

**Florida Department of Financial Services
Division of State Fire Marshal
Bureau of Fire Standards and Training**

Rule 4A-37

FIREFIGHTERS STANDARDS AND TRAINING

**Florida State Fire College
11655NW Gainesville Rd
Ocala, Fl 34482-1486**

CHAPTER 4A-37 FIREFIGHTERS STANDARDS AND TRAINING

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PART III QUALIFICATIONS FOR CERTIFICATE OF COMPLIANCE

4A-37.0335 Qualification of New Employee.

- (1) Any person applying for employment as a firefighter must meet all the requirements of Section 633.34, Florida Statutes.
- (2) Upon the employment of a firefighter, the employing agency shall forward to the Bureau of Fire Standards and Training a completed Form DI4-1032 entitled “Notice of Employment as a Firefighter” which evidences that the new employee is certified as a firefighter and has met the requirements necessary to maintain the certification as specified in Section 633.35(2), Florida Statutes. This form shall be forwarded within 10 business days after the first day of employment. Form DI4-1032 is incorporated by reference in subsection 4A-37.039(2), F.A.C., and can be obtained where indicated in subsection 4A-37.039(1), F.A.C.
Specific Authority 633.45(2)(a) FS. Law Implemented 633.35(2), 633.45(2)(i) FS. History—New 6-30-91, Amended 3-20-95, 12-10-01.

4A-37.034 High School Education Requirement.

- (1) Pursuant to Section 633.35(2), Florida Statutes, the high school education requirement of Section 633.34(1), Florida Statutes, must be met prior to receiving a certificate of compliance as a firefighter.
- (2) The Division of State Fire Marshal, Bureau of Fire Standards and Training shall consider a high school diploma or transcript evidencing graduation from an accredited private or public school as proof of high school education.
- (3) The Bureau of Fire Standards and Training shall consider successful completion of the General Educational Development (G.E.D.) test, including United States Armed Forces Institute (U.S.A.F.I.) tests, to be the equivalent of a high school diploma.
- (4) In the absence of proof of successful high school completion or General Educational Development (G.E.D.) test, the Bureau of Fire Standards and Training will recognize an associate degree or transcript showing verification of successful completion of two years of college work from any state accredited institution as satisfying this requirement.
- (5) High school completion certificates or certificates of attendance will not be recognized by the Bureau of Fire Standards and Training as meeting the requirements of a high school diploma under this rule.
- (6) In addition to a high school diploma, or its equivalent, applicants shall supply proof of age to the Bureau of Fire Standards and Training in the form of a birth certificate, driver’s license or other official identification.
Specific Authority 633.45(2)(a) FS. Law Implemented 633.34(1), 633.35(2) FS. History—New 9-7-81, Formerly 4A-37.02, 4A-37.34, Amended 11-26-85, 1-3-90, 3-20-95.

4A-37.036 Determination of Moral Character.

- (1) Applicants for a certificate of compliance as a firefighter shall submit a completed fingerprint card with current processing fee. When Firefighter I and Firefighter II training are to occur contiguously this submission should occur at the beginning of the Firefighter I training. In any other situation the submission is required prior to entry into Firefighter II training. Determination of good moral character is required prior to certification as a firefighter pursuant to Sections 633.34(4) and 633.35(2), Florida Statutes.
- (2) The Bureau of Fire Standards and Training shall consider the results of the fingerprint procedure outlined in Section 633.34, Florida Statutes, in making a determination as to the applicant’s good moral character.
Specific Authority 633.45(2)(a) FS. Law Implemented 633.34(4), 633.35(2), 633.45(2)(a) FS. History—New 9-7-81, Formerly 4A-37.04, 4A-37.36, Amended 11-26-85, 1-3-90, 3-20-95, 12-10-01.

4A-37.037 Firefighter Training Course Medical Examination.

(1) Pursuant to Section 633.34(5), Florida Statutes, an individual shall submit to the division a medical examination evidencing good physical condition in order to gain admission into a firefighter training program. A medical examination evidencing good physical condition shall be submitted to the division, on form DI4-1022, before an individual is admitted into a firefighter training program as defined in Section 633.35, Florida Statutes. When Firefighter I and Firefighter II training are to occur contiguously this submission is to occur at the beginning of the Firefighter I training. When Firefighter I and Firefighter II training are taken as separate modules the requirement for submission is for the Firefighter II module. Firefighter I as a stand alone module does not require a medical examination.

(2) The medical examination shall be given by a physician or surgeon licensed to practice in the State of Florida pursuant to Chapter 458, Florida Statutes, or an osteopathic physician or surgeon licensed to practice in the State of Florida pursuant to Chapter 459, Florida Statutes. An individual shall receive this examination within the 6 month period prior to the date the application for firefighter certification is received by the Bureau of Fire Standards and Training.

(3) The results of the medical examination shall be reported to the Bureau of Fire Standards and Training on completed Form DI4-1022 entitled "Medical Examination." These results will be reported by the Certified Training Center delivering the training within 5 business days of the beginning of a firefighter training program as defined in Section 633.35, Florida Statutes, and in paragraph (1) above. An individual shall not participate in the certification examination for compliance unless a completed Form DI4-1022 is on file with the Bureau of Fire Standards and Training.

(4) Form DI4-1022 is incorporated by reference in subsection 4A-37.039(2), F.A.C., and can be obtained where indicated in subsection 4A-37.039(1), F.A.C.

Specific Authority 633.45(2)(a) FS. Law Implemented 633.34(5) FS. History—New 9-7-81, Formerly 4A-37.05, 4A-37.37, Amended 11-26-85, 1-3-90, 6-30-91, 3-20-95, 12-10-01.

4A-37.0385 Termination of Employee.

Upon the termination of employment of a firefighter, the employing agency shall forward to the Bureau of Fire Standards and Training a completed Form DI4-1033, entitled "Notice of Termination as a Firefighter." This form shall be forwarded within ten business days after date of termination. Form DI4-1033 is incorporated by reference in subsection 4A-37.039(2), F.A.C., and can be obtained where indicated in subsection 4A-37.039(1), F.A.C.

Specific Authority 633.45(2)(a) FS. Law Implemented 633.45(2)(i) FS. History—New 6-30-91, Amended 3-20-95, 12-10-01.

4A-37.039 Prescribed Forms for Training and Certification.

(1) Information required by the Bureau of Fire Standards and Training in this chapter shall be furnished on prescribed forms as set out specifically in these rules. The forms identified in and required by this chapter are incorporated herein. The forms can be obtained:

(a) From fire departments or training centers, or

(b) By writing to the Bureau of Fire Standards and Training, 11655 North West Gainesville Road, Ocala, Florida 34482-1486, or

(c) By downloading them from the fire college website at www.fsfc.ufl.edu.

(2) The following forms are hereby adopted and incorporated by reference in this rule:

(a) DI4-1016 rev. 08/00 (formerly FST-1), "Application for Certification as a Firefighter"

(b) DI4-1019 rev. 7/00, "Fee Information and Application and Fingerprint Card Instructions"

(c) DI4-1020 rev. 03/00, "Personal Inquiry Waiver"

(d) DI4-1022 rev. 08/98, (formerly FST-2), "Medical Examination"

(e) DI4-1026 rev. 08/00, "Roster of Students"

(f) DI4-1028 rev. 08/00, "Verification of Training Hours"

(g) DI4-1032 rev. 10/00 (formerly FST-1A) "Notice of Employment as a Firefighter"

(h) DI4-1033 rev. 10/00 (formerly FST-3) "Notice of Termination as a Firefighter"

(i) DI4-1308 rev. 10/00 (formerly FST-1C) "Application for Practical Examination for Retention of Firefighter Certification"

(j) DI4-1309 rev. 10/00 "Preliminary Equivalency Application Firefighter Minimum Curriculum Requirements"

(k) DI4-1380 rev. 03/00 "Firefighter I Training Record"

(l) DI4-1381 rev. 10/00 "Application Reactivation Form"

(m) DI4-1390 rev. 05/00 "Application for Special Certificate of Compliance for Administrative & Command Head of a Fire/Rescue/Emergency Services Organization"

(n) DI4-1438 rev. 01/01 "Application for Fire Investigator I Certification Examination"

(o) DI4-1439 rev. 01/01 "Application for Fire Investigator II Certification Examination"

(p) DI4-1440 rev. 01/01 "Florida State Fire College that have been Approved for Renewal Hours"

(q) DI4-1441 rev. 01/01 "National Fire Academy Courses that have been Approved for Renewal Hours"

(r) DI4-1442 new 01/01 "Firefighters Supplemental Compensation Program Request for Upgrade from Associate Level to Bachelor Level"

- (s) DI4-1443 new 01/01 “Acceptance to Apply for the Firefighter Equivalency Examination”
- (t) DI4-1445 new 01/01 “Firefighter One Equivalency Examination Application”
- (u) DI4-1446 new 01/01 “Application for Firesafety Inspector II Certification Examination”
- (v) DI4-1447 new 01/01 “Application for Fire Officer One Certification Examination”
- (w) DI4-1448 new 01/01 “Application for Fire Officer Two Certification Examination”
- (x) DI4-1449 rev. 01/01 “Firefighter Minimum Standards Grade Release Roster”
- (y) DI4-1450 new 01/01 “Important Information About Retesting and Certification Renewal”
- (z) DI4-1451 new 01/01 “Application for Instructor I Certification”
- (aa) DI4-1452 new 01/01 “Application for Instructor II Certification”
- (bb) DI4-1453 new 01/01 “Application for Instructor III Certification”
- (cc) DI4-1454 new 01/01 “Instructor Certification Requirements”
- (dd) DI4-1455 new 01/01 “Application for Single Course Exemption Instructor Certification”
- (ee) DI4-1456 new 01/01 “Application for Fire and Lifesafety Educator Certification Examination”
- (ff) DI4-1457 new 01/01 “Application for Fire Apparatus Pump Operator Certification Examination”
- (gg) DI4-1458 new 01/01 “Firefighter Minimum Standards Skills Refresher Course”
- (hh) DI4-1459 rev. 01/01 “Application for Special Firesafety Inspector Certification Examination”
- (ii) DI4-1460 rev. 01/01 “Certified Firefighter Training Center List”
- (jj) DI4-1461 rev. 01/01 (formerly FST-60) “Training Affidavit”
- (kk) DI4-1463 rev. 01/01 “Certification Renewal Application”
- (ll) DI4-1023 rev. 07/00 “Application for Firesafety Inspector I Certification Examination.”

Specific Authority 633.45(2)(a) FS. Law Implemented 633.34, 633.35, 633.38, 633.45, 633.101(1) FS. History—New 9-7-81, Formerly 4A-37.20, 4A-37.39, Amended 11-26-85, 1-3-90, 6-30-91, 3-20-95, Amended 9-13-98, 12-10-01.

PART IV TRAINING AND CERTIFICATION

4A-37.050 Types of Training Certificates Issued.

