



Rogers Fire Department Standard Operating Procedures

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PURPOSE

The purpose of the Rogers Fire Department training program is to provide a safe, comprehensive training plan that addresses all areas of emergency response. This program will provide training that addresses all hazards and is commensurate that all personnel are expected to perform.

POLICY

This policy will address all training that will occur within Rogers Fire Department. The goal of the training program is to establish and maintain a training and education program that focuses on preventing occupational deaths and injuries while increasing the operational effectiveness during emergency response.

The training program will address the knowledge, skills, and abilities required of the Rogers Fire Department. Training will be based on NFPA standards, federal OSHA regulations, local, state, and federal regulations, and executive orders. Members shall be responsible to maintain proficiency in knowledge and skills provided through the training program.

Planning

Planning will be driven by the goals set forth by the annual Strategic Planning Session and in support of the Rogers Fire Department mission statement. The established goals and objectives will include time lines for achievement, and also a process of evaluation and feedback.

Company officer and command staff feedback are important to the success of the training program to locate areas of deficiency and improvement. Evaluation criteria for both skills and knowledge will be established by the Training Committee during the planning process.

The Rogers Fire Department training program will be evaluated on a yearly basis during the strategic planning session for effectiveness and also for compliance

with NFPA standards, federal OSHA regulations, local, state, and federal regulations, and executive orders. Time constraints, manageability, and effectiveness of training as well as areas of deficiency and improvement will also be evaluated.

The Fire Chief has the final authority on all training plans and activities and will provide final approval prior to the publishing of the annual training plan (ATP).

Disciplines

The ATP will serve to balance the training across all disciplines in order to meet the current and future needs of the organization. It shall take into account the guidance of the Fire Chief, best practices from across the nation, current state of the department, and deficiencies noted in Post-Incident Analysis sessions.

It is recognized by the members of the Rogers Fire department that the performance of regularly scheduled training is essential to all personnel for success. This training will include all disciplines conducted by various means throughout the course of the year.

Company officers will be responsible for conducting minimum company standards and other essential training as necessary to ensure their crew members are proficient in the skills and knowledge pertaining to their current position within the department.

Company officers shall support and ensure that the training activities are carried out within their respective disciplines. They shall coordinate training with all others activities that is required, complete all necessary reports, and assist the training committee and Deputy Chief of Special Operations and Training in evaluating the overall effectiveness of the program and its instructors.

Various instructors will be utilized to aid in department training as well as instruct any assignments with specialized curriculum. These courses will be scheduled in the annual training plan with the goals and objectives developed by the training committee. All instructors will have the training necessary to assist training within the department. Effort will be made to ensure that all instructors are well qualified or receive adequate training on the course(s) they are assigned prior to department instruction. All training received by potential instructors will be approved by the DFC-SOT and documented upon completion. Instructors will also meet the requirements of Authority Having Jurisdiction prior to instruction.

All personnel will be trained to the operations level in all technical response disciplines (hazardous materials and technical rescue). Special Operation Team members will be trained to the technician level. The level of training and response will be determined by the Fire Chief as the Authority Having Jurisdiction.

Equipment

Equipment utilized for training will primarily be the equipment used for emergency response on a daily basis. Dedicated training equipment will be stored at the Training Center and will be used to keep apparatus in service during training sessions. Requests for additional equipment will be evaluated during the budget process and prioritized by the training committee.

Stations will each maintain a library that contains a foundation of materials established by the training committee. Additionally, stations will also have curriculum and publications pertaining to their areas of response that is unique to their FMA or areas of responsibility. These libraries will be evaluated during the budget process and prioritized by the training committee.