

CHAPTER 73

STANDARDS FOR FIRE SERVICE TRAINING AND CERTIFICATION

Authority

N.J.S.A. 52:27B-139.12 and 52:27D-24hh, 25d, 25k, 25gg, 198, and 219.

Source and Effective Date

R.2005 d.225, effective June 14, 2005.
See: 36 N.J.R. 3652(a), 37 N.J.R. 2674(a).

Chapter Expiration Date

In accordance with N.J.S.A. 52:14B-5.1c, Chapter 73, Standards for Fire Service Training and Certification, expires on December 11, 2010.
See: 41 N.J.R. 4369(a).

Chapter Historical Note

Chapter 73, Standards for Fire Service Training and Certification, was originally codified in Title 5 as Chapter 18C, Standards for Fire Service Training and Certification. Chapter 18C was adopted as R.1990 d.114, effective February 5, 1990. See: 21 N.J.R. 1655(a), 22 N.J.R. 337(c).

Pursuant to Executive Order No. 66 (1978), Chapter 18C, Standards for Fire Service Training and Certification, was readopted as R.1995 d.58, effective January 3, 1995. See: 26 N.J.R. 4258(a), 27 N.J.R. 878(b).

Subchapter 6, Hazardous Materials/Incident Commander Certifications, was adopted as R.1996 d.84, effective March 4, 1996. See: 27 N.J.R. 1845(a), 28 N.J.R. 1377(b).

Pursuant to Reorganization Plan No. 002-1998, Chapter 18C, Standards for Fire Service Training and Certification, was recodified as N.J.A.C. 5:73, effective July 1, 1998. See: 30 N.J.R. 1347(a), 30 N.J.R. 2644(a).

Pursuant to Executive Order No. 66(1978), Chapter 73, Standards for Fire Service Training and Certification, was readopted as R.2000 d.30, effective December 22, 1999. See: 31 N.J.R. 3257(a), 32 N.J.R. 273(c).

Subchapter 7, Fire Police Officer Training, was adopted as R.2001 d.57, effective February 20, 2001. See: 32 N.J.R. 3253(a), 33 N.J.R. 692(b).

Subchapter 8, Fire Officers, was adopted as R.2003 d.78, effective February 18, 2003. See: 34 N.J.R. 3601(a), 35 N.J.R. 1056(a).

Chapter 73, Standards for Fire Service Training and Certification, was readopted as R.2005 d.225, effective June 14, 2005. See: Source and Effective Date.

Subchapter 4, Firefighter I, was renamed Firefighter I and II by R.2008 d.20, effective January 22, 2008. See: 39 N.J.R. 1551(a), 40 N.J.R. 615(b).

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SUBCHAPTER 1. GENERAL PROVISIONS

5:73-1.1 Titles, division into subchapters

(a) The rules contained in this chapter shall be known as "Standards for Fire Service Training and Certification" and are referred to herein as the Standards.

(b) The Standards are divided into seven parts:

1. Subchapter 1 is entitled "General Provisions" and may be cited throughout the Standards as N.J.A.C. 5:73-1, and when referred to in subchapter 1 of this chapter, may be referred to as this subchapter.

2. Subchapter 2 is entitled "Educational Programs and Facilities" and may be cited throughout the Standards as N.J.A.C. 5:73-2, and when referred to in subchapter 2 of this chapter, may be referred to as this subchapter.

3. Subchapter 3 is reserved.

4. Subchapter 4 is entitled "Firefighter I and II" and may be cited throughout the Standards as N.J.A.C. 5:73-4, and when referred to in subchapter 4 of this chapter, may be referred to as this subchapter.

5. Subchapter 5 is entitled "Instructor" and may be cited throughout the Standards as N.J.A.C. 5:73-5, and when referred to in subchapter 5 of this chapter, may be referred to as this subchapter.

6. Subchapter 6 is entitled "Incident Management System Certification" and may be cited throughout the Standards as N.J.A.C. 5:73-6, and when referred to in subchapter 6 of this Chapter, may be referred to as this subchapter.

7. Subchapter 7 is entitled "Fire Police Officer Training" and may be cited throughout the Standards as N.J.A.C. 5:73-7, and when referred to in subchapter 7 of this chapter, may be referred to as this subchapter.

Amended by R.1998 d.85, effective February 17, 1998.

See: 29 N.J.R. 3210(a), 30 N.J.R. 641(a).

In (b), substituted a reference to six parts for a reference to five parts, and added 6.

Amended by R.2001 d.57, effective February 20, 2001.

See: 32 N.J.R. 3253(a), 33 N.J.R. 692(b).

In (b), substituted "seven" for "six" in the introductory paragraph, and added (b)7.

Amended by R.2008 d.20, effective January 22, 2008.

See: 39 N.J.R. 1551(a), 40 N.J.R. 615(b).

In (b)4, inserted "and II".

5:73-1.2 Authority

These standards are promulgated by the Commissioner of Community Affairs pursuant to the authority of the Uniform Fire Safety Act (P.L. 1983, c.383, N.J.S.A. 52:27D-192 et seq., specifically 52:27D-198 and 52:27D-219) and of the Act which establishes a Division of Fire Safety in the Department of Community Affairs (P.L. 1983, c.382, amended by P.L. 1993, c.218; N.J.S.A. 52:27D-25a et seq., specifically 52:27D-25d, and further amended by P.L. 1995, c.266; N.J.S.A. 52:27D-25a et seq., specifically 52:27D-25i, j, k and m.)

Administrative change.

See: 27 N.J.R. 2886(b).

Amended by R.1998 d.85, effective February 17, 1998.

See: 29 N.J.R. 3210(a), 30 N.J.R. 641(a).

Added a reference to P.L. 1995, c.266; N.J.S.A. 52:27D-25a et seq., specifically 52:27D-25i, j, k, and m.

5:73-1.3 Intent and purpose

(a) It is the intent of the Standards to control all matters relating to qualifications for, and the training and certification of all members of the fire service, including firefighters and officers engaged in, or to be engaged in, fire suppression activities, and all fire service instructors.

1. For purposes of this chapter, "fire service" shall not include wildland and forestland firefighters in the State forest fire service.

(b) The Uniform Fire Safety Act and related legislation, specifically N.J.S.A. 52:27D-25a et seq., have been adopted to ensure public safety and welfare. In order for fire suppression activities to be conducted adequately and effectively, members of the fire service will need to have sufficient knowledge and competence. This can best be achieved through the creation of an education and training program and the development of certification requirements.

1. It is the purpose of this chapter to establish standards and procedures for the certification of persons involved in fire suppression activities including but not limited to firefighter recruits, firefighters, fire officers, and fire service instructors.

(c) Unless otherwise specifically provided, all references to article or section numbers or to provisions not specifically identified by number, shall be construed to refer to such article, section or provision of this chapter.

Amended by R.1997 d.286, effective July 21, 1997.

See: 29 N.J.R. 722(a), 29 N.J.R. 3243(a).

Added (a)1.

5:73-1.4 Definitions

The following terms shall have the meanings indicated, except where the context clearly requires otherwise.

"Acquired building" means any structure acquired by the eligible organization from a property owner for the purpose of conducting live fire training exercises.

"Commissioner" means the Commissioner of the Department of Community Affairs or his or her delegate.

"Department" means the Department of Community Affairs.

"Division" means the Division of Fire Safety of the Department of Community Affairs.

"Eligible organization" means a fire department or district, or a combination of fire departments or districts, a fire brigade, an institution of higher learning, the New Jersey State Fire College or a recognized governmental entity which has been approved by the Division to offer courses or modules which meet the requirements of this chapter.

filing requirements, shall be made a part of the certification file of the individual.

1. In the case of any instructor certified or certificated pursuant to this chapter, the Commissioner shall be authorized to:

- i. Issue compliance orders to persons and public entities in violation of this chapter;
- ii. Petition the Superior Court for injunctive relief enforcing any compliance order;
- iii. Levy and collect penalties of not more than \$500.00 for each offense outlined in (a) above; and
- iv. Institute summary proceedings under the "penalty enforcement law," N.J.S.A. 2A:58-1 et seq., in the Superior Court to recover penalties previously levied.

2. Each day that a violation continues after notice to cease has been given by certified mail or personal service shall be deemed a separate violation.

(c) Conviction of a crime, or an offense in connection with the practice as a certified firefighter, fire officer or fire service instructor shall result in revocation of a certification.

Amended by R.1993 d.628, effective December 6, 1993.
See: 25 N.J.R. 4363(a), 25 N.J.R. 5466(a).
Amended by R.1998 d.85, effective February 17, 1998.
See: 29 N.J.R. 3210(a), 30 N.J.R. 641(a).

Rewrote the section.

Amended by R.2001 d.57, effective February 20, 2001.
See: 32 N.J.R. 3253(a), 33 N.J.R. 692(b).

In (a) and (b), added references to certificates throughout.

5:73-1.10 (Reserved)

Amended by R.1997 d.123, effective March 17, 1997.
See: 28 N.J.R. 5124(a), 29 N.J.R. 869(a).

Substituted single fee for existing fee schedule.

Amended by R.2001 d.57, effective February 20, 2001.
See: 32 N.J.R. 3253(a), 33 N.J.R. 692(b).

Added references to certificates throughout.

Repealed by R.2003 d.405, effective October 20, 2003.

See: 35 N.J.R. 46(a), 35 N.J.R. 4865(a).

Section was "Fees".

5:73-1.11 Referenced standards and publications

(a) Copies of National Fire Protection Association (NFPA) standards incorporated by reference in this chapter may be obtained by writing to: NFPA, 1 Batterymarch Park, Quincy, MA 02269.

(b) Copies of Thomson Delmar Learning publications incorporated by reference in this chapter may be obtained by writing to: Delmar Learning, 5 Maxwell Drive, Clifton Park, NY 12065-2919.

New Rule, R.2003 d.77, effective February 18, 2003.

See: 34 N.J.R. 3599(d), 35 N.J.R. 1055(b).

Amended by R.2008 d.20, effective January 22, 2008.

See: 39 N.J.R. 1551(a), 40 N.J.R. 615(b).

Section was "NEPA standards". Inserted designation (a) and added (b).

SUBCHAPTER 2. EDUCATIONAL PROGRAMS AND FACILITIES

5:73-2.1 Standards for educational programs

(a) To carry out their responsibilities, fire service personnel must be fully knowledgeable and adequately prepared. This subchapter adopts standards for fire service training and education programs.

1. Programs for firefighters must meet certain standards to ensure firefighters have the necessary skills and knowledge which the specialized and hazardous nature of fire fighting requires.

2. Programs for fire service instructors must meet certain standards to ensure they have the knowledge and skills necessary to provide instruction for fire service members.

(b) Pursuant to P.L. 1983, c. 382, the Commissioner hereby adopts National Fire Protection Association (NFPA) Standard 1001, Chapter 6, 2002 Edition, as the Firefighter II training standard in the State of New Jersey.

Amended by R.2008 d.20, effective January 22, 2008.

See: 39 N.J.R. 1551(a), 40 N.J.R. 615(b).

Added (b).