- (1) Certificate of Compliance. This certificate is issued to any person satisfactorily complying with the training program and standards required by Section 633.35(1), Florida Statutes, and the qualifications for employment in Section 633.34, except subsection 633.34(5), Florida Statutes, as provided in subsection 633.35(2) or 633.35(3), Florida Statutes, and these rules.
- (2) Certificate of Competency. This certificate is issued to any person who successfully completes and meets the prescribed curriculum and standards for advanced and specialized training courses established by Section 633.38(1)(a), Florida Statutes.
- (3) Certificate of Instruction. This certificate is issued to any person who successfully completes any course of instruction provided by the Division of State Fire Marshal through the Bureau of Fire Standards and Training.
- (4) Forestry Certificate of Compliance. This certificate is issued to any person satisfactorily complying with the training program and standards required by Section 633.35(5), Florida Statutes, and these rules.
- (5) Special Certificate of Compliance. This certificate is issued to administrative heads of organizations who satisfactorily complete the requirements of Section 633.35(3), Florida Statutes, and these rules.

Specific Authority 633.45(2)(a) FS. Law Implemented 633.34, 633.35(1), (2), (3), (5), 633.45(1)(c) FS. History—New 9-7-81, Formerly 4A-37.13, 4A-37.50, Amended 11-26-85, 1-3-90, 3-20-95, 12-10-01.

4A-37.0527 Retention of Certification.

- (1) The retake of the state certification examination for retention of certificate shall be known as the retention examination and is referenced in Section 633.352, Florida Statutes. Being active as a volunteer firefighter with an organized fire department means the individual has been actively involved for a continuous period of time of not less than 6 months during the 3 year period since certified or the certification was last renewed, or since termination from a fire department. Verification of being active shall be evidenced by documentation from the chief or ranking person of the volunteer fire department.
- (2) To be eligible to participate in the examination, an individual shall submit to the Bureau of Fire Standards and Training Form DI4-1308 Application for Practical Examination for Retention of Firefighter Certification, which is adopted in subsection 4A-37.039(2), F.A.C., and can be obtained where indicated in subsection 4A-37.039(1), F.A.C., which shall include a medical examination evidencing good physical condition. The medical examination shall be given by a physician or surgeon licensed to practice in the State of Florida pursuant to Chapter 458, Florida Statutes, or by an osteopathic physician or surgeon licensed to practice in the State of Florida pursuant to Chapter 459, Florida Statutes. An individual shall receive this examination within the 6 month period prior to the date the application for testing is received by the Bureau of Fire Standards and Training. The results of the medical examination shall be reported to the Bureau of Fire Standards and Training on completed Form DI4-1022, Medical Examination, which is incorporated by reference in subsection 4A-37.039(2), F.A.C., and can be obtained where indicated in subsection 4A-37.039(1), F.A.C. An individual shall not participate in the practical examination unless a completed Form DI4-1022 is on file with the Bureau of Fire Standards and Training.

(3) Submit a fingerprint card to the Bureau of Fire Standards and Training with the current processing fee. The fingerprint card will be forwarded to the Florida Department of Law Enforcement and/or the Federal Bureau of Investigation.

(4) The Bureau will schedule the date and time for all examinations.

(5) Each individual will be required to wear N.F.P.A. approved helmet, fire coat, bunker pants, boots, protective hood, and gloves.

(6) Any individual who does not obtain a passing score of 70% or more on the retention examination will be permitted one re-take examination. The retake must occur within 6 months of the original examination.

(7) Failure of the re-take examination will result in the individual's having to successfully complete Firefighter I and II training as defined in Rule 4A-37.055, F.A.C., before any additional testing can occur.

Specific Authority 633.38(1)(a), 633.45(2)(a) FS. Law Implemented 633.35, 633.38, 633.45 FS. History—New 12-10-01.

4A-37.054 Out of State Training - Certificate of Compliance; Special Certificate of Compliance.

(1) CERTIFICATE OF COMPLIANCE.

(a) The Bureau of Fire Standards and Training shall issue a certificate of compliance to any person who successfully passes the written and practical examination as required by Rule 4A-37.056, F.A.C. This examination is given during February, May, September, and November and is administered only at the Florida State Fire College in Lowell.

(b)1. To qualify to take the examination for the certificate of compliance, the individual must submit:

a. A completed Form DI4-1016 "Application for Certification as a Firefighter," which is incorporated by reference in subsection 4A-37.039(2), F.A.C., and can be obtained where indicated in subsection 4A-37.039(1), F.A.C.

b. A completed Form DI4-1309 "Equivalency Examination Preliminary Application," which is incorporated by reference in subsection 4A-37.039(2), F.A.C., and can be obtained where indicated in subsection 4A-37.039(1), F.A.C.

c. A copy of a medical examination taken within 6 months from the date the application for certification was received by the Bureau of Fire Standards and Training, with the results of the examination indicated on a completed Form DI4-1022 "Medical Examination", which is incorporated by reference in subsection 4A-37.039(2), F.A.C., and can be obtained where indicated in subsection 4A-37.039(1), F.A.C.

d. A copy of high school diploma or its equivalent.

e. The required fingerprint card, fingerprint card processing fee, and application fee.

f. A completed Form DI4-1020 "Personal Inquiry Waiver," which is incorporated by reference in subsection 4A-37.039(2), F.A.C., and can be obtained where indicated in subsection 4A-37.039(1), F.A.C.

2. In order for a person to be eligible to be tested, required paperwork must be received by the Bureau of Fire Standards and Training not less than 10 business days prior to the scheduled examination date for review, verification, and approval.

(c) The individual is eligible to receive a certificate of compliance if he or she:

1. Passes the examination;

2. Meets the other requirements of Section 633.35(2), Florida Statutes; and

3. Submits the forms required by these rules.

(d) Only one retake of the examination is permitted and must be taken within 6 months of the initial examination date.

(e) The individual must be pre-registered not less than 10 business days prior to the date of the examination.

(f) Failing the retake examination within the 6 month time period will result in the individual's having to complete both the Firefighter I and Firefighter II training before any additional testing can occur.

(2) SPECIAL CERTIFICATE OF COMPLIANCE.

(a) The Bureau of Fire Standards and Training shall issue a special certificate of compliance to an individual from another state who provides proof of employment as the Administrative and Command Head of the fire/rescue/emergency services organization of an employing agency as defined in Section 633.30, Florida Statutes, and who meets all the requirements of this subsection. The Administrative and Command Head of a fire/rescue/emergency services organization is permitted to hold the title of director, fire chief, or other title. This individual is permitted to respond to emergency incidents with ultimate onsite management, command, and supervisory authority over employees engaged in operations involving fire, hazardous materials, building collapse, confined space rescue, and other emergency operations.

(b) Any person making application for a special certificate of compliance as the designated Administrative and Command Head of an organization must meet all the requirements of this subsection, as well as successfully passing the written examination and submitting all the documents and meeting all the requirements of this subsection, with the exception of the completion of the practical portion of the examination required in this section. The applicant shall also:

1. Successfully pass the Certificate of Competence examination for Fire Officer I as administered by the Bureau of Fire Standards and Training; and

2. Attend a 6 hour seminar as determined by the Bureau of Fire Standards and Training outlining:

a. Chapter 633, Florida Statutes, "Fire Prevention and Control" and the applicable rules;

b. Chapter 447, Florida Statutes, "Labor Organizations" and the applicable rules.

3. Submit a completed Form DI4-1016 "Application for Certification as a Firefighter," which is incorporated by reference in subsection 4A-37.039(2), F.A.C., and can be obtained where indicated in subsection 4A-37.039(1), F.A.C.

4. Submit a completed Form DI4-1309 "Equivalency Examination Preliminary Application," which is incorporated by reference in subsection 4A-37.039(2), F.A.C., and can be obtained where indicated in subsection 4A-37.039(1), F.A.C.
 5. Submit a copy of a medical examination taken within 6 months from the date the application for certification was received by the Bureau of Fire Standards and Training, with the results of the examination indicated on a completed Form DI4-1022 "Medical Examination," which is incorporated by reference in Rule 4A-37.039, F.A.C.
 6. Submit a copy of the applicant's high school diploma or its equivalent.
 7. Submit the required fingerprint card, fingerprint card processing fee, and application fee.
 8. Submit a completed Form DI4-1020, "Personal Inquiry Waiver," which is incorporated by reference in subsection 4A-37.039(2), F.A.C., and can be obtained where indicated in subsection 4A-37.039(1), F.A.C.
 9. Submit a completed Form DI4-1390 "Application for Special Certificate of Compliance for Administrative & Command Head of a Fire/Rescue/Emergency Services Organization," which is incorporated by reference in subsection 4A-37.039(2), F.A.C., and can be obtained where indicated in subsection 4A-37.039(1), F.A.C.
- (c) The special certificate of compliance will be assigned a registration number identifying the holder as the Administrative and Command Head of the organization.
- (d) The special certificate of compliance is permitted to be transferred with the Administrative and Command Head to another fire/rescue/emergency services organization if a comparable position is held by the special certificate holder with the new organization.
- (e) The special certificate of compliance shall be revoked upon the termination of the holder of the special certificate of compliance as the Administrative and Command Head of a fire/rescue/emergency services organization.
- (f) Should the holder thereafter hold a position in any firefighter capacity other than Administrative and Command Head, the requirements of this section as they pertain to firefighters shall apply.
- (g) This special certificate is optional and the individual is permitted to choose to obtain the certificate of compliance for firefighters as provided in this rule.
- (h) Only one retake of the examination is permitted and must be taken within 6 months of the initial examination date.
- Specific Authority 633.45(2)(a) FS. Law Implemented 633.45(1)(a) FS. History—New 9-7-81, Formerly 4A-37.11, 4A-37.54, Amended 11-26-85, 1-3-90, 6-30-91, 3-20-95, 12-9-96, 12-10-01.*

4A-37.055 Minimum Curriculum Requirements for Training Firefighter Recruits or Firefighters.

- (1) The minimum firefighter training embodied in the curriculum requirements for schools operated by or for any employing agency for the specific purpose of training firefighter recruits or firefighters shall consist of 160 hours of training to complete Firefighter I training and an additional 200 hours to complete Firefighter II training. Completion of both Firefighter I and Firefighter II represents the required 360 hours referred to collectively hereinafter as the "Minimum Standards Course." The individual courses shall have the titles, content, and at least the minimum hours of instruction as prescribed by the Bureau of Fire Standards and Training in this rule. The completion of the Form DI4-1028 "Verification of Prescribed Training Hours" evidencing compliance with minimum curriculum requirements shall be presented to the Bureau of Fire Standards and Training Field Representative prior to the state certification examination for Firefighter II. Form DI4-1028 is incorporated by reference in subsection 4A-37.039(2), F.A.C., and can be obtained where indicated in subsection 4A-37.039(1), F.A.C. The school or employing agency is permitted to and is encouraged to, offer additional training above that training required by this chapter for firefighter recruit training.
- (2)(a) Firefighter I Certification shall be obtained by successful completion of the required course work identified in this section. These courses shall be delivered by an Instructor approved by the Bureau of Fire Standards and Training and a score of 70% or more must be obtained on a written state examination delivered by the Bureau of Fire Standards and Training. These courses need not be delivered at a State Certified Training Center.
- (b) Each applicant shall submit a completed Form DI4-1380 "Firefighter I Training Record," which is incorporated by reference in subsection 4A-37.039(2), F.A.C., and can be obtained where indicated in subsection 4A-37.039(1), F.A.C.
- (3) Applicants failing the Firefighter I examination are permitted to retake the examination within a 6 month period. Retakes after that 6 month period require a new application for testing to be submitted to the Bureau of Fire Standards and Training.
- (4)(a) Persons certified at the Firefighter I level are permitted to proceed directly into Firefighter II Training at a State Certified Training Center as openings are available.
- (b) Firefighter I certified persons shall enter Firefighter II training at a State Certified Training Center within:
 1. 1 year of certification at the Firefighter I level, or
 2. 3 years of certification as a Firefighter I, if verifiable and continuous affiliation as a volunteer firefighter with an organized fire department is maintained.
- (c) Failure to enter Firefighter II Training within the time frames specified in paragraph (b) shall result in such applicant being required to complete the Firefighter I training program again prior to entry into the Firefighter II program.
- (5) Entry into the Firefighter II training program at any State Certified Training Center shall require the applicant to demonstrate proficiency in Firefighter I knowledge and tasks to the satisfaction of the Training Center unless the Firefighter I and Firefighter II Training are taking place contiguously or consecutively at the same training center as a single course of instruction.

