

TEXAS COMMISSION ON FIRE PROTECTION
Commissioner's Meeting Agenda
9:00 a.m., February 20, 2025
4800 N. Lamar Boulevard, Room 140, Austin, Texas

The Texas Commission on Fire Protection (the "Commission") may discuss and act on any of the following agenda items. The Commission may go into executive session on any agenda item listed below as authorized by the Open Meetings Act, Texas Government Code Chapter 551:

1. Call to order with an invocation¹ and pledge of allegiance.
2. Roll call for a quorum and to excuse Commissioner absences, if any.
3. Approve Commission meeting minutes for the November 21, 2024, meeting.
4. Report from the Budget and Strategic Plan Ad Hoc Subcommittee.
5. Reports from fire service interest groups and agencies on matters relating to their specific organizational purposes, functions, activities, and objectives, including reports from TEEX, the Texas Fire Chiefs Association, the Texas State Association of Firefighters, the State Firefighters' and Fire Marshals' Association of Texas, the Texas Fire Marshals Association, the Texas Association of Fire Educators, the Texas A&M Forest Service, the National Fire Protection Association, the Texas State Association of Fire and Emergency Districts, the Center for Public Safety Excellence, the State Fire Marshal's Office, the National Fallen Firefighters Foundation, and the Firefighter Cancer Support Network.
6. Discussion and possible action on report from the Health & Wellness Committee.
7. Matters referred to the Commission from the Curriculum and Testing Committee:
 - (a) Possible replacement of a Curriculum & Testing Committee member.
 - (b) Discussion on curriculum updates for Hazmat, including necessary corrections.
8. Discussion and possible action on report from the Fire Fighter Advisory Committee:
 - (a) Rule Review: 37 TAC, Chapter 423, Fire Suppression.
 - (b) Rule Review: 37 TAC, Chapter 425, Fire Service Instructors.

¹Any invocation that may be offered before the official start of the Commission meeting shall be a voluntary offering to and for the benefit of the Commission. The views or beliefs expressed by the invocation speaker have not been previously reviewed or approved by the Commission and do not necessarily represent the religious beliefs or views of the Commission in part or as a whole. No member of the community is required to attend or participate in the invocation. Such a decision will not impact their right to participate actively in the business of the Commission. Copies of the policy governing invocations and setting forth the procedure to have a volunteer deliver an invocation are available upon written request submitted to the Commission Clerk.

9. Discussion and possible action regarding proposed amendments to 37 TAC, Chapter 435, Fire Fighter Safety regarding the new NFPA 1970 standards.
10. Discussion and possible action regarding proposed amendments to 37 TAC, Chapter 403, Criminal Convictions and Eligibility for Certification.
11. Discussion and possible action regarding proposed amendments to 37 TAC, Chapter 421, Standards for Certification.
12. Proposed rule review for the following:
 - (a) 37 TAC, Chapter 427, Training Facility Certification.
 - (b) 37 TAC, Chapter 429, Fire Inspector and Plan Examiner.
13. Matters from the Agency Chief:
 - (a) Update regarding agency duties and responsibilities.
 - (b) Decision of the Agency Chief in contested cases and consent orders.
 - (c) Status regarding division functions:
 - i. Training Approval & Testing – test administered, training approvals, record reviews, and online training audits.
 - ii. Certification & Professional Development – training applications, IFSAC seals issued, certifications issued, training facilities, curriculum development, library resource requests.
 - iii. Compliance – biennial inspections, compliance officers training, issues involving regulated entities.
 - iv. Information Technology – public website design, FARM and FIDO improvements, CAPPS (Central Accounting Payroll/Personnel System), IT security policy, and service requests.
14. Discussion on future meeting dates.
15. Subjects for future Commission meeting agendas.
16. Personnel matters regarding the appointment, employment, compensation, evaluation, reassignment, and duties of the Agency Chief.
17. Adjourn meeting.

AGENDA ITEM NUMBER 1

1. Call to order with an invocation and pledge of allegiance.

AGENDA ITEM NUMBER 2

2. Roll call for a quorum and to excuse Commissioner absences, if any.

AGENDA ITEM NUMBER 3

3. Approve Commission meeting minutes for the November 21, 2024, meeting (please see attached)

**TEXAS COMMISSION ON FIRE PROTECTION
MEETING MINUTES**

On November 21, 2024, Presiding Officer J.P. Steelman called the meeting of the Texas Commission on Fire Protection to order at 9:30 a.m. at 4800 N. Lamar Boulevard, Austin, Texas.

Commissioners in Attendance:

Chris Cantu	David Coatney	Kelly Vandygriff	Michael Glynn
Paul Hamilton	Bob Morgan	Tim Smith	Amanda Friedeck*
Daniel Buford	Michael Johnson	J. P. Steelman	Sue DeVillez*
Brandon Wade			

*Excused absence.

Staff in Attendance:

Mike Wisko	Frank King	Amanda Khan	Holden Wenger	Joyce Guinn	Justin Fowler
Rick Wallace	Grace Wilson	Yazzy Chavez	Piyush Manglani	Ashley Barnett	Annalise Beasley
Mo Adams	Robert Reese	Sanjay Gaikwad			

1. Call to order with an invocation and pledge of allegiance – a moment of silence was requested in remembrance of a recently fallen firefighter, the invocation was delivered, and the pledge of allegiance was led by Presiding Officer, J.P. Steelman.

2. Roll call for a quorum and excuse of commissioner absences, if any - the roll was called, and a quorum was present. A motion was made by Michael Glynn and seconded by David Coatney to excuse Amanda Friedeck and Sue DeVillez for their absences. The motion carried.

3. Approve Commission meeting minutes of the August 15, 2024 meeting – a motion was made by David Coatney and seconded by Tim Smith to approve the minutes of the August 15, 2024 meeting. The motion carried.

4. Report from the Budget and Strategic Plan Ad Hoc Subcommittee – no report was given.

5. Reports from fire service interest groups and agencies on matters relating to their specific organizational purposes, functions, activities, and objectives, including reports from TEEEX, the Texas Fire Chiefs Association, the Texas State Association of Fire Fighters, the Texas Fire Marshal's Association, the Texas Association of Fire Educators, the Texas A&M Forest Service, the National Fire Protection Association, Texas State Association of Fire and Emergency Districts, the Center for Public Safety Excellence, the State Fire Marshal's Office, and the Firefighter Cancer Support Network.

6. Report from the Commission representative to the Homeland Security Council – no report was given.

7. Discussion on future meeting dates – the dates for the 2025 Commission meetings were set as follows: February 19, 2025 - workshop, February 20, 2025 - Commission meeting, May 15, 2025 - Commission

meeting, August 20, 2025 - workshop, August 21, 2025 - Commission meeting, and November 20, 2025 – Commission meeting.

8. Subjects for future meetings – discussions for “near-miss” reporting including a presentation by the Austin Fire Department, 37 Texas Administrative Code (TAC), Chapter 435 for injury reporting, 37 TAC, Chapter 439 on ADA testing accommodations.

9. A report and possible action from the Health and Wellness Committee – a brief report was provided by the Health and Wellness Committee Chair Doug Boeker.

10. Matters referred to the Commission from the Curriculum and Testing Committee:

A. Report and possible action from the Curriculum and Testing Committee – Curriculum and Testing Committee Chair Pat McAuliff gave a brief update on the Curriculum and Testing Committee.

B. Discussion and possible action concerning updates to the Ropes Curriculum Manual – a motion was made by Michael Glynn and seconded by Paul Hamilton to approve the updates to the Ropes Curriculum Manual. The motion carried.

C. Discussion and possible action on the Ropes Skills manual – no action was taken.

11. Matters referred to the Commission by the Firefighter Advisory Committee:

A. Discussion and possible action on the rule review of 37 TAC, Chapter 403, Criminal Convictions and Eligibility for Certifications – a motion was made by David Coatney and seconded by Brandon Wade to adopt the rule review without changes. The motion carried.

B. Discussion and possible action regarding proposed changes on the rule review of 37 TAC, Chapter 421, Standards for Certification – a motion was made by Michael Glynn and seconded by Kelly Vandygriff to table the rule review of 37 TAC, Chapter 421, Standards for Certification. The motion carried.

12. Discussion on the International Association of Fire Fighters (IAFF) “Responding to the Interface” (WUI) training for Texas Firefighters – a presentation was given by IAFF representatives and there was a discussion regarding the need for this type of training for Texas firefighters.

13. Discussion and possible action on the proposed changes to 37 TAC, Chapter 449, Head of Fire Department – a motion was made by Tim Smith and seconded by David Coatney to adopt the proposed changes to 37 TAC, Chapter 449, Head of Fire Department. The motion carried.

14. Discussion and possible action on 37 TAC, Chapter 435, Fire Fighter Safety – a motion was made by Michael Glynn and seconded by David Coatney to table 37 TAC, Chapter 435, Fire Fighter Safety. The motion carried.

15. Proposed rule review of the following:

A. 37 TAC, Chapter 423, Fire Suppression

B. 37 TAC, Chapter 425, Fire Service Instructors

A motion was made by Tim Smith and seconded by Michael Glynn to send the above-mentioned rule reviews to the Firefighter Advisory Committee for review. The motion carried.

16. Report and possible action from the Ad Hoc Subcommittee regarding selecting and appointing candidates for current vacancies on Health and Wellness, Curriculum and Testing, and Firefighter Advisory Subcommittees. A list of candidate selections was presented for the above-mentioned committees (please see attached list). A motion was made by Paul Hamilton and seconded by Michael Glynn to approve the candidate lists as presented. The motion carried.

17. Discussion and possible action on public request concerning 37 TAC, Chapter 469, Technical Rescue – a motion was made by Kelly Vandygriff and seconded by David Coatney to approve the proposed changes to 37 TAC, Chapter 469, Technical Rescue for publication with the Texas Register. The motion carried.

18. Matters from the Agency Chief:

A. Update regarding agency duties and responsibilities – Agency Chief Mike Wisko gave a brief report regarding the agency duties and responsibilities.

B. Decision of the Agency Chief in contested cases and consent orders – there was nothing to report.

C. Status regarding division functions: - Agency Chief Mike Wisko gave a brief report on the division functions for each division as listed below:

- i. Training Approval & Testing - tests administered, training approvals, record reviews, and online training audits.
- ii. Certification & Professional Development – training applications, IFSAC seals issued, certifications issued, training facilities, curriculum development, library resource requests.
- iii. Compliance – biennial inspections, compliance officers training, issues involving regulated entities.
- iv. Information Technology – public website design, FARM and FIDO improvements, CAPPS (Central Accounting Payroll/Personnel System), IT security policy, and service requests.

19. Personnel matters regarding the appointment, employment, compensation, evaluation, reassignment, and duties of the Agency Chief – Chairman J.P. Steelman called for a closed session at 12.06 p.m. pursuant to Government Code Section 551.074 to discuss personnel matters regarding the Agency Chief. After discussing the personnel matters, the closed session ended, and Chairman Steelman reconvened the open session at 12.40 p.m. A motion was made by Michael Glynn and seconded by Daniel Buford to submit an exceptional

Legislative Appropriations Request to raise the maximum salary allowed for the Agency Chief to \$197,415.00 and to request the funding for such a raise. The motion carried.

20. Adjourn meeting – A motion was made by David Coatney and seconded by Brandon Wade to adjourn the meeting. The motion carried.

X

J.P. Steelman
Presiding Officer

AGENDA ITEM NUMBER 4

4. Report from the Budget and Strategic Plan Ad Hoc Subcommittee (please see attached).

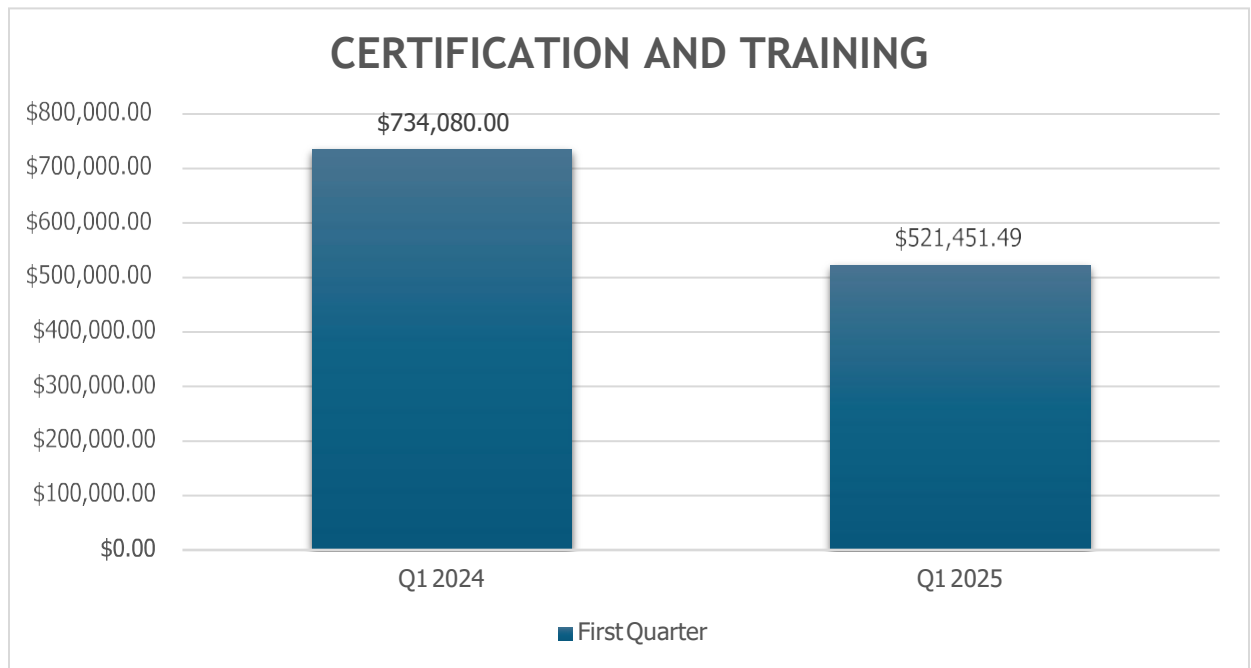
TCFP Fiscal Year 2025 Q1 Quarterly Report

FY 25 Appropriate Budget*

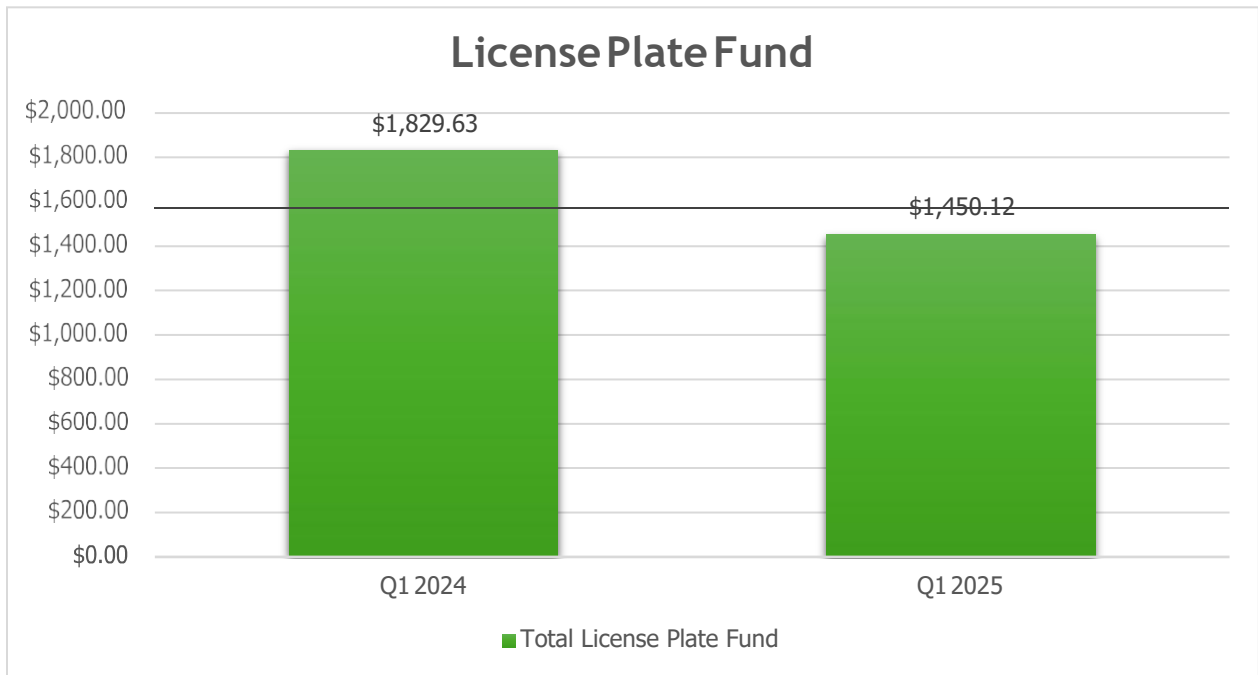
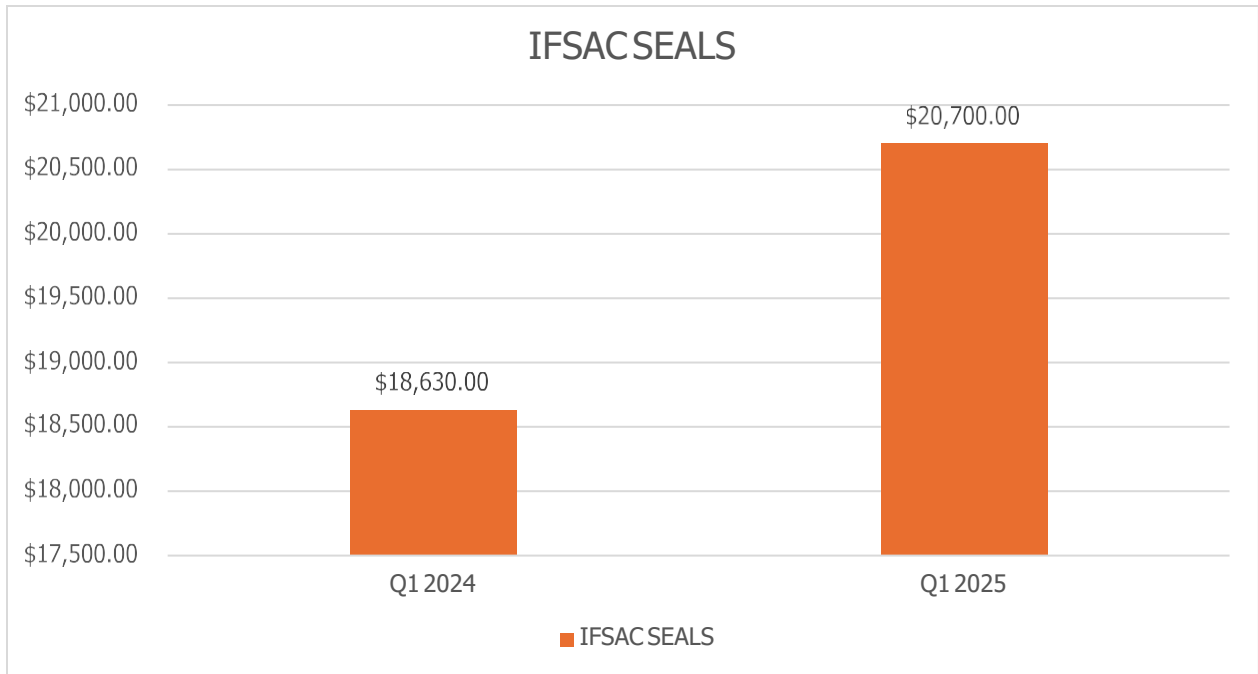
\$2,702,658

Expenditures for Quarter 1

\$342,090.65



TCFP Fiscal Year 2025 Q1 Quarterly Report



AGENDA ITEM NUMBER 5

5. Reports from fire service interest groups and agencies on matters relating to their specific organizational purposes, functions, activities, and objectives, including reports from TEEX, the Texas Fire Chiefs Association, the Texas State Association of Firefighters, the State Firefighters' and Fire Marshals' Association of Texas, the Texas Fire Marshals Association, the Texas Association of Fire Educators, the Texas A&M Forest Service, the National Fire Protection Association, the Texas State Association of Fire and Emergency Districts, the Center for Public Safety Excellence, the State Fire Marshal's Office, the National Fallen Firefighters Foundation, and the Firefighter Cancer Support Network.

AGENDA ITEM NUMBER 6

6. Discussion and possible action on report from the Health & Wellness Committee.

AGENDA ITEM NUMBER 7

7. Matters referred to the Commission from the Curriculum and Testing Committee:
 - (a) Possible replacement of a Curriculum & Testing Committee member.

AGENDA ITEM NUMBER 7

7. Matters referred to the Commission from the Curriculum and Testing Committee.

(b) Discussion on curriculum updates for Hazmat, including necessary corrections (please see attached).

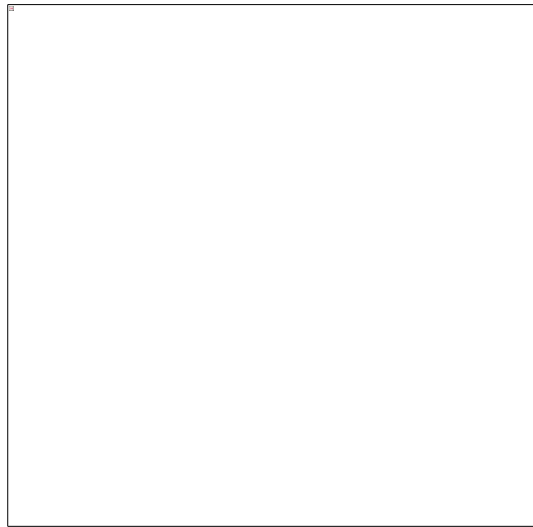
CERTIFICATION CURRICULUM MANUAL

CHAPTER SIX

HAZARDOUS MATERIALS

NFPA 470, 2022 Edition

Effective January 1, 2025



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

**HAZARDOUS MATERIALS
AWARENESS
(NFPA 470 CH. 5)**

REFERENCE LIST

HAZARDOUS MATERIALS AWARENESS CURRICULUM

This Reference List is provided as a general guide for both instructors and students to locate information pertaining to the specific objectives in the TCFP Curriculum. This list is **not** all-inclusive and does not in any way limit TCFP development and use of questions to test the objectives of the curriculum:

Required References

Certification Curriculum Manual. Texas Commission on Fire Protection. (Most current edition). Austin, TX: Texas Commission on Fire Protection.

Code of Federal Regulations, Title 29 Part 1910.120, Appendix A. United States. U.S. Department of Labor, Occupational Safety & Health Administration.

Emergency Response Guidebook. United States. (Most current edition). Washington, DC: U.S. Department of Transportation, Pipeline and Hazardous Materials Safety Administration.

Hazardous Materials: Awareness and Operations, 4th edition. (2022). JONES & BARTLETT Incorporated. ISBN: 9781284264074

Hazardous Materials for First Responders, 6th edition. International Fire Service Training Association. (2022). Stillwater, OK: Fire Protection Publications, Oklahoma State University. ISBN: 978-0-87939-757-9

NFPA 470: Standard for Competence of Responders to Hazardous Materials/Weapons of Mass Destruction Incidents. (2022 ed.). Quincy, MA: NFPA Publications. National Fire Protection Association.

Standards Manual for Fire Protection Personnel. Texas Commission on Fire Protection. (Current edition). Austin, TX: Texas Commission on Fire Protection.

Recommended References

DOT Chart: Hazardous Materials Marking, Labeling and Placarding Guide. (or current edition) United States. Washington, DC: U.S. Dept. of Transportation, Pipeline and Hazardous Materials Safety Administration.

CHAPTER 6
SECTION 601
HAZARDOUS MATERIALS AWARENESS
CURRICULUM OUTLINE

SECTION	SUBJECT	RECOMMENDED HOURS
601-5.1	General - Introduction - Laws, Regulations, and National Consensus Standards	1
601-5.2	Recognition and Identification	5
601-5.3	Initiate Protective Actions	
601-5.4	Notification	2
	TOTAL RECOMMENDED HOURS	8

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

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Course Instructor Information

Hazardous Materials Awareness

Overview

The Hazardous Materials curricula are designed to provide clear guidance that ensures adequate presentation of the information required to meet the Job Performance Requirements (JPRs) of National Fire Protection Association (NFPA) 470, *Standard for Hazardous Materials/Weapons of Mass Destruction Emergency Response Personnel Professional Qualifications*, 2022 edition.

The Hazardous Materials curricula is found in Chapter 5 of the TCFP Curriculum Manual.

Certification Level	TCFP Section Number	NFPA 470 Chapter
Awareness	601	5
Operations	602	7
Operations-Mission Specific Competencies (MSC)	603	9
*Technician	604	11
*Incident Commander	605	13

Layout

The NFPA numbering sequence is mirrored to allow easy correlation between this document and the NFPA Standard. For example, 601-5.1.2 identifies the section in Awareness that corresponds to NFPA section 5.1.2.

When a section references information from “Annex A Explanatory Material” in the NFPA Standard, it is identified by a boxed Instructor Note. For example, the boxed Instructor Note listed in 601-5.2.1 and that immediately follows the Requisite Knowledge section corresponds to the NFPA Annex A information for NFPA 470 section 5.2.1.

TCFP Standards Manual

It is critical that you review the chapters in the TCFP Standards Manual that apply to this curriculum. Of primary importance are the following two chapters: Chapter 423, which defines the course of study, documentation and medical requirements necessary for Awareness and Operations certification (required) and Chapter 453, which covers certification requirements for Technician and Incident Commander (voluntary). Additionally, instructors are expected to review the following chapters as they pertain to the instructional, examination, certification processes:

- Chapter 421, Standards for Certification

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- Chapter 427, Training Facility Certification
- Chapter 435, Fire Fighter Safety
- Chapter 437, Fees
- Chapter 439, Examinations for Certification
- Chapter 441, Continuing Education

These chapters do not address every issue that could impact this curriculum; therefore, you are encouraged to become familiar with the TCFP Standards Manual.

Instructor Qualifications

Hazardous Materials courses must be taught by an instructor meeting the requirements described in Chapter 427.307 of the TCFP Standards Manual.

Supplemental Information

Instructors are expected to provide supplemental information if the main reference text does not provide adequate information to ensure successful completion of the Job Performance Requirements as listed in the curriculum.

Components of the Curricula

Each section of a curriculum identifies the NFPA Job Performance Requirement (JPR) and subdivides the requisite knowledge requirements into learning components. For example:

View within the Curriculum	Explanation
<p>601-5.3.1 Isolate the hazard area and deny entry at a hazardous materials/WMD incident, given a hazardous materials/WMD incident, policies and procedures, and approved reference sources, so that the hazard area is isolated and secured, personal safety procedures are followed, hazards are avoided or minimized, and additional people are not exposed to further harm.</p>	<p>Section Number and NFPA JPR</p>
<p>Requisite Knowledge: Use of the ERG, SDS, shipping papers and emergency response information, or other approved reference sources to identify initial isolation and protective action distances, identify initial emergency actions (fire, spill, or leak and first aid), identify initial PPE, and identify recommended protective actions; the difference between the isolation distances on the orange-bordered guidebook pages and the protective action distances on the</p>	<p>Requisite Knowledge Statement</p>

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green-bordered ERG pages; the difference(s) between small and large spills as found in the Table of Initial Isolation and Protective Action Distances in the ERG or equivalent document; policies and procedures for isolating the hazard area and denying entry; and the purpose of and methods for isolating the hazard area and denying entry.	
(1) Use of the ERG, SDS, shipping papers with emergency response information, or other approved reference sources to:	First part of Requisite Knowledge
<ul style="list-style-type: none"> a. identify initial isolation and protective action distances, b. identify initial emergency actions <ul style="list-style-type: none"> i. fire ii. spill or iii. leak and iv. first aid) c. identify initial PPE and d. identify recommended protective actions 	Associated learning components
(2) the difference between the isolation distances on the orange-bordered guidebook pages and the protective action distances on the green-bordered ERG pages	Second part of Requisite Knowledge
(3) the difference(s) between small and large spills as found in the Table of Initial Isolation and Protective Action Distances in the ERG or equivalent document;	Third part of Requisite Knowledge
(4) policies and procedures for isolating the hazard area and denying entry	Fourth part of Requisite Knowledge
(5) and the purpose of and methods for isolating the hazard area and denying entry.	Fifth part of Requisite Knowledge
Requisite Skills: Recognizing precautions for protecting responders and the public; identifying isolation areas, denying entry, and avoiding or minimizing hazards.	Requisite Skills Statement

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<p>Instructor Note</p> <p>Recommended precautions found on numbered guides in the ERG include public safety issues; recommended protective clothing; evacuation; emergency response to fire, spill, and leak; and first aid sections.</p> <p>Examples of required knowledge include (1) precautions for providing emergency medical care to victims; typical ignition sources; ways hazardous materials/WMD are harmful to people, the environment, and property; general routes of entry for human exposure; emergency action (fire, spill, or leak; first aid); actions recommended not to be performed (e.g., closing of pipeline valves); protective actions (isolation of area and denial of entry, evacuation, shelter-in-place); size and shape of recommended initial isolation and protective action distances; difference between small and large spills; conditions that require the use of the ERG Table of Initial Isolation and Protective Action Distances and the isolation distances in the ERG numbered guide; techniques for isolating the hazard area and denying entry to unauthorized persons; how to recognize and protect evidence; and use of approved tools and equipment; (2) basic personal protective actions: staying clear of vapors, fumes, smoke, and spills; keeping vehicle at a safe distance from the scene; approaching from upwind, uphill, and upstream; and (3) types of protective actions and their purpose (e.g., isolate hazard area and deny entry, evacuation, and shelter-in-place); basic factors involved in the choice of protective actions (e.g., hazardous materials/WMD involved, population threatened, and weather conditions).</p>	<p>Appendix A: Explanatory Material for 5.3.1</p>
<p>601-5.2.1 Recognize and identify the hazardous materials/WMD and hazards involved in a hazardous materials/WMD incident, given a hazardous materials/WMD incident, and approved reference sources, so that the presence of hazardous materials/WMD is recognized and the materials and their hazards are identified.</p> <p>Given a hazardous materials/WMD incident, and approved reference sources, awareness level personnel shall recognize those situations where</p>	<p>Additional reference to NFPA 470</p>

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hazardous materials/WMD are present. (470-5.2.1)	
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Unless otherwise specified, all curriculum references are to NFPA 470.

Skills

NFPA Requisite Skill requirements are addressed in the corresponding Skill Sheets in Chapter 6 of the TCFP Curriculum Skills Manual.

