



# Hazardous Materials/Weapons of Mass Destruction

## Specialties:

- Hazardous Materials Awareness
- Hazardous Materials Operations
- Hazardous Materials Mission Specific
  - PPE
  - Product Control

Based on: National Fire Protection Association (NFPA) 470, Hazardous Materials/Weapons of Mass Destruction (WMD) Standard for Responders Professional Qualifications, 2022 Standard



## **16 FIREFIGHTER 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 firefighters 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 firefighters 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 firefighters, 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 firefighter 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. Firefighters 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 firefighter 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.

For more information on the *Courage to be Safe . . . So Everyone Goes Home* program, contact the North Dakota Firefighter's Association Office at (701) 222-2799.

*The Everyone Goes Home Initiative strives to prevent firefighter line- of- duty death and injuries*

*We encourage you to learn more at <http://www.everyonegoeshome.com/>*

## **NDFA Certification Committee and Subject Matter Experts**

The NDFA Certification Committee is a 12-member committee, which consists of 9- members from the North Dakota fire service. The committee members function as liaison between the fire service and the North Dakota Firefighters Association Executive Board. Members of the committee include:

- 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
  - 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

The NDFA Subject Matter Experts (SMEs) are individuals who possess expertise and specialized knowledge in a particular subject. SMEs are comprised of individuals throughout the ND Fire Service that range from frontline firefighters to chief officers that are certified and experienced in the subject matter. SMEs for the NDFA Hazardous Materials/WMD standard include:

- Corey Johnson
  - Battalion Chief with Williston Fire Department
- Erik Kanz
  - Captain with Bismarck Fire Department
- Chris Mahoney
  - Fire Chief with Horace Fire Department
- Kenneth Miller
  - Captain with West Fargo Fire Department
- Todd O'Donnell
  - Senior Fire Inspector with Dickinson Fire Department
- Chad Sickles
  - Senior Firefighter with Minot Fire Department

Please direct North Dakota Firefighter certification questions and comments to:

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**Please visit our Web site at: [www.ndfa.net](http://www.ndfa.net)**

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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 a 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 so as 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) 470, *Standard for Hazardous Materials/Weapons of Mass Destruction (WMD) Standard for Responders Professional Qualifications*, as verified and adopted by the Certification Advisory Committee.

The following Hazardous Materials standard covers two levels of certification:

**Hazardous Materials Responder; Awareness** – NFPA 470, chapter 5. The focus and purpose of the Awareness Level Responder is to give the front-line firefighter the ability to:

- Recognize the presence of a hazardous material.
- Collect information from the DOT Emergency Response Guidebook.
- Take protective actions by isolating the area and denying entry.
- Make proper notifications to local, state, and national organizations.

**Hazardous Materials Responder; Operations/Mission-Specific** – NFPA 470, chapter 7 and sections 9.2 and 9.6 of chapter 9. The Operations/Mission-Specific level responder shall be that person who responds to hazardous materials/weapons of mass destruction (WMD) incidents for the purpose of protecting people, the environment, and/or property from the effects of the release. Operations/Mission-Specific level responders shall be able to:

- Analyze a hazardous materials/WMD incident.
- Plan an initial response to a hazardous materials/WMD incident.
- Implement the planned response for a hazardous materials/WMD incident.
- Perform emergency decontamination.
- Evaluate the progress of the actions taken at a hazardous materials/WMD incident.

With successful completion of this standard, which is based off of NFPA 470, chapters 5, 7, and sections 9.2 and 9.6, each candidate will have satisfied all Hazardous Materials Awareness and Operations/Mission-Specific requirements. Through these national standards and certification, firefighters and fire departments have a tool to measure specific levels of skills, abilities, and knowledge. The NDFA Certification Advisory Committee believes that by participating in this certification program, firefighters 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 Hazardous Materials Awareness and Operations/Mission-Specific programs, candidates must fulfill the following requirements:

- 1) Complete fire department or Authority Having Jurisdiction (AHJ) entrance requirements.
- 2) Maintain records of training.
- 3) Train on the required written and/or manipulative objectives.
- 4) Meet any other training requirements/prerequisites as defined by the NDFA Certification Advisory Committee.
- 5) Pass the written and manipulative examinations administered by the NDFA certified testers.

The NDFA acknowledges the importance of and need for entrance requirements. Many agencies and departments have existing policies, regulations, etc. already in place regarding these requirements. The handling of the 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.**

### **Recommended Physical Fitness Requirements:**

The NDFA recommends that candidates fulfill the following physical fitness requirements:

- 1) Meet the minimum educational requirements established by the AHJ.
- 2) Meet the medical requirements of NFPA 1582, *Standard on Comprehensive Occupational Medical Program for Fire Departments*.

Physical fitness requirements for entry-level personnel shall be developed and validated by the AHJ. Physical fitness requirements shall follow applicable Equal Employment Opportunity regulations and other legal requirements.

## **DEPARTMENT TRAINING**

### **Hazardous Materials Awareness**

Training that meets the requirements as outlined in NFPA 470, Chapter 5 for Hazardous Materials Awareness is conducted either at the department level, through an NDFA Hazard Materials Awareness/Operations Academy, or from an approved outside source.

#### **Written Objectives:**

Written objectives for Hazardous Materials Responder - Awareness is covered in the following text:

- 1) Jones and Bartlett's, *Hazardous Materials: Awareness and Operations*; 4<sup>th</sup> edition in chapters 1-2
- 2) DOT Emergency Response Guidebook (ERG)

### **Hazardous Materials Operations/Mission-Specific**

Hazardous Material Operations/Mission-Specific is the second level of training referenced in the NFPA 470 standard which firefighters should master. The hazardous materials operations personnel shall be trained to meet all requirements of the awareness level (chapter 5), requirements at the Operations level (chapter 7), and the Mission Specific requirements in chapter 9, sections 9.2 and 9.6.

Training that meets the requirements as outlined in NFPA 470, Chapter 7, 9.2, and 9.6 for Hazardous Materials Operations/Mission-Specific is conducted at the department level, through an NDFA Hazard Materials Awareness/Operations Academy, or from an approved outside source.

#### **Written Objectives:**

Written objectives for Hazardous Materials Operations/Mission-Specific are covered in the following text:

- 1) Jones and Bartlett's, *Hazardous Materials: Awareness and Operations*; 4<sup>th</sup> edition, chapters 3-8 & 11
- 2) DOT Emergency Response Guidebook (ERG)

### **Manipulative Objectives (Awareness and Operations/Mission-Specific)**

Each candidate **MUST** be trained and evaluated in the performance of **ALL** manipulative skill objectives. Each of the manipulative skill objectives shall be completed swiftly, safely and with competence as defined below:

- **Swiftly** - Each manipulative skill objective must be completed within a reasonable time frame.
- **Safely** - Each manipulative skill objective must be completed safely. Conduct that could injure individual or damage equipment is 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 NDFA 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 (TO). It is recommended the department assign **at least two** personnel as TOs to coordinate and provide certification training. Department TOs should be nationally or state certified at the level they are teaching. In addition, the NDFA strongly recommends TOs be nationally or state certified at the Fire Service Instructor I (FSI I) level.

Department training officers will be responsible for certification training. Their primary responsibility will be to teach, evaluate, and “In-House” test department personnel on the manipulative skill and evolution requirements for each level of certification training. Departments who do not have certified personnel to act as training officers for certification training should contact the NDFA Training Coordinator 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 TO. Training Records must indicate the date, instructor, and total number of hours trained for each manipulative skill objective. Departments shall use the one provided in Appendix A.

### **Department "In-House" Comprehensive Examination:**

At the completion of the department’s manipulative skills training, the department is **required** to hold an “In-House” comprehensive skills examination for the level being trained. This is a comprehensive “In-House” test conducted by the department TOs 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 also to prepare participants for the state examination. TOs may utilize other personnel to assist in administering the skills examination. However, all personnel assisting with testing should be certified at the level they are “In-House” testing.