(6) Firefighter I:

(a)1. Orientation, Apparatus and Equipment (6 1/2 hours lecture): The following elements shall be included in this section of training:

- a. Introduction;
 - b. Florida Fire Chiefs Disaster Response Plan;
 - c. Outline of training program;
 - d. Student duties and responsibilities;
 - e. Testing procedures;
 - f. Familiarization with training facilities;
 - g. Responsibilities of the training;
 - h. Purpose and objectives of fire service;
 - i. Fire department organizational structure;
 - j. The firefighter's responsibilities in the community;
 - k. History of the fire service;
 - l. Higher education in the fire service;
 - m. Study habits;
 - n. Personnel policies of the school;
 - o. Fire department terminology;
 - p. Emergency driving;
 - q. Objectives for Firefighter I and II in the NFPA Standard 1001, "Fire Fighter Professional Qualifications", 1997 edition;
 - r. NFPA 1582, "Standard on Medical Requirements for Fire Fighters," 1997 edition;
 - s. Rule Chapter 4A-37, F.A.C.;
 - t. Section 633.30, and Sections 633.34 through 633.353, Florida Statutes.
2. NFPA Standard 1001, "Fire Fighter Professional Qualifications", 1997 edition, and NFPA 1582, "Standard on Medical Requirements for Fire Fighters", 2000 edition, are hereby adopted and incorporated by reference. Copies of the NFPA publications can be obtained from the National Fire Protection Association, Inc., 1 Batterymarch Park, Quincy, Massachusetts 02269-9101.

(b) Fire Behavior (3 1/2 hours lecture): The following elements shall be included in this section of training:

1. Principles of combustion and chemistry of fire;
2. Classes of fire and characteristics of combustibles;
3. Principles of fire control.

(c) Portable Extinguishers (2 1/2 hours lecture, 1 hour drill): The following elements shall be included in this section of training:

1. Types and classes;
2. Extinguishing agents;
3. Demonstrations and student drills.

(d) Personal Protective Equipment (7 hours lecture, 3 hours drill): The following elements shall be included in this section of training:

1. Types, use and care of firefighter protective clothing and equipment;
2. Types of protective breathing apparatus;
3. Limitations of each;
4. Practice drills and exercises.

(e) Ropes and Knots (4 hours lecture, 2 hours drill): The following elements shall be included in this section of training:

1. Rope construction, care and inspection;
2. Life safety rope;
3. Utility rope;
4. Bends, hitches and knots;
5. Methods of lashing; and
6. Hoisting tools and equipment.

(f) Water Supply (3 hours lecture, 2 hours drill): The following elements shall be included in this section of training:

1. Components of municipal water supply systems and rural water supply operations;
2. Fire hydrants.

(g) Ladders (4 1/2 hours lecture, 3 hours drill): The following elements shall be included in this section of training:

1. Parts, types, construction, maintenance, and testing of fire service ground ladders;
2. Pumper fire apparatus extension, roof and folding ladders;
3. Handling, carrying and raising of ground ladders;
4. Climbing and operating from ladders.

(h) Hose (7 hours lecture, 3 hours drill): The following elements shall be included in this section of training:

1. Size, construction, care and testing of hose;
2. Couplings, appliances and tools;

3. Hose lays and procedures;
 4. Hose loads;
 5. Hose rolls;
 6. Hose load finishes;
 7. Hose evolutions.
- (i) Water Fire Streams (3 1/2 hours lecture, 2 hours drill): The following elements shall be included in this section of training:
1. Extinguishing properties of water;
 2. Types and size of fire streams;
 3. Nozzles;
 4. Introduction to hydraulics;
 5. Fire stream evolutions.
- (j) Fire Control (5 hours lecture, 3 hours drill): The following elements shall be included in this section of training:
1. Fire suppression techniques for Class A through D fires;
 2. Fire company tactics for:
 - a. Single-family dwellings;
 - b. High-rise structures;
 - c. Basement, vehicle, trash, rubbish and wildland fires;
 3. Fires and emergencies in confined enclosures;
 4. Fire suppression evolutions.
- (k) Automatic Sprinkler Systems (2 hours lecture): The following elements shall be included in this section of training:
1. Basics of automatic fire sprinkler systems;
 2. Standpipe systems;
 3. Control of water flow.
- (l) Forcible Entry (7 1/2 hours lecture, 3 hours drill): The following elements shall be included in this section of training:
1. Assessing situations requiring forcible entry;
 2. Forcible entry tools, proper care and usage;
 3. Specific techniques for forcing entry through doors, windows, walls, fences and floors.
- (m) Building Search and Victim Removal (4 1/2 hours lecture, 2 hours drill): The following elements shall be included in this section of training:
1. Difference between rescue and extrication;
 2. Primary and secondary search;
 3. Safety guidelines; victim removal.
- (n) Ventilation (4 hours lecture, 1 hour drill): The following elements shall be included in this section of training:
1. Review of fire behavior; situations requiring ventilation;
 2. Procedures for vertical, horizontal and forced ventilation.
- (o) Loss Control (4 1/2 hours lecture, 1 hour drill): The following elements shall be included in this section of training:
1. Salvage operations; types of salvage;
 2. Covers and equipment and their uses;
 3. Care and maintenance of salvage equipment; water chutes;
 4. Catchalls;
 5. Overhaul operations;
 6. Search for and extinguishing hidden fires;
 7. Protecting and preserving evidence.
- (p) Building Construction (3 hours lecture): The following elements shall be included in this section of training:
1. The five basic types of building construction,
 2. The effects of fire on common building materials;
 3. Firefighter hazards directly related to building construction.
- (q) Fire Prevention and Public Education (3 1/2 hours lecture, 1 hour drill): The following elements shall be included in this section of training:
1. Recognition of hazards;
 2. Fire inspections, dwelling surveys, station tours and public fire education demonstrations;
 3. Smoke detectors;
 4. Stop, drop and roll;
 5. Fire company inspection procedures;
 6. Report writing;
 7. School drill procedures, and
 8. Educating the public on home firesafety.
- (r) Firefighter Safety (3 1/2 hours lecture): The following elements shall be included in this section of training:
1. Physical fitness and health;

2. Fireground safety;
3. Tool and equipment safety;
4. Electric generating and lighting equipment;
5. Apparatus safety;
6. Station safety;
7. Safety in training.

(s) Fire Alarms and Communications (4 hours lecture): The following elements shall be included in this section of training:

1. Fire alarm transmission;
2. Private and public alerting systems;
3. Radio procedures for fire department personnel.

(t) 1. First Responder (20 hours lecture, 20 hours drill): The following elements shall be included in this section of training:

- a. Diagnostic signs and symptoms;
- b. Cardio-pulmonary resuscitation;
- c. Vehicle extraction; and
- d. Patient movement.

2. If an individual is currently certified as an emergency medical technician or paramedic or has taken a First Responder course he or she is exempt from this portion of the Minimum Standards Course. Documentation of certification or proof of training shall be submitted at the beginning of the Minimum Standards Course.

(u) Controlled Burning (2 hours drill): The following elements shall be included in this section of training: practice exercises in:

1. Fire control in structures;
2. Class "A" materials; and
3. Vehicles.

(v) Awareness Level Hazardous Materials (8 hours lecture): The following elements shall be included in this section of training:

1. Identification of hazardous materials and their potential dangers;
2. Personal safety precautions to be taken when functioning as a hazardous materials first responder;
3. The basic options, requirements and limitations of methods to control, contain, and confine the hazard.

Completion of the Firefighter I program does not constitute certification as a full-time, professional, or certified firefighter. No person is permitted to be employed as a paid full-time professional or certified firefighter unless that person has completed and passed the Minimum Standards Course and has received the Firefighter II certification.

(7) Firefighter II:

(a) Implementing an Incident Management System (2 1/2 hours lecture).

(b) Personal Protective Equipment (5 hours drill): The following elements shall be included in this section of training:

1. Use and care of protective breathing apparatus;
2. Limitations of each;
3. Practice drills and exercises.

(c) Ropes and Knots (6 hours drill): life safety rope; The following elements shall be included in this section of training:

1. Utility rope;
2. Bends, hitches and knots;
3. Methods of lashing; and
4. Hoisting tools and equipment.

(d) Ladders (12 hours drill): The following elements shall be included in this section of training:

1. Pumper fire apparatus extension, roof and folding ladders;
2. Handling, carrying and raising of ground ladders;
3. Climbing and operating from ladders.

(e) Hose (3 hours lecture, 16 hours drill): The following elements shall be included in this section of training:

1. Appliances and tools;
2. Hose lays and procedures;
3. Hose loads;
4. Hose rolls;
5. Hose load finishes;
6. Hose evolutions.

(f) Foam Fire Streams (5 hours lecture, 4 hours drill): The following elements shall be included in this section of training:

1. Extinguishing properties of foam;
2. Types and size of fire streams;
3. Nozzles;
4. Foam fire streams;
5. Fire stream evolutions.

(g) Fire Control (5 1/2 hours lecture, 16 hours drill): The following elements shall be included in this section of training:

1. Fire suppression techniques for Class A through D fires;
2. Fire company tactics for:
 - a. Single-family dwellings,
 - b. High-rise structures,
 - c. Basement, vehicle, trash, rubbish and wildland fires (wildland fire component must be 2 hours lecture);
3. Ignitable liquid and flammable gas control;
4. Fires and emergencies in confined enclosures;
5. Fire suppression evolutions.

(h) Automatic Sprinkler Systems (3 1/2 hours lecture): The following elements shall be included in this section of training:

1. Automatic fire sprinkler systems;
2. Standpipe systems;
3. Detection, alarm and suppression operations as they relate to standpipe and sprinkler systems.

(i) Forcible Entry (2 hours drill): The following elements shall be included in this section of training:

1. Assessing situations requiring forcible entry;
2. Forcible entry tools;
3. Specific techniques for forcing entry through doors, windows, walls, fences and floors.

(j) Rescue and Extrication (15 hours lecture, 14 hours drill): The following elements shall be included in this section of training:

1. Assessment of situations requiring rescue or extrication;
2. Tools and equipment used for rescue and extrication;
3. Specific techniques for various rescue situations;
4. Search procedures;
5. Vehicle extrication.

