

1 **Georgia Firefighter Standards and Training Council**

2 **Rules & Regulations**

3 Revised June 22, 2015

4
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89 **Promulgation and Purpose.**

91 These Rules & Regulations of the Georgia Firefighter Standards and Training Council are
92 promulgated to establish the Policy & Procedures for the internal management and control of the
93 Georgia Firefighter Standards and Training Council as specified in the Official Code of Georgia
94 Annotated, Title 25, Chapter 3 - Article 2 and Chapter 4 and shall be entitled; "Rules &
95 Regulations for the Administration of the Georgia Firefighter Standards and Training Council."
96 This promulgation and purpose shall apply to all chapters included in these Rules & Regulations.

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CHAPTER 205-1-1
GFSTC Administration

205-1-1-.01 Definitions.

- (1) **“Council”** means for the purpose of these Rules and Regulations the Georgia Firefighter Standards and Training Council.
- (2) **“Executive Director”** means for the purpose of this Chapter the executive director of the Georgia Firefighter Standards and Training Council.
- (3) **“Fire department”** means any department, agency, organization, or company operating in this state with the intent and purpose of carrying out the duties, functions, powers, and responsibilities normally associated with a fire department and which is authorized to exercise the general and emergency powers enumerated in O.C.G.A. 25-3-1 and 25-3-2. These duties, functions, powers, and responsibilities include but are not limited to the protection of life and property against fire, explosions, or other hazards.
- (4) **“Firefighter”** means any able-bodied person at least 18 years of age who has been duly appointed by a legally constituted fire department and who has the responsibility of preventing and suppressing fires, protecting life and property, and performing other duties enumerated in O.C.G.A. 25-3-1 and 25-3-2.
- (5) **“GFSTC”** means the Executive Director and personnel of the Georgia Firefighter Standards and Training Council.
- (6) **“GFSTC Staff”** means the personnel who work under the direction of the Executive Director.
- (7) **“Probation”** means an action taken by Council when certified personnel commit acts in violation of the Rules & Regulations and/or Policy & Procedures of the Georgia Firefighter Standards and Training Council.

Authority. - O.C.G.A. §§25-3-21, 25-4-2, 25-4-7, and 25-4-10

205-1-1-.02 Organization.

- (1) The Georgia Firefighter Standards and Training Council hereinafter referred to as "Council" shall consist of the duly appointed members as specified under O.C.G.A. §25-4-6.
 - (a) Six members of the Council in attendance at a called meeting, either in person or electronically, shall constitute a quorum.
 - (b) The Council shall hold at least two regular meetings each year at the call of the chairperson or upon the written request of at least six members of the Council.
 - (c) At the first regular meeting of the Council held in each even-numbered year, the Council shall elect a chairperson.
 - (d) At the first regular meeting of the Council held in each even-numbered year, the Council shall elect other officers from its own membership as it deems necessary.
 - (e) The chairperson and other elected officers shall serve until successors are elected by the council as provided in O.C.G.A. §25-4-3.
 - (f) Each member of the Council shall be entitled to receive the same expense and mileage allowance authorized for members of professional licensing boards by subsection (f) of

143 O.C.G.A. 43-1-2 incurred while carrying out their official duties of the council. The
144 funds for such expenses and allowances shall be paid from funds appropriated or
145 available to the Department of Public Safety.

146 (2) The Council shall adopt such Rules & Regulations as necessary for the transaction of its
147 business.

148 (3) The Council may designate an advisory committee to assist and advise the Council in
149 carrying out its duties specified under Chapter 4 of Title 25.

150 (a) Such advisory committee shall not consist of more than three (3) members and shall be
151 representative of the fire service with experience or expertise in such matters to be
152 studied.

153 (b) Such advisory committee members shall serve in an advisory capacity only, without
154 voting privileges.

155 (c) The members of any such advisory committee shall serve at the pleasure of the Council.

156 (d) Each member of an advisory committee of the Council, shall be entitled to receive the
157 same expense and mileage allowance authorized for members of professional licensing
158 boards by subsection (f) of O.C.G.A. §43-1-2 incurred while carrying out their official
159 duties of the council. The funds for such expenses and allowances shall be paid from
160 funds appropriated or available to the Department of Public Safety.

161 (4) The Council shall make annual reports to the Governor of Georgia and the members of the
162 Georgia General Assembly.

163 (a) Such reports shall be in writing and indicate:

164 1. The activities of the Council from the past year.