“In-House” testers shall follow instructions for each respective skills sheet to provide for uniformity and fairness during the examination. It is recommended candidates be given two attempts at any skill being tested on. **If candidates fail on the second attempt of a specific skill, then they have failed the skill evaluation and are required to go through additional training by the department trainer.** No training, teaching, or coaching is allowed during the test. Once the skills evaluation is done, using the test to teach and train is strongly recommended.

If manipulative skill weaknesses are evident, the department shall conduct additional training and hold a new department “In-House” skills examination. Only those candidates who successfully pass the department’s “In-House” skills examination will be allowed to participate in the state certification exam. Department Training Records must show that all candidates have successfully passed the “In-House” examination.



## **CERTIFICATION EXAMINATIONS**

After completion of the training process, the Fire Chief/Head of Department can request certification testing by submitting a “Request to Test” (RTT) application (see Appendix B). A separate RTT application must be sent to the NDFA per candidate wishing to test. A testing fee *may* be charged at the time of certification. RTT applications must reach the NDFA no later than 3 business days prior to the examination date or it will be denied.

### **Written Examinations:**

The written examination is split into two separate exams; the Awareness written exam with 50 randomly generated questions and the Operations/Mission-Specific written exam with 50 randomly generated questions. Questions from both the Awareness and Operations exams cover the written objectives of NFPA 470, *Standard for Hazardous Materials/Weapons of Mass Destruction (WMD) Standard for Responders*, chapters 5, 7, and sections 9.2 and 9.6 of chapter 9. A minimum score of **70%** is required to pass each certification written exam.

Candidates failing the first attempt of a written exam will be permitted to retest up to two additional times for that respective exam. If a candidate fails on the third attempt for that exam, the candidate cannot retest any earlier than three (3) months/90 days from the date of the third attempt. The candidate will then have up to three more attempts to pass that specific written exam. If the candidate does not pass the written exam on the 6<sup>th</sup> total attempt, the candidate must wait one (1) full year from the date of the sixth attempt before re-entering the testing process. The chief of the candidate’s department will also be notified. For each additional attempt from the initial attempt, departments will be charged a testing fee of \$10.

### **Manipulative Skills “Spot Check” Examination**

The manipulative skills “Spot Check” is broken into two steps: A review of the Training Records and the manipulative skills examination.

- 1) All candidates must have completed the Training Records (see Appendix A). This document is checked prior to testing the manipulative skills at a given Hazardous Materials test site and must meet minimum requirements. They are checked for the following:
  - The candidate has been trained in each manipulative skill for the level being evaluated.
  - A department TO or approved instructor has signed off each manipulative skill.
  - The total number of hours trained on each manipulative skill is listed.

If a candidate’s Training Records are inadequate/incomplete, corrective action must be taken before proceeding to the next step.

- 2) The manipulative skills examination is graded on a 100% pass/fail basis. The test is graded in the following three areas:
  - **Swiftly** – Each manipulative skills objective must be completed within a reasonable time frame.
  - **Safely** – Each manipulative skills objective must be completed safely. Conduct that could injure individual or damage equipment is 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 NDFA Standard. This includes performing the proper steps in sequence. Competence will be measured in accordance with the NDFA manipulative skill objectives.

## **CERTIFICATION EXAMINATIONS** – (continued)

No prior notification of the random skills being tested will be given. Candidates are given two attempts, if necessary, to perform each skill being tested. If a candidate fails on the second attempt, they have failed the skills portion of the examination and will be required to complete further training on those areas that they were not successful in during the testing. Candidates taking a third and final attempt will retest on the skill they failed at a later date other than the initial testing date. **No training, teaching, or coaching is allowed during testing.**

### **Certification Prerequisites**

There are no prerequisites for certification at the Awareness Level.

Applicants for certification at the Operations level must be certified at the Hazardous Materials Responder Awareness Level either through the NDFA or an approved agency such as Pro Board. Hazardous Materials Operations Level certification will not be issued until candidates have fulfilled this requirement.

**HAZARDOUS MATERIALS RESPONDER  
AWARENESS, OPERATIONS, and MISSION  
SPECIFIC LEVEL SKILL SHEETS**

# North Dakota Firefighter's Association

## Hazardous Materials: Awareness Level Responder

### **SKILL SHEET #1: RECOGNIZING AND IDENTIFYING HAZARDOUS MATERIALS/WMD AND MAKING NOTIFICATIONS**

**Competency:** NFPA 470-2022; Chapter 5, sections 5.2.1, 5.3.1, and 5.4.1

**Reference:** Jones & Bartlett's, Hazardous Materials: Awareness and Operations; 4<sup>th</sup> Edition

**Required Candidate Equipment:** Station uniform/Level D ensemble

**Required Evaluator Equipment:** Binoculars, ERG, GHS, SDS, pictures/placards, labels, container identification charts, and/or other approved reference sources

**Read to candidate:** At this station you will be given a hazardous materials or WMD simulated incident. Using the ERG, SDS, manufacturer/shipper/carrier documents, and/or other approved reference sources, you will identify indicators of the problem to include the product name, UN/NA identification number, marking/label/placard, and/or container shapes. You will provide a scene size up and make the appropriate notifications. You must not enter the "Hot Zone" during this skill assessment. Entry into the "Hot Zone" will constitute failure of this skill event.

This is not a timed event, but you should complete the assignment as expeditiously as possible. To pass this station, you must successfully complete 100% of the critical (bold) steps.

P-Pass / F-Fail  
1<sup>st</sup> Attempt / 2<sup>nd</sup> Attempt

_____	_____	1	Acknowledges the task assignment to the evaluator.
_____	_____	2	<b>Verbalizes indicators of a hazmat/WMD incident</b>
_____	_____	3	<b>Provides an on-scene size up</b>
_____	_____	4	<b>Obtains information from bystanders or those involved (if available)</b>
_____	_____	5	<b>Demonstrates proper use of approved reference materials (ERG, SDS, etc.)</b>
_____	_____	6	<b>Identifies primary hazards associated with the incident</b>
_____	_____	7	<b>Identifies appropriate state/local agencies per AHJ's policies and procedures and initiates notifications</b>
_____	_____	8	<b>Gives a status update via handheld radio, mobile phone, or other approved method of communication</b>

1<sup>st</sup> Attempt: Pass                      Fail

2<sup>nd</sup> Attempt: Pass                      Fail

Candidate's Name: \_\_\_\_\_

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

2<sup>nd</sup> Evaluator's Signature: \_\_\_\_\_

# North Dakota Firefighter's Association

## Hazardous Materials: Ops/Mission-Specific Level Responder

### SKILL SHEET #2: IDENTIFY HAZARDS, TACTICS, AND EXECUTE A RESPONSE

**Competency:** NFPA 470-2022; Chapter 7 and 9; sections 7.4.1 and 7.6.1

**Reference:** Jones & Bartlett's, Hazardous Materials: Awareness and Operations; 4<sup>th</sup> Edition

**Required Candidate Equipment:** PPE and respiratory protection

**Required Evaluator Equipment:** Emergency Response Guide (ERG), PPE checklist, corresponding scenarios/pictures, and approved tools and equipment.

**Read to candidate:** At this station you will be given a hazardous materials/WMD simulated incident. You must verbalize the implementation of an Incident Command System (ICS). I will serve as command as you complete this skill. As part of the ICS, you will be required to identify hazards, tactics, and execute a response to the hazardous materials incident as a member of a team. This will be done while communicating updates to the Incident Commander (IC). This skill will use a scenario given to you that may include a product name, UN/NA identification number, marking/label/placard, container shapes, and/or pipeline warning signs as part of the simulated incident.

This is not a timed event, but you should complete the assignment as expeditiously as possible. To pass this station, you must successfully complete 100% of the critical (bold) steps.

