



Rogers Fire Department

Probationary Firefighter Task Book

Consistent with:

Rogers Fire Department Standard Operating Procedure 120: Training Assurance

NFPA 1001: Standard for Firefighter Professional Qualifications

CURRENT EDITION: 2013

Probationary Firefighter Task Book Assigned To:

Individual's Name, Employee Number, Assigned Station, Platoon

Date Issued & Initiated:

Date of Hire:

Probationary Firefighter Name: _____ Employee Identification Number: _____

Station Assignment: _____ Assigned Company Officer: _____

Timeline and Requirements

This task book serves to prepare probationary fire fighters for full release to field operations. This task book is administered by the training division and supports requisite knowledge, skills, and abilities initially learned and demonstrated by the probationary fire fighter during the Rogers Fire Department Recruit Academy. The purpose of completing this task book is for the probationary fire fighter to demonstrate, throughout months 5 to 12 of their probation, they have successfully retained all requisite knowledge, skills, and abilities, and they are validated by company officers of the field operations division.

Minimum Requirements for certification to test for the position of Firefighter

POSITION	SERVICE TIME REQUIRED	PRE-REQUISITE WORK
Firefighter	12 Months with the Rogers Fire Department (Satisfactory Completion of Probation)	Firefighter II, EMT, Core Rescue, Hazardous Materials Technician, Rope Rescue Technician

Objectives:

- Demonstrate masterful understanding of the requirements of a Probationary Firefighter
- Satisfactorily Perform Company and Station Responsibilities
- Complete all assigned company level training and other required duties for your assigned company
- Demonstrate the ability to locate and operate all equipment located on assigned apparatus
- Demonstrate the ability to successfully perform required EMS and Firefighter Job Performance Requirements
- Describe the requirements within the specified Northwest Arkansas Regional Protocols
- Describe the Requirements within the specified RFD Standards Operating Procedures Manual

Probationary Firefighters shall be required to document a minimum of 2 HOURS of training per duty day, on the requirements of this task book. This shall be completed by the Probationary Firefighter within Fire House training records.

The requirements of this task book are in addition to minimum company standards, company training, and other assignments placed upon the PFF.

The individual's progress shall be reported by the PFF to the Deputy Chief of Special Operations and Training, or their designee, at the end of employment months 6, 9, and 11. *It is the Probationary Firefighters responsibility to complete all assignments by the last day of each month.*

Job Performance Requirements

The Probationary Firefighter shall meet the requisite knowledge and skills in order to meet National Fire Protection Association (NFPA) 1001. The JPRs required throughout this task book will allow the PFF to demonstrate the skills and knowledge necessary to perform as a Firefighter for the Rogers Fire Department. These skills shall be performed utilizing RFD equipment, techniques, and accepted practices for successful completion to be granted.

The PFF shall be evaluated on the skills associated with communications, emergency and non-emergency. This will include radio and telephone communications. In addition, the PFF shall be evaluated on the use, care, and maintenance of their Personal Protective Equipment (PPE) and Self Contained Breathing Apparatus (SCBA).

Probationary Firefighter Name: _____ Employee Identification Number: _____

Station Assignment: _____ Assigned Company Officer: _____

PROBATIONARY FIREFIGHTER TASK BOOK (PFTB)

PURPOSE

The Probationary Firefighter Task Book is the written record of the minimum required training and performance necessary to exit probationary status.

TASK BOOK COMPLETION

In order to complete the PFTB and qualify to sit for the final examinations, follow these steps:

1. Completely enter your information in all fields, e.g., start date, initiation date, employee id, etc.
2. Maintain control and accountability of this PFTB
3. Regularly document your completion of knowledge and skills requirements
4. Ensure the company officer validating your mastery of knowledge and skills proficiency signs off on the specific item(s) they witness
5. Report to the DFC-SOT your progress at the end of your 6th, 9th, and 11th month of employment.
6. Ensure you have completely entered all of your training in Fire House.
7. Pass final examinations
8. Complete the PFTB by the 12th month of probation.

Completion of the PFTB is intended to ensure proficiency in all aspects of your role as a firefighter with the Rogers Fire Department. To exit probationary status, you must demonstrate mastery of all tasks and skills listed in the PFTB. Upon completion of the PFTB, you should make and retain a copy. The original will be sent to the Deputy Fire Chief – Training Division. The task book will be scanned and maintained in electronic format and the original paper copy will be kept on file.

SIGNING OFF ON KNOWLEDGE AND SKILLS PERFORMANCE

When you perform a specified task competently and proficiently, the witnessing company officer may sign off on that task by entering the date of completion and their signature. An FEO working as an acting captain may sign off on tasks with approval of the assigned Shift Commander.

EXAMINATION

You should complete proficient demonstration of all knowledge and skills contained in the PFTB by the end of your 11th month of employment. Upon satisfactory completion of these requirements you may request to sit for your final exams. This request is to be made by you to the training division during your 12th month. Your exam will be scheduled and proctored by the training staff.

RETRAINING AND RETESTING

When, in the opinion of an officer, a probationary firefighter's performance does not demonstrate a competent ability of one or more tasks, the PFF will be required to retrain on those tasks.