5:73-2.2 Eligible organizations

(a) A fire department or district, a combination of fire departments or districts, a fire brigade, an institution of higher learning, the New Jersey State Fire College or a recognized governmental entity is eligible to submit an application to offer courses or modules which meet the requirements of this chapter.

1. To ensure accountability, any module or course for a firefighter 1 certification may only be offered by a fire department or district, a combination of fire departments or districts, a fire brigade, or a recognized governmental entity.

(b) An applicant for module or course approval shall have satisfied the following requirements:

1. All courses or modules offered shall meet the knowledge and skill content, hours of instruction and facility and equipment criteria set forth in this chapter;

2. Concerning instructors of courses for fire service personnel certification, all courses shall be taught by the level of instructor required by this chapter who have satisfied the requirements for certification set forth in N.J.A.C. 5:73-5.

3. A recordkeeping system required by the Office of Training and Certification including, but not limited to, attendance, course schedules and examination scores shall be maintained.

4. Course schedules shall be provided to the Office of Training and Certification indicating the course or modules

being taught or proposed to be taught and the dates and times for the course or module offering.

(c) Eligible organizations shall be grouped into a three-tier system.

1. In order to qualify as a Tier-1 Eligible Organization, an organization must provide the following training facilities and capabilities:

- i. Classroom Level A, as specified in N.J.A.C. 5:73-2.4(b);
- ii. Drill Area A, as specified in N.J.A.C. 5:73-2.4(c);
- iii. Smoke building, as specified in N.J.A.C. 5:73-2.4(f);
- iv. Drill tower, as specified in N.J.A.C. 5:73-2.4(g); and
- v. Live burn facility, as specified in N.J.A.C. 5:73-2.4(h).

2. In order to qualify as a Tier-2 Eligible Organization, an organization must provide the following training facilities and capabilities:

- i. Classroom Level A, as specified in N.J.A.C. 5:73-2.4(b); and
- ii. Drill Area A, as specified in N.J.A.C. 5:73-2.4(c).

3. In order to qualify as a Tier-3 Eligible Organization, an organization must, at the minimum, provide Classroom Level A as specified in N.J.A.C. 5:73-2.4(b) and must be recognized by OSHA as an industrial fire brigade as described in NFPA 600, Standard on Industrial Fire Brigades, 2000 edition, incorporated herein by reference.

(d) The Division shall restrict its testing to Tier-1 Eligible Organizations.

Amended by R.2005 d.200, effective July 5, 2005.

See: 36 N.J.R. 5287(a), 37 N.J.R. 2474(b).

In (a), inserted "a fire brigade," following "a combination of fire departments or districts," throughout; added (c) and (d).

5:73-2.3 Procedure for approving educational programs

(a) Any eligible institution or organization may submit to the Office of Training and Certification any course or module required by this chapter for approval. The application shall be submitted on a form prescribed by the Division at least 60 days prior to the first class session of the course and shall contain all the information specified in this section.

(b) Each application shall be submitted in the name of the institution or organization by a person authorized to do so. It shall contain the following minimum information:

1. The name of the course, program, or module;

2. A description of the length of each session, the frequency of the sessions and the total number of sessions;

3. An outline showing the course or program content by session;

4. A description of any texts or materials to be used. The description shall identify whether the text or materials will be mandatory or suggested.

5. The list of certified instructors who will teach each module or course for fire service courses;

6. An estimate of the number of times the course will be offered;

7. A statement that the institution or organization will notify the Office of Training and Certification if the program is withdrawn or changed at any time;

8. A statement that the institution or organization will conduct the course or program in accordance with this standard and will maintain such records as are herein required;

9. A statement of the charges the institution has established for the course program; and

10. The facilities where instruction will take place. The description shall identify any specialized structures which may be used for teaching the course.

(c) The Department shall have the right to undertake such reviews as may be necessary to verify the accuracy of an application, or conformity with this standard. The institution, by submitting an application, expressly agrees to cooperate in such reviews.

(d) Upon verification that the program or course will satisfy the educational program requirements, the Office of Training and Certification shall:

1. Issue a letter of approval to the institution or organization which letter shall contain any terms or conditions of such approval;

2. Place the name of the institution and the course on the Division's list of approved courses. That list shall be made available to the public.

- i. Any approval shall be limited in that it is effective only as long as the course conforms to the application submitted and approved.

(e) Whenever a course or program has been approved by the Division, the institution or organization offering the course may include the statement "This course is approved for credit toward a certification issued by the Department of Community Affairs" in any catalog, bulletin or informational circulars. Whenever such a statement is included, however, the catalog, bulletin or circular shall also contain a statement describing precisely the nature and extent of the approval.

(f) The Office of Training and Certification may revoke its approval, after due notice and the opportunity to be heard, whenever it ascertains that a course has lapsed, is no longer in conformity with the requirements of this chapter or the terms of the Division's approval or for other good cause. Whenever approval has been revoked or a course or module has been withdrawn by an institution or organization, a new application and approval shall be required before the course or module may again be offered as providing credit toward a certification.

(g) Any institution or organization may submit an application for approval for a course administered after January 1, 1989 so that applicants may receive credit for it. Any such application shall be judged against the standards for programs established herein.

Amended by R.1993 d.628, effective December 6, 1993.
See: 25 N.J.R. 4363(a), 25 N.J.R. 5466(a).

5:73-2.4 Facility requirements

(a) In order to provide firefighter training, the facilities must be adequate. The requirements of this section are the minimum requirements for firefighter training facilities.

(b) Classroom Level A requirements are as follows:

1. A separate classroom for instruction shall be provided. The classroom size shall adequately accommodate the number of students.

i. For classroom training for modules for firefighter 1, a meeting hall or large room will be accepted as an alternative to a separate classroom.

2. The following are required:

- i. Adequate lighting;
- ii. A writing surface for each student;
- iii. Sufficient chairs for students;

iv. A chalkboard, or large pad with easel;

v. Access to overhead projector and screen;

vi. Adequate space for each student;

vii. Comfortable room temperature;

viii. Access to sanitary facilities;

ix. Sufficient electrical outlets for use of training aids; and

x. The classroom must be in a quiet area, that is, removed from disturbances.

(c) Drill Area A requirements are as follows:

1. The area to be provided for drills shall be sufficient to allow hands-on practice by all students. Sufficient area shall be provided for the following activities:

i. The tying of knots;

ii. The carrying and raising of ladders;

iii. The rolling and loading, carrying and dragging and coupling of hose; and

iv. The practice of salvage operations.

2. The following practice aids shall be available:

i. A fire hydrant or other water source;

ii. A sprinkler connection or simulated sprinkler connection; and

iii. Simulated roof area and sufficient practice boards to practice venting through roofs.

3. The following materials shall be available:

i. Fire hose, couplings and tools as specified in N.J.A.C. 5:73-4.3(a) 12vi;

SUBCHAPTER 4. FIREFIGHTER I AND II

5:73-4.1 Duties and responsibilities of firefighter I and II

(a) A certified firefighter I and II shall work under direct supervision.

(b) Prior to receiving a certification as firefighter I, firefighter candidates grade 1 and grade 2 may perform the designated functions after completing the following modules:

1. Upon successful completion of modules 1, 4a, 4b, 7a, 7b, 9a, 9b, 14a, 14b and 15 as described in N.J.A.C. 5:73-4.3, an individual shall receive a certification as a firefighter candidate grade 1 and may, under direct supervision, respond to fire alarms and assist in exterior fire-fighting involving laying and connecting hose lines and raising ladders.

2. Upon successful completion of modules 3a, 3b, 5a, 5b, 6a, 6b, 12a, 12b, 13, 16a, and 16b as described in N.J.A.C. 5:73-4.3, an individual shall receive a certification as a firefighter candidate grade 2 and may, under direct supervision, assist with all exterior fireground operations.

3. Upon successful completion of all modules in N.J.A.C. 5:73-4.3, an individual shall receive a certification as a firefighter I and may perform interior structural firefighting under direct supervision.

Administrative correction.

See: 36 N.J.R. 2207(a).

Amended by R.2008 d.20, effective January 22, 2008.

See: 39 N.J.R. 1551(a), 40 N.J.R. 615(b).

Section was "Duties and responsibilities of firefighter I". In (a), inserted "and II".

5:73-4.2 Firefighter I and II certification

(a) A certification for firefighter I shall be granted to an individual who is at least 18 years of age and has met any one of the following requirements:

1. Shall have been an active member of a fire department for a period of not less than 18 months prior to July 1, 1994. Proof of active membership in a fire department shall be verified by a letter from the chief of the department on fire department letterhead;

2. Shall have completed, prior to July 1, 1994, a course of instruction approved in accordance with N.J.A.C. 5:73-2.3(g); or

3. Has met all of the following requirements:

i. Has successfully completed all instructional modules listed in N.J.A.C. 5:73-4.3;

ii. Has taken and passed a written examination as established by N.J.A.C. 5:73-4.4(a); and

iii. Has successfully passed a skills test as established by N.J.A.C. 5:73-4.4(b).

(b) A certification for firefighter II shall be granted to an individual who is at least 18 years of age and has met the following requirements:

1. Shall possess a Firefighter I certification issued by the Office of Training and Certification, in accordance with N.J.A.C. 5:73-4.3(a);

2. Shall have successfully completed, prior to January 1, 2008, a firefighter II course of instruction; or have a minimum of five years of fire service experience prior to January 1, 2008, or, after January 1, 2008, have successfully completed a firefighter II course of instruction approved in accordance with N.J.A.C. 5:73-4.3(b); and

3. Shall successfully pass a firefighter II written examination administered by the Office of Training and Certification.

Amended by R.1993 d.440, effective September 7, 1993.

See: 25 N.J.R. 1846(a), 25 N.J.R. 4071(b).

Amended by R.2008 d.20, effective January 22, 2008.

See: 39 N.J.R. 1551(a), 40 N.J.R. 615(b).

Section was "Firefighter I certification". Added (b).

5:73-4.3 Training requirements

(a) An applicant for Firefighter I certification shall have satisfactorily completed instructional modules utilizing the Thomson Delmar Learning publication titled "Firefighter's Handbook: Essentials of Firefighting and Emergency Response—New Jersey Edition, and Addendum," incorporated herein by reference, which conforms to the following standards:

1. Module 1: Orientation/Fire Department Organization:

i. Facility requirements: Classroom Level A per N.J.A.C. 5:73-2.4(b);

ii. Instructor requirements: Instructor Level 1 certification or Adjunct Instructor certificate;

iii. Examination: written;

iv. Hours required: three classroom hours;

v. Objectives: The Firefighter 1 candidate shall be able to describe the following:

(1) Fire department history, development;

(2) Organizational structure/chain of command;

(3) Firefighter candidate duties and responsibilities;

(4) Local department form of organization (municipal department, fire district, volunteer non-profit, other) and how it relates to local government structure;

(5) Area covered by local department geographical boundaries;

- (6) Standard operating procedures of department;
- (7) Training program overview;
- (8) PEOSHA requirements;
- (9) Familiarization of training facilities;
- (10) New Jersey Motor Vehicle Laws with respect to emergency vehicles and blue light law;
- (11) Right-to-know law;
- (12) Fire Prevention and public education; and
- (13) Current Federal, State and local laws, regulations and standards impacting firefighters except those covered specifically in other provisions of this section;

vi. Required materials:

- (1) Sample ordinance, certificate of incorporation or other document creating fire department;
- (2) Sample map showing geographical boundaries of fire department;
- (3) "Right to Know" brochure;
- (4) Copy of Hazardous Substance Fact Sheet; and
- (5) Copy of pertinent Federal, State and local laws, regulations and standards.