P-Pass / F-Fail  
1<sup>st</sup> Attempt      2<sup>nd</sup> Attempt

_____	_____	1	Initiates the Incident Command System
_____	_____	2	Confirms order to establish scene control procedures and protective actions based on the IAP
_____	_____	3	<b>Establishes scene control measures</b>
_____	_____	4	<b>Establishes protective actions</b>
_____	_____	5	<b>Establishes a gross decontamination area</b>
_____	_____	6	<b>Notifies command when scene control procedures and gross decontamination have been established</b>
_____	_____	7	<b>Establishes means of evidence preservation</b> (if suspected criminal or terrorist act)
_____	_____	8	<b>Performs assigned tasks as identified in the IAP</b>
_____	_____	9	<b>Evaluates the status of the assigned tasks</b>
_____	_____	10	Communicates progress of assigned tasks to IC using approved communications tools and equipment

1<sup>st</sup> Attempt:    Pass                      Fail

2<sup>nd</sup> Attempt:    Pass                      Fail

Candidate's Name: \_\_\_\_\_

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

2<sup>nd</sup> Evaluator's Signature: \_\_\_\_\_

# North Dakota Firefighter's Association

## Hazardous Materials: Operations Level Responder

### SKILL SHEET #3: EMERGENCY DECONTAMINATION

**Competency:** NFPA 470-2022; Chapter 7, section 7.5.1

**Reference:** Jones & Bartlett's, Hazardous Materials: Awareness and Operations; 4<sup>th</sup> Edition

**Required Candidate Equipment:** Structural PPE ensemble, respiratory protection

**Required Evaluator Equipment:** Victim, water, and a hoseline

**Read to candidate:** At this station, you will be given an incapacitated victim who has been exposed to a hazardous material product and requires emergency decontamination. You will be required to remove the victim from the contaminated area without compromising yourself or team members, simulate removal of the victim's clothing, perform emergency decontamination on the victim, and then transfer the victim to medical personnel for follow-up. Your assignment will be completed when you communicate appropriate information to medical personnel and the Incident Commander. I will serve as both the medical personnel and Incident Commander for the scenario.

During this skills assessment, you must isolate and deny entry to the decontamination run-off area during and after you complete decontamination of the victim. You will not be responsible for containing run-off from the emergency decontamination area. However, if the run-off runs into the area where you or other responders are located, you will fail this assessment.

This is not a timed event, but you should complete the assignment as expeditiously as possible. To pass this station, you must successfully complete 100% of the critical (bold) steps.

P-Pass / F-Fail  
1<sup>st</sup> Attempt / 2<sup>nd</sup> Attempt

_____	_____	1	Confirms order to perform emergency decontamination
_____	_____	2	Determines appropriate PPE requirement and dons PPE
_____	_____	3	<b>Removes victim from contaminated area without becoming cross-contaminated or coming in contact with the contaminant</b>
_____	_____	4	<b>Positions hose line up-hill and up-wind.</b> (run-off must not run into area with responders)
_____	_____	5	<b>Flushes victim with copious quantities of water</b>
_____	_____	6	<b>Directs victim to remove clothing</b>
_____	_____	7	<b>Flushes victim again with copious quantities of water</b>
_____	_____	8	<b>Transfers victim to medical personnel</b>
_____	_____	9	<b>Isolates and denies entry to emergency decontamination area and decontamination water run-off area</b>
_____	_____	10	Reports completion of assignment

1<sup>st</sup> Attempt: Pass                      Fail

2<sup>nd</sup> Attempt: Pass                      Fail

Candidate's Name: \_\_\_\_\_

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

2<sup>nd</sup> Evaluator's Signature: \_\_\_\_\_

# North Dakota Firefighter's Association

## Hazardous Materials: Operations/Mission-Specific Level Responder

### SKILL SHEET #4: DON, WORK IN, AND DOFF PPE

**Competency:** NFPA 470-2022; Chapter 9, section 9.2.1

**Reference:** Jones & Bartlett's, Hazardous Materials: Awareness and Operations; 4<sup>th</sup> Edition

**Required Candidate Equipment:** PPE and respiratory protection

**Required Evaluator Equipment:** Simulated incident and the NDFA supporting documents (PPE Checklist and the PPE Records)

**Read to candidate:** You will be required to Don, Work In, and Doff approved PPE to include respiratory protection as part of a given scenario. There are two donning options: Structural firefighter personal protective equipment (PPE) or Chemical Protective Clothing (CPC). The PPE option will be determined based on your organization's requirements. The exact sequence of donning your PPE will not be evaluated. Once donned, all components must be correctly worn. Once you advise me that you have completed the donning process by raising your hands, you are not permitted to touch or adjust your ensemble until I complete the evaluation.

Once donned, you will be required to demonstrate the ability to work in your PPE through the scenario given at this station. At the end of the scenario, you will demonstrate how to doff your PPE. The exact sequence of doffing your PPE will not be evaluated. However, once doffed, it must be properly handled to prevent cross-contamination, exposure, etc. After doffing, you will be required to document use of all PPE in the given PPE Records form that I will provide you with.

This is not a timed event, but you should complete the assignment as expeditiously as possible. To pass this station, you must successfully complete 100% of the critical (bold) steps.

P-Pass / F-Fail  
1<sup>st</sup> Attempt / 2<sup>nd</sup> Attempt

_____	_____	1	Verbalizes inspection of all PPE components for damage/defects prior to use
_____	_____	2	<b>Completes proper donning procedures of PPE (refer to Appendix B)</b>
_____	_____	3	Executes response to hazmat incident as set out in IAP from safe location (uphill/upwind/upstream and outside hot zone)
_____	_____	4	Performs work without compromising integrity of PPE
_____	_____	5	<b>Exits work area and is processed through decontamination prior to doffing PPE without exposure of contaminants to personnel and the others</b>
_____	_____	6	<b>Completes proper doffing procedures of PPE (refer to Appendix B)</b>
_____	_____	7	Documents and reports use of PPE to include any PPE that needs to be removed from service (refer to Appendix B)

1<sup>st</sup> Attempt: Pass                      Fail

2<sup>nd</sup> Attempt: Pass                      Fail

Candidate's Name: \_\_\_\_\_

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

2<sup>nd</sup> Evaluator's Signature: \_\_\_\_\_

# North Dakota Firefighter's Association

## Hazardous Materials: Ops/Mission-Specific Level Responder

### **SKILL SHEET #5: PRODUCT CONTROL – ABSORPTION/ADSORPTION**

**Competency:** NFPA 470-2022; Chapter 9, section 9.6.1

**Reference:** Jones & Bartlett's, Hazardous Materials: Awareness and Operations; 4<sup>th</sup> Edition

**Required Candidate Equipment:** Structural PPE ensemble, respiratory protection

**Required Evaluator Equipment:** Absorbent/Adsorbent material, a simulated incident, and the NDFA supporting document (PC Checklist)

**Read to candidate:** At this station, you will demonstrate how to perform product control (PC) activities as a member of a team and under the guidance of a Hazardous Materials Technician, product specialist, as part of an emergency response plan, or SOPs. You will be given a simulated incident involving a release of a product. You will be required to demonstrate basic product control functions with limited risk of personal exposure. You are required to determine where the assigned confinement/spill control action will be performed to include determining wind direction, terrain, and the hot zone. You will be required to demonstrate the confinement/spill control action that I assign, using defensive tactics as there are more than one way to accomplish a confinement/spill control action. You will not be assessed on the specific way you perform the confinement/spill control action, but on your ability to accomplish the specific assigned confinement/action using defensive tactics to control the product while minimizing exposure to you, your team members, and/or any others. You are required to demonstrate the confinement/spill control action while wearing the PPE you donned in Skill Sheet #5. **NOTE:** The confinement/spill control action assigned must be performed within the limits of an “operations level responder” and your training.