165 2. Recommendations for appropriate legislation to assist in the Council's charge and
166 responsibilities.

167 (b) Copies shall be distributed to each member of the Council by the Executive Director prior
168 to filing with the Governor.

169 (c) Copies of the Council report shall not be required to be distributed to the membership of
170 the General Assembly provided the Executive Director notifies the members of the
171 General Assembly of the availability of the report in a manner which the Council deems
172 to be most effective and efficient.

173 (5) The public may obtain information or make submissions or requests to the Council at or
174 through the Georgia Firefighters Standards and Training Council's office by mail or
175 electronic submission. Members of the Standards and Training Council shall be updated at
176 each Council meeting of such requests since the last council meeting.

177 Authority. - O.C.G.A. §§25-4-3, 25-4-6, & 43-1-2

178

179 **205-1-1-.03 Appointment of the Executive Director.**

180 (1) The Council shall appoint the Executive Director who shall serve at the pleasure of the
181 Council.

182 (2) The Council shall establish the compensation of the Executive Director.

183 (3) Annual reviews shall be provided to the Executive Director by the Council.

184 Authority. - O.C.G.A. §§25-4-7.1 & 50-13-21.

185 **205-1-1-.04 Duties of the Executive Director.**

- 186 (1) The Executive Director may employ such other managerial, professional, technical, and
187 clerical personnel as required to conduct the business of the Council with the approval of
188 the Council.
- 189 (2) The Executive Director may contract for such services as may be necessary and convenient
190 to carry out the business of the Council as approved by the Council.
- 191 (3) The Executive Director may enter into contracts. Such contracts shall be for either
192 monetary or in kind services received or rendered by the Georgia Firefighter Standards and
193 Training Council.
- 194 (4) The Executive Director shall provide a budget report to the Council regarding
195 expenditures, personnel, and Staffing needs of the GFSTC.
- 196 (5) The Executive Director shall compile an annual report for the Governor and the members
197 of the Georgia General Assembly. The annual report shall be submitted to the Council for
198 review and approval a minimum of 30 days prior to the submission to the executive branch.
- 199 (6) The Executive Director shall determine department compliance and issue Certificates of
200 Compliance to fire departments and their individual stations that exhibit compliance with
201 the minimum requirements as approved by the Council. The Fire Department Certificate
202 of Compliance is and shall remain the property of the Georgia Firefighter Standards and
203 Training Council and may be revoked following due process for violations of the laws of
204 the State of Georgia or Rules & Regulations of the Georgia Firefighter Standards and
205 Training Council.
- 206 (7) The Executive Director shall issue Certificates of Compliance for State Certification and/or
207 Volunteer Registration for Firefighters that exhibit compliance with the minimum
208 requirements as approved by the Council. The Firefighters Certificate(s) of Compliance is
209 (are) and shall remain the property of the Georgia Firefighter Standards and Training
210 Council and may be revoked following due process for violations of the laws of the state of
211 Georgia or Rules & Regulations of the Georgia Firefighter Standards and Training
212 Council.
- 213 (8) The Executive Director shall determine the need and time-frame to conduct on-site reviews
214 at fire departments operating in the State of Georgia. On-site reviews are designed to
215 ensure that agencies and personnel meet and continue to meet minimum requirements as
216 established in O.C.G.A. 25-3, Article 2 and O.C.G.A. 25-4 and Rules & Regulations of the
217 Georgia Firefighter Standards and Training Council.
- 218 (9) The Executive Director may place the certification(s)/registration of any person
219 certified/registered by the GFSTC on probation/suspension upon notice that the person has
220 committed a violation of Rules & Regulations of the Georgia Firefighter Standards and
221 Training Council. With Council approval the individual may be decertified based on an
222 investigation of the violation.
- 223 (10) The Executive Director may void test results in the event that it is determined that some
224 form of misconduct or deception was involved in the testing process.
- 225 (11) The Executive Director shall cooperate with newly formed and existing fire departments to
226 ensure that all fire departments in this state are in compliance.
- 227 (12) The Executive Director shall have the authority to administer the Rules & Regulations and
228 the Policy & Procedures of the Georgia Firefighter Standards and Training Council. The

229 Executive Director shall ensure that all business conducted by the GFSTC is done in
230 accordance with GFSTC Vision, Mission and Core Values statements.