2. Module 2: Incident Management System:

- i. Facility required: Classroom Level A per N.J.A.C. 5:73-2.4(b);
- ii. Instructor required: Instructor Level 1 certification or IMS Adjunct Instructor;
- iii. Examination: written;
- iv. Hours required: three classroom hours;
- v. Objectives:
 - (1) The Firefighter 1 candidate shall be able to list the five major organizational activities within the incident management system;
 - (2) The Firefighter 1 candidate shall be able to give the titles and duties of the command and general staffs;
 - (3) The Firefighter 1 candidate shall be able to list organizational units within the appropriate incident management section; and
 - (4) The Firefighter 1 candidate shall be able to list the major incident facilities and their functions;

vi. Required materials:

- (1) National Wildfire Coordinating Group student manual "ICS Orientation";

3. Module 3a: Forcible Entry:

- i. Facility requirements: Classroom Level A per N.J.A.C. 5:73-2.4(b);
- ii. Instructor requirements: Instructor Level 1 certification;
- iii. Examination: written;
- iv. Hours required: three classroom hours;
- v. Objectives:
 - (1) The Firefighter 1 candidate shall explain reasons for forcible entry;
 - (2) The Firefighter 1 candidate shall identify the major function and use of the following classes of forcible entry tools:
 - (A) Cutting tools:
 - (I) Axes;
 - (II) Handsaws;
 - (III) Power saws; and
 - (IV) Metal cutting devices;
 - (B) Prying tools:
 - (I) Manual prying tools; and
 - (II) Hydraulic prying tools;
 - (C) Pushing/pulling tools;
 - (D) Striking tools;
 - (E) Combination tools; and
 - (F) All other tools used by the local jurisdiction.
 - (3) The Firefighter 1 candidate shall demonstrate and explain safety requirements for tool usage and carrying;
 - (4) The Firefighter 1 candidate shall demonstrate maintenance and inspection of tools:
 - (A) Care of tools.
 - (5) The Firefighter 1 candidate shall demonstrate methods of forcible entry:
 - (A) Through doors;
 - (B) Through windows;
 - (C) Through roofs;
 - (D) Through floors and ceilings; and
 - (E) Through walls;
 - (6) The Firefighter 1 candidate shall describe forcible entry safety precautions;

vi. Required materials:

(1) Cutting tools:

- (A) Axes;
- (B) Hand saws;
- (C) Power saws; and
- (D) Metal cutting devices.

(2) Prying tools:

- (A) Manual prying tools; and
- (B) Hydraulic prying tools.

(3) Pushing/pulling tools;

(4) Striking tools;

(5) Combination tools; and

(6) All other tools used by the local fire department.

4. Module 3b—Forcible Entry Drill:

i. Facility requirements: Drill Area Level A per N.J.A.C. 5:73-2.4(c);

ii. Instructor requirements: Instructor Level 1 certification;

iii. Examination: skills test;

iv. Hours required: three drill hours;

v. Objectives: The Firefighter 1 candidate must be able to perform the skill in the areas listed below. Performance will be determined by using skill evaluation forms approved by the Office of Training and Certification;

(1) The Firefighter 1 candidate, given two different forcible entry scenarios, shall select the proper tool(s) needed and demonstrate how to effect entry;

(A) Cutting tools:

- (I) Axes;
- (II) Hand saws;
- (III) Power saws; and
- (IV) Metal cutting devices;

(B) Prying tools:

- (I) Manual prying tools; and
- (II) Hydraulic prying tools;

(C) Pushing/pulling tools;

(D) Striking tools; and

(E) Combination tools;

(2) The Firefighter 1 candidate, when given two scenarios, shall demonstrate various methods of opening selected types of windows;

(3) The Firefighter 1 candidate, when given two scenarios, shall describe the safety issues involved and how to perform the activity safely;

(4) The Firefighter 1 candidate, when given two forcible entry tools, shall demonstrate the appropriate after use tool care;

vi. Required materials and tools:

(1) Cutting tools:

- (A) Axes;
- (B) Hand saws;
- (C) Power saws; and
- (D) Metal cutting devices;

(2) Prying tools:

- (A) Manual prying tools; and
- (B) Hydraulic prying tools;

(3) Pushing/pulling tools;

(4) Striking tools;

(5) Combination tools; and

(6) All other tools used by the local jurisdiction;

vii. Prerequisite(s):

- (1) Module 3a—Forcible Entry;
- (2) Module 14a—Safety; and
- (3) Module 14b—Safety Drill.

5. Module 4a—Self-contained Breathing Apparatus:

i. Facility requirements: Classroom Level A per N.J.A.C. 5:73-2.4(b);

ii. Instructor requirements: Instructor Level 1 certification and SCBA/Smokehouse certificate;

iii. Examination: written;

iv. Hours required: three classroom hours;

v. Objectives:

(1) The Firefighter 1 candidate shall explain respiratory hazards encountered by firefighters;

(2) The Firefighter 1 candidate shall describe types of required breathing apparatus;

(3) The Firefighter 1 candidate shall describe the mechanical operating procedures for self-contained breathing equipment;

(4) The Firefighter 1 candidate shall demonstrate inspection, testing and servicing procedures for breathing equipment;

(5) The Firefighter 1 candidate shall explain the physical requirements of wearer;

(6) The Firefighter 1 candidate shall explain major components, purpose, use and limitations of breathing equipment;

(7) The Firefighter 1 candidate shall demonstrate various methods of donning, doffing and restoring to use self-contained breathing equipment;

(8) The Firefighter 1 candidate shall explain safety rules for use of self-contained breathing equipment;

(9) The Firefighter 1 candidate shall explain emergency operating techniques; and

(10) The Firefighter 1 candidate shall explain the current respiratory protection standards including Right-to-Know and the OSHA Respiratory Standard, 29 CFR 1910.134;

vi. Required materials:

(1) PEOSHA approved self-contained breathing apparatus for demonstration;

(2) OSHA Respiratory Protection Standard, 29 CFR 1910.134, and Hazardous Materials Standard, 29 CFR 1910.120;

(3) Right-to-Know Standard, N.J.A.C. 8:59-6; and

(4) PEOSHA Standard, N.J.A.C. 12:100;

6. Module 4b—Self-contained Breathing Apparatus Drill 1:

i. Facility Requirements: Drill Area Level A per N.J.A.C. 5:73-2.4(c);

ii. Instructor requirements: Instructor Level 1 certification and SCBA/Smokehouse certificate;

iii. Examination: skills test;

iv. Hours required: three drill hours;

v. Objectives: The Firefighter 1 candidate must be able to perform the skill in the areas listed below. Performance will be determined by using skill evaluation forms approved by the Office of Training and Certification;

(1) The Firefighter 1 candidate shall demonstrate appropriate donning and doffing of self-contained breathing apparatus in full turn out gear;

(2) The Firefighter 1 candidate shall demonstrate after use care, maintenance and testing of self-contained breathing apparatus;

(3) The Firefighter 1 candidate shall demonstrate operation of self-contained breathing apparatus;

(4) The Firefighter 1 candidate shall identify the major components of self-contained breathing apparatus; and

(5) The Firefighter 1 candidate shall demonstrate emergency operating techniques;

vi. Required materials and tools:

(1) PEOSHA-approved self-contained breathing apparatus for each student; and

(2) PEOSHA-approved personal protective clothing for each student;

vii. Prerequisites:

(1) Module 4a—Self-contained Breathing Apparatus;

(2) Module 14a—Safety; and

(3) Module 14b—Safety Drill;

7. Module 4c—Self-contained Breathing Apparatus Drill 2:

i. Facility requirements: Smoke building per N.J.A.C. 5:73-2.4(f);

ii. Instructor requirements: Instructor Level 2 certification and SCBA/Smokehouse certificate;

iii. Examinations: skills test;

iv. Hours required: three drill hours;

v. Objectives: The Firefighter 1 candidate must be able to perform the skill in the areas listed below. Performance will be determined by using skill evaluation forms approved by the Office of Training and Certification;

(1) While wearing self-contained breathing apparatus and full personal protective equipment, the Firefighter 1 candidate shall demonstrate search and rescue techniques as a member of a team under simulated conditions:

(A) One room search; and

(B) Whole building search; and

(2) While wearing self-contained breathing apparatus and full protective equipment, the Firefighter 1 candidate shall demonstrate use of the apparatus and equipment in a dense smoke environment;

vi. Required materials and tools:

(1) PEOSHA-approved self-contained breathing apparatus for each student; and

(2) PEOSHA-approved personal protective clothing for each student;

vii. Prerequisites:

(1) Module 4a—Self-contained Breathing Apparatus;

(2) Module 4b—Self-contained Breathing Apparatus Drill 1;

(3) Module 14a—Safety; and

(4) Module 14b—Safety Drill.

8. Module 5a—Ropes and Knots:

i. Facility requirements: Classroom Level A per N.J.A.C. 5:73-2.4(b);

ii. Instructor requirements: Instructor Level 1 certification;

iii. Examination: written;

iv. Hours required: one-half-hour classroom;

v. Objectives:

(1) The Firefighter 1 candidate shall explain the use of rope in the fire service;

(2) The Firefighter 1 candidate shall explain the care, storage and maintenance of rope;

(3) The Firefighter 1 candidate shall explain the uses of the following knots:

(A) Single overhand knot;

(B) Becket bend;

(C) Clove hitch;

(D) Figure 8 family; and

(E) Bowline;

(4) The Firefighter 1 candidate shall describe the following types of rope:

- (6) Edge protection devices;
- vii. Prerequisites:
 - (1) Module 7a—Fire Hose, Appliances and Adapters;
 - (2) Module 7b—Fire Hose, Appliances and Adapters Drill 1;
 - (3) Module 8a—Fire Streams and Nozzles;
 - (4) Module 8b—Fire Streams and Nozzles Drill 1;
 - (5) Module 14a—Safety;
 - (6) Module 14b—Safety Drill;
 - (7) Module 9a—Ladders;
 - (8) Module 9b—Ladder Drill 1; and
 - (9) Module 9c—Ladder Drill 2.