Definitions of Certification Levels

Awareness Level Personnel: Personnel who, in the course of their normal duties, could encounter an emergency involving hazardous materials/weapons of mass destruction (WMD) and who are expected to recognize the presence of the hazardous materials/WMD, protect themselves, call for trained personnel, and secure the scene. These personnel have met all the performance requirements of Chapter 5 of NFPA 470, *Standard for Hazardous Materials/Weapons of Mass Destruction Emergency Response Personnel Professional Qualifications*

Operations Level Personnel: Personnel who respond to hazardous materials/weapons of mass destruction (WMD) incidents for the purpose of implementing or supporting actions to protect nearby persons, the environment, or property from the effects of the release. These personnel have met all the performance requirements of Chapter 7 of NFPA 470, *Standard for Hazardous Materials/Weapons of Mass Destruction Emergency Response Personnel Professional Qualifications*

Operations-Mission Specific Competencies (MSC) Level Personnel: Responders assigned mission-specific responsibilities at hazardous materials/WMD incidents are those operations level responders designated by the authority having jurisdiction (AHJ) to perform additional tasks to support the AHJ's response mission, expected tasks, equipment, and training in the following areas:

- (1) 9.2 Personal protection equipment (PPE)
- (2) 9.3 Mass decontamination
- (3) 9.4 Technical decontamination
- (4) 9.5 Evidence preservation and sampling
- (5) 9.6 Product control
- (6) 9.7 Detection, monitoring, and public safety sampling
- (7) 9.8 Victim rescue and recovery
- (8) 9.9 Response to Illicit laboratories incidents
- (9) 9.10 Radiological Hazard-Specific

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These personnel have met all the performance requirements of Chapter 5 of NFPA 470, *Standard for Hazardous Materials/Weapons of Mass Destruction Emergency Response Personnel Professional Qualifications* to which they are trained and credentialed to perform.

Note: Basic TCFP Structural Fire Fighter certification requires that Structure Fire Fighter personnel meet all performance requirements for:

- *Hazardous Materials Awareness*
- *Hazardous Materials Operations*
- *Hazardous Materials Operations - MSC – 9.2 Personal Protective Equipment*
- *Hazardous Materials Operations - MSC – 9.6 Product Control*

Technician Level Personnel: Persons who respond to hazardous materials/weapons of mass destruction (WMD) incidents using a risk-based response process by which they analyze a problem involving hazardous materials/WMD, plan a response to the problem, evaluate progress of the planned response, and assist in terminating the incident. These personnel have met all the performance requirements of Chapter 11 of NFPA 470, *Standard for Hazardous Materials/Weapons of Mass Destruction Emergency Response Personnel Professional Qualifications*.

Incident Commander Level Personnel: That person, designated by the AHJ, responsible for all incident activities/operations, including the development of strategies and tactics and the ordering and release of resources. These personnel have met all the performance requirements of Chapter 13 of NFPA 470, *Standard for Hazardous Materials/Weapons of Mass Destruction Emergency Response Personnel Professional Qualifications*.

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SECTION 601

HAZARDOUS MATERIALS AWARENESS

Awareness Level Personnel are those who, in the course of their normal duties, may encounter an emergency incident involving hazardous materials/weapons of mass destruction (WMD) and who are expected to:

- Recognize the presence of the hazardous materials/weapons of mass destruction (WMD)
- Protect themselves
- Call for trained personnel
- Secure the scene

Response options for awareness level personnel are generally limited to nonintervention actions only.

601-5.1 General

601-5.1.1 Introduction

601-5.1.1 Awareness Level Personnel are those persons who, in the course of their normal duties, could encounter an emergency involving hazardous materials/weapons of mass destruction (WMD) and who are expected to recognize the presence of the hazardous materials/WMD, protect themselves, call for trained personnel, and secure the area.

601-5.1.2 Awareness Level Personnel shall meet the job performance requirements defined in Sections 601-5.2 through 601-5.4.

Instructor Note

A.5.1.2 Awareness Level Personnel include public works employees, maintenance workers, and others who might see or encounter an incident involving hazardous materials/WMD occur while performing their regular assignment.

601-5.1.3 General Knowledge Requirements

Role of Awareness Level Personnel at a hazardous materials/WMD incident, location and contents of the AHJ emergency response plan, and

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standard operating procedures for Awareness Level Personnel. Role of awareness personnel at a hazardous materials/WMD incident

1. AHJ emergency response plan
2. Standard operating procedures for awareness personnel

601-5.1.4 **General Skills Requirements (Reserved)**

601-5.2 **Recognition and Identification**

Instructor Note

A.5.2

While the purpose of the JPR is to require the Emergency Response Guidebook (ERG) as the minimum reference at the awareness level, other reference sources can be provided as necessary, including an equivalent guide to the ERG; safety data sheets (SDS); manufacturer, shipper, and carrier (highway, rail, water, air, and pipeline) documents (shipping papers) and contacts; and the DOT Chart-16, Hazardous Materials Markings, Labeling and Placarding Guide. If provided, responders should be able to use these sources to accomplish the goals of the JPR.

In transportation, the name, placard applied, or identification number of the material provides access to information in the ERG or an equivalent document.

601-5.2.1 Recognize and identify the hazardous materials/WMD and hazards involved in a hazardous materials/WMD incident, given a hazardous materials/WMD incident, and approved reference sources, so that the presence of hazardous materials/WMD is recognized and the materials and their hazards are identified.

(A) Requisite Knowledge. What hazardous materials (dangerous goods internationally) and WMD are; the differences between hazardous materials/WMD incidents and other emergencies; definitions of hazard classes and divisions of hazardous materials/WMD; ways in which hazard classes and divisions are harmful to people, the environment, animals, and property; general routes of entry for human exposure to hazardous materials/WMD; sights, sounds, and odors that might indicate the presence of hazardous materials; limitations of using senses to determine

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presence of hazardous materials/WMD; indicators to the presence of hazardous materials including container shapes included in the ERG, NFPA 704 markings, globally harmonized system (GHS) markings, placards, labels, pipeline markings, other transportation markings, [including UN/NA identification number marks, marine pollutant mark, elevated temperature (HOT) mark, commodity marking and inhalation mark], shipping papers and emergency response information and the person responsible for the shipping papers in each mode of transportation (air, highway, rail, and water), where shipping papers are found during emergencies and nonemergency situations in each mode of transportation, and other indicators (including military hazardous materials/WMD markings, special hazard communication markings, and special container markings); difficulties encountered in determining the specific names of hazardous materials/WMD at facilities and in transportation; accessing response information from the Emergency Response Guidebook (ERG) (current edition) using the alphabetical index of chemical names, numerical index of identification numbers, table of markings, labels, and placards, or container identification charts; and types of hazard information available from the ERG, safety data sheets (SDS), shipping papers and emergency response information, and sources for obtaining the names of hazardous materials/WMD at a facility.

A.5.2.1(A) The requisite knowledge in this section is derived from the competencies in Section 4.1.

Instructors should include indicators of terrorist attacks and other potentials, emphasizing that “if you can smell it, taste it, or feel it, you are now (or might be) part of the problem.”

While this is a minimum requirement, the AHJ has the option to select additional information from the operations chapter (Chapter 5) regarding container and hazard information as necessary, based on local conditions and circumstances.

Awareness Level Personnel should be able to match the hazard classes and divisions with the primary hazards and examples.

- (1) Indicators of the presence of hazardous materials include occupancy and locations,
- (2) including facilities and transportation; container shape (general shape of the container);
- (3) container owner/operator signage;
- (4) placards and labels;

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- (a) markings, including NFPA 704 markings,
 - (b) military markings,
 - (c) transportation markings such as identification number marks,
 - (d) marine pollutant marks,
 - (e) elevated temperature marks,
 - (f) commodity markings,
 - (g) inhalation hazard marks,
 - (h) and pipe and pipeline markings and colors;
- (5) GHS markings;
- (6) shipping papers and emergency response information and SDS;
- (7) sensory clues (dead birds or fish, color of vapors, unusual odors, sheen, hissing noise, dead vegetation, etc.).

Other items, such as fume hood exhaust stacks and vents on the exterior of a building, could indicate hazardous materials and can be identified in advance through pre-incident survey activities.

SDS is a component of the Globally Harmonized System of Classification and Labeling of Chemicals (GHS) and replaces the term material safety data sheet (MSDS). GHS is an internationally agreed-upon system, created by the United Nations in 1992. It replaces the various classification and labeling standards used in different countries by using consistent criteria on a global level. It supersedes the relevant European Union (EU) system, which has implemented the GHS into EU law as the Classification, Labelling and Packaging (CLP) Regulation and United States Occupational Safety and Health Administration (OSHA) standards. The SDS requires more information than MSDS regulations and provides a standardized structure for presenting the required information.

(B) Requisite Skills. Recognizing indicators to the presence of hazardous materials/WMD; identifying hazardous materials/WMD by name, UN/NA identification number, marking/label/placard applied, or container shapes identified in the ERG; and using the ERG, SDS, manufacturer/shipper/carrier documents (including shipping papers and emergency response information) and other approved reference sources to identify hazardous materials/WMD and their primary hazards.

1. Recognize indicators to the presence of hazardous materials/WMD;

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2. Identifying hazardous materials/WMD by name,
 - a. UN/NA identification number,
 - b. marking/label/placard applied,
 - c. or container shapes identified in the ERG;
3. Using the ERG, SDS, manufacturer/shipper/carrier documents (including shipping papers and emergency response information) and other approved reference sources to identify hazardous materials/WMD and their primary hazards.

601-5.3 **Initiate Protective Action**

Instructor Note

People not directly involved in emergency response operations should be kept away from the hazard area, and control should be established over the area of operations. Unprotected emergency responders should not be allowed to enter the isolation zone.

At the awareness level, approved reference sources include the current edition of the Emergency Response Guidebook (ERG), safety data sheets (SDS), shipping papers with emergency response information, and other approved reference sources.

601-5.3.1 Isolate the hazard area and deny entry at a hazardous materials/WMD incident, given a hazardous materials/WMD incident, policies and procedures, and approved reference sources, so that the hazard area is isolated and secured, personal safety procedures are followed, hazards are avoided or minimized, and additional people are not exposed to further harm.

(A) Requisite Knowledge. Use of the ERG, SDS, shipping papers and emergency response information, or other approved reference sources to identify:

- (1) initial isolation and protective action distances,
- (2) identify initial emergency actions (fire, spill, or leak and first aid),
- (3) identify initial PPE,
- (4) identify recommended protective actions;

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- (5) the difference between the isolation distances on the orange-bordered guidebook pages and the protective action distances on the green-bordered ERG pages;
- (6) the difference(s) between small and large spills as found in the Table of Initial Isolation and Protective Action Distances in the ERG or equivalent document;
- (7) policies and procedures for isolating the hazard area and denying entry;
- (8) and the purpose of and methods for isolating the hazard area and denying entry.

Instructor Note

A.5.3.1(A) The requisite knowledge in this section is derived from the competencies in Section 4.4.

Recommended precautions found on numbered guides in the ERG include public safety issues; recommended protective clothing; evacuation; emergency response to fire, spill, and leak; and first aid sections.

Examples of required knowledge include:

1. precautions for providing emergency medical care to victims;
 - a. typical ignition sources;
 - b. ways hazardous materials/WMD are harmful to people, the environment, and property;
 - c. general routes of entry for human exposure;
 - d. emergency action (fire, spill, or leak, first aid);
 - e. actions recommended not to be performed (e.g., closing of pipeline valves);
 - f. protective actions (isolation of area and denial of entry, evacuation, shelter-in-place);
 - g. size and shape of recommended initial isolation and protective action distances;
 - h. difference between small and large spills;
 - i. conditions that require the use of the ERG Table of Initial Isolation and Protective Action Distances and the isolation distances in the ERG numbered guide;
 - j. techniques for isolating the hazard area and denying entry to

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- unauthorized persons;
- k. how to recognize and protect evidence;
- l. and use of approved tools and equipment;
- 2. basic personal protective actions:
 - a. staying clear of vapors, fumes, smoke, and spills;
 - b. keeping vehicle at a safe distance from the scene; approaching from upwind, uphill, and upstream; and
- 3. types of protective actions and their purpose (e.g., isolate hazard area and deny entry, evacuation, and shelter-in-place); basic factors involved in the choice of protective actions (e.g., hazardous materials/WMD involved, population threatened, and weather conditions).

(B) Requisite Skills. Recognizing precautions for protecting responders and the public; identifying isolation areas, denying entry, and avoiding minimizing hazards.

601-5.4 Notification

601-5.4.1 Initiate required notifications at a hazardous materials/WMD incident, given a hazardous materials/WMD incident, policies and procedures, and approved communications equipment, so that the notification process is initiated, and the necessary information is communicated.

(A) Requisite Knowledge. Policies and procedures for notification, reporting, and communications; types of approved communications equipment; and the operation of that equipment.

1. Policies and procedures (NFPA 470, 4.4.2)

a. NFPA 470, 4.4.2

Given a hazardous materials/WMD incident, policies and procedures, and approved communications equipment, Awareness Level Personnel shall initiate notifications at a hazardous materials/WMD incident and communicate the necessary information.

(B) Requisite Skills. Operating approved communications equipment and communicating in accordance with policies and procedure

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HAZARDOUS MATERIALS OPERATIONS NFPA 470 CHAPTER 7

REFERENCE LIST

HAZARDOUS MATERIALS OPERATIONS

This Reference List is provided as a general guide for both instructors and students to locate information pertaining to the specific objectives in the TCFP Curriculum. This list is **not** all- inclusive and does not in any way limit TCFP development and use of questions to test the objectives of the curriculum:

Required References

Certification Curriculum Manual. Texas Commission on Fire Protection. (Most current edition). Austin, TX: Texas Commission on Fire Protection.

Code of Federal Regulations, Title 29 Part 1910.120, Appendix A. United States. U.S. Department of Labor, Occupational Safety & Health Administration.

Emergency Response Guidebook. United States. (Most current edition). Washington, DC: U.S. Department of Transportation, Pipeline and Hazardous Materials Safety Administration.

Hazardous Materials: Awareness and Operations, 4th edition. (2022). JONES & BARTLETT Incorporated. ISBN: 9781284264074

Hazardous Materials for First Responders, 6th edition. International Fire Service Training Association. (2022). Stillwater, OK: Fire Protection Publications, Oklahoma State University. ISBN: 978-0-87939-757-9

NFPA 470 Standard for Competence of Responders to Hazardous Materials/Weapons of Mass Destruction Incidents. (2022 ed.). Quincy, MA: NFPA Publications. National Fire Protection Association.

NIOSH Pocket Guide to Chemical Hazards. Cincinnati National Institute for Occupational Safety and Health. (most current edition). OH: US Department of Health and Human Services, Public Health Service, Centers for Disease Control and Prevention, National Institute for Occupational Safety and Health. <http://www.cdc.gov/niosh/npg/>

Standards Manual for Fire Protection Personnel. Texas Commission on Fire Protection. (Most current edition). Austin, TX: Texas Commission on Fire Protection.

Recommended References

DOT Chart: Hazardous Materials Marking, Labeling and Placarding Guide. (or current edition) United States. Washington, DC: U.S. Dept. of Transportation, Pipeline and Hazardous Materials Safety Administration.

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**CHAPTER 6
SECTION 602
HAZARDOUS MATERIALS OPERATIONS
CURRICULUM OUTLINE**

SECTION	SUBJECT	RECOMMENDED HOURS
602-7.1	General - Introduction - Laws, Regulations, and National Consensus Standards	1
602-7.2	Identify Potential Hazards	14
602-7.3	Identify Action Options	9
602-7.4	Action Plan Implementation	6
602-7.5	Emergency Decontamination	2
602-7.6	Progress Evaluating and Reporting – Reserved – None required at this level	
603	Mission Specific Competencies	See (MSC) Curriculum Outline
	TOTAL RECOMMENDED HOURS	32

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

Note: In order to successfully complete the Texas Commission on Fire Protection’s Basic Structure Firefighter curriculum, all the job performance requirements and knowledge skills and abilities must be mastered pertaining to:

- Awareness Level Personnel (Section 601),
- Operations Level Responder (Section 602),
- Operations Level Responder: Mission Specific Competencies of:
 - Using Personal Protective Equipment (Section 603-9.2),
 - Performing Product Control (Section 603-9.6)

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COURSE INSTRUCTOR INFORMATION

HAZARDOUS MATERIALS OPERATIONS

Overview

The Hazardous Materials curricula are designed to provide clear guidance that ensures adequate presentation of the information required to meet the Job Performance Requirements (JPRs) of National Fire Protection Association (NFPA) 470, *Standard for Hazardous Materials/Weapons of Mass Destruction Emergency Response Personnel Professional Qualifications*, 2022 edition.

The Hazardous Materials curricula is found in Chapter 6 of the TCFP Curriculum Manual.

Certification Level	TCFP Section Number	NFPA 470 Chapter
Awareness	601	5
Operations	602	7
Operations-Mission Specific Competencies (MSC)	603	9
*Technician	604	11
*Incident Commander	605	13

Layout

The NFPA numbering sequence is mirrored to allow easy correlation between this document and the NFPA Standard. For example, 601-5.1.2 identifies the section in Awareness that corresponds to NFPA section 5.1.2.

When a section references information from “Annex A Explanatory Material” in the NFPA Standard, it is identified by a boxed Instructor Note. For example, the boxed Instructor Note listed in 601-5.2.1 and that immediately follows the Requisite Knowledge section corresponds to the NFPA Annex A information for NFPA 470 section 4.2.1.

TCFP Standards Manual

It is critical that you review the chapters in the TCFP Standards Manual that apply to this curriculum. Of primary importance are the following two chapters: Chapter 423, which defines the course of study, documentation, and medical requirements necessary for Awareness and Operations certification (required) and Chapter 453, which covers certification requirements for Technician and Incident Commander (voluntary).

Additionally, instructors are expected to review the following chapters as they pertain to the instructional, examination, certification processes:

- Chapter 421, Standards for Certification
- Chapter 427, Training Facility Certification
- Chapter 435, Fire Fighter Safety
- Chapter 437, Fees

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- Chapter 439, Examinations for Certification
- Chapter 441, Continuing Education

These chapters do not address every issue that could impact this curriculum; therefore, you are encouraged to become familiar with the TCFP Standards Manual.

Instructor Qualifications

Hazardous Materials courses must be taught by an instructor meeting the requirements described in Chapter 427.307 of the TCFP Standards Manual.

Supplemental Information

Instructors are expected to provide supplemental information if the main reference text does not provide adequate information to ensure successful completion of the Job Performance Requirements as listed in the curriculum.

Components of the Curricula

Each section of a curriculum identifies the NFPA Job Performance Requirement (JPR) and subdivides the requisite knowledge requirements into learning components. For example:

View within the Curriculum	Explanation
<p>601-5.3.1 Isolate the hazard area and deny entry at a hazardous materials/WMD incident, given a hazardous materials/WMD incident, policies and procedures, and approved reference sources, so that the hazard area is isolated and secured, personal safety procedures are followed, hazards are avoided or minimized, and additional people are not exposed to further harm.</p>	<p>Section Number and NFPA JPR</p>
<p>(A) Requisite Knowledge: Use of the ERG, SDS, shipping papers with emergency response information, or other approved reference sources to identify initial isolation and protective action distances, identify initial emergency actions (fire, spill, or leak and first aid), identify initial PPE, and identify recommended protective actions; the difference between the isolation distances on the orange-bordered guidebook pages and the protective action distances on the green-bordered ERG pages; the difference(s) between small and large spills as found in the</p>	<p>Requisite Knowledge Statement</p>

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Table of Initial Isolation and Protective Action Distances in the ERG or equivalent document; policies and procedures for isolating the hazard area and denying entry; and the purpose of and methods for isolating the hazard area and denying entry.	
(1) Use of the ERG, SDS, shipping papers with emergency response information, or other approved reference sources to:	First part of Requisite Knowledge
<ul style="list-style-type: none"> a. identify initial isolation and protective action distances, b. identify initial emergency actions <ul style="list-style-type: none"> i. fire ii. spill or iii. leak and iv. first aid c. identify initial PPE and d. identify recommended protective actions 	Associated learning components
(2) the difference between the isolation distances on the orange-bordered guidebook pages and the protective action distances on the green-bordered ERG pages	Second part of Requisite Knowledge
(3) the difference(s) between small and large spills as found in the Table of Initial Isolation and Protective Action Distances in the ERG or equivalent document;	Third part of Requisite Knowledge
(4) policies and procedures for isolating the hazard area and denying entry	Fourth part of Requisite Knowledge
(5) and the purpose of and methods for isolating the hazard area and denying entry.	Fifth part of Requisite Knowledge
(B) Requisite Skills: Recognizing precautions for protecting responders and the public; identifying isolation areas, denying entry, and avoiding or minimizing hazards.	Requisite Skills Statement
protect responders and the public; policies and procedures for isolating the hazard area and denying entry; and the purpose of and methods for isolating the hazard area and denying entry.	

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(1) Use of the ERG, SDS, shipping papers with emergency response information, and other approved reference sources to identify precautions to be taken to protect responders and the public	First part of Requisite Knowledge
<p>Identify precautions to be taken to protect responders/the public using ERG, SDS, shipping papers with emergency response information, other approved reference sources</p> <p>Identify the hazard</p> <ul style="list-style-type: none"> a. Isolate the hazard area b. Deny entry c. Call for trained personnel d. Secure the scene 	Associated learning components
(2) Policies and procedures for isolating the hazard area and denying entry	Second part of Requisite Knowledge
<p>Policies and procedures, per AHJ/SOP</p> <ul style="list-style-type: none"> a. Isolating the hazard area b. Denying entry 	Associated learning components
(3) And the purpose of and methods for isolating the hazard area and denying entry	Third part of Requisite Knowledge
<p>Purpose/methods</p> <ul style="list-style-type: none"> a. Isolating the hazard area <ul style="list-style-type: none"> i. Establish perimeter ii. Erect barriers b. Denying entry <ul style="list-style-type: none"> i. Restrict hazard area access to appropriately trained personnel only ii. Maintain perimeter 	Associated learning components
Requisite Skills: Use of the ERG, SDS, shipping papers with emergency response	Requisite Skills Statement

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<p>Instructor Note</p> <p>Recommended precautions found on numbered guides in the ERG include public safety issues; recommended protective clothing; evacuation; emergency response to fire, spill, and leak; and first aid sections.</p> <p>Examples of required knowledge include (1) precautions for providing emergency medical care to victims; typical ignition sources; ways hazardous materials/WMD are harmful to people, the environment, and property; general routes of entry for human exposure; emergency action (fire, spill, or leak; first aid); actions recommended not to be performed (e.g., closing of pipeline valves); protective actions (isolation of area and denial of entry, evacuation, shelter-in-place); size and shape of recommended initial isolation and protective action distances; difference between small and large spills; conditions that require the use of the ERG Table of Initial Isolation and Protective Action Distances and the isolation distances in the ERG numbered guide; techniques for isolating the hazard area and denying entry to unauthorized persons; how to recognize and protect evidence; and use of approved tools and equipment; (2) basic personal protective actions: staying clear of vapors, fumes, smoke, and spills; keeping vehicle at a safe distance from the scene; approaching from upwind, uphill, and upstream; and (3) types of protective actions and their purpose (e.g., isolate hazard area and deny entry, evacuation, and shelter-in-place); basic factors involved in the choice of protective actions (e.g., hazardous materials/WMD involved, population threatened, and weather conditions).</p>	<p>Appendix A: Explanatory Material for 5.3.1</p>
<p>601-5.2.1 Recognize and identify the hazardous materials/WMD and hazards involved in a hazardous materials/WMD incident, given a hazardous materials/WMD incident, and approved reference sources, so that the presence of hazardous materials/WMD is recognized and the materials and their hazards are identified.</p> <p>Given a hazardous materials/WMD incident, and approved reference sources, awareness level personnel shall recognize those situations where</p>	<p>Additional reference to NFPA 470</p>

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and secure the scene. These personnel have met all the performance requirements of Chapter 5 of NFPA 470, *Standard for Hazardous Materials/Weapons of Mass Destruction Emergency Response Personnel Professional Qualifications*

Operations Level Personnel: Personnel who respond to hazardous materials/weapons of mass destruction (WMD) incidents for the purpose of implementing or supporting actions to protect nearby persons, the environment, or property from the effects of the release. These personnel have met all the performance requirements of Chapter 7 of NFPA 470, *Standard for Hazardous Materials/Weapons of Mass Destruction Emergency Response Personnel Professional Qualifications*

Operations-Mission Specific Competencies (MSC) Level Personnel: Responders assigned mission-specific responsibilities at hazardous materials/WMD incidents are those operations level responders designated by the authority having jurisdiction (AHJ) to perform additional tasks to support the AHJ's response mission, expected tasks, equipment, and training in the following areas:

- (1) 9.2 Personal protection equipment (PPE)
- (2) 9.3 Mass decontamination
- (3) 9.4 Technical decontamination
- (4) 9.5 Evidence preservation and sampling
- (5) 9.6 Product control
- (6) 9.7 Detection, monitoring, and public safety sampling
- (7) 9.8 Victim rescue and recovery
- (8) 9.10 Illicit laboratories incidents

These personnel have met all the performance requirements of Chapter 7 of NFPA 470, *Standard for Hazardous Materials/Weapons of Mass Destruction Emergency Response Personnel Professional Qualifications* and have also met the performance requirements of the subchapter(s) of Chapter 9 of NFPA 470, *Standard for Hazardous Materials/Weapons of Mass Destruction Emergency Response Personnel Professional Qualifications*, to which they are trained and credentialed to perform.

Note: Basic TCFP Structural Fire Fighter certification requires that Structure Fire Fighter personnel meet all performance requirements for:

- *Hazardous Materials Awareness*
- *Hazardous Materials Operations*
- *Hazardous Materials Operations - MSC – 9.2 Personal Protective Equipment*
- *Hazardous Materials Operations - MSC – 9.6 Product Control*

Technician Level Personnel: Persons who respond to hazardous

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materials/weapons of mass destruction (WMD) incidents using a risk-based response process by which they analyze a problem involving hazardous materials/WMD, plan a response to the problem, evaluate progress of the planned response, and assist in terminating the incident. These personnel have met all the performance requirements of Chapter 11 of NFPA 470, *Standard for Hazardous Materials/Weapons of Mass Destruction Emergency Response Personnel Professional Qualifications*.

Incident Commander Level Personnel: That person, designated by the AHJ, responsible for all incident activities/operations, including the development of strategies and tactics and the ordering and release of resources. These personnel have met all the performance requirements of Chapter 13 of NFPA 470, *Standard for Hazardous Materials/Weapons of Mass Destruction Emergency Response Personnel Professional Qualifications*.

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SECTION 602

HAZARDOUS MATERIALS OPERATIONS

Hazardous Materials Operations Level Personnel are those who respond to hazardous materials/weapons of mass destruction (WMD) incidents for the purpose of implementing or supporting actions to protect nearby persons, the environment, or property from the effects of the release.

Response options for operations level responders are generally limited to nonintervention or defensive actions.

The Hazardous Materials Operations Level Responder must first master all the job performance requirements and knowledge, skills and abilities pertaining to:

- Awareness Level Personnel, and
- The competencies of this chapter

Note: In order to successfully complete the Texas Commission on Fire Protection's Basic Structure Firefighter curriculum, all the job performance requirements and knowledge, skills and abilities must be mastered pertaining to:

- Awareness Level Personnel,
 - Operations Level Responders, and
 - Hazardous Materials Operations Level – Mission Specific Competencies of:
 - Using Personal Protective Equipment, and
 - Performing Product Control.

602-7.1 General

602-7.1.1 Operations level responders are those persons who respond to hazardous materials/weapons of mass destruction (WMD) incidents for the purpose of implementing or supporting actions to protect nearby persons, the environment, or property from the effects of the release.

602-7.1.2 Operations level responders shall meet the job performance requirements defined in Sections 601-5.2 through 601-5.4 – Hazardous Materials Awareness-level competencies.

602-7.1.3 Operations level responders shall meet the job performance requirements defined in Sections 602-7.2 through 602-7.6 – Hazardous Materials Operations-level competencies.

602-7.1.4 Role of Operations Level Responders at a hazardous materials/WMD incident; location and contents of AHJ emergency response plan and standard operating procedures for Operations Level Responders,

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including those response operations for hazardous materials/WMD incidents.

Instructor Note

TCFP Basic Structural Firefighter certification requires Operations Level Responders have the following Hazardous Materials Operations Mission-Specific competencies:

1. 603-9.2 Hazardous Materials Operations: Mission Specific Competencies – Personal Protective Equipment
2. 603-9.6 Hazardous Materials Operations: Mission Specific Competencies – Product Control

602-7.1.5 **General Knowledge Requirements (Reserved)**

602-7.2 **Identify Potential Hazards**

Instructor Note

At the operations level, approved information sources should include a minimum of Emergency Response Guidebook (ERG), safety data sheets (SDS), shipping papers, including emergency response information, and other approved reference sources such as CHEMTREC, CANUTEC, and SETIQ; governmental authorities; and manufacturers, shippers, carriers (highway, rail, water, air, and pipeline), and contacts.

602-7.2.1 Identify the scope of the problem at a hazardous materials/WMD incident, given a hazardous materials/WMD incident, an assignment, policies and procedures, and approved reference sources, so that container types, materials, location and physical state (form) of release, and surrounding conditions are identified, hazard and response information is collected, the potential behavior of a material and its container is identified, and the potential hazards, harm, and outcomes associated with that behavior are identified.

(A) Requisite Knowledge. Types of information to be collected during the hazardous materials/WMD incident survey, including types of containers and the physical state of their likely contents, material involved, general location and physical state (form) of release, and surrounding

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conditions in accordance with 6.2.1.4; container identification markings, including transportation vehicles and facility storage tanks, pesticide labels, radioactive material labels, piping and pipeline markings and contacting information; availability of shipping papers in transportation and of safety data sheets (SDS) at facilities; types of hazard and response information available from and how to contact CHEMTREC, CANUTEC, and SETIQ, governmental authorities, and manufacturers, shippers, and carriers (highway, rail, water, air, pipeline); how to communicate with subject matter experts including carrier and manufacturer representatives to reduce impact of a release; basic physical and chemical properties in accordance with 6.2.3(1) and 6.2.3(2); how to identify the behavior of a material and its container based on the material's physical and chemical properties and identify hazards associated with that behavior; examples of potential criminal and terrorist targets; indicators of possible criminal or terrorist activity for each of the following: chemical agents, biological agents, radiological agents, illicit laboratories and explosives; additional hazards associated with terrorist or criminal activities, such as secondary devices and threats; and how to determine the likely harm and outcomes associated with the identified behavior and the surrounding conditions.

Instructor Note

A.7.2.1(A) The requisite knowledge in this section is derived from the competencies in 6.2.1.

At the operations level, responders should be able to recognize the following containers and identify them by name:

- (1) rail tank cars (pressure, no pressure, and cryogenic tank cars);
- (2) highway cargo tanks (compressed gas tube trailers, corrosive liquid tanks, cryogenic tanks, dry bulk cargo tanks, high-pressure tanks, low-pressure chemical tanks, and no pressure liquid tanks);
- (3) UN portable tanks/intermodal tanks (non pressure, pressure, cryogenic, and tube modules);
- (4) storage tanks (non pressure, pressure, and cryogenic storage tanks); piping and pipelines;
- (5) intermediate bulk containers (IBC) and ton containers; radioactive materials packages (excepted, industrial, Type A, and Type B packages);
- (6) non bulk containers (bags, carboys, cylinders, drums, and Dewar flasks for cryogenic liquids).

To ensure that Operations Level Responders also understand how to obtain information pertaining to a pipeline-involved incident, line markers or pipeline markers are added to supplement the list of information sources. In a pipeline

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incident, the pipeline markers would be the source of information used since no shipping papers, placards, UN numbers, or other information would be available.

Hazardous materials incident survey information. This includes location, weather conditions, topography, populated buildings, bodies of water, other buildings, remedial actions taken, container/package, contents, release, container damage, time of day, and other factors that help determine the scope of the problem.

Physical and chemical properties. Predicting the behavior of hazardous materials/WMD relies on understanding certain characteristics of the material. Information identifying the following characteristics should be collected and interpreted: boiling point, chemical reactivity, corrosivity (pH), flammable (explosive) range [LFL (LEL) and UFL(UEL)], flash point, ignition (autoignition) temperature, particle size, persistence, physical state (solid, liquid, gas), radiation (ionizing and nonionizing), specific gravity, toxic products of combustion, vapor density, vapor pressure, and water solubility.

