

TEXAS COMMISSION ON FIRE PROTECTION

August 1, 2011, 10:00 a.m.

William B. Travis Bldg., 1701 N. Congress Avenue, Room 1-104, Austin, Texas

1. Roll call---10:00 a.m.
2. Adoption of the April 28, 2011 and May 27, 2011 Commission meeting minutes.
3. The Budget and Strategic Plan subcommittees will meet on August 1, 2011, during the commission meeting and may develop recommendations to be presented to the full commission including but not limited to, modifications to the agency operating budget and strategic plan. The subcommittees may meet separately or together.
4. Report from the Budget and Strategic Plan subcommittees with discussion and possible action relating to any recommendations developed by these subcommittees.
5. Reports from fire service interest groups and agencies on matters relating to organizational purposes, functions, and objectives, including, but not limited to, the Texas Fire Chiefs Association, the Texas State Association of Fire Fighters, the State Firemen's and Fire Marshals' Association of Texas, the Texas Association of Fire Educators, the Texas Forest Service, the National Fire Protection Association, and the State Fire Marshal's Office.
6. Discussion and possible action concerning reports by the Commission representative to the Texas Fire School Advisory Board and by representatives of the Texas Engineering Extension Service (TEEX) regarding fire protection training provided by TEEX through its Emergency Services Training Institute (ESTI).
7. New matters from the commission, staff, or public regarding rulemaking which may be discussed in future Commission meetings.
8. Discussion and possible action on future meeting dates.
9. Matters referred from the Fire Fighter Advisory Committee (FFAC), including, but not limited to:
 - A. Discussion and possible final adoption on proposed amendments, new sections, repeals, and rule reviews as follows:
 1. Proposed amendments to 37 TAC, Chapter 427, Training Facility Certification, including, but not limited to Subchapter A, On-Site Certified Training Provider, §427.1 Minimum Standards for Certified Training Facilities for Fire Protection Personnel, and Subchapter B, Distance Training Provider, §427.201, Minimum Standards for Distance Training Provider.
 2. Proposed amendments to 37 TAC, Chapter 429, Minimum Standards for Fire Inspectors, including, but not limited to expiration and repeal of Subchapter A, Minimum Standards for Fire Inspector Certification based on Requirements in effect prior to January 1, 2005, §429.1 Minimum Standards for Fire Inspection Personnel, §429.3 Minimum Standards for Basic Fire Inspector Certification, §429.5 Minimum Standards for Intermediate Fire Inspector Certification, §429.7 Minimum Standards for Advanced Fire Inspector Certification, §429.9 Minimum Standards for Master Fire Inspector Certification, and §429.11 International Fire Service Accreditation Congress (IFSAC) Seal.
 3. Proposed amendments to 37 TAC, Chapter 437, Fees, including, but not limited to §437.3 Certification Fees (possible vote and final action on raising the certification fees to \$85), §437.5 Renewal Fees (possible vote and final action on raising the renewal fees to \$85)

- with late fees being set per state statute), §437.7 Standards Manual and Certification Curriculum Manual Fees, and §437.13 Processing Fees for Test Application (possible vote and final action on raising the test application fees to \$85).
- B. Discussion and possible action on proposed amendments, new sections, repeals, and rule reviews as follows:**
- 1. Proposed amendments to 37 TAC, Chapter 429, Minimum Standards for Fire Inspectors, Subchapter B, Minimum Standards for Fire Inspector Certification, including, but not limited to, §429.201 Minimum Standards for Fire Inspector Personnel – New Track, §429.203 Minimum Standards for Basic Fire Inspector Certification – New Track, §429.205 Minimum Standards for Intermediate Fire Inspector Certification – New Track, §429.207 Minimum Standards for Advanced Fire Inspector Certification – New Track, §429.209 Minimum Standards for Master Fire Inspector Certification – New Track, and §429.211 International Fire Service Accreditation Congress (IFSAC) Seal - New Track.**
 - 2. Proposed amendments to 37 TAC, Chapter 435, Fire Fighter Safety, including, but not limited to, §435.1 Protective Clothing, and new §435.27, Live Fire Training Structure Evolutions.**
- C. Discussion and possible action on recommendations from the Curriculum and Testing Committee with regard to the Basic Aircraft Rescue Fire Suppression Curriculum and reference lists.**
- 10. Discussion and possible action on proposed amendments to 37 TAC, Chapter 439, Examinations For Certification, Subchapter A, Examinations For On-Site Delivery Training, including, but not limited to, new §439.13, Special Accommodations for Testing.**
 - 11. Discussion and possible action on fee structure regarding International Fire Service Accreditation Certification (IFSAC) Seals.**
 - 12. Discussion and possible action on matters from the Executive Director.**
 - A. Report on decisions of the Executive Director in contested cases and consent orders.**
 - B. Status of division functions.**
 - 13. Executive session pursuant to Government Code, Section 551.074, for the discussion of personnel matters: the appointment, employment, compensation, evaluation, reassignment, duties, discipline, or dismissal of the Executive Director, and the appointment, employment, reassignment, or duties of personnel acting on an interim basis in this position.**
 - 14. Open session for further discussion and possible action regarding preceding agenda item.**
 - 15. Adjourn meeting.**

The Texas Commission on Fire Protection may go into executive session on any agenda item if authorized by the Open Meetings Act, Texas Government Code Chapter 551.

1. Roll call---10:00 a.m.

2. Adoption of the April 28, 2011 and May 27, 2011 Commission meeting minutes.

TEXAS COMMISSION ON FIRE PROTECTION

Presiding Officer, Chris Connealy, at 10:00 a.m. called the April 28, 2011 meeting of the Texas Commission on Fire Protection to order at 1701 N. Congress Avenue, Room 1-104, Austin, Texas.

Attending	Les Bunte Carl Giles Arthur Pertile, III*	Elroy Carson John Gillette Leonardo Perez	Chris Connealy Jody Gonzalez Steve Tull	Tony Cortes John Green	Yusuf Farran** John McMakin
					*absent entire meeting **absent part of meeting

Staff	Gary L. Warren, Sr. Melissa Juarez, Assistant Attorney General	Deborah Cowan	Jake Soteriou	Don Wilson
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Guests	Mike Higgins Mike Jones Tim Hunter Shawn Snider Harry Evans Thayer Smith Domingo Hinojosa, Jr.	John Kendall Miles Skipper Wayne Dolan Betty Wilkes Steven Jones Johnny Villarreal	Chris Steele Craig Kolls Jerry Doyle Mike Hunt Chris Barron Jim Reidy	Jason Collier Dean Van Nes Daniel G. Snell Pat Ekiss Mark Warren Bob Nicks	Elliott Metzger Ken Dozier Ricardo Saldana Scott Korwood Rhoda Mae Kerr Joseph Tellez	Cleve Calagna Cary Roccaforte Oscar Montoya Jaime Guzman Jay Sikes
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| 1. Roll call | Secretary, John Gillette called roll and 12 of 13 commissioners were present. |
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| 2. Adoption of Minutes | A motion to approve the minutes of the January 26, 2011 and March 14, 2011 commission meeting minutes was made by Carl Giles and seconded by John McMakin. The motion carried. |
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| 3. Budget and Strategic Plan Subcommittee Meeting | The subcommittees met together and discussed the agency's current budget and performance measures. |
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| 4. Subcommittee Reports | After discussion there was no action necessary. |
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| 5. Reports from Fire Service Interest Groups | Brief reports were given by the Texas State Association of Fire Fighters and the Texas Fire Chief's Association. |
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| 6. Report from Fire Service School Advisory Board & TEEEX | Commission representative, Michael Hunt gave a brief report on the activities of the board. |
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| 7. New Matters | Update on NFPA 1851 |
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8. Future Meeting Dates A meeting was scheduled for July 13, 2011, beginning at 10:00 a.m.

9. Matters from Fire Fighter Committee
- A. 1. A motion to approve for final adoption the proposed amendments to 37 TAC, Chapter 401, §401.1 as discussed was made by Les Bunte and seconded by Leonardo Perez. The motion carried.
2. A motion to approve for final adoption the proposed amendments to 37 TAC, Chapter 423, §423.3 and §423.201 as discussed was made by Steve Tull and seconded by John Green. The motion carried.
3. A motion to approve for final adoption the proposed amendments to 37 TAC, Chapter 437, §437.3 and §437.5, to reflect language "of up to \$65" and language in §437.13 to remain at \$35 was made by Steve Tull and seconded by Yusuf Farran.
- After further discussion, the previous motion was amended by Steve Tull and the second was amended by Yusuf Farran to reflect approval for final adoption the proposed amendments to §§437.3, 437.5, and 437.13 to reflect "of up to \$65" with the exception of §437.3(d). The motion carried.
- A motion to approve the preamble comments recorded for inclusion into the final adoption of the proposed rule amendments as discussed was made by Leonardo Perez and seconded by John Green. The motion carried.
- B. 1. A motion to approve for publication the proposed amendments to 37 TAC, Chapter 427, §427.1 and §427.201 as discussed was made by Les Bunte and seconded by John Gillette. The motion carried.
2. A motion to approve for publication the repeal of Subchapter A of 37 TAC, Chapter 429, §§429.1, 429.3, 429.5, 429.7, 429.9, and 429.11 and Subchapter B to be sent back to the fire fighter advisory committee for further review and recommendations was made by John Gillette and seconded by Jody Gonzalez. The motion carried.
3. A motion to send 37 TAC, Chapter 435 back to the fire fighter advisory committee for further review and recommendations was made by Les Bunte and seconded by John McMakin. The motion carried.
4. A motion to approve for publication the proposed amendments to 37 TAC, Chapter 437, §437.7 as discussed was made by Jody Gonzalez and seconded by Elroy Carson. The motion carried.
- C. A motion to approve the recommended changes to the Fire Investigator Certification Curriculum, Haz-Mat Awareness reference list and Haz-Mat Operations reference list as discussed was made by John Gillette and seconded by John McMakin. The motion carried.

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| 10. Acceptance of Gift/Grant | A motion to accept a grant of \$3,514.66 from State Farm Insurance awarded to the Texas Commission on Fire Protection's Ernest A. Emerson Resource Library on March 17, 2011 was made by Carl Giles and seconded by John Green. The motion carried. |
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| 11. Fire Fighter Injury Data Report | A motion to approve the recommendations of the fire fighter advisory committee and send the report to the State Fire Marshal's Office for inclusion in its annual Line-of-Duty Death Report was made by Jody Gonzalez and seconded by Tony Cortes. The motion carried. |
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| 12. Staff update On NFPA Activities | Jake Soteriou informed commissioners the agency had not attended any NFPA committee meetings this quarter but noted that the agency's representative to the International Fire Service Committee Accreditation Congress (IFSAC) provided a report from its committee meeting held in April 2011. |
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| 13. Matters from Executive Director | <p>a. Mr. Warren provided commissioners a list of results from agency informal conferences.</p> <p>b. Mr. Warren provided the commissioners with an update on the agency's budget issues. He informed commissioners about agency vacancies and the impact of those vacancies. He also introduced two new employees. Mr. Warren noted that the agency continues to track legislation affecting the agency as well as the fire service in general. Mr. Warren updated the commissioners on the agency's continued contact with the Texas Facilities Commission and its ability to acquire additional agency space.</p> |
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| 14. Executive Session | Presiding Officer, Chris Connealy did not call the Executive Session. |
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| 15. Open Session | No action necessary. |
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| 16. Adjournment | A motion to adjourn was made by John McMakin and seconded by Carl Giles. The motion carried. |

Chris Connealy, Presiding Officer

TEXAS COMMISSION ON FIRE PROTECTION

Presiding Officer, Chris Connealy, at 10:00 a.m. called the May 27, 2011 meeting of the Texas Commission on Fire Protection to order at 1701 N. Congress Avenue, Room 1-104, Austin, Texas.

Attending	Les Bunte** Carl Giles Arthur Pertile, III	Elroy Carson John Gillette Leonardo Perez	Chris Connealy Jody Gonzalez Steve Tull	Tony Cortes* John Green	Yusuf Farran* John McMakin
					*absent entire meeting **absent part of meeting

Staff	Gary L. Warren, Sr. Jim Crowson, Assistant Attorney General	Deborah Cowan	Jake Soteriou	Don Wilson
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Guests	Steve Landin Mike Higgins Matt Orta	Mike Jones Jerry Doyle Chris Barron	Gary Wisdom Tim Gardner Cary Roccaforte	Mike Foster Betty Wilkes	Jim Reidy Thayer Smith
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| 1. Roll call | Secretary, John Gillette called roll and 10 of 13 commissioners were present. |
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| 2. 37 TAC,
Chapter 437 | A motion to approve for publication the changes to Chapter 437 as discussed was made by Elroy Carson and seconded by John Gillette. The motion carried. |
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| 3. Adjournment | A motion to adjourn was made by Leonardo Perez and seconded by Steve Tull. The motion carried. |
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Chris Connealy, Presiding Officer

- 3. The Budget and Strategic Plan subcommittees will meet on August 1, 2011, during the commission meeting and may develop recommendations to be presented to the full commission including but not limited to, modifications to the agency operating budget and strategic plan. The subcommittees may meet separately or together.**

Texas Commission on Fire Protection
Fiscal Year 2011 - Operating Budget

Updated: 7/7/11

Thru: June 30, 2011

Summary

	FY11 Budget	FY11 Expended	Encumb	Balance	%
Goals:					
Education, Information and Assistance	48,778	40,648		8,130	
Fire Department Standards	1,062,000	892,370		169,631	
Indirect Administration	651,289	547,922		103,367	
Merit Budget					
1001 - Salaries & Wages:	1,762,067	1,480,940	0	281,127	16%
Education, Information and Assistance	1,480	400		1,080	
Fire Department Standards	106,334	21,956		84,378	
Indirect Administration	81,609	27,450		54,159	
1002 - Other Personnel Costs	189,423	49,806	0	139,617	74%
Education, Information and Assistance	0	0		0	
Fire Department Standards	0	0		0	
Indirect Administration	54,072	12,155		41,917	
2001 - Professional Fees and Services:	54,072	12,155	0	41,917	78%
Education, Information and Assistance	2,249	1,868		381	
Fire Department Standards	14,191	9,370		4,821	
Indirect Administration	2,390	1,380		1,010	
2003 - Consumable Supplies:	18,830	12,618	0	6,212	33%
Education, Information and Assistance	291	215		76	
Fire Department Standards	25,233	16,923		8,310	
Indirect Administration	4,788	3,006		1,782	
2004 - Utilities:	30,312	20,144	0	10,168	34%
Education, Information and Assistance	0	0		0	
Fire Department Standards	71,976	39,704		32,272	
Indirect Administration	19,524	13,890		5,634	
2005 - Travel:	91,500	53,594	0	37,906	41%
Education, Information and Assistance	525	28		497	
Fire Department Standards	2,136	1,780		356	
Indirect Administration	1,188	950		238	
2006 - Rent - Building (storage):	3,849	2,758	0	1,091	28%
Education, Information and Assistance	1,200	265		935	
Fire Department Standards	14,100	6,998		7,102	
Indirect Administration	7,700	3,707		3,993	
2007 - Rent - Machine and Other:	23,000	10,970	0	12,030	52%
Education, Information and Assistance	2,759	1,779		980	
Fire Department Standards	133,230	36,248		96,982	
Indirect Administration	27,004	26,539		465	
2009 - Other Operating Expense:	162,993	64,565	0	98,428	60%
Education, Information and Assistance	1,000,000	1,000,000		0	
Fire Department Standards	0	0		0	
Indirect Administration	0	0		0	
4000 - Grants:	1,000,000	1,000,000	0	0	0%
Education, Information and Assistance	14,515	12,093		2,422	
Fire Department Standards	0	0		0	
Indirect Administration	622	657		-35	
5000 - Capital Expenditures:	15,137	12,749	0	2,387	16%
TOTAL - ALL EXPENDITURES	3,351,183	2,720,300	0	630,883	19%
			3,351,183	0	* diff
Assumes \$60,000 in IFSAC seals:		Appropriated Amt in GAA:	3,351,183	0	

Texas Commission on Fire Protection
Fiscal Year 2011 - Operating Budget

Thru: June 30, 2011

Goal A: Education, Info and Assistance

	Library	IT	Grants	Total	%
Budget:	48,778	0	0	48,778	0
Expended:	40,648	0	0	40,648	
1001 - Balance Salaries & Wages:	8,130	0	0	8,130	17%
Other Personnel Costs:					
7017- One-Time Merit	0	0	0	0	
7022- Longevity Pay	400	0	0	400	
7023- Lump Sum Termination	0	0	0	0	
Budget:	1,480	0	0	1,480	0
Expended:	400	0	0	400	
1002 - Balance Other Personnel Costs	1,080	0	0	1,080	73%
Professional Fees and Services:					
7245- Financial & Accounting Services	0	0	0	0	
7253- Other Professional Fees (EAP)	0	0	0	0	
7274- Temporary Employment Agencies	0	0	0	0	
7275- Computer Programming Services	0	0	0	0	
Budget:	0	0	0	0	0
Expended:	0	0	0	0	
2001 - Balance Professional Fees and Services:	0	0	0	0	0%
Budget:	249	2000	0	2,249	0
Expended:	96	1,771	0	1,868	
2003 - (7300) Balance Consumable Supplies:	153	229	0	381	17%
Utilities:					
7501- Electricity	0	0	0	0	
7503- Telecommunications-Long Distance	0	0	0	0	
7504- Telecommunications-Monthly Charge	215	0	0	215	
7514- Telecommunications-Maint & Repair	0	0	0	0	
7516- Telecommunications-Other Charges (reg voice/internet)	0	0	0	0	
7517- Telecommunications Equipment-Expensed	0	0	0	0	
Budget:	291	0	0	291	0
Expended:	215	0	0	215	
2004 - Balance Utilities:	76	0	0	76	26%
Travel:					
7101- Travel I/S - Public Transportation Fares	0	0	0	0	
7102- Mileage	0	0	0	0	
7104- Travel I/S - Actual Expense Overnight	0	0	0	0	
7105- Travel I/S - Incidental Expenses	0	0	0	0	
7106- Travel I/S - Meals & Lodging	0	0	0	0	
7107- Travel I/S - Non-Overnight Travel (Meals)	0	0	0	0	
7110- Travel I/S - Board Member Meals & Lodging	0	0	0	0	
7111- Travel OOS - Public Transportation Fares	0	0	0	0	
7112- Travel OOS - Mileage	0	0	0	0	
7115- Travel OOS - Incidental Expenses	0	0	0	0	
7116- Travel OOS - Meals, Lodging Allowable	0	0	0	0	
7135- Travel I/S - State Occupancy Tax	0	0	0	0	
7136- Travel I/S - State Occupancy Tax Galveston	0	0	0	0	
Budget:	0	0	0	0	0
Expended:	0	0	0	0	
2005 - Balance Travel:	0	0	0	0	0%
Budget:	525	0	0	525	0
Expended:	28	0	0	28	
2006 - (7470) Balance Rent - Building (storage):	497	0	0	497	95%
Rent - Machine and Other:					
7406- Rental - Furnishings & Equipment (copier)	221	0	0	221	
7411- Rental - Computer Equipment	44	0	0	44	
Budget:	1,200	0	0	1,200	0
Expended:	265	0	0	265	

Texas Commission on Fire Protection
Fiscal Year 2011 - Operating Budget

Thru: June 30, 2011

Goal A: Education, Info and Assistance

	Library	IT	Grants	Total	%
2007 - Balance Rent - Machine and Other:	935	0	0	935	78%
Other Operating Expense:					
7201- Membership Dues	195	0	0	195	
7203- Registration Fees-Employee Training	105	0	0	105	
7210- Fees & Other Charges (DPS)	0	0	0	0	
7211- Awards	0	0	0	0	
7216- Insurance Premiums - appvd by oag	0	0	0	0	
7262- Maint & Repair - Computer Software	0	0	0	0	
7267- Maint & Repair - Computer Equipment	0	0	0	0	
7273- Reproduction & Printing	10	0	0	10	
7276- Communication Services (T-1 Line)	76	0	0	76	
7281- Advertising Services	0	0	0	0	
7286- Freight & Delivery Services	0	0	0	0	
7291- Postage & Postal Services	321	0	0	321	
7299- Purchased Contracted Services	3	0	0	3	
7303- Subscriptions, Periodicals and Info Services	0	0	0	0	
7312- Medical Supplies	0	0	0	0	
7330- Parts -equip, furn	0	0	0	0	
7334- Furnishings & Equipment -Expensed	11	0	0	11	
7335- Parts -Computer Equipment - Expensed	83	0	0	83	
7354- Bldg Remodel - State Leased -Expensed	0	0	0	0	
7367- Personal Property - Maint & Repair	0	0	0	0	
7374- Personal Property-Furn & Equip - Controlled	0	0	0	0	
7377- Computer Equipment - Expensed	0	0	0	0	
7378- Computer Equipment - Controlled	0	0	0	0	
7379- Computer Equipment - Cap (>1,000)	141	0	0	141	
7380- Computer Software - Expensed	802	0	0	802	
7382- Books - Expensed	0	0	0	0	
7806- Interest on Delayed Payment	0	0	0	0	
7947- Workers Compensation Transfer (SORM)	0	0	0	0	
7953- SWCAP payment/cost allocation	0	0	0	0	
7961- STS Transfers-Telecommunications (TexAn)	33	0	0	33	
Budget:	2,759	0	0	2,759	0
Expended:	1,779	0	0	1,779	
2009 - Balance Other Operating Expense:	980	0	0	980	36%
Grants:					
7312- Medical Supplies	0	0	0	0	
7623- Grants- Community Serv. Programs	0	0	1,000,000	1,000,000	
7701- Loans to Political Subdivisions	0	0	0	0	
Budget:	0	0	1,000,000	1,000,000	0
Expended:	0	0	1,000,000	1,000,000	
4000 - Balance Grants:	0	0	0	0	0%
Capital Expenditures:					
7354- Remodeling of Bldg-State Owned - Capitalized	0	0	0	0	
7389- Books, Pre-Recorded Ref Material - Capitalized	12,093	0	0	12,093	
Budget:	14,515	0	0	14,515	0
Expended:	12,093	0	0	12,093	
5000 - Balance Capital Expenditures:	2,422	0	0	2,422	17%
Budget:	69,796	2,000	1,000,000	1,071,796	
Expended:	55,523	1,771	1,000,000	1,057,295	
TOTAL BALANCE	14,273	229	0	14,501	1%