17. Module 9a—Ladders:

- i. Facility requirements: Classroom Level A per N.J.A.C. 5:73-2.4(b);
- ii. Instructor requirements: Instructor Level 1 certification;
- iii. Examination: written;
- iv. Hours required: one classroom hour;
- v. Objectives:
 - (1) The Firefighter 1 candidate shall describe the various types of ladders and ladder terminology;
 - (2) The Firefighter 1 candidate shall describe ladder construction and use;
 - (3) The Firefighter 1 candidate shall describe methods of ladder visual inspection and maintenance;
 - (4) The Firefighter 1 candidate shall describe methods of removing ladders from apparatus;
 - (5) The Firefighter 1 candidate shall describe methods of carrying ladders safely;
 - (6) The Firefighter 1 candidate shall explain proper ladder placement;
 - (7) The Firefighter 1 candidate shall describe methods of climbing ladders;
 - (8) The Firefighter 1 candidate shall describe methods of securing ladders;
 - (9) The Firefighter 1 candidate shall explain equipment and techniques to safely work while on ladders;
 - (10) The Firefighter 1 candidate shall describe method of assisting victims down a ladder, ladder rescue; and

- (11) The Firefighter 1 candidate shall explain factors affecting ladder safety.
- 18. Module 9b—Ladders Drill 1:
 - i. Facility requirements: Drill Area Level A per N.J.A.C. 5:73-2.4(c);
 - ii. Instructor requirements: Instructor Level 1 certification;
 - iii. Examination: skills test;
 - iv. Hours required: three drill hours;
 - v. Objectives: The Firefighter 1 candidate must be able to perform the skill in the area listed below. Performance shall be determined by using evaluation forms approved by the Office of Training and Certification.

- (1) The Firefighter 1 candidate shall demonstrate visual inspection for different types of ladders;
- (2) The Firefighter 1 candidate shall demonstrate proper procedure for cleaning ladders after use;
- (3) The Firefighter 1 candidate, as a team member, shall demonstrate various ladder carries;
- (4) The Firefighter 1 candidate shall raise the following ladders as an individual or as part of a team:

- (A) Flat raise;
- (B) Beam raise; and
- (C) Under overhead obstruction raise;

vi. Required materials:

- (1) Assorted ladders; and
- (2) Rope;

vii. Prerequisites:

- (1) Module 9a—Ladders;
- (2) Module 14a—Safety; and
- (3) Module 14b—Safety Drill.

19. Module 9c—Ladders Drill 2:

- i. Facility required: Drill Tower per N.J.A.C. 5:73-2.4(g);
- ii. Instructor required: Instructor Level 2 certification;
- iii. Examination: skills test;
- iv. Hours required: six drill hours;
- v. Objectives: The Firefighter 1 candidate must be able to perform the skill in the area listed below. Performance shall be determined by using skill evaluation forms approved by the Office of Training and Certification.

(1) The Firefighter 1 candidate, given a scenario, shall select, raise, secure and climb the full-length of the appropriate ladder(s):

- (A) 12-foot or longer roof ladder; and
- (B) 24-foot or longer extension ladder;

(2) The Firefighter 1 candidate, given a scenario, shall select the proper tool and/or ladder to accomplish the scenario. The Firefighter 1 candidate shall climb the full length of a 24-foot or longer ladder carrying the following firefighting tools:

- (A) Axe;
- (B) Pike pool; and
- (C) Halligan tool;

(3) The Firefighter 1 candidate, given a scenario, shall select the proper ladders to place a roof ladder on a pitched roof; and

(4) The Firefighter 1 candidate, given a scenario, shall select the proper ladder and tools and demonstrate the methods of working from a ladder with and without a life belt;

vi. Required materials:

- (1) Ladders of the following sizes:
 - (A) 12-foot or longer roof ladder; and
 - (B) 24-foot or longer extension ladder;
- (2) Ladder belt;
- (3) Small entry tools; and
- (4) Rope;

vii. Prerequisites:

- (1) Module 9a—Ladders;
- (2) Module 9b—Ladders Drill 1;
- (3) Module 14a—Safety;
- (4) Module 14b—Safety Drill;
- (5) Module 5a—Ropes and Knots; and
- (6) Module 5b—Ropes and Knots Drill.

20. Module 10a—Building Construction and Ventilation:

- i. Facility requirements: Classroom Level A per N.J.A.C. 5:73-2.4(b);
- ii. Instructor requirements: Instructor Level 1 certification and SCBA/Smokehouse certificate;
- iii. Examination: written;
- iv. Hours required: three classroom hours;
- v. Objectives:

(1) The Firefighter 1 candidate shall describe the common types of building construction;

(2) The Firefighter 1 candidate shall identify firefighting hazards related to the common types of building construction;

(3) The Firefighter 1 candidate shall identify the various types of roof construction and their impact on firefighting and ventilation;

(4) The Firefighter 1 candidate shall explain the significance of truss roof/floor signs and their importance;

(5) The Firefighter 1 candidate shall identify the various types of wall/floor construction and their impact on firefighting;

(6) The Firefighter 1 candidate shall identify the various types of windows and doors and their impact on access, firefighting and ventilation;

(7) The Firefighter 1 candidate shall define ventilation;

(8) The Firefighter 1 candidate shall explain the principles and methods of natural, hydraulic and mechanical ventilation;

(9) The Firefighter 1 candidate shall explain the advantages of ventilation;

(10) The Firefighter 1 candidate shall describe ventilation safety precautions; and

(11) The Firefighter 1 candidate shall describe vertical and horizontal ventilation;

21. Module 10b—Building Construction and Ventilation Drill:

- i. Facility requirements: Drill Area Level A per N.J.A.C. 5:73-2.4(c);
- ii. Instructor requirements: Instructor Level 1 certification and SCBA/Smokehouse certificate;
- iii. Examination: skills test;
- iv. Hours required: three drill hours;
- v. Objectives: The Firefighter 1 candidate must be able to perform the skill in the area listed below. Performance shall be determined by using skill evaluation forms approved by the Office of Training and Certification;

(1) The Firefighter 1 candidate, given a scenario, shall demonstrate proper method of creating a ventilation opening in a roof and in a window;

(2) The Firefighter 1 candidate, given a scenario, shall demonstrate proper techniques of horizontal ventilation;

(3) The Firefighter 1 candidate, given a scenario, shall demonstrate proper techniques of mechanical ventilation;

(4) The Firefighter 1 candidate, given a scenario, shall demonstrate proper techniques of vertical ventilation;

(5) The Firefighter 1 candidate, given a scenario, shall demonstrate proper techniques of hydraulic ventilation;

vi. Prerequisites:

(1) Module 4a—Protective Breathing Apparatus;

(2) Module 4b—Protective Breathing Apparatus Drill 1;

(3) Module 10a—Building Construction and Ventilation;

(4) Module 3a—Forcible Entry;

(5) Module 3b—Forcible Entry Drill;

(6) Module 7a—Fire Hose, Appliances and Adapters;

(7) Module 7b—Fire Hose, Appliances and Adapters Drill;

(8) Module 9a—Ladders;

(9) Module 9b—Ladders Drill 1;

(10) Module 9c—Ladders Drill 2;

(11) Module 14a—Safety; and

(12) Module 14b—Safety Drill;

vii. Required materials:

(1) Various hand and power tools as used by the authority having jurisdiction;

(2) Various ground ladders as used by the authority having jurisdiction;

(3) Various types of hoses, nozzles, fittings, and adapters as used by the authority having jurisdiction; and

(4) PEOSHA-approved SCBA and personal protective equipment.

22. Module 11a—Search and Rescue:

i. Facility requirement: Classroom Level A per N.J.A.C. 5:73-2.4(b);

ii. Instructor requirement: Instructor Level 1 certification;

iii. Examination: written;

iv. Hours required: three classroom hours;

v. Objectives:

(1) The Firefighter 1 candidate shall explain various situations requiring search and rescue operations;

(2) The Firefighter 1 candidate shall describe safety precautions during search and rescue;

(3) The Firefighter 1 candidate shall identify types and uses of rescue tools;

(4) The Firefighter 1 candidate shall describe search and rescue procedures and techniques;

(5) The Firefighter 1 candidate shall describe methods of removing victims from hazard; and

(6) The Firefighter 1 candidate shall describe elevator evacuation;

vi. Prerequisites:

(1) Module 4a—Protective Breathing Apparatus;

(2) Module 4b—Protective Breathing Apparatus Drill 1;

(3) Module 9c—Ladder Drill 2;

(4) Module 14a—Safety Drill;

(5) Module 14b—Safety Drill; and

(6) Module 15—Fire Behavior.

23. Module 11b—Search and Rescue Drill:

i. Facility required: Drill Area Level A per N.J.A.C. 5:73-2.4(c);

ii. Instructor required: Instructor Level 1 certification;

iii. Examination: skills test;

iv. Hours required: three drill hours;

v. Subject areas: The Firefighter 1 candidate must be able to perform the skill in the area listed below. Performance shall be determined by using evaluation forms approved by the Office of Training and Certification.

(1) The Firefighter 1 candidate, given a scenario, shall demonstrate various methods of locating victims;

(2) The Firefighter 1 candidate, given a scenario, shall demonstrate the various lifts, carries, and drags:

(A) Cradle-in-arms lift/carry;

(B) Extremities lift/carry;

(C) Blanket drag;

(D) Seat lift/carry;

(E) Two or three person lift/carry;

(F) Chair lift/carry-two persons;

(G) Incline drag; and

(H) Moving a victim onto a long board or litter;

(3) The Firefighter 1 candidate shall climb the full length of a 24 foot or longer ladder and demonstrate bringing down an injured person (using training aid dummy).

vi. Required materials:

- (1) Rope;
- (2) Pike poles;
- (3) Blankets;
- (4) Stretchers;
- (5) Ladders;
- (6) Training aid dummy;
- (7) Long board;
- (8) Litter; and
- (9) Thermal imaging camera;

vii. Prerequisites:

- (1) Module 4a—Protective Breathing Apparatus;
- (2) Module 4b—Protective Breathing Apparatus Drill 1;
- (3) Module 9c—Ladder Drill 2;
- (4) Module 15—Fire Behavior;
- (5) Module 11a—Rescue;
- (6) Module 9a—Ladders;
- (7) Module 9b—Ladders Drill 1;
- (8) Module 5a—Ropes and Knots;
- (9) Module 5b—Ropes and Knots Drill;
- (10) Module 14a—Safety;
- (11) Module 14b—Safety Drill;
- (12) Module 15—Fire Behavior;
- (13) Module 10a—Ventilation; and
- (14) Module 10b—Ventilation Drill.

24. Module 12a—Sprinklers:

- i. Facility required: Classroom Level A per N.J.A.C. 5:73-2.4(b);
- ii. Instructor requirements: Instructor Level 1 certification;
- iii. Examination: written;
- iv. Hours required: one classroom hour;
- v. Objectives:

(1) The Firefighter 1 candidate shall identify and describe the various types and components of sprinkler system;

(2) The Firefighter 1 candidate shall identify and describe the various types of and operation of sprinkler heads;

(3) The Firefighter 1 candidate shall identify and describe the purpose and operation of fire department sprinkler connection;

(4) The Firefighter 1 candidate shall identify and describe the purpose and operation of waterflow alarms; and

(5) The Firefighter 1 candidate shall identify and describe the considerations associated with shutting down a sprinkler system.

25. Module 12b—Sprinkler Drill:

- i. Facility required: Drill Area Level A per N.J.A.C. 5:73-2.4(c);
- ii. Instructor required: Instructor Level 1 certification;
- iii. Examination: skills test;
- iv. Hours required: one drill hour;
- v. Objectives: The Firefighter 1 candidate must be able to perform the skill in the area listed below. Performance shall be determined by using skill evaluation forms approved by the Office of Training and Certification.