(k) Building Search and Victim Removal (4 hours drill): The following elements shall be included in this section of training:

1. Primary and secondary search;
2. Safety guidelines;
3. Victim removal.

(l) Ventilation (4 hours drill): The following elements shall be included in this section of training:

1. Situations requiring ventilation;
2. Procedures for vertical, horizontal, and forced ventilation.

(m) Loss Control (4 hours drill): The following elements shall be included in this section of training:

1. Salvage operations;
2. Covers and equipment and their uses;
3. Care and maintenance of salvage equipment;
4. Water chutes;
5. Overhaul operations;
6. Search for and extinguishing hidden fires;
7. Protecting and preserving evidence.

(n) Building Construction (2 1/2 hours lecture): The following elements shall be included in this section of training:

1. The five basic types of building construction;
2. The effects of fire on common building materials;
3. Firefighter hazards directly related to building construction;
4. Construction materials and building collapse.

(o) Fire Prevention and Public Education (3 hours lecture, 2 1/2 hours drill): The following elements shall be included in this section of training:

1. Recognition of hazards;
2. Identification of detection and suppression system components;
3. Pre-incident surveys;
4. Fire inspections, fire company inspection procedures;
5. Filling out reports and surveys.

(p) Fire Cause Determination (3 hours lecture): The following elements shall be included in this section of training:

1. The firefighter's role;
2. Securing the fire scene;
3. Preserving evidence;
4. Legal considerations.

(q) Fire Alarms and Communications (2 1/2 hours lecture, 1 hour drill): The following elements shall be included in this section of training:

1. Fire alarm transmission;

2. Private and public alerting systems;
3. Radio procedures for fire department personnel;
4. Incident reports.

(r) Physical Fitness (8 hours): supervised exercises during training.

(s) Examinations (12 hours): each portion of the outline shall be the subject of a test, both academic and performance, for best measure of learning.

(t) Controlled Burning (16 hours drill): The following elements shall be included in this section of training: practice exercises in:

1. Fire control in structures;
2. Flammable liquids;
3. Liquefied petroleum or natural gas; and
4. Vehicles.

(u) Operations Level Hazardous Materials (16 hours lecture): The following elements shall be included in this section of training:

1. Identification of hazardous materials;
2. Personal safety precautions to be taken;
3. The basic options, requirements and limitations of methods to control, contain, and confine the hazard.

(v) Course Review (4 hours lecture, 8 hours drill).

Specific Authority 633.45(2)(a) FS. Law Implemented 633.45(1)(a), (b) FS. History—New 9-7-81, Formerly 4A-37.10, 4A-37.55, Amended 11-26-85, 1-3-90, 6-30-91, 3-20-95, 12-10-01.

4A-37.056 Specifications for Certifiable Training.

To be recognized for certification as a firefighter by the Division, training shall be obtained under the conditions as specified herein. Satisfactory completion of the prescribed training, instruction and standards in accordance with these specifications shall be certified by a designated instructor or member of the Bureau of Fire Standards and Training staff.

(1) The training shall take place in a training center or facility approved for such training by the Bureau of Fire Standards and Training.

(2) The training shall be given by instructors certified by the Bureau of Fire Standards and Training. In addition, First Responder Lead Instructors shall be currently certified as an emergency medical technician or paramedic in the state of Florida and certified as an American Heart Association (AHA) or American Red Cross (ARC) Cardiopulmonary Resuscitation (CPR) Instructor.

(3) All subjects listed in the approved Firefighter I and Firefighter II courses shall be included in the curriculum.

(4) Each Student enrolled in a Firefighter I course or a Firefighter II course, or both courses, shall receive instruction and training in every course subject of the curriculum. Instruction and training shall not be less than the number of hours specified for each subject.

(5)(a) One aspect of training is psychomotor skills development, which includes the demonstrated ability to perform individually and as a member of a team or group all tasks and operations associated with the training in a manner which does not present a threat to the safety of the trainee, co-workers, or others and which contributes to the successful achievement of the purpose for which the task or operation is being performed.

(b) If, in the professional opinion of the instructors, the student does not possess the qualities necessary to satisfactorily perform psychomotor tasks, the student shall be dropped from the training program.

(6) All tests, both written and practical, given during training shall require maintenance of a percentage score of not less than 70% on each subject listed in the prescribed Firefighter I and Firefighter II courses. If a minimum score of 70% is not achieved on any test, the student shall be afforded a one-time make up examination to achieve the required 70%. Tests used shall be designed to encompass all the significant contents of the subjects being taught.

(a) In order to sit for the state examination, the information required by Sections 633.34 and 633.35, Florida Statutes, must be furnished to the Bureau of Fire Standards and Training.

(b) State examinations, consisting of a written and a practical part, shall be administered by a Field Representative of the Bureau of Fire Standards and Training and shall encompass all components of the Firefighter I course for Firefighter I testing and all components of both Firefighter I and Firefighter II courses for State Certification as a Firefighter. The 70% score requirements for both written and practical examinations shall prevail in this testing environment as well.

(c) The state examination will be administered at the local training facility. Whenever possible, the Bureau of Fire Standards and Training will schedule the state examination date at the convenience of the training facility.

(d) Only one retake of the state examination is permitted. Retakes of the practical portion of the examination will be offered only at the Florida State Fire College during the months of February, May, September, and November. Retakes of the written portion of the examination will be offered at the Regional Testing Sites in February, May, September, November and monthly at the Florida State Fire College. Students must be pre-registered at least 10 business days prior to the date of the examination.

(e) The retake of the Firefighter II Certification Examination must be taken within 6 months of the initial examination date.

(f) Failing the retake of the Firefighter II Certification Examination within the prescribed 6 month time period will result in the individual having to repeat the Firefighter II Course.

(7) In general classroom work, the number of students per certified instructor will be determined by the instructor on the basis of complexity of the subject.

(8) In demonstrations involving the use of equipment and performance of tasks under non-hazardous conditions, whether in the classroom or in the field, there shall be no less than one certified instructor for each ten students.

(9) In field work under conditions considered hazardous there shall be not less than one certified instructor for each six students, but in no case shall there be less than two certified instructors. The instructors shall be placed to oversee the safety and effectiveness of the training.

(10) In those instances in which the normal scheduled time does not allow for compliance with the foregoing limitations, the time allotted to those classes shall be extended as necessary to ensure compliance with the intent and purpose of these rules.

Specific Authority 633.45(2)(a) FS. Law Implemented 633.35(2) FS. History—New 9-7-81, Formerly 4A-37.16, 4A-37.56, Amended 11-26-85, 1-3-90, 6-30-91, 3-20-95, 12-10-01.

4A-37.057 Roster of Students.

During the first week of training for the Minimum Standards Course, the FST-4 form entitled “Roster of Students” shall be completed and forwarded to the Bureau of Fire Standards and Training, with all supporting paperwork (i.e., release of a building to burn, if applicable; any required affidavits for use of other facilities or equipment; pre-certification paperwork, or verification that said pre-certification paperwork has been received by the Bureau of Fire Standards and Training for students enrolled in class) as evidence of students who are enrolled in approved training programs. State examination dates will not be scheduled until such time as the FST-4 form, with all supporting papers, is received and approved by the Bureau of Fire Standards and Training. The names of all instructors to be utilized in the training session, with certificate number and issue date, are to be added to this roster. Form FST-4 is incorporated by reference in subsection 4A-37.061(2), F.A.C., and can be obtained where indicated in subsection 4A-37.039(1), F.A.C.

Specific Authority 633.45(2)(a) FS. Law Implemented 633.45(1) FS. History—New 9-7-81, Formerly 4A-37.17, 4A-37.57, Amended 11-26-85, 1-3-90, 6-30-91, 3-20-95.

4A-37.058 Verification of Prescribed Training Hours.

(1) At the completion of the Firefighter II training, on the date of the state certification examination, the instructor-in-charge of the course shall present to the Bureau of Fire Standards and Training Field Representative Form DI4-1028 “Verification of Prescribed Training Hours,” signed by each instructor who taught a specific subject, as listed on Form DI4-1028.

(2) If Form DI4-1028 is not available for the Bureau of Fire Standards and Training Field Representative, the state certification examination will not be administered.

(3) Form DI4-1028 is incorporated by reference in subsection 4A-37.039(2), F.A.C., and can be obtained where indicated in subsection 4A-37.039(1), F.A.C.

Specific Authority 633.45(2)(a) FS. Law Implemented 633.45(1) FS. History—New 9-7-81, Formerly 4A-37.58, Amended 1-3-90, 6-30-91, 3-20-95, 12-10-01.

4A-37.059 Types of Instructor Certificates Issued.

This rule provides that the Bureau of Fire Standards and Training shall certify individuals to conduct training and education classes for fire service personnel. Upon satisfaction of the requirements listed under the respective categories, an applicant shall be awarded instructor certification appropriate to the applicant’s attainments and may teach designated subjects in the courses of training and education coming within the purview of the Bureau of Fire Standards and Training. The certificates to be awarded are as follows:

(1) Requirements for Instructor I Examination and Certification.

(a) Submission of the required application (Form DI4-1025), which is incorporated by reference in subsection 4A-37.039(2), F.A.C., and can be obtained where indicated in subsection 4A-37.039(1), F.A.C., with all supporting documentation and fees, to the Bureau of Fire Standards and Training.

(b) A minimum of 6 years experience as a regular member of an organized fire department.

(c) A high school diploma or equivalent.

(d) Physical ability to perform the tasks associated with the training.

(e) Successful completion of an approved Fire Service Course Delivery class of not less than 40 hours duration, as offered by the Florida State Fire College, or the equivalent as approved by the Bureau of Fire Standards and Training.

(f) Passing a state examination embracing the material covered in the Fire Service Course Delivery class with a score of 70% or higher.

Persons holding this certification may teach any classes in the program area(s) in which they are certified or hold a certificate of competency.

(2) Requirements for Instructor II Examination and Certification.

- (a) Submission of the required application (Form DI4-1025), which is incorporated by reference in subsection 4A-37.039(2), F.A.C., and can be obtained where indicated in subsection 4A-37.039(1), F.A.C., documentation and fees, to the Bureau of Fire Standards and Training.
 - (b) A minimum of 6 years experience as a regular member of an organized fire department.
 - (c) An associates degree or higher.
 - (d) Physical ability to perform the tasks associated with the training.
 - (e) Successful completion of an approved Fire Service Course Delivery class of not less than 40 hours duration, as offered by the Florida State Fire College, or the equivalent as approved by the Bureau of Fire Standards and Training and successful completion of an approved Fire Service Course Design class of not less than 40 hours duration, as offered by the Florida State Fire College, or the equivalent as approved by the Bureau of Fire Standards and Training.
 - (f) Passing a state examination embracing the material covered in the Fire Service Course Delivery and the Fire Service Course Design courses with a score of 70% or higher.
- Persons holding this certification may teach any class which is recognized as part of the curriculum established and developed by the Bureau of Fire Standards and Training, provided the instructor can verify successful completion of the same course by certificate or transcript.

(3) Requirements for Instructor III Certification.