231 Authority. - O.C.G.A. §§25-3-23 25-3-24, 25-3-25, 25-3-26, 25-4-6, 25-4-7, & 25-4-7.1.

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CHAPTER 205-1-2
Fire Departments Operating in the
State of the Georgia

205-1-2-.01 Definitions.

- (1) **"Airport"** means any airport located in this state which has regularly scheduled commercial air carrier service or commuter airline service as required for certification under Section 139.49 of the Federal Aviation Administration regulations.
- (2) **"Airport Firefighter"** means any person assigned to any airport located in this state that performs the duties of aircraft fire fighting or rescue.
- (3) **"Fire Chief"** means the Chief Administrative Officer of a Fire Department.
- (4) **"Records Review"** means a review of records developed at the local fire department to be maintained and available for review upon request by GFSTC.
- (5) **"Volunteer"** means not employed for compensation but appointed, registered, and regularly enrolled to serve as a firefighter for any municipal, county, state, or private incorporated fire department.
- (6) **"Volunteer Support Firefighter"** means a registered firefighter who has been trained to the level of Volunteer Support Firefighter and passed the Volunteer Support Firefighter test as specified by the Council.
- (7) **"Volunteer Suppression Firefighter"** means a registered firefighter who has been trained to the level of Volunteer Suppression Firefighter and passed the Volunteer Suppression Firefighter test, to include live structure fire training, as specified by the Council.

Authority. - O.C.G.A. §§25-3-21, 25-4-2, 25-4-7, and 25-4-10

205-1-2-.02 Minimum Requirements for Fire Departments

- (1) Recognizing that fire departments operating in the State of Georgia cannot function effectively and efficiently as full-time fire departments without meeting or exceeding the minimum requirements established by Official Code of Georgia Annotated, Title 25, Chapter 3 - Article 2. It is the intent of these Rules & Regulations to establish the minimum requirements for all fire departments operating in this state in order to receive a Certificate of Compliance.
 - (a) Legally organized fire departments shall be established as an entity of the State of Georgia or a political sub-division of the State of Georgia (a city, county, board, etc.)
 - (b) Legally organized fire departments may exist as a private corporation incorporated either for-profit or not-for-profit through the State of Georgia Secretary of State and has a written contract to provide fire and emergency services with one or more local governments in Georgia.
- (2) No fire department shall exercise the general and emergency powers set forth in O.C.G.A. §25-3-1 and §25-3-2 without obtaining a Certificate of Compliance issued from the Georgia Firefighters Standards and Training Council.
- (3) Fire departments operating in the State of Georgia shall be established to provide fire and other emergency and nonemergency services in accordance with the applicable state laws,

307 local government ordinances, and the minimum standards specified by the Georgia
308 Firefighter Standards and Training Council. These fire departments shall:

309 (a) Be capable of providing fire protection 24 hours a day, 365 days per year.
310 Understanding the nature of the fire service in the State of Georgia, this may be
311 accomplished through the use of mutual-aid or automatic-aid agreements with
312 neighboring fire departments.

313 (b) Be responsible for a defined area of operations depicted on a map located at the
314 responding fire station(s). This area of operations as depicted on the map shall have been
315 approved and designated by the governing authority of the applicable county,
316 municipality, or other political subdivision in the case of any county, municipal, or
317 private corporation fire department.

318 (c) Be Staffed with a minimum number of trained Volunteer Suppression or State Certified
319 Firefighters who have successfully completed basic firefighter training as specified by
320 the Council.

321 1. Minimum Staffing shall be four (4) Volunteer Suppression or State Certified
322 Firefighters per station. An average of six (6) members per station, of which 2 of the
323 6 may be Volunteer Support Firefighters, is recommended. The minimum number of
324 firefighters will be calculated as an aggregate total for the entire department.

325 2. Each firefighter must be at least 18 years of age.

326 3. Each firefighter must be duly appointed by a legally organized and compliant fire
327 department.

328 (4) A legally organized fire department shall purchase and maintain insurance coverage in a
329 sufficient amount for coverage on each member of the fire department to pay claims for
330 injuries sustained enroute to, during, and returning from emergency calls, disasters,
331 scheduled training sessions and other department-required activities. Upon cancellation or
332 reinstatement of any policy for the coverage of each member of the fire department, the
333 Executive Director of the Georgia Firefighter Standards and Training Council shall be
334 notified immediately.

335 (a) ACCG members shall provide the current Estimated Payroll Request form.