At the end of this skill station, you will be required to complete an ‘Product Control Checklist’ form. When you have completed the form, you will hand the form to the evaluator.

This is not a timed event, but you should complete the assignment as expeditiously as possible. 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	Confirms order with IC to perform product control
			<b>Determines where product control functions will be performed (determines wind direction, terrain slope, and hot zone)</b>
		2	
		3	<b>Plans response within capabilities of PPE</b>
		4	<b>Gathers absorbent/adsorbent material necessary to perform absorption/adsorption as assigned</b>
		5	<b>Performs absorption/adsorption as set-out in the IAP</b>
		6	<b>Operates as a member of a team</b>
		7	Performs any necessary decontamination operations (if applicable)
		8	Keeps IC updated as to status of product control operations
		9	<b>Documents and reports product control operations (refer to Appendix B)</b>

1<sup>st</sup> Attempt:    Pass                      Fail

2<sup>nd</sup> Attempt:    Pass                      Fail

Candidate's Name: \_\_\_\_\_

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

2<sup>nd</sup> Evaluator's Signature: \_\_\_\_\_



# North Dakota Firefighter's Association

## Hazardous Materials: Ops/Mission-Specific Level Responder

### SKILL SHEET #6: PRODUCT CONTROL – DAMMING

**Competency:** NFPA 470-2022; Chapter 9, section 9.6.1

**Reference:** Jones & Bartlett's, Hazardous Materials: Awareness and Operations; 4<sup>th</sup> Edition

**Required Candidate Equipment:** Structural PPE ensemble, respiratory protection

**Required Evaluator Equipment:** Dirt, overflow tube, shovels, a simulated incident, and the NDFA supporting document (PC Checklist)

**Read to candidate:** At this station, you will demonstrate how to perform product control (PC) activities as a member of a team and under the guidance of a Hazardous Materials Technician, product specialist, as part of an emergency response plan, or SOPs. You will be given a simulated incident involving a release of a product. You will be required to demonstrate basic product control functions with limited risk of personal exposure. You are required to determine where the assigned confinement/spill control action will be performed to include determining wind direction, terrain, and the hot zone. You will be required to demonstrate the confinement/spill control action that I assign, using defensive tactics as there are more than one way to accomplish a confinement/spill control action. You will not be assessed on the specific way you perform the confinement/spill control action, but on your ability to accomplish the specific assigned confinement/action using defensive tactics to control the product while minimizing exposure to you, your team members, and/or any others. You are required to demonstrate the confinement/spill control action while wearing the PPE you donned in Skill Sheet #5. NOTE: The confinement/spill control action assigned must be performed within the limits of an “operations level responder” and your training.

At the end of this skill station, you will be required to complete an ‘Product Control Checklist’ form. When you have completed the form, you will hand the form to the evaluator.

This is not a timed event, but you should complete the assignment as expeditiously as possible. 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	Confirms order with IC to perform product control
_____	_____	2	<b>Determines where product control functions will be performed (determines wind direction, terrain slope, and hot zone)</b>
_____	_____	3	<b>Plans response within capabilities of PPE</b>
_____	_____	4	<b>Gathers material necessary to perform damming as assigned</b>
_____	_____	5	<b>Performs damming as set-out in the IAP</b>
_____	_____	6	<b>Operates as a member of a team</b>
_____	_____	7	Performs any necessary decontamination operations (if applicable)
_____	_____	8	Keeps IC updated as to status of product control operations
_____	_____	9	<b>Documents and reports product control operations (refer to Appendix B)</b>

1<sup>st</sup> Attempt:    Pass                      Fail

2<sup>nd</sup> Attempt:    Pass                      Fail

Candidate's Name: \_\_\_\_\_

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

2<sup>nd</sup> Evaluator's Signature: \_\_\_\_\_

# North Dakota Firefighter's Association

## Hazardous Materials: Ops/Mission-Specific Level Responder

### SKILL SHEET #7: PRODUCT CONTROL – DIKING

**Competency:** NFPA 470-2022; Chapter 9, section 9.6.1

**Reference:** Jones & Bartlett's, Hazardous Materials: Awareness and Operations; 4<sup>th</sup> Edition

**Required Candidate Equipment:** Structural PPE ensemble, respiratory protection

**Required Evaluator Equipment:** Dirt, shovels, a simulated incident, and the NDFA supporting document (PC Checklist)

**Read to candidate:** At this station, you will demonstrate how to perform product control (PC) activities as a member of a team and under the guidance of a Hazardous Materials Technician, product specialist, as part of an emergency response plan, or SOPs. You will be given a simulated incident involving a release of a product. You will be required to demonstrate basic product control functions with limited risk of personal exposure. You are required to determine where the assigned confinement/spill control action will be performed to include determining wind direction, terrain, and the hot zone. You will be required to demonstrate the confinement/spill control action that I assign, using defensive tactics as there are more than one way to accomplish a confinement/spill control action. You will not be assessed on the specific way you perform the confinement/spill control action, but on your ability to accomplish the specific assigned confinement/action using defensive tactics to control the product while minimizing exposure to you, your team members, and/or any others. You are required to demonstrate the confinement/spill control action while wearing the PPE you donned in Skill Sheet #5. NOTE: The confinement/spill control action assigned must be performed within the limits of an “operations level responder” and your training.

At the end of this skill station, you will be required to complete an ‘Product Control Checklist’ form. When you have completed the form, you will hand the form to the evaluator.

This is not a timed event, but you should complete the assignment as expeditiously as possible. 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	Confirms order with IC to perform product control
_____	_____	2	<b>Determines where product control functions will be performed (determines wind direction, terrain slope, and hot zone)</b>
_____	_____	3	<b>Plans response within capabilities of PPE</b>
_____	_____	4	<b>Gathers material necessary to perform diking as assigned</b>
_____	_____	5	<b>Performs diking as set-out in the IAP</b>
_____	_____	6	<b>Operates as a member of a team</b>
_____	_____	7	Performs any necessary decontamination operations (if applicable)
_____	_____	8	Keeps IC updated as to status of product control operations
_____	_____	9	<b>Documents and reports product control operations (refer to Appendix B)</b>

1<sup>st</sup> Attempt:    Pass                      Fail

2<sup>nd</sup> Attempt:    Pass                      Fail

Candidate's Name: \_\_\_\_\_

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

2<sup>nd</sup> Evaluator's Signature: \_\_\_\_\_

# North Dakota Firefighter's Association

## Hazardous Materials: Ops/Mission-Specific Level Responder

### SKILL SHEET #8: PRODUCT CONTROL – DILUTION

**Competency:** NFPA 470-2022; Chapter 9, section 9.6.1

**Reference:** Jones & Bartlett's, Hazardous Materials: Awareness and Operations; 4<sup>th</sup> Edition

**Required Candidate Equipment:** Structural PPE ensemble, respiratory protection

**Required Evaluator Equipment:** Pumper, handline, water source, a simulated incident, and the NDFA supporting document (PC Checklist)

**Read to candidate:** At this station, you will demonstrate how to perform product control (PC) activities as a member of a team and under the guidance of a Hazardous Materials Technician, product specialist, as part of an emergency response plan, or SOPs. You will be given a simulated incident involving a release of a product. You will be required to demonstrate basic product control functions with limited risk of personal exposure. You are required to determine where the assigned confinement/spill control action will be performed to include determining wind direction, terrain, and the hot zone. You will be required to demonstrate the confinement/spill control action that I assign, using defensive tactics as there are more than one way to accomplish a confinement/spill control action. You will not be assessed on the specific way you perform the confinement/spill control action, but on your ability to accomplish the specific assigned confinement/action using defensive tactics to control the product while minimizing exposure to you, your team members, and/or any others. You are required to demonstrate the confinement/spill control action while wearing the PPE you donned in Skill Sheet #5. NOTE: The confinement/spill control action assigned must be performed within the limits of an “operations level responder” and your training.