- (a) Submission of the required application (Form DI4-1025), which is incorporated by reference in subsection 4A-37.039(2), F.A.C., and can be obtained where indicated in subsection 4A-37.039(1), F.A.C., with all supporting documentation and fees, to the Bureau of Fire Standards and Training.
 - (b) A minimum of 6 years experience as a regular member of an organized fire department.
 - (c) A bachelor's degree or higher.
 - (d) Physical ability to perform the tasks associated with the training.
 - (e) Successful completion of an approved Fire Service Course Delivery class of not less than 40 hours duration, as offered by the Florida State Fire College or the equivalent as approved by the Bureau of Fire Standards and Training and successful completion of an approved Fire Service Course Design class of not less than 40 hours duration, as offered by the Florida State Fire College or the equivalent as approved by the Bureau of Fire Standards and Training.
- Persons holding this certification may teach any class which is recognized as part of the curriculum established and developed by the Bureau of Fire Standards and Training, provided the instructor can verify successful completion of the same course by certificate or transcript.

(4) Requirements for Single Course Exemption Certification.

- (a) Submission of the required application (Form DI4-1025), which is incorporated by reference in subsection 4A-37.039(2), F.A.C., and can be obtained where indicated in subsection 4A-37.039(1), F.A.C., with all supporting documentation and fees, to the Bureau of Fire Standards and Training.
 - (b) Submission of letter requesting the exemption with detailed description of credentials or experience to be considered along with proof of same.
 - (c) Completion of 40 hours in Fire Service Course Delivery or verifiable equivalent.
 - (d) Credentials review by Standards section.
 - (e) Extensive experience consisting of documentable proof of subject matter expertise as a result of at least 5 years of experience directly related to the subject or a bachelor's degree related to the subject, or a combination of both such experience and education to equal the required documentable proof set forth in this paragraph in a field directly related to the subject.
- Persons holding this exemption are eligible to teach only the single course specified. This exemption will be granted upon review for recognition of extensive experience or education/training in the subject area.

(5) Requirements for Instructor Examination.

- (a) In order for a person to be eligible to be tested, the required paperwork must be received by the Bureau of Fire Standards and Training not less than 10 business days prior to the requested examination date for review, verification and approval.
- (b) All testing will be accomplished at a Regional Testing Site.
- (c) Retake examinations will be permitted at subsequent quarterly Regional Testing Sites or monthly at the Florida State Fire College.
- (d) Application for retesting must be received by the Bureau of Fire Standards and Training not less than 10 business days prior to the requested examination date.

(6) Triennial Renewal of Instructor Certification.

- (a) Instructor Certification must be renewed every 3 years.
- (b) Should the applicant fail to meet the prerequisite training requirements specified below for renewal, the applicant must qualify for and successfully pass the required state examination for the instructor certification requested.
- (c) The Bureau of Fire Standards and Training shall notify the certified instructor that the applicant's certification is due for renewal approximately 30 days prior to the expiration of the Instructor Certification.
- (d) The Certified Instructor shall submit the renewal application to the Bureau of Fire Standards and Training specifying whether the renewal is to be based on completion of a course or attendance at workshops or seminars.

1. Course – Have successfully completed an approved course of instruction in a curriculum related to instructor improvement.

- a. This course shall be 40 class hours in duration or the equivalent in Continuing Education Units (CEU's).
 - b. Verification of successful completion of the course shall be included with the renewal application. Acceptable forms of verification include copies of certificates and college transcripts.
2. Workshops or Seminars – In the absence of completion of an approved course, the certification renewal shall be based upon attendance at a workshop or seminar related to the subject of certification which shall be a cumulative total of not less than forty 40 contact hours in duration.
- a. Any person whose certification is not renewed cannot function as an instructor as defined herein.
 - b. It is the responsibility of the certified instructor to notify the Bureau of Fire Standards and Training of any address changes in writing.

(7) Probation and Revocation of Instructor Certification.

- (a) The Bureau of Fire Standards and Training of the Division of State Fire Marshal may place on probation any instructor whose students exhibit a lack of knowledge or skill in subject courses taught by such instructor, which shall be evidenced by a high student failure rate during participation in state administered examinations. A high student failure rate which comes to the attention of the Bureau will be analyzed to determine relationships between an individual instructor and his students' performance. If an instructor's students continue to exhibit high failure rates on state examinations in the subject matter taught by the instructor, a letter of concern will be provided to the instructor allowing an opportunity for explanation. In the absence of an explanation which accounts for the high student failure rate, the instructor will be placed on probation during which the instructor will be required to teach students at a level high enough to increase the pass rate.
- (b) The certificate of an instructor shall be revoked if evidence is found that the certification was improperly issued by the Division or when evidence is found that the certification or triennial renewal of the certification was issued on the basis of false, incorrect, incomplete, or misleading information.
- (c) The certification of an instructor shall be revoked if evidence is found that the instructor has issued or caused to be issued course credit or course completion for any person not qualified.

Specific Authority 633.45(2)(a) FS. Law Implemented 633.46, 633.45(1)(d) FS. History—New 9-7-81, Formerly 4A-37.15, 4A-37.59, Amended 11-26-85, 1-3-90, 6-30-91, 3-20-95, 12-10-01.

4A-37.060 Certification as an Approved Firefighter Recruit Training Facility.

- (1) To be certified as an approved training facility, an installation or facility shall;
 - (a) Submit a request to the Bureau of Fire Standards and Training;
 - (b) Submit to an inspection by a Bureau of Fire Standards and Training Field Representative; and
 - (c) Have in its custody and readily available for use the required training structures, apparatus, and equipment listed in paragraphs (d) through (u) of this subsection.
 - (d) Have a fixed structure not less than 2 stories in height with each floor not less than 400 net square feet (exclusive of hallways, stairways, balconies or vestibule areas), of masonry, reinforced concrete construction, or both, or other fire resistive material as approved by the Bureau of Fire Standards and Training, with all floors completely enclosed and suitable for smoke training with breathing equipment.

With respect to the structure described in this paragraph, the following shall apply:

- 1. All floors shall be provided with window openings with sill height at least 42 inches above the top of the finished floor.
 - a. Window openings above the first floor shall be suitable for entry, exit, and rescue training from ground ladders.
 - b. No window openings shall be allowed in the walls containing the interior stairway.
 - c. Window closures such as shutters shall swing into the building, except for those in a burn room which shall always swing out.
- 2. The structure shall have an interior enclosed stairway connecting all floors and roof. Double handrails on stairways and guard rails around stair wells should be provided.
- 3. An exterior stairway of metal or masonry construction shall be provided, extending from first floor level, connecting all floors above the first floor. In lieu of an exterior stairway the structure shall be provided with an enclosed stairway designed to discharge directly to the outside at first floor level, with access from each floor above the first floor provided by means of an open air vestibule or by way of an exterior balcony.
- 4. All door openings shall be provided with fire doors with door rating consistent with the fire resistance rating of the wall wherein installed. Door locks, if provided, shall not require the use of a key, tool, special knowledge or effort for operating from the inside of the building.
- 5. At roof level, the entire perimeter of the roof shall be provided with a guard-rail or parapet wall or a combination parapet wall and guard rail and not less than 42 inches high measured vertically to the top of the wall or rail from the finished roof surface.
- 6. All floors shall be equipped with a standpipe outlet located in stairway enclosure.
 - a. Outlets shall be designed to supply 2 1/2 inch hose with water flow controlled by a hose valve.
 - b. A fire department standpipe connection shall be provided on an exterior first floor wall.
- (e) Have a classroom with adequate lighting, heating, cooling and ventilation.
- (f) Have the current types and classes of portable first aid fire extinguishers.

1. Minimum requirement is at least one of each of the following types of extinguishers for every four students:
 - a. Dry chemical,
 - b. Carbon dioxide, and
 - c. Pressurized water for use in portable extinguisher evolution.
2. Other representative types of portable first aid extinguishers shall be available for identification.
- (g) Have pumper apparatus, owned or leased, or otherwise contracted for rated at not less than 750 G.P.M. and 150 p.s.i., with hose compartments sufficient to practice appropriate hydrant lay evolutions, fully equipped as prescribed in National Fire Protection Association (NFPA) Standard 1901, 1999 edition, chapter 4. The following changes to the equipment specified shall be adhered to:
 1. Both hard suction and soft sleeve hose shall be provided,
 2. Hand hose lines shall be limited to 2 1/2 inch and 1 3/4 inch in size.
 3. The following equipment shall also be provided:
 - a. DOT Emergency Response Guide Book, Current edition,
 - b. One fire service claw tool,
 - c. One Haligan type tool,
 - d. Four salvage covers,
 - e. Four hose straps,
 - f. Two shovels (1 square end and 1 scoop),
 - g. One 125-foot utility rope (not for lifesafety use),
 - h. One hose clamp,
 - i. One 2 1/2 inch siamese (1 male, 2 female connections) with clapper valves,
 - j. One hose jacket for 2 1/2 inch hose,
 - k. Two 2 1/2 inch to 1 1/2 inch reducers, and
 - l. One hose hoist tool.
 4. Pumpers shall be tested annually using the criteria of NFPA Standard 1911, 1997 edition.
 5. All ladders used for training shall conform to the requirements of NFPA Standard 1931, 1999 edition and NFPA Standard 1932, 1999 edition.
- (h) Have forcible entry and ventilation drill facilities, which shall include a means of practice on:
 1. Doors,
 2. Windows,
 3. Roofs,
 4. Floors, and
 5. Partitions.
- (i) These facilities are permitted to be included in the structure which is to be burned as part of the training if it is not a part of the regular training complex.
- (j) The following forcible entry and ventilation tools are the minimum required:
 1. Pick head axe,
 2. Flat headed axe,
 3. Pike poles,
 4. Prying tools,
 5. Haligan type tool,
 6. Fire service claw tool,
 7. Sledge hammer,
 8. Bolt cutter,
 9. Hand and power saws.
- (k) Have salvage equipment to include:
 1. Salvage covers and various sprinkler heads,
 2. Scoops,
 3. Squeegees,
 4. Mops, and
 5. Carryalls.
- (l) Have two Class II life safety harnesses which include,
 1. Two life safety ropes (2 person rope) each not less than 75 feet in length,
 2. Two rescue carabiners that meet the requirements of NFPA Standard 1983, 2001 edition, which is hereby adopted and incorporated by reference and may be obtained by writing to the association, whose address is: National Fire Protection Association, Inc., 1 Batterymarch Park, Quincy, Massachusetts 02269-9101, for use in rope rescue training and in tying rescue knots, and
 3. Additional rope of assorted length, diameter, and construction suitable for practice in knots and lashings.