336 (b) GMA members shall provide the current Estimated Annual Premium form.

337 (c) Departments using other insurance carriers may provide a copy of the insurance policy, a
338 council/commission resolution or other proof of insurance coverage.

339 (5) The GFSTC Compliance Package must be submitted to GFSTC. In addition to the
340 completed Compliance Application, the department shall include the following
341 documentation:

342 (a) A defined area of operation for each station shall be depicted on a map not less than 8.5 x
343 11 shall be filed with the application for a Certificate of Compliance.

344 (b) A letter from the governing authority of the applicable county, municipality or other
345 political subdivision in the case of any county, municipal or private corporation fire
346 department approving the designated area of authority.

347 (c) An affidavit from the governing authority of the applicable county, municipality, or other
348 political subdivision in the case of any county, municipal or volunteer fire department
349 indicating the operation of the department's intent and purpose of carrying out the duties,

350 functions, powers, and responsibilities normally associated with the operation of a fire
351 department and the ability to provide fire protection for the area of operation filed with
352 the application for Certificate of Compliance 24 hours a day, 365 days per year.

353 (d) A copy of the insurance certificate or proof otherwise of insurance coverage in a
354 sufficient amount for coverage on each member of the fire department to pay claims for
355 injuries sustained en route to, during, and returning from emergency calls, disasters,
356 scheduled training sessions and other department-required activities. Upon cancellation
357 or reinstatement of any policy for the coverage of each member of the fire department,
358 the executive director of the Georgia Firefighter Standards and Training Council shall be
359 notified immediately but no less than two business days.

360 (6) Before a fire department may begin legal operations, an on-site review must be conducted by
361 GFSTC Staff to confirm the information contained in the Compliance Package.

362 (7) Documentation from the Safety Fire Division of the Office of the Insurance and Safety Fire
363 Commissioner indicating that the fire department is, and remains, in compliance with the
364 reporting requirements of the state law as specified in O.C.G.A. §25-3-24 and §25-2-32(b).

365 (8) The Executive Director of the Georgia Firefighter Standards and Training Council shall issue
366 a Certificate of Compliance according to Rules & Regulations and Policy & Procedures of
367 the Georgia Firefighter Standards and Training Council.

368 Authority. - O.C.G.A. §§25-3-4, 25-3-20, 25-3-22, 25-3-23, & 25-3-24.

369

370 **205-1-2-.03 Minimum Equipment Required for County, Municipal or Private Corporation**
371 **Fire Departments**

372 (1) Each fire station, unless granted an exemption as approved by the Council shall possess a
373 minimum of one equipped, operable pumper with a capacity of at least 750 gpm at 150 psi
374 and a tank capacity of a minimum 250 gallons. (A minimum of a 500 gallon tank capacity is
375 recommended). Previously approved fire apparatus which does not meet this minimum
376 standard or recommendation may be used in lieu of the minimum required pumper until total
377 replacement or chassis replacement by the local authority until January 1, 2025. The
378 previously approved fire apparatus may be retained for use as a mobile water supply, brush
379 truck, etc., however, not for structure fires involving interior fire attack or search and rescue
380 operations in structures normally occupied by human inhabitants.

381 (2) A minimum of the following equipment, appliances, adapters, and accessories for structural
382 pumper apparatus shall include:

383 (a) 400 feet of 1½", 1¾", or 2" double-jacketed, lined fire hose

384 (b) Two (2) handline nozzles, 95 gpm minimum

385 (c) Two (2) portable fire extinguishers suitable for use on class A, B, and C fires, with a
386 minimum rating of 80BC for dry chemical, 10BC CO₂ or 2½ gallon water extinguishers

387 (d) Four (4) self-contained breathing apparatus (SCBA) in accordance with the general
388 criteria of NFPA 1981, *Standard on Open Circuit Self-Contained Breathing Apparatus*
389 *(SCBA) for Emergency Services*