At the end of this skill station, you will be required to complete an ‘Product Control Checklist’ form. When you have completed the form, you will hand the form to the evaluator.

This is not a timed event, but you should complete the assignment as expeditiously as possible. 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	Confirms order with IC to perform product control
_____	_____	2	<b>Determines where product control functions will be performed (determines wind direction, terrain slope, and hot zone)</b>
_____	_____	3	<b>Plans response within capabilities of PPE</b>
_____	_____	4	<b>Sets up for the application of water to perform dilution as assigned</b>
_____	_____	5	<b>Ensures the hazardous material was water-soluble and, in a quantity small enough to dilute as assigned</b>
_____	_____	6	<b>Performs dilution as set-out in the IAP</b>
_____	_____	7	<b>Operates as a member of a team</b>
_____	_____	8	Performs any necessary decontamination operations (if applicable)
_____	_____	9	Keeps IC updated as to status of product control operations
_____	_____	10	<b>Documents and reports product control operations (refer to Appendix B)</b>

1<sup>st</sup> Attempt:    Pass                      Fail

2<sup>nd</sup> Attempt:    Pass                      Fail

Candidate's Name: \_\_\_\_\_

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

2<sup>nd</sup> Evaluator's Signature: \_\_\_\_\_

# North Dakota Firefighter's Association

## Hazardous Materials: Ops/Mission-Specific Level Responder

### SKILL SHEET #9: PRODUCT CONTROL – DIVERSION

**Competency:** NFPA 470-2022; Chapter 9, section 9.6.1

**Reference:** Jones & Bartlett's, Hazardous Materials: Awareness and Operations; 4<sup>th</sup> Edition

**Required Candidate Equipment:** Structural PPE ensemble, respiratory protection

**Required Evaluator Equipment:** Dirt, shovels, a simulated incident, and the NDFA supporting document (PC Checklist)

**Read to candidate:** At this station, you will demonstrate how to perform product control (PC) activities as a member of a team and under the guidance of a Hazardous Materials Technician, product specialist, as part of an emergency response plan, or SOPs. You will be given a simulated incident involving a release of a product. You will be required to demonstrate basic product control functions with limited risk of personal exposure. You are required to determine where the assigned confinement/spill control action will be performed to include determining wind direction, terrain, and the hot zone. You will be required to demonstrate the confinement/spill control action that I assign, using defensive tactics as there are more than one way to accomplish a confinement/spill control action. You will not be assessed on the specific way you perform the confinement/spill control action, but on your ability to accomplish the specific assigned confinement/action using defensive tactics to control the product while minimizing exposure to you, your team members, and/or any others. You are required to demonstrate the confinement/spill control action while wearing the PPE you donned in Skill Sheet #5. NOTE: The confinement/spill control action assigned must be performed within the limits of an "operations level responder" and your training.

At the end of this skill station, you will be required to complete an 'Product Control Checklist' form. When you have completed the form, you will hand the form to the evaluator.

This is not a timed event, but you should complete the assignment as expeditiously as possible. 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	Confirms order with IC to perform product control
_____	_____	2	<b>Determines where product control functions will be performed (determines wind direction, terrain slope, and hot zone)</b>
_____	_____	3	<b>Plans response within capabilities of PPE</b>
_____	_____	4	<b>Gathers material necessary to perform diversion as assigned</b>
_____	_____	5	<b>Performs diversion as set-out in the IAP.</b>
_____	_____	6	<b>Operates as a member of a team</b>
_____	_____	7	Performs any necessary decontamination operations (if applicable)
_____	_____	8	Keeps IC updated as to status of product control operations
_____	_____	9	<b>Documents and reports product control operations (refer to Appendix B)</b>

1<sup>st</sup> Attempt: Pass                      Fail

2<sup>nd</sup> Attempt: Pass                      Fail

Candidate's Name: \_\_\_\_\_

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

2<sup>nd</sup> Evaluator's Signature: \_\_\_\_\_

# North Dakota Firefighter's Association

## Hazardous Materials: Ops/Mission-Specific Level Responder

### SKILL SHEET #10: PRODUCT CONTROL – RETENTION

**Competency:** NFPA 470-2022; Chapter 9, section 9.6.1

**Reference:** Jones & Bartlett's, Hazardous Materials: Awareness and Operations; 4<sup>th</sup> Edition

**Required Candidate Equipment:** Structural PPE ensemble, respiratory protection

**Required Evaluator Equipment:** Ladders, salvage covers, dirt, shovels, a simulated incident, and the NDFA supporting document (PC Checklist)

**Read to candidate:** At this station, you will demonstrate how to perform product control (PC) activities as a member of a team and under the guidance of a Hazardous Materials Technician, product specialist, as part of an emergency response plan, or SOPs. You will be given a simulated incident involving a release of a product. You will be required to demonstrate basic product control functions with limited risk of personal exposure. You are required to determine where the assigned confinement/spill control action will be performed to include determining wind direction, terrain, and the hot zone. You will be required to demonstrate the confinement/spill control action that I assign, using defensive tactics as there are more than one way to accomplish a confinement/spill control action. You will not be assessed on the specific way you perform the confinement/spill control action, but on your ability to accomplish the specific assigned confinement/action using defensive tactics to control the product while minimizing exposure to you, your team members, and/or any others. You are required to demonstrate the confinement/spill control action while wearing the PPE you donned in Skill Sheet #5. NOTE: The confinement/spill control action assigned must be performed within the limits of an “operations level responder” and your training.

At the end of this skill station, you will be required to complete an ‘Product Control Checklist’ form. When you have completed the form, you will hand the form to the evaluator.

This is not a timed event, but you should complete the assignment as expeditiously as possible. 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	Confirms order with IC to perform product control
_____	_____	2	<b>Determines where product control functions will be performed (determines wind direction, terrain slope, and hot zone)</b>
_____	_____	3	<b>Plans response within capabilities of PPE</b>
_____	_____	4	<b>Gathers material necessary to perform retention as assigned</b>
_____	_____	5	<b>Perform retention as set-out in the IAP</b>
_____	_____	6	<b>Operates as a member of a team</b>
_____	_____	7	Performs any necessary decontamination operations (if applicable)
_____	_____	8	Keeps IC updated as to status of product control operations
_____	_____	9	<b>Documents and reports product control operations (refer to Appendix B)</b>

1<sup>st</sup> Attempt: Pass                      Fail

2<sup>nd</sup> Attempt: Pass                      Fail

Candidate's Name: \_\_\_\_\_

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

2<sup>nd</sup> Evaluator's Signature: \_\_\_\_\_

# North Dakota Firefighter's Association

## Hazardous Materials: Ops/Mission-Specific Level Responder

### SKILL SHEET #11: PRODUCT CONTROL – REMOTE VALVE SHUTOFF

**Competency:** NFPA 470-2022; Chapter 9, section 9.6.1

**Reference:** Jones & Bartlett's, Hazardous Materials: Awareness and Operations; 4<sup>th</sup> Edition

**Required Candidate Equipment:** Structural PPE ensemble, respiratory protection

**Required Evaluator Equipment:** Pumper, handline, water source, remote shutoff valve prop, a simulated incident, and the NDFA supporting document (PC Checklist)

**Read to candidate:** At this station, you will demonstrate how to perform product control (PC) activities as a member of a team and under the guidance of a Hazardous Materials Technician, product specialist, as part of an emergency response plan, or SOPs. You will be given a simulated incident involving a release of a product. You will be required to demonstrate basic product control functions with limited risk of personal exposure. You are required to determine where the assigned confinement/spill control action will be performed to include determining wind direction, terrain, and the hot zone. You will be required to demonstrate the confinement/spill control action that I assign, using defensive tactics as there are more than one way to accomplish a confinement/spill control action. You will not be assessed on the specific way you perform the confinement/spill control action, but on your ability to accomplish the specific assigned confinement/action using defensive tactics to control the product while minimizing exposure to you, your team members, and/or any others. You are required to demonstrate the confinement/spill control action while wearing the PPE you donned in Skill Sheet #5. NOTE: The confinement/spill control action assigned must be performed within the limits of an “operations level responder” and your training.