- (m) Have representative and approved breathing apparatus. Minimum of one SCBA, positive pressure, NIOSH/MSHA approved, 30 minute or longer rated service life, for every four students with sufficient spare cylinders, refill capabilities, or both, to enable at least 20 minutes of protective breathing apparatus training per student.
- (n) Have facilities for live fire training in:
1. An enclosed structure for simulated structural firefighting, minimum of 400 square feet, having at least 2 rooms.
 2. Flammable liquid fire facility, minimum of 50 square feet, using at least 1 inch of fuel floating on surface of water, per burn.
 3. Liquefied petroleum or natural gas firefighting.
 - a. A liquefied petroleum (L.P.) gas field must be available with a 250-gallon L.P. storage tank complete with shut-off valve and safety valve.
 - b. There must be a vapor line with cut-off valve, liquid line and cut-off valve.
 - c. All gas lines will be controlled by a certified instructor at a main control panel.
 - d. This shall be a permanent installation so it can be set on fire and the students using hand lines can approach the burning L.P. lines and tanks, and shut off the proper valves.
 4. Automobile firefighting.
- (o) Have the following reference and training materials.
1. International Fire Service Training Association (IFSTA) Manual Essentials of Firefighting, current edition, and
 2. National Fire Academy program Initial Response to Hazardous Materials Incidents Student Manual for Course 1 – Basic Concepts and Course 2 – Concept Implementation in sufficient quantities available for each student provided by the training facility or available for purchase by the student.
 3. A complete set of the IFSTA Manuals,
 4. NFPA Fire Protection Handbook, current edition,
 5. Copy of Florida Statutes, Chapter 633, F.S., and Division of State Fire Marshal Rule Chapter 4A-37, F.A.C., current edition, per training center.
 6. IFSTA Manual Essentials of Firefighting for each instructor is required.
- (p) Have the standard first aid supplies as required in First Aid Manual (American National Red Cross),
1. One Resusci-Anne or equivalent,
 2. First Responder, current edition, in sufficient quantity to enable each student to have a copy, either provided by the training facility or available for purchase by the student.
- (q) Have audio-visual aids. The following training aids, with compatible audio-visual equipment, are recommended:
1. Forcible Entry,
 2. Fire Streams,
 3. Automatic Fire Protection Systems and Devices,
 4. Hose Lay Out Practices,
 5. Hose Fittings and Appliances,
 6. Personal Protective Equipment,
 7. Ventilation Practices,
 8. Fire Ground Search and Rescue,
 9. Overhaul and Salvage Operations,
 10. First Aid,
 11. Ropes and Knots,
 12. Portable Fire Extinguishers,
 13. Fire Pumps,
 14. Ground Ladders,
 15. Water Supply,
 16. Firefighter Safety,
 17. Firefighting Tools and Equipment,
 18. Hazardous Materials,
 19. Fire Behavior,
 20. Vehicle Extrication,
 21. Building Construction,
 22. Fire Control,
 23. Fire Cause Determination,
 24. Fire Alarm and Communication
 25. Fire Prevention and Public Education.
- (r) Have a water supply. A minimum of 1 operational hydrant suitably located as to provide safe hose evolution practices.
- (s) Have a training dummy of not less than 125 pounds to be used during rescue training.
- (t) Have protective hoods that meet the requirements of NFPA 1971, Standard on Protective Clothing for Structural Fire Fighting, 2000 Edition, provided by the training center or made available for purchase, and shall be used by each student engaged in live fire training.

(u) Each student, while engaged in live fire training, shall use a Personal Alert Safety System (PASS) device which shall be provided by the training center.

(v) All referenced parts of the NFPA publications mentioned in this subsection are hereby adopted and incorporated by reference. Copies of the NFPA publications can be obtained from the National Fire Protection Association, Inc., 1 Batterymarch Park, Quincy, Massachusetts 02269-9101.

(2) Apparatus used for training shall not be an active in-service apparatus. A reserve pumper, without duty crew assigned, is acceptable. A pumper permanently assigned for training is ideal.

(3) When it has been determined that a Certified Training Center is not in compliance with the requirements of Rules 4A-37.055, 4A-37.056 and 4A-37.060, F.A.C., with reference to its responsibilities, as evidenced by an inspection conducted by a Bureau of Fire Standards and Training Field Representative, certification shall be revoked until the recorded deficiencies procedures, or both, have been corrected.

Specific Authority 633.45(2)(a) FS. Law Implemented 633.35, 633.38, 633.45 FS. History—New 9-7-81, Formerly 4A-37.18, 4A-37.60, Amended 11-26-85, 1-3-90, 6-30-91, 3-20-95, 12-10-01.

4A-37.062 Procedures for State Firefighter Certification Examination Day.

(1) Definitions. As used in this section:

(a) “Bureau” means the Bureau of Fire Standards and Training of the Division of State Fire Marshal, Department of Insurance.

(b) “Examiner” means the person administering the examination.

(c) “Participant” means the person taking the examination.

(d) “SCBA” means self-contained breathing apparatus.

(e) “Training center” means the location at which the examination is being administered.

(2) Preparation for Examination.

(a)1. Training center staff shall have the apparatus and all equipment necessary for testing ready not later than 0730 hours on the morning of the state examination.

2. All tools specified in Rule 4A-37.60, F.A.C., are required at the testing site on the examination day.

3. It is recommended that two pallets be available for simulated roof or floor work.

(b) Training center staff shall have the participants present and prepared for testing not later than 0730 hours on the morning of the state examination.

(c) In the event of extreme or hazardous weather conditions that have the potential to compromise the effectiveness of the examination or expose the participants to injury, the examiner shall have full authority to postpone the examination to another date to be determined by the Bureau.

(3) Examination Sequence.

(a)1. Each participant shall be prepared to take any segment of the examination at any time during any day set for testing.

2. The weather and number of participants will be considerations that can alter the examination sequence.

(b) The examiner is permitted to administer the examination in any sequence the examiner deems necessary.

(4) Dress Code.

(a) All safety equipment, bunker gear, and other clothing as needed to participate in the state examination shall be furnished by the training center or the participant.

(b)1. Each participant shall wear at a minimum helmets, gloves, boots, and bunker pants while in the practical examination or staging area.

2. The examiner is permitted to designate a rehab area where participants are allowed to dress down.

(c) No bunker gear shall be worn in the classroom.

(d) Any time the helmet is worn during practical testing:

1. The flap shall be down to protect the back of the neck.

2. Helmet straps shall be in place under the chin and tightened.

(e) The helmet face shield shall be down to protect the eyes and face at any time the participant is involved in testing or any other activity unless a SCBA face piece is worn.

(f) Hoods are required during testing for proper donning of the SCBA and when participating in an evolution requiring the use of the SCBA.

(g) Sunglasses shall not be worn by participants in the practical examination area or in the classroom unless they are corrective prescription lenses.

(5) General Procedures.

(a)1. Each participant not involved in the examination or assisting with assigned duties shall be in a staging area.

2. Permission to leave the staging area for personal needs shall be requested of the examiner.

(b) While in the staging area, each participant shall remain standing, observing, and prepared to perform prescribed functions.

(c)1. The individual practical examinations are timed separately but the participant shall be prepared to begin upon reporting for each segment.

2. If a participant delays, the examiner shall inform the participant that the time will begin.

- (d) Before and after taking his or her part of the practical examination, each participant shall assist in tasks assigned to the participant by the examiner or instructor in order to help the examination run safely and smoothly. Examiner or instructor supervision is required in these tasks.
- (e)1. An examiner or instructor shall operate and pump each apparatus used on examination days.
- 2. The dress of the day shall be jump suit or work type uniform, and shoes or boots. Shorts, sandals, flip flops, and similar items of apparel or footwear are prohibited.
- (f) Use of tobacco products by any state examiner or any state certified instructor is not permitted if such use can be viewed by any participant or other student.
- (g)1. When invited, an instructor is permitted to accompany the examiner while the individual practical examination or team evolutions are being administered.
- 2. This instructor shall be properly attired, as directed by the examiner.
- 3. Each training center shall have an area designated as a staging area for visiting instructors.
- (h) Equipment shall not be abused.
- (i) Running is not permitted during the practical examination.
- (j) No unauthorized personnel are permitted in any test area.
- (k) No photographing, videotaping, or audiotaping of any test is permitted at any time under any circumstances.
- (l) If an equipment malfunction occurs during the examination process, the participant will be stopped without penalty. After a reasonable recovery time the examiner will determine where and how the participant will restart the evaluation process.
- (m) The face piece and hood shall be part of the personal protective ensemble any time the participant has the SCBA tank on the participant's back.
- (n) A Personal Alert Safety System (PASS) shall be worn when a SCBA is used.
- (o) No verbal encouragement from any student or instructor shall be permitted during the practical examination.
- (p) Any participant who is absent at the time the orientation begins for the practical portion of the Minimum Standards State Certification Examination shall be required to take that portion of the examination at the Florida State Fire College during regional testing.
- (q) Any participant who is absent at the time of the orientation begins for the written portion of the Minimum Standards Certification Examination shall be required to take that portion of the examination at the Florida State Fire College during the regional testing.

4A-37.063 Cheating.

- (a) Retests of written examinations are given quarterly at Regional Testing sites.
- (b) Retests of practical examinations or retests of written and practical examinations are given quarterly at the campus of the Florida State Fire College.
- (c) The retest of the Minimum Standards State Certification Examination must be taken within 6 months of the initial examination date.
- (d) A person reporting to the Florida State Fire College for a retest of the practical examination must have his or her own helmet, hood, gloves, boots, bunker coat, and bunker pants. It is recommended that each person bring his or her own SCBA.
- (e) The dress code in effect at a training center on examination day applies during the Florida State Fire College regional retest examination.
- (f) Safety: Firefighter safety is the paramount consideration of the Bureau.

Specific Authority 633.45 FS. Law Implemented 633.45 FS. History—New 12-10-01.

4A-37.064 Florida State Fire College.

- (1) Purpose. The Florida State Fire College, hereinafter referred to as the "College," shall offer basic, intermediate, and advanced training and educational courses, develop educational curricula to be used by other fire-rescue training agencies, and conduct research into new methods and technologies related to fire-rescue activities.
- (2) Categories of Programs. The College offers courses that fall into five general categories: academic, certification, certificate of competency, vocational, and non-credit.

(a) Academic program courses are defined as those courses at the college level, either lower division (freshman or sophomore) or upper division (junior or senior). The College offers these programs through approved articulation agreements with accredited colleges and universities.

(b) Certification program courses are defined as those courses whose completion is required prior to testing for State Certification in a program area.

(c) Certificate of competency program courses are defined as those courses whose completion is required prior to a state examination for competency in a program area.

(d) Vocational courses are defined as courses at the post-secondary level that provide skill development and professional development training.

(e) Non-credit programs are defined as continuing education short courses, specialty programs, seminars, symposia, and conferences designed to enhance or refresh previous training or to introduce new topics.

(3) Organization and Documentation of Programs.

(a) Programs are defined as a series of two or more courses leading to a point of completion.

(b) Courses are defined as a series of class meetings on a defined topic leading to a point of completion.

(c) The College issues certificates for individual courses and for successful completion of defined programs.

(d) The College, upon request, issues student transcripts that provide a complete history of all work attempted or successfully completed at the College.

(4) College Registration and Fees.

(a) All prospective students shall submit a completed course application form and acceptable proof of payment before being enrolled in any course.

(b) The College sets minimum and maximum class sizes for all courses.

1. Any course that does not have the minimum number of students enrolled by an established cutoff date shall be canceled.

2. Students shall be denied entry into a course that has already reached its maximum number of enrolled students.

(c) If a course is canceled, each student enrolled in the canceled course shall receive a refund.

(d) If a student fails to appear for a course at its first meeting, all prepayment for that course shall be forfeited. If the student provides advance written notice of nonattendance, the student shall receive a refund.

(e) The College shall withhold certificates, transcripts, and any other official documents for students who are in arrears for any tuition, books, fees, or ancillary services until such arrearages are paid in full.

(f) The College sets its tuition, fees, and prices at such a level as to recover reasonable costs and operate with fiscal responsibility.

(5) College Faculty.