(1) The Firefighter 1 candidate shall demonstrate the operation of and connection to a fire department connection; and

(2) The Firefighter 1 candidate shall demonstrate shutting down individual heads using a wedge or sprinkler tongs;

vi. Required materials:

- (1) Sprinkler head mounted for shut downs; and
- (2) Wedge or sprinkler tongs to shut down heads;

vii. Prerequisite: Module 12a—Sprinklers.

26. Module 13—Fire Alarms and Communications:

- i. Facility required: Classroom Level A per N.J.A.C. 5:73-2.4(b);
- ii. Instructor requirements: Instructor Level 1 certification or Adjunct Instructor certificate;
- iii. Examination: written;
- iv. Hours required: one classroom hour;
- v. Objectives:

(1) The Firefighter 1 candidate shall identify and describe the various procedures for the public or an emergency responder to report a fire or other emergency;

(2) The Firefighter 1 candidate shall identify and describe the various procedures for receiving and transmitting an alarm;

(3) The Firefighter 1 candidate shall identify and describe types and basic operation of the various alarm systems including detection and transmission;

(4) The Firefighter 1 candidate shall identify and describe the organization and operation of county/local communications systems;

(5) The Firefighter 1 candidate shall identify and describe the purpose, operations and capabilities of the enhanced 9-1-1 system;

vi. Required materials:

(1) Local radio operating procedures; and

(2) County radio operating procedures where applicable.

27. Module 14a—Safety:

i. Facility required: Classroom Level A per N.J.A.C. 5:73-2.4(b);

ii. Instructor required: Instructor Level 1 certification;

iii. Examination: written;

iv. Hours required: two classroom hours;

v. Objectives:

(1) The Firefighter 1 candidate shall identify and describe structural firefighter's personal protective equipment use, maintenance, donning, wearing, capabilities and regulated regulatory requirements:

(A) PEOSHA requirements; and

(B) Right to know requirements;

(2) The Firefighter 1 candidate shall identify and describe the various types and causes of occupational injuries;

(3) The Firefighter 1 candidate shall identify and describe the proper methods of going to and from an emergency incident:

(A) Mounting an apparatus;

(B) Riding apparatus;

(C) Dismounting an apparatus; and

(D) Responding in a personally-owned vehicle;

(4) The Firefighter 1 candidate shall describe various hazards at an emergency scene and state proper

methods for avoiding, guarding and/or removing hazards;

(5) The Firefighter 1 candidate shall identify and describe safety procedures for the following:

(A) Incident Management System;

(B) Emergency Evacuation Signal;

(C) Firefighter Assistance and Search Teams.

28. Module 14b—Safety Drill:

i. Facility required: Drill Area Level A per N.J.A.C. 5:73-2.4(c);

ii. Instructor required: Instructor Level 1 certification;

iii. Examination: skills test;

iv. Hours required: one hour drill;

v. Objectives: The Firefighter 1 candidate must be able to perform the skill in the area listed below. Performance will be determined by using skill evaluation forms approved by the Office of Training and Certification.

(1) The Firefighter 1 candidate shall identify and describe the methods of inspection and maintenance for each article of personal protective equipment;

(2) The Firefighter 1 candidate shall demonstrate donning personal protective equipment in the proper manner; and

(3) The Firefighter 1 candidate shall demonstrate proper procedures for mounting, using restraining devices and demounting a vehicle;

vi. Required materials and tools:

(1) PEOSHA approved personal protective clothing for each student; and

(2) Fire apparatus;

vii. Prerequisite: Module 14a—Safety.

29. Module 15—Fire Behavior:

i. Training facility: Classroom Level A per N.J.A.C. 5:73-2.4(b);

ii. Instructor required: Instructor Level 1 certification;

iii. Examination: written;

iv. Hours required: three classroom hours;

v. Objectives:

(1) The Firefighter 1 candidate shall describe the basic theory of combustion;

(A) Fire triangle/tetrahedron; and

(B) Heat sources;

(2) The Firefighter 1 candidate shall describe the stages of a fire;

(3) The Firefighter 1 candidate shall describe the types and method of heat transfer;

(4) The Firefighter 1 candidate shall describe the various products of combustion;

(5) The Firefighter 1 candidate shall describe the common paths of fire spread;

(6) The Firefighter 1 candidate shall identify and describe the four classes of fire;

(7) The Firefighter 1 candidate shall describe the four fire extinguishment theories; and

(8) The Firefighter 1 candidate shall explain thermal layering/balance.

30. Module 16a—Portable Fire Extinguishers:

i. Training facility: Classroom Level A per N.J.A.C. 5:73-2.4(b);

ii. Instructor level: Instructor Level 1 certification;

iii. Examination: written;

iv. Hours required: one classroom hour;

v. Objectives:

(1) The Firefighter 1 candidate shall explain and describe the fire extinguisher rating system;

(2) The Firefighter 1 candidate shall describe the various types of fire extinguishers and how to select extinguishers for various types of fires;

(3) The Firefighter 1 candidate shall describe the capabilities, advantages and limitations of various extinguishers;

(4) The Firefighter 1 candidate shall describe how to identify damaged or obsolete extinguishers;

(5) The Firefighter 1 candidate shall describe the proper care and visual inspection of fire extinguishers; and

(6) The Firefighter 1 candidate shall describe the various types of extinguishing agents and their use;

vi. Prerequisites:

(1) Module 15—Fire Behavior.

31. Module 16b—Fire Extinguisher Drill:

i. Facility requirements: Live Burn Facility per N.J.A.C. 5:73-2.4(h);

ii. Instructor requirements: Instructor Level 2 Certification, and live burn certificate;

iii. Examination: skills test;

iv. Hours required: two drill hours;

v. Objectives: The Firefighter 1 candidate must be able to perform the skills in the areas listed below. Performance will be determined by using skill evaluation forms approved by the Office of Training and Certification.

(1) The Firefighter 1 candidate shall demonstrate by the use of two of the following portable extinguishers and by actual demonstration of one of the following on both a Class A and a Class B fire:

(A) Stored pressure water extinguisher;

(B) Aqueous film forming foam extinguisher;

(C) Carbon dioxide extinguishers; and

(D) Dry chemical extinguishers; and

(2) The Firefighter 1 candidate shall demonstrate visual inspection of a selected fire extinguisher.

32. Module 17a—Fire Control:

i. Facility requirements: Classroom Level A per N.J.A.C. 5:73-2.4(b);

ii. Instructor requirements: Instructor Level 1 certification;

iii. Examination: written test;

iv. Hours required: six classroom hours;

v. Objectives:

(1) The Firefighter 1 candidate shall describe the suppression of Class A fires;

(A) Stream selection;

(B) Hoseline selection;

(C) Direct attack; and

(D) Indirect attack;

(2) The Firefighter 1 candidate shall describe the suppression of Class B fires;

(A) Using water to control Class B fires;

(I) Colling agent;

(II) Mechanical tool;

(III) Substitute medium;

(IV) Protective cover;

(B) Bulk fires; and

(C) Control of gas utilities;

(3) The Firefighter 1 candidate shall describe the suppression of Class C fires;

(4) The Firefighter 1 candidate shall describe the suppression of Class D fires;

(5) The Firefighter 1 candidate shall describe basic fire company tactics;

(6) The Firefighter 1 candidate shall describe the issues related to fires in upper levels of structures;

(7) The Firefighter 1 candidate shall describe the issues related to fires below grade in structures;

(8) The Firefighter 1 candidate shall describe the issues related to fires at properties with fixed systems;

(9) The Firefighter 1 candidate shall describe the issues related to vehicle fires:

(A) Basic procedures; and

(B) Vehicle hazards;

(10) The Firefighter 1 candidate shall describe the issues related to trash and trash containers;

(11) The Firefighter 1 candidate shall describe the issues related to confined space emergencies; and

(12) The Firefighter 1 candidate shall describe the issues related to wildland fires;

vi. Prerequisites:

(1) Modules 1 through 16b.

33. Module 17b—Live Fire Evolution:

i. Facility requirements: Live burn facility per N.J.A.C. 5:73-2.4(h);

ii. Instructor requirements: Instructor Level 2 certification, SCBA/Smokehouse certificate and live burn certificate.

iii. Examination: skills test;

iv. Hours required: 12 drill hours;

v. Objectives: The Firefighter 1 candidate, as a member of a team, must be able to perform the skills in the areas listed below. Performance will be determined by using skill evaluation forms approved by the Office of Training and Certification:

(1) The Firefighter 1 candidate as a member of a team shall demonstrate operating a fire hose nozzle so as to attack and extinguish at least two live fires, including a Class A fire and a Class B liquid fire;

(2) The Firefighter 1 candidate as a member of a team shall demonstrate attack on automobile fire;

(3) The Firefighter 1 candidate as a member of a team shall demonstrate the proper positioning of attack lines; and

(4) The Firefighter 1 candidate as a member of a team shall demonstrate an interior fire attack;

vi. Prerequisite: All Modules.

34. Module 18—Hazardous Materials Awareness and Operations:

i. Facility requirements: Classroom Level A per N.J.A.C. 5:73-2.4(b);

ii. Instructor requirements: Adjunct Hazardous Materials Instructor;

iii. Examination: written;

iv. Hours required: 18 classroom hours;

v. Objectives: The Firefighter 1 candidate shall complete a recognized Hazardous Materials Awareness and Operations level course(s).

35. Module 19—Response to Terrorism:

i. Facility requirements: Classroom Level A per N.J.A.C. 5:73-2.4(b) or homework assignment;

ii. Instructor requirement: Instructor Level I certification;

(1) Examination: written;

(2) Minimum hours required: two classroom or homework;

(3) Objectives: The Firefighter 1 candidate shall successfully complete the National Fire Academy's program "Emergency Response to Terrorism: Self-Study," or equal.

36. Module 20—Utility Emergencies:

i. Facility requirements: Classroom Level A per N.J.A.C. 5:73-2.4(b);

ii. Instructor requirement: Adjunct Utilities Instructor or Instructor Level I certification;

iii. Examination: written;

iv. Suggested guideline: two classroom hours;

v. Objectives: The Firefighter 1 candidate shall understand the hazards of utility emergencies and describe how to prevent, guard or remove the hazard:

(1) Electrical emergencies;

(2) Natural/propane gas emergencies;

vi. Prerequisites:

(1) Module 3a—Self-contained Breathing Apparatus;

(2) Module 9a—Building Construction and Ventilation;

(3) Module 13a—Safety; and

(4) Module 14—Fire Behavior.

37. Module 21—Wildland-Wildland Urban Interface Firefighting:

i. Facility requirements: Classroom Level A per N.J.A.C. 5:73-2.4(b);

- ii. Instructor requirements: Adjunct Forestry Instructor or Instructor Level I;
- iii. Examination: written;
- iv. Suggested guideline: two classroom hours;
- v. Objectives: The Firefighter 1 candidate shall understand the differences and hazards of wildland firefighting and wildland urban interface firefighting;
- vi. Prerequisites:
 - (1) Module 1—Orientation/Fire Department Organization;
 - (2) Module 13a—Safety; and
 - (3) Module 14—Fire Behavior.