Identifying hazards. The process for predicting/identifying the behavior of a hazardous material/WMD and its container under emergency conditions is based on the simple concepts that containers of hazardous materials/WMD under stress can open up escaping contents, potentially exposing people, the environment, or property to physical and health hazards.

This overall concept for identifying the likely behavior of a container and its contents under emergency conditions is often referred to as a general behavior model. The general behavior model considers the type of stress on the container involved and the potential type of breach, release, dispersion pattern, length of contact, and the health and physical hazards associated with the material and its container, as follows:

- (1) **Stress.** The three types of stress that could cause a container to release its contents are thermal stress, mechanical stress, and chemical stress.
- (2) **Breach.** The five ways in which containers can breach are disintegration, runaway cracking, closures opening up, punctures, and splits or tears.
- (3) **Release.** The four ways in which containment systems can release their contents are detonation, violent rupture, rapid relief, and spill or leak.
- (4) **Dispersion.** Seven dispersion patterns can be created upon release of agents: hemisphere, cloud, plume, cone, stream, pool, and irregular.
- (5) **Contact.** The three general time frames for predicting the length of time that an exposure can be in contact with hazardous materials/WMD in an endangered area are short term (minutes and hours), medium term

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(days, weeks, and months), and long term (years and generations).

- (6) **Hazards.** The six primary health and physical hazards that could cause these types of harm in a hazardous materials/WMD incident include, but are not limited to, thermal, radiation, asphyxiation, chemical, biological, and mechanical.

Identifying outcomes. The process for identifying the potential harm and associated outcomes within an endangered area at a hazardous materials/WMD incident includes identifying the size and shape of the endangered area, the number of exposures (people, property, environment, and major systems) within the endangered area, and the physical, health, and safety hazards within the endangered area as determined from approved resources.

Resources for determining the size of an endangered area of a hazardous materials/WMD incident are the current edition of the ERG and plume dispersion modeling results from facility pre-incident plans.

The factors for determining the extent of physical, health, and safety hazards within an endangered area at a hazardous materials/WMD incident are victim presentation (including nonclinical indicators or clues of a material's presence), surrounding conditions, indication of the behavior of the hazardous material and its container, and the degree of hazard.

(B) Requisite Skills. Identifying container types, materials, location and physical state (form) of release, and surrounding conditions at a hazardous materials/WMD incident; collecting hazard information; communicating with pipeline operators or carrier representatives; describing the likely behavior of the hazardous materials or WMD and its container; and describing the potential hazards, harm, and outcomes associated with that behavior and the surrounding conditions.

602-7.3 **Identify Tactics**

Instructor Note

At the operations level, approved information sources should include a minimum of ERG; SDS; CHEMTREC, CANUTEC, or SETIQ; local, state, and governmental authorities; and manufacturers', shippers', and carriers' documents (shipping papers) and contacts.

602-7.3.1 Identify the tactics for a hazardous materials/WMD incident, given a hazardous materials/WMD incident, an assignment, policies and procedures, approved reference sources, and the scope of the problem,

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so that response information is collected; strategies, tactics, safety precautions, suitability of approved personal protective equipment (PPE) available, and emergency decontamination needs are identified; and an action plan is developed.

(A) Requisite Knowledge. Basic components of an incident action plan (IAP); modes of operation (offensive, defensive, and nonintervention); types of strategies; types of tactics; types of response information available from the Emergency Response Guidebook (ERG), SDS, shipping papers and emergency response information, and other resources; types of assistance provided by, procedure for contacting, and information to be provided to CHEMTREC, CANUTEC, and SETIQ, governmental authorities, and manufacturers, shippers, and carriers (highway, rail, water, air, pipeline); safety procedures; actions necessary when incident involves potential criminal or terrorist activities; risk analysis concepts; purpose, advantages, limitations, required physical capabilities and limitation of personnel working in PPE; uses of approved PPE to determine if PPE is suitable for the incident conditions; difference between the terms included in 10.2.3.1(B) (**see Instructor Notes**); contamination types, including sources and hazards of carcinogens at incident scenes; types of decontamination (emergency, mass, and technical); purpose, advantages, and limitations of emergency decontamination; and procedures, tools, and equipment for performing emergency decontamination.

Instructors Notes

Terms

Use the hazard information obtained from the current edition of the ERG, SDS, CHEMTREC/CANUTEC/SETIQ, governmental authorities, and manufacturer, shipper, and carrier contacts to identify the differences between the following terms:

- (1) Contamination and secondary contamination
- (2) Exposure and contamination
- (3) Exposure and hazard
- (4) Infectious and contagious
- (5) Acute effects and chronic effects
- (6) Acute exposures and chronic exposures

Instructors Notes

A.7.3.1(A) The requisite knowledge in this section is derived from the

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competencies in Section 9.3

Modes of operation are offensive, defensive, and nonintervention and include the following:

- (1) Common strategies, for example, product control; fire control; protection of people, the environment, and property; identification and isolation; evidence protection; rescue; recovery; and termination
- (2) Common tactics, for example, spill control, leak control, foam, control exposures, evacuation, isolation, shelter-in-place, and establishment of product control zones
- (3) Contamination types: primary, secondary, and tertiary

(B) Requisite Skills. Identifying strategies and tactics based on the scope of the problem and available resources; identifying whether approved PPE is suitable for the incident conditions; and identifying emergency decontamination needs based on the scope of the problem.

602-7.4 Action Plan Implementation

602-7.4.1 Perform assigned tasks at a hazardous materials/WMD incident, given a hazardous materials/WMD incident; an assignment with limited potential of contact with hazardous materials/WMD, policies and procedures, the scope of the problem, approved tools, equipment, and PPE, so that protective actions and scene control are established and maintained, on-scene incident command is initiated, evidence is preserved, approved PPE is selected and used in the proper manner, exposures and personnel are protected, safety procedures are followed, hazards are avoided or minimized, assignments are completed, and emergency decontamination is conducted in the field.

(A) Requisite Knowledge. Scene control procedures; procedures, including control zones and the criteria for determining the locations of the control zones; for protective actions, including evacuation and sheltering-in-place; procedures for ensuring coordinated communications between responders and to the public; evidence recognition and preservation procedures; incident command organization; purpose, importance, benefits, and organization of incident command at hazardous materials/WMD incidents; policies and procedures for implementing incident command at hazardous materials/WMD incidents; duties and responsibilities of the Incident Safety Officer; items to be considered in a

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safety briefing per 6.4.1(5); duties and responsibilities of the hazardous materials branch or group; capabilities, limitations, inspection, donning, working in, going through decontamination while wearing, and doffing of approved PPE; signs and symptoms of thermal stress; safety precautions when working at hazardous materials/WMD incidents; purpose, advantages, and limitations of emergency decontamination; the need for emergency decontamination in the field based on the task(s) performed and contamination received, including sources and hazards of carcinogens at incident scenes; emergency decontamination; and cleaning, disinfecting, and inspecting tools, equipment, and PPE.

Instructor Notes

A.7.4.1(A) The requisite knowledge in this section is derived from the competencies in Section 9.4.

Evidence preservation. Preservation of evidence is essential to the integrity and credibility of an incident investigation. Preservation techniques must be acceptable to the law enforcement agency having jurisdiction; therefore, it is important to get that agency's input ahead of time on the techniques specified in the AHJ emergency response plan or the organization's standard operating procedures.

General procedures for preserving evidence include the following:

- (1) Secure and isolate any incident area where evidence is located. This can include discarded personal protection equipment, specialized packaging (shipping or workplace labels and
- (2) placards), biohazard containers, glass or metal fragments, containers (e.g., plastic, pipes, cylinders, bottles, fuel containers), and other materials that appear relevant to the occurrence, such as roadway flares, electrical components, fluids, and chemicals.
- (3) Leave fatalities and body parts in place and secure the area in which they are located.
- (4) Isolate any apparent source location of the event (e.g., blast area, spill release point).
Leave in place any explosive components or housing materials.
- (5) Place light-colored tarpaulins on the ground of access and exit corridors, decontamination zones, treatment areas, and rehabilitation sectors to allow possible evidence that might drop during decontamination and doffing of clothes to be spotted and collected.

Secure and isolate all food vending locations in the immediate area. Contaminated food products will qualify as primary or secondary evidence

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in the event of a chemical or biological incident.

The collection (as opposed to preservation) of evidence is usually conducted by law enforcement personnel, unless other protocols are in place. If law enforcement personnel are not equipped or trained to enter the hot zone, Hazardous Materials Technicians should be trained to collect samples in such a manner as to maintain the integrity of the samples for evidentiary purposes and to document the chain of evidence.

Safety precautions. Safety precautions should include buddy systems, backup systems, accountability systems, safety briefing, and evacuation/escape procedures. The following items should be considered in a safety briefing prior to allowing personnel to work at hazardous materials/WMD incidents:

- (1) Preliminary evaluation
- (2) Hazard identification
- (3) Description of the site
- (4) Task(s) to be performed
- (5) Length of time for task(s)
- (6) Required PPE
- (7) Monitoring requirements
- (8) Notification of identified risk

(B) Requisite Skills. Establishing and maintaining scene control; recognizing and preserving evidence; inspecting, donning, working in, going through decontamination while wearing, and doffing approved PPE; isolating contaminated tools, equipment, and PPE; conducting emergency decontamination; and cleaning, disinfecting, and inspecting approved tools, equipment, and PPE.

Instructor Notes

A.7.4.1(B) The Operations Level Responder should implement the incident command system as required by the AHJ by completing the following requirements:

- (1) Identify the role of the Operations Level Responder during hazardous materials/WMD incidents as specified in the emergency response plan and/or standard operating procedures.
- (2) Identify the levels of hazardous materials/WMD incidents as defined in the emergency response plan.
- (3) Identify the purpose, need, benefits, and elements of the incident

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command system for hazardous materials/WMD incidents

- (4) Identify the duties and responsibilities of the following functions within the incident command system:
 - (a) Incident Safety Officer
 - (b) Hazardous materials branch or group
- (5) Identify the considerations for determining the location of the incident command post for a hazardous materials/WMD incident
- (6) Identify the procedures for requesting additional resources at a hazardous materials/WMD incident
- (7) Describe the role and strategies of other agencies that respond to hazardous materials/WMD incidents

602-7.5 **Emergency Decontamination**

602-7.5.1 Perform emergency decontamination at a hazardous materials/WMD incident, given a hazardous materials/WMD incident that requires emergency decontamination; an assignment; scope of the problem; policies and procedures; and approved tools, equipment, and PPE for emergency decontamination, so that emergency decontamination needs are identified, approved PPE is selected and used, exposures and personnel are protected, safety procedures are followed, hazards are avoided or minimized, emergency decontamination is set up and implemented, and victims and responders are decontaminated.

(A) Requisite Knowledge. Contamination, cross contamination, and exposure; contamination types; routes of types of decontamination (emergency, mass, and technical); purpose, advantages, and limitations of emergency decontamination; policies and procedures for performing emergency decontamination; approved tools and equipment for emergency decontamination; and hazard avoidance for emergency decontamination.

Instructor Notes

A.7.5.1(A)

The requisite knowledge in this section is derived from the competencies in 10.3.5.

Use the hazard information obtained from the current edition of the ERG, SDS, CHEMTREC/CANUTEC/SETIQ, governmental authorities, and

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manufacturer, shipper, and carrier contacts to identify the differences between the following terms:

- (1) Contamination and secondary contamination
- (2) Exposure and contamination
- (3) Exposure and hazard
- (4) Infectious and contagious
- (5) Acute effects and chronic effects
- (6) Acute exposures and chronic exposures

(B) Requisite Skills. Selecting an emergency decontamination method; setting up emergency decontamination in a safe area; using PPE in the proper manner; implementing emergency decontamination; preventing spread of contamination; and avoiding hazards during emergency decontamination.

602-7.6 Progress Evaluation and Reporting

Instructor Notes

A.7.6 All responders should understand why their efforts must be evaluated. If they are not making progress, the plan must be re-evaluated to determine why. The evaluation should include what changes have occurred with the circumstances of the incident (behavior of container or its contents).

To decide whether the actions being taken at an incident are effective and the incident objectives are being achieved, the responder must determine whether the incident is stabilizing or increasing in intensity. Factors to be considered include reduction of potential impact to persons or the environment and status of resources available to manage the incident. The evaluation should take place upon initiation of the IAP, and the IC/unified command and general staff should constantly monitor the status of the incident. The actions taken should be leading to a desirable outcome, with minimal loss of life and property. Changes in the status of the incident should influence the development of the IAP for the next operational period.

602-7.6.1 Evaluate and report the progress of an assigned task for a hazardous materials/WMD incident, given a hazardous materials/WMD incident, an assignment, policies and procedures, status of implemented strategies and tactics, and approved communication tools and equipment, so that the effectiveness of the assigned task is evaluated and communicated to the Incident Commander or designee so that the IAP can be adjusted as needed.

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(A) Requisite Knowledge. Components of progress reports; policies and procedures for evaluating and reporting progress; methods for immediate notification of Incident Commander and other response personnel regarding critical emergency conditions at an incident; use of approved communication tools and equipment; facts and circumstances indicating improving, static, or deteriorating conditions based on the assigned tasks intended to accomplish the incident objectives; and the ability to compare actual behavior of the material and the container to the predicted circumstances under which it would be prudent to withdraw from a hazardous materials/WMD incident.

Instructor Notes

A.7.6.1(A) The requisite knowledge in this section is derived from the competencies in Section 6.5.

Remaining in the immediate vicinity of an incident when nothing can be done to mitigate it and the situation is about to deteriorate is pointless. If flames are impinging on an LP-Gas vessel, for example, and providing the necessary volume of water to cool it is impossible, it would be prudent to withdraw to a safe distance. ICs should always evaluate the benefit of operations against the risk. Refer to the ERG or other references to determine appropriate action to be taken under the circumstances.

(B) Requisite Skills. Determining incident status; determining whether the response objectives are being accomplished; using approved communications tools and equipment; and communicating the status of assigned tasks.

Instructor Notes

A.7.6.1(B) The proper methods for communicating the status of the planned response lie within the guidelines of the ICS and are dictated by the incident-specific IAP. The ICS identifies two types of communication at an incident, formal and informal. Formal communication should be used for all policy-related communication, using the ICS principles of unity of command and chain of command, while maintaining span of control. Ideally, all critical information should be communicated face-to-face.

The format for communications within the ICS must be established by the IC/unified command with input from the general staff.

A procedure should be established to allow responders to notify the IC immediately when conditions become critical and personnel are threatened. For example, the notification could take the form of a pre-established emergency radio message or tone that signifies danger, or it

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might be repeated blasts on an air horn. The message should not be delayed while responders try to locate a specific person in the chain of command.

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CERTIFICATION CURRICULUM MANUAL – CHAPTER SIX

HAZARDOUS MATERIALS OPERATIONS

(Mission Specific Competencies)
(NFPA 470 CH. 9)

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REFERENCE LIST

HAZARDOUS MATERIALS OPERATIONS - MISSION SPECIFIC COMPETENCIES

This Reference List is provided as a general guide for both instructors and students to locate information pertaining to the specific objectives in the TCFP Curriculum. This list is **not** all- inclusive and does not in any way limit TCFP development and use of questions to test the objectives of the curriculum:

Required References

Certification Curriculum Manual. Texas Commission on Fire Protection. (Most current edition). Austin, TX: Texas Commission on Fire Protection.

Code of Federal Regulations, Title 29 Part 1910.120, Appendix A. United States. U.S. Department of Labor, Occupational Safety & Health Administration.
http://edocket.access.gpo.gov/cfr_2007/julqtr/pdf/29cfr1910.120.pdf

Emergency Response Guidebook. United States. (Most current edition). Washington, DC: U.S. Department of Transportation, Pipeline and Hazardous Materials Safety Administration.

Hazardous Materials Awareness and Operations, 4th Edition. Schnepf (2022). Sudbury, MA: Jones & Bartlett. ISBN: 9781284264074

Hazardous Materials for First Responders, 6th edition. International Fire Service Training Association. (2022). Stillwater, OK: Fire Protection Publications, Oklahoma State University. ISBN: 978-0-87939-757-9

NFPA 470: Standard for Competence of Responders to Hazardous Materials/Weapons of Mass Destruction Incidents. (2022 ed.). Quincy, MA: NFPA Publications. National Fire Protection Association.

NIOSH Pocket Guide to Chemical Hazards. National Institute for Occupational Safety and Health. (Most current edition). Cincinnati, OH: US Department of Health and Human Services, Public Health Service, Centers for Disease Control and Prevention, National Institute for Occupational Safety and Health.
<http://www.cdc.gov/niosh/npg/>

Standards Manual for Fire Protection Personnel. Texas Commission on Fire Protection. (Most current edition). Austin, TX: Texas Commission on Fire Protection.

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Recommended References

The most current edition of the following publications and media are recommended (not required) supplemental material for program use.

Bretherick's Handbook of Reactive Chemical Hazards. Urban, P. G., Pitt, M. J., & Bretherick, L. (2017). Amsterdam: Elsevier.

Emergency Care for Hazardous Materials Exposure. Currance, P., Bronstein, A. C., & Clements, B. (2007). St. Louis, MO: Mosby.

Field Guide to Tank Cars. Bureau of Explosives. 4TH edition. (2022). Pueblo, Colorado: Association of American Railroads.

Fire Protection Guide to Hazardous Materials. 2010 edition. National Fire Protection Association. Quincy, MA: National Fire Protection Association.

Hawley's Condensed Chemical Dictionary. 16th edition. Lewis, R. J. (2016). West Sussex: Wiley.

Hazardous Materials: Managing the Incident Field Operations Guide. 2nd edition. Bevelacqua, A. S., (2014). Jones and Bartlett.

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CHAPTER 6 SECTION 603

HAZARDOUS MATERIALS OPERATIONS - MISSION SPECIFIC COMPETENCIES CURRICULUM OUTLINE

*Sections 603-9.2 Mission Specific Competencies: Personal Protective Equipment and 603-9.6 Mission Specific Competencies: Product Control are required for TCFP Basic Structure Fire Fighter curriculum training. All other Hazardous Materials Operations-Mission Specific Competencies are provided for optional training use by the AHJ.

SECTION	SUBJECT	RECOMMENDED HOURS
603-9.1	General - Introduction - Laws, Regulations, and National Consensus Standards	1
603-9.2*	Mission Specific Competencies: Personal Protective Equipment*	8
603-9.3	Mission Specific Competencies: Mass Decontamination	Reserved
603-9.4	Mission Specific Competencies: Technical Decontamination	Reserved
603-9.5	Mission Specific Competencies: Evidence Preservation and Public Safety Sampling	Reserved
603-9.6*	Mission Specific Competencies: Product Control*	8
603-9.7	Mission Specific Competencies: Detection, Monitoring and Sampling	Reserved
603-9.8	Mission Specific Competencies: Victim Rescue and Recovery	Reserved
603-9.9	Mission Specific Competencies: Response to Illicit Laboratories	Reserved
603-9.10	Mission Specific Competencies: Radiological Hazard-Specific	Reserved
	TOTAL RECOMMENDED HOURS	17

Mission Specific - Personal Protective Equipment*		
SECTION	SUBJECT	RECOMMENDED HOURS
603-9.2	Mission Specific Competencies: Personal Protective Equipment	
603-9.2.1	General - Introduction - Laws, Regulations, and National Consensus Standards	8
	TOTAL RECOMMENDED HOURS	8

Mission Specific – Product Control*		
SECTION	SUBJECT	RECOMMENDED HOURS
603-9.6	Mission Specific Competencies: Product Control	
603-9.6.1	General - Introduction - Laws, Regulations, and National Consensus Standards	8
	TOTAL RECOMMENDED HOURS	8

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

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Course Instructor Information

Hazardous Materials Operations - Mission Specific Competencies (MSC)

Overview

The Hazardous Materials curricula are designed to provide clear guidance that ensures adequate presentation of the information required to meet the Job Performance Requirements (JPRs) of National Fire Protection Association (NFPA) 470, *Standard for Hazardous Materials/Weapons of Mass Destruction Emergency Response Personnel Professional Qualifications*, 2017 edition.

The Hazardous Materials curricula is found in Chapter 6 of the TCFP Curriculum Manual.

Certification Level	TCFP Section Number	NFPA 470 Chapter
Awareness	601	5
Operations	602	7
Operations-Mission Specific Competencies (MSC)	603	9
*Technician	604	11
*Incident Commander	605	13

Layout

The NFPA numbering sequence is mirrored to allow easy correlation between this document and the NFPA Standard. For example, 601-5.1.2 identifies the section in Awareness that corresponds to NFPA section 5.1.2.

When a section references information from “Annex A Explanatory Material” in the NFPA Standard, it is identified by a boxed Instructor Note. For example, the boxed Instructor Note listed in 601-5.2.1 and that immediately follows the Requisite Knowledge section corresponds to the NFPA Annex A information for NFPA 470 section 5.2.1.

- * Asterisks by Technician and Incident Commander above indicate that both are voluntary (non-mandatory) certifications. Therefore, **a formal “curriculum outline” is not provided**. Please use chapters 7 and 8, respectively, of NFPA 470 as a guide when creating your own course curricula or selecting a prepared instructional curriculum package from a publisher/vendor for Technician and Incident Commander.

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TCFP Standards Manual

It is critical that you review the chapters in the TCFP Standards Manual that apply to this curriculum. Of primary importance are the following two chapters: Chapter 423, which defines the course of study, documentation and medical requirements necessary for Awareness and Operations certification (required) and Chapter 453, which covers certification requirements for Technician and Incident Commander (voluntary).

Additionally, instructors are expected to review the following chapters as they pertain to the instructional, examination, certification processes:

- Chapter 421, Standards for Certification
- Chapter 427, Training Facility Certification
- Chapter 435, Fire Fighter Safety
- Chapter 437, Fees
- Chapter 439, Examinations for Certification
- Chapter 441, Continuing Education

These chapters do not address every issue that could impact this curriculum; therefore, you are encouraged to become familiar with the TCFP Standards Manual.

Instructor Qualifications

Hazardous Materials courses must be taught by an instructor meeting the requirements described in Chapter 427.307 of the TCFP Standards Manual.

Supplemental Information

Instructors are expected to provide supplemental information if the main reference text does not provide adequate information to ensure successful completion of the Job Performance Requirements as listed in the curriculum.

Components of the Curricula

Each section of a curriculum identifies the NFPA Job Performance Requirement (JPR) and subdivides the requisite knowledge requirements into learning components. For example:

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View within the Curriculum	Explanation
<p>601-5.3.1 Isolate the hazard area and deny entry at a hazardous materials/WMD incident, given a hazardous materials/WMD incident, policies and procedures, and approved reference sources, so that the hazard area is isolated and secured, personal safety procedures are followed, hazards are avoided or minimized, and additional people are not exposed to further harm.</p>	<p>Section Number and NFPA JPR</p>
<p>Requisite Knowledge: Use of the ERG, SDS, shipping papers with emergency response information, or other approved reference sources to identify initial isolation and protective action distances, identify initial emergency actions (fire, spill, or leak and first aid), identify initial PPE, and identify recommended protective actions; the difference between the isolation distances on the orange-bordered guidebook pages and the protective action distances on the green-bordered ERG pages; the difference(s) between small and large spills as found in the Table of Initial Isolation and Protective Action Distances in the ERG or equivalent document; policies and procedures for isolating the hazard area and denying entry; and the purpose of and methods for isolating the hazard area and denying entry.</p>	<p>Requisite Knowledge Statement</p>
<p>(1) Use of the ERG, SDS, shipping papers with emergency response information, or other approved reference sources to:</p>	<p>First part of Requisite Knowledge</p>
<ul style="list-style-type: none"> a. identify initial isolation and protective action distances, b. identify initial emergency actions <ul style="list-style-type: none"> i. fire ii. spill or iii. leak and iv. first aid) c. identify initial PPE and d. identify recommended protective actions 	<p>Associated learning components</p>
<p>(2) Policies and procedures for isolating the hazard area and denying entry</p>	<p>Second part of Requisite Knowledge</p>

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(3) And the purpose of and methods for isolating the hazard area and denying entry	Third part of Requisite Knowledge
(4) policies and procedures for isolating the hazard area and denying entry	Fourth part of Requisite Knowledge
(5) and the purpose of and methods for isolating the hazard area and denying entry.	Fifth part of Requisite Knowledge
Requisite Skills: Use of the ERG, SDS, shipping papers with emergency response	Requisite Skills Statement
<p>Instructor Note</p> <p>Recommended precautions found on numbered guides in the ERG include public safety issues; recommended protective clothing; evacuation; emergency response to fire, spill, and leak; and first aid sections</p> <p>Examples of required knowledge include (1) precautions for providing emergency medical care to victims; typical ignition sources; ways hazardous materials/WMD are harmful to people, the environment, and property; general routes of entry for human exposure; emergency action (fire, spill, or leak; first aid); actions recommended not to be performed (e.g., closing of pipeline valves); protective actions (isolation of area and denial of entry, evacuation, shelter-in-place); size and shape of recommended initial isolation and protective action distances; difference between small and large spills; conditions that require the use of the ERG Table of Initial Isolation and Protective Action Distances and the isolation distances in the ERG numbered guide; techniques for isolating the hazard area and denying entry to unauthorized persons; how to recognize and protect evidence; and use of approved tools and equipment; (2) basic personal protective actions: staying clear of vapors, fumes, smoke, and spills; keeping vehicle at a safe distance from the scene; approaching from upwind, uphill, and upstream; and (3) types of protective actions and their purpose (e.g., isolate hazard area and deny entry, evacuation, and shelter-in- place); basic factors involved in the choice of protective</p>	Appendix A: Explanatory Material for 5.3.1

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	actions (e.g., hazardous materials/WMD involved, population threatened, and weather conditions).	
601-5.2.1	<p>Recognize and identify the hazardous materials/WMD and hazards involved in a hazardous materials/WMD incident, given a hazardous materials/WMD incident, and approved reference sources, so that the presence of hazardous materials/WMD is recognized and the materials and their hazards are identified.</p> <p>Given a hazardous materials/WMD incident, and approved reference sources, awareness level personnel shall recognize those situations where hazardous materials/WMD are present. (470-5.2.1)</p>	Additional reference to NFPA 470

Unless otherwise specified, all curriculum references are to NFPA 470.

Skills

NFPA Requisite Skill requirements are addressed in the corresponding Skill Sheets in Chapter 9 of the TCFP Curriculum Skills Manual.

Definitions of Certification Levels

Awareness Level Personnel: Personnel who, in the course of their normal duties, could encounter an emergency involving hazardous materials/weapons of mass destruction (WMD) and who are expected to recognize the presence of the hazardous materials/WMD, protect themselves, call for trained personnel, and secure the scene. These personnel have met all the performance requirements of Chapter 5 of NFPA 470, *Standard for Hazardous Materials/Weapons of Mass Destruction Emergency Response Personnel Professional Qualifications*.

Operations Level Personnel: Personnel who respond to hazardous materials/weapons of mass destruction (WMD) incidents for the purpose of implementing or supporting actions to protect nearby persons, the environment, or property from the effects of the release. These personnel have met all the performance requirements of Chapter 7 of NFPA 470, *Standard for Hazardous Materials/Weapons of Mass Destruction Emergency Response Personnel Professional Qualifications*.

Operations-Mission Specific Competencies (MSC) Level Personnel: Responders assigned mission-specific responsibilities at hazardous materials/WMD incidents are those operations level responders designated by the authority having jurisdiction (AHJ) to perform additional tasks to support the AHJ's response mission, expected tasks, equipment, and training in the following areas:

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- (1) 9.2 Personal protection equipment (PPE)
- (2) 9.3 Mass decontamination
- (3) 9.4 Technical decontamination
- (4) 9.5 Evidence Preservation and Public Safety Sampling.
- (5) 9.6 Product control
- (6) 9.7 Detection, monitoring, and public safety sampling
- (7) 9.8 Victim rescue and recovery
- (8) 9.9 Response to Illicit Laboratory Incidents.
- (9) 9.10 Radiological Hazard-Specific.

These personnel have met all the performance requirements of Chapter 7 of NFPA 470, *Standard for Hazardous Materials/Weapons of Mass Destruction Emergency Response Personnel Professional Qualifications* and have also met the performance requirements of the subchapter(s) of Chapter 9 of NFPA 470, *Standard for Hazardous Materials/Weapons of Mass Destruction Emergency Response Personnel Professional Qualifications*, to which they are trained and credentialed to perform.

Note: Basic TCFP Structural Fire Fighter certification requires that Structure Fire Fighter personnel meet all performance requirements for:

- *Hazardous Materials Awareness*
- *Hazardous Materials Operations*
- *Hazardous Materials Operations - MSC – 9.2 Personal Protective Equipment*
- *Hazardous Materials Operations - MSC – 9.6 Product Control*

Technician Level Personnel: Persons who respond to hazardous materials/weapons of mass destruction (WMD) incidents using a risk-based response process by which they analyze a problem involving hazardous materials/WMD, plan a response to the problem, evaluate progress of the planned response, and assist in terminating the incident. These personnel have met all the performance requirements of Chapter 11 of NFPA 470, *Standard for Hazardous Materials/Weapons of Mass Destruction Emergency Response Personnel Professional Qualifications*.

Incident Commander Level Personnel: That person, designated by the AHJ, responsible for all incident activities/operations, including the development of strategies and tactics and the ordering and release of resources. These personnel have met all the performance requirements of Chapter 13 of NFPA 470, *Standard for Hazardous Materials/Weapons of Mass Destruction Emergency Response Personnel Professional Qualifications*.

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SECTION 603
HAZARDOUS MATERIALS OPERATIONS
MISSION SPECIFIC COMPETENCIES

Hazardous Materials Operations – Mission Specific Competencies are optional job performance requirements (JPRs) which may be adopted by the authority having jurisdiction (AHJ). These JPRs may be adopted in whole or in part for the Operations Level Responders to perform.

Hazardous Materials Operations Level Responders trained to perform Mission Specific Competencies must first master all the job performance requirements and knowledge, skills and abilities pertaining to:

- Awareness Level Personnel, and
- Operations Level Responders.

The Operations Level Responder may be required to perform any combination of the following Operations level mission specific tasks by the authority having jurisdiction (AHJ):

- (1) Use personal protective equipment, as provided by the AHJ
- (2) Perform mass decontamination
- (3) Perform technical decontamination
- (4) Perform Evidence Preservation and Public Safety Sampling actions
- (5) Perform product control
- (6) Perform detection, monitoring, and sampling operations
- (7) Reformed victim rescue and recovery operations
- (8) Respond to illicit laboratory incidents

Operations level mission specific tasks must be performed under the supervision and guidance of a hazardous materials technician, allied professional or established standard operating procedure.

