



# California State Fire Training



## Information Bulletin

Issued: October 26, 2018

### Fire Fighter I/II Instructor Historical Recognition

State Fire Training (SFT) will be implementing new instructor requirements that were approved by Statewide Training and Education Advisory Committee ([STEAC](#)) on July 2017 and by the State Board of Fire Services ([SBFS](#)) on August 2017. The [Instructor Changes Information Bulletin](#) details the new requirements and changes.

Starting January 1, 2019, new instructors for Fire Fighter I and Fire Fighter II curriculum will be required to have [Instructor I Certification](#) and complete the Ethical Leadership in the Classroom course.

Current Fire Fighter Instructors (those who are instructing on/before December 31, 2018) maintain their status even though they may not be a certified Instructor I.

In order to historically recognize Fire Fighter I and Fire Fighter II instructors, all fire agencies and accredited academies will be required to submit a complete list of their Fire Fighter Instructors to SFT.

#### What to submit:

- A letter on agency/department letterhead and signed by the authorized signatory indicating how many Fire Fighter Instructors are being historically recognized
- A spreadsheet containing the instructor's first and last name, SFT ID (no social security numbers) and the affiliated agency/department. A template can be downloaded from the SFT website at: [osfm.fire.ca.gov/training/pdf/SFT-FF-InstructorHistoricalRecognition.xlsx](https://osfm.fire.ca.gov/training/pdf/SFT-FF-InstructorHistoricalRecognition.xlsx)

*Note: SFT ID's can be looked up at using the [SFT User Portal](#) or the [Online Legacy SFT ID Look Up](#) websites.*

#### When to submit:

**The deadline to submit this documentation is by Friday, February 1, 2019.**

#### How to submit:

The letter and spreadsheet shall be emailed to [SFT.Acadisonline@fire.ca.gov](mailto:SFT.Acadisonline@fire.ca.gov) and records will be recorded in the order that they were received.