38. Module 22—Cardio-Pulmonary Resuscitation:

- i. Facility requirements: Classroom Level A per N.J.A.C. 5:73-2.4(b);
- ii. Instructor requirements: Adjunct CPR Instructor or Nationally Certified CPR Instructor;
- iii. Examination: written and/or performance per the national CPR certifying agency;
- iv. Suggested guideline: hours per national CPR certifying agency;
- v. Objectives: The Firefighter 1 candidate shall complete a nationally recognized Cardio-Pulmonary Resuscitation course.

39. Module 23—Firefighter Wellness:

- i. Facility requirements: Classroom Level A per N.J.A.C. 5:73-2.4(b);
- ii. Instructor requirements: Adjunct Instructor or Instructor Level I;
- iii. Examination: written;
- iv. Suggested guideline: two classroom hours;
- v. Objectives: The Firefighter 1 candidate shall understand and explain the various factors in firefighter wellness:
 - (1) Physical factors;
 - (2) Mental factors;
 - (3) Outside factors; and
 - (4) Future considerations;
- vi. Prerequisites: All Modules.

40. Module 24—Burn Education:

- i. Facility requirements: Classroom Level A per N.J.A.C. 5:73-2.4(b);

- ii. Instructor requirements: Adjunct Burn Education Instructor or Instructor Level I;
- iii. Examination: written;
- iv. Suggested guideline: two classroom hours;
- v. Objectives: The Firefighter 1 candidate shall understand the types and hazards of various burns, methods of prevention and the burn treatment process;
- vi. Prerequisites:
 - (1) Module 1—Orientation/Fire Department Organization;
 - (2) Module 13a—Safety; and
 - (3) Module 14—Fire Behavior.

41. Module 25—Bloodborne Pathogens:

- i. Facility requirements: Classroom Level A per N.J.A.C. 5:73-2.4(b);
- ii. Instructor requirements: Adjunct Bloodborne Pathogen Instructor or Instructor Level I;
- iii. Examination: written;
- iv. Suggested guideline: two classroom hours;
- v. Objectives: Initial and Refresher Training must cover all topics in 29 CFR 1910.1030;
- vi. Prerequisites:
 - (1) Module 1—Orientation/Fire Department Organization;
 - (2) Module 13a—Safety; and
 - (3) Module 14—Fire Behavior.

(b) An applicant for firefighter II certification shall have satisfactorily completed instructional modules utilizing the Thomson Delmar Learning publication titled "Firefighter's Handbook: Essentials of Firefighting and Emergency Response - New Jersey Edition, and Addendum," incorporated herein by reference, which conforms to the following:

1. Module 1 - Incident Management System:

- i. Facility requirements: Classroom Level A per N.J.A.C. 5:73-2.4(b);
- ii. Instructor requirements: Instructor Level 1 certification or IMS Adjunct Instructor certificate, and hold an IMS Level 1 certification;
- iii. Examination: written;
- iv. Hours required: 12 classroom hours; and
- v. Objectives: The student shall identify and function within an Incident Management System I-200;

15. Module 15 - Basic First Aid:

- i. Facility requirements: Classroom Level A per N.J.A.C. 5:73-2.4(b);
- ii. Instructor requirements: Instructor Level 1 certification or a Basic First Aid Adjunct Instructor certificate;
- iii. Examination: written and practical;
- iv. Hours required: 10 hours;
- v. Objectives: Minimum emergency medical care performance capabilities for entry level personnel shall be developed and validated by the authority having jurisdiction to include infection control, Cardiopulmonary resuscitation (CPR), bleeding control and shock management. All students must provide proof that they have successfully passed a "Professional Level" CPR program of instruction which includes instruction on the use of automated external defibrillation; and
- vi. Candidates may satisfy this module by providing proof to the training director that they have successfully passed the prescribed training competencies through a licensed or sanctioned first aid training provider such as the American Red Cross, American Heart Association, or any other recognized healthcare training provider; and

16. Module 16 - Summary, Review, Written Exam and Course Evaluation:

- i. Facility requirements: Classroom Level A per N.J.A.C. 5:73-2.4(b);
- ii. Instructor requirements: Instructor Level 1 certification;
- iii. Examination: written;
- iv. Hours required: 10 hours; and
- v. Objectives: The students shall review the learning objectives of the course; complete a Firefighter II written examination administered by the Office of Training and Certification; and complete a course evaluation form.

Amended by R.1997 d.286, effective July 21, 1997.

See: 29 N.J.R. 722(a), 29 N.J.R. 3243(a).

In (a)29ii, inserted " SCBA/Smokehouse certificate".

Amended by R.2001 d.57, effective February 20, 2001.

See: 32 N.J.R. 3253(a), 33 N.J.R. 692(b).

In (a), added "or Adjunct Instructor certificate" in 1ii, 22ii and 24ii.

Amended by R.2003 d.405, effective October 20, 2003.

See: 35 N.J.R. 46(a), 35 N.J.R. 4865(a).

Rewrote the section.

Amended by R.2005 d.200, effective July 5, 2005.

See: 36 N.J.R. 5287(a), 37 N.J.R. 2474(b).

In (a), rewrote the introductory paragraph; added (b).

Amended by R.2008 d.20, effective January 22, 2008.

See: 39 N.J.R. 1551(a), 40 N.J.R. 615(b).

Rewrote (b).

5:73-4.4 Examination requirements

(a) Applicants for the firefighter 1 certification shall demonstrate knowledge of the subject areas by successful completion of the firefighter 1 written examination administered through the Office of Training and Certification.

(b) Applicants for the firefighter 1 certification shall demonstrate competence by successful completion of the firefighter Level 1 skills examination administered through the Office of Training and Certification.

(c) Applicants for the firefighter II certification shall demonstrate knowledge of the subject areas by successful completion of the firefighter II written examination administered through the Office of Training and Certification.

i. Applicants shall have three opportunities to successfully pass the written examination. If an applicant fails upon the third attempt to pass the examination, he or she shall be required to repeat the complete firefighter II instructional program.

(d) Applicants for the firefighter II certification shall demonstrate competence by successful completion of the firefighter level II skills examinations administered throughout the firefighter II training course.

Amended by R.2008 d.20, effective January 22, 2008.

See: 39 N.J.R. 1551(a), 40 N.J.R. 615(b).

Added (c) and (d).

5:73-4.5 Optional courses

(a) The firefighter 1 may receive additional endorsements in the following areas:

1. Module 17A: Emergency Medical Care—First Aid

i. Facility requirements: Classroom Level A per N.J.A.C. 5:73-2.4(b);

ii. Instructor requirements: Current first aid instructor certificate issued by the American Heart Association or the American National Red Cross;

iii. Examination: No examination required—current first aid card must be submitted;

iv. Hours required: eight;

v. Subject areas:

(1) Recognize and understand treatment of fractures and splinting;

(2) Recognize and understand treatment of burns;

(3) Understand types of external and internal bleeding and its control;

(4) Understand the symptoms and treatment for various poisons;

- (5) Recognize symptoms of shock and understand treatment;
 - (6) Understand primary and secondary survey; and
 - (7) Understand priority injuries.
2. Module 17B: Emergency Medical Care—CPR (Reserved)
 3. Module 18: Hazardous Materials—Awareness (Reserved)
 4. Module 19: Fire Pumps—(Reserved)
 5. Module 20: Hazardous Materials—(Reserved)
 6. Module 21: Fire Prevention—(Reserved)
 7. Module 22: Arson Awareness—(Reserved)
 8. Module 23: Ground Cover Fires—(Reserved)
 9. Module 24: Vehicle Fires—(Reserved)
 10. Module 25: Foam—(Reserved)
 11. Module 26: Electric—(Reserved)
 12. Module 27: Fire Service Law—(Reserved)
 13. Module 28: Natural/LPG Gas—(Reserved)
 14. Module 29: Marine Firefighting—(Reserved)
 15. Module 30: Vehicle Extrication—(Reserved)
 16. Module 31: High Hazard Buildings—(Reserved)
 17. Module 32: High Rise Fires—(Reserved)
 18. Module 33: Building Construction—(Reserved)
 19. Module 34: Truck Company Operations—(Reserved)

20. Module 35: Below Grade/Confined Space Rescue—(Reserved)

SUBCHAPTER 5. INSTRUCTORS

5:73-5.1 General provisions

It is the object of this subchapter to establish criteria for certification of various levels of instructors of fire service courses.

5:73-5.2 Instructor Level 1

(a) The Instructor Level 1 may provide training for those modules or courses in this chapter where Instructor Level 1 certification is required.

(b) To obtain a certification as an Instructor Level 1, an individual shall verify a minimum of two years experience as a certified Firefighter 1 and shall meet the following requirements:

1. Be at least 18 years of age;
2. Satisfactorily complete the 16 hour instructional techniques course as specified in (c) below;
3. Satisfactorily complete the 16 hour Fire Service Instructor General Safety course as specified in (d) below; and
4. Satisfactorily pass the written test specified in (e) below.

(c) The following standard applies to programs designed to satisfy the requirements for the instructional techniques course:

1. Hours required: 16;
2. Subject areas. The course must cover the following subject areas:
 - i. Communication;
 - ii. Concepts of learning/adult learning;
 - iii. Human relations in the teaching-learning environment;
 - iv. Methods of teaching;
 - v. Organizing the learning environment;
 - vi. Performance evaluation;
 - vii. Records and reports;
 - viii. Testing and evaluation;
 - ix. The instructor's roles and responsibilities;
 - x. The lesson plan;
 - xi. The teaching technique; and

xii. The use of instructional materials;

3. The following certificates, courses or experience will be accepted as substitutes for the instructional techniques course:

- i. A valid New Jersey Teacher's Certificate;
- ii. A valid Instructional Certificate with an endorsement for a teacher of skilled trades: fire science;
- iii. The course "Instructional Techniques for Company Officers" as developed by the National Fire Academy; or
- iv. Any other course taken prior to the effective date of this chapter can be submitted by the candidate to the Office of Training and Certification for an evaluation by the office as equivalent. The office will maintain a list of reviewed and approved substitute courses.

(d) Applicants for an Instructor Level 1 certificate must complete the eight-hour safety course promulgated by the Office of Training and Certification. The approved course materials are incorporated by reference and are provided by the Office of Training and Certification, Division of Fire Safety, Department of Community Affairs, PO Box 809, Trenton, New Jersey 08625-0809. The referenced course materials shall be subject to periodic Division revision and amendment.

(e) Applicants for the Instructor Level 1 certification shall demonstrate knowledge of the subject areas by successful completion of the Instructor Level 1 written examination administered through the Office of Training and Certification.

Amended by R.1993 d.440, effective September 7, 1993.

See: 25 N.J.R. 1846(a), 25 N.J.R. 4071(b).

Administrative change.

See: 27 N.J.R. 2886(b).

Amended by R.1997 d.123, effective March 17, 1997.