At the discretion of the DFC-SOT, the PFF will be subject to corrective action until satisfactory completion of any designated task is demonstrated.

Probationary Firefighter Name: _____ Employee Identification Number: _____

Station Assignment: _____ Assigned Company Officer: _____

Month 5

The completion of job performance requirements will be monitored on a daily basis during the recruit firefighter's duties while being assigned to their shift on the Rogers Fire Department. Proficiency in these skills is necessary as the recruit begins to perform skills and apply knowledge that will remain critical throughout their career. The PFF shall demonstrate proficiency in NFPA 1001 5.1.1 General Knowledge Requirements- organization of the fire department; the role of the Fire Fighter I in the organization; the mission of fire service; the fire department's standard operating procedures (SOPs) and rules and regulations as they apply to the Fire Fighter I through 5.2.4 General station assignments

5.1.1 Demonstrate the knowledge and ability of physical fitness and a healthy lifestyle to the performance of the Duties of a fire fighter; the critical aspects of NFPA 1500, Standard on Fire Department Occupational Safety and Health Program

Job Performance Requisite	Company Officer's Initials	PFF Initials
The recruit demonstrated the requisite knowledge in physical fitness and healthy lifestyles		
The recruit demonstrated the requisite skills/ability in physical fitness and healthy lifestyles		

5.1.2 Demonstrate the knowledge and ability to don personal protective clothing within 1 minute

Job Performance Requisite	Company Officer's Initials	PFF Initials
The recruit demonstrated the requisite knowledge in donning protecting clothing		

5.1.2 Demonstrate the knowledge and ability to hoist tools and equipment using ropes and the correct knot

Job Performance Requisite	Company Officer's Initials	PFF Initials
The recruit demonstrated the requisite knowledge in hoisting equipment using ropes		
The recruit demonstrated the requisite skills/ability in hoisting equipment using ropes		

5.2.1 Demonstrate the knowledge and ability to initiate the response to a reported emergency, so that all necessary information is obtained, and the information is relayed promptly and accurately to the dispatch center.

Job Performance Requisite	Company Officer's Initials	PFF Initials
The recruit demonstrated the requisite knowledge in reporting an emergency		
The recruit demonstrated the requisite skills/ability in reporting an emergency		

5.2.2 Demonstrate the knowledge and ability in receiving a telephone call, given a fire department phone, so that procedures for answering the phone are used and the caller's information is relayed.

Job Performance Requisite	Company Officer's Initials	PFF Initials
The recruit demonstrated the requisite knowledge in the usage of department telephones		
The recruit demonstrated the requisite skills/ability in the usage of department telephones		

5.2.3 Demonstrate the knowledge and ability to transmit and receive messages via the fire department radio, given a fire department radio and operating procedures, so that the information is accurate, complete, and clear.

Job Performance Requisite	Company Officer's Initials	PFF Initials
The recruit demonstrated the requisite knowledge in transmitting message using radio procedures and etiquette for routine traffic, emergency traffic, and emergency evacuation signals.		
The recruit demonstrated the requisite skills/ability in operating radio equipment and discriminates between routine and emergency traffic.		

Probationary Firefighter Name: _____ Employee Identification Number: _____

Station Assignment: _____ Assigned Company Officer: _____

5.2.4 Demonstrate the knowledge and ability to activate an emergency call for assistance, given vision-obscured conditions, PPE, and RFD SOPs, so that the fire fighter can be located and rescued.

Job Performance Requisite	Company Officer's Initials	PFF Initials
The recruit demonstrated the requisite knowledge of accountability systems, emergency communication procedures, and emergency evacuation methods.		
The recruit demonstrated the requisite skills/ability to initiate and emergency call for assistance in accordance with RFD policy and procedures.		

Probationary Firefighter Name: _____ Employee Identification Number: _____

Station Assignment: _____ Assigned Company Officer: _____

Month 6

The completion of job performance requirements will be monitored on a daily basis during the recruit firefighter's duties while being assigned to their shift on the Rogers Fire Department. Proficiency in these skills is necessary as the recruit begins to perform skills and apply knowledge that will remain critical throughout their career. The PFF shall demonstrate proficiency in activities necessary to ensure life safety, fire control, and property conservation from NFPA 5.3.1 through 5.3.4.

5.3.1 Using self-contained breathing apparatus (SCBA) during emergency operations, given SCBA and other personal protective equipment, the recruit shall use SCBA correctly worn, controlled breathing techniques are used, emergency procedures are enacted when the SCBA fails, all low-air warnings are recognized, respiratory protection is not intentionally compromised, and hazardous areas are exited prior to air depletion.

Job Performance Requisite	Company Officer's Initials	PFF Initials
The recruit demonstrated the requisite knowledge required in respiratory protection, uses in the limitations of SCBA, components of SCBA, donning procedures, breathing techniques		
The recruit demonstrated the requisite skills/ability to control breathing, replace SCBA air cylinders, and use SCBA to exit through restricted passages, initiate and complete emergency procedures in the event of SCBA failure or air depletion, and complete donning procedures.		

5.3.2 Respond on apparatus to an emergency scene, given personal protective clothing and other necessary personal protective equipment, so that the apparatus is correctly mounted and dismounted, seat belts are used while the vehicle is in motion, and other personal protective equipment is correctly used.