Texas Commission on Fire Protection

Fiscal Year 2011 - Operating Budget

Thru: June 30, 2011

Goal B: Fire Department Standards

	Mgmt	Complnc	Cert	Testing	Curr Dev	Total	%
Budget:	91,542	420,369	200,811	257,066	92,212	1,062,000	0
Expended:	76,285	351,243	146,429	242,154	76,258	892,370	
1001 - Balance Salaries & Wages:	15,257	69,126	54,381	14,913	15,954	169,631	16%
Other Personnel Costs:							
7017- One-Time Merit	0	0	0	0	0	0	
7022- Longevity Pay	1,000	5,800	3,180	7,320	1,160	18,460	
7023- Lump Sum Termination	0	0	3,496	0	0	3,496	
7030- Employee Incentive Bonus	0	0	0	0	0	0	
Budget:	48,473	28,553	16,627	11,281	1,400	106,334	0
Expended:	1,000	5,800	6,676	7,320	1,160	21,956	
1002 - Balance Other Personnel Costs	47,473	22,753	9,951	3,961	240	84,378	79%
Professional Fees and Services:							
7245- Financial & Accounting Services	0	0	0	0	0	0	
7253- Other Professional Fees (EAP)	0	0	0	0	0	0	
7274- Temporary Employment Agencies	0	0	0	0	0	0	
7275- Computer Programming Services	0	0	0	0	0	0	
Budget:	0	0	0	0	0	0	0
Expended:	0	0	0	0	0	0	
2001 - Balance Professional Fees and Services	0	0	0	0	0	0	0%
Budget:	2,000	1,500	5,000	4,691	1,000	14,191	0
Expended:	1,718	477	4,308	2,866	0	9,370	
2003 - (7300) Balance Consumable Supplies:	282	1,023	692	1,825	1,000	4,821	34%
Utilities:							
7501- Electricity	0	0	0	0	0	0	
7503- Telecommunications-Long Distance	0	0	0	0	0	0	
7504- Telecommunications-Monthly Charge	5,583	2,830	0	0	0	8,413	
7514- Telecommunications-Maint & Repair	0	0	0	0	0	0	
7516- Telecommunications-Other Charges (reg voice/int)	0	8,510	0	0	0	8,510	
7517- Telecommunications Equipment-Expensed	0	0	0	0	0	0	
Budget:	11,533	13,700	0	0	0	25,233	0
Expended:	5,583	11,340	0	0	0	16,923	
2004 - Balance Utilities:	5,950	2,360	0	0	0	8,310	33%
Travel:							
7101- Travel I/S - Public Transportation Fares	0	5,023	0	5,674	0	10,697	
7102- Mileage	0	5,875	0	479	0	6,354	
7104- Travel I/S - Actual Expense Overnight	0	0	0	0	0	0	
7105- Travel I/S - Incidental Expenses	0	2,617	30	2,302	0	4,949	
7106- Travel I/S - Meals & Lodging	0	11,848	409	4,822	0	17,079	
7107- Travel I/S - Non-Overnight Travel (Meals)	0	259	0	0	0	259	
7110- Travel I/S - Board Member Meals & Lodging	0	0	0	0	0	0	
7111- Travel OOS - Public Transportation Fares	0	0	0	28	0	28	
7112- Travel OOS - Mileage	0	0	0	0	0	0	
7115- Travel OOS - Incidental Expenses	0	0	0	0	0	0	
7116- Travel OOS - Meals, Lodging Allowable	0	0	0	334	0	334	
7135- Travel I/S - State Occupancy Tax	0	-36	0	39	0	3	
7136- Travel I/S - State Occupancy Tax Galveston	0	0	0	0	0	0	
Budget:	0	49,752	912	20,812	500	71,976	0
Expended:	0	25,586	440	13,679	0	39,704	
2005 - Balance Travel:	0	24,166	472	7,133	500	32,272	45%
7462- Rent office space - building		1,780				1,780	
Budget:	0	2,136	0	0	0	2,136	0
Expended:	0	1,780	0	0	0	1,780	
2006 - (7470) Balance Rent - Building (storage):	0	356	0	0	0	356	17%

Texas Commission on Fire Protection

Fiscal Year 2011 - Operating Budget

Thru: June 30, 2011

Goal B: Fire Department Standards

	Mgmt	Complnc	Cert	Testing	Curr Dev	Total	%
Rent - Machine and Other:							
7406- Rental - Furnishings & Equipment (copier)	5,754	0	0	0	0	5,754	
7411- Rental - Computer Equipment	1,244	0	0	0	0	1,244	
Budget:	14,100	0	0	0	0	14,100	0
Expended:	6,998	0	0	0	0	6,998	
2007 - Balance Rent - Machine and Other:	7,102	0	0	0	0	7,102	50%
Other Operating Expense:							
7201- Membership Dues	0	0	0	0	0	0	
7203- Registration Fees-Employee Training	652	250	250	0	0	1,152	
7210- Fees & Other Charges (DPS)	0	0	11	0	0	11	
7211- Awards	0	88	0	386	0	474	
7216- Insurance Premiums - appvd by oag	0	250	0	0	0	250	
7262- Maint & Repair - Computer Software	0	0	0	0	0	0	
7267- Maint & Repair - Computer Equipment	0	0	0	813	0	813	
7273- Reproduction & Printing	270	0	0	3,010	0	3,280	
7276- Communication Services (T-1 Line)	1,966	0	0	0	0	1,966	
7281- Advertising Services	0	0	0	0	0	0	
7286- Freight & Delivery Services	0	0	0	4,723	0	4,723	
7291- Postage & Postal Services	8,334	100	0	0	0	8,434	
7299- Purchased Contracted Services	131	0	18	0	0	149	
7303- Subscriptions, Periodicals and Info Services	0	0	0	0	0	0	
7312- Medical Supplies	0	0	0	0	0	0	
7330- Parts -equip, furn	0	0	0	0	0	0	
7334- Furnishings & Equipment -Expensed	275	14	0	0	250	539	
7335- Parts -Computer Equipment - Expensed	2,152	0	0	0	0	2,152	
7354- Bldg Remodel - State Leased -Expensed	0	0	0	0	0	0	
7367- Personal Property - Maint & Repair	0	0	0	0	0	0	
7374- Personal Property-Furn & Equip - Controlled	0	22	0	151	0	173	
7377- Computer Equipment - Expensed	0	0	0	0	0	0	
7378- Computer Equipment - Controlled	0	135	157	0	0	292	
7379- Computer Equipment - Cap (>1,000)	3,660	0	0	0	0	3,660	
7380- Computer Software - Expensed	7,209	0	0	99	0	7,308	
7382- Books - Expensed	0	0	0	0	0	0	
7806- Interest on Delayed Payment	3	2	0	2	0	7	
7947- Workers Compensation Transfer (SORM)	0	0	0	0	0	0	
7953- SWCAP payment/cost allocation	0	0	0	0	0	0	
7961- STS Transfers-Telecommunications (TexAn)	866	0	0	0	0	866	
Budget:	110,830	7,100	4,100	10,100	1,100	133,230	0
Expended:	25,516	861	436	9,184	250	36,248	
2009 - Balance Other Operating Expense:	85,314	6,239	3,664	916	850	96,982	73%
Capital Expenditures:							
7312- Medical Supplies	0	0	0	0	0	0	
7354- Remodeling of Bldg-State Owned - Capitalized	0	0	0	0	0	0	
7389- Books, Pre-Recorded Ref Material - Capitalized	0	0	0	0	0	0	
Budget:	0	0	0	0	0	0	0
Expended:	0	0	0	0	0	0	
5000 - Balance Capital Expenditures:	0	0	0	0	0	0	0%
Budget:	278,479	523,110	227,449	303,950	96,212	1,429,200	0
Expended:	117,100	397,088	158,289	275,203	77,668	1,025,348	
TOTAL BALANCE	161,379	126,022	69,161	28,747	18,544	403,853	28%

Texas Commission on Fire Protection
Fiscal Year 2011 - Operating Budget

Thru: June 30, 2011

Goal C: Indirect Administration

	Exec Office	Supp Svcs	Commis	Total	%
Budget:	381,233	270,056	0	651,289	0
Expended:	309,980	237,943	0	547,922	
1001 - Balance Salaries & Wages:	71,253	32,114	0	103,367	16%
Other Personnel Costs:					
7004- Non-Permanent Full-Time Employee	14,090	0	0	14,090	
7017- One-Time Merit	0	0	0	0	
7022- Longevity Pay	4,420	8,940	0	13,360	
7023- Lump Sum Termination	0	0	0	0	
7030- Employee Incentive Bonus	0	0	0	0	
Budget:	53,288	28,321	0	81,609	0
Expended:	18,510	8,940	0	27,450	
1002 - Balance Other Personnel Costs	34,778	19,381	0	54,159	66%
Professional Fees and Services:					
7245- Financial & Accounting Services	0	0	0	0	
7253- Other Professional Fees (EAP)	0	0	0	0	
7274- Temporary Employment Agencies	0	0	0	0	
7275- Computer Programming Services	12,155	0	0	12,155	
Budget:	45,000	9,072	0	54,072	0
Expended:	12,155	0	0	12,155	
2001 - Balance Professional Fees and Services:	32,845	9,072	0	41,917	78%
Budget:	600	1,790	0	2,390	0
Expended:	336	1,045	0	1,380	
2003 - (7300) Balance Consumable Supplies:	264	745	0	1,010	42%
Utilities:					
7501- Electricity	0	0	0	0	
7503- Telecommunications-Long Distance	0	0	0	0	
7504- Telecommunications-Monthly Charge	0	3,006	0	3,006	
7514- Telecommunications-Maint & Repair	0	0	0	0	
7516- Telecommunications-Other Charges (reg voice/internet)	0	0	0	0	
7517- Telecommunications equipment - Expensed	0	0	0	0	
Budget:	0	4,788	0	4,788	0
Expended:	0	3,006	0	3,006	
2004 - Balance Utilities:	0	1,782	0	1,782	37%
Travel:					
7101- Travel I/S - Public Transportation Fares	0	0	4,183	4,183	
7102- Mileage	227	379	5,712	6,318	
7104- Travel I/S - Actual Expense Overnight	0	0	0	0	
7105- Travel I/S - Incidental Expenses	5	0	323	328	
7106- Travel I/S - Meals & Lodging	87	0	393	480	
7107- Travel I/S - Non-Overnight Travel (Meals)	40	0	61	101	
7110- Travel I/S - Board Member Meals & Lodging	0	0	2,467	2,467	
7111- Travel OOS - Public Transportation Fares	0	0	0	0	
7112- Travel OOS - Mileage	0	0	0	0	
7115- Travel OOS - Incidental Expenses	0	0	0	0	
7116- Travel OOS - Meals, Lodging Allowable	0	0	0	0	
7135- Travel I/S - State Occupancy Tax	0	0	12	12	
7136- Travel I/S - State Occupancy Tax Galveston	0	0	0	0	
Budget:	2,000	2,000	15,524	19,524	0
Expended:	359	379	13,152	13,890	
2005 - Balance Travel:	1,641	1,621	2,372	5,634	29%
Budget:	240	948	0	1,188	0
Expended:	240	710	0	950	
2006 - (7470) Balance Rent - Building (storage):	0	238	0	238	20%
Rent - Machine and Other:					
7406- Rental - Furnishings & Equipment (copier)	0	3,098	0	3,098	
7411- Rental - Computer Equipment	0	609	0	609	
Budget:	2,000	5,700	0	7,700	0
Expended:	0	3,707	0	3,707	

Texas Commission on Fire Protection
Fiscal Year 2011 - Operating Budget

Thru: June 30, 2011

Goal C: Indirect Administration

	<u>Exec Office</u>	<u>Supp Svcs</u>	<u>Commis</u>	<u>Total</u>	<u>%</u>
2007 - Balance Rent - Machine and Other:	2,000	1,993	0	3,993	52%
Other Operating Expense:					
7201- Membership Dues	0	0	0	0	
7203- Registration Fees-Employee Training	380	351	0	731	
7210- Fees & Other Charges (DPS)	0	0	0	0	
7211- Awards	492	0	0	492	
7216- Insurance Premiums - appvd by oag	0	0	0	0	
7262- Maint & Repair - Computer Software	0	0	0	0	
7266- Maint & Repair - Building	1,213	0	0	1,213	
7267- Maint & Repair - Computer Equipment	-2,000	0	0	-2,000	
7273- Reproduction & Printing	0	218	0	218	
7276- Communication Services (T-1 Line)	4,000	1,059	0	5,059	
7281- Advertising Services	0	0	0	0	
7286- Freight & Delivery Services	0	0	0	0	
7291- Postage & Postal Services	0	4,488	0	4,488	
7299- Purchased Contracted Services	707	41	0	748	
7303- Subscriptions, Periodicals and Info Services	0	0	0	0	
7312- Medical Supplies	0	0	0	0	
7330- Parts -equip, furn	0	0	0	0	
7334- Furnishings & Equipment -Expensed	159	148	0	307	
7335- Parts -Computer Equipment - Expensed	0	1,159	0	1,159	
7354- Bldg Remodel - State Leased -Expensed	0	0	0	0	
7367- Personal Property - Maint & Repair	0	0	0	0	
7374- Personal Property-Furn & Equip - Controlled	1,672	0	0	1,672	
7377- Computer Equipment - Expensed	0	0	0	0	
7378- Computer Equipment - Controlled	1,571	0	0	1,571	
7379- Computer Equipment - Cap (>1,000)	0	1,971	0	1,971	
7380- Computer Software - Expensed	1,141	3,881	0	5,022	
7382- Books - Expensed	0	0	0	0	
7806- Interest on Delayed Payment	0	1	10	11	
7947- Workers Compensation Transfer (SORM)	0	2,662	0	2,662	
7953- SWCAP payment/cost allocation	0	749	0	749	
7961- STS Transfers-Telecommunications (TexAn)	0	466	0	466	
Budget:	9,099	17,895	10	27,004	0
Expended:	9,335	17,194	10	26,539	
2009 - Balance Other Operating Expense:	(236)	701	0	465	2%
Capital Expenditures:					
7312- Medical Supplies	0	0	0	0	
7354- Remodeling of Bldg-State Owned - Capitalized	0	0	0	0	
7389- Books, Pre-Recorded Ref Material - Capitalized	657	0	0	657	
Budget:	622	0	0	622	0
Expended:	657	0	0	657	
5000 - Balance Capital Expenditures:	(35)	0	0	(35)	-6%
Budget:	494,082	340,570	15,534	850,186	0
Expended:	351,571	272,924	13,162	637,657	
TOTAL - BALANCE	142,511	67,647	2,372	212,529	25%

Key	Division	FY11 1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	FY11 YTD Sum	FY11 Target	% Target ytd/tar	Measures/Explanation
Output		<i>A quantifiable indicator of the number of goods or services an agency produces</i>							
<input type="checkbox"/>	Lib	01-01-01:01	123	141	161	425	868	49%	Number of requests from fire department and other entities for agency training and education resources.
						Cumulative			Lower than expected as demand is down.
<input type="checkbox"/>	Lib	01-01-01:02	36	26	49	111	124	90%	Number of research requests for agency information resource center.
						Cumulative			On track to exceed target.
<input type="checkbox"/>	Std	02-01-01:01	124	117	227	468	600	78%	Number of inspections of regulated entities.
						Cumulative			On track to meet target
<input type="checkbox"/>	Std	02-01-01:02	2,096	2,047	2,254	6,397	9,000	71%	Number of new certifications issued to individuals.
						Cumulative			On track to meet target
<input type="checkbox"/>	Std	02-01-01:03	25,365	470	2,011	27,846	26,500	105%	Number of certifications renewed (individuals).
						Cumulative			Exceeded target
<input type="checkbox"/>	Std	02-01-01:04	2,417	1,927	2,730	7,074	10,000	71%	Number of individuals examined.
						Cumulative			Slightly behind target because agency no longer administers skills test.
<input type="checkbox"/>	Adm	04-01-01:01	3,247	5,581	20	8,848	13,000	68%	Dollar value of HUB contacts awarded.
						Cumulative			
Explanatory (Annual)		<i>An indicator of factors, agency resources, or requests received that affect a state entity's performance.</i>							
<input type="checkbox"/>	Fin	01-02-01:01	0			0	1,000,000	0%	Amount available to fire departments for loans and grants.
						Cumulative			Program transferred to Texas Forest Service.
<input type="checkbox"/>	Fin	01-02-01:02	0			0	3,779,224	0%	Amount requested by fire departments for loans and grants.
						Cumulative			Program transferred to Texas Forest Service.
<input type="checkbox"/>	Std	02-01-01:01	91.06	90.61	92.64	93	92	101%	Pass Rate (Percent)
						Non-Cumulative			On target
<input checked="" type="checkbox"/>	Std	02-01-01:02	28,641	29,385	28,845	28,845	26,750	108%	Number of fire service personnel certified by the Commission.
						Non-Cumulative			Exceeded target.
<input type="checkbox"/>	Std	02-01-01:03	236	215	232	232	210	110%	Number of fire service training facilities certified by the Commission.
						Non-Cumulative			Exceeded target.

Cumulative Measure: A measure for which one quarter's performance can be added to a previous quarter's performance to obtain year-to-date performance; otherwise, a measure is non-cumulative.

Non-Cumulative Measure: A measure which, in order to determine year-to-date performance, must be calculated for the entire reporting period and not on the basis of adding together the performance from separate reporting periods

Key	Division	FY11 1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	FY11 YTD Sum	FY11 Target	% Target ytd/tar	Measures/Explanation
Efficiency <i>A quantifiable indicator of productivity expressed in unit costs, units of time, or other ratio-based units</i>									
<input type="checkbox"/>	Std	02-01-01:01	1.89	19.09	10.32	4.44	6	74%	Average certification cost per individual certificate issued. Below target which is goal, aided by the fact the majority of renewals issued in first quarter.
			Non-Cumulative						
<input type="checkbox"/>	Std	02-01-01:02	2.23	2.25	1.92	1.92	2.5	77%	Average certification cost per facility certificate issued. Below target which is goal.
			Non-Cumulative						
<input type="checkbox"/>	Std	02-01-01:03	98.09	97.51	98.54	97.51	90	108%	Percentage of new individual certificates issued within 10 days. Exceeded target
			Non-Cumulative						
<input type="checkbox"/>	Std	02-01-01:05	35.09	40.97	29.02	34.36	21	164%	Average cost per exam administered. Cost higher due to the fact Commission removed skills testing during written test for structure.
			Non-Cumulative						
Outcome <i>(Annual) A quantifiable indicator of the public and customer benefits from an agency's actions</i>									
<input checked="" type="checkbox"/>	Fin	01-02:01	0			0.0%	32%	0%	Percent of total amount requested for loans/grants compared with requests awarded. Program transferred to Texas Forest Service.
			Non-Cumulative						
<input checked="" type="checkbox"/>	Std	02-01:01	93%	94%	93%	93.0%	95%	98%	Percent of inspected certificate holders with no recent violations. On target.
			Non-Cumulative						
<input type="checkbox"/>	Fin	04-01:01	6%	0	0	6.0%	10%	60%	Percent of total dollar value of purchasing contracts awarded to HUBs.
			Non-Cumulative						

Note: Explanations are provided for measures that are 5% or more off target. Targets were requested in the FY10 operating budget document.

