

SPRINGFIELD FIRE DEPARTMENT

Series 400

Title:	Training Records	402
Category:	Training and Certification	7/2017

OBJECTIVE

- A. To establish training and attendance requirements for department personnel to ensure the highest quality service is provided to the residents and visitors of the Springfield Fire Department.
- B. To comply with the Department of Consumer Industry Services, Bureau of Safety and Regulation, MIOSHA, Bulletin 33, Part 74 for Firefighting, this written guideline sets forth mandatory training in accordance with:
 1. **Rule 7411.** An employer **shall** comply with all the following requirements:
 - a) Provide training to an employee commensurate with those duties and functions that the employee is expected to perform. Such training shall be provided before the employee is permitted to perform emergency operations.
 - b) An employer shall prepare and maintain a statement or written guideline which establishes its basic organizational structure and which establishes the type, amount, and frequency of training to be provided to fire service personnel. The organizational statement shall be available for inspection by the director of the department of labor or his or her authorized representative and by an employee or his or her authorized representative.
 2. **Rule 7451.** Supervisor or employee in charge of emergency scene.
 - a) Each fire department shall establish written guidelines for emergency scene operations for an incident command system which shall apply to ALL employees who are involved in emergency operations. ALL employees who are involved in emergency operations shall be trained in emergency scene operations and the incident command system.

REQUIREMENTS

- A. For the purpose of this guideline firefighters and all fire department personnel who provide response to calls for service and have completed the minimum department training requirements, as specified in the appropriate firefighter job description.

- B. For the purpose of this guideline training sessions are those regularly scheduled training sessions conducted by the Springfield Fire Department Training Officer.

TRAINING SESSIONS

- A. The training sessions will include all mandated material such as Haz-Mat, C.P.R., Medical First Responder, S.C.B.A., Search and Rescue, Fireground Tactics, etc. However, this list is not meant to be inclusive.
- B. A total of 3 hours training will be offered each month to all personnel, of which personnel must attend 70 percentage minimum of training to remain on the roster of this fire department, i.e., to be paid for responses.
- C. Personnel are encouraged to attend all department training, however, it is realized that circumstances beyond the control of the individual will necessitate an occasional absence. Absence from a training session will be approved only when authorized by the fire chief. Requests for excused absence must be submitted to and approved by the fire chief either verbally or in writing. It will be the individual firefighter's responsibility to complete make-up training as prescribed by the fire chief or training officer within the same month or quarter.
- D. Firefighters that fail to comply with this guideline are subject to disciplinary action.

FIRES - FIELD REPORT SUPPLEMENTAL TRAINING

DATE: _____ INC: _____

ASSIGNMENT: _____ ASSIGNED TO FIREFIGHTER: _____

DRIVING: _____

PUMP OPERATIONS: _____

EXTRICATION: _____

AERIAL OPERATIONS: _____

S.C.B.A.: _____

RAPID INTERVENTION TEAM: _____

WATER SUPPLY: _____

FIRE STREAM _____

LADDERS: _____

VENTILATION: _____

SALVAGE & OVERHAUL _____

FIRE CAUSE: _____

FIREGROUND TACTICS: _____

RADIO: _____

I.C.S.: _____

FOAM USED: _____ HOW MUCH? _____

OTHER _____

(Personnel's name and hours recorded for above Operations.)

Training Officer's signature