Job Performance Requisite	Company Officer's Initials	PFF Initials
The recruit demonstrated the requisite knowledge in mounting and dismounting procedures for riding fire apparatus, hazards and ways to avoid hazards associated with riding apparatus, prohibited practices.		
The recruit demonstrated the requisite skills/ability to use each piece of provided safety equipment.		

5.3.3 Establish and operate in work areas at emergency scenes, given protective equipment, protected work areas are established as directed using traffic and scene control devices, and the fire fighter performs assigned tasks only in established, protected work areas.

Job Performance Requisite	Company Officer's Initials	PFF Initials
The recruit demonstrated the requisite knowledge in operating safely on emergency scenes including vehicle traffic, utilities, and environmental conditions; proper procedures for dismounting apparatus in traffic; procedures for safe operation at emergency scenes.		
The recruit demonstrated the requisite skills/ability to use personal protective clothing, deploy traffic and scene control devices, dismount apparatus, and operate in the protected work areas as directed		

5.3.4 Force entry into a structure, given personal protective equipment, tools, and an assignment, so that the tools are used as designed, the barrier is removed, and the opening is in a safe condition and ready for entry.

Job Performance Requisite	Company Officer's Initials	PFF Initials
The recruit demonstrated the requisite knowledge in basic construction of typical doors, windows, and walls within the department's community or service area; operation of doors, windows, and locks; and the dangers associated with forcing entry through doors, windows, and walls.		
The recruit demonstrated the requisite skills/ability to transport and operate hand and power tools and to force entry through doors, windows, and walls using assorted methods and tools.		

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Station Assignment: _____ Assigned Company Officer: _____

Month 7

The completion of job performance requirements will be monitored on a daily basis during the recruit firefighter's duties while being assigned to their shift on the Rogers Fire Department. Proficiency in these skills is necessary as the recruit begins to perform skills and apply knowledge that will remain critical throughout their career. The PFF shall demonstrate proficiency in activities necessary to ensure life safety, fire control, and property conservation from NFPA 5.3.5 through 5.3.8.

5.3.5 Exit a hazardous area as a team, given vision-obscured conditions, so that a safe haven is found before exhausting the air supply, others are not endangered, and the team integrity is maintained.

Job Performance Requisite	Company Officer's Initials	PFF Initials
The recruit demonstrated the requisite knowledge in Personnel accountability systems communication procedures, emergency evacuation methods, what constitutes a safe haven, elements that create or indicate a hazard, and emergency procedures for loss of air supply.		
The recruit demonstrated the requisite skills/ability to operate as a team member in vision-obscured conditions, locate and follow a guideline, conserve air supply, and evaluate areas for hazards and identify a safe haven.		

5.3.6 Set up ground ladders, given single and extension ladders, with team members if needed, so that hazards are assessed, the ladder is stable, the angle is correct for climbing, extension ladders are extended to the necessary height with the fly locked, the top is placed against a reliable structural component, and the assignment is accomplished.

Job Performance Requisite	Company Officer's Initials	PFF Initials
The recruit demonstrated the requisite knowledge in the parts of a ladder, hazards associated with setting up ladders, what constitutes a stable foundation for ladder placement, different angles for various tasks, safety limits to the degree of angulations, and what constitutes a reliable structural component for top placement.		
The recruit demonstrated the requisite skills/ability to carry ladders, raise ladders, extend ladders and lock flies, determine that a wall and roof will support the ladder, judge extension ladder height requirements, and place the ladder to avoid obvious hazards.		

5.3.7 Attack a passenger vehicle fire operating as a member of a team, given personal protective equipment, attack line, and hand tools, so that hazards are avoided, leaking flammable liquids are identified and controlled, protection from flash fires is maintained, all vehicle compartments are overhauled, and the fire is extinguished.

Job Performance Requisite	Company Officer's Initials	PFF Initials
The recruit demonstrated the requisite knowledge in the principles of fire streams as they relate to fighting automobile fires; precautions to be followed when advancing hose lines toward an automobile; observable dangerous conditions created during an automobile fire; common types of accidents or injuries related to fighting automobile fires and how to avoid them; how to access locked passenger, trunk, and engine compartments; and methods for overhauling an automobile.		
The recruit demonstrated the requisite skills/ability to identify automobile fuel type; assess and control fuel leaks; open, close, and adjust the flow and pattern on nozzles; apply water for maximum effectiveness while maintaining flash fire protection; attack lines; and expose hidden fires by opening all automobile compartments.		

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Station Assignment: _____ Assigned Company Officer: _____

5.3.8 Extinguish fires in exterior Class A materials, given fires in stacked or piled and small unattached structures or storage containers that can be fought from the exterior, attack lines, hand tools and master stream devices, and an assignment, so that exposures are protected, the spread of fire is stopped, collapse hazards are avoided, water application is effective, the fire is extinguished, and signs of the origin area(s) and arson are preserved.