- 4. Reports from the Budget and Strategic Plan subcommittees with discussion and possible action relating to any recommendations developed by these subcommittees.**

5. **Reports from fire service interest groups and agencies on matters relating to organizational purposes, functions, and objectives, including, but not limited to, the Texas Fire Chiefs Association, the Texas State Association of Fire Fighters, the State Firemen's and Fire Marshals' Association of Texas, the Texas Association of Fire Educators, the Texas Forest Service, the National Fire Protection Association, and the State Fire Marshal's Office.**

- 6. Discussion and possible action concerning reports by the Commission representative to the Texas Fire School Advisory Board and by representatives of the Texas Engineering Extension Service (TEEX) regarding fire protection training provided by TEEX through its Emergency Services Training Institute (ESTI).**

- 7. New matters from the commission, staff, or public regarding rulemaking which may be discussed in future Commission meetings.**

8. Discussion and possible action on future meeting dates.

9. **Matters referred from the Fire Fighter Advisory Committee (FFAC), including but not limited to:**
 - A. **Discussion and possible final adoption on proposed amendments, new sections, repeals, and rule reviews as follows:**
 1. **Proposed amendments to 37 TAC, Chapter 427, Training Facility Certification, including, but not limited to Subchapter A, On-Site Certified Training Provider, §427.1 Minimum Standards for Certified Training Facilities for Fire Protection Personnel, and Subchapter B, Distance Training Provider, §427.201, Minimum Standards for Distance Training Provider.**

Chapter 427

TRAINING FACILITY CERTIFICATION

SUBCHAPTER A

ON-SITE CERTIFIED TRAINING PROVIDER

§427.1. Minimum Standards for Certified Training Facilities for Fire Protection Personnel.

- (a) An on-site training facility must be certified by the commission in each discipline with a commission approved curriculum for which the facility provides accredited training for fire protection personnel certification. An on-site training facility is where instructors and students are in immediate proximity and where content is instructed primarily in classrooms, at demonstration projects, in fire simulation structures, on fire apparatus, or at training sites in the field under direct supervision of the training facility instructors.
- (b) A certified on-site training facility may be approved to instruct in any one or all of the fire protection personnel curricula. Minimum requirements for each curriculum must be met to receive certification.
- (c) Minimum requirements for certification as a certified on-site training facility shall include facilities, apparatus, equipment, reference materials, standard operating procedures, instructors, and records to support a quality education and training program. The resources must provide for classroom instruction, demonstrations, and practical exercises for the trainees to develop the knowledge and skills required for fire protection personnel certification.
- (d) The on-site facilities and training shall be performance oriented, when required. Practical performance training with maximum participation by trainees shall be an integral part of the training program. The evaluation process for each phase of training will emphasize, as required, performance testing to determine if the trainee has acquired the knowledge and skills to achieve the required level of competency as required by the respective curriculum.
- (e) It must be clearly understood that the minimum standard for training facilities is applicable only as the title implies and does not address the additional training facility resources which are required for the continuing in-service training essential to the development and maintenance of a well-coordinated and effective fire service organization.
- (f) An organization, installation, or facility must submit a written application for certification as a certified on-site training facility to the commission. Such application will include descriptions and addresses of physical facilities together with inventory of apparatus, equipment, and reference material to be utilized in conducting the basic curriculum as specified by the commission. It is not required that the equipment be owned by, permanently assigned to, nor kept at a training facility, but must be readily available for instructional purposes. A training facility must submit a letter of commitment with the original training facility certification application authorizing the use of resources not controlled by the training facility from the provider of said resources. A copy of the letters of commitment must be maintained on-site and be available for review. Photographs of resources annotated to reflect their identity must be included with the application. When seeking training approvals, the facility shall certify that the resources are provided in accordance with this chapter.
- (g) All training for certification must be submitted to the commission in writing for approval at least 20 days prior to the proposed starting date of the training. Approved courses are subject to audit by commission

staff any time during the approved schedule. Any deviation in the approved course schedule or content must be reported to the commission within three business days of the deviation. The academy coordinator will:

- (1) attest to the fact that the training meets the competencies in the applicable Commission Curriculum and/or NFPA Standards;
- (2) submit a testing schedule for all required academy skills; and
- (3) notify the Commission of any changes in instructor staff and/or field examiners.

~~[(h) — An on-site training provider certified for the first time by the commission will receive, at no charge, one Commission Certification Curriculum and Standards Manual on CD that is to be utilized by the certified on-site training provider's instructors. The on-site provider is responsible for ensuring that all subjects are taught as required by the respective curriculum. Additional CD copies may be purchased from the commission or downloaded from the agency web site. On-site training providers that renew their certification will receive appropriate updates at no charge.]~~

§427.3. Facilities.

The following minimum resources, applicable to the curricula, are required for certification as a certified on-site training facility. These facilities may be combined or separated utilizing one or more structures. In either event the facilities must be available and used by the instructor and trainees.

- (1) A training tower equivalent to two or more stories in height. The term "training tower" as used in these standards is a structure suitable for training in the practical application of required ladder, rescue, hose and rope skills training.
- (2) A facility for classroom instruction and testing shall have seating capacity for anticipated trainees. The facility must be conducive for an effective learning environment including environmental comfort for instructors and students, physical requirements needed for good seeing and hearing, adequate lighting, and free of outside distractions.
- (3) An area for practical application of principles and procedures of fire fighting, hose loading, pumper operation, to include friction loss, nozzle reaction, fire stream patterns, and GPM discharge utilizing various layouts for hand lines and/or master stream appliances.
- (4) An enclosed area or room for use in practical training with self-contained breathing apparatus. This may be a smoke and fire room or enclosed area which can be charged with smoke-producing devices to provide a realistic training environment.
- (5) A structure suitable for interior live fire training and meeting the requirements of the basic curriculum pertaining to the particular discipline(s) which the training facility is approved to teach, shall be available for use by the instructors to teach interior live fire training.
- (6) Facilities to conduct exterior live fire training as required by the basic curriculum pertaining to the particular discipline(s) which the training facility is approved to teach, shall be available for use by the instructors to teach exterior live fire training.
- (7) If performance or driving skills are part of the curriculum, suitable area(s) for practicing required skills, demonstration of skills, and performance testing must be available.

§427.5. Apparatus.

- (a) Certified on-site training facility--approved for basic structural fire protection personnel certification training.
 - (1) A pumper apparatus fully equipped as required by the basic fire suppression curriculum shall be readily available for use by the instructors for instructional purposes.
 - (2) Ladders or a ladder truck as required by the basic fire suppression curriculum shall be readily available for use by the instructors for instructional purposes.
- (b) Certified on-site training facility--approved for basic aircraft rescue fire fighting personnel certification training. Fire apparatus that is equipped to perform aircraft operations as required by the basic aircraft fire protection curriculum must be readily available for use by the instructors for instructional purposes.
- (c) Certified on-site training facility--approved for Driver/Operator – Pumper certification training. A piece of fire apparatus with a permanently mounted fire pump that has a rated discharge capacity of 750 gpm (2850 L/min) or greater as defined in NFPA 1901, Standard for Automotive Fire Apparatus.
- (d) Certified on-site training facility approved for hazardous materials technician certification training must have access to props and/or simulators, protective suits and monitoring equipment required for skills training and testing.

§427.7. Protective Clothing.

Each and every set of protective clothing, including proximity clothing, that will be used during the course of instruction for a commission approved fire protection personnel curriculum shall comply with §435.1 of this title (relating to Protective Clothing). This rule applies whether the protective clothing is provided by the academy or the trainee.

- (1) Protective clothing and elements that are no longer in use to the organization for emergency operations service but are not contaminated, defective, or damaged may be used for training that does not involve live fire training provided such clothing and elements are appropriately marked to be easily recognized.
- (2) Protective clothing used for aircraft rescue, live fire training, shall be suitable for the type of fire the student is being trained for and shall be determined by the chief training officer of the training facility.

§427.9. Equipment.

The following minimum equipment, applicable to the curricula the training facility is certified to teach, is required for certification as a certified on-site training facility. The equipment must be available for use by the certified training facility:

- (1) If instruction in the use of self-contained breathing apparatus is a part of the curriculum being taught, then self-contained breathing apparatus in sufficient numbers shall be provided to enable each trainee to wear the equipment for at least the life of one breathing air tank during the training. If during the course of the training, a trainee will be subjected to a hazardous atmosphere or where the atmosphere is unknown, the trainee shall be provided with a self-contained breathing apparatus. (Note: All self-contained breathing apparatus used by a certified training facility and the air used in self-contained breathing apparatus must comply with §435.3 of this title (relating to Self-Contained Breathing Apparatus)). This rule applies whether the self-contained breathing apparatus is provided by the academy or the trainee. All students, instructors, safety personnel, and other personnel participating in any evolution or operation of fire suppression during the live fire training shall breathe from an SCBA air supply whenever operating under one or more of the following conditions:

- (A) in any atmosphere that is oxygen deficient or contaminated by products of combustion, or both;
 - (B) in any atmosphere that is suspected of being oxygen deficient or contaminated by products of combustion, or both;
 - (C) in any atmosphere that can become oxygen deficient or contaminated, or both; and/or
 - (D) below ground level;
- (2) standard classroom equipment to include chalkboard, speaker rostrum, supportive instructional aids available to include audio-visual projection equipment. The use of cutaways, models, flip charts, and other visual aids are recommended to enhance effectiveness of the instruction. Note: The instructor needs to ensure all necessary equipment is available for trainees to use regarding the basic performance skills as identified in appropriate curriculum and to comply with §427.15 of this title (relating to Testing Procedures); and
- (3) other equipment, which may include training simulators and mock training aids, and tools required by the applicable curriculum.

§427.11. Reference Material.

A reference library is required. The library must contain the publications required to conduct research and develop lesson plans covering the material required in the applicable curriculum. The reference library material must be readily and easily accessible to students and instructors.

§427.13. Records.

- (a) Training records shall be maintained by the on site training facility that reflect:
- (1) who was trained, subject, instructor, and date of instruction. (Note: Individual records are required rather than class records); and
 - (2) individual trainee test scores to include performance testing.
- (b) All training records must be maintained by the on-site training facility for a minimum of three years or in accordance with the requirement of the Texas State Library and Archives Commission, State and Local Records Management Division, whichever is greater.

§427.18. Live Fire Training Evolutions.

The most current edition of NFPA 1403, Standard on Live Fire Training Evolutions, shall be used as a guide when developing standard operating procedures for conducting live fire training. The following requirements shall apply for all Live Fire Training Evolutions conducted during basic certification training of fire protection personnel.

- (1) Prior to being permitted to participate in Live Fire Training Evolutions, the student shall have received training to meet the performance requirements for Fire Fighting I in NFPA 1001, Standard for Fire Fighter Professional Qualifications, related to the following subjects:
- (A) safety;
 - (B) fire behavior;
 - (C) portable extinguishers;

- (D) personal protective equipment to include SCBA;
 - (E) ladders;
 - (F) fire hose, appliances, and streams;
 - (G) overhaul;
 - (H) water supply;
 - (I) ventilation;
 - (J) forcible entry; and
 - (K) fire fighter rescue.
- (2) The on-site lead instructor will insure that the water supply rate and duration for each individual Live Fire Training Evolution is adequate to control and extinguish the training fire, the supplies necessary for backup lines to protect personnel, and any water needed to protect exposed property.
 - (3) The on-site lead instructor will insure that the buildings or props being utilized for live fire training are in a condition that would not pose an undue safety risk.
 - (4) A safety officer shall be appointed for all Live Fire Training Evolutions. The safety officer shall have the authority, regardless of rank, to intervene and control any aspect of the operations when, in his or her judgment, a potential or actual danger, accident, or unsafe condition exists. The safety officer shall not be assigned other duties that interfere with safety responsibilities. The safety officer shall not be a student.
 - (5) No person(s) shall play the role of a victim inside the building.
 - (6) The participating student-to-instructor ratio shall not be greater than five to one.
 - (7) Prior to the ignition of any fire, instructors shall insure that all personal protective clothing and/or self-contained breathing apparatus are NFPA compliant and being worn in the proper manner.
 - (8) Prior to conducting any live fire training, a pre-burn briefing session shall be conducted. All participants shall be required to conduct a walk-through of the structure in order to have a knowledge of, and familiarity with, the layout of the building and to be able to facilitate any necessary evacuation of the building.
 - (9) A standard operating procedure shall be developed and utilized for Live Fire Training Evolutions. The standard operating procedure shall include, but not be limited to:
 - (A) a Personal Alert Safety System (PASS). A PASS device shall be provided for all students and instructors participating in live fire training and shall meet the requirements in §435.9 of this title (relating to PASS devices). This applies whether the PASS device is provided by the academy or the trainee;
 - (B) a Personnel Accountability System that complies with §435.13 of this title shall be utilized;
 - (C) an Incident Management System;
 - (D) use of personal protective clothing and self-contained breathing apparatus;

- (E) an evacuation signal and procedure; and pre-burn, burn and post-burn procedures.

§427.19. General Information.

- (a) All Texas certified training facilities shall meet these minimum requirements. No training credit will be recognized from a Texas training facility that has not been certified by the Commission, unless the program has been approved by the Commission as being equivalent. The Commission shall take action on an application for certification of a training facility within 30 days from receipt.
- (b) Certified training facilities shall conduct all training in a controlled and safe manner so that trainees are not subjected to unnecessary risks. Texas Government Code, §419.032(c) provides that fire protection personnel must complete a Commission-approved training course in fire suppression before being assigned to fire suppression duties. In addition, certified training facilities, whether operated by a fire department or other governmental or private training facility, shall not put trainees at risk by requiring or allowing a trainee to perform the duties of fire protection personnel at actual uncontrolled emergency situations such as, but not limited to, structure fires, aircraft fires, wildland fires, hazardous materials incidents or dangerous rescue situations.
- (c) A certified training facility may transport trainees to the site of an actual emergency for training purposes only if the following requirements are strictly adhered to:
- (1) the trainees are kept in a group under the direct supervision of qualified instructors to maintain accountability and ensure their safety;
 - (2) the trainees are kept outside of the emergency operations area; and
 - (3) the trainees' activities are restricted to observation only and trainees are not allowed to participate in emergency operations.
- (d) Certified training facilities are subject to inspection by the Commission at any time during regular business hours.
- (e) In order to retain the certification as a certified training facility, schools desiring to make substantial changes in the facility or other conditions under which the school was approved shall coordinate such plans with the Commission.
- (f) The Commission shall be notified, in writing, within 14 days of any change from the original status under which the certification was issued.
- (g) The Commission may revoke, suspend, and/or probate the certification of a training facility when the Commission determines that the training facility:
- (1) fails to provide the quality of training for which the facility was approved; or
 - (2) fails to comply with Commission rules and/or these minimum standards; or
 - (3) fails to submit required reports in a timely manner or submits false reports to the Commission; or
 - (4) fails to meet at least a 70-percent student pass rate on the state certification examination per course.

SUBCHAPTER B

DISTANCE TRAINING PROVIDER

§427.201. Minimum Standards for Distance Training Provider.

- (a) The following definition is applicable to this subchapter only. Approved distance training is defined as fire training where instructors and students are primarily in different locations and content is instructed primarily using the internet or an intranet and courses must contain some level of interactivity. Distance training that serves as nothing more than electronic text is not acceptable. Online courses must provide the opportunity for the student to interact or ask questions via e-mail, chat rooms or some other method of communication. Other computer-mediated methods of instruction may be used to enhance instruction; however, the primary delivery method must be through the internet or an intranet.
- (b) A distance training provider must seek certification as a training facility in each discipline it intends to instruct.
- (c) In order to become a Commission-approved distance training provider; the provider must submit a completed Commission training facility application with supporting documentation and fees. Such application will include descriptions and addresses of where the distance training provider will have their course delivery and materials. A distance training provider must provide documentation of its ability to meet all minimum requirements for each discipline for which it seeks certification. The documentation must also identify how students and instructors will access resources as identified in the curriculum.
- (d) A distance training provider that applies for certification as a training facility in a discipline that includes skills training shall comply with Subchapter A of this chapter concerning minimum standards, facilities, apparatus, protective clothing, equipment, and live fire training utilized to teach and test the required skills.
- ~~[(e) A distance training provider certified for the first time by the Commission will receive, at no charge, one Commission Certification Curriculum and Standards Manual on CD to be utilized by the certified distance training providers' instructors. The distance training provider is responsible for ensuring that all subjects are taught as required by the curricula. Additional CD copies may be purchased from the Commission or downloaded from the agency website. Distance training providers that renew their certification will receive appropriate updates at no charge.]~~

§427.203. Records.

- (a) Training records shall be maintained by the distance training provider that reflect:
 - (1) Who was trained, subject, instructor, and date of instruction. (Note: Individual records are required rather than class records);
 - (2) Individual trainee test scores to include performance testing; and
 - (3) Evidence to substantiate the test scores received by each trainee to include performance testing. Such records will include materials (completed tests and/or answer sheets, other documents, video or audio recording, etc.), and will provide identification of the examinee, identification of the evaluating field examiner, and the observer as defined in Chapter 439.

- (b) All distance training provider records must be maintained by the distance training provider for commission review for a minimum of three years or in accordance with the requirement of the Texas State Library and Archives Commission, State and Local Records Management Division, whichever is greater.
- (c) A master copy of tests will be maintained for review by commission representatives. The certified distance training provider shall maintain copies of all tests for a minimum of three years.

§427.209. General Information.

- (a) All distance training providers shall meet these minimum requirements. No training credit will be recognized from a distance training provider that has not been certified by the Commission. The Commission shall take action on an application for certification of a distance training provider/training facility provider within 30 days from receipt.
- (b) Distance training providers conducting on-site programs shall ensure that all training is conducted in a controlled and safe manner so that trainees are not subjected to unnecessary risks. In addition, certified training facilities shall not put trainees at risk by requiring or allowing a trainee to perform the duties of fire protection personnel at actual uncontrolled emergency situations such as, but not limited to, structure fires, aircraft fires, wildland fires, hazardous materials incidents or dangerous rescue situations.
- (c) A distance training provider may transport trainees to the site of an actual emergency for training purposes, only if the following requirements are strictly adhered to:
 - (1) the trainees are kept in a group under the direct supervision of qualified instructors to maintain accountability and ensure their safety;
 - (2) the trainees are kept outside of the emergency operations area: and
 - (3) the trainees' activities are restricted to observation only and trainees are not allowed to participate in emergency operations.
- (d) Distance training providers are subject to inspection by the Commission at any time during regular business hours. Distance training providers shall provide the Commission with access to the training facility to monitor the course in progress.
- (e) The Commission shall be notified, in writing, within 14 days of any change from the original status under which the certification was issued.
- (f) The Commission may revoke, suspend, and/or probate the certification of training when the Commission determines that the distance training provider:
 - (1) fails to provide the quality of training and education for which the provider was approved; or
 - (2) fails to comply with Commission rules and/or these minimum standards; or
 - (3) fails to submit required reports in a timely manner or submits false reports to the Commission; or
 - (4) per course, fails to meet at least a 70-percent student pass rate on the state certification examination.