At the end of this skill station, you will be required to complete an ‘Product Control Checklist’ form. When you have completed the form, you will hand the form to the evaluator.

This is not a timed event, but you should complete the assignment as expeditiously as possible. 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	Confirms order with IC to perform product control
_____	_____	2	<b>Determines where product control functions will be performed (determines wind direction, terrain slope, and hot zone)</b>
_____	_____	3	<b>Plans response within capabilities of PPE</b>
_____	_____	4	<b>Determines location of remote shut-off as assigned</b>
_____	_____	5	<b>Determines if remote shut-off could be operated safely based on PPE available and training as assigned</b>
_____	_____	6	<b>Performs remote shut-off as set-out in the IAP</b>
_____	_____	7	<b>Operates as a member of a team</b>
_____	_____	8	Performs any necessary decontamination operations (if applicable)
_____	_____	9	Keeps IC updated as to status of product control operations
_____	_____	10	<b>Documents and reports product control operations (refer to Appendix B)</b>

1<sup>st</sup> Attempt:    Pass                      Fail

2<sup>nd</sup> Attempt:    Pass                      Fail

Candidate's Name: \_\_\_\_\_

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

2<sup>nd</sup> Evaluator's Signature: \_\_\_\_\_

# North Dakota Firefighter’s Association

## Hazardous Materials: Ops/Mission-Specific Level Responder

### SKILL SHEET #12: PRODUCT CONTROL – VAPOR DISPERSION

**Competency:** NFPA 470-2022; Chapter 9, section 9.6.1

**Reference:** Jones & Bartlett's, Hazardous Materials: Awareness and Operations; 4<sup>th</sup> Edition

**Required Candidate Equipment:** Structural PPE ensemble, respiratory protection

**Required Evaluator Equipment:** Pumper, handline, water source, positive pressure ventilation fan/blower, a simulated incident, and the NDFA supporting document (PC Checklist)

**Read to candidate:** At this station, you will demonstrate how to perform product control (PC) activities as a member of a team and under the guidance of a Hazardous Materials Technician, product specialist, as part of an emergency response plan, or SOPs. You will be given a simulated incident involving a release of a product. You will be required to demonstrate basic product control functions with limited risk of personal exposure. You are required to determine where the assigned confinement/spill control action will be performed to include determining wind direction, terrain, and the hot zone. You will be required to demonstrate the confinement/spill control action that I assign, using defensive tactics as there are more than one way to accomplish a confinement/spill control action. You will not be assessed on the specific way you perform the confinement/spill control action, but on your ability to accomplish the specific assigned confinement/action using defensive tactics to control the product while minimizing exposure to you, your team members, and/or any others. You are required to demonstrate the confinement/spill control action while wearing the PPE you donned in Skill Sheet #5. NOTE: The confinement/spill control action assigned must be performed within the limits of an “operations level responder” and your training.

At the end of this skill station, you will be required to complete an ‘Product Control Checklist’ form. When you have completed the form, you will hand the form to the evaluator.

This is not a timed event, but you should complete the assignment as expeditiously as possible. 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	Confirms order with IC to perform product control
_____	_____	2	<b>Determines where product control functions will be performed (determines wind direction, terrain slope, and hot zone)</b>
_____	_____	3	<b>Plans response within capabilities of PPE</b>
_____	_____	4	<b>Gathers equipment and/or set-ups for the application of a hose stream to perform vapor dispersion (NOTE – if PPV is chosen, candidate must determine if equipment is compatible with the atmosphere, e.g., is blower intrinsically safe?)</b>
_____	_____	5	<b>Determines wind direction and safe location from which to perform vapor dispersion</b>
_____	_____	6	<b>Determines if vapor dispersion could cause additional problems downwind</b>
_____	_____	7	<b>Performs vapor dispersion as set-out in the IAP</b>
_____	_____	8	<b>Operates as a member of a team</b>
_____	_____	9	Performs any necessary decontamination operations (if applicable)
_____	_____	10	Keeps IC updated as to status of product control operations
_____	_____	11	<b>Documents and reports product control operations (refer to Appendix B)</b>

**Skill Sheet #12 – Product Control – Vapor Dispersion (continued)**

1<sup>st</sup> Attempt: Pass                  Fail

2<sup>nd</sup> Attempt: Pass                Fail

Candidate's Name: \_\_\_\_\_

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

2<sup>nd</sup> Evaluator's Signature: \_\_\_\_\_



# North Dakota Firefighter’s Association

## Hazardous Materials: Ops/Mission-Specific Level Responder

### SKILL SHEET #13: PRODUCT CONTROL – VAPOR SUPPRESSION

**Competency:** NFPA 470-2022; Chapter 9, section 9.6.1

**Reference:** Jones & Bartlett's, Hazardous Materials: Awareness and Operations; 4<sup>th</sup> Edition

**Required Candidate Equipment:** Structural PPE ensemble, respiratory protection

**Required Evaluator Equipment:** Pumper, handline, water source, concrete, foam, foam equipment, foam, a simulated incident, and the NDFA supporting document (PC Checklist)

**Read to candidate:** At this station, you will demonstrate how to perform product control (PC) activities as a member of a team and under the guidance of a Hazardous Materials Technician, product specialist, as part of an emergency response plan, or SOPs. You will be given a simulated incident involving a release of a product. You will be required to demonstrate basic product control functions with limited risk of personal exposure. You are required to determine where the assigned confinement/spill control action will be performed to include determining wind direction, terrain, and the hot zone. You will be required to demonstrate the confinement/spill control action that I assign, using defensive tactics as there are more than one way to accomplish a confinement/spill control action. You will not be assessed on the specific way you perform the confinement/spill control action, but on your ability to accomplish the specific assigned confinement/action using defensive tactics to control the product while minimizing exposure to you, your team members, and/or any others. You are required to demonstrate the confinement/spill control action while wearing the PPE you donned in Skill Sheet #5. NOTE: The confinement/spill control action assigned must be performed within the limits of an “operations level responder” and your training.

At the end of this skill station, you will be required to complete an ‘Product Control Checklist’ form. When you have completed the form, you will hand the form to the evaluator.

This is not a timed event, but you should complete the assignment as expeditiously as possible. 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	Confirms order with IC to perform product control
_____	_____	2	<b>Determines where product control functions will be performed (determines wind direction, terrain slope, and hot zone)</b>
_____	_____	3	<b>Plans response within capabilities of PPE</b>
_____	_____	4	<b>Gathers equipment and/or set-ups for the application of a hose stream to perform vapor suppression (NOTE – if PPV is chosen, candidate must determine if equipment is compatible with the atmosphere, e.g., is blower intrinsically safe?)</b>
_____	_____	5	<b>Determines wind direction and safe location from which to perform vapor suppression</b>
_____	_____	6	<b>Determines if vapor suppression could cause additional problems downwind</b>
_____	_____	7	<b>Performs vapor suppression as set-out in the IAP</b>
_____	_____	8	<b>Applies foam stream to surface using appropriate application technique</b>
_____	_____	9	<b>Operates as a member of a team</b>
_____	_____	10	Performs any necessary decontamination operations (if applicable)
_____	_____	11	Keeps IC updated as to status of product control operations
_____	_____	12	<b>Documents and reports product control operations (refer to Appendix B)</b>