In order to successfully complete the Texas Commission on Fire Protection's Basic Structure Firefighter curriculum, all the job performance requirements and knowledge, skills and abilities must be mastered pertaining to:

- Awareness Level Personnel
- Operations Level Responders, and
- Hazardous Materials Operations Level – Mission Specific Competencies of:
 - Personal Protective Equipment
 - Product Control

603-9.1 **General**

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- 603-9.1.1** Operations Level Responders assigned mission-specific responsibilities at hazardous materials/weapons of mass destruction (WMD) incidents are those Operations Level Responders designated by the authority having jurisdiction (AHJ) to perform additional tasks to support the AHJ's response mission, expected tasks, equipment, and training in the following areas:
- (1) Personal protection equipment (PPE) (see Section 9.2)
 - (2) Mass decontamination (see Section 9.3)
 - (3) Technical decontamination (see Section 9.4)
 - (4) Evidence preservation and public safety sampling (see Section 9.5)
 - (5) Product control (see Section 9.6)
 - (6) Detection, monitoring, and sampling (see Section 9.7)
 - (7) Victim rescue and recovery (see Section 9.8)
 - (8) Illicit laboratory incidents (see Section 9.9)
 - (9) Radiological hazard-specific (see Section 9.10)
- 603-9.1.2** Operations level responders assigned mission-specific responsibilities at hazardous materials/weapons of mass destruction (WMD) incidents shall meet the job performance requirements defined in Sections 5.2 through 5.4.
- 603-9.1.3** Operations level responders assigned mission-specific responsibilities at hazardous materials/WMD incidents shall meet the job performance requirements defined in Sections 7.2 through 7.6.
- 603-9.1.4** Operations level responders assigned mission-specific responsibilities at hazardous materials/WMD incidents shall meet the JPRs defined in Section 9.2.
- 603-9.1.5** Qualification for operations level responders assigned mission-specific responsibilities at hazardous materials/WMD incidents shall have additional competencies that are specific to their response mission, expected tasks, equipment, and training as determined by the AHJ.
- 603-9.1.6** Qualification for Operations Level Responders assigned mission-specific responsibilities at hazardous materials/WMD incidents

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specific to a mission area. For qualification, Operations Mission-Specific Responders shall perform all the JPRs listed in at least one level of a specialty area Sections 9.2 through 9.9. Operations Mission-Specific Responders will be identified by their specialty.

Instructor Note

A.9.1.6 Operations Level Responders need only be trained to meet the competencies in Chapter 5. All the competencies listed in Chapter 6 (mission-specific competencies) are not required for qualification as Operations Level Responders and should be viewed as optional at the discretion of the AHJ, based on an assessment of local risks. The purpose of Chapter 6 is to provide a more effective and efficient process so that the AHJ can match the expected tasks and duties of its personnel with the required competencies to perform those tasks.

603-9.1.7 General Knowledge Requirements (Reserved)

Operations Level Responders assigned mission-specific responsibilities at hazardous materials/WMD incidents shall operate under the guidance of a Hazardous Materials Technician, an allied professional, an emergency response plan, or standard operating procedures.

Instructors Notes

A.9.1.7 Although some of the mission-specific JPRs in this chapter are taken from Chapter 8 of NFPA 470, the technical committee wants to clearly state that Operations Mission-Specific Responders are not replacements for or qualified as Hazardous Materials Technicians. Operations Mission-Specific Responders can perform some technician skills, but they do not have the broader skills and competencies required of a Hazardous Materials Technician, particularly regarding risk assessment and the selection of control options. The following two options are examples of how guidance can be provided to ensure that Operations Mission-Specific Responders do not go beyond their level of training and equipment:

Direct guidance. Operations Mission-Specific Responders are working under the control of a Hazardous Materials Technician or an allied professional who has the ability to (1) continuously assess and/or observe their actions and (2) provide immediate feedback. Guidance by a Hazardous Materials Technician or an allied professional can be provided

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through direct visual observation or through assessment reports communicated by the Operations Mission-Specific Responders to them.

Written guidance. Written standard operating procedures or similar guidance should clearly state the rules of engagement for Operations Mission-Specific Responders' competency. Emphasis should be placed on the following:

- (1) Tasks expected of Operations Level Responders
- (2) Tasks beyond the capability of Operations Level Responders
- (3) Required PPE and equipment to perform the expected tasks
- (4) Procedures for ensuring coordination within the AHJ ICS

603-9.1.8 **General Knowledge Requirements (Reserved)**

603-9.1.9 **General Skills Requirements (Reserved)**

603-9.2 **Personal Protective Equipment**

Instructor Note

A.9.2 At this level, PPE refers to personal protective equipment that would be used in situations where contact with hazardous materials/WMD is possible or expected. Such equipment can include chemical-protective clothing, bomb suits, respirators, or other equipment that typically would not be worn by Operations Level Responders. Specialized PPE also refers to Operations Level Responders' PPE that requires changes to donning, doffing, and usage procedures — for example, taping gaps in firefighter protective clothing, doffing in a decontamination corridor, or working in the hot zone as a member of a buddy system. Personnel should be able to describe the types of PPE available and the options for thermal hazards, radiological hazards, asphyxiation hazards, chemical hazards, biological hazards, and mechanical hazards. (*See also A.9.1.7.*)

- 603-9.2.1** Select, don, work in, and doff approved PPE at a hazardous materials/WMD incident, given a hazardous materials/WMD incident; a mission-specific assignment in an IAP that requires use of PPE; the scope of the problem; strategies and tactics for the incident; access to a Hazardous Materials Technician, an allied professional, an emergency response plan, or standard operating procedures; approved PPE; and policies and procedures, so that under the guidance of a Hazardous Materials Technician, an allied professional, an emergency response plan,

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or standard operating procedures, approved PPE is selected, inspected, donned, worked in, decontaminated, and doffed; exposures and personnel are protected; safety procedures are followed; hazards are avoided or minimized; PPE is maintained and stored consistent with AHJ policies and procedures and NFPA 1891; and all reports and documentation pertaining to PPE use are completed.

Instructor Notes

A.9.2.1 NFPA 1891 is the selection, care, and maintenance standard for chemical protective clothing. It covers the selection, inspection, testing, cleaning, decontamination, service, repair, storage, retirement, documentation, and records necessary for a chemical protective clothing program.

(A) Requisite Knowledge. Policies and procedures for PPE selection and use; importance of working under the guidance of a hazardous materials technician, an allied professional, an emergency response plan, or standard operating procedures when selecting and using PPE; the purpose, capabilities and limitations of and specialized donning, doffing, and usage procedures for approved PPE; components of an incident action plan (IAP); procedures for decontamination, inspection, maintenance, and storage of approved PPE; process for being decontaminated while wearing PPE; and procedures for reporting and documenting the use of PPE.

Instructor Notes

A.9.2.1(A) The requisite knowledge in this section is derived from the competencies in Section 8.2.

Limitations of PPE include permeation, penetration, and degradation of protective clothing and limitations of respiratory protective equipment, such as air-purifying respirators.

Requisite knowledge includes the ability to describe the types of PPE that are available for response based on NFPA standards and the PPE options for thermal hazards, radiological hazards, asphyxiating hazards, chemical hazards, biological hazards, and mechanical hazards.

(B) Requisite Skills. Selecting PPE for the assignment; inspecting, maintaining, storing, donning, working in, and doffing PPE; going through decontamination (emergency and technical) while wearing the PPE; and

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reporting and documenting the use of PPE.

Instructor Notes

A.9.2.1(B)

See Table A.9.2.1(B) for a comparison of NFPA standards and OSHA/EPA levels for respiratory protection.

603-9.6

Product Control

Instructor Notes

A.9.6

See A.9.1.7.

For the purposes of this section, the intent is to focus on confining or containing the release with limited risk of personal exposure. The applicable techniques include absorption, adsorption, damming, diking, dilution, diversion, remote valve shutoff, retention, vapor dispersion, and vapor suppression.

Product control also includes techniques for controlling flammable liquid incidents and flammable gas incidents.

Tools and equipment include such items as Class B foam application equipment, diking equipment, damming equipment, approved absorbent materials and products, shovels and other hand tools, piping, heavy equipment (such as backhoes), floats, and spill booms.

Control agents can include Class B foam, dispersal agents, and so on.

- 603-9.6.1** Perform product control techniques with a limited risk of personal exposure at a hazardous materials/WMD incident, given a hazardous materials/WMD incident with release of product; an assignment in an IAP; scope of the problem; policies and procedures; approved tools, equipment, control agents, and PPE; and access to a Hazardous Materials Technician, an allied professional, an emergency response plan, or standard operating procedures, so that under the guidance of a Hazardous Materials Technician, an allied professional, an emergency response plan, or standard operating procedures, approved PPE is selected and used; exposures and personnel are protected; safety procedures are followed; hazards are avoided or minimized; a product control technique is selected and implemented; the product is controlled; victims, personnel, tools, and equipment are decontaminated; and product

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control operations are reported and documented.

(A) Requisite Knowledge. Types of PPE and the hazards for which they are used; importance of working under the guidance of a hazardous materials technician, an allied professional, an emergency response plan, or standard operating procedures; definitions of control, confinement, containment, and extinguishment; policies and procedures; product control methods for controlling a release with limited risk of personal exposure; safety precautions associated with each product control method; location and operation of remote/emergency shutoff devices in cargo tanks and intermodal tanks in transportation and containers at facilities, that contain flammable liquids and flammable gases; characteristics and applicability of approved product control agents; use of approved tools and equipment; and requirements for reporting and documenting product control operations.

Instructor Notes

A.9.6.1(A) The requisite knowledge in this section is derived from the competencies in Section 8.6.

Product control techniques that focus on confining/containing the release with limited risk of personal exposure include absorption, adsorption, damming, diking, dilution, diversion, remote valve shutoff, retention, vapor dispersion, and vapor suppression. Product control also includes techniques for controlling flammable liquid incidents and flammable gas incidents.

Remote/emergency shutoff devices include those for MC-306/DOT-406, MC-407/DOT-407, MC-331 cargo tanks, and intermodal tanks.

(B) Requisite Skills. Selecting and using PPE; selecting and performing product control techniques to confine/contain the release with limited risk of personal exposure; using approved control agents and equipment on a release involving hazardous materials/WMD; using remote control valves and emergency shutoff devices on cargo tanks and intermodal tanks in transportation and containers at fixed facilities; and performing product control techniques.

Instructor Notes

A.9.6.1(B) Product control techniques that focus on confining/containing the release with limited risk of personal exposure include absorption,

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adsorption, damming, diking, dilution, diversion, remote valve shutoff, retention, vapor dispersion, and vapor suppression. Techniques for controlling flammable liquid incidents and flammable gas incidents (e.g., hose handling, nozzle patterns, and attack operations) can be found in NFPA 1001.

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CERTIFICATION CURRICULUM MANUAL – CHAPTER SIX

**HAZARDOUS MATERIALS
TECHNICIAN

(NFPA 470 CH. 11)**

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REFERENCE LIST

HAZARDOUS MATERIALS TECHNICIAN

This Reference List is provided as a general guide for both instructors and students to locate information pertaining to the specific objectives in the TCFP Curriculum. This list is **not** all-inclusive and does not in any way limit TCFP development and use of questions to test the objectives of the curriculum:

Required References

Certification Curriculum Manual. Texas Commission on Fire Protection. (Most current edition). Austin, TX: Texas Commission on Fire Protection.

Code of Federal Regulations, Title 29 Part 1910.120, Appendix A. United States. U.S. Department of Labor, Occupational Safety & Health Administration.
http://edocket.access.gpo.gov/cfr_2007/julqtr/pdf/29cfr1910.120.pdf

Emergency Response Guidebook. United States. (Most current edition). Washington, DC: U.S. Department of Transportation, Pipeline and Hazardous Materials Safety Administration.

Hazardous Materials: Managing the Incident, 5th edition. Noll, G.G., Hildebrand, M. S., Schnepf, R. & Rudner, G.D. (2022). Burlington, MA: Jones and Bartlett. ISBN: 1284255670.

Hazardous Materials Technician, 3rd edition. (2023) Stillwater, OK: International Fire Service Training Association. ISBN: 978-0-87939-752-4

NFPA 470: Standard for Competence of Responders to Hazardous Materials/Weapons of Mass Destruction Incidents. (2022 ed.). Quincy, MA: NFPA Publications. National Fire Protection Association.

NIOSH Pocket Guide to Chemical Hazards. National Institute for Occupational Safety and Health. (Most current edition). Cincinnati, OH: US Department of Health and Human Services, Public Health Service, Centers for Disease Control and Prevention, National Institute for Occupational Safety and Health.

Standards Manual for Fire Protection Personnel. Texas Commission on Fire Protection. (Most current edition). Austin, TX: Texas Commission on Fire Protection.

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Recommended References

The most current edition of the following publications and media are recommended (not required) supplemental material for program use.

Bretherick's Handbook of Reactive Chemical Hazards. Urban, P. G., Pitt, M. J., & Bretherick, L. (2017). Amsterdam: Elsevier.

Field Guide to Tank Cars. Bureau of Explosives. 4th edition. (2022). Pueblo, Colorado: Association of American Railroads.

Fire Protection Guide to Hazardous Materials. National Fire Protection Association. (2010 edition). Quincy, MA: National Fire Protection Association.

Hawley's Condensed Chemical Dictionary. 16th edition. Lewis, R. J., & Hawley, G. G. (2016). West Sussex, England: Wiley.

Hazardous Materials: Managing the Incident: Field Operations Guide. Bevelacqua, A. 2nd Edition (2014). MD: Jones and Bartlett Publishing

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**CHAPTER 6
SECTION 604
HAZARDOUS MATERIALS TECHNICIAN
CURRICULUM OUTLINE**

SECTION	SUBJECT	RECOMMENDED HOURS
604-11.1	General - Introduction - Laws, Regulations, and National Consensus Standards	4
604-11.2	Analyze the Incident	24
604-11.3	Response Planning	24
604-11.4	Action Plan Implementation	16
604-11.5	Evaluating and Reporting	6
604-11.6	Terminating the Incident	6
	TOTAL RECOMMENDED HOURS	80

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

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Course Instructor Information

Hazardous Materials Technician

Overview

The Hazardous Materials curricula are designed to provide clear guidance that ensures adequate presentation of the information required to meet the Job Performance Requirements (JPRs) of National Fire Protection Association (NFPA) 470, *Standard for Hazardous Materials/Weapons of Mass Destruction Emergency Response Personnel Professional Qualifications*, 2022 edition.

The Hazardous Materials curricula is found in Chapter 5 of the TCFP Curriculum Manual.

Certification Level	TCFP Section Number	NFPA 470 Chapter
Awareness	601	5
Operations	602	7
Operations-Mission Specific Competencies (MSC)	603	9
*Technician	604	11
*Incident Commander	605	13

Layout

The NFPA numbering sequence is mirrored to allow easy correlation between this document and the NFPA Standard. For example, 601-5.1.2 identifies the section in Awareness that corresponds to NFPA section 5.1.2.

When a section references information from “Annex A Explanatory Material” in the NFPA Standard, it is identified by a boxed Instructor Note. For example, the boxed Instructor Note listed in 601-5.2.1 and that immediately follows the Requisite Knowledge section corresponds to the NFPA Annex A information for NFPA 470 section 5.2.1.

- * Asterisks by Technician and Incident Commander above indicate that both are voluntary (non-mandatory) certifications. Therefore, **a formal “curriculum outline” is not provided**. Please use chapters 11 and 13, respectively, of NFPA 470 as a guide when creating your own course curricula or selecting a prepared instructional curriculum package from a publisher/vendor for Technician and Incident Commander.

TCFP Standards Manual

It is critical that you review the chapters in the TCFP Standards Manual that apply to this curriculum. Of primary importance are the following two chapters: Chapter 423, which defines the course of study, documentation, and medical requirements necessary for Awareness and Operations certification (required) and Chapter 453,

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which covers certification requirements for Technician and Incident Commander (voluntary).

Additionally, instructors are expected to review the following chapters as they pertain to the instructional, examination, certification processes:

- Chapter 421, Standards for Certification
- Chapter 427, Training Facility Certification
- Chapter 435, Fire Fighter Safety
- Chapter 437, Fees
- Chapter 439, Examinations for Certification
- Chapter 441, Continuing Education

These chapters do not address every issue that could impact this curriculum; therefore, you are encouraged to become familiar with the TCFP Standards Manual.

Instructor Qualifications

Hazardous Materials courses must be taught by an instructor meeting the requirements described in Chapter 427.307 of the TCFP Standards Manual.

Supplemental Information

Instructors are expected to provide supplemental information if the main reference text does not provide adequate information to ensure successful completion of the Job Performance Requirements as listed in the curriculum.

Components of the Curricula

Each section of a curriculum identifies the NFPA Job Performance Requirement (JPR) and subdivides the requisite knowledge requirements into learning components. For example:

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View within the Curriculum	Explanation
<p>601-5.3.1 Isolate the hazard area and deny entry at a hazardous materials/WMD incident, given a hazardous materials/WMD incident, policies and procedures, and approved reference sources, so that the hazard area is isolated and secured, personal safety procedures are followed, hazards are avoided or minimized, and additional people are not exposed to further harm.</p>	<p>Section Number and NFPA JPR</p>
<p>Requisite Knowledge: Use of the ERG, SDS, shipping papers and emergency response information, or other approved reference sources to identify initial isolation and protective action distances, identify initial emergency actions (fire, spill, or leak and first aid), identify initial PPE, and identify recommended protective actions; the difference between the isolation distances on the orange-bordered guidebook pages and the protective action distances on the green-bordered ERG pages; the difference(s) between small and large spills as found in the Table of Initial Isolation and Protective Action Distances in the ERG or equivalent document; policies and procedures for isolating the hazard area and denying entry; and the purpose of and methods for isolating the hazard area and denying entry.</p>	<p>Requisite Knowledge Statement</p>
<p>(1) Use of the ERG, SDS, shipping papers with emergency response information, or other approved reference sources to:</p>	<p>First part of Requisite Knowledge</p>
<ul style="list-style-type: none"> a. identify initial isolation and protective action distances, b. identify initial emergency actions <ul style="list-style-type: none"> i. fire ii. spill or iii. leak and iv. first aid) c. identify initial PPE and d. identify recommended protective actions 	<p>Associated learning components</p>

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(2) the difference between the isolation distances on the orange-bordered guidebook pages and the protective action distances on the green-bordered ERG pages	Second part of Requisite Knowledge
(3) the difference(s) between small and large spills as found in the Table of Initial Isolation and Protective Action Distances in the ERG or equivalent document;	Third part of Requisite Knowledge
(4) policies and procedures for isolating the hazard area and denying entry	Fourth part of Requisite Knowledge
(5) and the purpose of and methods for isolating the hazard area and denying entry.	Fifth part of Requisite Knowledge
Requisite Skills: Recognizing precautions for protecting responders and the public; identifying isolation areas, denying entry, and avoiding or minimizing hazards.	Requisite Skills Statement
<p>Instructor Note</p> <p>Recommended precautions found on numbered guides in the ERG include public safety issues; recommended protective clothing; evacuation; emergency response to fire, spill, and leak; and first aid sections.</p> <p>Examples of required knowledge include (1) precautions for providing emergency medical care to victims; typical ignition sources; ways hazardous materials/WMD are harmful to people, the environment, and property; general routes of entry for human exposure; emergency action (fire, spill, or leak; first aid); actions recommended not to be performed (e.g., closing of pipeline valves); protective actions (isolation of area and denial of entry, evacuation, shelter-in-place); size and shape of recommended initial isolation and protective action distances; difference between small and large spills; conditions that require the use of the ERG Table of Initial Isolation and Protective Action Distances and the isolation distances in the ERG numbered guide; techniques for isolating the hazard area and denying entry to unauthorized persons; how to recognize and protect evidence; and use of approved tools and equipment; (2) basic personal protective actions: staying clear of vapors, fumes, smoke, and spills; keeping vehicle at a safe distance from the scene; approaching from upwind, uphill, and upstream; and (3) types of protective actions and their purpose (e.g., isolate hazard area</p>	Appendix A: Explanatory Material for 5.3.1

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and deny entry, evacuation, and shelter-in- place); basic factors involved in the choice of protective actions (e.g., hazardous materials/WMD involved, population threatened, and weather conditions).	
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Unless otherwise specified, all curriculum references are to NFPA 470 . In some cases, (see, for example, 601-4.2.1), reference is also made under the section number and JPR to similar material in NFPA 470.

<p>601-5.2.1 Recognize and identify the hazardous materials/WMD and hazards involved in a hazardous materials/WMD incident, given a hazardous materials/WMD incident, and approved reference sources, so that the presence of hazardous materials/WMD is recognized and the materials and their hazards are identified.</p> <p>Given a hazardous materials/WMD incident, and approved reference sources, awareness level personnel shall recognize those situations where hazardous materials/WMD are present. (470-4.2.1)</p>	<p>Additional reference to NFPA 470</p>
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Skills

NFPA Requisite Skill requirements are addressed in the corresponding Skill Sheets in Chapter 6 of the TCFP Curriculum Skills Manual.

Definitions of Certification Levels

Awareness Level Personnel: Personnel who, in the course of their normal duties, could encounter an emergency involving hazardous materials/weapons of mass destruction (WMD) and who are expected to recognize the presence of the hazardous materials/WMD, protect themselves, call for trained personnel, and secure the scene. These personnel have met all the performance requirements of Chapter 4 of NFPA 470, *Standard for Hazardous Materials/Weapons of Mass Destruction Emergency Response Personnel Professional Qualifications*

Operations Level Personnel: Personnel who respond to hazardous materials/weapons of mass destruction (WMD) incidents for the purpose of

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implementing or supporting actions to protect nearby persons, the environment, or property from the effects of the release. These personnel have met all the performance requirements of Chapter 5 of NFPA 470, *Standard for Hazardous Materials/Weapons of Mass Destruction Emergency Response Personnel Professional Qualifications*

Operations-Mission Specific Competencies (MSC) Level Personnel: Responders assigned mission-specific responsibilities at hazardous materials/WMD incidents are those operations level responders designated by the authority having jurisdiction (AHJ) to perform additional tasks to support the AHJ's response mission, expected tasks, equipment, and training in the following areas:

- (1) 9.2 Personal protection equipment (PPE)
- (2) 9.3 Mass decontamination
- (3) 9.4 Technical decontamination
- (4) 9.5 Evidence preservation and sampling
- (5) 9.6 Product control
- (6) 9.7 Detection, monitoring, and public safety sampling
- (7) 9.8 Victim rescue and recovery
- (8) 9.9 Response to Illicit laboratories incidents
- (9) 9.10 Radiological Hazard-Specific

These personnel have met all the performance requirements of Chapter 5 of NFPA 470, *Standard for Hazardous Materials/Weapons of Mass Destruction Emergency Response Personnel Professional Qualifications* and have also met the performance requirements of the subchapter(s) of Chapter 7 of NFPA 470, *Standard for Hazardous Materials/Weapons of Mass Destruction Emergency Response Personnel Professional Qualifications*, to which they are trained and credentialed to perform.

Note: Basic TCFP Structural Fire Fighter certification requires that Structure Fire Fighter personnel meet all performance requirements for:

- *Hazardous Materials Awareness*
- *Hazardous Materials Operations*
- *Hazardous Materials Operations - MSC – 9.2 Personal Protective Equipment*
- *Hazardous Materials Operations - MSC – 9.6 Product Control*

Technician Level Personnel: Persons who respond to hazardous materials/weapons of mass destruction (WMD) incidents using a risk-based response process by which

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they analyze a problem involving hazardous materials/WMD, plan a response to the problem, evaluate progress of the planned response, and assist in terminating the incident. These personnel have met all the performance requirements of Chapter 11 of NFPA 470, *Standard for Hazardous Materials/Weapons of Mass Destruction Emergency Response Personnel Professional Qualifications*.

Incident Commander Level Personnel: That person, designated by the AHJ, responsible for all incident activities/operations, including the development of strategies and tactics and the ordering and release of resources. These personnel have met all the performance requirements of Chapter 13 of NFPA 470 , *Standard for Hazardous Materials/Weapons of Mass Destruction Emergency Response Personnel Professional Qualifications*.

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CERTIFICATION CURRICULUM MANUAL – CHAPTER SIX

HAZARDOUS MATERIALS INCIDENT COMMANDER (NFPA 470 CH. 13)

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REFERENCE LIST

HAZARDOUS MATERIALS INCIDENT COMMANDER

This Reference List is provided as a general guide for both instructors and students to locate information pertaining to the specific objectives in the TCFP Curriculum. This list is **not** all-inclusive and does not in any way limit TCFP development and use of questions to test the objectives of the curriculum:

Required References

- Certification Curriculum Manual*. Texas Commission on Fire Protection. (Most current edition). Austin, TX: Texas Commission on Fire Protection.
- Code of Federal Regulations, Title 29 Part 1910.120, Appendix A*. United States. U.S. Department of Labor, Occupational Safety & Health Administration.
http://edocket.access.gpo.gov/cfr_2007/julqtr/pdf/29cfr1910.120.pdf
- Emergency Response Guidebook*. United States. (Most current edition). Washington, DC: U.S. Department of Transportation, Pipeline and Hazardous Materials Safety Administration.
- Hazardous Materials: Managing the Incident*, 5th edition. Noll, G.G., Hildebrand, M. S., Schnepf, R. & Rudner, G.D. (2022). Burlington, MA: Jones and Bartlett. ISBN: 1284255670.
- Hazardous Materials Technician*, 3rd edition. (2023) Stillwater, OK: International Fire Service Training Association. ISBN: 978-0-87939-752-4
- NFPA 470: Standard for Competence of Responders to Hazardous Materials/Weapons of Mass Destruction Incidents*. (2022 ed.). Quincy, MA: NFPA Publications. National Fire Protection Association.
- NIOSH Pocket Guide to Chemical Hazards*. Cincinnati National Institute for Occupational Safety and Health. (Most current edition). OH: US Department of Health and Human Services, Public Health Service, Centers for Disease Control and Prevention, National Institute for Occupational Safety and Health.
<http://www.cdc.gov/niosh/npg/>
- Standards Manual for Fire Protection Personnel*. Texas Commission on Fire Protection. (Most current edition). Austin, TX: Texas Commission on Fire Protection.

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Recommended References

The most current edition of the following publications and media are recommended (not required) supplemental material for program use.

Bretherick's Handbook of Reactive Chemical Hazards. Urben, P. G., Pitt, M. J., & Bretherick, L. (2017). Amsterdam: Elsevier.

DOT Chart: Hazardous Materials Marking, Labeling and Placarding Guide. (or current edition) United States. Washington, DC: U.S. Dept. of Transportation, Pipeline and Hazardous Materials Safety Administration.

Emergency Care for Hazardous Materials Exposure. Currence, P., Bronstein, A. C., & Clements, B. (2007). St. Louis, MO: Mosby.

Fire Protection Guide to Hazardous Materials. National Fire Protection Association. (2001). Quincy, MA: National Fire Protection Association.

Hazardous Materials: Managing the Incident: Field Operations Guide. Chester Bevelacqua, 2nd edition. A. S., Hildebrand, M. S., & Noll, G. G. (2014). MD: Red Hat Publishing, Inc.

Hawley's Condensed Chemical Dictionary. 16TH edition. Lewis, R. J., & Hawley, G. G. (2016). West Sussex, England: Wiley.

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CHAPTER 6
SECTION 605
HAZARDOUS MATERIALS INCIDENT COMMANDER
CURRICULUM OUTLINE

SECTION	SUBJECT	RECOMMENDED HOURS
605-8.1	General - Introduction - Laws, Regulations, and National Consensus Standards	1
605-8.2	Analyze the Incident	4
605-8.3	Plan the Response	9
605-8.4	Implement the Incident Action Plan (IAP)	4
605-8.5	Evaluate Progress and Adjust IAP	2
605-8.6	Termination	4
	TOTAL RECOMMENDED HOURS	24

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

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Course Instructor Information

Hazardous Materials Incident Commander

Overview

The Hazardous Materials curricula are designed to provide clear guidance that ensures adequate presentation of the information required to meet the Job Performance Requirements (JPRs) of National Fire Protection Association (NFPA) 470, *Standard for Hazardous Materials/Weapons of Mass Destruction Emergency Response Personnel Professional Qualifications*, 2022 edition.

The Hazardous Materials curricula is found in Chapter 5 of the TCFP Curriculum Manual.

Certification Level	TCFP Section Number	NFPA 470 Chapter
Awareness	601	5
Operations	602	7
Operations-Mission Specific Competencies (MSC)	603	9
*Technician	604	11
*Incident Commander	605	13

Layout

The NFPA numbering sequence is mirrored to allow easy correlation between this document and the NFPA Standard. For example, 601-5.1.2 identifies the section in Awareness that corresponds to NFPA section 5.1.2.

When a section references information from “Annex A Explanatory Material” in the NFPA Standard, it is identified by a boxed Instructor Note. For example, the boxed Instructor Note listed in 601-5.2.1 and that immediately follows the Requisite Knowledge section corresponds to the NFPA Annex A information for NFPA 470 section 5.2.1.

- * Asterisks by Technician and Incident Commander above indicate that both are voluntary (non-mandatory) certifications. Therefore, **a formal “curriculum outline” is not provided**. Please use chapters 11 and 13, respectively, of NFPA 470 as a guide when creating your own course curricula or selecting a prepared instructional curriculum package from a publisher/vendor for Technician and Incident Commander.

TCFP Standards Manual

It is critical that you review the chapters in the TCFP Standards Manual that apply to this curriculum. Of primary importance are the following two chapters: Chapter 423, which defines the course of study, documentation and medical requirements necessary for Awareness and Operations certification (required) and Chapter 453, which covers certification requirements for Technician and Incident Commander (voluntary).

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Additionally, instructors are expected to review the following chapters as they pertain to the instructional, examination, certification processes:

- Chapter 421, Standards for Certification
- Chapter 427, Training Facility Certification
- Chapter 435, Fire Fighter Safety
- Chapter 437, Fees
- Chapter 439, Examinations for Certification
- Chapter 441, Continuing Education

These chapters do not address every issue that could impact this curriculum; therefore, you are encouraged to become familiar with the TCFP Standards Manual.

Instructor Qualifications

Hazardous Materials courses must be taught by an instructor meeting the requirements described in Chapter 427.307 of the TCFP Standards Manual.

Supplemental Information

Instructors are expected to provide supplemental information if the main reference text does not provide adequate information to ensure successful completion of the Job Performance Requirements as listed in the curriculum.