9. **Matters referred from the Fire Fighter Advisory Committee (FFAC), including but not limited to:**
 - A. **Discussion and possible final adoption on proposed amendments, new sections, repeals, and rule reviews as follows:**
 2. **Proposed amendments to 37 TAC, Chapter 429, Minimum Standards for Fire Inspectors, including, but not limited to expiration and repeal of Subchapter A, Minimum Standards for Fire Inspector Certification based on Requirements in effect prior to January 1, 2005, §429.1 Minimum Standards for Fire Inspection Personnel, §429.3 Minimum Standards for Basic Fire Inspector Certification, §429.5 Minimum Standards for Intermediate Fire Inspector Certification, §429.7 Minimum Standards for Advanced Fire Inspector Certification, §429.9 Minimum Standards for Master Fire Inspector Certification, and §429.11 International Fire Service Accreditation Congress (IFSAC) Seal.**

Chapter 429

MINIMUM STANDARDS FOR FIRE INSPECTORS

[SUBCHAPTER A]

[MINIMUM STANDARDS FOR FIRE INSPECTOR CERTIFICATION BASED ON REQUIREMENTS IN EFFECT] PRIOR TO JANUARY 1, 2005]

~~§429.1. Minimum Standards for Fire Inspection Personnel.~~

- ~~[(a) Subchapter A of this chapter will expire on December 31, 2010.]~~
- ~~[(b) Fire protection personnel of a governmental entity who are appointed to fire code enforcement duties must be certified, as a minimum, as a basic fire inspector as specified in §429.3 of this title (relating to Minimum Standards for Basic Fire Inspector Certification) within one year of initial appointment to such position.]~~
- ~~[(c) Prior to being appointed to fire code enforcement duties, all personnel must complete a Commission-approved basic fire inspection training program and successfully pass the Commission examination pertaining to that curriculum.]~~
- ~~[(d) Individuals holding any level of fire inspector certification shall be required to comply with the continuing education requirements of §441.13 of this title (relating to Continuing Education for Fire Inspection Personnel).]~~
- ~~[(e) Code enforcement is defined as the enforcement of laws, codes, and ordinances of the authority having jurisdiction pertaining to fire prevention.]~~

~~§429.3. Minimum Standards for Basic Fire Inspector Certification.~~

~~[In order to be certified by the Commission as a Basic Fire Inspector an individual must have completed a Commission-approved Basic Fire Inspector Curriculum dated prior to January 1, 2005, and successfully pass the Commission examination as specified in Chapter 439 of this title (relating to Examinations for Certification).]~~

~~§429.5. Minimum Standards for Intermediate Fire Inspector Certification.~~

- ~~[(a) — Applicants for Intermediate Fire Inspector Certification holding the prerequisite Basic Fire Inspector certification based on the curricula in place before January 1, 2005, must meet the following requirements:]~~
- ~~[(1) acquire a minimum of four years of fire protection experience and complete the training listed in one of the following options:]~~
- ~~[(A) Option 1 — Successfully complete six semester hours of fire science or fire technology from an approved Fire Protection Degree Program and submit documentation as required by the commission that the courses comply with subsections (b) and (c) of this section; or]~~
- ~~[(B) Option 2 — Completion of coursework from either the A-List or the B-List courses. Acceptable combinations of courses are as follows: two A-List courses; or eight B-List courses; or one A-List course and four B-List courses. (See the exception outlined in subsection (c) of this section); or]~~
- ~~[(C) Option 3 — Completion of coursework from either the A-List or the B-List courses in combination with college courses in fire science or fire protection. Acceptable combinations of courses are three~~

~~semester hours meeting the requirements of Option 1 with either one A-List course or four B-List courses (See the exception outlined in subsection (c) of this section).]~~

~~[(b) Non-traditional credit awarded at the college level, such as credit for experience or credit by examination obtained from attending any school in the commission's Certification Curriculum Manual or for experience in the fire service, may not be counted toward this level of certification.]~~

~~[(c) The training required in this section must be in addition to any training used to qualify for any lower level of Fire Inspector Certification. Repeating a course or a course of similar content cannot be used towards this level of certification.]~~

~~§429.7. Minimum Standards for Advanced Fire Inspector Certification.~~

~~[(a) Applicants for Advanced Fire Inspector certification holding the prerequisite Basic Fire Inspector certification based on the curricula in place before January 1, 2005 must complete the following requirements:]~~

~~[(1) hold as a prerequisite an Intermediate Fire Inspector Certification as defined in §429.5 of this title (relating to Minimum Standards for Intermediate Fire Inspector Certification); and]~~

~~[(2) acquire a minimum of eight years of fire protection experience and complete the training listed in one of the following options:]~~

~~[(A) Option 1—Successfully complete six semester hours of fire science or fire technology from an approved Fire Protection Degree Program and submit documentation as required by the commission that the courses comply with subsections (b) and (c) of this section; or]~~

~~[(B) Option 2—Completion of coursework from either the A-List or the B-List courses. Acceptable combinations of courses are as follows: two A-List courses; or eight B-List courses; or one A-List course and four B-List courses. (See the exception outlined in subsection (c) of this section); or]~~

~~[(C) Option 3—Completion of coursework from either the A-List or the B-List courses in combination with college courses in fire science or fire protection. Acceptable combinations of courses are three semester hours meeting the requirements of Option 1 with either one A-List course or four B-List courses (See the exception outlined in subsection (c) of this section).]~~

~~[(b) Non-traditional credit awarded at the college level, such as credit for experience or credit by examination obtained from attending any school in the commission's Certification Curriculum Manual or for experience in the fire service, may not be counted toward this level of certification.]~~

~~[(c) The training required in this section must be in addition to any training used to qualify for any lower level of Fire Inspector Certification. Repeating a course or a course of similar content cannot be used towards this level of certification.]~~

~~§429.9. Minimum Standards for Master Fire Inspector Certification.~~

~~[(a) Applicants for Master Fire Inspector Certification must complete the following requirements:]~~

~~[(1) hold as a prerequisite an Advanced Fire Inspector Certification as defined in §429.7(a) of this title (relating to Minimum Standards for Advanced Fire Inspector Certification); and]~~

~~[(2) acquire a minimum of 12 years of fire protection experience, and 60 college semester hours or an associate degree, which includes at least 18 college semester hours in fire science subjects.]~~

~~[(b) College level courses from both the upper and lower division may be used to satisfy the education requirement for Master Fire Inspector Certification.]~~

~~§429.11. International Fire Service Accreditation Congress (IFSAC) Seal.~~

- ~~[(a) Individuals who hold commission Fire Inspector certification prior to January 1, 2005, may be granted International Fire Service Accreditation Congress (IFSAC) seals for Inspector I and Inspector II by making application to the commission for the IFSAC seals and paying applicable fees.]~~
- ~~[(b) Individuals who hold commission Fire Inspector certification prior to January 1, 2005, may apply to test for Plan Examiner I. Upon successful completion of the examination an IFSAC seal for Plan Examiner I may be granted by making application to the commission for the IFSAC seal and paying the applicable fee.]~~
- ~~[(c) Individuals who pass the applicable state examination based on the curriculum in place prior to January 1, 2005, may be granted IFSAC seals for Inspector I and Inspector II by making application to the commission for the IFSAC seals and paying applicable fees.]~~
- ~~[(d) Individuals who pass the applicable state examination based on the curriculum in place prior to January 1, 2005, may apply to test for Plans Examiner I. Upon successful completion of the examination an IFSAC seal for Plans Examiner I may be granted by making application to the commission for the IFSAC seal and paying the applicable fee.]~~
- ~~[(e) Individuals who pass the applicable commission examination(s) as specified in Chapter 439 of this title (relating to Examinations for Certification) pertaining to Chapter 4 of the commission's Certification Curriculum Manual, as approved by the commission in accordance with Chapter 443 of this title (relating to Certification Curriculum Manual), on or after January 1, 2005, must follow the guidelines of Subchapter B of this chapter.]~~

9. **Matters referred from the Fire Fighter Advisory Committee (FFAC), including but not limited to:**
 - A. **Discussion and possible final adoption on proposed amendments, new sections, repeals, and rule reviews as follows:**
 3. **Proposed amendments to 37 TAC, Chapter 437, Fees, including, but not limited to §437.3 Certification Fees (possible vote and final action on raising the certification fees to \$85), §437.5 Renewal Fees (possible vote and final action on raising the renewal fees to \$85 with late fees being set per state statute), §437.7 Standards Manual and Certification Curriculum Manual Fees, and §437.13 Processing Fees for Test Application (possible vote and final action on raising the test application fees to \$85).**

Chapter 437 Fees

§437.3. Certification Fees.

- (a) A non-refundable application fee of ~~\$85~~^[up to \$65] is required for each certificate issued by the Commission. If a certificate is issued within the time provided in §401.125 of this title (relating to Processing Periods), the fee will be applied to the certification. If the certificate is denied, the applicant must pay a new certification application fee to file a new application.
- (b) The regulated employing entity shall be responsible for all certification fees required as a condition of appointment.
- (c) Nothing in this section shall prohibit an individual from paying a certification fee for any certificate which he or she is qualified to hold, providing the certificate is not required as a condition of appointment (see subsection (b) of this section concerning certification fees).
- (d) Any person who holds a certificate, and is no longer employed by an entity that is regulated by the Commission may submit in writing, a request, together with the required fee to receive a one-time certificate stating the level of certification in each discipline held by the person on the date that person left employment pursuant to the Texas Government Code, §419.033(b).

Multiple certifications may be listed on the one-time certificate. The one-time fee for the one-time certificate shall be limited to the maximum amount allowed by §419.003(b) of the Texas Government Code.

- (e) A facility that provides basic level training for any discipline for which the Commission has established a Basic Curriculum must be certified by the Commission. The training facility will be charged a separate certification fee for each discipline.

§437.5. Renewal Fees.

- (a) A non-refundable annual renewal fee of ~~\$85~~^[up to \$65] shall be assessed for each certified individual and certified training facility. If an individual or certified training facility holds more than one certificate, the Commission may collect only one renewal fee of ~~\$85~~^[up to \$65], which will renew all certificates held by the individual or certified training facility.
- (b) A regulated employing entity shall pay the renewal fee for all certificates which a person must possess as a condition of employment.
- (c) If a person re-enters the fire service whose certificate(s) has been expired for less than one year, the regulated entity must pay all applicable renewal fee(s) and any applicable additional fee(s). Upon payment of the required fees, the certificates previously held by the individual, for which he or she continues to qualify, will be renewed.
- (d) If a person reapplies for a certificate(s) which has been expired less than one year and the individual is not employed by a regulated employing entity as defined in subsection (b) of this section, the individual must pay all applicable renewal fee(s) and any applicable additional fee(s). Upon payment of the required fee(s), the certificate(s) previously held by the individual, for whom he or she continues to qualify, will be renewed.

- (e) Nothing in this section shall prohibit an individual from paying a renewal fee for any certificate which he or she is qualified to hold providing the certificate is not required as a condition of employment.
- (f) Certification renewal information will be sent to all regulated employing entities and individuals holding certification at least 60 days prior to October 31 of each calendar year. Certification renewal information will be sent to certified training facilities at least 60 days prior to February 1 of each calendar year.
- (g) All certification renewal fees must be returned with the renewal statement to the Commission.
- (h) All certification renewal fees must be paid on or before the renewal date posted on the certification renewal statement to avoid additional fee(s).
- (i) The certification period shall be a period not to exceed one year. The certification period for employees of regulated employing entities, and individuals holding certification is November 1 to October 31. The certification period of certified training facilities is February 1 to January 31.
- (j) All certification renewal fees received from one to 30 days after the renewal date posted on the renewal notice will cause the individual or entity responsible for payment to be assessed a non-refundable late fee of ~~\$42.50~~~~[up to \$32.50]~~ **\$42.50** in addition to the renewal fee for each individual for which a renewal fee was due.
- (k) All certification renewal fees received more than 30 days after the renewal date posted on the renewal notice will cause the individual or entity responsible for payment to be assessed a non-refundable late fee of ~~\$85~~~~[up to \$65]~~ **\$85** in addition to the renewal fee for each individual for which a renewal fee was due.
- (l) In addition to any non-refundable late fee(s) assessed for certification renewal, the Commission may hold an informal conference to determine if any further action(s) is to be taken.
- (m) An individual or entity may petition the Commission for a waiver of the late fees required by this section if the person's certificate expired because of the individual or regulated employing entity's good faith clerical error, or expired as a result of termination of the person's employment where the person has been restored to employment through a disciplinary procedure or a court action. All required renewal fees including applicable late fees and all required continuing education must be submitted before the waiver request may be considered.
 - (1) Applicants claiming good faith clerical error must submit a sworn statement together with any supporting documentation that evidences the applicant's good faith efforts to comply with Commission renewal requirements and that failure to comply was due to circumstances beyond the control of the applicant.
 - (2) Applicants claiming restoration to employment as a result of a disciplinary or court action must submit a certified copy of the order restoring the applicant to employment.
- (n) An individual, upon returning from activation to military service, whose certification has expired, must notify the Commission in writing. The individual will have any normally associated late fees waived and will be required to pay a renewal fee of ~~\$85~~~~[up to \$65]~~ **\$85**.

§437.7. Standards Manual and Certification Curriculum Manual [Fees].

- (a) **Current versions**[A current version] of the [Commission's] Standards Manual for Fire Protection Personnel and **Certification** [the] Curriculum Manual are available [for free] on the **commission's website**. [web site at www.tcfp.state.tx.us.]
- (b) The Commission does not provide printed copies of the manuals. A printed copy of the Commission's standards may be obtained from Thomson West, 610 Opperman Drive, Eagan, MN 55123, [(800) 328-9352], by requesting "Title 37, Public Safety and Corrections" of the Texas Administrative Code. The web address for Thomson West is www.west.thomson.com. [www.thomsonwest.com.]

§437.13. Processing Fees for Test Application.

- (a) A non-refundable application processing fee of **\$85**[up to \$65] shall be charged for each examination.
- (b) Fees will be paid in advance with the application or the provider of training may be invoiced or billed if previous arrangements have been made with the Commission.

9. Matters referred from the Fire Fighter Advisory Committee (FFAC), including but not limited to:

B. Discussion and possible action on proposed amendments, new sections, repeals, and rule reviews as follows:

- 1. Proposed amendments to 37 TAC, Chapter 429, Minimum Standards for Fire Inspectors, Subchapter B, Minimum Standards for Fire Inspector Certification, including, but not limited to, §429.201 Minimum Standards for Fire Inspector Personnel - New Track, §429.203 Minimum Standards for Basic Fire Inspector Certification – New Track, §429.205 Minimum Standards for Intermediate Fire Inspector Certification – New Track, §429.207 Minimum Standards for Advanced Fire Inspector Certification – New Track, §429.209 Minimum Standards for Master Fire Inspector Certification – New Track, and §429.211 International Fire Service Accreditation Congress (IFSAC) Seal - New Track.**

Chapter 429

MINIMUM STANDARDS FOR FIRE INSPECTORS

~~[SUBCHAPTER B]~~

~~[Minimum Standards for Fire Inspector Certification]~~

§429.201. Minimum Standards for Fire Inspector Personnel~~[–New Track.]~~

- (a) Fire protection personnel of a governmental entity who are appointed to fire code enforcement duties must be certified, as a minimum, as a basic fire inspector as specified in §429.203 of this title (relating to Minimum Standards for Basic Fire Inspector Certification)~~[–New Track]~~ within one year of initial appointment to such position.
- (b) Prior to being appointed to fire code enforcement duties, all personnel must complete a Commission-approved basic fire inspection training program and successfully pass the Commission examination pertaining to that curriculum.
- (c) Individuals holding any level of fire inspector certification shall be required to comply with the continuing education requirements in §441.13 of this title (relating to Continuing Education for Fire Inspection Personnel).
- (d) Code enforcement is defined as the enforcement of laws, codes, and ordinances of the authority having jurisdiction pertaining to fire prevention.
- (e) Any regulated firefighter that holds at least a Basic Fire Inspector Certification through the Texas Commission on Fire Protection (TCFP) and is required to perform inspections as part of their regularly assigned duties shall be considered by TCFP as also being in the Fire Inspector discipline for purposes of attaining higher levels of certification. Inspection will include any inspection that requires a TCFP certified inspector.**

§429.203. Minimum Standards for Basic Fire Inspector Certification~~[–New Track.]~~

In order to be certified as a basic fire inspector, an individual must:

- (1) possess valid documentation of accreditation from the International Fire Service Accreditation Congress as an Inspector I, Inspector II, and Plans Examiner I; or
- (2) complete a Commission-approved Basic Fire Inspector program and successfully pass the Commission examination(s) as specified in Chapter 439 of this title (relating to Examinations for Certification). An approved basic fire inspection training program shall consist of one or any combination of the following:
 - (A) completion of the Commission-approved Basic Fire Inspector Curriculum, as specified in Chapter 4 of the Commission's Certification Curriculum Manual; or
 - (B) successful completion of an out-of-state, NFA, and/or military training program which has been submitted to the Commission for evaluation and

found to meet the minimum requirements as listed in the Commission-approved Basic Fire Inspector Curriculum as specified in Chapter 4 of the Commission's Certification Curriculum Manual; or

- (C) successful completion of the following college courses:
- (i) Fire Protection Systems, three semester hours;
 - (ii) Fire Prevention, three semester hours; or Fire Prevention Codes and Inspections, three semester hours;
 - (iii) Building Code, three semester hours;
 - (iv) Building Construction, three semester hours;
 - (v) Hazardous Materials, three semester hours. (Total semester hours, 15*. NOTE: Building Code and Building Construction may be combined into a single three-semester hour class. If this is the case, the total semester hours may be reduced to 12. Hazardous Materials I or II may be used to satisfy the requirements of Hazardous Materials).

§429.205. Minimum Standards for Intermediate Fire Inspector Certification [—New Track.]

Applicants for Intermediate Fire Inspector certification holding a prerequisite Basic Fire Inspector certification as defined in §429.203 of this title (relating to Minimum Standards for Basic Fire Inspector Certification [~~—New Track~~]) must have acquired four (4) years experience appointed as a fire inspector.

§429.207. Minimum Standards for Advanced Fire Inspector Certification [~~—New Track~~.]

Applicants for Advanced Fire Inspector Certification must complete the following requirements:

- (1) hold as a prerequisite an Intermediate Fire Inspector certification as defined in §429.205 of this title (relating to Minimum Standards for Intermediate Fire Inspector Certification [~~—New Track~~]);
- (2) acquire as a minimum eight (8) years experience appointed as a fire inspector; and
- (3) show successful completion of Fire Inspector III and Plans Examiner II courses meeting the applicable job performance requirements as identified in NFPA 1031, Professional Qualifications for Fire Inspector and Plan Examiner.

§429.209. Minimum Standards for Master Fire Inspector Certification [—New Track.]

(a) Applicants for Master Fire Inspector Certification must complete the following requirements:

- (1) hold as a prerequisite an Advanced Fire Inspector certification as defined in §429.207 of this title (relating to Minimum Standards for Advanced Fire Inspector Certification [—New Track]); and

(2) acquire a minimum of 12 years experience appointed as a fire inspector, and 60 college semester hours or an associate degree, which includes at least 18 college semester hours in fire science subjects.

- (b) College level courses from both the upper and lower division may be used to satisfy the education requirement for Master Fire Inspector Certification.

§429.211. International Fire Service Accreditation Congress (IFSAC) Seal[—New Track.]

- (a) Individuals who hold commission Fire Inspector certification prior to January 1, 2005, may be granted International Fire Service Accreditation Congress (IFSAC) seals for Inspector I and Inspector II by making application to the commission for the IFSAC seals and paying applicable fees.
- (b) Individuals who hold commission Fire Inspector certification prior to January 1, 2005, may apply to test for Plan Examiner I. Upon successful completion of the examination an IFSAC seal for Plan Examiner I may be granted by making application to the commission for the IFSAC seal and paying the applicable fee.

~~[(c) Individuals who pass the applicable state examination prior to January 1, 2005, may be granted IFSAC seals for Inspector I and Inspector II by making application to the commission for the IFSAC seals and paying applicable fees.]~~

~~[(d) Individuals who pass the applicable state examination prior to January 1, 2005, may apply to test for Plan Examiner I. Upon successful completion of the examination an IFSAC seal for Plan Examiner I may be granted by making application to the commission for the IFSAC seal and paying the applicable fee.]~~

(c)(e) Individuals who pass the applicable section of the state examination on or after January 1, 2005, may be granted IFSAC seal(s) for Inspector I, Inspector II, and/or Plan Examiner I by making application to the commission for the IFSAC seal(s) and paying the applicable fees, provided they meet the following provisions:

- (1) To receive the IFSAC Inspector I seal, the individual must:
 - (A) complete the Inspector I section of a commission-approved course; and
 - (B) pass the Inspector I section of a commission examination.
- (2) To receive the IFSAC Inspector II seal, the individual must:
 - (A) complete the Inspector II section of a commission-approved course;
 - (B) document possession of an IFSAC Inspector I seal; and
 - (C) pass the Inspector II section of a commission examination.
- (3) To receive the IFSAC Plan Examiner I seal, the individual must:
 - (A) complete the Plan Examiner I section of a commission-approved course; and
 - (B) pass the Plan Examiner I section of a commission examination.

9. Matters referred from the Fire Fighter Advisory Committee (FFAC), including but not limited to:

B. Discussion and possible action on proposed amendments, new sections, repeals, and rule reviews as follows:

- 2. Proposed amendments to 37 TAC, Chapter 435, Fire Fighter Safety, including, but not limited to, §435.1 Protective Clothing, and new §435.27, Live Fire Training Structure Evolutions.**

Chapter 435

FIRE FIGHTER SAFETY

§435.1. Protective Clothing.

- (a) A regulated fire department shall:
- (1) purchase, provide, and maintain a complete set of protective clothing for all fire protection personnel who would be exposed to hazardous conditions from fire or other emergencies or where the potential for such exposure exists. A complete set of protective clothing shall consist of garments including bunker coats, bunker pants, boots, gloves, helmets, and protective hoods, worn by fire protection personnel in the course of performing fire-fighting operations;
 - (2) ensure that all protective clothing which are used by fire protection personnel assigned to fire suppression duties comply with the minimum standards of the National Fire Protection Association suitable for the tasks the individual is expected to perform. The National Fire Protection Association standard applicable to protective clothing is the standard in effect at the time the entity contracts for new, rebuilt, or used protective clothing; and
 - (3) maintain and provide upon request by the Commission, a departmental standard operating procedure regarding the use, selection, care, and maintenance of protective clothing which complies with NFPA 1851, Standard on Selection, Care, and Maintenance of Structural Fire Fighting Protective Ensembles.
- (b) An entity may continue to use protective clothing in use or contracted for before a change in the National Fire Protection Association standard, unless the Commission determines that the protective clothing constitutes an undue risk to the wearer, in which case the Commission shall order that the use be discontinued and shall set an appropriate date for compliance with the revised standard.
- (c) Protective clothing in use or contracted for prior to January 1, 2002, shall be exempted from the record keeping requirements contained in Section 2.3, Records, of NFPA 1851.

~~[(d) In accordance with §419.043, Texas Government Code and subsection (b) of this section as set out hereinabove and consistent with past practice with respect to the implementation of NFPA standards when immediate implementation of a standard as written is impractical for Texas, the modifications contained in Sections 10.1.2, 10.1.3, and 10.1.3.1 of the 2008 Edition of NFPA 1851 (effective June 24, 2007) shall be implemented as follows:]~~

~~[(1) with respect to Section 10.1.2, structural fire fighting ensembles and ensemble elements shall be retired in accordance with Section 10.2.1 of the 2008 Edition of NFPA 1851, no more than 12 years from the date the ensembles or ensemble elements were manufactured, or no more than 10 years from the date the ensemble or ensemble elements were first put into service;]~~

~~[(2) with respect to Section 10.1.3, proximity fire fighting ensembles and ensemble elements shall be retired in accordance with Section 10.2.1 of the 2008 Edition of~~

~~NFPA 1851, no more than 12 years from the date the ensembles or ensemble elements were manufactured, or no more than ten years from the date the ensemble or ensemble elements were first put into service; and]~~

~~[(3) with respect to Section 10.1.3.1, the radiant reflective outer shells shall be retired in accordance with Section 10.2.1 of the 2008 Edition of NFPA 1851, no more than 7 years from the date the outer shells are manufactured or no more than 5 years from the date the outer shells were first put into service.]~~

~~[(e) Subsections (d) and (e) of this section will expire March 1, 2011.]~~

§435.3. Self-Contained Breathing Apparatus.

