

## FIRE APPARATUS OPERATOR TRAINING



CHATHAM TOWNSHIP VOLUNTEER FIRE DEPARTMENT  
STANDARD OPERATING PROCEDURES/GUIDELINES

**TITLE:** FIRE APPARATUS OPERATOR TRAINING

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These SOPs/SOGs are based on FEMA guidelines FA-197

### 1.0 POLICY REFERENCE

SOP	
NIMS	
BYLAW/POLICY	Bylaw Article I Section 2: Membership

### 2.0 PURPOSE

This standard operating procedure addresses the adequate and consistent training requirements and procedures for all eligible members of the Department who wish to become certified operators of firefighting apparatus. All apparatus operators shall be trained and certified in accordance with the methods and procedures established in this policy

### 3.0 SCOPE

This SOP/SOG pertains to all certified and prospective Fire Apparatus Operators in the Department

### 4.0 DEFINITIONS

NONE

## 5.0 PROCEDURES/GUIDELINES & INFORMATION

### 5.1: Eligibility:

#### 5.1.1 Operator Selection:

Firefighters interested in becoming certified operators must meet the following minimum requirements:

- 1) Candidates must be a minimum of 18 years of age
- 2) Candidates must possess a valid New Jersey Drivers License
- 3) Candidates must have completed all Probationary Membership requirements, and have been elected to “Active Membership” in accordance with Department Bylaw Article I Section 2.
- 4) Candidates must receive approval of the Chief or Deputy Chief to begin training. Approval may be based on candidate attitude, ability, and overall participation in the Department

#### 5.1.2 Instructor Selection:

Instructors will be appointed by the Chief or his/her designee based on the following requirements:

- 1) His/her experience with fire apparatus
- 2) His/her ability to instruct
- 3) Minimum of 1 year of certified driving experience for the apparatus on which they will be training operator candidates. (In cases of new apparatus, exception will be granted, and the instructor shall have a minimum of 1 year certified driving experience on the apparatus that has been replaced).

#### 5.1.3 Operator Certification:

The Chief, Deputy Chief, or Captain of the Department shall be the only person permitted to name certified apparatus operators.

### 5.2: Training Methodology:

- 1) Approved candidates for operator training will be assigned to an instructor by the Chief or Deputy Chief
- 2) Instruction shall be given to the trainee by the Instructor in accordance with the format set forth by this policy.
- 3) An appointed instructor shall be present, and supervise all training.
- 4) The approved candidate will be required to complete three (3) levels of training and demonstrate proficiency at each level before advancing to the next.

### 5.3: Training Progression:

Unless otherwise dictated by the Chief, the progression of operator training on apparatus should on a station specific basis and should be as follows:

River Road:

- 1) Rescue 14
- 2) Quint 12
- 3) Engine 11\*
- 4) Engine 10
- 5) Brush 13 (*if candidate is able to operate a manual transmission*)

Southern Boulevard:

- 1) Engine 10
- 2) Engine 11\*
- 3) Brush 13 (*if candidate is able to operate a manual transmission*)
- 4) Rescue 14
- 5) Quint 12

*\*\*Engine 11 shall be trained on at a time designated as appropriate by the Chief. The use of Utility 1 shall be utilized as designated in the Utility 1 SOP\*\**

*\*\*Note that ALL training shall be documented on the appropriate Fire Apparatus Operator Certification form\*\**

**5.3.1 Progression of Apparatus Training:**

After certified on a piece of apparatus, the trainee shall commence training on the subsequent piece of apparatus as listed above (if s/he so desires) after s/he has a minimum of three (3) to six (6) months of driving/operating experience (i.e. a candidate may commence to training on Engine 10 after gaining six (6) months of driving/operating experience on Rescue 14).

**5.4: Training Level I-Vehicle Orientation:**

Training at this level shall take place at the firehouse, and shall consist of:

- 1) Review of text/electronic material (where applicable)
- 2) Cab control functions/emergency warning devices
- 3) Equipment locations
- 4) Departmental procedures regarding driver/operators, response, etc.
- 5) Vehicle characteristics and construction (height, length, etc.)