See: 28 N.J.R. 5124(a), 29 N.J.R. 869(a).

In (b), inserted two years experience verification requirement; in (b)3, substituted "Fire Service Instructor General Safety Course" for "course, 'Instructor I Level I Safety'" and deleted (f)1, providing that specified experience could substitute for the written exam.

Amended by R.1998 d.85, effective February 17, 1998.

See: 29 N.J.R. 3210(a), 30 N.J.R. 641(a).

In (c), deleted "until July 1, 1996" at the end of the introductory paragraph of 3.

Amended by R.2001 d.57, effective February 20, 2001.

See: 32 N.J.R. 3253(a), 33 N.J.R. 692(b).

Rewrote the section.

Amended by R.2003 d.159, effective April 21, 2003.

See: 34 N.J.R. 3887(a), 35 N.J.R. 1668(a).

In (d), reduced the number of hours required in an Instructor Level 1 certificate training course from 16 to 8, added the last sentence.

5:73-5.3 Instructor Level 2

(a) The Instructor Level 2 may provide training for those modules or courses in this chapter where Instructor Level 1 or 2 is required.

(b) To obtain a certification as Instructor Level 2, an individual must verify a minimum of two years experience as a certified Firefighter 1 and meet the following requirements:

1. Be at least 18 years of age;
2. Provide documentation of at least two years experience as an instructor, by providing a letter from the fire chief, training officer or training academy director attesting to the number of courses taught, hours taught and listing of topics taught;
3. Satisfactorily complete a 40 hour educational methodology course as specified in (c) below; and
4. Satisfactorily pass the written test as specified in (d) below.

(c) The following standard applies to programs designed to satisfy the requirements for the educational methodology course:

1. Hours required: 40;
2. Subject areas: The course must cover the following subject areas:
 - i. Methods of instruction;
 - ii. Lesson development;
 - (1) Task analysis;
 - (2) Writing lesson objectives (behavioral or performance);
 - (3) Preparing multi-media visual aids;
 - (4) Preparing non-projected visual aids:
 - (A) Charts and graphs;
 - (5) Preparing demonstration materials:
 - (A) Models;
 - (B) Mock-ups; and
 - (C) Cutaways;
 - (6) Preparing printed materials:
 - (A) Student handout materials;
 - iii. Testing and evaluation:
 - (1) Developing lesson examinations (written, oral and performance); and
 - (2) Evaluating examinations;
3. Presentations: Each student shall make the following presentations:
 - i. A seven minute presentation;
 - ii. A 15 minute presentation; and
 - iii. A 30 minute presentation which is videotaped and reviewed with instructor;

4. The following certificates or courses can be substituted for the educational methodology course:

- i. A valid New Jersey Teachers Certificate;
- ii. A valid Instructional Certificate with an endorsement for a teacher of skilled trades: fire science;
- iii. The course "Educational Methodology" as developed by the National Fire Academy; or
- iv. Any other course taken can be submitted by the candidate to the Office of Training and Certification for evaluation as an equivalent. The office will maintain a list of reviewed and approved courses.

(d) Applicants for Instructor Level 2, who have not been certified as an Instructor Level 1, must complete the eight-hour safety course promulgated by the Office of Training and Certification. The approved course materials are incorporated by reference and are provided by the Office of Training and Certification, Division of Fire Safety, Department of Community Affairs, PO Box 809, Trenton, New Jersey 08625-0809. The referenced course materials shall be subject to periodic Division revisions and amendments.

(e) Applicants for the Instructor Level 2 certification shall demonstrate knowledge of the subject areas by successful completion of the Instructor Level 2 written examination administered through the Office of Training and Certification.

Amended by R.1993 d.440, effective September 7, 1993.

See: 25 N.J.R. 1846(a), 25 N.J.R. 4071(b).

Amended by R.1997 d.123, effective March 17, 1997.

See: 28 N.J.R. 5124(a), 29 N.J.R. 869(a).

In (b), inserted two years experience verification requirement; and deleted (b)2i, (b)5i, and (e)1, providing that specified experience could substitute for the written exam.

Amended by R.1998 d.85, effective February 17, 1998.

See: 29 N.J.R. 3210(a), 30 N.J.R. 641(a).

In (c), deleted "Until July 1, 1996;" at the beginning of 4.

Amended by R.2001 d.57, effective February 20, 2001.

See: 32 N.J.R. 3253(a), 33 N.J.R. 692(b).

Rewrote the section.

Amended by R.2003 d.159, effective April 21, 2003.

See: 34 N.J.R. 3887(a), 35 N.J.R. 1668(a).

Added a new (d); recodified former (d) as (e).

5:73-5.4 Special instructor certificates

(a) In addition to the Instructor Level 1 or Instructor Level 2 certifications, individuals shall possess special certificates as indicated in this chapter to teach specific modules or specialized training topics.

(b) The following apply to live burn instructor certificate:

1. A live burn certificate is required to teach specified modules for firefighter 1.
2. An individual seeking a live burn instructor certificate shall complete the following requirements:
 - i. Possess a certificate as Instructor Level 1 or Instructor Level 2; and

ii. Successfully complete the four-hour live burn course promulgated by the Office of Training and Certification. The approved course materials are incorporated by reference and are provided by the Office of Training and Certification, Division of Fire Safety, Department of Community Affairs, PO Box 809, Trenton, New Jersey 08625-0809. The referenced course materials shall be subject to periodic Division revision and amendment.

(c) The following apply to the SCBA/Smokehouse certificate:

1. An individual seeking a SCBA/Smokehouse certificate shall meet the following requirements:

i. Possess a certificate as an Instructor Level 1 or Instructor Level 2; and

ii. Successfully complete the four-hour SCBA/Smokehouse course promulgated by the Office of Training and Certification. The approved course materials are incorporated by reference and are provided by the Office of Training and Certification, Division of Fire Safety, Department of Community Affairs, PO Box 809, Trenton, New Jersey 08625-0809. The referenced course materials shall be subject to periodic Division revision and amendment.

(d) The following apply to the Adjunct Instructor certificate:

1. An individual seeking an Adjunct Instructor certificate shall meet the following requirements:

i. Be certified by another jurisdiction/agency to instruct a specific topic such as public education, professional development, safety, management, Emergency Medical Services, or similar specialized topics;

ii. Have completed the train-the-trainer program if a train-the-trainer has been developed for the course desired; and

iii. Have two years instructional experience in the subject areas to be instructed, along with extensive knowledge and experience in the subject.

Amended by R.1993 d.440, effective September 7, 1993.

See: 25 N.J.R. 1846(a), 25 N.J.R. 4071(b).

Administrative change.

See: 27 N.J.R. 2886(b).

Amended by R.1997 d.123, effective March 17, 1997.

See: 28 N.J.R. 5124(a), 29 N.J.R. 869(a).

In (b), substituted "following apply to" for "following relate to"; deleted (b)2iii, requiring completion of the live burn instructor written and skills examination; and deleted (c)1iii, requiring completion of SCBA/Smokehouse instructor written and skills examination.

Amended by R.2001 d.57, effective February 20, 2001.

See: 32 N.J.R. 3253(a), 33 N.J.R. 692(b).

In (a), added "or specialized training topics" at the end of the paragraph; and added (d).

Amended by R.2003 d.159, effective April 21, 2003.

See: 34 N.J.R. 3887(a), 35 N.J.R. 1668(a).

Rewrote (b)2ii and (c)1ii.

5:73-5.4A Procedure for applying for instructor certification from other jurisdictions

(a) The Division shall issue Instructor Level 1 certifications to those who can provide the following:

1. Documentation of two years of actual instructional experience;

2. Proof of completion of the Instructional Techniques course as required at N.J.A.C. 5:73-5.2(c) or equivalent as described at N.J.A.C. 5:73-5.2(c)3;

3. Proof of completion of the eight-hour General Safety Course described at N.J.A.C. 5:73-5.2(d) or proof of completion of a similar course as determined by the Division; and

4. Proof that they have passed the written examination described at N.J.A.C. 5:73-5.2(e).

(b) The Division shall issue Instructor Level 2 certifications to those who can provide the following:

1. Documentation of two years of actual instructional experience;

2. Proof of completion of an Educational Methodology course as required at N.J.A.C. 5:73-5.3(b)3 or equivalent as described at N.J.A.C. 5:73-5.3(c)4;

3. Proof of completion of the eight-hour General Safety Course described at N.J.A.C. 5:73-5.2(d) or proof of completion of a similar course as determined by the Division; and

4. Proof that they have passed the written examination as described at N.J.A.C. 5:73-5.3(d).

New Rule, R.2003 d.159, effective April 21, 2003.

See: 34 N.J.R. 3887(a), 35 N.J.R. 1668(a).

5:73-5.5 Renewal of certification

(a) Beginning January 1, 1999, and every three years thereafter, any instructor certification already issued shall be renewed upon submission of an application and verification by the Office of Training and Certification that the applicant has met the continuing education requirements established by this subchapter. The Division shall renew, for a term of three years, the certification previously issued. The expiration date of the certification shall be April 30, if all documentation is completed and received between November 1, and April 30, or October 31, if all documentation is completed and received between May 1 and October 31.

(b) Continuing education requirements, as follows, shall be met for renewal of certification. The requirements are based upon the type(s) of certification(s) held and not upon employment position held. Continuing education units (CEUs) shall be approved by the Division for various certification (one CEU equals 10 contact hours).

1. Instructor Level 1—1.5 CEUs;
2. Instructor Level 2—1.5 CEUs;
3. Live Burn Instructor—0.25 CEUs; and
4. Smokehouse/SCBA Instructor—0.25 CEUs.

(c) Where the holder of a certification has allowed the certification to lapse by failing to renew the certification as provided for in (a) above, a new application and certification shall be required.

1. If such application is made within six months of the certification having lapsed, then application may be made in the same manner as a renewal.

2. Upon a finding that a certification was previously held and that any applicable continuing education requirements have been satisfied the certification shall be issued.

3. Where the former certification has lapsed for a period exceeding six months, a new application shall be required in accordance with this subchapter.

New Rule. R.1998 d.472, effective September 21, 1998.
See: 30 N.J.R. 1004(a), 30 N.J.R. 3471(a).
Administrative correction.
See: 36 N.J.R. 2207(a).

5:73-5.6 Organizational, administrative and operational functions for instructor educational and preparation programs

(a) Programs for effective education of instructors shall be structured to achieve the appropriate purposes and objectives. An institution or organization seeking initial and continuing approval of educational programs shall include in its application clearly defined statements of such purposes and objectives.

(b) Continuing education programs for Instructor Level 1 shall be completed within the three-year period immediately preceding the renewal dates and shall include any of the following topics:

1. Any subject set forth in this chapter;
2. Eligible organization local training standard operating procedures;
3. Adult education theory and/or practice;
4. Lesson plan development;
5. Counseling students;
6. Methods of teaching;
7. Testing and evaluation;
8. Lesson plans;
9. Use of multi-media techniques; and
10. Any other related topics approved by the Division.