Job Performance Requisite	Company Officer's Initials	PFF Initials
The recruit demonstrated the requisite knowledge types of attack lines and water streams appropriate for attacking stacked, piled materials and outdoor fires; dangers — such as collapse- associated with stacked and piled materials and the difficulties of extinguishing these materials; various extinguishing agents and dangers such as exposure to toxic or hazardous materials associated with storage building and container fires; obvious signs of origin and cause; and techniques for the preservation of fire cause evidence.		
The recruit demonstrated the requisite skills/ability recognize inherent hazards related to the material's configuration, operate hand lines or master streams, break up material using hand tools and water streams, evaluate for complete extinguishment, operate hose lines and other water application devices, evaluate and modify water application for maximum penetration, search for and expose hidden fires, assess patterns for origin determination, and evaluate for complete extinguishment.		

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Station Assignment: _____ Assigned Company Officer: _____

Month 8

The completion of job performance requirements will be monitored on a daily basis during the recruit firefighter's duties while being assigned to their shift on the Rogers Fire Department. Proficiency in these skills is necessary as the recruit begins to perform skills and apply knowledge that will remain critical throughout their career. The PFF shall demonstrate proficiency in activities necessary to ensure life safety, fire control, and property conservation from NFPA 5.3.9 through 5.3.12.

5.3.9 Conduct a search and rescue in a structure operating as a member of a team, given an assignment, obscured vision conditions, personal protective equipment, a flashlight, forcible entry tools, hose lines, and ladders when necessary, so that ladders are correctly placed when used, all assigned areas are searched, all victims are located and removed, team integrity is maintained, and team members' safety — including respiratory protection — is not compromised.

Job Performance Requisite	Company Officer's Initials	PFF Initials
The recruit demonstrated the requisite knowledge in use of forcible entry tools during rescue operations, ladder operations for rescue, psychological effects of operating in obscured conditions, primary and secondary search techniques, team members' roles and goals, methods to use and indicators of finding victims, victim removal methods (including various carries), and considerations related to respiratory protection.		
The recruit demonstrated the requisite skills/ability to use SCBA to exit through restricted passages, set up and use different types of ladders for various types of rescue operations, rescue a fire fighter with functioning respiratory protection, rescue a firefighter whose respiratory protection is not functioning, rescue a person who has no respiratory protection, and assess areas to determine tenability.		

5.3.10 Attack an interior structure fire operating as a member of a team, given an attack line, ladders when needed, personal protective equipment, tools, and an assignment, so that team integrity is maintained, the attack line is deployed for advancement, ladders are correctly placed when used, access is gained into the fire area, effective water application practices are used, the fire is approached correctly, attack techniques facilitate suppression given the level of the fire, hidden fires are located and controlled, the correct body posture is maintained, hazards are recognized and managed, and the fire is brought under control.

Job Performance Requisite	Company Officer's Initials	PFF Initials
The recruit demonstrated the requisite knowledge in principles of fire streams; types, design, operation, nozzle pressure effects, and flow capabilities of nozzles; precautions to be followed when advancing hose lines to a fire and the application of each size and type of attack line, the role of the backup team in fire attack situations.		
The recruit demonstrated the requisite skills/ability to prevent water hammers when shutting down nozzles; open, close, and adjust nozzle flow and patterns; apply water using direct, indirect, and combination attacks; advance charged hose lines up ladders and up and down stairways.		

5.3.11 Perform horizontal ventilation on a structure operating as part of a team, given an assignment, personal protective equipment, ventilation tools, equipment, and ladders, so that the ventilation openings are free of obstructions, tools are used as designed, ladders are correctly placed, ventilation devices are correctly placed, and the structure is cleared of smoke.

Job Performance Requisite	Company Officer's Initials	PFF Initials
The recruit demonstrated the requisite knowledge in the principles, advantages, limitations, and effects of horizontal, mechanical, and hydraulic ventilation; safety considerations when venting a structure; fire behavior in a structure; the products of combustion found in a structure fire; the signs, causes, effects, and prevention of backdraft.		
The recruit demonstrated the requisite skills/ability to transport and operate ventilation tools and equipment and ladders, and to use safe procedures for breaking window and door glass and removing obstructions.		

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Station Assignment: _____ Assigned Company Officer: _____

5.3.12 Perform vertical ventilation on a structure as part of a team, given an assignment, personal protective equipment, ground and roof ladders, and tools, so that ladders are positioned for ventilation, a specified opening is created, all ventilation barriers are removed, structural integrity is not compromised, products of combustion are released from the structure, and the team retreats from the area when ventilation is accomplished.

Job Performance Requisite	Company Officer's Initials	PFF Initials
The recruit demonstrated the requisite knowledge in the methods of heat transfer; the principles of thermal layering within a structure on fire; the techniques and safety precautions for venting flat roofs, pitched roofs, and basements; basic indicators of potential collapse or roof failure; the effects of construction type and elapsed time under fire conditions on structural integrity; and the advantages and disadvantages of vertical and trench/strip ventilation.		
The recruit demonstrated the requisite skills/ability transport and operate ventilation tools and equipment; hoist ventilation tools to a roof; cut roofing and flooring materials to vent flat roofs, pitched roofs, and basements; sound a roof for integrity; clear an opening with hand tools; select, carry, deploy, and secure ground ladders for ventilation activities; deploy roof ladders on pitched roofs while secured to a ground ladder; and carry ventilation-related tools and equipment while ascending and descending ladders.		

