



**DEPARTMENT OF FORESTRY AND FIRE PROTECTION**  
**OFFICE OF THE STATE FIRE MARSHAL**  
**State Fire Training Division**

P. O. Box 944246  
Sacramento, CA 94244-2460  
Phone: (916) 445-8444  
Website: [www.fire.ca.gov](http://www.fire.ca.gov)



**Date:** October 14, 2016

Attachment 1

**To:** Ronny J. Coleman, Chairman  
Statewide Training and Education Advisory Committee  
c/o State Fire Training

**From:** Ken Wagner, Fire Service Training Specialist III

**Subject/Agenda Action Item:** Fire Fighter I Certification Reciprocity and Upgrade Procedures

**Recommended Actions:** Information/Discussion

**Background Information:**

As integral components of accreditation of our Fire Fighter I program by both IFSAC and Pro Board, SFT is required to implement a reciprocity process aimed at accepting Fire Fighter I certifications issued by other accredited entities, including the Department of Defense. Although not required by either IFSAC or Pro Board, SFT feels it is prudent to implement an upgrade process to allow certain individuals holding current California Fire Fighter I certification to upgrade their certification to include IFSAC and Pro Board seals. The purpose of this staff report is to discuss with STEAC the procedures SFT plans to implement for both the reciprocity and upgrade programs.

**Analysis/Summary of Issue:**

While engaged in rolling out the new Fire Fighter I certification examination process on a statewide basis, staff has also been working on appropriate procedures for Fire Fighter I reciprocity and upgrade. The intent has been to insure a comprehensive rollout and implementation of the new certification examination process for candidates completing the Fire Fighter I (2013) curriculum and ARTPs and ALAs delivering the examinations before adding the new procedures for reciprocity and upgrade.

Attached you will find several exhibits:

- Flow chart providing an overview of the steps to be completed by candidates and SFT for reciprocity and Upgrade
- Application form to be submitted by a candidate for reciprocity
- Verification Letter of Fire Fighter I Training Equivalency
- Application form to be submitted by a candidate for upgrade

The procedures for both reciprocity and upgrade take into consideration that all candidates who receive IFSAC/Pro Board seals on their Fire Fighter I certificate must successfully complete all training and examinations required for candidates completing the Fire Fighter I (2013) curriculum.

Grandfathering is not allowed. Using this as the base principle, the following specific criteria has been established:

Reciprocity:

Utilizing the Reciprocity Application, candidates shall submit the following:

- |   |   |
|---|---|
| <input type="checkbox"/> Fire Fighter Survival course completion certificate (FSTEP or IAFF certificate OR submit a course outline for review)                          | <input type="checkbox"/> Completed Fire Fighter I Reciprocity Application |
| <input type="checkbox"/> Confined Space Rescue Awareness* course completion certificate   | <input type="checkbox"/> <a href="#">SFT fee schedule</a>                 |
| <input type="checkbox"/> ICS-100* FEMA course completion certificate  | <input type="checkbox"/> Reciprocity processing fee                       |
| <input type="checkbox"/> IS-700.A* FEMA course completion certificate   | <input type="checkbox"/> Resume   |
| <input type="checkbox"/> Fire Fighter I certificate with IFSAC and/or Pro Board seal  |   |
| <input type="checkbox"/> Hazardous Materials Awareness: Operations Core: Operations Mission Specific: PPE, Product Control certificate with IFSAC and/or Pro Board seal |   |
| <input type="checkbox"/> Wildland Fire Fighter I certificate <sup>1</sup> with IFSAC and/or Pro Board seal  |   |
- <sup>1</sup> *If you do not possess a Wildland Fire Fighter I Certification, you may submit current copies of course completion certificates in the following areas (These options are used to validate training only – successful completion of the CA Wildland certification examination is still req.)*
- CICC & NWCG: S-130, & S-190, & L-180 **or**
  - CAL FIRE: Basic Fire Fighter Training, Command 2 or Company Officer Academy **or**
  - CAL JAC Wildland Fire Fighter course

\* Only the classroom version will be accepted

- SFT will review this material and determine what, if any deficiencies exist. Discussion with numerous potential reciprocity candidates reveals that the most common deficiency will likely be a lack of Wildland Fire Fighter I certification by an IFSAC/Pro Board accredited agency. You will see from the application that several options are available for a candidate to prove they have wildland training. Once the training requirement is satisfied, the candidate will be authorized to participate in the Wildland skills and written examination delivered by and ARTP or ALA if it is their employer. Once the candidate completes all training and testing, they will be eligible to receive the Verification Letter of Fire Fighter I Training Equivalency.
- Reciprocity candidates must complete the Fire Fighter I task book and established occupational experience in a California fire department. The verification letter is intended to inform hiring agencies that the reciprocity candidate has meet all of the training and examination requirements for Fire Fighter I and that the candidate can, and should be considered in the same light as a candidate that has completed the training and examinations at an ARTP.
- Once the candidate completes the task book and occupational experience, they may submit for a California Fire Fighter I certification.