**Skill Sheet #13 – Product Control – Vapor Suppression (continued)**

1<sup>st</sup> Attempt:    Pass                  Fail

2<sup>nd</sup> Attempt:    Pass                  Fail

Candidate's Name: \_\_\_\_\_

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

2<sup>nd</sup> Evaluator's Signature: \_\_\_\_\_

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

<b>NAME:</b>	<b>DEPARTMENT:</b>
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<b>NORTH DAKOTA FIREFIGHTER'S ASSOCIATION</b> <b>TRAINING RECORD – Hazardous Materials Awareness and Operations-Mission Specific</b> <b>NFPA 470: Hazardous Materials/Weapons of Mass Destruction (WMD) Standard for Responders; 2022 Edition</b>									
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JPR #	Chapter / Section	Manipulative Skill Task	Training Record			In-House Competency Exam			NDFAs Skill Sheet #
			Date	Instructor	Total Hours	Date	Evaluation	Pass/Fail	
1	Awareness 5.2.1 & 5.4.1	Recognize and Identify Hazardous Materials and Initiate Required Notifications							1
2	Operations 7.4.1 & 7.6.1	Identify Hazards, Tactics, and Execute a Response							2
3	Operations 7.5.1	Emergency Decontamination							3
4	Operations 7.6.1	Progress Evaluation and Reporting							2
5	Mission Specific 9.2.1	Don, Doff, and Work in PPE							4
6	Mission Specific 9.6.1	Product Control - Absorption/Adsorption							5
7		Product Control - Damming							6
8		Product Control - Diking							7
9		Product Control - Dilution							8
10		Product Control - Diversion							9
11		Product Control - Retention							10
12		Product Control - Remote Valve Shutoff							11
13		Product Control - Vapor Dispersion							12
14		Product Control - Vapor Suppression							13

\*Each JPR must be dated and initialed by the instructor to include the "Training Record" and "In-House Comp Exam".

\*The "Total Hours" should include number of hours of instruction for each JPR from both classroom and practical training.

**APPENDIX B**  
**SUPPORTING DOCUMENTS**



# NDFA Personal Protective Equipment Log

(Hazardous Materials Operations/MS - Skill Sheet #4)

	Date	PPE/Equipment Used	ID/Serial #	Inspection Done By (Initial)	Decontaminated/ Cleaned (Yes or No)	Date Removed from Service (If applicable)	Date Back in Service	Comments
1								
2								
3								
4								
5								
6								
7								
8								
9								
10								

\*Once form is completed, attach to Incident Report

# Hazardous Materials Operations

## PPE Checklist

(Hazardous Materials Operations/MS - Skill Sheet #4)

### **Donning PPE**

Option A: Structural Firefighter Protective Clothing

1. Donned boots, turnout pants, and suspenders (fasteners secured)
2. Donned protective hood (hood is around neck and under coat)
3. Donned turnout coat (all fasteners [including collar] are secured)
4. Donned SCBA (cylinder valve is fully opened and gauges are checked)
5. SCBA straps are secured and tightened (facepiece regulator is not caught in straps)
6. Donned and checked facepiece for seal
7. Pulled hood over facepiece straps
8. Donned helmet and fastens strap(s)
9. Connected regulator correctly to facepiece
10. Breathes air from SCBA
11. Donned gloves
12. Checked PPE to ensure properly donned before entering work area

Option B: Chemical Protective Clothing (CPC)

1. Performed visual inspection of CPC for damage or defects
2. Donned CPC (including helmet if required by AHJ)
3. All CPC closures secured
4. Donned work boots
5. Donned respiratory protection
6. Respiratory protection secured and tightened
7. Breathed through respiratory protection
8. Donned inner gloves
9. Donned outer gloves
10. Checked PPE to ensure properly donned before entering work area

### **Doffing PPE**

1. Doffs PPE after decontamination procedures
2. Doffs SCBA/respiratory protection
  - a. Closed cylinder valve (if applicable)
  - b. Bled air from system (if applicable)
  - c. Disarmed PASS device (if applicable)
  - d. Replaces/disposes of CPC according to AHJ policies
  - e. Checks for damage
3. Replaces SCBA air cylinder/APR filter
4. Returns PPE and respiratory protection to ready state
  - a. Atmosphere supplying respirators may be used in place of SCBA and APRs for testing



# Product Control Operations Checklist

(Hazardous Materials Operations/MS - Skill Sheets #5-#13)

<b>Directions:</b> Complete each line item with only one answer and then sign at the bottom of the form	Yes	No	N/A
Product Control operations have been completed			
Product Control operations were performed uphill			
Product Control operations were performed upwind			
Product Control operations were performed outside the 'Hot Zone'			
Appropriate Personal Protective Equipment was used to include:			
- Structural Firefighter Protective Clothing (see PPE Checklist)			
-Chemical Protective Clothing (see PPE Checklist)			
Personal Protective Equipment was properly decontaminated/cleaned			
Product Control Checklist was handed to Incident Command (IC)			

Form Completed By: \_\_\_\_\_

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



**APPENDIX C**  
**REQUEST TO TEST APPLICATION**



# REQUEST TO TEST APPLICATION - 2024

NORTH DAKOTA FIREFIGHTER'S ASSOCIATION

ND Firefighter's Association  
1502 Grumman Lane, Suite 2  
Bismarck, ND 58504

**Directions:** Read all directions on first page. Once read, complete second page of this application and send to [cdemellorice@nd.gov](mailto:cdemellorice@nd.gov). Candidates will be notified via email within 1-3 business days if their application was not approved. Candidates approved for testing will received an email stating that they have been registered for testing. For all questions regarding this form, contact the NDFFA Office at 701-222-2799.

1. Candidates must have this 'Request to Test' (RTT) application approved at least three (3) business days prior to a test site.
2. This application must be filled out entirely or the application will be denied.
3. Candidates must complete this application for each standard initially testing. If testing multiple standards in the same day, only one application is required. (Examples: Hazmat Awareness/Operations, Ropes I/II).
  - This application is not required to retest a failed attempt. Email [cdemellorice@nd.gov](mailto:cdemellorice@nd.gov) to set up retests.
4. Candidates **must include all required prerequisites** for each standard they are testing with the exception of Hazardous Materials Operations certification and Structural-Based Live Fire training for FFI testing. This application will be denied without the required prerequisites.
  - Documentation of prerequisites must either be on file with the NDFFA, submitted with this application, or uploaded to a member profile to get approval to test.
  - Candidates applying for reciprocity for required certifications of a discipline must have completed reciprocity forms on file with the NDFFA at the time of submission of this document. Find the fillable reciprocity form on the NDFFA website at [www.ndfa.net](http://www.ndfa.net).
  - The NDFFA Training Records (JPRs) are required to test the skills examination of any standard but are not required to test a written examination. It is highly recommended to submit these Training Records with this application, but candidates may bring them to a test site. **Candidates without (fully) completed NDFFA Training Records will not be permitted to test the skills examination portion.**
  - Required prerequisites for each discipline are as listed:
    - HazMat Awareness - None
    - HazMat Operations - HazMat Awareness certification (not required if testing in the same day)
    - Firefighter I - HazMat Operations certification (not required to test), First Aid, CPR, Courage to Be Safe/Life Initiatives, ICS-100, ICS-200, NIMS-700, and documented structural-based live fire training (not required to test)
    - Firefighter II - FFI certification and Auto Extrication certification
    - Fire Service Instructor I - FFI certification and two years association with any fire department or fire-related agency
    - Fire Officer I - FFII certification, FSI I certification, and three years association with any fire department or fire-related agency
    - Rope Rescue I - None
    - Rope Rescue II - Rope Rescue I certification
    - Confined Space Rescue I - Rope Rescue I certification
    - Confined Space Rescue II - Confined Space Rescue I certification
    - Trench Rescue I - Rope Rescue I certification
    - Trench Rescue II - Trench Rescue I certification
    - Structural Collapse Rescue I - Rope Rescue I certification
    - Structural Collapse Rescue II - Structural Collapse Rescue I certification

# REQUEST TO TEST APPLICATION - 2024

## SECTION 1. PERSONAL INFORMATION

First Name: \_\_\_\_\_ Middle Initial: \_\_\_\_\_ Last Name: \_\_\_\_\_ Last 4 of SSN: \_\_\_\_\_

Physical Address/Street: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Department/Agency: \_\_\_\_\_ Phone: \_\_\_\_\_ Email: \_\_\_\_\_

## SECTION 2. TEST SITE SELECTION

Departmental/Regional Test Site: \_\_\_\_\_ Site Address: \_\_\_\_\_

Scheduled Date(s): \_\_\_\_\_ Scheduled Time(s): \_\_\_\_\_

## SECTION 3. EXAM SELECTION

Standard(s) Testing: \_\_\_\_\_

Written Exam Only     Manipulative Exam Only     Both Written and Manipulative Exams

## SECTION 4. AUTHORIZATION TO RELEASE TEST RESULTS

Initial next to only **ONE** option. If "I DO" is chosen, indicate who you give authorization to receive your scores by checking the adjacent box.