The employing entity shall:

- (1) purchase, provide, and maintain a complete self-contained breathing apparatus for each on-duty fire protection personnel who engage in operations where IDLH atmospheres may be encountered, where the atmosphere is unknown or would be exposed to hazardous atmospheres from fire or other emergencies or where the potential for such exposure exists;
- (2) ensure that all self-contained breathing apparatus used by fire protection personnel complies with the minimum standards of the National Fire Protection Association identified in NFPA 1981, Standard on Open-Circuit Self-Contained Breathing Apparatus for Fire Fighters.
 - (A) the National Fire Protection Association standard applicable to a self-contained breathing apparatus is the standard in effect at the time the entity contracts for new, rebuilt, or used self-contained breathing apparatus;
 - (B) an entity may continue to use a self-contained breathing apparatus in use or contracted for before a change in the National Fire Protection Association standard, unless the Commission determines that the continued use of the self-contained breathing apparatus constitutes an undue risk to the wearer, in which case the Commission shall order that the use be discontinued and shall set an appropriate date for compliance with the revised standard;
- (3) develop an air quality program that complies with the most recent edition of the NFPA 1989 Standard on Breathing Air Quality for Emergency Services Respiratory Protection;
- (4) maintain and supply upon request by the Commission, records and reports documenting compliance with Commission requirements concerning self-contained breathing apparatus and breathing air. Records of all tests shall be made and the records shall be retained for a period of no less than three years;
- (5) maintain and provide upon request by the Commission, a departmental standard operating procedure regarding the use of self-contained breathing apparatus; and
- (6) maintain and provide upon request by the Commission, a department standard operating procedure regarding the selection, care, and maintenance of self-contained breathing apparatus that complies with the most recent edition of the NFPA 1852 Standard on Selection, Care, and Maintenance of Open-Circuit Self-Contained Breathing Apparatus (SCBA).

§435.5. Commission Recommendations.

The commission recommends that all employing entities use as a guide the following publications:

- (1) NFPA 1403 "Live Fire Training Evolutions";
- (2) NFPA 1500 "Fire Department Occupational Safety and Health Program;"
- (3) IAFF/IAFC - "Fire Service Joint Labor Management Wellness-Fitness Initiative."

§435.7. Fire Department Staffing Studies.

- (a) Section 419.022(a)(4) Texas Government Code provides that the commission may "on request, assist in performing staffing studies of fire departments." Staffing studies must take into consideration all the objectives and missions of the fire department. The commission does not have the resources or the staff to directly assist in performing the necessary tasks to perform a staffing study. Many staffing studies have been developed that can be used to assist in evaluating the needs of a fire department.
- (b) A city should ultimately decide on the level of fire protection it is willing to provide to its citizens. The city and fire department should, as a minimum, address the needs of prevention, investigation and suppression as outlined in the appropriate NFPA Standards. That decision should be based on facts, the safety of its citizens, and the safety of the fire fighters providing that protection.
- (c) The commission will assist by maintaining information pertinent to fire department staffing. The information shall be maintained in the Ernest A. Emerson Fire Protection Resource Library at the Texas Commission on Fire Protection. Copies shall be made available, free of charge, to anyone requesting such information to the extent permitted by copyright laws.

§435.9. Personal Alert Safety System (PASS).

The employing entity shall:

- (1) purchase, provide, and maintain a PASS device for each on duty fire protection personnel who engage in operations where IDLH atmospheres may be encountered, or where the atmosphere is unknown, or where hazardous conditions from fire or other emergencies exist, or where the potential for such exposure exists;
- (2) ensure that all PASS devices used by fire protection personnel comply with the minimum standards of the National Fire Protection Association identified in NFPA 1982, Standard on Personal Alert Safety Systems (PASS) for Fire Fighters:
 - (A) the National Fire Protection Association standard applicable to a PASS device is the standard in effect at the time the entity contracts for new, rebuilt, or used PASS devices;

- (B) an entity may continue to use a PASS device that meets the requirements of an earlier edition of NFPA 1982, unless the commission determines that the continued use of the PASS device constitutes an undue risk to the wearer, in which case the commission shall order that the use be discontinued and shall set an appropriate date for compliance with the revised standard;
- (3) ensure that the PASS device assigned to an individual user be inspected at the beginning of each duty period and before each use.
- (4) maintain and provide upon request by the commission, a departmental standard operating procedure regarding the proper use, selection, care and maintenance of PASS devices.

§435.11. Incident Management System (IMS)

- (a) The fire department shall develop, maintain and use an incident management system.
- (b) The incident management system shall:
 - (1) include a written operating procedure for the management of emergency incidents;
 - (2) require that the IMS be used at all emergency incidents;
 - (3) require operations to be conducted in a manner that recognizes hazards and assists in the prevention of accidents and injuries;
 - (4) require that all fire protection personnel be trained in the use of the IMS; and
 - (5) require that the IMS be applied to all drills, exercises and all other situations that involve hazards similar to those encountered at an actual emergency.
- (c) The IMS shall meet the requirements of the applicable sections of the National Fire Protection Association 1561, Standard on Fire Department Incident Management System.
- (d) The Commission recommends departments follow the National Incident Management System (NIMS) when developing their incident management system.

§435.13. Personnel Accountability System.

- (a) The fire department shall develop, maintain and use a personnel accountability system that provides for a rapid accounting of all personnel at an emergency incident.
- (b) The accountability system shall:
 - (1) require all fire protection personnel be trained in the use of the accountability system;
 - (2) require that the fire protection personnel accountability system be used at all incidents;

- (3) require that all fire protection personnel operating at an emergency incident to actively participate in the personnel accountability system; and
 - (4) require that the incident commander be responsible for the overall personnel accountability system for the incident.
- (c) The fire department shall be responsible for developing the system components required to make the personnel accountability system effective.
- (d) The personnel accountability system shall meet the minimum standards required by the National Fire Protection Association 1561, Standard on Fire Department Incident Management System. If the standard is revised, the fire department shall have one (1) year from the effective date of the new standard to comply.

§435.15. Operating At Emergency Incidents.

- (a) The fire department shall develop, maintain and use a standard operating procedure for fire protection personnel operating at emergency incidents.
- (b) The standard operating procedure shall:
- (1) specify an adequate number of personnel to safely conduct emergency scene operations;
 - (2) limit operations to those that can be safely performed by personnel at the scene;
 - (3) require all personnel to be trained in and use the standard operating procedures; and
 - (4) comply with §435.17 (Procedures for Interior Structural Fire Fighting).
- (c) The fire department may use standards established by the National Fire Protection Association for fire protection personnel operating at an emergency incident.

§435.17. Procedures for Interior Structural Fire Fighting (2-In/2-Out Rule).

- (a) The fire department shall develop written procedures that comply with the Occupational Safety and Health Administration's Final Rule, 29 CFR Section 1910.134(g)(4) by requiring:
- (1) a team of at least four fire protection personnel must be assembled before an interior fire attack can be made when the fire has progressed beyond the incipient stage;
 - (2) at least two fire protection personnel to enter the IDLH atmosphere and remain in visual or voice (not radio) contact with each other;
 - (A) Visual means that the fire protection personnel must be close enough to see each other.
 - (B) Voice means that the fire protection personnel of the entry team must be close

enough to speak to one another without the use of radios.

- (3) at least two fire protection personnel remain located outside the IDLH atmosphere to perform rescue of the fire protection personnel inside the IDLH atmosphere;
 - (4) all fire protection personnel engaged in interior structural fire fighting use self-contained breathing apparatus and be clothed in a complete set of protective clothing as identified in Chapter 435;
 - (5) all fire protection personnel located outside the IDLH atmosphere be equipped with appropriate retrieval equipment where retrieval equipment would contribute to the rescue of the fire protection personnel that have entered the IDLH atmosphere;
 - (6) one of the outside fire protection personnel must actively monitor the status of the inside fire protection personnel and not be assigned other duties. The second outside fire protection personnel may be assigned to an additional role, including, but not limited to, incident commander, safety officer, driver-operator, command technician or aide, or fire fighter/EMS personnel, so long as this individual is able to perform assistance or rescue activities without jeopardizing the safety or health of any fire protection personnel working at the scene;
 - (7) the fire protection personnel outside the IDLH atmosphere must remain in communication (including, but not limited to, radio) with the fire protection personnel in the IDLH atmosphere. Use of a signal line (rope) as a communications instrument for interior fire fighting is not permitted by the commission. This does not preclude the use of rescue guide ropes (guide line or lifeline or by what ever name they may be called) used during structural searches; and
 - (8) each outside fire protection personnel must have a complete set of protective clothing and self-contained breathing apparatus, as identified in Chapter 435, immediately accessible for use if the need for rescue activities inside the IDLH atmosphere is necessary.
- (b) The fire department shall comply with the 2-in/2-out rule as described in this section except in an imminent life-threatening situation when immediate action could prevent the loss of life or serious injury before the team of four fire protection personnel are assembled.

§435.19. Enforcement of Commission Rules.

- (a) The Commission shall enforce all Commission rules at any time, including, but not limited to, Commission investigations, fire department inspections, or upon receiving a written complaint from an identified person or entity of an alleged infraction of a Commission rule.
- (b) The Commission shall not provide prior notification of an inspection to a fire department.
- (c) Upon receipt of a signed complaint alleging a violation of a Commission rule, the Commission shall have 30 days to initiate an investigation and report back to the complainant its progress.
- (d) Upon substantiating the validity of a written complaint, the Commission shall follow the

procedures outlined in Government Code, Chapter 419, §419.011(b) and (c).

§435.21. Fire Service Joint Labor Management Wellness-Fitness Initiative.

- (a) A fire department shall assess the wellness and fitness needs of the personnel in the department. The procedure used to make this assessment shall be written and made available for commission inspection.
- (b) A fire department shall develop and maintain a standard operating procedure to address those needs.
- (c) The approach to the fitness needs of the department shall be based on the local assessment and local resources.
- (d) The standard operating procedure shall be made available to the commission for inspection.

§435.23. Fire Fighter Injuries.

- (a) A fire department shall report all Texas Workers' Compensation Commission reportable injuries that occur to on-duty regulated fire protection personnel on the Commission form.
- (b) Minor injuries are those injuries that do not result in the fire fighter missing more than one duty period or does not involve the failure of personal protective equipment. Minor injuries shall be reported within 30 business days of the injury event.
- (c) Major injuries are those that require the fire fighter to miss more than one duty period. Major injuries shall be reported within five business days of the injury event.
- (d) Investigatable injuries are those resulting from the malfunction of personal protective equipment, failure of personal protective equipment to protect the fire fighter from injury, or injuries sustained from failure to comply with any provision of Commission mandated department SOPs. Investigatable injuries shall be reported within five business days of the injury event.
- (e) The regulated entity shall secure any personal protective equipment involved in a fire fighter injury and shall be made available to the Commission for inspection.

§435.25. Courage to be Safe So Everyone Goes Home Program.

- (a) In an effort to improve firefighter safety in the State of Texas, all regulated entities will ensure that the National Fallen Firefighters Foundation's "Courage to be Safe So Everyone Goes Home" program be completed as part of the continuing education required for certified fire protection personnel by December 1, 2015. Individuals will be credited with four hours of continuing education credit for completing this program.
- (b) All regulated fire protection personnel must complete the National Fallen Firefighters Foundation's "Courage to be Safe So Everyone Goes Home" program prior to December 1, 2015.
- (c) All fire protection personnel appointed after December 1, 2015 will be required to complete the National Fallen Firefighters Foundation's "Courage to be Safe So Everyone Goes Home" program training within one year of appointment to a fire department.

(d) Departments will report the completion of training through the Commission web based reporting system.

(e) Failure to complete the National Fallen Firefighters Foundation's "Courage to be Safe So Everyone Goes Home" program before the required deadlines will be considered a violation of continuing education rules found in Chapter 441 of the Commission's Standards Manual.

§435.27. Live Fire Training Structure Evolutions.

The most current edition of NFPA 1403, Standard on Live Fire Training Structure Evolutions, shall be used as a guide when developing standard operating procedures for conducting live fire training. The following requirements shall apply for all Live Fire Training Structure Evolutions conducted.

- (1) The officer in charge or instructor will insure that the water supply rate and duration for each individual Live Fire Training Structure Evolution is adequate to control and extinguish the training fire, the supplies necessary for backup lines to protect personnel, and any water needed to protect exposed property.**
 - (a) The instructor-in-charge shall assign the following personnel:**
 - (1) One instructor to each functional crew, which shall not exceed five students.**
 - (2) One instructor to each backup line**
 - (3) Additional personnel to backup lines to provide mobility**
 - (4) One additional instructor for each additional functional assignment.**
- (2) The officer in charge or instructor will insure that the buildings or props being utilized for live fire training are in a condition that would not pose an undue safety risk.**
- (3) A safety officer shall be appointed for all Live Fire Training Structure Evolutions. The safety officer shall have the authority, regardless of rank, to alter, suspend or control any aspect of the operations when, in his or her judgment, a potential or actual danger, accident, or unsafe condition exists. The safety officer shall not be assigned other duties that interfere with safety responsibilities.**
- (4) No person(s) shall play the role of a victim inside the building. .**
- (5) Prior to the ignition of any fire, instructors shall insure that all personal protective clothing and/or self-contained breathing apparatus are NFPA compliant and being worn in the proper manner.**
- (6) Prior to conducting any live fire training, a pre-burn briefing session shall be conducted. All participants shall be required to conduct a walk-through of the structure in order to have a knowledge of, and familiarity with, the layout of the building and to be able to facilitate any necessary evacuation of the building.**
- (7) A standard operating procedure shall be developed and utilized for Live Fire Training Evolutions. The standard operating procedure shall include, but not be limited to:**
 - (A) a Personal Alert Safety System (PASS). A PASS device shall be provided**

for all participating in live fire training and shall meet the requirements in §435.9 of this title (relating to PASS devices);

- (B) a Personnel Accountability System that complies with §435.13 of this title shall be utilized;
- (C) an Incident Management System;
- (D) use of personal protective clothing and self-contained breathing apparatus;
- (E) an evacuation signal and procedure; and pre-burn, burn and post-burn procedures.

9. **Matters referred from the Fire Fighter Advisory Committee (FFAC), including but not limited to:**
 - C. **Discussion and possible action on recommendations from the Curriculum and Testing Committee with regard to the Basic Aircraft Rescue Fire Suppression Curriculum and reference lists.**

CERTIFICATION CURRICULUM MANUAL

CHAPTER TWO

BASIC AIRCRAFT RESCUE FIRE SUPPRESSION

2010 Edition

EFFECTIVE JANUARY 1, 2012



Texas Commission on Fire Protection
P.O. Box 2286 Austin, Texas 78768-2286 (512) 936-3838

**CHAPTER TWO
BASIC AIRCRAFT RESCUE FIRE SUPPRESSION
CURRICULUM OUTLINE**

SECTION	SUBJECT	RECOMMENDED HOURS
200-6.1 <u>5.1</u>	General	18
200-6.2 <u>5.2</u>	Response	20
200-6.3 <u>5.3</u>	Fire Suppression	48
200-6.4 <u>5.4</u>	Rescue	34
	TOTAL RECOMMENDED HOURS*	120

* The recommended hours for training include time for skills evaluation and are based on 12 students. Hours needed depends on the actual number of students.

Performance Standards Evaluation Forms are located at the end of Chapter Two.

DRAFT

REFERENCE LIST FOR THE BASIC AIRCRAFT RESCUE FIRE SUPPRESSION CURRICULUM

Certified Training Facilities approved to teach this curriculum must have the following reference materials:

- AC 150/5200-12B, Fire Department Responsibility in Protecting Evidence at the Scene of an Aircraft Accident, September 3, 1999:
http://www.airweb.faa.gov/Regulatory_and_Guidance_Library/rgAdvisoryCircular.nsf/MainFrame?OpenFrameSet
- AC 150/5200-31A, Federal Aviation Administration Airport Emergency Plan, September 30, 1999:
http://www.airweb.faa.gov/Regulatory_and_Guidance_Library/rgAdvisoryCircular.nsf/MainFrame?OpenFrameSet
- AC 150/5210-6D, Aircraft Fire Extinguishing Agents, July 8, 2004:
http://www.airweb.faa.gov/Regulatory_and_Guidance_Library/rgAdvisoryCircular.nsf/MainFrame?OpenFrameSet
- AC 150/5210-14 **B A, AIRCRAFT RESCUE FIRE FIGHTING EQUIPMENT, TOOLS AND CLOTHING** Airport Fire and Rescue Personnel Protective Clothing, September 30, 2008 July 13, 1995:
http://www.airweb.faa.gov/Regulatory_and_Guidance_Library/rgAdvisoryCircular.nsf/MainFrame?OpenFrameSet
- AC 150/5210-17A, Programs for Training of Aircraft Rescue and Firefighting Personnel, April 28, 2006:
http://www.airweb.faa.gov/Regulatory_and_Guidance_Library/rgAdvisoryCircular.nsf/MainFrame?OpenFrameSet
- Aircraft Rescue and Fire Fighting. (5th edition) (2009).* Stillwater, OK: Fire Protection Publications. International Fire Service Training Association (IFSTA)
- Code of Federal Regulations, 14 CFR, Part 139, Subpart A, Certification of Airports: General.* (January 1, 2007 edition) U.S. Department of Transportation, Federal Aviation Administration <http://www.gpoaccess.gov/cfr/retrieve.html>
- Code of Federal Regulations, 14 CFR, Part 139, Subpart D, Certification of Airports: Operations.* (January 1, 2007 edition) U.S. Department of Transportation, Federal Aviation Administration <http://www.gpoaccess.gov/cfr/retrieve.html>
- Code of Federal Regulations, 14 CFR, Part 139.311 Marking, signs and lighting* (January 1, 2007 edition) U.S. Department of Transportation, Federal Aviation Administration <http://www.gpoaccess.gov/cfr/retrieve.html>
- Code of Federal Regulations, 14 CFR, Part 139.325 Airport emergency plan:* (January 1, 2007 edition) U.S. Department of Transportation, Federal Aviation Administration <http://www.gpoaccess.gov/cfr/retrieve.html>

Code of Federal Regulations, 14 CFR, Part 139.329, Pedestrians and ground vehicles (January 1, 2007 ed.). U.S. Department of Transportation, Federal Aviation Administration
<http://www.gpoaccess.gov/cfr/retrieve.html>

Code of Federal Regulations, 49 CFR, Part 175.310 Transportation of flammable liquid fuel; aircraft only means of transportation (October 1, 2006 ed.). U.S. Department of Transportation, Pipeline and Hazardous Materials Safety Administration
<http://www.gpoaccess.gov/cfr/retrieve.html>

Code of Federal Regulations, 49 CFR, Part 830.10 Preservation of aircraft wreckage, mail, cargo, and records (October 1, 2006 edition) U.S. Department of Transportation, National Transportation Safety Board <http://www.gpoaccess.gov/cfr/retrieve.html>

National Transportation Safety Board Accident Reports, <http://www.nts.gov>.

NFPA 402: Aircraft Rescue and Fire-Fighting Operations, (2008 edition). Quincy, MA: NFPA Publications. National Fire Protection Association

NFPA 1003: Standard for Airport Fire Fighter Professional Qualifications, (2005 **2010** edition). NFPA Publications Quincy, MA: NFPA Publications. National Fire Protection Association

NFPA 1403: Standard on Live Fire Training Evolutions, (2007 edition) NFPA Publications Quincy, MA. National Fire Protection Association

NFPA 1500: Standard on Fire Department Occupational Safety and Health Program, (2007 edition) NFPA Publications Quincy, MA: NFPA Publications. National Fire Protection Association

SECTION 200

BASIC AIRCRAFT RESCUE FIRE SUPPRESSION

Basic Aircraft Rescue Fire Fighting Personnel

The Fire Fighter II who has demonstrated the skills and knowledge necessary to function as an integral member of an aircraft rescue and fire fighting (ARFF) team.

200-5.1 General

200-5.1.1 Qualifications

For certification **To be qualified** as an airport fire fighter, the candidate shall meet the requirements for Texas Commission on Fire Protection (TCFP) certification as Fire Fighter II, as defined in NFPA 1001, *Standard for Fire Fighter Professional Qualifications*; first responder operational level defined in NFPA 472, *Standard for Professional Competence of Responders to Hazardous Materials Incidents*; and TCFP certification standards as defined in NFPA 1003, *Standard for Airport Fire Fighter Professional Qualifications*.

200-5.1.1.1 Duties

These requirements shall be divided into three major duties: response, fire suppression and rescue.