Upgrade:

Utilizing the Upgrade Application, candidates shall submit the following:

- |   |   |
|---|---|
| <input type="checkbox"/> Fire Fighter I certification issued in 2002 or later | <input type="checkbox"/> Completed Fire Fighter I Upgrade Application |
| <input type="checkbox"/> ICS-100* FEMA course completion certificate          | <input type="checkbox"/> <a href="#">SFT fee schedule</a>             |

- |   |   |
|---|---|
| <input type="checkbox"/> IS-700.A* FEMA course completion certificate   | <input type="checkbox"/> Upgrade processing fee |
| <input type="checkbox"/> Confined Space Rescue Awareness* course completion certificate   | <input type="checkbox"/> Resume                 |
| <input type="checkbox"/> Fire Fighter Survival course completion certificate (FSTEP or IAFF)  |   |
| <input type="checkbox"/> Hazardous Materials Awareness/FRO certificate (FSTEP, CSTI or IAFF)  |   |
| <input type="checkbox"/> Completion of wildland fire fighter training. Options include:   |   |
| <ul style="list-style-type: none"> <li>• CICC &amp; NWCG: S-130, &amp; S-190, &amp; L-180 <i>or</i></li> <li>• CAL FIRE: Basic Fire Fighter Training, Command 2 or Company Officer Academy <i>or</i></li> <li>• CAL JAC Wildland Fire Fighter course</li> </ul> |   |

\* Only the classroom version will be accepted

- SFT will review this material and determine what, if any deficiencies exist. As with the reciprocity application, you will see that several options are available for a candidate to prove they have wildland training. Once the training requirement is satisfied, the candidate will be authorized to participate in the entire suite of skills and written examinations (Fire Fighter I, Wildland Fire Fighter I, Haz Mat) delivered by and ARTP, or ALA if it is their employer.
- Once the candidate completes all of the training and examinations they may submit for an upgraded California Fire Fighter I certification with IFSAC and Pro Board seals.

Examinations:

Not all areas of the state will have a significant candidate demand for either the reciprocity or upgrade examinations. To that end, SFT has discussed this need with CFTDA and the following ARTPs will be available to deliver the required written and skills examinations:

- Monterey Peninsula College
- Miramar College
- Mt. San Antonio College
- Santa Ana College
- Santa Rosa Junior College
- Sierra College
- Victor Valley College

Timeline:

SFT plans on advertising the availability of the upgrade and reciprocity programs no later than December 1, 2016. Processing of applications will take approximately 6 weeks. This will result in candidates contacting ARTPs for examination opportunities on or about February 1, 2017.



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Date

X  
X  
X  
X

Subject: Verification of Fire Fighter I Training Equivalency

Dear XX:

Congratulations! Your application for Fire Fighter I reciprocity with the State of California has been successful.

By formal review you have been deemed to meet the training and certification examination requirements for California Fire Fighter I (2013). By successfully completing the training and examination requirements you are now eligible for employment consideration by a California fire department. You have met the same training and examination requirements as a candidate completing the training and testing as administered by a State Fire Training Accredited Regional Training Program (ARTP).

In order to fully satisfy the requirements for Fire Fighter I Certification, you will need to complete the Fire Fighter I Task Book and complete six months occupational experience as a Fire Fighter in a full time status, or one year occupational experience in a part-time/volunteer capacity with a California fire department. Upon submittal of the completed task book and the required occupational experience you will be eligible to submit an application for Fire Fighter I Certification.

If you or a prospective employer has any questions about your status, please contact\_\_\_\_\_.