1. \_\_\_ I DO give permission for NDFA to release my test results to the following (check all that apply and type first/last name)
- Department Chief(s)
  - Department Training Officer(s)
  - Other

2. \_\_\_ I DO NOT give permission for NDFA to release my test results.

## SECTION 5. DEPARTMENT ENDORSEMENT

The applicant has discussed this document with me. I hereby approve and endorse them as a candidate for testing.

Applicant: \_\_\_\_\_  
(Signature)

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

Chief or Designated Authority: \_\_\_\_\_  
(Signature)

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

### For Office Use Only

Reviewed By:		Date Reviewed:		All required prerequisites met
				Eligibility to test met
				RTT form fully completed
<input type="checkbox"/>	Approved for testing		Acceptance email sent on: _____	
<input type="checkbox"/>	Application disapproved		Denied approval for testing email sent: _____	

**APPENDIX D**  
**PROCTOR INSTRUCTIONS**



# Proctor Instructions and Agreement

NORTH DAKOTA FIREFIGHTER'S ASSOCIATION

1502 Grumman Lane, Suite #2

Bismarck, ND 58504

## PROCTOR INSTRUCTIONS

- As the proctor of this examination, you are representing the NDFFA. You are required to follow these instructions, read the instructions to the candidates, and complete the proctor agreement (page 3) per written examination administered. Send all completed Proctor Agreements to [cdemellorice@nd.gov](mailto:cdemellorice@nd.gov).
- The proctor is responsible for examination security. Failure to do so is a violation of NDFFA policy.
- The proctor is responsible for ensuring the testing environment is quiet, free from distractions, and safe. Once candidates have started their exam then they have accepted the conditions of the testing environment. It is the proctor's responsibility to ensure the testing environment stays that way to the best of their ability.
- The proctor must always remain in the room while administering the written exam.
- NDFFA will provide the proctor with a roster/list of candidates testing prior to testing. Candidates may not be added to a test site on the day of testing.
- Personal testing devices are prohibited to use for the written examination. The proctor will collect all non-NDFFA electronics to include smart phones, tablets, laptops, etc. before the start of testing. Candidates may use departmental devices as approved by the head of the department/agency (i.e., the chief).
- The proctor will ensure that candidates have their respective usernames and passwords at test time. If a candidate does not have their login information, then the proctor may try to retrieve it by contacting the NDFFA Office staff.
  - NDFFA staff may not be available after regular business hours (M-F from 8-5) in which case the candidate would need to reschedule their written examination.
- The proctor will verify all candidates by ID, assign computers/tablets to candidates, and then have candidates sign into the Net Exam program at <http://v6.netexam.com/>.
- Once logged in, the candidate will select the exam assigned to them, click on the correct test date/time/location, and then proceed to the written exam by clicking "Take Exam" in the upper right-hand part of the screen. The candidate will be prompted to enter in a Proctor Key (PK) which the proctor will provide. The PK will be provided by NDFFA staff prior to testing.



# Proctor Instructions and Agreement

NORTH DAKOTA FIREFIGHTER'S ASSOCIATION

1502 Grumman Lane, Suite #2

Bismarck, ND 58504

## CANDIDATE INSTRUCTIONS

(Read at the start of written exam)

- Do not begin the exam until you are told to do so.
- With the exception of the ERG for the HazMat Awareness and Operations exam, all items such as books, backpacks, etc. must be clear of your desk.
- Hand in all personal electronics such as smart phones, tablets, and laptops. They will be collected and secured until the end of the exam.
- You must not discuss any portion of the exam while testing. If inappropriate activity is witnessed by the proctor (i.e. perceived cheating) then your exam will be immediately terminated. Events will be reported to the NDFA Certification Coordinator for further action in accordance with the Certification Policy Manual.
- If you must leave the testing site prior to completing the exam, the exam will be closed and rescheduled.
- As your proctor, I am here to administer the exam and not discuss the content of the exam. If you would like to challenge a question then request a scratch piece of paper and write down the question(s) to be challenged. All challenged questions must be submitted to the NDFA within 14 days of taking the written exam. There, it will be reviewed by the NDFA Certification Coordinator and/or the Training Director.
- You are not to use any text or training manuals to define or look up the question challenged while testing.
- There is no time limit, but the written exam will expire in four hours from the start of the scheduled exam time.
- Before submitting your exam, check to make sure all questions have been answered. After ensuring all questions have been answered, click the submit button. All tests must be submitted for scoring prior to leaving the testing room.
  - By submitting your exam, you have agreed to all instructions given.
- Once submitted, Net Exam will show your final score. Questions that are answered incorrectly will be identified by showing the learning objective associated with the question. The answers to the incorrect questions will not be given out at any time.
- At the completion of review, you must log out of Net Exam unless taking additional tests.
- You are allowed one written exam attempt per standard testing within a 24-hour period. All retests must be scheduled outside of the test site by contacting the NDFA Office at 701-222-2799 during regular business hours.
- Unless there are any questions, participants may now begin the examination.



# Proctor Instructions and Agreement

NORTH DAKOTA FIREFIGHTER'S ASSOCIATION

1502 Grumman Lane, Suite #2

Bismarck, ND 58504

## PROCTOR AGREEMENT

(Complete and turn into NDFA upon completion of written examination)

Test Site - \_\_\_\_\_

Date/Time - \_\_\_\_\_

Standard(s) Testing - \_\_\_\_\_

List any candidates on the testing roster that did not test or did not show up for testing.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

List any problems/issues that arose during testing such as Net Exam login problems, equipment malfunctions, etc.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### Proctor Statement of Verification

As the proctor, I confirm that (initial next to each):

- \_\_\_\_\_ I personally supervised the administration of the written exam.
- \_\_\_\_\_ I have verified that an approved device was used for testing (NDFA tablet, departmental PC, school computer lab, etc.). Personal laptops/PCs may not be used for testing.
- \_\_\_\_\_ I verified all candidates' identity with a photo ID.
- \_\_\_\_\_ The candidate(s) did not view the exam prior to taking it.
- \_\_\_\_\_ The candidate(s) did not copy any part of the exam or take any notes with him/her.
- \_\_\_\_\_ The candidate(s) did not use any resources unless indicated by the directions of the exam.
- \_\_\_\_\_ The candidates have completed the written exam following all directions/regulations as outlined on the *Candidate Instructions* (see previous page).
- \_\_\_\_\_ I verified that each candidates' tests were submitted and scored before leaving the test site.
- \_\_\_\_\_ I pose no conflict of interest to any candidate testing today. Examples may include (but not limited to) being a direct family member, roommate, or spouse.
- \_\_\_\_\_ I will return this form and all testing materials, including all used scratch paper, to the NDFA.

**Proctor Name (please print):** \_\_\_\_\_

**Proctor Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

For assistance during the administration of this test, please contact:  
Chris Demello Rice at (701) 388-2541 or Rob Knuth at (701) 516-4457.