Probationary Firefighter Name: _____ Employee Identification Number: _____

Station Assignment: _____ Assigned Company Officer: _____

Month 9

The completion of job performance requirements will be monitored on a daily basis during the recruit firefighter's duties while being assigned to their shift on the Rogers Fire Department. Proficiency in these skills is necessary as the recruit begins to perform skills and apply knowledge that will remain critical throughout their career. The PFF shall demonstrate proficiency in activities necessary to ensure life safety, fire control, and property conservation from NFPA 5.3.13 through 5.3.20. The duty of the firefighter I shall involve performing activities that reduce the loss of life and property due to fire through response readiness, according to in 5.5.1 and 5.5.2. Overhaul a fire scene, given personal protective equipment, attack line, hand tools, a flashlight, and an assignment, so that structural integrity is not compromised, all hidden fires are discovered, fire cause evidence is preserved, and the fire is extinguished.

5.3.13 Overhaul a fire scene, given personal protective equipment, attack line, hand tools, a flashlight, and an assignment, so that structural integrity is not compromised, all hidden fires are discovered, fire cause evidence is preserved, and the fire is extinguished.

Job Performance Requisite	Company Officer's Initials	PFF Initials
The recruit demonstrated the requisite knowledge in types of fire attack lines and water application devices most effective for overhaul, water application methods for extinguishment that limit water damage, types of tools and methods used to expose hidden fire, dangers associated with overhaul, obvious signs of area of origin or signs of arson, and reasons for protection of fire scene.		
The recruit demonstrated the requisite skills/ability to deploy and operate an attack line; remove flooring, ceiling, and wall components to expose void spaces without compromising structural integrity; expose and extinguish hidden fires in walls, ceilings, and subfloor spaces; recognize and preserve obvious signs of area of origin and arson.		

5.3.14 Performing as a member of a team conserves property, given salvage tools and equipment, and an assignment, so that the building and its contents are protected from further damage.

Job Performance Requisite	Company Officer's Initials	PFF Initials
The recruit demonstrated the requisite knowledge in the purpose of property conservation and its value to the public, types of and uses for salvage covers, operations at properties protected with automatic sprinklers, how to stop the flow of water from an automatic sprinkler head, identification of the main control valve on an automatic sprinkler system, and forcible entry issues related to salvage.		
The recruit demonstrated the requisite skills/ability to cluster furniture; deploy covering materials; roll and fold salvage covers for reuse; construct water chutes and catch-all; remove water; cover building openings, including doors, windows, floor openings, and roof openings; separate, remove, and relocate charred material to a safe location while protecting the area of origin for cause determination; stop the flow of water from a sprinkler with sprinkler wedges or stoppers; and operate a main control valve on an automatic sprinkler system.		

5.3.15 Connect a fire department pumper to a water supply as a member of a team, given supply or intake hose, hose tools, and a fire hydrant or static water source, so that connections are tight and water flow is unobstructed.

Job Performance Requisite	Company Officer's Initials	PFF Initials
The recruit demonstrated the requisite knowledge in loading and off-loading procedures for mobile water supply apparatus; fire hydrant operation; and suitable static water supply sources, procedures, and protocol for connecting to various water sources.		
The recruit demonstrated the requisite skills/ability hand lay a supply hose, connect and place hard suction hose for drafting operations, deploy portable water tanks as well as the equipment necessary to transfer water between and draft from them, make hydrant-to-pumper hose connections for forward and reverse lays, connect supply hose to a hydrant, and fully open and close the hydrant.		

Probationary Firefighter Name: _____ Employee Identification Number: _____

Station Assignment: _____ Assigned Company Officer: _____

5.3.16 Extinguish an incipient Class A, Class B, and Class C fire, given a selection of portable fire extinguishers, so that the correct extinguisher is chosen, the fire is completely extinguished, and correct extinguisher-handling techniques are followed.

Job Performance Requisite	Company Officer's Initials	PFF Initials
The recruit demonstrated the requisite knowledge the classifications of fire; the types of, rating systems for, and risks associated with each class of fire; and the operating methods of and limitations of portable extinguishers.		
The recruit demonstrated the requisite skills/ability to operate portable fire extinguishers, approach fire with portable fire extinguishers, select an appropriate extinguisher based on the size and type of fire, and safely carry portable fire extinguishers.		

5.3.17 Illuminate the emergency scene, given fire service electrical equipment and an assignment, so that designated areas are illuminated and all equipment is operated within the manufacturer's listed safety precautions.

Job Performance Requisite	Company Officer's Initials	PFF Initials
The recruit demonstrated the requisite knowledge in safety principles and practices, power supply capacity and limitations, and light deployment methods.		
The recruit demonstrated the requisite skills/ability operate department power supply and lighting equipment, deploy cords and connectors, reset ground-fault interrupter (GFI) devices, and locate lights for best effect.		

5.3.18 Turn off building utilities, given tools and an assignment, so that the assignment is safely completed.

Job Performance Requisite	Company Officer's Initials	PFF Initials
The recruit demonstrated the requisite knowledge in properties, principles, and safety concerns for electricity, gas, and water systems; utility disconnect methods and associated dangers; and use of required safety equipment.		
The recruit demonstrated the requisite skills/ability to identify utility control devices, operate control valves or switches, and assess for related hazards.		