(a) Each full-time and part-time instructor, either teaching at the College or teaching on behalf of the College at a remote location, shall possess appropriate teaching credentials for the course being delivered.

(b) The College maintains credential records on all full-time and part-time instructors. These credential records include copies of degrees, college transcripts, instructor certificates, and other documentation required to show subject matter expertise.

(6) Programs of Study.

(a) The College shall establish and revise programs of study leading to various levels of certification.

(b) The college shall also develop and revise individual courses to meet the needs of the state's fire and emergency service providers.

(c) Such programs of study and individual courses shall be in compliance with the rules of the State Fire Marshal.

Specific Authority 633.45(2)(a) FS. Law Implemented 633.45(1)(d) FS. History--New 12-10-01.

4A-37.065 Programs of Study and Vocational Courses.

The following programs of study are developed and revised by the Florida State Fire College, pursuant to Sections 633.45 and 633.081, Florida Statutes:

(1) Fire Apparatus Pump Operator Program. This program is intended to prepare students for service as fire department driver-engineers or equivalent positions.

(a) Length of Program. This program consists of not less than two courses, vocational or academic, of at least 80 hours of classroom instruction or the equivalent of interactive instruction, as approved by the Bureau of Fire Standards and Training.

(b) Content of Program. The program includes coursework in hydraulics for the fire service and fire apparatus pumping operations.

(c) Instructor Qualifications.

1. An Instructor I shall hold a state certificate of competency for Fire Apparatus Pump Operator.

2. An Instructor II or III may teach providing he or she has successfully completed the course.

(d) Requirements for Certificate of Competency:

1. Successful completion of all required course work.

2. Passing a state examination with a score of 70% or higher.

3. Submission of the required application (Form DI4-1457), which is incorporated by reference in paragraph 4A-37.039(2)(hh), F.A.C., and can be obtained where indicated in subsection 4A-37.039(1), F.A.C., with all supporting documentation and fees, to the Bureau of Fire Standards and Training.

(2) Fire Officer Program. This program is intended to prepare students for service as fire department lieutenants, captains or equivalent positions and consists of Fire Officer I and Fire Officer II certificates of competency.

(a) Fire Officer I.

1. Length of Program.

a. This program consists of no fewer than seven courses, vocational or academic, of at least 280 hours or the equivalent of interactive instruction, as approved by the Bureau of Fire Standards and Training.

b. Effective July 1, 2001 this program shall increase to eight courses of at least 320 hours or the equivalent of interactive instruction, as approved by the Bureau of Fire Standards and Training.

2. Content of Program.

a. The program includes coursework in firefighting tactics, leadership of fire companies, fire prevention techniques, fire protection systems, and instructional methodology.

b. After July 1, 2001, the program shall also include coursework in building construction and incident management.

3. Instructor Qualifications.

a. Instructor I must hold a state certificate of competency for Fire Officer I.

b. Instructor II or III may teach provided he or she has successfully completed the course.

4. Requirements for Certificate of Competency:

a. Successful completion of all required course work.

b. Passing a state examination with a score of 70% or higher.

c. Submission of the required application (Form DI4-1447), which is incorporated by reference in subsection 4A-37.039(2), F.A.C., and can be obtained where indicated in subsection 4A-37.039(1), F.A.C., with all supporting documentation and fees, to the Bureau of Fire Standards and Training.

(b) Fire Officer II.

1. Length of Program. This program consists of no fewer than eight courses, vocational or academic, of not less than 320 hours or the equivalent of interactive instruction, as approved by the Bureau of Fire Standards and Training.

2. Content of Program. The program includes coursework in business writing, computer literacy, fire chemistry, origin and cause, fire department administration, legal and ethical issues, fire service instruction and public education or public information.

3. Instructor Qualifications.

a. An Instructor I must hold a state certificate of competency as a Fire Officer II,

b. Instructor II or III may teach provided he or she has successfully completed the course.

4. Requirements for Certificate of Competency:

a. Successful completion of all required course work.

b. Review of credentials by the Standards section of the Bureau of Fire Standards and Training.

c. Must possess certificate for Fire Officer I.

d. Submission of the required application (Form DI4-1448), which is incorporated by reference in subsection 4A-37.039(2), F.A.C., and can be obtained where indicated in subsection 4A-37.039(1), F.A.C., with all supporting documentation and fees, to the Bureau of Fire Standards and Training.

(3) Firesafety Inspector Program. This program is intended to prepare students for service as municipal fire inspectors or equivalent positions and consists of Firesafety Inspector I and Firesafety Inspector II.

(a) Firesafety Inspector I.

1. Length of Program. This program consists of no fewer than five courses, vocational or academic, of not less than 200 clock-hours.

2. Content of Program. The program includes coursework in fire prevention practices, fire protection systems, fire codes and standards, building construction, and review of building plans.

3. Instructor Qualifications.

a. An Instructor I must hold certification as a Firesafety Inspector I.

b. Instructor II or III may teach provided he or she has successfully completed the course.

4. Requirements for certification:

a. Successful completion of all required course work.

b. Passing a state examination with a score of 70% or higher.

c. Submission of the required application (Form DI4-1023), which is incorporated by reference in subsection 4A-37.039(2), F.A.C., and can be obtained where indicated in subsection 4A-37.039(1), F.A.C., with all supporting documentation and fees, to the Bureau of Fire Standards and Training.

(b) Firesafety Inspector II.

1. Length of Program. This program consists of no fewer than four courses, vocational or academic, of not less than 160 hours or the equivalent of interactive instruction, as approved by the Bureau of Fire Standards and Training.

2. Content of Program. The program includes coursework in fire chemistry, fire protection systems, origin and cause, and public education or public information.
 3. Instructor Qualifications.
 - a. An Instructor I must hold a certificate of competency as a Fire Safety Inspector II.
 - b. Instructor II or III may teach provided he or she has successfully completed the course.
 4. Requirements for certificate of competency:
 - a. Successful completion of all required course work.
 - b. Certification as a Fire Safety Inspector I.
 - c. Submission of the required application (Form DI4-1446), which is incorporated by reference in subsection 4A-37.039(2), F.A.C., and can be obtained where indicated in subsection 4A-37.039(1), F.A.C., with all supporting documentation and fees, to the Bureau of Fire Standards and Training.
- (4) Fire Investigator Program. This program is intended to prepare students for service as fire investigators or equivalent positions and to provide additional education to ancillary service providers in the area of arson investigation. Fire Investigator I is open to any enrollment while Fire Investigator II is restricted to certified law enforcement officers, certified firefighters, and certified firesafety inspectors.
- (a) Fire Investigator I.
1. Length of Program. This program consists of no fewer than four courses, vocational or academic, of at least 160 hours or the equivalent of interactive instruction, as approved by the Bureau of Fire Standards and Training.
 2. Content of Program. The program includes coursework in fire chemistry, fire origin and cause, fire protection systems, and building construction.
 3. Instructor Qualifications.
 - a. An Instructor I must hold a certificate of competency as a Fire Investigator I,
 - b. Instructor II or III may teach provided he or she has successfully completed the course.
 4. Requirements for certificate of competency:
 - a. Successful completion of all required course work.
 - b. Passing a state examination with a score of 70% or higher.
 - c. Submission of the required application (Form DI4-1438), which is incorporated by reference in subsection 4A-37.039(2), F.A.C., and can be obtained where indicated in subsection 4A-37.039(1), F.A.C., with all supporting documentation and fees, to the Bureau of Fire Standards and Training.
- (b) Fire Investigator II.
1. Length of Program. This program consists of no fewer than four courses, vocational or academic, of at least 160 hours or the equivalent of interactive instruction, as approved by the Bureau of Fire Standards and Training.
 2. Content of Program. The program includes coursework in latent investigation, arson investigation, post-blast investigation, and legal issues for fire investigators.
 3. Instructor Qualifications.
 - a. An Instructor I must hold a state certificate of competency as a Fire Investigator II.
 - b. Instructor II or III may teach provided he or she has successfully completed the course.
 - c. An instructor for the legal issues course shall possess the Bachelor of Laws or Juris Doctor degree and be an active member in good standing of The Florida Bar.
 4. Requirements for certificate of competency:
 - a. Successful completion of all required course work.
 - b. Holding a certificate of competency as a Fire Investigator I.
 - c. Submission of the required application (Form DI4-1439), which is incorporated by reference in subsection 4A-37.039(2), F.A.C., and can be obtained where indicated in subsection 4A-37.039(1), F.A.C., with all supporting documentation and fees, to the Bureau of Fire Standards and Training.
- (5) Special State Firesafety Inspector Program.
- (a) Length of Program. This program consists of no fewer than three courses, vocational or academic, of at least 120 hours or the equivalent of interactive instruction, as approved by the Bureau of Fire Standards and Training.
 - (b) Content of Program. This program includes coursework in fire prevention practices, codes and standards, and a mutually agreeable elective as approved by the standards section of the Bureau of Fire Standards and Training. Such mutually agreeable elective shall be an elective which has been proposed by the student to the faculty, reviewed by the faculty to determine relevance of content and duration of delivery, and approved by the faculty to be taken by the student.
 - (c) Instructor Qualifications.
 1. An Instructor I for certificate,
 2. Instructor II or III may teach provided he or she has successfully completed the course.
 - (d) Requirements for certification:
 1. Successful completion of all required course work.
 2. Passing a state examination with a score of 70% or higher.

3. Submission of the required application (Form DI4-1459), which is incorporated by reference in subsection 4A-37.039(2), F.A.C., and can be obtained where indicated in subsection 4A-37.039(1), F.A.C., with all supporting documentation and fees, to the Bureau of Fire Standards and Training.

(6) Fire and Lifesafety Educator Program. This program provides training in the area of fire and life safety education as specified by the National Fire Protection Association for Fire and Life Safety Educator I and Fire and Life Safety Educator II.

(a) Length of program. This program consists of no less than two courses, vocational or academic, of at least 64 hours or the equivalent of interactive instruction, as approved by the Bureau of Fire Standards and Training.

(b) Content of Program. This program provides instruction on presentation, preparation for presentation, juvenile firesetters, public information responsibilities and educational methodologies.

(c) Instructor Qualifications.

1. Instructor I for certificate,

2. Instructor II or III may teach provided he or she has successfully completed the course.

(d) Requirements for certificate of competency:

1. Successful completion of all required course work.

2. Passing a state examination with a score of 70% or higher.

3. Submission of the required application (Form DI4-1456), which is incorporated by reference in subsection 4A-37.039(2), F.A.C., and can be obtained where indicated in subsection 4A-37.039(1), F.A.C., with all supporting documentation and fees, to the Bureau of Fire Standards and Training.

(7) Vocational Program Courses.

(a) These courses are developed and revised for individual delivery and are aimed at improving specific skills and/or to enhance professional development. Each stands alone as an individual class.

(b) Instructor Qualifications.

1. An Instructor I, II or III may teach these courses which have been developed by the Florida State Fire College provided he or she has successfully completed the course.

2. Courses not developed or revised by the Florida State Fire College are subject to the instructor requirements of the developing organization.

(8) Requirements for Certification or Competency Examination.

(a) In order for a person to be eligible to be tested, the required paperwork must be received by the Bureau of Fire Standards and Training not less than 10 business days prior to the requested examination date for review, verification and approval.