Sincerely,

XX

07.01.16



# CALIFORNIA STATE FIRE TRAINING

## Fire Fighter I Certification Reciprocity Application



### Identification

**Applicants Name:** \_\_\_\_\_

**SFT ID Number:** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_

**Phone (Home):** \_\_\_\_\_ **Phone (Mobile):** \_\_\_\_\_

**Email:** \_\_\_\_\_

### Application

Please submit verification of the following documents along with the Upgrade Processing Fee:

- |   |   |
|---|---|
| <input type="checkbox"/> Fire Fighter Survival course completion certificate (FSTEP or IAFF certificate OR submit a course outline for review)                          | <input type="checkbox"/> Completed Fire Fighter I Reciprocity Application |
| <input type="checkbox"/> Confined Space Rescue Awareness* course completion certificate   | <input type="checkbox"/> <a href="#">SFT fee schedule</a>                 |
| <input type="checkbox"/> ICS-100* FEMA course completion certificate  | <input type="checkbox"/> Reciprocity processing fee                       |
| <input type="checkbox"/> IS-700.A* FEMA course completion certificate   | <input type="checkbox"/> Resume   |
| <input type="checkbox"/> Fire Fighter I certificate with IFSAC and/or Pro Board seal  |   |
| <input type="checkbox"/> Hazardous Materials Awareness: Operations Core: Operations Mission Specific: PPE, Product Control certificate with IFSAC and/or Pro Board seal |   |
| <input type="checkbox"/> Wildland Fire Fighter I certificate <sup>1</sup> with IFSAC and/or Pro Board seal  |   |
- <sup>1</sup> *If you do not possess a Wildland Fire Fighter I Certification, you may submit current copies of course completion certificates in the following areas (These options are used to validate training only – successful completion of the CA Wildland certification examination is still req.)*
- CICC & NWCG: S-130, & S-190, & L-180 **or**
  - CAL FIRE: Basic Fire Fighter Training, Command 2 or Company Officer Academy **or**
  - CAL JAC Wildland Fire Fighter course

\* Only the classroom version will be accepted

### Applicant Review

*I, the undersigned am the person applying for reciprocity. I hereby certify under penalty of perjury under the laws of the State of California that all statements made herein are true in every respect. I understand that misstatements, omissions of material facts, or falsification of information may be cause for denial.*

*Applicants Signature:* \_\_\_\_\_

*Date:* \_\_\_\_\_



# CALIFORNIA STATE FIRE TRAINING

## Fire Fighter I Certification Reciprocity Application



### Background

California is accredited by the International Fire Service Accreditation Congress (IFSAC) and the National Board on Fire Service Professional Qualifications (Pro Board).

California Fire Fighter I Certification includes the following:

- ✓ **Fire Fighter I** - based on NFPA 1001, 2013 Edition
- ✓ **Wildland Fire Fighter I** - based on NFPA 1051, 2012 Edition
- ✓ **Hazardous Materials Awareness - Operations Core: Operations Mission Specific: PPE, Product Control** based on NFPA 472, 2013 Edition

California Fire Fighter I Certification also requires completion of the following *courses*:

- ✓ **ICS-100 FEMA**
- ✓ **IS-700.A FEMA**
- ✓ **Fire Fighter Survival** –structural 16 hrs. min. (FSTEP or IAFF)
- ✓ **Confined Space Awareness (8 hours minimum)**

- ➔ In order to be considered for reciprocity you must hold valid certifications in the three areas listed above. All certification certificates must bear either IFSAC or Pro Board seals, or both. Certificates not bearing the appropriate seals will not be considered.
- ➔ If you do not possess a certification in Wildland Fire Fighter I as listed above, but you can demonstrate that you possess adequate training you may be considered as a candidate to participate in the California Wildland Fire Fighter I written and skills examinations.

### Certification Examination(s) and/or Task Book

Once you have successfully verified that you have completed all of the required training and you have successfully completed the required certification examinations, you will be issued the following by SFT:

- Fire Fighter I Task Book
- Letter of verification.
  - This letter will confirm successful completion of both the required CA Fire Fighter I training and the written and skills certification examination.
  - This letter will also state that you are eligible for employment in the same manner as a candidate that has successfully completed their Fire Fighter I training and examinations in California.

### Certification

Once you complete the required occupational experience and the Fire Fighter I Task Book you will be eligible to apply for California Fire Fighter I Certification through the standard process.