200-5.1.1.2 Function

The primary function of the airport fire fighter shall be to execute fire suppression and rescue activities.

200-5.1.1.3 General Knowledge Requirements

Fundamental aircraft fire-fighting techniques, including the approach, positioning, initial attack, and selection, application, and management of the extinguishing agents; limitations of various sized hand lines; use of proximity personal protective equipment (PPPE); fire behavior; fire-fighting techniques in oxygen-enriched atmospheres; reaction of aircraft materials to heat and flame; critical components and hazards of civil aircraft construction and systems related to ARFF operations; special hazards associated with military aircraft systems; a national defense area and limitations within that area; characteristics of different aircraft fuels; hazardous areas in and around aircraft; aircraft fueling systems (hydrant/vehicle); aircraft egress/ingress (hatches, doors, and evacuation chutes); hazards associated with aircraft cargo, including dangerous goods; hazardous areas, including entry control points, crash scene

perimeters, and requirements for operations within the hot, warm, and cold zones; and critical stress management policies and procedures.

- 1) Fundamental aircraft fire-fighter techniques of approach
 - a. Size up
 - b. Weather
 - c. Terrain
 - d. Debris trail
 - e. Exposures
 - f. Aircraft
 - i. Size/type
 - ii. Fire
 1. Absence
 2. Presence
 - iii. Souls on Board (SOB)
 - iv. Fuel on board
- 2) Fundamental aircraft fire-fighter techniques of positioning
 - a. Weather
 - b. Terrain
 - c. Exposures
 - d. Aircraft
 - i. Size/Type
 - ii. Fire
 1. Absence
 2. Presence
 - e. Impact
 - i. High
 - ii. Low
 - f. Non-impact
 - i. Fire
 1. Interior
 2. Exterior
 - ii. No fire
 - g. Egress routes
 - h. Wreckage
 - i. Intact
 - ii. Fragmented
 - iii. Debris trail
 - iv. Upside down
 - i. Scene preservation
 - j. Hazardous areas

- i. Fuel
 - ii. Engines
 - 1. Jet turbine
 - 2. Propellers
 - 3. Rotors
 - iii. Military ordnance/armament
 - iv. Collapse zones
 - v. Dangerous goods
- 3) Fundamental aircraft fire fighter techniques of initial attack
 - a. Rescue of occupants
 - i. Isolation
 - ii. Insulation
 - b. Fire control
 - i. Interior
 - ii. Exterior
 - c. Loss control
- 4) Fundamental aircraft fire fighter techniques of fire extinguishing agents
 - a. Selection
 - i. Water
 - ii. Foaming agents
 - iii. Dry chemicals
 - iv. Halogenated agents and halon replacements
 - v. Dry powders
 - b. Application
 - i. Turret
 - ii. Hand line
 - iii. Hand held extinguishers
 - iv. Special appliance(s)
 - c. Management
 - i. Conservation of agent
 - ii. Replenishment
- 5) Limitations of various sized hand lines
 - a. Diameter
 - b. Discharge
 - c. Length of hand line
 - d. Reach of agent application
- 6) Use of personal protective equipment (PPE)
 - a. Donning
 - b. Doffing
 - c. Care
 - d. Cleaning

- e. Inspections
 - f. Limitations
 - g. Maintenance
 - i. Replacement
 - ii. Storage
 - iii. Components of ARFF proximity protective personal equipment (PrPPE)
 - 1. Helmet with reflective bonnet, reflective shield and neck shroud
 - 2. Coat
 - a. Reflective outer shell
 - b. Thermal barrier
 - c. Vapor barrier
 - 3. Pants
 - a. Reflective outer shell
 - b. Thermal barrier
 - c. Vapor barrier
 - 4. ARFF boots
 - 5. Gloves
 - a. Reflective outer shell
 - b. Thermal barrier
 - c. Vapor barrier
 - 6. Reflective SCBA covers
- 7) Fire behavior
- a. Class A fires
 - i. Aircraft interior
 - ii. Aircraft cargo
 - iii. Airport structures
 - b. Class B fires
 - i. Pooled fuel
 - ii. Three-dimensional
 - c. Class C fires
 - i. Avionics
 - ii. Wiring
 - d. Class D fires
 - i. Landing gear
 - ii. Engine components
- 8) Fire-fighting techniques in oxygen-enriched atmospheres
- a. Recognizing an oxygen enriched atmosphere
 - b. Defensive tactics to reduce oxygen concentration
- 9) Reaction of aircraft materials to heat and flame

- a. Aluminum and aluminum alloy
 - b. Steel
 - c. Magnesium and magnesium alloy
 - d. Titanium
 - e. Advance aerospace (composite) materials
 - f. Wood
- 10) Critical components and hazards of civil aircraft construction and systems related to ARFF operations
- a. Pinching and limb severing hazards
 - b. Propeller dangers
 - c. Helicopter hazards
 - d. Jet-Engine hazards
 - e. Evacuation hazards
 - f. Ballistic recovery systems
 - g. Landing gear
 - h. Wheel assemblies
 - i. Electrical systems
 - j. Hydraulic systems
 - k. Advanced aircraft composite materials
 - l. Fuel systems
 - m. Radar systems
 - n. Pressurized cylinders
 - o. Oxygen supply systems
 - p. Protruding devices
 - q. Ram Air Turbine (RAT)
- 11) Special hazards associated with military aircraft systems
- a. Pinching and limb severing hazards
 - b. Propeller dangers
 - c. Helicopter hazards
 - d. Jet-engine hazards
 - e. Evacuation hazards
 - f. Ejection seats
 - g. Landing gear
 - h. Wheel assemblies
 - i. Electrical systems
 - j. Hydraulic systems
 - k. Advanced aircraft composite materials
 - l. Fuel systems
 - m. Special or exotic fuels
 - n. Radar systems
 - o. Pressurized cylinders

- p. Oxygen supply systems
 - q. Protruding devices
 - r. RAT
 - s. Weapons and weapon systems
 - t. Aircraft emergency systems
- 12) A national defense area and limitations within that area
- a. Department of Defense (DOD) designation
 - b. Exclusion area for ARFF
- 13) Characteristics of different aircraft fuels
- a. Civilian
 - b. Military
- 14) Hazardous areas in and around aircraft
- a. Hazard areas in the aircraft
 - i. Cockpit/flight deck
 - ii. Cargo area
 - iii. Galley
 - iv. Avionics area
 - v. Energized electrical area
 - b. Hazardous areas around the aircraft
 - i. Propellers
 - ii. Engines
 - iii. Military armament
 - iv. Collapse zones
 - v. Wheel assembly
 - vi. Aircraft radar
 - vii. RAT
- 15) Aircraft egress/ingress (hatches, doors, and evacuation chutes)
- a. Aircraft egress
 - i. Doors
 - ii. Hatches
 - iii. Slides
 - iv. Door height
 - v. Stairs
 - vi. Emergency exits
 - vii. Emergency rafts
 - viii. Flight deck windows
 - b. Aircraft ingress
 - i. Doors
 - ii. Hatches
 - iii. Door height

- iv. Stairs
 - v. Ladders
 - vi. Emergency exits
 - vii. Air stairs
- 16) Hazards associated with aircraft cargo, including dangerous goods
- a. Laws and regulations
 - i. Classifications of dangerous goods
 - ii. Shipment of dangerous goods
 - b. Product identification
 - i. Identification
 - ii. Verification
 - iii. Information gathering
 - c. Personal Protective Equipment (PPE)
 - i. NFPA levels of protection
 - 1. Structural gear
 - 2. Proximity gear (PrPPE)
 - 3. Chemical protective clothing
 - a. Vapor protective
 - b. Liquid splash protective
 - ii. Environmental Protection Agency (EPA) levels of protection
 - 1. Level A
 - 2. Level B
 - 3. Level C
 - 4. Level D
 - d. Dangerous goods operations
 - e. Agricultural applications
- 17) Hazardous areas, including entry control points, crash scene perimeters, and requirements for operations within the hot, warm, and cold zones
- a. Hazardous areas
 - b. Entry control points
 - c. Crash scene perimeters
 - d. Operational Zones
 - i. Hot Zone (Restricted Zone)
 - ii. Warm Zone (Limited Access Zone)
 - iii. Cold Zone (Support Zone)
- 18) Critical stress management policies and procedures
- a. Policies
 - i. Authority Having Jurisdiction (AHJ)
 - b. Procedures

- i. Coping with stress
- ii. Critical Incident Stress Debriefing (CISD)

200-5.1.1.4 General Skills Requirements

Don PPE; operate hatches, doors, and evacuation chutes; approach, position, and initially attack an aircraft fire; select, apply, and manage extinguishing agents; shut down aircraft systems, including engine, electrical, hydraulic, and fuel systems; operate aircraft extinguishing systems, including cargo area extinguishing systems.

- 200-5.1.2** The job performance requirements of this chapter shall be accomplished in accordance with the requirements of the authority having jurisdiction and NFPA 1500, *Standard on Fire Department Occupational Safety and Health Program*.

200-5.2 Response

This duty involves the timely arrival at an incident or accident and the capability to perform emergency functions. The duty also includes responding to hazardous conditions and performing standby operations.

- 200-5.2.1** Respond to day and night incidents or accidents on and adjacent to the airport, given an assignment, operating conditions, a location, a grid map, a vehicle, and a prescribed response time, so that the route selected and taken provides access to the site within the allotted time.

Requisite Knowledge: Airport familiarization, including runway and taxiway designations, frangible gate locations, airport markings, lights, Instrument Landing System (ILS) critical areas, critical rescue and fire-fighting access areas, designated isolation areas, vehicular traffic controls on airfield, bridge load limits, controlled access points, aircraft traffic patterns and taxi routes, fuel storage and distribution locations, airport and immediate local area topographic layout, drainage systems, water supplies, airport facilities **and security**.

Airport familiarization, including:

- 1) Runway and taxiway designations
 - a. Runway identification
 - i. Designation
 1. Compass heading
 2. Numbers and letters
 - ii. Markings
 1. White

- 2. Yellow
 - iii. Signage
 - iv. Lighting
 - 1. White
 - 2. Amber
 - 3. Red
 - 4. Green
 - b. Taxiway identification
 - i. Designation
 - 1. Phonetic alphabet
 - 2. Name
 - ii. Markings
 - iii. Signage
 - iv. Lighting
 - 1. Blue
 - 2. Green
- 2) Frangible gate locations
 - a. AHJ
 - b. Gate controlled access
 - c. Alternate response route
 - i. Weather
 - ii. Location
 - iii. Terrain
 - iv. Topography
- 3) Airport markings
 - a. Aircraft operations area (AOA)
 - i. Pavement markings
 - 1. White
 - 2. Red
 - 3. Yellow
 - ii. Signs
 - 1. Mandatory instruction
 - 2. Runway hold position
 - 3. Location signs
 - 4. Direction signs
 - 5. Destination signs
 - 6. Information signs
 - 7. Runway distance remaining signs
 - b. Non aircraft operations area
 - i. AHJ
 - ii. Department of Transportation (DOT)

- 4) Lights
 - a. Surface lighting
 - i. Blue lights
 - ii. White lights
 - iii. Green lights
 - iv. Red lights
 - v. Amber or yellow lights
- 5) Instrument landing system (ILS) critical areas
 - a. Locations per AHJ
 - b. Identification
 - c. Interference
 - d. Alternate response routes
 - e. Hazards
- 6) Critical rescue and fire fighting access areas (CRFFAA)
 - a. Location in relation to grid map (AHJ)
 - b. Size
 - i. Departure and approach area
 - ii. Distance from runway centerline
- 7) Designated isolation areas (AHJ)
 - a. Predetermined area designed for temporary parking for aircraft experiencing hazardous cargo problems
 - b. Know isolation location for your airport (AHJ)
 - c. Hijacking
 - d. Bomb threat
 - e. Terrorist attack
 - f. Bio-Hazards
 - i. Cargo
 - ii. Passengers
 - g. Weapons of Mass Destruction (WMD)
- 8) Vehicular traffic controls on airfield
 - a. Navigational Aids (NAVAIDS)
 - b. Construction
 - c. Airport markings
 - i. Hold bars
 - ii. Safety zones
 - d. Airport ramps
 - e. Fences and gates
 - f. All weather roads
- 9) Bridge load limits (AHJ)
 - a. Road weight limits
 - b. ARFF apparatus weight

- c. Local area bridges in the response area covered by AHJ
 - d. Alternate routes
- 10) Controlled access points
 - a. Solid red marking
 - b. Fences and gates
 - c. Mandatory signs
- 11) Aircraft traffic patterns and taxi routes (AHJ)
 - a. Patterns used by aircraft in the vicinity of the airport
 - b. Emergency declarations for aircraft
 - c. Components of the pattern
 - i. Crosswind leg
 - ii. Downwind leg
 - iii. Base leg
 - iv. Final approach
 - d. Designated routes for aircraft to final destinations
- 12) Fuel storage and distribution locations (AHJ)
 - a. Airport fuel operations
 - i. Fuel storage
 - ii. Supply methods
 - iii. Fuel distribution systems
 - iv. Aircraft fueling methods
 - b. Airport fuel operation locations
 - c. Emergency fuel operation shut-down
 - d. Preplanning for emergencies
 - e. Fire fighting systems
- 13) Airport and immediate local area topographic layout
 - a. Airport layout
 - b. Airport markings
 - c. Length and width of runways
 - d. Taxiway identification
 - e. Streets and highway within the emergency response area on airport, and off airport
 - f. Grid map
 - g. Local terrain features
 - h. Response area off airport property
 - i. Bodies of water
 - j. Airport structures
- 14) Drainage systems (AHJ)
 - a. Drainage system dynamics
 - b. Drainage system openings
 - c. Fuel/water separator

- d. Containment for drainage
 - e. Run off locations
 - f. Airport without drainage system
 - i. Pre-planning for the event
 - ii. Confinement
 - iii. Containment
 - iv. Clean up and recovery efforts
- 15) Water supplies (AHJ)
- a. Sources
 - i. Wells
 - ii. Tanks
 - iii. Domestic supply
 - b. Hydrant locations
 - c. Mobile supply types
 - i. Fire apparatus
 - ii. Tankers/tenders
 - d. Mutual aid response for water supply
 - e. Pre-planning for water supply strategies
- 16) Airport facilities
- a. Terminals
 - i. Life safety concerns
 - ii. Jetways
 - iii. Baggage handling areas
 - iv. Mass transportation equipment
 - v. Hotels
 - vi. Parking garages
 - vii. Controlled access
 - b. Aircraft Maintenance Facilities
 - i. Fuel system repair
 - ii. Painting facilities
 - iii. Hazardous materials storage
 - iv. Aircraft electrical, avionics and radar systems repair locations
 - v. Welding and cutting locations
 - vi. Office locations and high occupancy areas
 - vii. Fire prevention
- 17) **Security**
- a. **Airfield perimeter fencing/protection**
 - b. **Controlled access points (already stated)**
 - i. **Manned access points**

- ii. Unmanned access points - Radio Frequency Identification (RFID) or remote control
- iii. Manually operated gates
- iv. Frangible gates
- c. Vehicle incursion prevention systems
 - i. Tiger teeth (tire damaging systems)
 - ii. Barriers
- d. Airfield vehicle eligibility markings
 - i. Decals
 - ii. Lighting
- e. Airfield personnel eligibility identification

Requisite Skills: Read, interpret, and take correct action related to grid maps, water distribution maps, airport markings, and lights.

- 200-5.2.2** Communicate critical incident information regarding an incident or accident on or adjacent to an airport, given an assignment involving an incident or accident and an incident management system (IMS) protocol, so that the information provided is accurate and sufficient for the incident commander to initiate an attack plan.

Requisite Knowledge: Incident management system (IMS) protocol, the airport emergency plan, airport and aircraft familiarization, and communications equipment and procedures.

- 1) Incident management system (IMS) protocol
 - a. IMS and the functional responsibilities (AHJ)
 - b. Strategic goals
 - c. Tactical objectives
 - d. IMS Organizational Chart (AHJ)
 - e. Chain of command (AHJ)
- 2) The airport emergency plan (AHJ)
 - a. Mutual aid resources
 - b. Fire rescue resources
 - c. Emergency medical resources
 - d. Law enforcement resources
 - e. Other airport personnel
 - f. Critical stress management
 - g. Mitigation
- 3) Airport familiarization (AHJ)
 - a. Airport traffic flow systems
 - i. Aircraft

- ii. Vehicular
 - b. Location of incident
 - i. Runways
 - ii. Taxiways
 - iii. Grid map
 - c. Access control points
 - d. Approach safety areas
 - e. Departure safety areas
 - f. National Defense area limitations
- 4) Aircraft familiarization
 - a. Aircraft types
 - i. Commercial
 - ii. General aviation
 - iii. Military aircraft
 - b. Aircraft systems
 - c. Hazards of aircraft
 - d. Aircraft fuels
 - e. Aircraft evacuation
- 5) Communications equipment and procedures
 - a. Airport communication systems
 - b. Pilot/ARFF (discrete emergency frequency)
 - c. Proper radio protocol
 - i. International Civil Aviation Organization (ICAO)
 - ii. ICAO phonetic alphabet
 - iii. Computers
 - 1. Mobile Data Terminals (MDT)
 - 2. Mobile Computer Terminals (MCT)
 - 3. Global Positioning Systems (GPS)
 - iv. Light signals
 - 1. Steady green
 - 2. Steady red
 - 3. Flashing red
 - 4. Flashing white
 - 5. Alternating red/green
 - v. Hand signals
 - 1. Recommend evacuation
 - 2. Recommend stop
 - 3. Emergency contained
 - vi. Other audible/visible signals
 - 1. Back out or retreat

2. Apparatus is running out of agent
3. Open or close hand line
4. Change hand line nozzle/stream pattern
5. Advance with hand line
6. Back out with hand line

Requisite Skills: Operate communications systems, communicate an accurate situation report, implement incident management system (IMS) protocol and airport emergency plan, and recognize aircraft types.

200-5.2.3 Communicate with applicable air traffic control facilities, given a response destination on or adjacent to an airport and radio equipment, so that all required clearances are obtained.

Requisite Knowledge: Communications equipment and frequencies, tower light signals, aviation phraseology, and phonetic alphabet.

- 1) Communications equipment and frequencies
 - a. Tower
 - i. Ground control
 - ii. Local control or tower frequencies
 - iii. Discrete Emergency Frequency (DEF) (AHJ)
 - b. Aviation radio
 - i. Procedures
 - ii. Terminology
 - c. Fire frequency radio (AHJ)
- 2) Tower light signals
 - a. Used in the event of communication failure with air traffic control tower (ATCT)
 - b. Colors
 - i. Steady green
 - ii. Steady red light
 - iii. Flashing red light
 - iv. Flashing white light
 - v. Alternating red and green light
 - c. Meaning
 - i. Steady green - Cleared to cross, proceed or go
 - ii. Steady red light - Stop
 - iii. Flashing red light - Clear the taxiway/runway
 - iv. Flashing white light - Return to the starting point on the airport

- v. Alternating red and green light - Exercise extreme caution
- 3) Aviation phraseology
- 4) Phonetic alphabet

Requisite Skills: Operate communications equipment and use aviation phraseology and phonetic alphabet.

200-5.2.4 Perform an airport operation, given an assignment, a hazardous condition, and the airport policies and procedures, so that unsafe conditions are detected and reduced in accordance with the airport policies and procedures.

Requisite knowledge: Airport policies and procedures for hazardous conditions and aircraft policies and procedures for hazardous conditions.

- 1) Airport policies and procedures for hazardous conditions
 - a. Airport certification manual
 - b. Airport emergency plan
 - c. Notification of the emergency
 - d. Response
 - e. Initiation of IMS
 - f. ARFF safety
 - g. Airport structure emergencies
 - i. Terminals
 - ii. Hangars
 - h. Fuel storage and distribution
 - i. Fuel spills
 - j. Aircraft fueling operations
 - k. Aircraft maintenance areas
 - i. Welding
 - ii. Painting
 - l. Airport Environment
 - i. Construction
 - ii. Traffic
 - iii. Drainage
 - iv. Airport Topography
 - m. Designated isolation areas
 - i. Bomb threats
 - ii. Terrorists
 - iii. Hazardous materials
- 2) Aircraft policies and procedures for hazardous conditions
 - a. Airport emergency plan (AHJ)

- b. Standardized response
- c. Coordination with flight crew
- d. Aircraft familiarization
- e. Aircraft emergencies
 - i. Ground emergencies
 - ii. In-flight emergencies

Requisite Skills: Recognize hazardous conditions and initiate corrective action.

200-5.3 **Fire Suppression**

This duty involves the attack, control, and extinguishment of fires involving aircraft, aircraft cargo, airport facilities, and other equipment related to airport operations and property conservation. The primary purpose of this duty is to protect lives and property.

- 200-5.3.1** Extinguish a 23.2 m² (250 ft²) aircraft fuel spill fire, given PPE, a minimum of a 45 kg (100 lb) dry chemical fire extinguisher, and procedures, so that the agent is applied according to procedures and the fire is extinguished in 25 seconds.

Requisite Knowledge: The fire behavior of aircraft fuels in spills and pools, physical properties, characteristics of aircraft fuel, agent application rates, densities, and procedures.