Components of the Curricula

Each section of a curriculum identifies the NFPA Job Performance Requirement (JPR) and subdivides the requisite knowledge requirements into learning components. For example:

View within the Curriculum		Explanation
601-5.3.1	Isolate the hazard area and deny entry at a hazardous materials/WMD incident, given a hazardous materials/WMD incident, policies and procedures, and approved reference sources, so that the hazard area is isolated and secured, personal safety procedures are followed, hazards are avoided or minimized, and additional people are not exposed to further harm.	Section Number and NFPA JPR
	Requisite Knowledge: Use of the ERG, SDS, shipping papers with emergency response information, or other approved reference sources to identify initial isolation and protective action distances, identify initial emergency actions (fire, spill, or leak and first aid), identify initial PPE, and identify recommended protective actions; the difference	Requisite Knowledge Statement

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between the isolation distances on the orange-bordered guidebook pages and the protective action distances on the green-bordered ERG pages; the difference(s) between small and large spills as found in the Table of Initial Isolation and Protective Action Distances in the ERG or equivalent document; policies and procedures for isolating the hazard area and denying entry; and the purpose of and methods for isolating the hazard area and denying entry.	
(1) Use of the ERG, SDS, shipping papers with emergency response information, or other approved reference sources to:	First part of Requisite Knowledge
<ul style="list-style-type: none"> a. identify initial isolation and protective action distances, b. identify initial emergency actions <ul style="list-style-type: none"> i. fire ii. spill or ii. leak and iv. first aid) c. identify initial PPE and d. identify recommended protective actions 	Associated learning components
(2) the difference between the isolation distances on the orange-bordered guidebook pages and the protective action distances on the green-bordered ERG pages	Second part of Requisite Knowledge
(3) the difference(s) between small and large spills as found in the Table of Initial Isolation and Protective Action Distances in the ERG or equivalent document;	Third part of Requisite Knowledge
(4) policies and procedures for isolating the hazard area and denying entry	Fourth part of Requisite Knowledge
(5) and the purpose of and methods for isolating the hazard area and denying entry.	Fifth part of Requisite Knowledge
Requisite Skills: Recognizing precautions for protecting responders and the public; identifying isolation areas, denying entry, and avoiding or minimizing hazards.	Requisite Skills Statement

Instructor Note Recommended precautions found on numbered guides in the ERG	Appendix A: Explanatory
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<p>include public safety issues; recommended protective clothing; evacuation; emergency response to fire, spill, and leak; and first aid sections.</p> <p>Examples of required knowledge include (1) precautions for providing emergency medical care to victims; typical ignition sources; ways hazardous materials/WMD are harmful to people, the environment, and property; general routes of entry for human exposure; emergency action (fire, spill, or leak; first aid); actions recommended not to be performed (e.g., closing of pipeline valves); protective actions (isolation of area and denial of entry, evacuation, shelter-in-place); size and shape of recommended initial isolation and protective action distances; difference between small and large spills; conditions that require the use of the ERG Table of Initial Isolation and Protective Action Distances and the isolation distances in the ERG numbered guide; techniques for isolating the hazard area and denying entry to unauthorized persons; how to recognize and protect evidence; and use of approved tools and equipment; (2) basic personal protective actions: staying clear of vapors, fumes, smoke, and spills; keeping vehicle at a safe distance from the scene; approaching from upwind, uphill, and upstream; and (3) types of protective actions and their purpose (e.g., isolate hazard area and deny entry, evacuation, and shelter-in-place); basic factors involved in the choice of protective actions (e.g., hazardous materials/WMD involved, population threatened, and weather conditions).</p>	<p>Material for 5.3.1</p>
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Unless otherwise specified, all curriculum references are to NFPA 470.

<p>601-5.2.1 Recognize and identify the hazardous materials/WMD and hazards involved in a hazardous materials/WMD incident, given a hazardous materials/WMD incident, and approved reference sources, so that the presence of hazardous materials/WMD is recognized and the materials and their hazards are identified.</p> <p>Given a hazardous materials/WMD incident, and approved reference sources, awareness level personnel shall recognize those situations where hazardous materials/WMD are present. (470-5.2.1)</p>	<p>Additional reference to NFPA 470</p>
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Skills

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NFPA Requisite Skill requirements are addressed in the corresponding Skill Sheets in Chapter 6 of the TCFP Curriculum Skills Manual.

Definitions of Certification Levels

Awareness Level Personnel: Personnel who, in the course of their normal duties, could encounter an emergency involving hazardous materials/weapons of mass destruction (WMD) and who are expected to recognize the presence of the hazardous materials/WMD, protect themselves, call for trained personnel, and secure the scene. These personnel have met all the performance requirements of Chapter 5 of NFPA 470, *Standard for Hazardous Materials/Weapons of Mass Destruction Emergency Response Personnel Professional Qualifications*

Operations Level Personnel: Personnel who respond to hazardous materials/weapons of mass destruction (WMD) incidents for the purpose of implementing or supporting actions to protect nearby persons, the environment, or property from the effects of the release. These personnel have met all the performance requirements of Chapter 7 of NFPA 470, *Standard for Hazardous Materials/Weapons of Mass Destruction Emergency Response Personnel Professional Qualifications*.

Operations-Mission Specific Competencies (MSC) Level Personnel: Responders assigned mission-specific responsibilities at hazardous materials/WMD incidents are those operations level responders designated by the authority having jurisdiction (AHJ) to perform additional tasks to support the AHJ's response mission, expected tasks, equipment, and training in the following areas:

- (1) 9.2 Personal protection equipment (PPE)
- (2) 9.3 Mass decontamination
- (3) 9.4 Technical decontamination
- (4) 9.5 Evidence preservation and sampling
- (5) 9.6 Product control
- (6) 9.7 Detection, monitoring, and public safety sampling
- (7) 9.8 Victim rescue and recovery
- (8) 9.10 Illicit laboratories incidents

These personnel have met all the performance requirements of Chapter 5 of NFPA 470, *Standard for Hazardous Materials/Weapons of Mass Destruction Emergency Response Personnel Professional Qualifications* to which they are trained and credentialed to perform.

Note: Basic TCFP Structural Fire Fighter certification requires that Structure Fire Fighter personnel meet all performance requirements for:

- *Hazardous Materials Awareness*
- *Hazardous Materials Operations*
- *Hazardous Materials Operations - MSC – 9.2 Personal Protective Equipment*

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- *Hazardous Materials Operations - MSC – 9.6 Product Control*

Technician Level Personnel: Persons who respond to hazardous materials/weapons of mass destruction (WMD) incidents using a risk-based response process by which they analyze a problem involving hazardous materials/WMD, plan a response to the problem, evaluate progress of the planned response, and assist in terminating the incident. These personnel have met all the performance requirements of Chapter 11 of NFPA 470, *Standard for Hazardous Materials/Weapons of Mass Destruction Emergency Response Personnel Professional Qualifications*.

Incident Commander Level Personnel: That person, designated by the AHJ, responsible for all incident activities/operations, including the development of strategies and tactics and the ordering and release of resources. These personnel have met all the performance requirements of Chapter 13 of NFPA 470, *Standard for Hazardous Materials/Weapons of Mass Destruction Emergency Response Personnel Professional Qualifications*.

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AGENDA ITEM NUMBER 8

8. Discussion and possible action on report from the Fire Fighter Advisory Committee:

(a) Rule Review: 37 TAC, Chapter 423, Fire Suppression (please see attached).

TITLE 37 PUBLIC SAFETY AND CORRECTIONS

PART 13 TEXAS COMMISSION ON FIRE PROTECTION

CHAPTER 423 FIRE SUPPRESSION

SUBCHAPTER A- MINIMUM STANDARDS FOR

STRUCTURE FIRE PROTECTION PERSONNEL

CERTIFICATION

§423.1 Minimum Standards for Structure Fire Protection Personnel

- (a) Fire protection personnel who are appointed to structure fire protection duties must be certified by the commission within one year from the date of their appointment.
- (b) Prior to being appointed to structure fire protection duties, personnel must:
 - (1) complete a commission approved basic structure fire protection program; and
 - (2) successfully pass the commission examination as required by §423.3 of this title (relating to Minimum Standards for Basic Structure Fire Protection Personnel Certification); and
 - (3) successfully complete a commission recognized emergency medical training program. The commission recognizes the following emergency medical training:
 - (A) Department of State Health Services Emergency Medical Service Personnel certification training.
 - (B) an American Red Cross Emergency Response course, including the optional lessons and enrichment sections.
 - (C) an American Safety and Health Institute First Responder course.
 - (D) National Registry of Emergency Medical Technicians certification; or
 - (E) medical training deemed equivalent by the commission.
- (c) Personnel holding any level of structure fire protection personnel certification must comply with the continuing education requirements specified in Chapter 441 of this title (relating to Continuing Education)

§423.3 Minimum Standards for Basic Structure Fire Protection Personnel Certification

In order to be certified as Basic Structure Fire Protection Personnel, an individual must:

- (1) possess valid documentation from the International Fire Service Accreditation Congress or the National Board on Fire Service Professional Qualifications issued by the Texas A&M Engineering Extension Service using the 2008 or later edition of the NFPA standard applicable to this discipline and meeting the requirements specified in §439.1 of this title (relating to Requirements--General) as:

(A) Fire Fighter I, Fire Fighter II, Hazardous Materials Awareness Level Personnel; and

(B) Hazardous Materials Operations Level Responders including the Mission-Specific Competencies for Personal Protective Equipment and Product Control under the current edition; or

(C) NFPA 472 Hazardous Materials Operations prior to the 2008 edition; and

(D) meet the medical requirements outlined in §423.1 of this title (relating to Minimum Standards for Structure Fire Protection Personnel); or

(2) complete a commission-approved basic structure fire protection program, meet the medical requirements outlined in §423.1 of this title (relating to Minimum Standards for Structure Fire Protection Personnel), and successfully pass the commission examination(s) as specified in Chapter 439 of this title (relating to Examinations for Certification). An approved basic structure fire suppression program shall consist of one or any combination of the following:

(A) completion of a commission-approved Basic Fire Suppression Curriculum, as specified in the commission's Certification Curriculum Manual; or

(B) completion of an out-of-state, and/or military training program deemed equivalent to the commission-approved Basic Fire Suppression Curriculum; or

(C) documentation of the receipt of a Fire Fighter II certificate, an advanced certificate, or confirmation of training from the State Firefighters' and Fire Marshals' Association of Texas that is deemed equivalent to a commission-approved Basic Fire Suppression Curriculum.

§423.5 Minimum Standards for Intermediate Structure Fire Protection Personnel Certification

(a) Applicants for Intermediate Structure Fire Protection Personnel certification must complete the following requirements:

(1) hold, as a prerequisite, a Basic Structure Fire Protection Personnel certification as defined in §423.3 of this title (relating to Minimum Standards for Basic Structure Fire Protection Personnel Certification); and

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

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

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

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

- (b) Non-traditional credit awarded at the college level, such as credit for experience or credit by examination obtained from attending any school in the commission's Certification Curriculum Manual or for experience in fire service, may not be counted toward this level of certification.
- (c) The training required in this section must be in addition to any training used to qualify for any lower level of Structure Fire Protection Personnel certification. Repeating a course or a course of similar content cannot be used towards this level of certification.

§423.7 Minimum Standards for Advanced Structure Fire Protection Personnel Certification

- (a) Applicants for Advanced Structure Fire Protection Personnel certification must complete the following requirements:
 - (1) hold as a prerequisite an Intermediate Structure Fire Protection Personnel certification as defined in §423.5 of this title (relating to Minimum Standards for Intermediate Structure Fire Protection Personnel Certification); and
 - (2) acquire a minimum of eight years of fire protection experience and complete the training listed in one of the following options:
 - (A) Option 1--Successfully complete six semester hours of fire science or fire technology from an approved Fire Protection Degree Program and submit documentation as required by the commission that the courses comply with subsections (b) and (c) of this section; or
 - (B) Option 2--Completion of coursework from either the A-List or the B-List courses. Acceptable combinations of courses are as follows: two A-List courses; or eight B-List courses; or one A-List course and four B-List courses. (See the exception outlined in subsection (c) of this section); or
 - (C) Option 3--Completion of coursework from either the A-List or the B-List courses in combination with college courses in fire science or fire protection. Acceptable combinations of courses are three semester hours meeting the requirements of Option 1 with either one A-List course or four B-List courses (See the exception outlined in subsection (c) of this section).

- (b) Non-traditional credit awarded at the college level, such as credit for experience or credit by examination obtained from attending any school in the commission's Certification Curriculum Manual or for experience in the fire service, may not be counted toward this level of certification.
- (c) The training required in this section must be in addition to any training used to qualify for any lower level of Structure Fire Protection Personnel certification. Repeating a course or a course of similar content cannot be used towards this level of certification.

§423.9 Minimum Standards for Master Structure Fire Protection Personnel Certification

- (a) Applicants for Master Structure Fire Protection Personnel certification must complete the following requirements:

(1) hold as a prerequisite an Advanced Structure Fire Protection Personnel certification as defined in §423.7 of this title (relating to Minimum Standards for Advanced Structure Fire Protection Personnel Certification); and

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

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

§423.11 Higher Levels of Certification

(a) An individual may receive higher levels of certification in structure fire protection while being assigned to another discipline, provided all requirements for the higher level or levels of certification are met.

(b) Repetitive training cannot be used toward higher levels of certification.

§423.13 International Fire Service Accreditation Congress (IFSAC) Seal

(a) Individuals completing a commission-approved basic structure fire protection program, meeting any other NFPA requirement, and passing the applicable commission examination(s) may be granted IFSAC seal(s) for Hazardous Materials Awareness Level Personnel, Hazardous Materials Operations Level Responders (including the Mission-Specific Competencies for Personal Protective Equipment and Product Control), Fire Fighter I, and/or Fire Fighter II by making application to the commission for the IFSAC seal(s) and paying applicable fees, provided they meet the following provisions:

(1) To receive the IFSAC Hazardous Materials Awareness Level Personnel seal, the individual must:

(A) complete the Hazardous Materials Awareness section of a commission-approved course; and

(B) pass the Hazardous Materials Awareness section of a commission examination.

(2) To receive the IFSAC Hazardous Materials Operations Level Responders seal (including the Mission-Specific Competencies for Personal Protective Equipment and Product Control) the individual must:

(A) complete the Hazardous Materials Operation section of a commission-approved course; and

(B) document possession of an IFSAC Hazardous Materials Awareness Level Personnel seal; and

(C) pass the Hazardous Materials Operations section of a commission examination.

(3) To receive the IFSAC Fire Fighter I seal, the individual must:

(A) complete a commission-approved Fire Fighter I course; and

(B) provide medical documentation as outlined in subsection (b) of this section; and

(C) document possession of an IFSAC Hazardous Materials Awareness Level Personnel seal; and

- (D) document possession of an IFSAC Hazardous Materials Operations Level Responders seal; and
 - (E) pass the Fire Fighter I section of a commission examination.
- (4) To receive the IFSAC Fire Fighter II seal, the individual must:
- (A) complete a commission-approved Fire Fighter II course; and
 - (B) document possession of an IFSAC Fire Fighter I seal; and
 - (C) pass the Fire Fighter II section of a commission examination.
- (b) In order to qualify for a Fire Fighter I seal, the individual must document successful completion of an emergency medical training course or program that includes those subject areas required by NFPA1001.
- (c) In order to qualify for an IFSAC seal an individual must submit the application for the seal prior to the expiration of the examination.

CHAPTER 423

FIRE SUPPRESSION

SUBCHAPTER B

MINIMUM STANDARDS FOR AIRCRAFT RESCUE FIRE FIGHTING PERSONNEL

§423.201 Minimum Standards for Aircraft Rescue Fire Fighting Personnel

(a) Aircraft rescue fire fighting personnel are employees of a local governmental entity who are appointed to aircraft rescue fire fighting duties. These duties may include fighting aircraft fires at airports, standing by for potential crash landings, and performing aircraft rescue and fire fighting duties.

(b) Personnel appointed to aircraft rescue fire fighting duties must be certified by the commission within one year from the date of their appointment.

(c) Prior to being appointed to aircraft rescue fire fighting duties, all personnel must:

(1) successfully complete a commission approved basic structure fire protection program and pass the commission's examination; and

(2) successfully complete a commission approved basic aircraft rescue fire fighting program and pass the commission's examination.

(d) "Stand by" means the act of responding to a designated position in the movement area on the airfield at which initial response fire and rescue units will await the arrival of an aircraft experiencing an announced emergency.

(e) "Movement area" is comprised of all runways, taxiways, and other areas of the airport which are used for taxiing or hover taxiing, take-off, and landing of aircraft, exclusive of loading ramps and aircraft parking areas.

(f) Personnel holding any level of aircraft rescue fire fighting personnel certification shall be required to comply with the continuing education specified in Chapter 441 of this title (relating to Continuing Education).

(g) Aircraft rescue fire fighting personnel that perform structure fire protection duties must be certified, as a minimum, as basic structure fire protection personnel.

§423.203 Minimum Standards for Basic Aircraft Rescue Fire Fighting Personnel Certification

In order to be certified as Basic Aircraft Rescue Fire Fighting Personnel, an individual must:

(1) hold a Basic Structure Fire Protection Personnel certification; and

(2) possess valid documentation as an Airport Fire Fighter from either:

(A) the International Fire Service Accreditation Congress; or

(B) the National Board on Fire Service Professional Qualifications issued by the Texas A&M Engineering Extension Service using the 2010 or later edition of the NFPA standard applicable to this discipline and meeting the requirements specified in §439.1 of this title (relating to Requirements-General); or

(3) complete a commission approved aircraft rescue fire fighting program and successfully pass the commission examination as specified in Chapter 439 of this title (relating to Examinations for Certification). An approved aircraft rescue fire fighting program shall consist of one of the following:

(A) a commission approved Basic Aircraft Rescue Fire Suppression Curriculum as specified in the commission's Certification Curriculum Manual; or

(B) an out-of-state, and/or military training program that has been submitted to the commission for evaluation and found to be equivalent to or exceeds the commission approved Basic Aircraft Rescue Fire Suppression Curriculum..

§423.205 Minimum Standards for Intermediate Aircraft Rescue Fire Fighting Personnel Certification

(a) Applicants for Intermediate Aircraft Rescue Fire Fighting Personnel certification must complete the following requirements:

(1) hold as a prerequisite a Basic Aircraft Rescue Fire Fighting Personnel certification as defined in §423.203 of this title (relating to Minimum Standards for Basic Aircraft Rescue Fire Fighting Personnel Certification); and

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

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

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

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

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

(c) The training required in this section must be in addition to any training used to qualify for any lower level of Aircraft Rescue Fire Fighting certification. Repeating a course or a course of similar content cannot be used towards this level of certification.

§423.207 Minimum Standards for Advanced Aircraft Rescue Fire Fighting Personnel Certification

(a) Applicants for Advanced Aircraft Rescue Fire Fighting Personnel certification must complete the following requirements:

(1) hold as a prerequisite an Intermediate Aircraft Rescue Fire Fighting Personnel certification as defined in §423.205 of this title (relating to Minimum Standards for Intermediate Aircraft Rescue Fire Fighting Personnel Certification); and

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

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

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

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

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

(c) The training required in this section must be in addition to any training used to qualify for any lower level of Aircraft Rescue Fire Fighting Personnel certification. Repeating a course or a course of similar content cannot be used towards this level of certification.

§423.209 Minimum Standards for Master Aircraft Rescue Fire Fighting Personnel Certification

(a) Applicants for Master Aircraft Rescue Fire Fighting Personnel certification must complete the following requirements:

(1) hold, as a prerequisite, an Advanced Aircraft Rescue Fire Fighting Personnel certification as defined in §423.207 of this title (relating to Minimum Standards for Advanced Aircraft Rescue Fire Fighting Personnel Certification); and

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

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

§423.211 International Fire Service Accreditation Congress (IFSAC) Seal

Individuals completing a commission approved basic aircraft rescue fire fighting program, documenting an IFSAC seal for Fire Fighter II, and passing the applicable commission examination may be granted an IFSAC seal as an Airport Fire Fighter by making application to the commission for the IFSAC seal and paying applicable fees. In order to qualify for an IFSAC seal, an individual must submit the application for the seal prior to the expiration of the examination.

CHAPTER 423

FIRE SUPPRESSION

SUBCHAPTER C

MINIMUM STANDARDS FOR MARINE FIRE PROTECTION PERSONNEL

§423.301 Minimum Standards for Marine Fire Protection Personnel

(a) Marine fire protection personnel are employees of a local governmental entity who work aboard a fire boat with a minimum pumping capacity of 2,000 gallons per minute, and fight fires that occur on or adjacent to a waterway, waterfront, channel, or turning basin.

(b) Fire protection personnel appointed to marine fire protection duties must be certified by the commission within one year from the date of their appointment.

(c) Prior to being appointed to marine fire protection duties, all personnel must:

(1) successfully complete a commission approved basic structure fire protection program and pass the commission's examination; and

(2) successfully complete a commission approved basic marine fire protection program and pass the commission's examination.

(d) Personnel holding any level of Marine Fire Protection Personnel certification shall be required to comply with the continuing education specified in Chapter 441 of this title (relating to Continuing Education).

§423.303 Minimum Standards for Basic Marine Fire Protection Personnel Certification

In order to be certified as Basic Marine Fire Protection Personnel an individual must:

- (1) hold a Basic Structure Fire Protection Personnel certification; and
- (2) complete a commission approved marine fire protection program and successfully pass the commission examination as specified in Chapter 439 of this title (relating to Examinations for Certification). An approved marine fire protection program shall consist of one of the following:
 - (A) the commission approved Basic Marine Fire Protection Curriculum as specified in Chapter 3 of the commission's Certification Curriculum Manual; or
 - (B) An out-of-state, and/or military training program that has been submitted to the commission for evaluation and found to be equivalent to or exceed the commission approved Basic Marine Fire Protection Curriculum.

§423.305 Minimum Standards for Intermediate Marine Fire Protection Personnel Certification

(a) Applicants for Intermediate Marine Fire Protection Personnel certification must complete the following requirements:

- (1) hold, as a prerequisite, a Basic Marine Fire Protection Personnel certification as defined in §423.303 of this title (relating to Minimum Standards for Basic Marine Fire Protection Personnel Certification); and
 - (2) acquire a minimum of four years of fire protection experience and complete the training listed in one of the following options:
 - (A) Option 1--Successfully complete six semester hours of fire science or fire technology from an approved Fire Protection Degree Program and submit documentation as required by the commission that the courses comply with subsections (b) and (c) of this section; or
 - (B) Option 2--Completion of coursework from either the A-List or the B-List courses. Acceptable combinations of courses are as follows: two A-List courses; or eight B-List courses; or one A-List course and four B-List courses. (See the exception outlined in subsection (c) of this section); or
 - (C) Option 3--Completion of coursework from either the A-List or the B-List courses in combination with college courses in fire science or fire protection. Acceptable combinations of courses are three semester hours meeting the requirements of Option 1 with either one A-List course or four B-List courses. (See the exception outlined in subsection (c) of this section).
- (b) Non-traditional credit awarded at the college level, such as credit for experience or credit by examination obtained from attending any school in the commission's Certification Curriculum Manual or for experience in fire service, may not be counted towards this level of certification.

(c) The training required in this section must be in addition to any training used to qualify for any lower level of Marine Fire Protection Personnel certification. Repeating a course, or a course of similar content, cannot be used towards this level of certification.

§423.307 Minimum Standards for Advanced Marine Fire Protection Personnel Certification

(a) Applicants for Advanced Marine Fire Protection Personnel certification must complete the following requirements:

(1) hold as a prerequisite an Intermediate Marine Fire Protection Personnel certification as defined in §423.305 of this title (relating to Minimum Standards for Intermediate Marine Fire Protection Personnel Certification); and

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

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

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

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

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

(c) The training required in this section must be in addition to any training used to qualify for any lower level of Marine Fire Protection Personnel certification. Repeating a course or a course of similar content cannot be used towards this level of certification.

§423.309 Minimum Standards for Master Marine Fire Protection Personnel Certification

(a) Applicants for Master Marine Fire Protection Personnel certification must complete the following requirements:

(1) hold, as a prerequisite, an Advanced Marine Fire Protection Personnel certification as defined in §423.307 of this title (relating to Minimum Standards for Advanced Marine Fire Protection Personnel Certification); and

(2) acquire a minimum of twelve years of fire protection experience, 60 college semester hours or an associate's degree, which includes at least 18 college semester hours in fire science subjects.

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

AGENDA ITEM NUMBER 8

8. Discussion and possible action on report from the Fire Fighter Advisory Committee.

(b) Rule Review: 37 TAC, Chapter 425, Fire Service Instructors (please see attached).

TITLE 37 PUBLIC SAFETY AND CORRECTIONS

PART 13 TEXAS COMMISSION ON FIRE PROTECTION

CHAPTER 425 FIRE SERVICE INSTRUCTORS

§425.1 Minimum Standards for Fire Service Instructor Certification

- (a) Training programs that are intended to satisfy the requirements for fire service instructor certification must meet the curriculum and competencies based upon NFPA 1041, Standard for Fire and Emergency Services Instructor Professional Qualifications or the most recent edition of. All applicants for certification must meet the examination requirements of this section.
- (b) Prior to being appointed to fire service instructor duties, all personnel must complete a commission approved fire service instructor program and successfully pass the commission examination pertaining to that curriculum.
- (c) Personnel who receive probationary or temporary appointment to fire service instructor duties must be certified by the commission within one year from the date of appointment to such position.
- (d) An out-of-state, military, or federal instructor training program may be accepted by the commission as meeting the training requirements for certification as a fire service instructor if the training has been submitted to the commission for evaluation and found to be equivalent to or to exceed the commission approved instructor course for that particular level of fire service instructor certification.
- (e) An individual who holds a bachelor's degree or higher in education from a regionally accredited educational institution or a teaching certificate issued by the State Board for Educator Certification or an associate degree with twelve semester hours of education instructional courses is considered to have training equivalent to the commission's curriculum requirements for Instructor I, II and III training.
- (f) Personnel holding any level of fire service instructor certification must comply with the continuing education requirements specified in §441.21 of this title (relating to Continuing Education for Fire Service Instructor).

§425.3 Minimum Standards for Fire Service Instructor I Certification

In order to be certified as a Fire Service Instructor I an individual must:

- (1) have a minimum of three years of experience as defined in §421.5 of this title (relating to Definitions) in fire protection in one or more or any combination of the following:
 - (A) a paid, volunteer, or regulated non-governmental fire department; or
 - (B) a department of a state agency, education institution or political subdivision providing fire protection training and related responsibilities; and
- (2) possess valid documentation as a Fire Instructor I, II or III from either:

(A) the International Fire Service Accreditation Congress (IFSAC); or

(B) the National Board on Fire Service Professional Qualifications issued by the Texas A&M Engineering Extension Service using the 2007 or later edition of the NFPA standard applicable to this discipline and meeting the requirements as specified in §439.1 of this title (relating to Requirements--General); or

(3) have completed the appropriate curriculum for Fire Service Instructor I contained in Chapter 8 of the commission's Certification Curriculum Manual, or meet the equivalence as specified in §425.1 of this title (relating to Minimum Standards for Fire Service Instructor Certification); and

(4) successfully pass the applicable commission examination as specified in Chapter 439 of this title (relating to Examinations for Certification)

§425.5 Minimum Standards for Fire Service Instructor II Certification

In order to be certified as a Fire Service Instructor II, an individual must:

(1) hold as a prerequisite a Fire Instructor I certification as defined in §425.3 of this title (relating to Minimum Standards for Fire Service Instructor I Certification); and

(2) have a minimum of three years of experience as defined in §421.5 of this title (relating to Definitions) in fire protection in one or more or any combination of the following:

(A) a paid, volunteer, or regulated non-governmental fire department; or

(B) a department of a state agency, education institution or political subdivision providing fire protection training and related responsibilities; and

(3) possess valid documentation as a Fire Instructor I, II or III from either:

(A) the International Fire Service Accreditation Congress (IFSAC); or

(B) the National Board on Fire Service Professional Qualifications issued by the Texas A&M Engineering Extension Service using the 2007 or later edition of the NFPA standard applicable to this discipline and meeting the requirements as specified in §439.1 of this title (relating to Requirements--General); or

(4) have completed the appropriate curriculum for Fire Service Instructor II contained in Chapter 8 of the commission's Certification Curriculum Manual, or meet the equivalence as specified in §425.1 of this title (relating to Minimum Standards for Fire Service Instructor Certification); and

(5) successfully pass the applicable commission examination as specified in Chapter 439 of this title (relating to Examinations for Certification).

§425.7 Minimum Standards for Fire Service Instructor III Certification

In order to be certified as a Fire Service Instructor III an individual must:

- (1) hold as a prerequisite, a Fire Instructor II Certification as defined in §425.5 of this title (relating to Minimum Standards for Fire Service Instructor II Certification); and
- (2) have a minimum of three years of experience as defined in §421.5 of this title (relating to Definitions) in fire protection in one or more or any combination of the following:
 - (A) a paid, volunteer, or regulated non-governmental fire department; or
 - (B) a department of a state agency, education institution or political subdivision providing fire protection training and related responsibilities; and
- (3) possess valid documentation of accreditation from the International Fire Service Accreditation Congress (IFSAC) as a Fire Instructor III; or
- (4) have completed the appropriate curriculum for Fire Service Instructor III contained in Chapter 8 of the commission's Certification Curriculum Manual, or meet the equivalence as specified in §425.1 of this title (relating to Minimum Standards for Fire Service Instructor Certification); and
- (5) successfully pass the applicable commission examination as specified in Chapter 439 of this title (relating to Examinations for Certification); and either
 - (A) hold as a prerequisite an advanced structural fire protection personnel certification, an advanced aircraft fire protection personnel certification, advanced marine fire protection personnel certification, advanced inspector certification, advanced fire investigator, or advanced arson investigator certification; or
 - (B) have 60 college hours from a regionally accredited educational institution; or
 - (C) hold an associate's degree from a regionally accredited educational institution.

§425.9 Minimum Standards for Master Fire Service Instructor III Certification

In order to be certified as a Master Fire Service Instructor III the individual must:

- (1) hold as a prerequisite a Fire Service Instructor III certification; and
- (2) be a member of a paid, volunteer, or regulated non-governmental fire department; or a department of a state agency, education institution or political subdivision providing fire protection training and related responsibilities; and
- (3) hold as a prerequisite a master structural fire protection personnel certification, a master aircraft rescue fire fighting personnel certification, master marine fire protection personnel certification, master inspector certification, master fire investigator certification, or master arson investigator certification; or
- (4) hold a bachelor's degree or higher in education from a regionally accredited educational institution or a teaching certificate issued by the Texas State Board of Education.

§425.11 International Fire Service Accreditation Congress (IFSAC) Seal

- (a) Individuals completing a commission approved Fire Service Instructor I training program and passing the applicable state examination may be granted an IFSAC seal for Instructor I by making application to the commission and paying the applicable fee.
- (b) Individuals holding an IFSAC Instructor I seal, completing a commission approved Fire Service Instructor II training program, and passing the applicable state examination may be granted an IFSAC seal for Instructor II by making application to the commission and paying the applicable fee.
- (c) Individuals holding an IFSAC Instructor II seal, completing a commission approved Fire Service Instructor III training program, and passing the applicable state examination may be granted an IFSAC seal for Instructor III by making application to the commission and paying the applicable fee.
- (d) In order to qualify for an IFSAC seal, an individual must submit the application for the seal prior to the expiration of the examination.

AGENDA ITEM NUMBER 9

9. Discussion and possible action regarding proposed amendments to 37 TAC, Chapter 435, Fire Fighter Safety regarding the new NFPA 1970 standards (please see attached).

CHAPTER 435

FIRE FIGHTER SAFETY

§435.1. Protective Clothing.

(a) A regulated entity shall:

(1) purchase, rent, lease, provide, and maintain a complete set of protective clothing for each fire protection person who would be exposed to hazardous conditions from fire or other emergencies or where the potential for such exposure exists. A complete set of properly fitting protective clothing shall consist of garments including bunker coats, bunker pants, boots, gloves, helmets, and protective hoods, worn by fire protection personnel in the course of performing fire-fighting operations;

(2) ensure that all protective clothing complies with the minimum standards of the National Fire Protection Association suitable for the tasks the individual is expected to perform. The National Fire Protection Association standard applicable to protective clothing is the standard in effect at the time the entity contracts for new, repaired, or used protective clothing; and

(3) maintain, provide to the commission upon request, and comply with a departmental standard operating procedure regarding the use, selection, care, and maintenance of protective clothing which complies with NFPA 1851, Standard on Selection, Care, and Maintenance of Structural Fire Fighting Protective Ensembles or its successor.

(b) To ensure that protective clothing for fire protection personnel continues to be suitable for assigned tasks, risk assessments must be conducted in accordance with NFPA 1851 or its successor.

§435.3. Self-Contained Breathing Apparatus.

