	
18			XXX-XX-	
19			XXX-XX-	
20			XXX-XX-	
21			XXX-XX-	
22			XXX-XX-	
23			XXX-XX-	
24			XXX-XX-	
25			XXX-XX-	

Send Request form to:

North Dakota Firefighter's Association  
1502 Grumman Lane, Suite 2, Bismarck, ND 58504  
Fax: (701) 222-2899  
Email: [cdemellorice@nd.gov](mailto:cdemellorice@nd.gov)

**APPENDIX C – CANDIDATE  
ACKNOWLEDGEMENT FORM**



North Dakota Firefighter 's Association  
1502 Grumman Lane, Suite 2

Bismarck, ND 58504

Phone: (701) 222-2799  
Fax: (701) 222-2899

[www.ndfa.net](http://www.ndfa.net)

## Candidate Testing Acknowledgement Form

I (print/type your name) \_\_\_\_\_ acknowledge that I have been scheduled for my certification test. I have read and understood the applicable standard and am fully aware of the prerequisites for the certification for which I am testing. I also understand that I must present a copy of my training record and any proof of prerequisite completion prior to being tested unless it has been documented by NDFA prior to. I further acknowledge that it is my sole responsibility to ensure that this documentation has been met.

Please initial each statement below and sign where indicated:

\_\_\_\_ I acknowledge the required prerequisites for the level for which I am testing on and will ensure I present any to the evaluator prior to testing.

\_\_\_\_ I understand that failure to follow the above requirement will result in my exam being cancelled.

**SIGNATURE:** I indicate by my signature below that I have read the terms and conditions of this protocol and acknowledge that I understand it. My signature below indicates that I have read and freely signed this agreement, which takes effect as a sealed instrument.

\_\_\_\_\_  
Candidate Signature

\_\_\_\_\_  
Date