5.3.19 Combat a ground cover fire operating as a member of a team, given protective clothing, SCBA if needed, hose lines, extinguishers or hand tools, and an assignment, so that threats to property are reported, threats to personal safety are recognized, retreat is quickly accomplished when warranted, and the assignment is completed.

Job Performance Requisite	Company Officer's Initials	PFF Initials
The recruit demonstrated the requisite knowledge in types of ground cover fires, parts of ground cover fires, methods to contain or suppress, and safety principles and practices		
The recruit demonstrated the requisite skills/ability to determine exposure threats based on fire spread potential, protect exposures, construct a fire line or extinguish with hand tools, maintain integrity of established fire lines, and suppress ground cover fires using water.		

5.3.20 Tie a knot appropriate for hoisting tools, given PPE, tools, ropes, and an assignment, so that the knots used are appropriate for hoisting tools securely and as directed.

Job Performance Requisite	Company Officer's Initials	PFF Initials
The recruit demonstrated the requisite knowledge of the types of knots and their appropriate usage. Correctly identifies the difference between life safety and utility rope; reasons for placing rope out of service, the types of knots to use for given tools, ropes, or situations; hoisting methods for tools and equipment, and using rope to support response activities.		
The recruit demonstrated the requisite skills/ability to hoist tools using specific knots based on the type of tools.		

Probationary Firefighter Name: _____ Employee Identification Number: _____

Station Assignment: _____ Assigned Company Officer: _____

5.5.1 Clean and check ladders, ventilation equipment, SCBA, ropes, salvage equipment, and hand tools, given cleaning tools, cleaning supplies, and an assignment, so that equipment is clean and maintained according to manufacturer's or departmental guidelines, maintenance is recorded, and equipment is placed in a ready state or reported otherwise.

Job Performance Requisite	Company Officer's Initials	PFF Initials
The recruit demonstrated the requisite knowledge types of cleaning methods for various tools and equipment, correct use of cleaning solvents, and manufacturer's or departmental guidelines for cleaning equipment and tools.		
The recruit demonstrated the requisite skills/ability to select correct tools for various parts and pieces of equipment follow guidelines, and complete recording and reporting procedures.		

5.5.2 Clean, inspect, and return fire hose to service, given washing equipment, water, detergent, tools, and replacement gaskets, so that damage is noted and corrected, the hose is clean, and the equipment is placed in a ready state for service.

Job Performance Requisite	Company Officer's Initials	PFF Initials
The recruit demonstrated the requisite knowledge in departmental procedures for noting a defective hose and removing it from service, cleaning methods, and hose rolls and loads.		
The recruit demonstrated the requisite skills/ability to clean different types of hose, operate hose washing and drying equipment, mark defective hose, and replace coupling gaskets, roll hose, and reload hose.		

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Station Assignment: _____ Assigned Company Officer: _____

Month 10

The completion of job performance requirements will be monitored on a daily basis during the recruit firefighter's duties while being assigned to their shift on the Rogers Fire Department. Proficiency in these skills is necessary as the recruit begins to perform skills and apply knowledge that will remain critical throughout their career. Responsibilities of the firefighter II in assuming and transferring command within an incident management system, performing assigned duties in conformance with applicable NFPA and other safety regulations and AHJ procedures, and the role of a firefighter II within the organization. This duty shall involve performing activities related to initiating and reporting responses, through 6.2.1 and 6.2.2. Duties shall involve performing activities necessary to ensure life safety, fire control, and property conservation, according to the JPRs in 6.3.1 through 6.3.2.

6.1 Demonstrates a superior understanding of the roles and responsibilities required of a Fire Fighter II in the Rogers Fire Department.

Job Performance Requisite	Company Officer's Initials	PFF Initials
6.1.1 The recruit demonstrated the requisite knowledge of the responsibilities of the fire fighter within the incident command system and satisfactorily performs assigned duties in conformance with applicable RFD SOPs, practices, and procedures.		
6.1.2 The recruit demonstrated the requisite skills/ability to determine when there is a need for command, demonstrates the ability to coordinate an incident until command is transferred, and satisfactorily functions within their assigned roles in the incident management system.		

6.2.1 Complete a basic incident report, given the report forms, guidelines, and information, so that all pertinent information is recorded, the information is accurate, and the report is complete.

Job Performance Requisite	Company Officer's Initials	PFF Initials
The recruit demonstrated the requisite knowledge in content requirements for basic incident reports, the purpose and usefulness of accurate reports, consequences of inaccurate reports, how to obtain necessary information, and required coding procedures.		
The recruit demonstrated the requisite skills/ability determine necessary codes, proof reports, and operate fire department computers or other equipment necessary to complete reports.		

6.2.2 Communicate the need for crew assistance, given appropriate equipment, RFD SOPs, and a crew, so that the supervisor is consistently informed of team needs, RFD SOPs are followed, and the assignment is accomplished safely.

Job Performance Requisite	Company Officer's Initials	PFF Initials
The recruit demonstrated the requisite knowledge of alarm types and assignments and RFD radio communication procedures.		
The recruit demonstrated the requisite skills/ability to operate RFD communications equipment.		