The regulated entity shall:

(1) provide, and maintain a complete self-contained breathing apparatus that complies with the minimum standards of the National Fire Protection Association identified in NFPA 1981, Standard on Open-Circuit Self-Contained Breathing Apparatus for Fire Fighters, or its successor for each on-duty fire protection person who engages in operations where IDLH atmospheres may be encountered, where the atmosphere is unknown or would be exposed to hazardous atmospheres from fire or other emergencies or where the potential for such exposure exists;

(2) [(A)] the National Fire Protection Association standard applicable to a self-contained breathing apparatus is the standard in effect at the time the entity contracts for new, rebuilt, repaired, or used self-contained breathing apparatus;

(3) an entity may continue to use a self-contained breathing apparatus in use or contracted for before a change in the National Fire Protection Association standard, unless the commission determines that the continued use of the self-contained breathing apparatus constitutes an undue risk to the wearer, in which case the commission shall order that the use be discontinued and shall set an appropriate date for compliance with the revised standard;

(4) develop an air quality program that complies with the most recent edition of the NFPA 1989 Standard on Breathing Air Quality for Emergency Services Respiratory Protection or its successor;

(5) maintain and supply upon request by the commission, records and reports documenting compliance with commission requirements concerning self-contained breathing apparatus and breathing air. Records of all tests shall be made, and the records shall be retained for a period of no less than three years;

(6) maintain and provide upon request by the commission, the entity's standard operating procedure regarding the use of self-contained breathing apparatus;and

(7) maintain and provide upon request by the commission, the entity's standard operating procedure regarding the selection, care, and maintenance of self-contained breathing apparatus that complies with the most recent edition of the NFPA 1852 Standard on Selection, Care, and Maintenance of Open-Circuit Self-Contained Breathing Apparatus (SCBA) or its successor.

§435.5. Commission Recommendations.

The commission recommends that all regulated entities use as a guide the National Fire Protection Standard 1500 "Fire Department Occupational Safety and Health Program" or its successor.

§435.7. Implementation of Mandatory NFPA Standards.

Allow implementation of TCFP mandated NFPA standards at the Commissioner's discretion up to 365 days from the effective date of the new NFPA standard.

§435.9. Personal Alert Safety System (PASS).

The regulated entity shall:

(1) provide and maintain a PASS device complying with the minimum standards of the National Fire Protection Association identified in NFPA 1982, Standard on Personal Alert Safety Systems (PASS) for Fire Fighters or its successor for each on duty fire protection person [personnel] who engages in operations where IDLH atmospheres may be encountered, or where the atmosphere is unknown, or where hazardous conditions from fire or other emergencies exist, or where the potential for such exposure exists;

(2) ensure that all PASS devices used by fire protection personnel comply with the minimum standards of the National Fire Protection Association identified in NFPA 1982, Standard on Personal Alert Safety Systems (PASS) for Fire Fighters. The National Fire Protection Association standard applicable to a PASS device is the standard in effect at the time the entity contracts for new, rebuilt, repaired, or used PASS devices;

(3) ensure that the PASS device assigned to an individual user be inspected at the beginning of each duty period and before each use; and

(4) maintain and provide upon request by the commission, the entity's standard operating procedure regarding the proper use, selection, care, and maintenance of PASS devices.

§435.11. Incident Management System (IMS).

(a) The regulated entity shall develop, maintain, and use an incident management system.

(b) The incident management system shall:

(1) include a written standard operating procedure for the management of emergency incidents;

(2) require that the IMS be used at all emergency incidents;

(3) require operations to be conducted in a manner that recognizes hazards and assists in the prevention of accidents and injuries;

(4) require that all fire protection personnel be trained in the use of the IMS; and

(5) require that the IMS be applied to all drills, exercises and all other situations that involve hazards similar to those encountered at an actual emergency.

(c) The IMS shall meet the requirements of NFPA 1561, Standard on Emergency Services Incident Management System and Command Safety or its successor.

§435.13. Personnel Accountability System.

(a) The regulated entity shall develop, maintain, and use a personnel accountability system that provides for a rapid accounting of all personnel at an emergency incident.

(b) The accountability system shall:

(1) require all fire protection personnel be trained in the use of the accountability system;

(2) require that the fire protection personnel accountability system be used at all incidents;

(3) require that all fire protection personnel operating at an emergency incident to actively participate in the personnel accountability system; and

(4) require that the incident commander be responsible for the overall personnel accountability system for the incident.

(c) The fire department shall be responsible for developing the system components required to make the personnel accountability system effective.

(d) The personnel accountability system shall meet the minimum standards required by the National Fire Protection Association 1561, Standard on Emergency Services Incident Management System and Command Safety or its successor.

§435.15. Operating At Emergency Incidents.

(a) The regulated entity shall develop, maintain, and use a standard operating procedure for fire protection personnel operating at emergency incidents.

(b) The standard operating procedure shall:

(1) specify an adequate number of personnel to safely conduct emergency scene operations;

(2) limit operations to those that can be safely performed by personnel at the scene;

(3) require all personnel to be trained in and use the standard operating procedures; and

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

(c) The regulated entity may use standards established by the National Fire Protection Association for fire protection personnel operating at an emergency incident.

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

(a) The regulated entity shall develop, maintain, and comply with written standard operating procedures that adhere with the Occupational Safety and Health Administration's Final Rule, 29 CFR Section 1910.134(g)(4) by requiring:

(1) a team of at least four fire protection personnel must be assembled before an interior fire attack can be made when the fire has progressed beyond the incipient stage;

(2) at least two fire protection personnel to enter the IDLH atmosphere and remain in visual or voice (not radio) contact with each other;

(A) Visual means that the fire protection personnel must be close enough to see each other.

(B) Voice means that the fire protection personnel of the entry team must be close enough to speak to one another without the use of radios.

(3) at least two fire protection personnel remain located outside the IDLH atmosphere to perform rescue of the fire protection personnel inside the IDLH atmosphere;

(4) all fire protection personnel engaged in interior structural fire fighting use self-contained breathing apparatus and be clothed in a complete set of protective clothing as identified in Chapter 435;

(5) all fire protection personnel located outside the IDLH atmosphere be equipped with appropriate retrieval equipment where retrieval equipment would contribute to the rescue of the fire protection personnel who [that] have entered the IDLH atmosphere;

(6) one of the outside fire protection personnel must actively monitor the status of the inside fire protection personnel and not be assigned other duties. The second outside fire protection personnel may be assigned to an additional role, including, but not limited to, incident commander, safety officer, driver-operator, command technician or aide, or fire fighter/EMS personnel, so long as this individual is able to perform assistance or rescue activities without jeopardizing the safety or health of any fire protection personnel working at the scene;

(7) All fire protection personnel entering an IDLH atmosphere must be equipped with an operable portable radio; and

(8) each outside fire protection personnel must have a complete set of protective clothing and self-contained breathing apparatus, as identified in Chapter 435, immediately accessible for use if the need for rescue activities inside the IDLH atmosphere is necessary.

(b) The regulated entity shall comply with the 2-in/2-out rule as described in this section except in a reasonable belief of an imminent life-threatening situation when immediate action could prevent the loss of life or serious injury before the team of four fire protection personnel are assembled.

(c) Whenever there is a variance to these procedures, a supplemental report must be submitted to the Texas Commission on Fire Protection, documenting the rationale used to deviate from these written procedures.

§435.19. Enforcement of Commission Rules.

(a) The commission shall enforce all commission rules at any time, including, but not limited to, commission investigations, fire department inspections, or upon receiving a [written] complaint from any person or entity of an alleged infraction of a commission rule.

(b) The commission shall initiate a biennial inspection with an email notifying the fire department and requesting electronic copies of the Standard Operating Procedures (SOPs), training records,

and/or other documentation needed for review, be submitted within 48 business hours of notification. The e-mail will also indicate the date range for an on-site inspection within the upcoming two-week period. Compliance officers may work with the Head of Department to ensure all necessary department representatives will be present at the time of the inspection. Compliance Officers may postpone an inspection for extenuating circumstances with the Compliance Manager's approval.

(c) Upon receipt of a complaint alleging a violation of a commission rule, the commission shall have 30 days to initiate an investigation and report back to the complainant its progress.

(d) Upon substantiating the validity of a complaint, the commission shall follow the procedures outlined in Texas Government Code, Chapter 419, §419.011(b) and (c).

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

(a) A regulated entity shall assess the wellness and fitness needs of the personnel in the department. The procedure used to make this assessment shall be written and made available for Commission inspection.

(b) A regulated entity shall develop and maintain a standard operating procedure to address those needs.

(c) The approach to the fitness needs of the regulated entity shall be based on the local assessment and local resources.

(d) The standard operating procedure shall be made available to the Commission for inspection.

§435.23. Fire Protection Personnel Injuries.

(a) A regulated entity [fire department] shall report all Texas Workers' Compensation Commission reportable injuries that occur to on-duty regulated fire protection personnel on the Commission form.

(b) Minor injuries are those injuries that do not result in the fire protection personnel [fire fighter] missing more than one duty period or does not involve the failure of personal protective equipment. Minor injuries shall be reported within 30 business days of the injury event.

(c) Major injuries are those that require the fire protection personnel [fire fighter] to miss more than one duty period. Major injuries shall be reported within five business days of the injury event.

(d) Investigable fire protection personnel injuries are those resulting from the malfunction of personal protective equipment, failure of personal protective equipment to protect the fire protection personnel [fire fighter] from injury, or injuries sustained from failure to comply with any provision of Commission mandated department SOPs. Investigable injuries shall be reported within five business days of the injury event.

(e) The regulated entity shall secure any personal protective equipment involved in an investigable fire protection personnel injury and shall be made available to the Commission for inspection.

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

(a) All fire protection personnel will be required to complete the National Fallen Firefighters Foundation's "Courage to be Safe So Everyone Goes Home" program training within one year following appointment to a regulated entity [fire department] if the individual has not previously

completed the program. Individuals will be credited with four hours of continuing education credit for completing this program.

(b) Regulated entities will report the completion of training through the commission's web-based reporting system.

(c) Failure to complete the National Fallen Firefighters Foundation's "Courage to be Safe So Everyone Goes Home" program before the required deadline will be considered a violation of continuing education rules found in Chapter 441 of this title (relating to Continuing Education).

§435.27. Live Fire Training Structure Evolutions.

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

(1) The officer in charge or instructor will ensure that the water supply rate and duration for each individual Live Fire Training Structure Evolution is adequate to control and extinguish the training fire, the supplies necessary for backup lines to protect personnel, and any water needed to protect exposed property.

(2) The instructor-in-charge shall assign the following personnel:

(A) One instructor to each functional crew, which shall not exceed five students.

(B) One instructor to each backup line.

(C) Additional personnel to backup lines to provide mobility.

(D) One additional instructor for each additional functional assignment.

(3) The officer in charge or instructor will ensure that the buildings or props being utilized for live fire training are in a condition that would not pose an undue safety risk.

(4) A safety officer shall be appointed for all Live Fire Training Structure Evolutions. The safety officer shall have the authority, regardless of rank, to alter, suspend or control any aspect of the operations when, in his or her judgment, a potential or actual danger, accident, or unsafe condition exists. The safety officer shall not be assigned other duties that interfere with safety responsibilities.

(5) No person(s) shall play the role of a victim inside the building.

(6) Prior to the ignition of any fire, instructors shall ensure that all personal protective clothing and/or self-contained breathing apparatus are NFPA compliant and being worn in the proper manner.

(7) Prior to conducting any live fire training, a pre-burn briefing session shall be conducted. All participants shall be required to conduct a walk-through of the structure in order to have a knowledge of, and familiarity with, the layout of the building and to be able to facilitate any necessary evacuation of the building.

(8) A standard operating procedure shall be developed and utilized for Live Fire Training Structure Evolutions. The standard operating procedure shall include, but not be limited to:

(A) a Personal Alert Safety System (PASS). A PASS device shall be provided for all participating in live fire training and shall meet the requirements in §435.9 of this title (relating to Personal Alert Safety System (PASS);

(B) a Personnel Accountability System that complies with §435.13 of this title (relating to Personnel Accountability System) shall be utilized;

(C) an Incident Management System;

(D) use of personal protective clothing and self-contained breathing apparatus;

(E) an evacuation signal and procedure; and

(F) pre-burn, burn and post-burn procedures.

§435.29. Federal Highway Administration Traffic Incident Management Program.

(a) All fire protection personnel will be required to complete the Federal Highway Administration Traffic Incident Management program training or an equivalent course that is approved by the commission within one year of appointment to a regulated entity. Individuals will be credited with four hours of continuing education credit for completing this program.

(b) Departments will report the completion of training through the commission's web-based reporting system.

(c) Failure to complete the Federal Highway Administration Traffic Incident Management program or an equivalent course that is approved by the commission before the required deadline will be considered a violation of continuing education rules found in Chapter 441 of this title (relating to Continuing Education).

§435.31. Firefighter Cancer Support Network Cancer Awareness Training Program.

(a) In an effort to improve firefighter safety in the State of Texas, all regulated entities will ensure that the Firefighter Cancer Support Network Cancer Awareness Training program be completed as part of the continuing education required for certified fire protection personnel by December 1, 2024 [2027]. Individuals will be credited with 2 hours of continuing education credit for completing this program.

(b) All regulated fire protection personnel must complete the Firefighter Cancer Support Network Cancer Awareness Training program prior to December 1, 2024.

(c) All fire protection personnel appointed after December 1, 2024, will be required to complete the Firefighter Cancer Support Network Cancer Awareness Training program training within one year of appointment to a fire department.

(d) Departments will report the completion of training through the commission's web-based reporting system.

(e) Failure to complete the Firefighter Cancer Support Network Cancer Awareness Training program before the required deadline will be considered a violation of continuing education rules found in Chapter 441 of this title (relating to Continuing Education).

AGENDA ITEM NUMBER 10

10. Discussion and possible action regarding proposed amendments to 37 TAC, Chapter 403, Criminal Convictions and Eligibility for Certification (please see attached).

TITLE 37 PUBLIC SAFETY AND CORRECTIONS

PART 13 TEXAS COMMISSION ON FIRE PROTECTION

CHAPTER 403 CRIMINAL CONVICTIONS AND ELIGIBILITY FOR CERTIFICATION

§403.1 Purpose

(a) The purpose of this chapter is to establish policy, procedures and criteria on the eligibility of persons with a criminal conviction for a certificate or renewal of a certificate issued by the Texas Commission on Fire Protection (the commission) and to establish procedures for suspension, probation, revocation, or denial of a certificate held or applied for by persons with a criminal conviction pursuant to Chapter 53, Texas Occupations Code.

(b) The duties and responsibilities of persons who hold certifications issued by the commission each involve matters that directly relate to public safety, specifically to the reduction of loss of life and property from fire. Thus, conduct involving the injury to a person or the destruction of property by fire, relates directly to the fitness of the individual to be fire protection personnel. Fire protection personnel often have access to areas not generally open to the public. The public relies on the honesty, trustworthiness, and reliability of persons certified by the commission. Thus, crimes involving moral turpitude, including, but not limited to, fraud and dishonesty, are directly relevant. In addition, the ability of such persons to function unimpaired by alcohol or the illegal use of drugs, in dangerous or potentially dangerous circumstances, including, but not limited to, the operation of emergency vehicles is paramount in light of the duty to protect the health and safety of the public.

§403.3 Scope

(a) The policy and procedures established in this chapter apply to a person who holds or applies for any certificate issued under the commission's regulatory authority contained in Government Code, Chapter 419.

(b) When a person is convicted of a crime of a sexual nature, the conviction of which would require the individual to be registered as a sex offender under Chapter 62 of the Code of Criminal Procedure; or

(c) When a person is convicted of a crime that is an offense under Title 7 of the Texas Penal Code, or a similar offense under the laws of the United States of America, another state, or another jurisdiction, the person's conduct directly relates to the competency and reliability of the person to assume and discharge the responsibilities of fire protection personnel. Such conduct includes, but is not limited to, intentional or knowing conduct, without a legal privilege, which causes or is intended to cause a fire or explosion with the intent to injure or kill any person or animal or to destroy or damage any property. The commission may:

- (1) deny a person the opportunity to be examined for a certificate;
- (2) deny the application for a certificate;
- (3) grant the application for a new certificate with the condition that a probated suspension be placed on the newly granted certificate;
- (4) refuse to renew a certificate;
- (5) suspend, revoke, or probate the suspension or revocation of an existing certificate; or

- (6) limit the terms or practice of a certificate holder to areas prescribed by the commission.
- (d) When a person's criminal conviction of a felony or misdemeanor directly relates to the duties and responsibilities of the holder of a certificate issued by the commission, the commission may:
 - (1) deny a person the opportunity to be examined for a certificate;
 - (2) deny the application for a certificate;
 - (3) grant the application for a new certificate with the condition that a probated suspension be placed on the newly granted certificate;
 - (4) refuse to renew a certificate;
 - (5) suspend, revoke, or probate the suspension or revocation of an existing certificate; or
 - (6) limit the terms or practice of a certificate holder to areas prescribed by the commission.

§403.5 Access to Criminal History Record Information

- (a) Criminal history record. The commission is entitled to obtain criminal history record information maintained by the Department of Public Safety, or another law enforcement agency to investigate the eligibility of a person applying to the commission for or holding a certificate.
- (b) Confidentiality of information. All information received under this section is confidential and may not be released to any person outside the agency except in the following instances:
 - (1) a court order;
 - (2) with written consent of the person being investigated;
 - (3) in a criminal proceeding; or
 - (4) in a hearing conducted under the authority of the commission.
- (c) Early review. A regulated entity that employs a person regulated by the commission, a person seeking to apply for a beginning position with a regulated entity, a volunteer fire department, or an individual participating in the commission certification program may seek the early review under this chapter of the person's present fitness to be certified. Prior to completing the requirements for certification, the individual may request such a review in writing by following the required procedure. A decision by the commission based on an early review does not bind the commission if there is a change in circumstances. The following pertains to early reviews:
 - (1) The commission will complete its review and notify the requestor in writing concerning potential eligibility or ineligibility within 90 days following receipt of all required and necessary information for the review.
 - (2) A notification by the commission regarding the results of an early review is not a guarantee of certification, admission to any training program, or employment with a local government.

(3) A fee assessed by the commission for conducting an early review will be in an amount sufficient to cover the cost of conducting the review process, as provided in §437.19 of this title (relating to Early Review Fees).

(4) An early review request will be considered incomplete until the requestor submits all required and necessary information. Early review requests that remain incomplete for 90 days following receipt of the initial request will expire. If the request expires and an early review is still desired, a new request and fee must be submitted.

§423.7 Minimum Standards for Advanced Structure Fire Protection Personnel Certification

(a) Applicants for Advanced Structure Fire Protection Personnel certification must complete the following requirements:

(1) hold as a prerequisite an Intermediate Structure Fire Protection Personnel certification as defined in §423.5 of this title (relating to Minimum Standards for Intermediate Structure Fire Protection Personnel Certification); and

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

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

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

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

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

(c) The training required in this section must be in addition to any training used to qualify for any lower level of Structure Fire Protection Personnel certification. Repeating a course or a course of similar content cannot be used towards this level of certification.

§423.9 Minimum Standards for Master Structure Fire Protection Personnel Certification

(a) Applicants for Master Structure Fire Protection Personnel certification must complete the following requirements:

(1) hold as a prerequisite an Advanced Structure Fire Protection Personnel certification as defined in §423.7 of this title (relating to Minimum Standards for Advanced Structure Fire Protection Personnel Certification); and

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

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

§403.7 Criminal Convictions Guidelines

(a) The following crimes are considered to relate directly to the ability, capacity, and fitness required to perform the duties and discharge the responsibilities of persons certified by the commission:

(1) offenses under the Government Code, Chapter 419, relating to the Texas Commission on Fire Protection;

(2) offenses under the Texas Transportation Code Title 6 Roadways, which are punishable by fines greater than \$200, or imprisonment, or both fine and imprisonment;

(3) offenses under the Health and Safety Code, Chapter 481, concerning controlled substances;

(4) offenses under the Health and Safety Code, Chapter 483, concerning dangerous drugs;

(5) offenses under the following titles of the Texas Penal Code:

(A) Title 5--offenses against the person;

(B) Title 6--offenses against the family;

(C) Title 7--offenses against property;

(D) Title 8--offenses against public administration;

(E) Title 9--offenses against public order and decency;

(F) Title 10--offenses against public health, safety and morals;

(G) Title 11--offenses involving organized crime; and

(H) Title 4--inchoate offenses Chapter 15 preparatory offenses to any of the offenses in this section;

(6) the offenses listed in this subsection are not inclusive, in that the commission may consider other particular crimes in special cases in order to promote the intent of the statutes administered by the commission.

(b) In all cases the commission shall consider:

(1) the nature and seriousness of the crime;

(2) the relationship of the crime to the purposes for requiring the certificate issued by the commission;

- (3) the extent to which the certificate might offer an opportunity to engage in further criminal activity of the same type as that in which the person previously had been involved;
- (4) the relationship of the crime to the ability, capacity, or fitness required to perform the duties and discharge the responsibilities of the certificate holder;
- (5) the level and nature of supervision of the person by others; and
- (6) the level and nature of access to public, commercial, and residential properties, including access after regular business hours and access to areas not open to the general public.

§403.9 Mitigating Factors

(a) In addition to the factors that must be considered under §403.7 of this title (relating to Criminal Convictions Guidelines), in determining the present fitness of a person who has been convicted of a crime, the commission shall consider the following evidence:

- (1) the extent and nature of the person's past criminal activity;
- (2) the age of the person at the time of the commission of the crime;
- (3) the amount of time that has elapsed since the person's last criminal activity;
- (4) the conduct and work activity of the person prior to and following the criminal activity;
- (5) evidence of the person's rehabilitation or rehabilitative effort while incarcerated or following release; and
- (6) other evidence of the person's present fitness, including letters of recommendation from:
 - (A) prosecution, law enforcement, and correctional officers who prosecuted, arrested, or had custodial responsibility for the person;
 - (B) the sheriff or chief of police in the community where the person resides; and
 - (C) any other persons in contact with the convicted person.

(b) It shall be the responsibility of the applicant to the extent possible to secure and provide to the commission as required the recommendations of prosecution, law enforcement, and correctional authorities as required by statute and these rules upon request by the commission staff. The applicant shall upon request also furnish:

- (1) a copy of the indictment, information or complaint;
- (2) a copy of the judgement(s) or order(s) of the court adjudicating guilt, granting probation, community supervision, deferred adjudication, or discharge from probation or community supervision;
- (3) a record of steady employment in the form of a letter from current or former employers;

(4) a record that the applicant has supported his or her dependents in the form of a letter from a person in the applicant's community with personal knowledge of the circumstances;

(5) evidence that the applicant has paid all outstanding court costs, supervision fees, fines, and restitution as may have been ordered in all criminal cases in which he or she has been convicted, in the form of copies of official records, documents, or a letter from the person's probation or parole officer where applicable concerning his or her current status; and

(6) a copy of the police or offense report(s).

§403.11 Procedures for Suspension, Revocation, or Denial of a Certificate to Persons with Criminal Backgrounds

(a) If the commission proposes to suspend, revoke, limit, or deny a certificate based on the criteria in this chapter, the commission shall notify the individual per Government Code, Chapter 2001. The notice of intended action shall specify the facts or conduct alleged to warrant the intended action.

(b) If the proposed action is to limit, suspend, revoke, or refuse to renew a current certificate, or deny an application for a new certificate, a written notice of intended action shall comply with the preliminary notice requirements of Government Code §2001.054(c). The individual may request, in writing, an informal conference with the commission staff in order to show compliance with all requirements of law for the retention of the certificate, pursuant to Government Code §2001.054(c). A written request for an informal staff conference must be submitted to the division director no later than 15 days after the date of the notice of intended action. If the informal staff conference does not result in an agreed consent order, a formal hearing shall be conducted in accordance with the Administrative Procedure Act, Government Code, Chapter 2001.

(c) If the individual does not request an informal staff conference or a formal hearing in writing within the time specified in this section, the individual is deemed to have waived the opportunity for a hearing, and the proposed action will be taken.

(d) If the commission limits, suspends, revokes, or denies a certificate under this chapter, a written notice shall be provided to the person that includes:

(1) the reasons for the decision;

(2) that the person may appeal the decision to the commission in accordance with §401.63 of this title (relating to Final Decision and Orders) within 30 days from the date the decision is final and appealable;

(3) that the person, after exhausting administrative appeals, may file an action in a district court of Travis County, Texas, for judicial review of the evidence presented to the commission and its decision; and that such petition must be filed with the court no later than 30 days after the commission action is final and appealable.

§403.15 Report of Convictions by an Individual or a Department

- (a) A certificate holder must report to the commission, any conviction, other than a minor traffic offense (Class C misdemeanor) under the laws of this state, another state, the United States, or a foreign country, within 14 days of the conviction date.
- (b) A regulated entity or local government entity shall report to the commission, any conviction of a certificate holder other than a minor traffic offense (class C misdemeanor) under the laws of this state, another state, the United States, or foreign country, that it has knowledge of, within 14 days of the conviction date.
- (c) A certificate holder is subject to suspension, revocation, or denial of any or all certifications for violation of the requirements of subsection (a) of this section. Each day may be considered a separate offense.
- (d) A regulated entity or government entity regulated by the commission violating subsection (b) of this section may be subject to administrative penalties of up to \$500. Each day may be considered a separate offense.
- (e) Notification may be made by mail, e-mail or in-person to the Texas Commission on Fire Protection (TCFP) Austin office. TCFP Form #014 shall be used.

AGENDA ITEM NUMBER 11

11. Discussion and possible action regarding proposed amendments to 37 TAC, Chapter 421, Standards for Certification (please see attached).

TITLE 37 PUBLIC SAFETY AND CORRECTIONS

PART 13 TEXAS COMMISSION ON FIRE PROTECTION

CHAPTER 421 STANDARDS FOR CERTIFICATION

§421.1 Procedures for Meetings

The Commission may maintain advisory committees and ad hoc committees to assist with rulemaking, curriculum development, and the performance of the Commission's duties. Rules related to these committees are outlined in the 37 Texas Administrative Code (TAC), Chapter 463, Advisory Committees, Practices and Procedures.

§421.3 Minimum Standards Set by the Commission

(a) General statement. It shall be clearly understood that the specified minimum standards described in this section are designated as a minimum program. Employing entities are encouraged to exceed the minimum program wherever possible. Continuous in-service training beyond the minimum standards for fire protection personnel is strongly recommended. Nothing in these regulations shall limit or be construed as limiting the powers of the Civil Service Commission, or the employing entity, to enact rules and regulations that [which] establish a higher standard of training than the minimum specified, or which provide [provides] for the termination of the services of unsatisfactory employees during or upon completion of the prescribed probationary period.

(b) Functional position descriptions.

(1) Structural Fire Protection personnel. The following general position description for structural fire protection personnel serves as a guide for anyone interested in understanding the qualifications, competencies, and tasks required of the fire fighter operating in the State of Texas. It is ultimately the responsibility of an employer to define specific job descriptions within each jurisdiction.

(A) Qualifications. Successfully complete a Commission-approved [commission approved] course; achieve a passing score on written and performance certification examinations; must be at least 18 years of age; generally, the knowledge and skills required show the need for a high school education or equivalent; ability to communicate verbally, via telephone and radio equipment; ability to lift, carry, drag, and balance weight equivalent to the average human weight; ability to interpret in English, written and oral instructions; ability to work effectively in high stress situations; ability to work effectively in an environment with loud noises and flashing lights; ability to function through an entire work shift; ability to calculate weight and volume ratios; ability to read and understand English language manuals including chemical, medical and technical terms, and road maps; ability to accurately discern street signs and address numbers; ability to document in English, all relevant information in prescribed format in light of legal ramifications of such; ability to converse in English with coworkers and other emergency response personnel. Good manual dexterity with the ability to perform all tasks related to the protection of life and property; ability to bend, stoop, and crawl on uneven surfaces; ability to withstand varied environmental conditions such as extreme heat, cold, and moisture; and ability to work in low or no light, confined spaces, elevated heights, and other dangerous environments.

(B) Competency. A basic fire fighter must demonstrate competency in handling emergencies utilizing equipment and skills in accordance with the objectives in Chapter 1 of the Commission's [commission's] Certification Curriculum Manual.

(2) Aircraft Rescue Fire Fighting personnel. The following general position description for aircraft rescue fire fighting personnel serves as a guide for anyone interested in understanding the qualifications, competencies, and tasks required of aircraft rescue fire fighting personnel operating in the State of Texas. It is ultimately the responsibility of an employer to define specific job descriptions within each jurisdiction.

(A) Qualifications. In addition to the qualifications for basic structural fire protection personnel: familiarity with geographic and physical components of an airport; ability to use and understand communication equipment, terminology, and procedures utilized by airports; ability and knowledge in the application of fire suppression agents; and ability to effectively perform fire suppression and rescue operations.

(B) Competency. Basic fire fighting and rescue personnel must demonstrate competency in handling emergencies utilizing equipment and skills in accordance with the objectives in Chapter 2 of the Commission's [commission's] Certification Curriculum Manual.

(3) Marine Fire Protection personnel. The following general position description for marine fire protection personnel serves as a guide for anyone interested in understanding the qualifications, competencies, and tasks required of the marine fire fighter operating in the State of Texas. It is ultimately the responsibility of an employer to define specific job descriptions within each jurisdiction.

(A) Qualifications. In addition to the qualifications for basic structural fire protection personnel: familiarity with geographic and physical components of a navigable waterway; ability to use and understand communication equipment, terminology, and procedures used by the maritime industry; and knowledge in the operation of fire fighting vessels.

(B) Competency. A marine fire fighter must demonstrate competency in handling emergencies utilizing equipment and skills in accordance with the objectives in Chapter 3 of the Commission's [commission's] Certification Curriculum Manual.

(4) Fire Inspection personnel. The following general position description for fire inspection personnel serves as a guide for anyone interested in understanding the qualifications, competencies, and tasks required of the fire inspector operating in the State of Texas. It is ultimately the responsibility of an employer to define specific job descriptions within each jurisdiction.

(A) Qualifications. Successfully complete a Commission-approved [commission approved] course; achieve a passing score on certification examinations; must be at least 18 years of age; generally, the knowledge and skills required to show the need for a high school education or equivalent; ability to communicate verbally, via telephone and radio equipment; ability to lift, carry, and balance weight equivalent to weight of common tools and equipment necessary for conducting an inspection; ability to interpret written and oral instructions; ability to work effectively with the public; ability to work effectively in an environment with potentially loud noises; ability to function through an entire work shift; ability to calculate area, weight and volume ratios; ability to read and understand English language manuals including chemical, construction and technical terms, building plans and road maps; ability to accurately discern street signs and address numbers; ability to document, in writing, all relevant information in a prescribed format in light of legal ramifications of such; ability to converse in English with coworkers and other personnel. Demonstrate knowledge of characteristics and behavior of fire, and fire prevention principles. Good manual dexterity with the ability to perform all tasks related to the inspection of structures and property; ability to bend, stoop, and crawl on uneven surfaces; ability to climb ladders; ability to withstand varied environmental conditions such as extreme heat, cold, and moisture; and the ability to work in low light, confined spaces, elevated heights, and other dangerous environments.

(B) Competency. A fire inspector must demonstrate competency in conducting inspections utilizing equipment and skills in accordance with the objectives in Chapter 4 of the Commission's [commission's] Certification Curriculum Manual.

(5) Fire Investigator personnel. The following general position description for fire investigator personnel serves as a guide for anyone interested in understanding the qualifications, competencies, and tasks required of the fire investigator operating in the State of Texas. It is ultimately the responsibility of an employer to define specific job descriptions within each jurisdiction.