Minimum Training Time: 1 hour

**5.5: Level II-General Driving Performance:**

Driver Training at this level shall be divided into two (2) phases to allow the trainee to receive practice and instruction under varying road and weather conditions.

**5.5.1 Level II Phase 1:**

During this training phase, the instructor will drive the apparatus to the area selected to begin instruction. The recommended area for this phase shall be a parking lot, where the trainee will be given the opportunity to learn the operating characteristics of the

apparatus. The instructor shall decide when the trainee shall advance to Level II Phase 2, but only after the trainee demonstrates proficiency with the following skills:

- 1) Apparatus operation
- 2) Familiarization of handling characteristics
- 3) Braking, slowing, and stopping
- 4) Turning
- 5) Backing

Minimum Training Time: 1 ½ Hour

#### **5.5.2 Level II Phase 2:**

During this training phase, the trainee shall begin operating the apparatus on residential streets. The trainee shall continue to exhibit those skills demonstrated during Level II Phase 1, while applying them to the scenarios presented on residential streets. Additional skills to be demonstrated proficiently in this phase shall consist of:

- 1) Placing the apparatus in operation
- 2) Operating the apparatus in traffic and while passing other vehicles
- 3) Turning the apparatus while in traffic
- 4) Apparatus placement for different types of incidents
- 5) Hydrant and fire department connection (FDC) placement where applicable

Minimum Training Time: 4 Hours

#### **5.6: Level III-Fire Department Operating Performance:**

Training at this level shall emphasize instruction and practice with the following areas, as well as the specific areas outlined in the Fire Apparatus Operator Certification form.

- 1) Pump operation
- 2) Pump characteristics (size, water tank size, foam tank sizes and types [where applicable])
- 3) Hose and coupling size and use
- 4) Vehicle mounted systems such as generators, power tools, winches, etc.
- 5) Miscellaneous

Training at this level is at the discretion of the instructor. The trainee may begin at this level when and only when the trainee has completed training at Levels I and II.

Minimum Training Time: 4 Hours

#### **5.7: Currently Certified Drivers-Alternate Policies:**

When new apparatus is purchased, the Chief will develop the training requirements for that apparatus. Those operators who are certified on the apparatus being replaced will receive this training, along with any other training provided by the manufacturer.

When a member joins the Department who is a documented driver/operator from another municipality, s/he may complete an abbreviated training course as set forth by the Chief. The recommended training course may consist of but is not limited to; the above outlined training program, with minimum training times abbreviated to 1 hour per section.

### **5.8: Testing**

The trainee shall be eligible for a road and operational test only after:

- 1) S/he has completed driver/operator training at all levels as described
- 2) S/he has completed minimum training hour requirements
- 3) S/he has demonstrated satisfactory performance to the instructor of the skills necessary to operate the particular apparatus. The trainee must demonstrate satisfactory performance to the Chief, Deputy Chief, or Captain while on the road and operational test, and receive a signature from an above listed individual on his/her Fire Apparatus Certification Report to become qualified.

### **5.9: Operator Re-Certification:**

All certified operators shall undergo operator re-certification annually. Re-certifications should occur within the first-quarter of the calendar year and, at a minimum, shall consist of the following topics covered in sections 5.4 through 5.6 of this policy:

- 1) Equipment locations
- 2) Departmental procedures regarding driver/operators, response, etc.
- 3) Vehicle characteristics and construction (height, length, etc.)
- 4) Apparatus operation
- 5) Apparatus placement at different types of incidents
- 6) A complete overview of Section 5.6

In addition to annual re-certifications, all certified operators shall be subject to undergo re-certification at any time if deemed necessary by the Chief or Deputy Chief.

### **5.10: Records:**

It is the responsibility of the instructor to complete all necessary paperwork for all phases of training. A non-incident report shall be completed after all training, and shall contain information such as training level/phase studied, hours logged, and any other necessary information. A copy of this information shall accompany all documentation regarding the trainee throughout training.