(c) Continuing education programs for Instructor Level 2 shall be completed within the three-year period immediately preceding the renewal date and include any of the programs listed in (b) above, or any of the following topics:

1. Curriculum development;
2. Developing tests and evaluations;
3. Students with learning problems;
4. Lesson development;
5. Preparing multi-media aids; or
6. Local supervisory practices for training evaluations; and
7. Any other related topics approved by the Division.

(d) Continuing education programs for Live Burn Instructor shall be completed within the three-year period immediately preceding the renewal date and shall include any of the following topics:

1. Standard operating procedures for local live burn facilities;
2. Safety precautions for local live burn facilities; and
3. Any other related topics approved by the Division.

(e) Continuing education programs for Smokehouse/SCBA instructor shall be completed within the three-year period immediately preceding the renewal date and shall include any of the following:

1. Standard operating procedures for local Smokehouse/SCBA facilities;
2. Safety precautions for local Smokehouse/SCBA facilities; and
3. Any other related topics approved by the Division.

(f) Applicants for renewal may submit for consideration the syllabus of any course of study completed during the three-year period. Once a course of study has been evaluated and accepted, the Division shall add it to a list of approved courses.

(g) Before Instructors teach courses such as those developed by the Division of Fire Safety or the National Fire Academy, they shall meet the following prerequisites, unless otherwise specified in this subchapter:

1. Satisfactory completion as a student of the course desired to teach;
2. Completion of the train-the-trainer program if a train-the-trainer has been developed for the course desired;
3. Certification as a Level 2 Instructor or Adjunct Instructor by the Division of Fire Safety; and

4. A letter of recommendation for the candidate by the fire chief, training officer or training academy director, further stating that the agency will deliver the program.

New Rule, R.1998 d.472, effective September 21, 1998.
See: 30 N.J.R. 1004(a), 30 N.J.R. 3471(a).
Amended by R.2001 d.57, effective February 20, 2001.
See: 32 N.J.R. 3253(a), 33 N.J.R. 692(b).
Added (g).

5:73-5.7 Procedures for applying for continuing education approval

(a) Any organization or institution may submit any course that complies with the requirements of this subchapter for credit as a continuing education program. The application shall be on a form provided by the Office of Training and Certification and shall be submitted within 10 working days of the completion of the program. The form shall contain the following information:

1. The organization or institution name;
2. The title of the course or program;
3. The date(s) of the program;
4. The duration of the program in hours and tenths of hours;
5. The certification(s) for which the training is intended;
6. The location of the course delivery;
7. The name and certification number of each instructor attending; and
8. The signature of the authorized signator.

(b) Any certified instructor may submit any course that complies with the requirements of this chapter for credit as a continuing education program. The following information shall be provided for Division evaluation of the course for CEU approval:

1. The applicant's name and identification number;
2. A copy of the course completion certificate;
3. The duration of program;
4. An outline of program;
5. The certification for which the training is intended; and
6. The sponsoring agency and location of the program.

New Rule, R.1998 d.472, effective September 21, 1998.
See: 30 N.J.R. 1004(a), 30 N.J.R. 3471(a).
Amended by R.2001 d.57, effective February 20, 2001.
See: 32 N.J.R. 3253(a), 33 N.J.R. 692(b).
Added (b).

**SUBCHAPTER 6. HAZARDOUS
MATERIALS/INCIDENT MANAGEMENT
SYSTEM CERTIFICATION**

5:73-6.1 Incident management system certification

(a) All fire service personnel shall satisfactorily complete the two hour training module: ICS Orientation, Incident Command System of the National Training Curriculum by February 17, 1999.

(b) A certification for Incident Management Level 1 shall be granted to a member of the fire service who meets the following requirements:

1. Shall have been a member of a fire department for at least three years prior to application. (Proof of membership shall be verified in writing by the chief of department on fire department letterhead);

2. Shall have obtained Firefighter I certification per N.J.A.C. 5:73-4.2, or for Forest Fire Service personnel, have completed the National Wildlife Coordinating Group courses S-130 Firefighter Training and S-190 Introduction to Wildland Fire Behavior.

3. Shall have satisfactorily completed the 12 hours of I-200 Basic Incident Command System modules of the National Training Curriculum in effect on February 17, 1998, as follows:

- i. Principles and features—two hours;
- ii. Organization overview—four hours;
- iii. Incident facilities—two hours;
- iv. Resources—two hours; and
- v. Common responsibilities—two hours.

(c) A certification for Incident Management Level 2 shall be granted to a member of the fire service who meets the following requirements:

1. Shall have obtained Incident Management Level 1 certification per (b) above;

2. Shall have satisfactorily completed the 27 hours of I-300 Intermediate Incident Command System modules of the National Training Curriculum in effect on February 17, 1998, as follows:

- i. Organization and staffing—six hours;
- ii. Organizing for incidents—five hours;
- iii. Incident resource management—four hours;
- iv. Air operations—four hours; and
- v. Incident and event planning—eight hours.

(d) A certification for Incident Management Level 3 shall be granted to a member of the fire service who meets the following requirements:

1. Shall have obtained Incident Management Level 2 certification per (c) above;

2. Shall have satisfactorily completed the 22 hours of I-400 Advanced Incident Command System modules of the National Training Curriculum in effect on February 17, 1998 as follows:

- i. General and command staff—six hours;
- ii. Unified command—six hours.
- iii. Major incident management—four hours; and
- iv. Area command—six hours.

(e) A course that is considered by the applicant to be substantially the same as the module(s) listed in (b)3, (c)2 and (d)2 above may be submitted for review and approval by the Division in place of the cited module(s). The Division shall maintain a list of reviewed and approved substitute courses.

New Rule, R.1998 d.85, effective February 17, 1998.

See: 29 N.J.R. 3210(a), 30 N.J.R. 641(a).

Amended by R.2001 d.57, effective February 20, 2001.

See: 32 N.J.R. 3253(a), 33 N.J.R. 692(b).

Rewrote (b)2.

5:73-6.2 Hazardous Materials—Awareness

(a) To obtain a Hazardous Materials—Awareness certification, an individual must have previously received Firefighter I certification issued by the Division of Fire Safety and must satisfactorily complete either:

1. A course that meets the requirements for Hazardous Materials—Awareness certification set forth in 29 CFR 1910.120; or

2. A course of instruction for Firefighter I certification approved in accordance with N.J.A.C. 5:73-2.3(g).

5:73-6.3 Hazardous Materials—Operational

(a) To obtain a Hazardous Materials-Operational certification, an individual must:

1. Have previously received Hazardous Materials—Awareness certification; and

2. Have satisfactorily completed a course that meets the requirements for Hazardous Materials-Operational certification set forth in 29 CFR 1910.120.

5:73-6.4 Hazardous Materials—On-Scene Incident Commander

(a) To obtain a Hazardous Materials—On-Scene Incident Commander certification, an individual must:

1. Have previously received Hazardous Materials—Operational certification; and

- (1) Fire behavior;
- (2) Building construction;
- (3) Develop pre-incident plans for the following occupancies;
 - (A) Public assembly;
 - (B) Educational;
 - (C) Institutional;
 - (D) Residential;
 - (E) Business;
 - (F) Industrial;
 - (G) Manufacturing;
 - (H) Storage;
 - (I) Mercantile; and
 - (J) Special projects;
- (4) Program evaluation;
- (5) Inspection and incident reports;
- (6) New Jersey's Fire Code; and
- (7) Public education programs;
- v. Emergency service delivery;
 - (1) Review required contents of policies and procedures;
 - (2) Resources;
 - (3) Capabilities;
 - (4) The roles, responsibilities and authority of supporting agencies; and
 - (5) Multi-agency response and coordination; and
- vi. Safety;
 - (1) Accident and injuring prevention programs;
 - (2) Accepted safety practices;
 - (3) Applicable laws and regulations; and
 - (4) The development and implementation of programs to comply with New Jersey laws and regulations.

(i) Applicants for Fire Officer III certification shall demonstrate knowledge of the subject areas by successful completion of the Fire Officer III written examination administered through the Office of Training and Certification.

(j) A certification for Fire Officer IV shall be granted to a member of the fire service who meets the following requirements:

- 1. Shall have obtained Fire Officer III certification per (g) above;

2. Satisfactorily complete a course of instruction that meets the requirements of NFPA 1021, Fire Officer IV, 1997 edition as specified in (k) below; and

3. Satisfactorily pass a written test specified in (l) below.

(k) The following standard applies to programs designed to satisfy the requirements of (j)2 above:

- 1. The minimum hours required are 45;
- 2. The course must cover the following subject areas:
 - i. Human resource management;
 - (1) Grievance programs;
 - (A) Policies and procedures;
 - (B) Contractual agreements; and
 - (C) State and Federal laws and regulations;
 - (2) The establishment and evaluation of in-service training;
 - (A) Training resources;
 - (B) Community needs;
 - (C) Internal and external customers;
 - (D) Policies and procedures;
 - (E) Contractual agreements; and
 - (F) State and Federal laws and regulations;
 - (3) The establishment and evaluation of member assistance programs;
 - (A) Policies and procedures;
 - (B) Available assistance programs;
 - (C) Contractual agreements; and
 - (D) State and Federal laws and regulations;
 - (4) The establishment and evaluation of an incentive program;
 - (A) Policies and procedures;
 - (B) Available incentive programs;
 - (C) Contractual agreements; and
 - (D) State and Federal laws and regulations;
 - ii. Community and government relations;
 - (1) Leadership roles in community events;
 - (A) Community demographics;
 - (B) Community issues;
 - (C) Formal and informal community leaders; and
 - (D) Local Emergency Planning Committees;

iii. Administration;

(1) The development of comprehensive long-range plans;

(2) The evaluation and projection of fire department needs;

- (A) Policies and procedures;
- (B) Physical and geographical characteristics;
- (C) Departmental plan;
- (D) Staffing requirements;
- (E) Training standards;
- (F) Needs assessments;
- (G) Contractual agreements; and
- (H) State and Federal laws and regulations;

iv. Emergency services delivery;

(1) Comprehensive disaster planning;

- (A) Major incident policies and procedures;
- (B) Physical and geographical characteristics;
- (C) Demographics;
- (D) Target hazards;

(E) The New Jersey Incident Management System;

- (I) Unified command;
- (F) Communication systems;

(G) Contractual and mutual aid agreements; and

(H) Local, State and Federal laws, regulations and resources;

(2) Civil disturbances and terrorism;

- (A) Major incident policies and procedures;
- (B) Physical and geographical characteristics;
- (C) Demographics;
- (D) New Jersey Incident Management System;
 - (I) Unified command;
 - (E) Communication systems;
 - (F) Contractual and mutual aid agreements;
 - (G) Local, State and Federal laws, regulations and resources; and

v. Safety;

(1) Risk management concepts;

(2) Retirement qualifications;

(3) Occupational hazards analysis; and

(4) Disability procedures, laws and regulations.

(I) Applicants for Fire Officer IV certification shall demonstrate knowledge of the subject areas by successful completion of the Fire Officer IV written examination administered through the Office of Training and Certification.

Amended by R.2005 d.200, effective July 5, 2005.
See: 36 N.J.R. 5287(a), 37 N.J.R. 2474(b).
Rewrote (a)4 and (d)3.