(b) All testing will be accomplished at a Regional Testing Site quarterly or at the Florida State Fire College monthly.

(c) Retake examinations will be permitted at subsequent quarterly Regional Testing Sites or monthly at the Florida State Fire College.

(d) Application for retesting shall be received by the Bureau of Fire Standards and Training not less than 10 business days prior to the requested examination date.

(9) Triennial Renewal of Inspector and Special Inspector Certification.

(a) Inspector and Special Inspector Certification must be renewed every 3 years.

(b) Should the applicant fail to meet the prerequisite training requirements specified below for renewal, the applicant must qualify for and successfully pass the required state examination for the appropriate inspector certification requested.

(c) The Bureau of Fire Standards and Training shall notify the certified inspector that the applicant's certification is due for renewal approximately 30 days prior to the expiration of the Inspector Certification.

(d) The Certified Inspector shall submit the renewal application to the Bureau of Fire Standards and Training specifying whether the renewal is to be based on completion of a course or attendance at workshops or seminars.

1. Course – Have successfully completed an approved course of instruction in a curriculum related to the inspector certification.

a. This course shall be 40 class hours in duration or the equivalent in Continuing Education Units (CEU's).

b. Verification of successful completion of the course shall be included with the renewal application. Acceptable forms of verification include copies of certificates and college transcripts.

2. Workshops or Seminars – In the absence of completion of an approved course, the certification renewal shall be based upon attendance at a workshop or seminar related to the inspector certification which shall be a cumulative total of not less than 40 contact hours in duration.

(e) Any person whose certification is not renewed cannot function as an inspector or special inspector as defined herein.

(f) It is the responsibility of the certified inspector to notify the Bureau of Fire Standards and Training of any address changes in writing.

Specific Authority 633.45(2)(a) FS. Law Implemented 633.45(1)(d) FS. History—New 12-10-01.

PART VI FIREFIGHTERS SUPPLEMENTAL COMPENSATION PROGRAM

4A-37.082 Purpose.

The purpose of this part is to implement Section 633.382, Florida Statutes, and to provide for the operation of the Firefighters Supplemental Compensation Program in the State of Florida, the application and administration thereof.

Specific Authority 633.45(2)(a) FS. Law Implemented 633.382(1), (2) FS. History—New 1-3-90.

4A-37.083 Scope.

This part establishes procedures for eligibility requirements, enrollment procedures, cessation of, re-entry and forms for the Firefighters Supplemental Compensation Program.

Specific Authority 633.45(2)(a) FS. Law Implemented 633.382(2) FS. History—New 1-3-90.

4A-37.084 Definitions.

For purposes of this part, terms used in Rules 4A-37.082-.089, F.A.C., are as defined in Section 633.382(1), Florida Statutes, and terms which are not otherwise defined in said statutes are defined as follows:

- (1) “Accredited” means a post-secondary institution has received accreditation from an accrediting agency that is recognized by the U.S. Department of Education.
- (2) “Eligible Associate Degree” means an Associate of Arts or Associate of Science degree conferred by a post-secondary institution in which the firefighter successfully completed at least 18 semester hours or 27 quarter hours of courses applicable to fire department duties as defined in subsection (5).
- (3) “Eligible Bachelor’s Degree” means a bachelor’s degree conferred by an accredited post-secondary institution provided the major study concentration area is applicable to fire department duties, as defined in subsection (5).
- (4) “Bureau” means the Bureau of Fire Standards and Training of the Division of State Fire Marshal of the Department of Insurance.
- (5)(a) “Applicable to fire department duties” means that the firefighter applicant’s fire chief or, if there is no fire chief, the chief administrative officer of the fire department within the employing agency reviews the applicant’s post-secondary institution transcript and certifies to the division that the associate or bachelor’s degree conferred upon the applicant relates to fire department duties included in the firefighter’s official position description.
- (b) The determination as to whether the degree relates to fire department duties shall be based upon the completed coursework identified in the transcript and not solely upon the title of the degree conferred. The following standards and criteria shall be considered in determining the relationship between coursework required for degrees and fire department duties as contained in the position description:
 1. All degrees with coursework establishing a direct relationship with fire science, emergency medicine, or emergency management are considered applicable to fire department duties.
 2. Degrees containing coursework in the management or business arts or sciences as well as technical degrees containing coursework directly related to fire science or emergency medicine shall be considered for management positions within a fire department.
 3. Degrees containing coursework in the criminology field as well as other arts or sciences containing coursework which bear a direct relationship with the technical duties of arson investigation shall be considered for arson investigators.
 4. Special positions within a fire department such as public educator, training officer, fire inspector, fire department safety officer, hazardous materials officer, or other official position within a fire department not listed here have duties which allow for a wide variety of degrees to be considered. In each case, the relevance must be established based upon the relationship of the coursework required for the degree with the duties established in the position description.
- (6) “Post-Secondary Institution” means Universities, Colleges, Community Colleges and Junior Colleges.
- (7) “Supplemental Compensation” means monies paid to individual firefighters, as defined in Section 633.382(1)(c), Florida Statutes, and who meet the criteria and provisions set forth in Section 633.382(2) and (3), Florida Statutes, and this rule chapter.
 - (a) The Supplemental Compensation shall be in addition to any compensation now paid by an employing agency to any firefighter; and shall not be used to circumvent any current or proposed base salary increases.
 - (b) No firefighter shall be eligible to receive compensation for more than one degree. If the firefighter holds more than one eligible degree, compensation will be paid for the higher degree.

Specific Authority 633.45(2)(a) FS. Law Implemented 633.382(2) FS. History—New 1-3-90, Amended 3-20-95, 7-17-00.

4A-37.085 Eligibility Requirements for Supplemental Compensation.

To be eligible to receive the Supplemental Compensation provided for by Section 633.382(3), Florida Statutes, the following requirements must be met:

- (1) Be a full-time certified firefighter in compliance with Section 633.35, Florida Statutes, and employed solely within the fire department of the employing agency as a full-time firefighter.
- (2) Possess an eligible Associate or Bachelor’s Degree.

Specific Authority 633.45(2)(a) FS. Law Implemented 633.382(2) FS. History—New 1-3-90, Amended 3-20-95.

4A-37.086 Enrollment Procedures for Supplemental Compensation.

To receive the Supplemental Compensation provided for by Section 633.382(3), Florida Statutes, the following procedures must be followed:

- (1) Firefighter must transmit completed "Transcript Request Form" to the Post-Secondary Institution from which the degree was conferred.
- (2) Post-Secondary Institution shall transmit one official sealed transcript with "Transcript Request Form" to the Bureau of Fire Standards and Training.
- (3) Firefighter must submit to the Bureau of Fire Standards and Training a complete job description from the employing agency.
- (4) The Bureau of Fire Standards and Training will, upon approval of the transcript, send the "Official Acceptance Notification Form" to the employing agency with a copy to the firefighter. The Official Notification Acceptance Form, Form D14A-2 (9/91) (FSTE-2), is incorporated by reference in Rule 4A-37.089, F.A.C. This form must be received by the employing agency before the firefighter's name can be included in the Supplemental Compensation Program.

Specific Authority 633.45(2) FS. Law Implemented 633.382(2) FS. History—New 1-3-90, Amended 3-20-95.

4A-37.087 Cessation of Supplemental Compensation.

A firefighter shall become ineligible to receive Supplemental Compensation benefits under the following circumstances:

- (1) If transferred to a position or reclassified and no longer serving in the capacity of full-time firefighter in compliance with Sections 633.30(1) and 633.35, Florida Statutes. However, a firefighter shall become eligible for re-entry into the Supplemental Compensation program if returned to a position as a full-time firefighter.
- (2) If terminated from the employing agency. However, a firefighter shall become eligible for re-entry into the Supplemental Compensation program at the point when the firefighter is rehired by an employing agency.
- (3) If the firefighter takes a leave of absence without pay. However, a firefighter shall become eligible for re-entry into the Supplemental Compensation program when the leave of absence without pay is completed and the firefighter returns to duty.
- (4) If the firefighter is suspended without pay. However, a firefighter shall become eligible for re-entry into the Supplemental Compensation program if the suspension is repealed.
- (5) If the firefighter loses his/her certification pursuant to Section 633.351, Florida Statutes.
- (6) Effective date of ineligibility shall be that date on which the firefighter ceases to receive compensation from the employing agency for performing the duties of a full-time firefighter.
 - (a) The "Notice of Ineligibility Form" is required to be submitted within ten (10) working days from the date a firefighter becomes ineligible. The Notice of Ineligibility Form, Form D14A-5 (10/89), (FSTE-4), is incorporated by reference in Rule 4A-37.089, F.A.C.
 - (b) Supplemental Compensation benefits will be prorated for the number of days worked for the month in which the firefighter becomes ineligible.
 - (c) It shall be the responsibility of the employing agency to notify the Bureau of Fire Standards and Training, prior to the next monthly disbursement of supplemental compensation funds, of any firefighters who are participating in the Supplemental Compensation Program and who become ineligible for any of the above circumstances.

Specific Authority 633.45(2)(a) FS. Law Implemented 633.382(2) FS. History—New 1-3-90, Amended 3-20-95.

4A-37.088 Eligibility Requirements for Re-Entry.

- (1) All provisions of Rules 4A-37.085 and 4A-37.087, F.A.C., must be met to be eligible for re-entry into the Supplemental Compensation Program.
- (2) Supplemental Compensation benefits must be reapplied for by submitting "Re-Entry Into Supplemental Compensation Program Form" to the Bureau of Fire Standards and Training for enrollment in the program. The Re-Entry Into Supplemental Compensation Program Form, Form D14A-6 (2/94) (FSTE-6), is incorporated by reference in Rule 4A-37.089, F.A.C.
- (3) The "Official Acceptance Notification Form" will be sent to the employing agency verifying enrollment in the Program. This form must be received by the employing agency before the firefighter's name can be included on the monthly "Requisition for Payment of Supplemental Compensation Form".
- (4) Benefits will begin on the date of reinstatement or re-entry into the fire service provided the "Re-Entry Into Supplemental Compensation Program Form" is received no later than ten (10) working days after the individual becomes eligible.

Specific Authority 633.45(2)(a) FS. Law Implemented 633.382(2) FS. History—New 1-3-90, Amended 3-20-95.

4A-37.089 Prescribed Forms.

- (1) The forms listed below are incorporated into, and made a part of, these rules by reference and shall take effect on the effective date of these rules.

(2) Copies of all forms listed in subsection (1) above may be obtained through the Florida State Fire College, 11655 Northwest Gainesville Road, Ocala, Florida 34482-1486.

Specific Authority 633.45(2)(a) FS. Law Implemented 633.382(2), (3), (5) FS. History--New 1-3-90.

Letter Form Number Description

- (a) DI Form 4A-1 (FSTE-1) Transcript Request Form
- (b) DI Form 4A-2 (FSTE-2) Official Acceptance Notification Form
- (c) DI Form 4A-3 (FSTE-3) Quarterly Report Form
- (d) DI Form 4A-4 (FSTE-4) Notice of Ineligibility Form
- (e) DI Form 4A-5 (FSTE-5) Re-Entry Into Supplemental Compensation Program Form
- (f) DI Form 4A-6 (FSTE-6) Re-Entry Notification Form