- 1) The fire behavior of aircraft fuels in spills and pools
 - a. Flame spread
 - b. Flashback (re-ignition)
 - c. Vapors
 - d. Flammability
- 2) Physical properties
 - a. Aviation gasoline (AVGAS)
 - i. Weight
 - ii. Specific gravity
 - iii. Vapor density
 - b. Jet-A (grade of kerosene)
 - i. Weight
 - ii. Specific gravity
 - iii. Vapor density
 - c. Other fuels
 - i. Blends
 - ii. Military grade

- 3) Characteristics of aircraft fuel
 - a. Flashpoint
 - b. Auto ignition temperature
 - c. Explosive limits
 - i. Upper
 - ii. Lower
 - d. Flame spread
 - e. Vapor pressure
- 4) Agent application rates, densities, and procedures
 - a. Agent application rates - minimum 1 lb/sec.
 - b. Densities
 - c. Procedures
 - i. Fully extend extinguisher hose
 - ii. Activate extinguisher
 - iii. Open nozzle
 - iv. Direct agent at base of fire
 - v. Sweep back and forth
 - d. Types of agents
 - i. Primary agents
 - ii. Water
 - iii. Foam
 1. Class A
 - a. High expansion foams
 - b. Wetting agents
 2. Class B
 - a. Aqueous film forming foam (AFFF)
 - b. Protein foam (PF)
 - c. Fluoroprotein foam (FPF)
 - d. Film forming fluoroprotein foam (FFFP)
 - e. Polar solvent
 3. Complimentary agents
 - a. Halogenated agents
 - b. Dry powder
 - c. CO₂
 - d. Storage (consider putting in re-supply)
 - e. Pails
 - f. Barrels
 - g. Apparatus tanks
 - h. Totes

Requisite Skills: Operate dry chemical extinguishers equipped with a hose line, including removing and operating hose and applying agent.

- 200-5.3.2** Extinguish an aircraft fuel spill fire, given PPE, an assignment, agent application procedures, an ARFF vehicle hand line flowing a minimum of 359 L/min (95 gpm) of AFFF extinguishing agent, and a fire sized to the flow rate used [AFFF flow rate divided by 4.92 L/min/m² for fire size in square meters (0.13 gpm/min/ft² for fire size in square feet)], so that the agent is applied using the prescribed techniques and the fire is extinguished in a time proportionate to, but no longer than, 90 seconds for a 73 m² (786 ft²) fire with a flow rate at 359 L/min (95 gpm).

Requisite Knowledge: The fire behavior of aircraft fuels in pools, physical properties and characteristics of aircraft fuel, and agent application rates and densities.

- 1) Fire behavior of aircraft fuels in pools
 - a. Flame spread
 - b. Flashback (re-ignition)
 - c. Vapors
 - d. Flammability
- 2) Physical properties of aircraft fuels
 - a. Aviation gasoline (AVGAS)
 - i. Weight
 - ii. Specific gravity
 - iii. Vapor density
 - b. Jet-A (grade of kerosene)
 - i. Weight
 - ii. Specific gravity
 - iii. Vapor density
 - c. Other fuels
 - i. Blends
 - ii. Military grade
- 3) Characteristics of aircraft fuels
 - a. Flashpoint
 - b. Auto ignition temperature
 - c. Explosive limits
 - i. Upper
 - ii. Lower
 - d. Flame spread
 - e. Vapor pressure

- 4) Agent application rates and densities
 - a. Agent application rate - minimum 95 gpm @ at nozzle pressure specified by manufacturer
 - b. Agent application density - 0.13 gpm/minimum/ft² of AFFF extinguishing agent for fire size in square feet

Requisite Skills: Operate fire streams and apply agent.

200-5.3.3 Extinguish an aircraft fuel spill fire, given an assignment, PPE, an ARFF vehicle turret flowing a minimum of 946 L/min (250 gpm), a fire sized to the flow rate used [AFFF flow rate divided by 4.92 L/min/m² for fire size in square meters (0.13 gpm/min/ft² for fire size in square feet)], and the procedures for agent application, so that the agent is applied according to procedures and the fire is extinguished in a time proportionate to, but no longer than, 90 seconds for 192 m² (1923 ft²) fire with a flow rate at 946 L/min (250 gpm).

Requisite Knowledge: Operation of ARFF vehicle agent delivery systems, the fire behavior of aircraft fuels in pools, physical properties and characteristics of aircraft fuel, the procedures for agent application, and agent application rates and densities.

- 1) Operation of ARFF vehicle agent delivery systems
 - a. As per manufacturer operating procedures
 - b. Per AHJ
- 2) Fire behavior of aircraft fuels in pools
 - a. Flame Spread
 - b. Flashback (re-ignition)
 - c. Vapors
 - d. Flammability
- 3) Physical properties of aircraft fuels
 - a. Aviation gasoline (AVGAS)
 - i. Weight
 - ii. Specific gravity
 - iii. Vapor density
 - b. Jet-A (grade of kerosene)
 - i. Weight
 - ii. Specific gravity
 - iii. Vapor density
 - c. Other fuels
 - i. Blends

- ii. Military grade
- 4) Characteristics of aircraft fuels
 - a. Flashpoint
 - b. Auto ignition temperature
 - c. Explosive limits
 - i. Upper
 - ii. Lower
 - d. Flame spread
 - e. Vapor pressure
- 5) Agent application rates and densities
 - a. Agent application rate - minimum 250 gpm @ at nozzle pressure specified by manufacturer
 - b. Agent application density - 0.13 gpm/minimum/ft² of AFFF for fire size in square feet

Requisite Skills: Apply fire-fighting agents and streams using ARFF vehicle turrets.

- 200-5.3.4** Extinguish a three-dimensional aircraft fuel fire as a member of a team, given a team, PPE, an assignment, ARFF vehicle hand line(s) using primary and secondary agents, and agent application procedures, so that a dual-agent attack is used, the agent is applied according to procedures, the fire is extinguished, and the fuel source is secured.

Requisite Knowledge: The fire behavior of aircraft fuels in three-dimensional and atomized states, physical properties and characteristics of aircraft fuel, agent application rates and densities, agent application procedures, and methods of controlling fuel sources.

- 1) Fire behavior of aircraft fuels in three-dimensional state
 - a. Running, flowing fuel fire from elevated source
 - b. Pressurized fuel source
- 2) Fire behavior of aircraft fuels in atomized state
 - a. Explosive atmosphere
 - b. Higher proliferation of vapors
- 3) Physical properties of aircraft fuels
 - a. Aviation gasoline (AVGAS)
 - i. Weight
 - ii. Specific gravity
 - iii. Vapor density
 - b. Jet-A (grade of kerosene)
 - i. Weight

- ii. Specific gravity
 - iii. Vapor density
 - c. Other fuels
 - i. Blends
 - ii. Military grade
- 4) Characteristics of aircraft fuels
 - a. Flashpoint
 - b. Auto ignition temperature
 - c. Explosive limits
 - i. Upper
 - ii. Lower
 - d. Flame spread
 - e. Vapor pressure
- 5) Agent application rates and densities
 - a. Agent application rate
 - i. Minimum 95 gpm @ at nozzle pressure specified by manufacturer
 - ii. Minimum 5 lbs/second dry chemical
 - b. Agent application densities
 - i. 0.13 gpm/minimum/ft² of AFFF for fire size in square feet
 - ii. Amount of dry chemical proportionate to hazard
- 6) Agent application procedures
 - a. Rapid knock down
 - b. Vapor suppression
- 7) Methods of controlling fuel sources
 - a. Shut off source
 - b. Control ignition source
 - c. Suppress vapors
 - d. Prevent run-off

Requisite Skills: Operate fire streams and apply agents; and secure fuel sources.

- 200-5.3.5** Attack a fire on the interior of an aircraft while operating as a member of a team, given a team, PPE, an assignment, an ARFF vehicle hand line, an extinguishing agent, and a ladder or other means of accessing the aircraft, so that team integrity is maintained, the attack line is deployed for advancement, ladders or other means are used, access is gained into the fire area, effective agent application practices are used, the fire is approached, attack techniques facilitate suppression given the level of the

fire, hidden fires are located and controlled, hazards are avoided or managed, and the fire is brought under control.

Requisite Knowledge: Techniques for accessing the aircraft interior according to the aircraft type, methods for advancing hand lines from an ARFF vehicle, precautions to be followed when advancing hose lines to a fire, observable results that a fire stream has been applied, dangerous structural conditions created by fire, principles of exposure protection, potential long-term consequences of exposure to products of combustion, physical states of matter in which fuels are found, common types of accidents or injuries and their causes, the role of the backup team in fire attack situations, attack and control techniques, and techniques for exposing hidden fires.

- 1) Techniques for accessing the aircraft interior according to aircraft type
 - a. Assessing the exterior prior to entry
 - i. Blistering or peeling of paint
 - ii. Visible signs of heavy interior fire
 - iii. Engine fires
 - iv. Wheel assembly fires
 - v. HVAC system fires
 - vi. Exterior is very hot to the touch
 - b. Access points
 - i. Doors
 1. Cabin
 2. Cargo
 - ii. Emergency exits
 - iii. Rear stairs
 - iv. Hatches
 - v. Windows
 - vi. Fuselage breach
 - c. Access equipment
 - i. Ladders
 1. Ground ladders
 2. Specialty ladders
 - ii. Elevated platforms
 - iii. Mobile air stairs
 - iv. Forcible entry tools
- 2) Methods for advancing hand lines from the ARFF vehicle
 - a. Proper PPE and SCBA
 - b. Deployment of hand line(s)
 - c. Advancement of hand line(s)
 - d. Two person team
 - e. Two in/two out rule

- f. Awareness of hazards
- 3) Precautions to be followed when advancing hose lines to a fire
 - a. Do not impede passenger evacuation
 - b. Deploy hand line(s) in a safe area
 - c. Watch for sharp objects
 - d. Avoid flammable liquids
 - e. Be aware of hazards present
 - f. Potential backdraft, flashover, rollover, and smoke explosion occurrences
- 4) Observable results that fire stream has been applied
 - a. Steam from hose line application on a hot object (steam conversion)
 - b. Cooling
 - c. Fire knock down
 - d. Displacement of products of combustion
 - e. Smoke transformation
- 5) Dangerous structural conditions created by fire
 - a. Missing structural components
 - b. Fire/flame spread to concealed areas
 - c. Instability
 - d. Molten metals
 - e. Collapses
 - f. Weakened structural components
- 6) Principles of exposure protection
 - a. Hand line(s) should be in place to protect unburned portions
 - b. Protection of exposed or surrounding objects
 - c. Adequate water supply
 - d. Proper coverage to ensure cooling effect
 - e. Wind direction
- 7) Potential long-term consequences of exposure to products of combustion
 - a. Carcinogenic effects
 - b. Respiratory damage
 - c. Dermatological
 - d. Product specific effects
 - i. Composites
 - ii. Fuels
 - iii. Aircraft fluids
- 8) Physical states of matter in which fuels are found
 - a. Solid
 - b. Liquid
 - c. Vapor
- 9) Common types of accidents or injuries and their causes

- a. Types
 - i. Physical
 - ii. Psychological
 - b. Causes
 - i. Inadequate training
 - ii. Lack of critical incident stress management
 - iii. Failure to comply with safety standards
 - iv. Dangerous conditions
- 10) The role of the backup team in fire attack situations
- a. Two in/two out rule
 - i. Rescue of primary entry team
 - ii. Exterior support operations
 - b. Observing and communicating conditions
- 11) Attack and control techniques
- a. Point of entry
 - b. Never impede egress of passengers
 - c. Observe hottest area of fire
 - d. Direct fire attack
 - e. Indirect fire attack
 - f. Cool exterior if entry is delayed
 - g. Piercing appliances
- 12) Techniques for exposing hidden fires
- a. Ventilation
 - b. Overhaul
 - c. Thermal imagers
 - d. Interior inspection
 - i. Light ballasts
 - ii. Galley area
 - iii. Lavatories
 - iv. Flight deck area
 - v. Avionics
 - vi. Cargo compartments
 - vii. Electrical components

Requisite Skills: Deploy ARFF hand line on an interior aircraft fire; gain access to aircraft interior; open, close, and adjust nozzle flow and patterns; apply agent using direct, indirect and combination attacks; advance charged and uncharged hose lines up ladders and up and down interior and exterior stairways; and locate and suppress interior fires.

- 200-5.3.6** Attack an engine or auxiliary power unit/emergency power unit (APU/EPU) fire on an aircraft while operating as a member of a team, given PPE, an assignment, ARFF vehicle hand line or turret, a correct agent, and agent

application procedures, so that agent application procedures are followed, the fire is extinguished, and the engine or APU/EPU is shut down.

Requisite Knowledge: Techniques for accessing the aircraft engines and APU/EPUs, safety procedures, methods for advancing hand line from an ARFF vehicle, methods for operating turrets, and methods for shutting down engine and APU/EPU operation.

- 1) Techniques for accessing the aircraft engines and APU/EPUs
 - a. Assessing the exterior prior to entry
 - i. Blistering or peeling of paint
 - ii. Visible signs of compartment fire
 - iii. Engine fires
 - b. Gaining access
 - i. Hatches
 - ii. Cowlings
 - iii. Fire ports
 - c. Access equipment
 - i. Ladders
 1. Ground ladders
 2. Specialty ladders
 - ii. Elevated platforms
 - iii. Mobile air stairs
 - iv. Forcible entry tools
- 2) Safety procedures
 - a. Avoid intake
 - b. Avoid exhaust
 - c. Avoid propellers
 - d. Engine/APU shut down
- 3) Methods for advancing hand line from an ARFF vehicle
 - a. Proper PPE and SCBA
 - b. Deployment of hand line(s)
 - i. Reel lines
 - ii. Preconnected hose lines
 - c. Advancement of hand line(s)
 - d. Two person team
 - e. Two in/two out rule
 - f. Awareness of hazards
- 4) Methods for operating turrets
 - a. Per manufacturer specification
 - b. As per AHJ
- 5) Methods for shutting down engine and APU/EPU operation

- a. Engine/APU shut down
 - i. Engine
 - 1. By flight crew
 - a. Fuel (throttles)
 - b. On board extinguishing systems (bottles)
 - c. Electrical (batteries)
 - 2. By ARFF crew
 - a. Fuel (throttles)
 - b. On board extinguishing systems (bottles)
 - c. Electrical (batteries)
 - ii. Auxiliary power unit (APU)
 - 1. By flight crew
 - a. Fuel (throttles)
 - b. On board extinguishing systems (bottles)
 - c. Electrical (batteries)
 - 2. By ARFF crew
 - a. Flight deck
 - i. Fuel (throttles)
 - ii. On board extinguishing systems (bottles)
 - iii. Electrical (batteries)
 - b. External controls
 - i. Engine shut down
 - ii. Extinguishing systems

Requisite Skills: Deploy and operate ARFF hand line, operate turrets, gain access to aircraft engine and APU/EPU, and shut down engine and APU.

200-5.3.7 Attack a wheel assembly fire, as a member of a team, given PPE, a team, an assignment, an ARFF vehicle hand line, and correct agent, so that the fire is extinguished.

Requisite Knowledge: Agent selection and application procedure, special safety considerations, and the characteristics of combustible metals.

- 1) Agent selection and application procedure
 - a. Agent selection
 - i. Water
 - ii. Class D extinguishing agents
 - iii. Dry chemical
 - b. Application procedure

- i. Mass application of water
 - ii. Adequate amount of class D agent for encapsulation
 - iii. Adequate amount of dry chemical for extinguishment
 - iv. Conservation of agent
- 2) Special safety considerations
 - a. Fusible plugs
 - b. Proper approach
 - c. Tire disintegration
 - d. Wheel fragmentation
 - e. Aircraft collapse
 - f. Appropriate utilization of PPE with SCBA
 - g. Hazardous or flammable fluid release
 - h. Engine intake
 - i. Engine exhaust
- 3) The characteristics of combustible metals
 - a. High ignition point
 - b. Intense pyrolysis
 - c. Extreme heat
 - d. Reactivity

Requisite Skills: Approach the fire in accordance with safety procedures; and select and apply agent.

- 200-5.3.8** Ventilate an aircraft through available doors and hatches while operating as a member of a team, given PPE, an assignment, tools, and mechanical ventilation devices, so that openings are created, all ventilation barriers are removed, and the heat and other products of combustion are released.

Requisite Knowledge: Aircraft access points; principles, advantages, limitations, and effects of mechanical ventilation; the methods of heat transfer; the principles of thermal layering within an aircraft on fire; and the techniques and safety precautions for venting aircraft.

- 1) Aircraft access points
 - a. Normal door operations
 - b. Over wing access
 - c. Cargo doors
 - d. Hatches
 - e. Breaks in structure of aircraft

- 2) Principles, advantages, limitations, and effects of mechanical ventilation
 - a. Negative pressure ventilation
 - i. Hydraulic
 - ii. Gas powered fans
 - iii. Electrical powered fans
 - b. Positive pressure ventilation
 - i. Gas powered fans
 - ii. Electrical powered fans
- 3) The methods of heat transfer
 - a. Conduction
 - b. Convection
 - c. Radiation
 - d. Direct flame impingement
- 4) The principles of thermal layering within an aircraft on fire
 - a. Smoke stratification
 - b. Heat travel
 - i. Vertical
 - ii. Horizontal
- 5) The techniques and safety precautions for venting aircraft
 - a. Techniques for venting aircraft
 - i. Mechanical
 1. Positive pressure
 2. Negative pressure
 - ii. Natural
 1. Horizontal
 2. Vertical
 - b. Safety considerations for venting aircraft
 - i. Flashover
 - ii. Rollover
 - iii. Backdraft
 - iv. Smoke explosion

Requisite Skills: Operate doors, hatches, and forcible entry tools, operate mechanical ventilation devices, and remove barriers.

- 200-5.3.9** Replenish extinguishing agents while operating as a member of a team, given an assignment, an ARFF vehicle, a fixed or mobile water source, a supply of agent, and supply lines and fittings, so that agents are available for application by the ARFF vehicle within the time established by the authority having jurisdiction (AHJ).

Requisite Knowledge: Re-supply procedures, operation procedures for ARFF vehicle replenishment, and pumps and transfer devices.

- 1) Re-supply procedures
 - a. Water sources
 - i. Airport water distribution system.
 - ii. Mobile water supply
 - iii. Additional water supplies
 - b. Water refill methods
 - i. Direct connection
 - ii. Overhead fill
 - c. Foam re-supply
 - i. Overhead gravity
 - ii. Mechanical or hand foam concentrate transfer pump
 - iii. 5 gallon container direct fill
 - d. Auxiliary agent refill
 - i. Knowledge of agent type
 - ii. Follow manufacturers procedures
 - iii. Service in well ventilated areas and utilize respiratory protection
- 2) Operation procedures for ARFF vehicle replenishment
 - a. Per ARFF vehicle manufacturer specifications
 - b. Procedures per AHJ
- 3) Operation procedures for pumps and transfer devices
 - a. Per manufacturer specifications
 - b. All agent systems should be thoroughly flushed after each use
 - c. Procedures per AHJ

Requisite Skills: Connect hose lines, operate valves, and operate pumps and transfer devices.

- 200-5.3.10** Preserve the aircraft accident scene, given an assignment and procedures, so that evidence is identified, protected, and reported according to procedures.

Requisite Knowledge: Airport emergency plan requirements for preservation of the scene, evidence identification, evidence protection, and evidence reporting procedures.

- 1) Airport emergency plan requirements for preservation of the scene

- a. Scene security
- b. Photographs
- c. Sketches or drawings
- d. Marking evidence locations
- 2) Evidence identification
 - a. During the primary search of an aircraft accident site
 - i. Life safety is the priority during this phase of the incident
 - ii. Evidence protection is secondary
 - b. During the secondary search of an aircraft accident site
 - i. Protection of evidence should have priority
 - ii. Since all the survivors should be rescued, slow down the search and protect evidence
- 3) Evidence protection
 - a. National Transportation Safety Board (NTSB) regulations
 - i. Removal of persons trapped or injured
 - ii. Protect the aircraft from further damage
 - iii. Protect the public from injury
 - b. Secure the scene
 - c. Document the moving of evidence
 - d. Secure and protect the flight data recorder (FDR) or cockpit voice recorder (CVR)
 - e. Special care should be taken in certain areas
 - i. In the cockpit or control areas
 - ii. Areas of primary structural failure or damage
- 4) Evidence reporting procedures
 - a. Documentation
 - i. Responder statements
 - ii. Witness statements
 - iii. Incident reporting
 - iv. Photographs
 - v. Maps
 - b. Discuss the relationships between various aircraft parts and occupants

Requisite Skills: Preserve the scene for investigators; and identify, protect, and report evidence.

- 200-5.3.11** Overhaul the accident scene, given PPE, an assignment, hand lines, and property conservation equipment, so that all fires are located, exposed, and extinguished and all property is protected from further damage.

Requisite Knowledge: Methods of complete extinguishment and prevention of re-ignition, reasons for conservation, operating procedures for property conservation equipment, overhaul procedures, signs of a hidden fire, methods of detecting hidden fires, and tools and equipment used for overhaul.