6.3.1 Extinguish an ignitable liquid fire, operating as a member of a team, given an assignment, an attack line, personal protective equipment, a foam proportioning device, a nozzle, foam concentrates, and a water supply, so that the correct type of foam concentrate is selected for the given fuel and conditions, a properly proportioned foam stream is applied to the surface of the fuel to create and maintain a foam blanket, fire is extinguished, reigniting is prevented, team protection is maintained with a foam stream, and the hazard is faced until retreat to safe haven is reached.

Job Performance Requisite	Company Officer's Initials	PFF Initials
The recruit demonstrated the requisite knowledge in methods by which foam prevents or controls a hazard; principles by which foam is generated; difference between hydrocarbon and polar solvent fuels and the concentrates that work on each; the characteristics, uses, and limitations of fire-fighting foams; foam stream application techniques; hazards associated with foam usage; and methods to reduce or avoid hazards..		
The recruit demonstrated the requisite skills/ability to prepare a foam concentrate supply for use, assemble foam stream components, master various foam application techniques, and approach and retreat from spills as part of a coordinated team.		

Probationary Firefighter Name: _____ Employee Identification Number: _____

Station Assignment: _____ Assigned Company Officer: _____

6.3.2* Coordinate an interior attack line for a team's accomplishment of an assignment in a structure fire, given attack lines, personnel, personal protective equipment, and tools, so that crew integrity is established; attack techniques are selected for the given level of the fire (e.g., attic, grade level, upper levels, or basement); attack techniques are communicated to the attack teams; constant team coordination is maintained; fire growth and development is continuously evaluated; search, rescue, and ventilation requirements are communicated or managed; hazards are reported to the attack teams; and incident command is apprised of changing conditions.

Job Performance Requisite	Company Officer's Initials	PFF Initials
The recruit demonstrated the requisite knowledge Selection of the nozzle and hose for fire attack, given different fire situations; dangerous building conditions created by fire and fire suppression activities; indicators of building collapse; the effects of fire and fire suppression activities on construction materials; search and rescue and ventilation procedures; indicators of structural instability; suppression approaches and practices for various types of structural fires; and the association between specific tools and special forcible entry needs.		
The recruit demonstrated the requisite skills/ability to clean assemble a team, choose attack techniques for various levels of a fire (e.g., attic, grade level, upper levels, or basement), evaluate and forecast a fire's growth and development, select tools for forcible entry, incorporate search and rescue procedures and ventilation procedures in the completion of the attack team efforts, and determine developing hazardous building or fire conditions.		

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The completion of job performance requirements will be monitored on a daily basis during the recruit firefighter's duties while being assigned to their shift on the Rogers Fire Department. Proficiency in these skills is necessary as the recruit begins to perform skills and apply knowledge that will remain critical throughout their career. Responsibilities of the firefighter II in assuming and transferring command within an incident management system, performing assigned duties in conformance with applicable NFPA and other safety regulations and AHJ procedures, and the role of a firefighter II within the organization. This duty shall involve performing activities related to accessing and disentangling victims from motor vehicle accidents and helping special rescue teams, according to 6.3.3 and 6.3.4. The duty of the firefighter II shall involve performing activities related to reducing the loss of life and property due to fire through hazard identification, inspection, and response readiness, according to 6.4.1 through 6.5.5.

6.3.3 Control a flammable gas cylinder fire, operating as a member of a team, given an assignment, a cylinder outside of a structure, an attack line, personal protective equipment, and tools, so that crew integrity is maintained, contents are identified, safe havens are identified prior to advancing, open valves are closed, flames are not extinguished unless the leaking gas is eliminated, the cylinder is cooled, cylinder integrity is evaluated, hazardous conditions are recognized and acted upon, and the cylinder is faced during approach and retreat.

Job Performance Requisite	Company Officer's Initials	PFF Initials
The recruit demonstrated the requisite knowledge in characteristics of pressurized flammable gases, elements of a gas cylinder, effects of heat and pressure on closed cylinders, boiling liquid expanding vapor explosion (BLEVE) signs and effects, methods for identifying contents, how to identify safe havens before approaching flammable gas cylinder fires, water stream usage and demands for pressurized cylinder fires, what to do if the fire is prematurely extinguished, valve types and their operation, alternative actions related to various hazards, and when to retreat.		
The recruit demonstrated the requisite skills/ability to execute effective advances and retreats, apply various techniques for water application, assess cylinder integrity and changing cylinder conditions, operate control valves, and choose effective procedures when conditions change.		

6.3.4 Protect evidence of fire cause and origin, given a flashlight and overhaul tools, so that the evidence is noted and protected from further disturbance until investigators can arrive on the scene.

Job Performance Requisite	Company Officer's Initials	PFF Initials
The recruit demonstrated the requisite knowledge in methods to assess origin and cause; types of evidence; means to protect various types of evidence; the role and relationship of Firefighter IIs, criminal investigators, and insurance investigators in fire investigations; and the effects and problems associated with removing property or evidence from the scene.		
The recruit demonstrated the requisite skills/ability to locate the fire's origin area, recognize possible causes, and protect the evidence.		