(A) Qualifications. Successfully complete a Commission-approved [commission approved] course; achieve a passing score on certification examinations; be at least 18 years of age; generally, the knowledge and skills required to show the need for a high school education or equivalent; ability to communicate verbally, via telephone and radio equipment; ability to lift, carry, and balance weight equivalent to weight of common tools and equipment necessary for conducting an investigation; ability to interpret written and oral instructions; ability to work effectively with the public; ability to work effectively in a hazardous environment; ability to function through an entire work shift; ability to calculate area, weight and volume ratios; ability to read and understand English language manuals including chemical, legal and technical terms, building plans and road maps; ability to accurately discern street signs and address numbers; ability to document, in writing, all relevant information in a prescribed format in light of legal ramifications of such; ability to converse in English with coworkers and other personnel. Good manual dexterity with the ability to perform all tasks related to fire investigation; ability to bend, stoop, and walk on uneven surfaces; ability to climb ladders; ability to withstand varied environmental conditions such as extreme heat, cold, and moisture; and the ability to work in low light, confined spaces, elevated heights, and other potentially dangerous environments.

(B) Competency. A fire investigator or arson investigator must demonstrate competency in determining fire cause and origin utilizing equipment and skills in accordance with the objectives in Chapter 5 of the Commission's [commission's] Certification Curriculum Manual.

(6) Hazardous Materials Technician personnel. The following general position description for hazardous materials personnel serves as a guide for anyone interested in understanding the qualifications, competencies, and tasks required of the hazardous materials technician operating in the State of Texas. It is ultimately the responsibility of an employer to define specific job descriptions within each jurisdiction.

(A) Qualifications. In addition to the qualifications for basic structural fire protection personnel: complete a Commission-approved [commission approved] course; achieving a passing score on the certification examination; the ability to analyze a hazardous materials incident, plan a response, implement the planned response, evaluate the progress of the planned response, and terminate the incident.

(B) Competency. A hazardous materials technician must demonstrate competency in handling emergencies resulting from releases or potential releases of hazardous materials, using specialized chemical protective clothing and control equipment in accordance with the objectives in Chapter 6 of the Commission's [commission's] Certification Curriculum Manual.

(7) Hazardous Materials Incident Commander personnel. The following general position description for Hazardous Materials Incident Commander serves as a guide for anyone interested in understanding the qualifications, competencies, and tasks required of the Hazardous Materials Incident Commander operating in the State of Texas. It is ultimately the responsibility of an employer to define specific job descriptions within each jurisdiction.

(A) Qualifications. In addition to the qualifications for awareness and operations level personnel, the Hazardous Materials Incident Commander is an individual who has met all the job performance requirements of a Hazardous Materials Incident Commander as defined in Chapter 8 of NFPA 472, Competence of Responders to Hazardous Materials Incidents/Weapons of Mass Destruction. The individual should demonstrate knowledge of [in] the policies, plans, and procedures regarding hazardous materials response as adopted by the local jurisdiction; and all components of the incident command system and their proper utilization.

(B) Competency. In addition to the competencies of awareness and operations level personnel, a Hazardous Materials Incident Commander must demonstrate competency in such areas as: analyzing an incident via the collection of information and an estimation of potential outcomes; planning appropriate response operations; implementing a planned response; evaluating the progress of a planned response and revising as necessary; terminating an incident; conducting a post-incident critique; and reporting and documenting an incident in a manner consistent with local, state, and federal requirements.

(8) Driver/Operator-Pumper personnel. The following general position description for driver/operator-pumper [driver/operatorpumper] personnel serves as a guide for anyone interested in understanding the qualifications, competencies, and tasks required of the driver/operator-pumper of a fire department pumper operating in the State of Texas. It is ultimately the responsibility of an employer to define specific job descriptions within each jurisdiction.

(A) Qualifications. In addition to the qualifications for basic structural fire protection personnel: the ability to perform specified routine test, inspection, and maintenance functions; ability to perform practical driving exercises; ascertain the expected fire flow; ability to position a fire department pumper to operate at a fire hydrant; ability to produce effective streams; and supply sprinkler and standpipe systems.

(B) Competency. A driver/operator-pumper must demonstrate competency in operating a fire department pumper in accordance with the objectives in Chapter 7 of the Commission's [commission's] Certification Curriculum Manual.

(9) Fire Officer I personnel. The following general position description for Fire Officer I personnel serves as a guide for anyone interested in understanding the qualifications, competencies, and tasks required of the Fire Officer I operating in the State of Texas. It is ultimately the responsibility of an employer to define specific job descriptions within each jurisdiction.

(A) Qualifications. In addition to the qualifications for basic structural fire protection and Fire Instructor I personnel: the ability to supervise personnel, and assign tasks at emergency operations; the ability to direct personnel during training activities; the ability to recommend action for member-related problems; the ability to coordinate assigned tasks and projects, and deal with inquiries and concerns from members of the community; the ability to implement policies; the ability to perform routine administrative functions, perform preliminary fire investigation, secure an incident scene and preserve evidence; the ability to develop pre-incident [preincident] plans, supervise emergency operations, and develop and implement action plans; the ability to deploy assigned resources to ensure a safe work environment for personnel, conduct initial accident investigation, and document an incident.

(B) Competency. A Fire Officer I must demonstrate competency in handling emergencies and supervising personnel utilizing skills in accordance with the objectives in Chapter 9 of the Commission [commission's] Certification Curriculum Manual.

(10) Fire Officer II personnel. The following general position description for Fire Officer II personnel serves as a guide for anyone interested in understanding the qualifications, competencies, and tasks required of the

Fire Officer II operating in the State of Texas. It is ultimately the responsibility of an employer to define specific job descriptions within each jurisdiction.

(A) Qualifications. In addition to the qualifications for Fire Officer I and Fire Instructor I personnel: the ability to motivate members for maximum job performance; the ability to evaluate job performance; the ability to deliver life safety and fire prevention education programs; the ability to prepare budget requests, news releases, and policy changes; the ability to conduct pre-incident planning, fire inspections, and fire investigations; the ability to supervise multi-unit emergency operations, identify unsafe work environments or behaviors, review injury, accident, and exposure reports.

(B) Competency. A Fire Officer II must demonstrate competency in supervising personnel and coordinating multi-unit emergency operations utilizing skills in accordance with the objectives in Chapter 9 of the Commission's [commission's] Certification Curriculum Manual.

(11) Fire Officer III personnel. The following general position description for Fire Officer III personnel serves as a guide for anyone interested in understanding the qualifications, competencies, and tasks required of the Fire Officer III operating in the State of Texas. It is ultimately the responsibility of an employer to define specific job descriptions within each jurisdiction.

(A) Qualifications. A Fire Officer III is a midlevel supervisor who performs both supervisory and first-line managerial functions. In addition to the qualifications and competency for Fire Officer II, the Fire Officer III is an individual who has met all the job performance requirements of Fire Officer III as defined in Chapter 6

of NFPA 1021, Standard for Fire Officer Professional Qualifications. Typical duties of an individual at the Fire Officer III level include: establishing procedures for hiring, assignment, and professional development of personnel; developing public service/partnership and programs; preparing budgets and budget management systems; planning for organizational resource management; evaluating inspection and public safety programs and plans; managing multi-agency plans and operations; serving as Incident Commander at expanding emergency incidents for all hazard types; and developing and managing a departmental safety program.

(B) Competency. A Fire Officer III must demonstrate competency in doing research; analyzing data and using evaluative techniques; developing proposals; developing, preparing, and implementing various procedures and programs within an organization; managing personnel resources; preparing and managing budgets; utilizing techniques to encourage personnel participation and development; and working in top-level positions within the incident command system.

(12) Fire Officer IV personnel. The following general position description for Fire Officer IV personnel serves as a guide for anyone interested in understanding the qualifications, competencies, and tasks required of the Fire Officer IV operating in the State of Texas. It is ultimately the responsibility of an employer to define specific job descriptions within each jurisdiction.

(A) Qualifications. A Fire Officer IV is an upper-level [upper level] supervisor who performs both supervisory and managerial functions. In addition to the qualifications and competency of [for] Fire Officer III, the Fire Officer IV is an individual who has met all the job performance requirements of Fire Officer IV as defined in Chapter 7 of NFPA 1021, Standard for Fire Officer Professional Qualifications. Typical duties of an individual at the Fire Officer IV level include: administering job performance requirements; evaluating and making improvements to department operations; developing long-range plans and fiscal projections; developing plans for major disasters; serving as Incident Commander at major incidents for all hazard types; and administering comprehensive risk management programs.

(B) Competency. A Fire Officer IV must demonstrate competency in appraising and evaluating departmental programs to ensure adherence to current laws and best practices; developing medium and long-range plans for organizations; and assuming a top-level leadership role in both the organization and community.

(13) Fire Service Instructor I personnel. The following general position description for Fire Service Instructor I personnel serves as a guide for anyone interested in understanding the qualifications, competencies, and tasks required of the Fire Service Instructor I operating in the State of Texas. It is ultimately the responsibility of an employer to define specific job descriptions within each jurisdiction.

(A) Qualifications. In addition to successfully completing a commission-approved [commission approved] course and achieving a passing score on the certification examination: must have the ability to deliver instructions effectively from a

prepared lesson plan; the ability to use instructional aids and evaluation instruments; the ability to adapt to lesson plans to the unique requirements of both student and the jurisdictional authority; the ability to organize the learning environment to its maximum potential; the ability to meet the record-keeping requirements of the jurisdictional authority.

(B) Competency. A Fire Service Instructor I must demonstrate competency in delivering instruction in an environment organized for efficient learning while meeting the record-keeping needs of the authority having jurisdiction, utilizing skills in accordance with the objectives in Chapter 8 of the Commission's [commission's] Certification Curriculum Manual.

(14) Fire Service Instructor II personnel. The following general position description for Fire Service Instructor II personnel serves as a guide for anyone interested in understanding the qualifications, competencies, and tasks required of the Fire Service Instructor II operating in the State of Texas. It is ultimately the responsibility of an employer to define specific job descriptions within each jurisdiction.

(A) Qualifications. In addition to successfully completing a Commission-approved [commission approved] course, achieving a passing score on the certification examination, and meeting the qualifications for Fire Service Instructor I: the ability to develop individual lesson plans for a specific topic, including learning objectives, instructional aids, and evaluation instruments; the ability to schedule training sessions based on the overall training plan of the jurisdictional authority; the ability to supervise and coordinate the activities of other instructors.

(B) Competency. A Fire Service Instructor II must demonstrate competency in developing individual lesson plans; scheduling training sessions; and supervising other instructors, utilizing skills in accordance with the objectives in Chapter 8 of the Commission [commission's] Certification Curriculum Manual.

(15) Fire Service Instructor III personnel. The following general position description for Fire Service Instructor III personnel serves as a guide for anyone interested in understanding the qualifications, competencies, and tasks required of the Fire Service Instructor III operating in the State of Texas. It is ultimately the responsibility of an employer to define specific job descriptions within each jurisdiction.

(A) Qualifications. In addition to successfully completing a Commission-approved [commission approved] course, achieving a passing score on the certification examination, and meeting the qualifications for Fire Service Instructor II: the ability to develop comprehensive training curricula and programs for use by single or multiple organizations; the ability to conduct organizational needs analysis; and the ability to develop training goals and implementation strategies.

(B) Competency. A Fire Service Instructor III must demonstrate competency in developing comprehensive training curricula and programs; conducting organizational needs analysis; and developing training goals and implementation strategies, utilizing skills in accordance with the objectives in Chapter 8 of the Commission's [commission's] Certification Curriculum Manual.

(16) Incident Safety Officer personnel. The following general position description for Incident Safety Officer personnel serves as a guide for anyone interested in understanding the qualifications, competencies, and tasks required of the Incident Safety Officer operating in the State of Texas. It is ultimately the responsibility of an employer to define specific job descriptions within each jurisdiction.

(A) Qualifications. An Incident Safety Officer is an individual who has met the requirements of Fire Officer Level I specified in NFPA 1021, Standard for Fire Officer Professional Qualifications and Chapter 6 of NFPA 1521, Standard for Fire Department Safety Officer, and has the knowledge, skill, and abilities to manage incident scene safety. Typical Incident Safety Officer duties include risk and resource evaluation; hazard identification and communication; action plan reviews; safety briefings; accident investigation; post-incident [post incident] analysis; and participation in safety committee activities.

(B) Competency. An Incident Safety Officer must demonstrate competency in the management of incident scene safety through a working knowledge of the various emergency operations as prescribed by the local jurisdiction; an understanding of building construction; fire science and fire behavior; managing an organization's personnel accountability system; and incident scene rehabilitation methodology.

(17) Basic Wildland Fire Protection personnel. The following general position description for Basic Wildland Fire Protection personnel serves as a guide for anyone interested in understanding the qualifications, competencies, and tasks required of the Basic Wildland Fire Fighter operating in the State of Texas. It is ultimately the responsibility of an employer to define specific job descriptions within each jurisdiction.

(A) Qualifications. A Basic Wildland Fire Fighter is an individual who has met the requirements of Chapter 5 of NFPA 1051, Standard for Wildland Fire Fighter Professional qualifications, and should demonstrate knowledge in: wildland fire behavior; fireline safety and use; limitations of personal protective equipment; fire shelter use; fire suppression tactics and techniques in wildland settings; and have an understanding of the fire fighter's role within the local incident management system.

(B) Competency. A Basic Wildland Fire Fighter must demonstrate competency in such areas as: maintaining personal protective equipment and assigned fire suppression tools and equipment; the ability to quickly prepare for a response when notified; recognizing hazards and unsafe situations in a wildland fire; securing a fire line; mopping up a fire area; and patrolling a fire area [so as] to ensure fire control.

(18) Intermediate Wildland Fire Protection personnel. The following general position description for Intermediate Wildland Fire Protection personnel serves as a guide for anyone interested in understanding the qualifications, competencies, and tasks required of the Intermediate Wildland Fire Fighter operating in the State of Texas. It is ultimately the responsibility of an employer to define specific job descriptions within each jurisdiction.

(A) Qualifications. In addition to the qualifications and competency for the Basic Wildland Fire Fighter, the Intermediate Wildland Fire Fighter is an individual who has met the requirements of Chapter 6 of NFPA 1051, Standard for Wildland Fire Fighter Professional qualifications, and should demonstrate knowledge in: basic map reading; use of a locating device such as a compass; radio procedures as adopted by the local jurisdiction; and record keeping.

(B) Competency. An Intermediate Wildland Fire Fighter must demonstrate competency in such areas as: the ability to lead a team of fire fighters in the performance of assigned tasks while maintaining the safety of personnel; implementing appropriate fireline construction methods and other techniques for the protection of exposed property; operation of water delivery equipment; securing an area of suspected fire origin and associated evidence; and serving as a lookout in a wildland fire.

(19) Plans Examiner personnel. The following general position description for Plans Examiner personnel serves as a guide for anyone interested in understanding the qualifications, competencies, and tasks required of the Plans Examiner operating in the State of Texas.

(A) Qualifications. A Plans Examiner is an individual who has met the requirements of Plans Examiner specified in NFPA 1030 (1031) Chapter 8, Standard for Professional Qualifications for Fire Prevention Program Positions.

(B) Competency. A Plans Examiner analyzes building construction, hazardous processes, and architectural drawings or plans to ensure compliance with building and fire codes. This individual is also charged with reviewing plans for new construction as well as modifications to existing structures to ensure that applicable fire and life safety codes are followed.

(20) Fire and Life Safety Educator I personnel. The following general position description for Fire and Life Safety Educator I personnel serves as a guide for anyone interested in understanding the qualifications, competencies, and tasks required of the Fire and Life Safety Educator I, operating in the State of Texas.

(A) Qualifications. A Fire and Life Safety Educator I is an individual who has met the requirements of Fire and Life Safety Educator I specified in NFPA 1030 (1035) Chapter 9, Standard for Professional Qualifications for Fire Prevention Program Positions.

(B) Competency. A Fire and Life Safety Educator I must demonstrate competency in the ability to coordinate and deliver existing educational programs and information designed to reduce risks within the community.

(21) Fire and Life Safety Educator II personnel. The following general position description for Fire and Life Safety Educator II personnel serves as a guide for anyone interested in understanding the qualifications, competencies, and tasks required of the Fire and Life Safety Educator II operating in the State of Texas.

(A) Qualifications. A Fire and Life Safety Educator II is an individual who has met the requirements of Fire and Life Safety Educator II specified in NFPA 1030 (1035) Chapter 10, Standard for Professional Qualifications for Fire Prevention Program Positions.

(B) Competency. A Fire and Life Safety Educator II must demonstrate competency in the ability to prepare educational programs and information to meet identified needs to reduce risks within the community.

(22) Fire Marshal personnel. The following general position description for Fire Marshal personnel serves as a guide for anyone interested in understanding the qualifications, competencies, and tasks required of the Fire Marshal operating in the State of Texas.

(A) Qualifications. A Fire Marshal is an individual who has met the requirements of Fire Marshal specified in NFPA 1030 (1037) Chapter 4 & 5, Standard for Professional Qualifications for Fire Prevention Program Positions.

(B) Competency. A person designated to provide delivery, management, or administration of fire-protection- and life-safety-related codes and standards, investigations, community risk reduction, education, or prevention services for local, county, state, provincial, federal, tribal, or private sector jurisdictions as adopted or determined by that entity.

§421.5 Definitions

The following words and terms, when used in the Standards Manual, shall have the following meanings, unless the context clearly indicates otherwise.

- (1) Admission to employment—An entry-level [entry level] full-time employee of a local government entity in one of the categories of fire protection personnel.
- (2) Appointment--The designation or assignment of a person to a discipline regulated by the Commission [commission]. The types of appointments are:
 - (A) Permanent [permanent] appointment--the designation or assignment of certified fire protection personnel or certified part-time [part time] fire protection employees to a particular discipline (See Texas Government Code, Chapter 419, §419.032); and
 - (B) Probationary [probationary] or temporary appointment--the designation or assignment of an individual to a particular discipline, except for head of a fire department, for which the individual has passed the Commission's [commission's] certification and has met the medical requirement of §423.1(c) of this title (relating to Minimum Standards for Structure Fire Protection Personnel), if applicable, but has not yet been certified. (See Texas Government Code, Chapter, §419.032.)
- (3) Approved training--Any training used for a higher level of certification must be approved by the Commission [commission] and assigned to either the A-List or the B-List. The training submission must be in a manner specified by the commission and contain all information requested by the Commission [commission]. The Commission [commission] will not grant credit twice for the same subject content or course. Inclusion on the A-List or B-List does not preclude the course approval process as stated elsewhere in the Standards Manual.
- (4) Assigned/work--A fire protection personnel or a part-time fire protection employee shall be considered "assigned/working" in a position, any time the individual is receiving compensation and performing the duties that are regulated by the Commission [commission] and has been permanently appointed, as defined in this section, to the particular discipline.
- (5) [Assistant fire chief--The officer occupying the first position subordinate to the head of a fire department.]
- (5) Auxiliary fire fighter--A volunteer fire fighter.
- (6) Benefits--Benefits shall include, but are not limited to, inclusion in group insurance plans (such as health, life, and disability) or pension plans, stipends, free water usage, and reimbursed travel expenses (such as meals, mileage, and lodging).
- (7) Chief Training Officer--The individual, by whatever title he or she may be called, who coordinates the activities of a certified training facility.

- (8) Class hour--Defined as not less than 50 minutes of instruction, also defined as a contact hour; a standard for certification of fire protection personnel.
- (9) Code--The official legislation creating the Commission [commission].
- (10) College credits--Credits earned for studies satisfactorily completed at an institution of higher education accredited by an agency recognized by the U.S. Secretary of Education and including National Fire Academy (NFA) open learning program colleges, or courses recommended for college credit by the American Council on Education (ACE) or delivered through the National Emergency Training Center (both EMI and NFA) programs. A course of study satisfactorily completed and identified on an official transcript from a college or in the ACE National Guide that is primarily related to Fire Service, Emergency Medicine, Emergency Management, or Public Administration is defined as applicable for Fire Science college credit, and is acceptable for higher levels of certification. A criminal justice course related to fire and or arson investigation that is satisfactorily completed and identified on an official transcript from a college or in the ACE National Guide may be used to qualify for Master Arson Investigator certification.
- (11) Commission--Texas Commission on Fire Protection.
- (12) Commission-recognized training--A curriculum or training program which carries written approval from the Commission [commission], or credit hours that appear on an official transcript from an accredited college or university, or any fire service training received from a nationally recognized source, i.e., the National Fire Academy.
- (13) Compensation--Compensation is to include wages, salaries, and "per call" payments (for attending drills, meetings, or answering emergencies).
- (14) Expired--Any certification that has not been renewed on or before the end of the certification period.
- (15) Federal fire fighter--A person as defined in Texas Government Code, Chapter 419, §419.084(h).
- (16) Fire chief--The head of a fire department.
- (17) Fire department--A department of a local government that is staffed by one or more fire protection personnel or part-time fire protection employees.
- (18) Fire protection personnel--Any person who is a permanent full-time employee of a fire department or governmental entity and who is appointed duties in one of the following categories/disciplines: fire suppression, fire inspection, fire and arson investigation, marine fire fighting, aircraft rescue fire fighting, fire training, fire education, fire administration and others employed in related positions necessarily or customarily appertaining thereto.
- (19) Fire Code Inspection--Also called Fire Safety Inspection as referenced in Texas Government Code, Chapter 419, §419.909. An inspection performed for the purpose of determining and enforcing compliance with an adopted fire code.
- (20) Fire suppression duties--Engaging in the controlling or extinguishment of a fire of any type or performing activities that [which] are required for and directly related to the control and extinguishment of fires or standing by on the employer's premises or apparatus or nearby in a state of readiness to perform these duties.

- (21) Full-time--An officer or employee is considered full-time if the employee works an average of 40 hours a week or averages 40 hours per week or more during a work cycle in a calendar year. For the purposes of this definition paid leave will be considered time worked.
- (22) Government entity--The local authority having jurisdiction as employer of full-time fire protection personnel in a state agency, incorporated city, village, town or county, education institution or political subdivision.
- (23) High school--A school accredited as a high school by the Texas Education Agency or equivalent accreditation agency from another jurisdiction.
- (24) Immediately dangerous to life or health (IDLH)--An atmosphere that poses an immediate threat to life, would cause irreversible adverse health effects, or would impair an individual's ability to escape from a dangerous atmosphere.
- (25) Incipient stage fire--A fire which is in the initial or beginning stage and which can be controlled or extinguished by portable fire extinguishers, Class II standpipe or small hose systems without the need for protective clothing or breathing apparatus.
- (26) Instructor:
- (A) Lead Instructor--Oversees the presentation of an entire course and assures that course objectives are met in accordance with the applicable curriculum or course material. The lead instructor should have sufficient experience in presenting all units of the course so as to be capable of last-minute substitution for other instructors.
- (B) Instructor (also Unit Instructor for wildland courses) --Responsible for the successful presentation of one or more areas of instruction within a course, and should be experienced in the lesson content they are presenting.
- (C) Guest Instructor--An individual who may or may not hold Instructor certification but whose special knowledge, skill, and expertise in a particular subject area may enhance the effectiveness of the training in a course. Guest instructors shall teach under the endorsement of the lead instructor.
- (28) Interior structural fire fighting--The physical activity of fire suppression, rescue or both, inside of buildings or enclosed structures, enclosed areas, and IDLH situations that [which] are involved in a fire situation beyond the incipient stage. (See 29 CFR §1910.155.)
- (29) Military active duty (or active duty)--Current full-time military service in the armed forces of the United States, or full-time military service as a member of the Texas military forces or a similar service of another state.
- (30) Military service member--A person who is on active duty.
- (31) Military spouse--A person who is married to a military service member.
- (32) Military veteran--A person who has served on active duty and who was discharged or released from active duty.
- (33) Municipality--Any incorporated city, village, or town of this state and any county or political subdivision or district in this state. Municipal pertains to a municipality as defined in this section.

- (34) National Fire Academy semester credit hours--The number of hours credited for attendance of National Fire Academy courses is determined as recommended in the most recent edition of the "National Guide to Educational Credit for Training Programs," American Council on Education (ACE).
- (35) National Fire Protection Association (NFPA)--An organization established to provide and advocate consensus codes and standards, research, training, and education for fire protection.
- (36) National Wildfire Coordinating Group (NWCG)--An operational group designed to establish, implement, maintain, and communicate policy, standards, guidelines, and qualifications for wildland fire program management among participating agencies.
- (37) Non-self-serving affidavit--A sworn document executed by someone other than the individual seeking certification.
- (38) Participating volunteer fire fighter--An individual who voluntarily seeks certification and regulation by the Commission [commission] under the Texas Government Code, Chapter 419, Subchapter D.
- (39) Participating volunteer fire service organization--A fire department that voluntarily seeks regulation by the Commission [commission] under the Texas Government Code, Chapter 419, Subchapter D.
- (40) Part-time fire protection employee--An individual who is appointed as a part-time fire protection employee and who receives compensation, including benefits and reimbursement for expenses. A part-time fire protection employee is not full-time as defined in this section.
- (41) Personal alert safety system (PASS)--Devices that are certified as being compliant with NFPA 1982 and that automatically activates an alarm signal (which can also be manually activated) to alert and assist others in locating a fire fighter or emergency services person who is in danger.
- (42) Political subdivision--A political subdivision of the State of Texas that includes, but is not limited to the following:
- (43) (A) city;
- (B) county;
- (C) school district;
- (D) junior college district;
- (E) levee improvement district;
- (F) drainage district;
- (G) irrigation district;
- (H) water improvement district;
- (I) water control and improvement district;
- (J) water control and preservation district;

- (K) freshwater supply district;
 - (L) navigation district;
 - (M) conservation and reclamation district;
 - (N) soil conservation district;
 - (O) communication district;
 - (P) public health district;
 - (Q) river authority;
 - (R) municipal utility district;
 - (S) transit authority;
 - (T) hospital district;
 - (U) emergency services district;
 - (V) rural fire prevention district; and
 - (W) any other governmental entity that:
 - (i) embraces a geographical area with a defined boundary;
 - (ii) exists for the purpose of discharging functions of the government; and
 - (iii) possesses authority for subordinate self-government through officers selected by it.
- (43) Pre-fire Planning--Also called a Pre-fire Survey. A walk-through performed by fire fighters for the purpose of gaining familiarity with a building, its contents, and its occupancy.
- (44) Reciprocity for IFSAC seals and TEEX Pro Board certificates--Valid documentation of accreditation from the International Fire Service Accreditation Congress and the National Board on Fire Service Professional Qualifications issued by the Texas A&M Engineering Extension Service used for commission certification may only be used for obtaining an initial certification.
- (45) Recognition of training--A document issued by the Commission [commission] stating that an individual has completed the training requirements of a specific phase level of the Basic Fire Suppression Curriculum.
- (46) School--Any school, college, university, academy, or local training program that [which] offers fire service training and included within its meaning the combination of course curriculum, instructors, and facilities.
- (47) Structural fire protection personnel--Any person who is a permanent full-time employee of a government entity who engages in fire fighting activities involving structures and may perform other emergency activities typically associated with fire fighting activities such as rescue, emergency medical response, confined space rescue, hazardous materials response, and wildland fire fighting.

(48) Trainee--An individual who is participating in a Commission-approved [commission approved] training program.

(49) Volunteer fire protection personnel--Any person who has met the requirements for membership in a volunteer fire service organization, who is assigned duties in one of the following categories: fire suppression, fire inspection, fire and arson investigation, marine fire fighting, aircraft rescue fire fighting, fire training, fire education, fire administration and others in related positions necessarily or customarily appertaining thereto.

(50) Volunteer fire service organization--A volunteer fire department or organization not under mandatory regulation by the Commission [commission].

(51) Years of experience--For purposes of higher levels of certification or fire service instructor certification:

(A) Except as provided in subparagraph (B) of this paragraph, years of experience is defined as full years of full-time, part-time, or volunteer fire service while holding:

(i) a commission certification as a full-time, or part-time employee of a government entity, a member in a volunteer fire service organization, and/or an employee of a regulated non-governmental fire department; or

(ii) a State Firefighters' [Firemen's] and Fire Marshals' Association advanced fire fighter certification and have successfully completed, as a minimum, the requirements for an Emergency Care Attendant (ECA) as specified by the Department of State Health Services (DSHS), or its successor agency, or its equivalent; or

(iii) an equivalent certification as a full-time fire protection personnel of a governmental entity from another jurisdiction, including the military, or while a member in a volunteer fire service organization from another jurisdiction, and have, as a minimum, the requirements for an ECA as specified by the DSHS, or its successor agency, or its equivalent; or

(iv) for fire service instructor eligibility only, a State Firefighters' [Firemen's] and Fire Marshals' Association Level II Instructor Certification, received prior to June 1, 2008, or Instructor I received on or after June 1, 2008 or an equivalent instructor certification from the DSHS or the Texas Commission on Law Enforcement.

Documentation of at least three years of experience as a volunteer in the fire service shall be in the form of a non-self-serving [non self-serving] sworn affidavit.

(B) For fire service personnel certified as required in subparagraph (A) of this paragraph on or before October 31, 1998, years of experience includes the time from the date of employment or membership to date of certification not to exceed one year.

§421.9 Designation of Fire Protection Duties

(a) An individual who performs one or more fire protection duties, listed in the Texas Government Code, §419.021(3)(C), for a fire department of local government entity shall be designated to only one of the following categories:

(1) fire protection personnel;

(2) a part-time fire protection employee; or

(3) a volunteer fire fighter or other auxiliary fire fighter.

- (b) A fire department regulated by the Commission may not designate the same person under more than one category under this section. The designation shall be made on the records of the department and the designation shall be made available for inspection by the Commission or sent to the Commission on request.
- (c) A fire department regulated by the Commission shall report the appointment of fire protection personnel to a regulated discipline via the Commission's online management program, or the appropriate form if available. Fire protection personnel who are assigned to a regulated discipline as part of their regularly assigned duties shall be appointed to that discipline with the Commission. No individual may be appointed to a discipline without approval by the Commission. The Commission shall not approve an initial appointment to a regulated discipline until it has reviewed and approved a person's fingerprint-based criminal history record. Termination of fire protection personnel or part-time fire protection employees shall be reported to the Commission via the Commission's online management program, or the appropriate form if available within 14 calendar days of the action. In the case of termination, the employing entity shall report an individual's last known home address to the Commission. A Removal from Appointment form may be submitted without the employee's signature.
- (d) A fire department may not in a calendar year compensate, reimburse, or provide benefits to a person the department has designated as a volunteer or other auxiliary fire fighter in an amount that is equal to or more than what a person receives working 2,080 hours at the federal minimum wage.
- (e) A person certified as fire protection personnel in one fire department may be employed and designated as a part-time fire protection employee in another fire department without additional certification as a part-time fire protection employee.