# CALIFORNIA STATE FIRE TRAINING

## Fire Fighter I Certification Upgrade Application



### Identification

Applicants Name: \_\_\_\_\_

SFT ID Number: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone (Home): \_\_\_\_\_ Phone (Mobile): \_\_\_\_\_

Email: \_\_\_\_\_

### Application

#### Section 1: Apply for the Certification Examination

Please submit verification of the following documents along with the Upgrade Processing Fee:

- |   |   |
|---|---|
| <input type="checkbox"/> Fire Fighter I certification issued in 2002 or later   | <input type="checkbox"/> Completed Fire Fighter I Upgrade Application |
| <input type="checkbox"/> ICS-100* FEMA course completion certificate  | <input type="checkbox"/> <a href="#">SFT fee schedule</a>             |
| <input type="checkbox"/> IS-700.A* FEMA course completion certificate   | <input type="checkbox"/> Upgrade processing fee                       |
| <input type="checkbox"/> Confined Space Rescue Awareness* course completion certificate   | <input type="checkbox"/> Resume                                       |
| <input type="checkbox"/> Fire Fighter Survival course completion certificate (FSTEP or IAFF)  |   |
| <input type="checkbox"/> Hazardous Materials Awareness/FRO certificate (FSTEP, CSTI or IAFF)  |   |
| <input type="checkbox"/> Completion of wildland fire fighter training. Options include:   |   |
| <ul style="list-style-type: none"> <li>• CICC &amp; NWCG: S-130, &amp; S-190, &amp; L-180 <i>or</i></li> <li>• CAL FIRE: Basic Fire Fighter Training, Command 2 or Company Officer Academy <i>or</i></li> <li>• CAL JAC Wildland Fire Fighter course</li> </ul> |   |

\* Only the classroom version will be accepted

#### Section 2: Apply for the FF I Certification Upgrade

Record examination results below and submit to SFT to complete your FF I certification upgrade application:

Exam	Examination Date	Score
Firefighter I Skills Exam		
Firefighter I Written Exam		
Hazmat FRO Written Exam		
Wildland FF I Written Exam		

### Applicant Review

*I, the undersigned am the person applying for reciprocity. I hereby certify under penalty of perjury under the laws of the State of California that all statements made herein are true in every respect. I understand that misstatements, omissions of material facts, or falsification of information may be cause for denial.*

Applicants Signature: \_\_\_\_\_ Date: \_\_\_\_\_



# CALIFORNIA STATE FIRE TRAINING

## Fire Fighter I Certification Upgrade Application



### Background

California is accredited by the International Fire Service Accreditation Congress (IFSAC) and the National Board on Fire Service Professional Qualifications (Pro Board).

California Fire Fighter I Certification includes the following:

- ✓ **Fire Fighter I** - based on *NFPA 1001, 2013 Edition*
- ✓ **Wildland Fire Fighter I** - based on *NFPA 1051, 2012 Edition*
- ✓ **Hazardous Materials Awareness - Operations Core: Operations Mission Specific: PPE, Product Control** based on *NFPA 472, 2013 Edition*

California Fire Fighter I Certification also requires completion of the following courses:

- ✓ **ICS-100 FEMA**
- ✓ **IS-700A FEMA**
- ✓ **Fire Fighter Survival (FSTEP or IAFF)**
- ✓ **Confined Space Awareness (8 hours minimum)**
- ✓ **Wildland Fire Fighter training**

- ➔ In order to upgrade your current California Fire Fighter I certification to include IFSAC and Pro Board seals you must possess a certification issued in 2002 or later.
- ➔ Once State Fire Training has verified that you meet all of the training and education requirements, you will be required to successfully complete the current written and skills certification examination which is based on the California Fire Fighter I (2013) curriculum. All applicants must successfully complete this examination process to be considered for an upgrade.

### Examination

After SFT has verified that you have completed all of the training and education requirements, you will receive authorization to participate in the certification examination process. Certification examinations are administered by Accredited Regional Training Programs (ARTP) and, if you are employed by one Accredited Local Academies (ALA). You will be required to contact the ARTP of your choice and register with them directly to participate in the examination process. Open examination dates are also published on the SFT website.

After completing your certification examination, document your examination results on section 2 of your Upgrade Application form and submit to SFT for processing.

### Certification

Once you have successfully completed this application process and successfully completed the certification examinations you will be eligible to apply for an upgraded Fire Fighter I certification that has both IFSAC and Pro Board seals.



# California State Fire Training



## Fire Fighter I Upgrade Process



## Fire Fighter I Reciprocity Process