6.4.1* Extricate a victim entrapped in a motor vehicle as part of a team, given stabilization and extrication tools, so that the vehicle is stabilized, the victim is disentangled without further injury, and hazards are managed.

Job Performance Requisite	Company Officer's Initials	PFF Initials
The recruit demonstrated the requisite knowledge in the fire department's role at a vehicle accident, points of strength and weakness in auto body construction, dangers associated with vehicle components and systems, the uses and limitations of hand and power extrication equipment, and safety procedures when using various types of extrication equipment.		
The recruit demonstrated the requisite skills/ability to operate hand and power tools used for forcible entry and rescue as designed; use cribbing and shoring material; and choose and apply appropriate techniques for moving or removing vehicle roofs, doors, windshields, windows, steering wheels or columns, and the dashboard.		

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Station Assignment: _____ Assigned Company Officer: _____

6.4.2 Assist rescue operation teams, given standard operating procedures, necessary rescue equipment, and an assignment, so that procedures are followed, rescue items are recognized and retrieved in the time as prescribed by the AHJ, and the assignment is completed.

Job Performance Requisite	Company Officer's Initials	PFF Initials
The recruit demonstrated the requisite knowledge in the fire fighter's role at a technical rescue operation, the hazards associated with technical rescue operations, types and uses for rescue tools, and rescue practices and goals.		
The recruit demonstrated the requisite skills/ability to identify and retrieve various types of rescue tools, establish public barriers, and assist rescue teams as a member of the team when assigned.		

6.5.1 Perform a fire safety survey in a private dwelling, given survey forms and procedures, so that fire and life safety hazards are identified, recommendations for their correction are made to the occupant, and unresolved issues are referred to the proper authority.

Job Performance Requisite	Company Officer's Initials	PFF Initials
The recruit demonstrated the requisite knowledge organizational policy and procedures, common causes of fire and their prevention, the importance of a fire safety survey and public fire education programs to fire department public relations and the community, and referral procedures.		
The recruit demonstrated the requisite skills/ability to complete forms, recognize hazards, match findings to preapproved recommendations, and effectively communicate findings to occupants or referrals.		

6.5.2* Present fire safety information to station visitors or small groups, given prepared materials, so that all information is presented, the information is accurate, and questions are answered or referred.

Job Performance Requisite	Company Officer's Initials	PFF Initials
The recruit demonstrated the requisite knowledge in parts of informational materials and how to use them, basic presentation skills, and departmental standard operating procedures for giving fire station tours.		
The recruit demonstrated the requisite skills/ability to document presentations and to use prepared materials.		

6.5.3* Prepare a pre-incident survey, given appropriate equipment and supplies so that all required occupancy information is recorded, items of concern are noted, and an accurate diagram is prepared.

Job Performance Requisite	Company Officer's Initials	PFF Initials
The recruit demonstrated the requisite knowledge to identify the sources of water for fire protection, the fundamentals of fire suppression and detection systems, common symbols used in diagramming construction features, utilities, hazards, and fire protection systems, RFD requirements for a survey and documentation, and the importance of accuracy.		
The recruit demonstrated the requisite skills/ability to identify the components of fire suppression and detection systems, sketch the site, buildings, and special features, detect hazards and special considerations to include in the pre-incident survey, and complete proper documents and to use prepared materials.		

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6.5.4 Maintain power plants, power tools, and lighting equipment, given tools and manufacturers' instructions, so that equipment is clean and maintained according to RFD practice, maintenance is recorded, and equipment is placed in a ready stator or reported otherwise.

Job Performance Requisite	Company Officer's Initials	PFF Initials
The recruit demonstrated the requisite knowledge of types of cleaning methods, correct use of cleaning solvents, manufacturer and RFD practices for maintaining equipment and documentation and reporting.		
The recruit demonstrated the requisite skills/ability to select correct tools, follow proper practices, complete recording and reporting procedures, and operate power plants, power tools, and lighting equipment properly and safely.		

6.5.5 Perform an annual service test on fire hose, given a pump, marking device, pressure gauges, timer, proper RFD forms, and associated equipment, so that procedures are followed, the condition of the hose is evaluated, any damaged hose is removed from service, and the results are recorded.

Job Performance Requisite	Company Officer's Initials	PFF Initials
The recruit demonstrated the requisite knowledge for safely conducting hose service testing, indicators that dictate any hose be removed from service, and recording procedures for hose testing results.		
The recruit demonstrated the requisite skills/ability to operate hose testing equipment and nozzles and properly records results of hose testing.		

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**VERIFICATION OF COMPLETED TASK BOOK
FOR COMPLETION OF PROBATIONARY FIREFIGHTER PERIOD**

FINAL EVALUATOR'S VERIFICATION

I verify that all tasks have been performed and are complete with signatures

I also verify that

Has satisfactorily completed all requirements as a probationary firefighter with the

Rogers Fire Department

AGENCY CERTIFICATION

I certify that

Has met all requirements and that qualification for this position has been issued

CERTIFYING CHIEF OFFICER'S SIGNATURE & DATE

CERTIFYING CHIEF OFFICER'S PRINTED NAME AND TITLE