§421.11 Requirement To Be Certified Within One Year

- (a) Except for subsection (c) and (d) of this section, fire protection personnel or part-time fire protection employees of a fire department who are appointed duties identified as fire protection personnel duties must be certified by the Commission [commission] in the discipline(s) to which they are assigned within one year of their appointment to the duties or within two years of successfully passing the applicable commission examination, whichever is less. The Commission [commission] shall not approve an initial certification for a regulated discipline until it has reviewed and approved a person's fingerprint-based criminal history record. An individual who accepts appointment(s) in violation of this section shall be removed from the appointment(s) and will be subject to administrative penalties. A department or local government that appoints an individual in violation of this section will also be subject to administrative penalties.
- (b) An individual who has been removed from appointment to duties identified as fire protection personnel duties for violation of this section must petition the Commission [commission] in writing for permission to be reappointed to the duties from which they were removed. The petition will be considered only if the individual has obtained all appropriate certification(s) applicable to the duties to which the individual seeks reappointment.
- (c) A military spouse may be appointed to fire protection personnel duties with a regulated fire department without being required to obtain the applicable certification, provided the military spouse submits the following to the Commission [commission] prior to appointment and has received confirmation of approval from the Commission [commission]:
- (1) notification to the Commission [commission] of intent to perform regulated fire protection duties;
 - (2) documentation of equivalent certification from another jurisdiction;

(3) a fingerprint-based criminal history record using the Commission-approved [commission approved] system;

(4) proof of residency in Texas; and

(5) a copy of the individual's military identification card.

(d) A military spouse appointed to fire protection duties under this section may engage in those duties only for the period in which the military service member to whom the spouse is married is stationed at a military installation in Texas, but not to exceed three years from the date the military spouse receives approval from the Commission [commission] to engage in those duties.

§421.13 Individual Certificate Holders

(a) Employment is not mandatory for certification. An individual may hold or renew any certificate issued by the Commission [commission] for which they maintain their qualifications.

(b) An individual certificate holder must notify the Commission [commission] of a change of his or her home address within 14 calendar days of a change of address.

§421.15 Extension of Training Period

A fire department may apply to the Commission [commission] for an extension of the one-year training period, identified in §419.032(c) of the Government Code, for a time period not exceeding two years from the date of original appointment as follows:

(1) the request for extension shall be placed on the Fire Fighter Advisory Committee's (FFAC's) agenda to be heard at its next regular or special called meeting after submission of the request;

(2) after review by the FFAC, the application along with the FFAC's recommendations will be sent to the Commission [commission] to be heard at its next regular meeting. If the request for extension is approved by the Commission [commission], the extension shall become effective immediately; and

(3) the one-year extension of training time, if granted, shall run from the date of forfeiture and removal or, at the latest, from one year after the original date training began, whichever occurs first.

§421.17 Requirement to Maintain Certification

(a) All full-time or part-time employees of a fire department or local government assigned duties identified as fire protection personnel duties must maintain certification by the Commission [commission] in the discipline(s) to which they are assigned for the duration of their assignment.

(b) In order to maintain the certification required by this section, the certificate(s) of the employees must be renewed annually by complying with §437.5 of this title (relating to Renewal Fees) and Chapter 441 of this title (relating to Continuing Education) of the Commission [commission] standards manual.

(c) Except for subsection (d) of this section, or upon determination by the Executive Director when special circumstances are presented, an individual whose certificate has been expired for greater than one year but no longer than five years, may renew their certification once they comply with the CE requirements for the period of time their certification was inactive, as outlines in 37 TAC, Chapter 441, Continuing Education, and they pay all applicable certification renewal fees for the period of time that their certification

was inactive, as required in 37 TAC, Chapter 437, Fees. Individuals whose certification has been expired longer than five years, may not renew the certificate previously held. To obtain a new certification, an individual must meet the requirements in Chapter 439 of this title (relating to Examinations for Certification).

(d) A military service member whose certificate has been expired for three years or longer may not renew the certificate previously held. To obtain a new certification, the person must meet the requirements in Chapter 439 of this title. In order to qualify for this provision, the individual must have been a military service member at the time the certificate expired and continued in that status for the duration of the three years [three-year period].

(e) The Commission [commission] will provide proof of current certification to individuals whose certification has been renewed.

AGENDA ITEM NUMBER 12

12. Proposed rule review for the following:

- (a) 37 TAC, Chapter 427, Training Facility Certification (please see attached).

CHAPTER 427

TRAINING FACILITY CERTIFICATION

SUBCHAPTER D- CERTIFIED TRAINING FACILITIES

§427.401. General Provisions for Training Facilities Not Owned by the State of Texas or Operated by a Political Subdivision of the State of Texas

(a) The provisions in this subchapter apply only to certified training facilities that are not owned or operated by the State of Texas or a political subdivision of the State of Texas.

(b) Training facilities seeking certification under this subchapter must comply with all the provisions of this chapter and must also meet and comply with all commission rules.

(c) Training facilities seeking certification under this subchapter must apply for training facility certification in each discipline for which they intend to conduct certification training for fire protection personnel.

(d) In order to become a commission approved training facility under this subchapter, the provider must submit a completed commission training facility application for certification with supporting documentation and fees. Supporting documentation will consist of:

(1) descriptions, photos and addresses of where the provider will have their course delivery and materials;

(2) documentation of how the provider will meet all the minimum requirements for each discipline for which it seeks certification;

(3) complete and correct financial statements, as specified in this subchapter, demonstrating the facility is financially stable and capable of fulfilling its commitments for training;

(4) statement of ownership which identifies the owners, stockholders, partners, representatives, management, trustees, board members; and

(5) documentation showing registration with the Texas Secretary of State as a business.

§427.403. Financial Standards

(a) Definitions Relating to Financial Requirements.

(1) Balance Sheet--A statement of financial position or statement of condition, showing the status of assets, liabilities and owner equity for a defined period i.e., monthly, quarterly, etc.

(2) Current ratio--ability to pay current obligations from current assets.

(3) Generally Accepted Accounting Principles (GAAP)--Conventions, rules and procedures that define accepted accounting practices to include both broad guidelines as well as detailed procedures.

(4) Generally Accepted Auditing Standards (GAAS)--Conventions, rules and procedures that define accepted audit practices.

(5) Stockholders Equity (net worth)--amount by which assets exceed liabilities.

(6) Sworn statement--A notarized statement including the following language: "I swear or affirm that the information in these statements is true and correct to the best of my knowledge."

(7) Unearned income (tuition) affidavit--A statement of income received but not yet earned during the current or most recent fiscal year. This is usually shown as a liability on a balance sheet, assuming it will be credited to income within the normal accounting cycle.

(b) The balance sheet required in this subchapter shall reflect the following:

(1) positive equity or net worth balance;

(2) unearned tuition as a current liability;

(3) a current ratio of at least one-to-one (current assets divided by current liabilities); and

(4) stockholder's equity or net worth exceeding the amount shown for goodwill, if applicable, under assets in the balance sheet.

(c) Compilations shall be accompanied by the owner's sworn statement that all submitted documents are true and correct to the best of the owner's knowledge.

(d) All financial statements shall identify the name, license number, and licensing state of the accountant associated with the statements and be in accordance with GAAP.

(e) A school that maintains a financial responsibility composite score that meets the general standards established in federal regulations by the U.S. Department of Education for postsecondary institutions participating in student financial assistance programs authorized under Title IV of the Higher Education Act of 1965, as amended, shall be considered to have met the financial standards of this subchapter.

(f) A school that qualifies under an alternative standard but not the general standard of these federal regulations will not be considered to have met the financial standards of this subchapter unless the school meets the other requirements stated in this subchapter.

(g) Requirements for Original Approvals.

(1) The owner shall furnish the commission with the following:

(A) a school owned by a sole proprietor must submit a reviewed personal balance sheet stating the disclosure of payments for the next five years to meet debt agreements as required by GAAP; or

(B) all other ownership structures must submit an audited balance sheet consistent with GAAP and GAAS and certified by an accountant.

(2) The facility shall submit a balance sheet, a list of the expected school-related expenses for the first three months of operation of the school; a sworn statement signed by the owner affirming the availability of sufficient cash to cover projected expenses at the date of the certification. Projected expenses may include the following:

(A) employee salaries, listed by position title, including withholding and unemployment taxes, and other related expenses;

(B) lease or rent payments for listed equipment;

(C) lease or rent payments for facilities;

(D) accounting, legal and other specifically identified professional fees;

(E) an estimate of expenses such as advertising, travel, textbooks, office and classroom supplies, printing, telephone, utilities, taxes;

(F) a projection of the gross amount of tuition and fees to be collected during each of the first two years of operation; and

(G) such other evidence as may be deemed appropriate by the commission to establish financial stability.

(h) Prior to a change in ownership of a facility, the purchaser shall furnish the commission a current balance sheet meeting the requirements outlined in this subchapter for original approvals, excluding the sufficient cash requirement for initial expenses. The purchaser shall furnish any other evidence deemed appropriate by the commission to establish financial stability.

(i) The deletion or addition of any person that would be considered an owner is considered a change in facility ownership. The facility must notify the commission of the change in ownership within 14 days of the transaction.

(j) The commission may require submission of a full application for approval of a change in ownership.

(k) Management agreements must be disclosed to the commission. Parties to a management agreement shall be of good reputation and character.

(l) The deletion, addition or moving of a facility will be reported to the commission 14 days prior to the transaction.

(m) If the commission determines that the deletion, addition or moving of a facility presents an unreasonable transportation hardship which would prevent a student from completing the training at the new location, the school shall provide a full refund of all monies paid and a release from all obligations to the student.

(n) The commission shall be notified in writing of any legal action to which the facility, any of its owners, representatives or management employees is a party.

- (o) The notification shall be within 14 days after the action is known to be filed or the facility, owner, representative or management employee is served.
- (p) The facility shall include, with the required notice, a file-marked copy of the petition, complaint, or other legal instrument, including copies of any judgments.
- (q) If the commission determines that reasonable cause exists to question the validity of any financial information submitted, or the financial stability of the facility, the commission may require at the facility's expense:
- (1) an audit of the facility that has been certified by an accountant; or
 - (2) The owner must furnish any other evidence deemed appropriate by the commission to establish financial stability.
- (r) The entity certified under this subchapter shall maintain, in a permanent format that is acceptable and readily accessible to the commission, a record of any funds received from, or on behalf of, the student. The entity shall clearly identify the payer, the type of funding, and the reason for the charges. These records shall be posted and kept current.
- (s) An entity certified under this subchapter shall issue written receipts of any charges or payments to the student and maintain such records for review upon request by the commission. Each separately charged item shall be clearly itemized on the student-signed receipt.
- (t) An entity certified under this subchapter shall develop and maintain a cancellation and refund policy.
- (u) The student shall be entitled to a full refund of all monies paid to the facility if classes or courses are cancelled by the facility.
- (v) For classes or courses cancelled by the student, refund policies will be based on a prorated basis or percentage of the class or program completed by the student.
- (w) An entity certified under this subchapter shall comply with Chapter 437 of this title (relating to Fees).
- (x) Upon application for renewal, an entity certified under this subchapter will provide a balance sheet with a sworn statement.

§427.407. School Responsibilities Regarding Instructors

- (a) The facility chief training officer (CTO) shall ensure that there are an appropriate number of instructors.

- (b) The facility CTO shall ensure that instructors are qualified to instruct in the subjects they are teaching or assisting.
- (c) The facility CTO shall ensure continuity of instruction and that instructors provide students with a quality education.
- (d) The facility CTO shall formally evaluate each instructor in writing at least annually and shall make the evaluations available for review by the commission.
- (e) The facility CTO shall ensure that students are allowed the opportunity to formally evaluate each instructor in writing and make the evaluations available for review by the commission.

§427.409 Advertising

(a) General Information for Advertising.

- (1) A school shall not make deceptive statements in attempting to enroll students.
- (2) The commission may require a school to furnish proof of any of its advertising claims.

(b) Advertisement Method.

- (1) A school may advertise for prospective students under "instruction," "education," "training," or a similarly titled classification.
- (2) No school advertisements shall use the word "wanted," "help wanted," or "trainee," either in the headline or the body of the advertisement, nor shall any advertisement indicate, in any manner, that the school has or knows of employment of any nature available to prospective students; only "placement assistance," if offered, may be advertised.
- (3) A school shall not use terms to describe the significance of the approval that specify or connote greater approval. Terms that schools may not use to connote greater approval by the commission include, but are not limited to, "accredited," "supervised," "endorsed," and "recommended." A school shall not use the words "guarantee," "guaranteed," or "free" unless approved in writing by the commission.
- (4) Any advertisement that includes a reference to awarding of credit hours shall include the statement, "limited transferability." Where a school has an arrangement with a college or university to accept transfer hours, such information may be advertised, but any limitations shall be included in the advertisement.

(c) Advertisement Content.

- (1) Advertisement content shall include, and clearly indicate, the full and correct name of the school and its address, including city, as they appear on the certificate of approval.
- (2) Advertisements shall not include:

(A) statements that the school or its programs are accredited unless the accreditation is that of an agency recognized by the United States Department of Education;

(B) statements that the school or its courses of instruction have been approved unless the approval can be substantiated by an appropriate certificate of approval issued by an agency of the state or federal government;

(C) statements that represent the school as an employment agency under the same name, or a confusingly similar name, or at the same location of the school; or

(D) statements as being commission approved or IFSAC approved in order to solicit students prior to receiving actual commission approval. Any such activity by the school, prior to the commission's approval of the training course, shall constitute misrepresentation by the training facility and shall entitle each student in the course to a full refund of all monies paid and a release from all obligations to the student.

(3) A school holding a franchise to offer specialized programs or subjects not available to other schools shall not advertise such programs in such a manner as to diminish the value and scope of programs offered by other schools not holding such a franchise. Advertising of special subjects or programs offered under a franchise shall be limited to the subject or programs offered.

(4) a school shall not use endorsements, commendations, or recommendations by students in favor of a school except with the consent of the student and without any offer of financial or other material compensation. Endorsements shall bear the legal or professional name of the student.

(5) a school shall not use a photograph, cut, engraving, illustration or graphic in advertising in such a manner as to:

(A) convey a false impression of size, importance, or location of the school, equipment, or facilities associated with the school, or

(B) circumvent any of the requirements of this subchapter regarding written or oral statements.

(6) Every advertisement must clearly indicate that training is being offered, and shall not, either by actual statement, omission, or intimation, imply that prospective employees are being sought.

(d) Financial Incentives. Advertisements shall not:

(1) state that students shall be guaranteed employment while enrolled in the school;

(2) state that employment shall be guaranteed for students after graduation; or

(3) misrepresent opportunities for employment upon completion of any program; or

(4) contain dollar amounts as representative or indicative of the earning potential of graduates unless those dollar amounts have been published by the United States Department of Labor. This provision shall not be construed as prohibiting the school from providing earning potential to the student individually on the student's receipt of enrollment policies or other such commission approved document.

(e) Advertisements for student tuition loans shall:

- (1) contain the language "financial aid available, if qualified";
- (2) appear in type no larger than the font used for the name of the school and in similar color and style; and
- (3) does not preclude disclosure of the school's eligibility under the various state and federal loan programs.

(f) Advertisement Monitoring.

(1) The commission may order corrective action to counteract the effect of advertising in violation of the Act or rules, including:

(A) retraction by the school of such advertising claims published in the same manner as the claims themselves; and

(B) cancellation of telephone numbers without an automatic forwarding message.

(2) As corrective action for violations of the Act or rules, the commission may require schools to submit all advertisements to the commission for pre-approval at least 30 days before proposed submission of the advertisements to the advertising medium.

(3) Nothing in these guidelines shall prohibit release of information to students as required by a state or federal agency.

§427.411 Cancellations or Suspensions

(a) If an approved course of instruction is discontinued for any reason, the commission shall be notified within 72 business hours (9 days) of discontinuance and furnished with the names and addresses of any students who were prevented from completion of the course of instruction due to discontinuance. Should the school fail to make arrangements satisfactory to the students and the commission for the completion of the course of instruction, the full amount of all tuition and fees paid by the students are then due and refundable. Any course of instruction discontinued will be removed from the list of approved courses of instruction.

(b) The commission may suspend enrollments in a particular course of instruction at any time the commission finds cause. For purposes of this subsection, cause includes, but is not limited to:

- (1) inadequate instruction;
- (2) unapproved or inadequate curriculum;
- (3) inadequate equipment; or
- (4) inadequate facilities.

(c) If a school begins teaching a course of instruction or revised course of instruction that has not been approved by the commission, the commission may require the school to refund to the enrolled students all or a portion of the tuition fees.

§427.413 Liabilities

(a) Curriculum and Testing.

(1) The school shall be able to provide license agreements with the publisher of any curriculum used. The school may not reproduce the curriculum, or any part thereof, without describing the purpose or having the written consent by said publisher.

(2) The school shall be able to provide a valid purchase receipt or license agreement of any published test banks, or any part thereof, used in the evaluation process of any course taught.

(b) Equipment and Facilities.

(1) The school shall be able to provide written agreements for the use of any equipment not owned by the school, but used during the instruction of any student. The agreement shall dictate the terms, liability, fees, and availability of maintenance records of such equipment.

(2) The school shall be able to provide written agreements of the use of any facilities or area, not otherwise public, but used during the instruction of any student. The agreement shall dictate the terms, liability, and fees of such facilities or area.

(c) Insurance Coverage. The school shall be able to provide a general liability policy issued by a company licensed to do business in the State of Texas.

AGENDA ITEM NUMBER 12

12. Proposed rule reviews for the following:

(b) 37 TAC, Chapter 429. Fire Inspector and Plan Examiner (please see attached).

CHAPTER 429
FIRE INSPECTOR AND PLAN EXAMINER
SUBCHAPTER A
MINIMUM STANDARDS FOR FIRE INSPECTOR CERTIFICATION

§429.1 Minimum Standards for Fire Inspector Personnel

- (a) Fire code enforcement is defined as the enforcement of laws, codes, and ordinances of the authority having jurisdiction pertaining to fire prevention.
- (b) To qualify for appointment to fire code enforcement duties, individuals must be certified as a Fire Inspector, or meet the requirements in subsections (c) and (d) of this section.
- (c) Individuals may be appointed to fire code enforcement duties on a probationary or temporary status if they have successfully passed the commission exam for Fire Inspector, as specified in Chapter 439 of this title (relating to Examinations for Certification).
- (d) Individuals appointed to fire code enforcement duties in subsection (c) of this section must be certified as a Fire Inspector within one year of the appointment.
- (e) Individuals holding any level of fire inspector certification shall be required to comply with the continuing education requirements in §441.13 of this title (relating to Continuing Education for Fire Inspection Personnel).

§429.3 Minimum Standards for Basic Fire Inspector Certification

In order to be certified as a Basic Fire Inspector, an individual must:

- (1) possess valid documentation as an Inspector I and Inspector II from either:
 - (A) the International Fire Service Accreditation Congress; or
 - (B) the National Board on Fire Service Professional Qualifications issued by the Texas A&M Engineering Extension Service using the 2009 or later edition of the NFPA standard applicable to this discipline and meeting the requirements as specified in §439.1(a)(2) of this title (relating to Requirements-General); or
- (2) complete a commission approved fire inspector training program and successfully pass the commission examination(s) as specified in Chapter 439 of this title (relating to Examinations for Certification). An approved training program shall consist of one or any combination of the following:
 - (A) completion of the commission approved Basic Fire Inspector Curriculum, as specified in the commission's Certification Curriculum Manual; or
 - (B) successful completion of an out-of-state, NFA, and/or military training program which has been submitted to the commission for evaluation and found to meet the minimum requirements as listed in the commission approved Basic Fire Inspector Curriculum as specified in the commission's Certification Curriculum Manual; or

(C) successful completion of the following college courses:

- (i) Fire Protection Systems, three semester hours;
- (ii) Fire Prevention Codes and Inspections, three semester hours;
- (iii) Building Construction in the Fire Service or Building Codes and Construction, three semester hours; and
- (iv) Hazardous Materials I, II, or III, three semester hours (total semester hours, 12); or

(D) documentation of the receipt of Fire Inspector I and Fire Inspector II certificates issued by the State Firemen's and Fire Marshals' Association of Texas that are deemed equivalent to a commission approved Basic Fire Inspector curriculum.

§429.5 Minimum Standards for Intermediate Fire Inspector Certification

(a) Applicants for Intermediate Fire Inspector Certification must meet the following requirements:

(1) hold as a prerequisite Basic Fire Inspector Certification as defined in §429.3 of this title (relating to Minimum Standards for Basic Fire Inspector Certification); and

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

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

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

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

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

(c) The training required in this section must be in addition to any training used to qualify for any lower level of fire inspector certification. Repeating a course or a course of similar content cannot be used towards this level of certification.

§429.7 Minimum Standards for Advanced Fire Inspector Certification

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

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

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

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

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

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

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

(c) The training required in this section must be in addition to any training used to qualify for any lower level of fire inspector certification. Repeating a course or a course of similar content cannot be used towards this level of certification.

§429.9 Minimum Standards for Master Fire Inspector Certification

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

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

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

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

§429.11 International Fire Service Accreditation Congress (IFSAC) Seal

(a) Individuals who pass the applicable sections of the state examination may be granted IFSAC seal(s) for Inspector I and Inspector II by making application to the commission for the IFSAC seal(s) and paying the associated fees, provided they meet the following provisions:

(1) To receive the IFSAC Inspector I seal, the individual must:

- (A) complete the Inspector I section of a commission approved course; and
- (B) pass the Inspector I section of a commission examination.

(2) To receive the IFSAC Inspector II seal, the individual must:

- (A) complete the Inspector II section of a commission approved course;
- (B) document possession of an IFSAC Inspector I seal; and
- (C) pass the Inspector II section of a commission examination.

(b) In order to qualify for an IFSAC seal, an individual must submit the application for the seal prior to the expiration of the examination.

CHAPTER 429

FIRE INSPECTOR AND PLAN EXAMINER

SUBCHAPTER B

MINIMUM STANDARDS FOR FIRE INSPECTOR CERTIFICATION

§429.201 Minimum Standards for Plan Examiner Personnel

Plan examiner duties are defined as the review of building or other structure plans for the purpose of determining compliance with adopted fire codes and standards.

§429.203 Minimum Standards for Plan Examiner I Certification

In order to be certified as a Plan Examiner I, an individual must:

(1) possess valid documentation as a Plan Examiner I from either:

(A) the International Fire Service Accreditation Congress; or

(B) the National Board on Fire Service Professional Qualifications issued by the Texas A&M Engineering Extension Service using the 2009 or later edition of the NFPA standard applicable to this discipline and meeting the requirements as specified in §439.1(a)(2) of this title (relating to Requirements-General); or

(2) complete a commission approved Plan Examiner I training program and successfully pass the commission examination as specified in Chapter 439 of this title (relating to Examinations for Certification). An approved training program shall consist of one of the following:

(A) completion of the commission approved Plan Examiner I Curriculum, as specified in the commission's Certification Curriculum Manual; or

(B) successful completion of an out-of-state, NFA, and/or military training program which has been submitted to the commission for evaluation and found to meet the minimum requirements as listed in the commission approved Plan Examiner I Curriculum as specified in the commission's Certification Curriculum Manual; or

(C) documentation of the receipt of a Plan Examiner I certificate issued by the State Firemen's and Fire Marshals' Association of Texas that is deemed equivalent to a commission approved Plan Examiner I curriculum.

§429.205 International Fire Service Accreditation Congress (IFSAC) Seal

(a) Individuals who pass the state examination may be granted an IFSAC seal for Plan Examiner I by making application to the commission for the IFSAC seal and paying the associated fee.

(b) In order to qualify for an IFSAC seal, an individual must submit the application for the seal prior to the expiration of the examination.

AGENDA ITEM NUMBER 13

13. Matters from the Agency Chief:

- (a) Update regarding agency duties and responsibilities.
- (b) Decision of the Agency Chief in contested cases and consent orders.
- (c) Status regarding division functions:
 - i. Training Approval & Testing – test administered, training approvals, record reviews, and online training audits.
 - ii. Certification & Professional Development – training applications, IFSAC seals issued, certifications issued, training facilities, curriculum development, library resource requests.
 - iii. Compliance – biennial inspections, compliance officers training, issues involving regulated entities.
 - iv. Information Technology – public website design, FARM and FIDO improvements, CAPPS (Central Accounting Payroll/Personnel System), IT security policy, and service requests.

Commission Quarterly Report

Training Approval and Testing Section

- **Test Administration, Training Approvals, Record Reviews, and Training Audits Statistics – 1st Quarter, FY 2025**
 - **Test Administration** – **5933** exams were administered during this quarter with a pass rate of **87.54%**.
 - **Training Approvals** – Total of **1168** training approvals were submitted with start dates during this quarter in the commission's Training Facility Management System.
 - **Record Reviews** – One hundred Fifty-five (**155**) record reviews for equivalency were conducted (**70 SFFMA (68 Structure/1 Inspector/1Plan Examiner)/85 out of state, education, expired test scores, expired certifications, and Wildland**). Fifty-four (**54**) out of state, education and Wildland reviews were processed, two (**2**) were denied and one (**1**) is pending for additional information. Two hundred forty-two (**242**) Qual numbers were issued in the Training Facility Management System.
 - **Training and Skill Testing Audits** – Twenty-eight (**28**) online training audits were conducted during the first quarter. Seven (**7**) had no deficiencies noted. Twenty (**20**) had minor deficiencies such as no syllabus attached, no Instructor contact, no course schedule, no textbook information, or no skills examiners. All issues were resolved in one or two days. One (**1**) was referred to Compliance.
 - **Online Testing Centers Added:**
 - Brazsport College, Lake Jackson**
 - Trinity Valley Community College, Palestine**
 - Awaiting the return of MOUs from Texas A&M – Kingsville and University of Houston – Victoria.
 - Waiting on Odessa College – Pecos and Northeast Texas Community College - Mt. Pleasant to schedule dry runs.
- Activities for the Next Quarter:**
- **Proceed working to onboard a possible four additional testing centers.**
 - **Continue temporary provision testing for the new Rope Rescue certification.**
 - **Work with IT to resolve issues and improve the Batch Applications and Group Mastery Reports for Training Facilities.**

****Written and Online Exams between September 1st – November 30th**

Online Exams: 4490 (Pass Rate 86.97%)

Written Exams: 1441 (Pass Rate 89.38%)

	Q1	Q2	Q3	Q4
<u>Certification/Renewal:</u>				
Professional Development Training Applications	2950			
<u>Issued:</u> IFSAC Seals	2398			
TCFP Certifications	4561			
Criminal History	701			
Medical documents:	798			
Confirmation of Commissions (Peace Officer)	65			
Service time applications	187			
<u>Renewals:</u> Department Personnel	41233			
Certified Training Facilities	46			
Individual Certified Holders	2399			
Registered Seals: IFSAC	379			
TEEX Proboard	192			
Total number of Training Facilities	475			

Quarterly Report - Curriculum Development

1st Quarter Meeting Dates:

9/3 ARFF Ad-Hoc Committee meeting

- Reviewed Curriculum Manual 1010 updates
- Question review

9/23-9/24 Inspector Ad-Hoc Committee meeting

- Reviewed 1030 standard updates
- Question review

9/23 Rope Rescue Ad-Hoc Committee test

- Committee came to take the practice exam

9/26 Investigator Ad-Hoc Committee meeting

- Reviewed 921 Skills manual updates
- Question review

10/17 Investigator Ad-Hoc Committee meeting

- Reviewed 921 Skills manual updates
- Question review

11/4 Fire Marshal Ad-Hoc Committee meeting

- Reviewed 1030 standard updates
- Question review

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11/13-11/14 Curriculum & Testing Committee meeting

- Moved to reopen the Marine Ad Hoc applications
- Accepted applications for Emergency Manager Ad Hoc
- Accepted updates to Rope Rescue Curriculum manual

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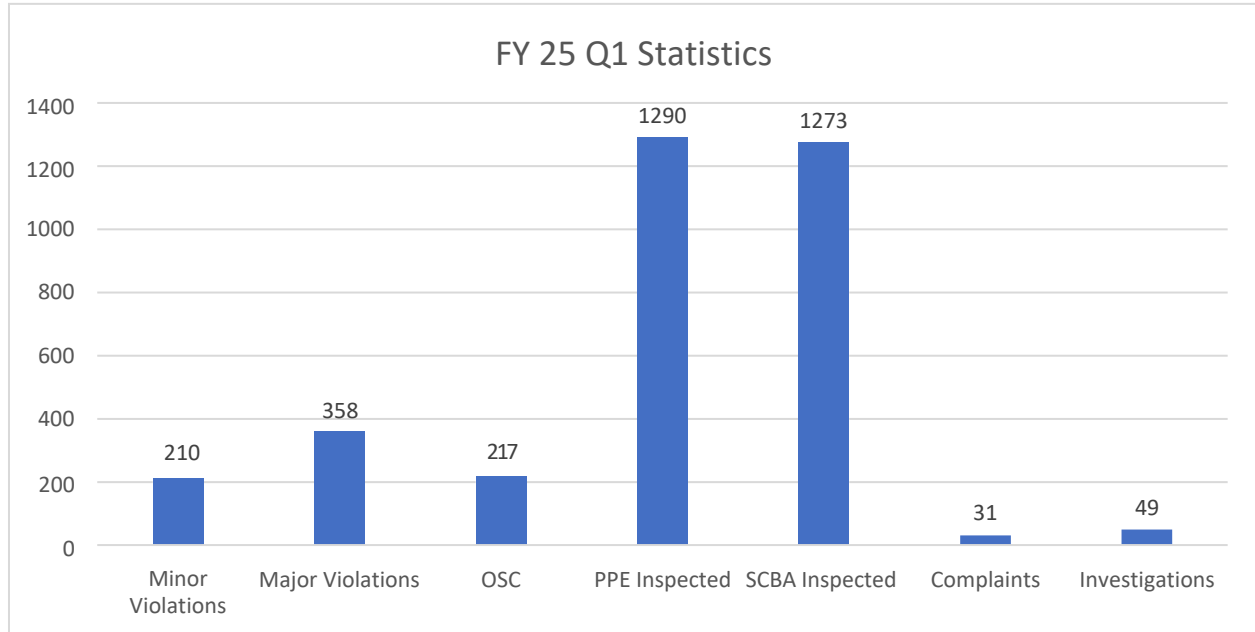
Test Development and Test Bank Maintenance

- Updates/ Maintenance test to bank – Ongoing all discipline
- Feedback questions – Reviewed, Edited, or Archived – Ongoing all discipline
- Question validation/ Reference updates – Ongoing all discipline

Commission Quarterly Report

Compliance Division

Compliance Inspection Activity statistics:



Five regional meetings

Worked with Testing to establish more on-line testing centers

Internal training

Assist State Fire Marshall's Office with two LODD Investigations

Responded to two critical injury investigations

Staffed TIFMAS EOC at TFS

Attended TIFMAS symposium

Inspected three large departments

One request for a complete department review

One informal conference

Eleven inspection files forwarded to Compliance Chief for further action

IT Division report for 1st quarter:

- TCFP Websites and Web Applications Uptime 99%
- Databases
 - Tuned stored procedures for faster querying.
- Exam
 - Addressed various results queries.
 - Produced various test and questions reports.
- FARM & FIDO
 - Implemented renewal/ Addressed issues emanating from renewal.
 - Added byline to Hazmat Ops IFSAC.
- Tools
 - Add Job ID search/ Fixed undesired characters in Job Titles
 - Prepared Fire Protection-Related Legislature data for the current session
 - Migrated from TinyMCE to ckeditor
- Public Website
 - Marine Ad Hoc committee—added to committee types.
 - Updated website access
- Addressed 566 Service Requests (Tickets)

AGENDA ITEM NUMBER 14

14. Discussion on future meeting dates.

AGENDA ITEM NUMBER 15

15. Subjects for future Commission meeting agendas.

AGENDA ITEM NUMBER 16

16. Personnel matters regarding the appointment, employment, compensation, evaluation, reassignment, and duties of the Agency Chief.

AGENDA ITEM NUMBER 17

17. Adjourn meeting.