- 1) Methods of complete extinguishment and prevention of re-ignition
 - a. Thermal imagers
 - b. Overhaul
 - c. Secure aircraft operating systems
 - d. Vapor suppression
- 2) Reasons for conservation
 - a. Evidence protection
 - b. NTSB investigation
 - c. Scene stabilization
- 3) Operating procedures for property conservation equipment
 - a. Deployment of loss control systems
 - b. As per manufacturer's specifications
- 4) Overhaul procedures
 - a. Appropriate agency authorization
 - b. Use of PPE and SCBA
 - c. Aircraft stabilization
 - d. Air quality monitoring
 - e. Hazardous materials considerations
 - f. Hand line protection
 - g. Evidence protection
 - h. Hot spots located
 - i. Extinguishment and cooling
 - j. Pressurized systems identified
 - k. Void spaces opened or pierced
- 5) Signs of a hidden fire
 - a. Smoke
 - b. Steam
 - c. Thermal imager detection
- 6) Methods of detecting hidden fires
 - a. Smoke
 - b. Steam
 - c. Thermal imager detection
- 7) Tools and equipment used for overhaul
 - a. SCBA
 - b. Personal protective equipment

- c. Hand line
- d. Thermal imager
- e. Forcible entry tools
- f. Air monitors

Requisite Skills: Use property conservation equipment; detect hidden fires, and use tools and equipment to expose hidden fires.

200-5.4 **Rescue**

This duty involves gaining access to an aircraft and assisting in the evacuation process, performing disentanglement, and initial triage.

- 200-5.4.1** Gain access into and out of an aircraft through normal entry points and emergency hatches, shut down and safety the aircraft, and assist in the evacuation process while operating as a member of a team, given PPE and an assignment, so that passenger evacuation and rescue can be accomplished.

Requisite Knowledge: Aircraft familiarization, including materials used in construction, aircraft terminology, automatic explosive devices, hazardous areas in and around aircraft, aircraft egress/ingress (hatches, doors, and evacuation chutes), military aircraft systems and associated hazards; capabilities and limitations of manual and power rescue tools and specialized high-reach devices, aircraft shutdown and safety procedures.

- 1) Aircraft familiarization
 - a. General aviation
 - b. Commercial
 - c. Military
- 2) Materials used in construction
 - a. Aluminum/aluminum alloys
 - b. Steel
 - c. Magnesium/magnesium alloys
 - d. Titanium
 - e. Advanced aerospace (composite) materials
 - f. Wood
- 3) Aircraft terminology
 - a. Fixed wing
 - b. Rotary wing
- 4) Automatic explosive devices
 - a. Ejection seats
 - b. Canopy removers

- c. Initiators
 - d. Rotary actuators
 - e. Thrusters
 - f. Explosive squibs
 - g. Seat catapults
 - h. Ballistic recovery system (BRS)
- 5) Hazardous areas in and around aircraft
- a. Wings
 - i. Fuel leaks and spills
 - ii. Guns/missiles/rockets
 - iii. Pinching hazards
 - iv. No step areas
 - b. Engines
 - i. Fuel leaks and spills
 - ii. Propellers
 - iii. Jet engines
 - 1. intake
 - 2. exhaust
 - c. Fuselage
 - i. Radar systems
 - ii. Appendages
 - iii. Overheated wheel assemblies
 - iv. Tire/wheel failures
 - v. Evacuation slides
 - d. Tail
 - i. Engine or APU fires
 - ii. Tail cones
 - iii. Evacuation slides
 - e. General hazards
 - i. Electrocutation hazards
 - ii. Composites
 - iii. Aircraft hazardous materials
 - iv. Aircraft cargo hazards
- 6) Aircraft egress/ingress (hatches, doors, and evacuation chutes)
- a. Aircraft doors
 - b. Aircraft hatches
 - c. Rear stairs
 - d. Tail-cone jettison
 - e. Escape slides
 - f. Emergency exits

- g. Hatches
- h. Windows
- i. Fuselage breach
- 7) Military aircraft systems and associated hazards
 - a. Fire protection/detection systems
 - b. Ejection systems
 - c. Weapon systems
 - d. Exotic fuels
- 8) Capabilities and limitations of manual and power rescue tools and specialized high-reach devices
 - a. Flammable atmosphere
 - b. Stability of aircraft
 - c. Hands-on training
 - d. Safety standards apply
 - e. Hand tools
 - f. Power tools
 - i. Electric
 - ii. Hydraulic
 - iii. Pneumatic
 - g. Lifting and pulling tools
- 9) Aircraft shutdown and safetying procedures
 - a. Fuel cutoff/throttle
 - b. Fire shutoff “T” or “L” handles
 - c. Battery switch/disconnect

Requisite Skills: Operate power saws and cutting tools, hydraulic devices, pneumatic devices, and pulling devices; operate specialized ladders and high-reach devices; secure aircraft safety and shutdown.

200-5.4.2 Locate and disentangle an entrapped victim from an aircraft as a member of a team, given PrPPE, a team and an assignment, and rescue tools, so that the victim is freed from entrapment without undue further injury and hazards are managed.

Requisite Knowledge: Capabilities and limitations of rescue tools, search procedures, hazard identification, and control methods.

- 1) Capabilities and limitations of rescue tools
 - a. Flammable atmosphere
 - b. Stability of aircraft
 - c. Hands-on training
 - d. Safety standards apply

- e. Hand tools
- f. Power tools
 - i. Electric
 - ii. Hydraulic
 - iii. Pneumatic
- g. Lifting and pulling tools
- 2) Search procedures
 - a. Exterior search
 - b. Interior search
 - c. Two in/two out rule
 - d. Extrication of survivors
 - e. Primary search
 - f. Secondary search
 - g. Preservation of evidence
- 3) Hazard identification
 - a. Aircraft hazardous/flammable materials
 - b. Aircraft dangerous goods
 - c. Post crash aircraft hazards
 - i. Fire
 - ii. Electrical
 - iii. Disrupted aircraft systems
 - iv. Etiological
 - v. Debris
- 4) Control methods
 - a. Safety
 - b. Isolation
 - c. Insulation
 - d. Extinguishment

Requisite Skills: Perform search procedures, control hazards, remove victims, and operate rescue tool.

200-5.4.3 Implement initial triage of the victims of an aircraft accident, given PPE, an assignment, and the triage protocol of the AHJ, so that each victim is evaluated and correctly categorized according to protocol.

Requisite Knowledge: Categories of triage according to the triage protocol of the AHJ, and methods of assessment.

- 1) Categories of triage according to the triage protocol of the AHJ
- 2) Methods of assessment
 - a. START – simple triage and rapid treatment

b. As per AHJ

Requisite Skills: Triage patients per protocol.

DRAFT

10. Discussion and possible action on proposed amendments to 37 TAC, Chapter 439, Examinations For Certification, Subchapter A, Examinations For On-Site Delivery Training, including, but not limited to, new §439.13, Special Accommodations for Testing.

CHAPTER 439

EXAMINATIONS FOR CERTIFICATION

SUBCHAPTER A

EXAMINATIONS FOR ON-SITE DELIVERY TRAINING

§439.1. Requirements—General.

- (a) The administration of examinations for certification, including performance skill evaluations, shall be conducted in compliance with the Commission and International Fire Service Accreditation Congress (IFSAC) regulations. It is incumbent upon Commission staff, committee members, training officers and field examiners to maintain the integrity of any state examination (or portion thereof) for which they are responsible.
- (b) Exams will be based on curricula as currently adopted in the Commission's Certification Curriculum Manual.
- (c) Commission examinations that receive a passing grade shall expire two years from the date of the examination.
- (d) The Commission shall prescribe the content of any certification examination that tests the knowledge and/or skill of the examinee concerning the discipline addressed by the examination.
 - (1) An examination based on Chapter 1, "Basic Fire Suppression Curriculum" as identified in the Certification Curriculum Manual may consist of four sections: Fire Fighter I, Fire Fighter II, First Responder Awareness, and First Responder Operations.
 - (2) An examination based on Chapter 4, "Basic Fire Inspector Curriculum" as identified in the Certification Curriculum Manual may consist of three sections: Inspector I, Inspector II, and Plan Examiner I.
 - (3) All other state examinations consist of only one section.
 - (4) The Head of Department examination will be based on NFPA 1021, Chapter 7.
- (e) The individual who fails to pass a Commission examination for state certification will be given one additional opportunity to pass the examination or section thereof. This opportunity must be exercised within 180 days after the date of the first failure. An individual who passes the applicable state certification examination but fails to pass a section thereof for an IFSAC seal(s) will be given one additional opportunity to pass the section thereof. This opportunity must be exercised within two years after the date of the first attempt. An examinee who fails to pass the examination within the required time may not sit for the same examination again until the examinee has re-qualified by repeating the curriculum applicable to that examination.
- (f) An individual may obtain a new certificate in a discipline which was previously held by passing a Commission proficiency examination.

- (g) If an individual who has never held certification in a discipline defined in §421.5 of this title (relating to Definitions), seeks certification in that discipline, the individual shall complete all certification requirements.
- (h) If an individual completes an approved training program that has been evaluated and deemed equivalent to a certification curriculum approved by the Commission, such as an out-of-state or military training program or a training program administered by the State Firemen's and Fire Marshals' Association of Texas, the individual must pass a Commission examination for certification status and meet any other certification requirements in order to become eligible for certification by the Commission as fire protection personnel.
- (i) An individual or entity may petition the Commission for a waiver of the examination required by this section if the person's certificate expired because of the individual's or employing entity's good faith clerical error, or expired as a result of termination of the person's employment where the person has been restored to employment through a disciplinary procedure or a court action. All required renewal fees including applicable late fees and all required continuing education must be submitted before the waiver request may be considered.
 - (1) Applicants claiming good faith clerical error must submit a sworn statement together with any supporting documentation that evidences the applicant's good faith efforts to comply with Commission renewal requirements and that failure to comply was due to circumstances beyond the control of the applicant.
 - (2) Applicants claiming restoration to employment as a result of a disciplinary or court action must submit a certified copy of the order, ruling or agreement restoring the applicant to employment.

§439.3. Definitions.

The following words and terms, when used in this chapter, have the following definitions unless the context clearly indicates otherwise.

- (1) **Certificate of Completion**--A signed statement certifying that an individual has successfully completed a Commission-approved certification curriculum or phase program for a particular discipline, including having been evaluated by field examiners on performance skills identified by the Commission. The certificate of completion will be on a form provided by the Commission and is to be completed and signed by the provider of training and issued to the individual upon successful completion of the training. The certificate of completion must, as a minimum, identify the provider of training, the course I.D. number, the course approval number, date issued, curriculum name, training officer, and the name of the person completing the course. The certificate of completion qualifies an individual to take an original certification examination.
- (2) **Curriculum**--The competencies established by the Commission as a minimum requirement for certification in a particular discipline.
- (3) **Designee**--An entity or individual approved by the standards division director to administer Commission certification examinations and/or performance skills in accordance with this chapter.

- (4) Eligibility--A determination of whether or not an individual has met the requirements set by the Commission and would therefore be allowed to take a Commission examination.
- (5) Endorsement of eligibility--A signed statement testifying to the fact that an individual has met all requirements specified by the Commission and is qualified to take a Commission examination. An endorsement of eligibility will be issued by a member of the Commission staff.
- (6) Examination--A state test which an examinee must pass as one of the requirements for certification.
- (7) Examinee--An individual who has met the Commission requirements and therefore qualifies to take the Commission examination.
- (8) Field examiner--An individual authorized to evaluate performance skills in Commission-approved curricula. The field examiner must possess a Fire Instructor Certification, complete the on-line Commission field examiner course, and sign an agreement to comply with the Commission's testing procedures. The field examiner must be approved by the Commission to instruct all subject areas identified in the curriculum that he or she will be evaluating. The field examiner must repeat the examiner course every two years and submit a new Letter of Intent.
- (9) Lead Examiner--A member of the Commission staff or a designee who has been assigned by the Commission to administer a Commission examination.
- (10) Letter of Intent--A statement, signed by an individual applying to the Commission for field examiner status, that he or she is familiar with the Commission's examination procedures, and agrees to abide by the policies and guidelines as set out in Chapter 439 of this title.

§439.5. Procedures.

- (a) Procedures for conducting examinations are determined by the Commission.
- (b) All application processing fees due to the Commission must be paid in a timely manner.
- (c) Each examination must be administered by a lead examiner.
- (d) The lead examiner must:
 - (1) ensure that the tests remain secure and that the examination is conducted under conditions warranting honest results;
 - (2) monitor the examination while in progress;
 - (3) control entrance to and exit from the test site;
 - (4) assign or re-assign seating; and
 - (5) bar admission to or dismiss any examinee who fails to comply with any of the applicable provisions of this chapter.
- (e) All official grading and notification must come from the Commission or its designee. The preliminary test results shall be made available within seven (7) business days after

completion of the examination.

§439.7. Eligibility.

- (a) An examination may not be taken by an individual who currently holds an active certificate from the Commission in the discipline to which the examination pertains, unless required by the Commission in a disciplinary matter, or test scores have expired and the individual is testing for IFSAC seals.
- (b) An individual who passes an examination and is not certified in that discipline, will not be allowed to test again until 30 days before the expiration date of the previous examination unless required by the Commission in a disciplinary matter.
- (c) In order to qualify for a Commission examination, the examinee must:
 - (1) meet or exceed the minimum requirements set by the Commission as a prerequisite for the specified examination;
 - (2) submit a test application with documentation showing completion of a Commission-approved curriculum and any other prerequisite requirements, along with the appropriate application processing fee(s).
 - (3) receive from the Commission an "Endorsement of Eligibility" letter and provide this letter to the lead examiner.
 - (4) bring to the test site, and display upon request, state issued identification which contains the name and photograph of the examinee;
 - (5) report on time to the proper location; and
 - (6) comply with all the written and verbal instructions of the lead examiner.
- (d) No examinee shall be permitted to:
 - (1) violate any of the fraud provisions of this section;
 - (2) disrupt the examination;
 - (3) bring into the examination site any books, notes, or other written materials related to the content of the examination;
 - (4) refer to, use, or possess any such written material at the examination site;
 - (5) give or receive answers or communicate in any manner with another examinee during the examination;
 - (6) communicate at any time or in any way, the contents of an examination to another person for the purpose of assisting or preparing a person to take the examination;
 - (7) steal, copy, or reproduce any part of the examination;
 - (8) engage in any deceptive or fraudulent act either during an examination or to gain admission to it;

- (9) solicit, encourage, direct, assist, or aid another person to violate any provision of this section; or
 - (10) bring into the examination site any electronic devices.
- (e) No person shall be permitted to sit for any Commission examination who has an outstanding debt owed to the Commission.

§439.9. Grading.

- (a) If performance skills are required as a part of the examination, the examinee must demonstrate performance skill objectives in a manner consistent with performance skill evaluation forms provided by the Commission. The evaluation format for a particular performance skill will determine the requirements for passage of the skill. Each performance skill evaluation form will require successful completion of one of the following formats:
- (1) all mandatory tasks; or
 - (2) an accumulation of points to obtain a passing score of at least 70%; or
 - (3) a combination of both paragraphs (1) and (2) of this subsection.
- (b) The minimum passing score on each examination or section thereof as outlined in §439.1(d) of this title (relating to Requirements--General) shall be 70%. This means that 70% of the total possible active questions must be answered correctly. The Commission may, at its discretion, invalidate any question.
- (c) If the Commission invalidates an examination score for any reason, it may also, at the discretion of the Commission, require a retest to obtain a substitute valid test score.

§439.11. Commission-Designated Performance Skill Evaluations.

- (a) The Commission-designated performance evaluations are randomly selected from each subject area within the applicable curriculum containing actual skill evaluations. This applies only for curricula in which performance standards have been developed. The provider of training will receive from the Commission, with the course approval notice, one envelope for each subject area as identified in the applicable curriculum.
- (b) During the course of instruction, the training provider shall test for competency, the Commission-designated performance skills. The skill evaluations may be scheduled at any time during the course, but must take place after all training on the identified subject area has been completed. The date(s), time(s) and location(s) for the Commission-designated skill evaluations must be submitted on the Commission-designated skill schedule contained within the Training Prior Approval form. The Commission must be notified immediately of any deviation from the submitted Commission-designated skill schedule. All skills must be evaluated by a Commission-approved field examiner.
- (c) In order to qualify for the Commission certification examination, the student must successfully complete and pass all designated skill evaluations. The student may be allowed two attempts to complete each skill. A second failure during the evaluation process will require remedial training in the failed skill area with a certified instructor

before being allowed a third attempt. A third failure shall require that the student repeat the entire certification curriculum.

- (d) The training facility must maintain records (electronic or paper) of skills testing on each examinee. The records must reflect the results of the evaluation of skills, the dates the evaluation of skills took place, and the names of the field examiners who conducted the evaluations.

§439.13. Special Accommodations for Testing.

- (a) **Special accommodation testing is for those individuals that have a documented disability which may hamper their success on a Texas Commission on Fire Protection written examination. Some accommodations that can be allowed are:**

- (1) **A testing room to oneself (examinee is allowed to read the questions out loud to him or her self). To accommodate the request the examinee will have to test in the commission's Austin headquarters location or any location deemed appropriate by the commission.**
- (2) **The test to be split in two with up to an hour break in between (no access to the first half of the examination will be allowed during or after the break). To accommodate the request the examinee will have to test in the commission's Austin headquarters location or any location deemed appropriate by the commission.**
- (3) **The questions to be printed in a larger font (approximately 7% larger).**
- (4) **The test to be copied on off-white paper (i.e. cream colored).**
- (5) **The use of highlighters or a highlighter sheet.**
- (6) **Any requests that changes the condition of the examination or the examination process.**

- (b) **If the applicant is seeking a special accommodation test, the applicant must submit written documentation of the disability and a written statement as to which of the allowable accommodations being requested. The applicant may ask for accommodations not listed above. The request will be reviewed and the applicant will receive a written response regarding the commission's position on the request.**

§439.19. Number of Test Questions.

- (a) Each examination may have two types of questions: pilot
- (b) The number of questions on the state examination will be and active. Pilot questions are new questions placed on the examination for statistical purposes only. These questions do not count against an examinee if answered incorrectly. based upon the number of recommended hours in the particular curriculum or section being tested. The standard is outlined below:

Recommended Hours	No. Questions	Maximum No. Pilot Questions	Time Allowed
30 or less	25	5	30 minutes
31-100	50	5	1 hour
101-200	75	10	1.5 hours
201-300	100	15	2 hours
301-400	125	20	2.5 hours
401 or more	150	25	3 hours

- (c) The Head of Department examination will consist of 50 active questions, with the option of adding up to five pilot questions, for a maximum time allotment of one hour.

SUBCHAPTER B**EXAMINATIONS FOR DISTANCE TRAINING****§439.201. Requirements – General.**

The examination requirements for those completing distance training shall be the same as those in Subchapter A of this chapter, except as noted in this subchapter.

§439.203. Procedures.

Once distance training is completed, each individual receiving a certificate of completion must obtain the appropriate test application packet.

§439.205. Performance Skill Evaluation.

If the performance skill portion of a state exam is to be evaluated by an approved field examiner who will not observe the completion of the skill while in the immediate physical presence of the examinee, a letter of assurance from the candidate's training officer or fire chief is required stating that the fire department assures the integrity of the evaluation procedure. If the candidate is not a member of a fire department, then a certified fire instructor, fire chief, or training officer may provide a letter of assurance that meets the requirements of this subsection. The provider of distance training is required to keep a record of this assurance and provide it to the Commission upon request.

11. Discussion and possible action on fee structure regarding International Fire Service Accreditation Certification (IFSAC) Seals.

In 2007 we issued 8,454 IFSAC seals at \$5 each. \$42,270

This was an 8% increase over previous year.

In 2008 we issued 6,403 IFSAC seals at \$5/\$10 each.

We doubled the fee during the year and demand dropped 24%

IFSAC seals for FY 09

Fee \$10 each and demand down 1.5% from previous year.

First Quarter	1119	
Second Quarter	1747	
Third Quarter	1678	
Fourth Quarter	1765	
		\$
Totals	6309	63,090.00

IFSAC seals for FY10

Fee \$10 each and demand down 4% from previous year.

First Quarter	1150	
Second Quarter	1482	
Third Quarter	1684	
Fourth Quarter	1725	
		\$
Totals	6041	60,410.00

IFAC Seals for FY 11

Fee \$10 and demand equal to or a little higher than last year.

First Quarter	1323	
Second Quarter	1520	
Third Quarter	1649	
Fourth Quarter	704	
		\$
Totals	5196	51,960.00

We pay \$2,000. annual dues to IFSAC and receive 2,000 seals.

We purchase additional seals during the year for \$1 each and usually get them in blocks of 2,000.

12. Discussion and possible action on matters from the Executive Director.

- A. Report on decisions of the Executive Director in contested cases and consent orders.**
- B. Status of division functions.**

13. **Executive session pursuant to Government Code, Section 551.074, for the discussion of personnel matters: the appointment, employment, compensation, evaluation, reassignment, duties, discipline, or dismissal of the Executive Director, and appoint, employment, reassignment, or duties of personnel acting on an interim basis.**

14. Open session for further discussion and possible action regarding preceding agenda item.

15. Adjourn meeting.