390 (e) One (1) spare SCBA cylinder for each SCBA carried

391 (f) One (1) 12 foot or longer fire service rated roof ladder

392 (g) One (1) 24 foot or longer fire service rated extension ladder

- 393 (h) One (1) pick head ax
- 394 (i) One (1) flat head ax
- 395 (j) One (1) pike pole or plaster hook (minimum 6-feet in length)
- 396 (k) One (1) claw tool or multipurpose, forcible entry tool (minimum 30-inches in length)
- 397 (l) One (1) bolt cutter (minimum 24-inches in length)
- 398 (m) One (1) crowbar or pry bar
- 399 (n) Two (2) functioning portable battery-powered hand lights
- 400 (o) Wheel chock(s)
- 401 (p) One (1) two-way radio assigned to the apparatus
- 402 (q) One (1) ANSI approved traffic vest per assigned seating position (exception: if assigned
- 403 to each member it is not necessary to be on apparatus.)
- 404 (r) Two (2) Spanner wrenches or suitable hose fastening wrench
- 405 (s) One (1) hydrant wrench
- 406 (t) One (1) double male coupling
- 407 (u) One (1) double female coupling
- 408 (v) One (1) folding ladder
- 409 (w) One (1) salvage cover or material suitable for fire service salvage operations.
- 410 (x) 500 feet of 2½" diameter or larger supply hose to meet the jurisdiction needs
- 411 (3) Personal protective clothing to allow for each on-scene Firefighter to safely perform the
- 412 duties of a Structural Firefighter while engaged in fighting a structure fire.
- 413 (a) Personal protective clothing shall include a helmet, coat, pants, boots, gloves, and hood
- 414 that meet NFPA standards at the time of manufacture.
- 415 (b) All personal protective clothing shall be in good repair.
- 416 1. It is recommended that the condition of all equipment be checked after each use and
- 417 on an annual basis to ensure that the integrity of the equipment is maintained for
- 418 emergency use and follows manufacturers' recommendations for cleaning and
- 419 replacement.
- 420 (c) A sampling of the department's protective clothing shall be made available to GFSTC
- 421 Staff during an on-site review.

422 Authority. - O.C.G.A. §§25-3-23 & 25-3-24.

423

424 **205-1-2-.04 Requirements for Airport Fire Department Compliance**

- 425 (1) Airport fire departments shall meet minimum requirements for fire departments as described
- 426 in Rule 205-1-2.01 of the Georgia Firefighter Standards and Training Council Rules &
- 427 Regulations. To be legally organized, an airport fire department shall comply with the
- 428 following requirements:
- 429 (a) Established to provide fire and other emergency and non-emergency services in
- 430 accordance with standards specified by the Federal Aviation Administration and the
- 431 Rules & Regulations of the Georgia Firefighter Standards and Training Council.

- 432 (b) Capable of providing rescue and fire protection during air carrier operations at the airport,
433 as specified by Federal Aviation Administration regulations.
- 434 (c) Responsible for a defined area of operation depicted on a map and prominently displayed
435 in the fire station. The area of operation shall have been approved and designated by the
436 governing authority of the airport.
- 437 (d) In order for Airport Fire Departments to be considered for the issuance of a Certificate of
438 Compliance they shall be staffed with a minimum number of ARFF trained firefighters.
- 439 1. Minimum Staffing shall be a minimum of four (4) State Certified Airport Firefighters
440 per station. An average of six (6) is recommended. The minimum number of
441 firefighters will be calculated as an aggregate total for the entire fire department.
 - 442 2. Each firefighter must be at least 18 years of age.
 - 443 3. Each firefighter must be duly appointed by a legally organized and compliant fire
444 department.

445 Authority. - O.C.G.A. §§25-3-20, 25-3-24 & 25-4-2.

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447 **205-1-2-.05 Minimum Equipment Required for Airport Fire Departments.**

- 448 (1) Each ARFF fire station, unless granted an exemption as approved by the Council, shall
449 possess a minimum of one equipped, operable ARFF-rated apparatus and equipment meeting
450 the applicable index requirements of the Federal Aviation Administration.
- 451 (2) Self-contained breathing apparatus to allow for each on-scene Aircraft Rescue Firefighter to
452 safely perform the duties of an Aircraft Rescue Firefighter while engaged in emergency
453 operations.
- 454 (3) A minimum of the following equipment, appliances, adapters, and accessories for an ARFF
455 pumper apparatus shall include:
- 456 (a) One (1) ground ladder
 - 457 (b) One (1) section of NFPA compliant hose of minimum 2½ -inch diameter for tank fill
 - 458 (c) Two (2) appropriate spanner wrenches for the fittings on the vehicle
 - 459 (d) One (1) hydrant wrench or other wrench necessary to activate the local water supply
 - 460 (e) One (1) skin penetrator/agent applicator
 - 461 (f) Appropriate wheel chocks
 - 462 (g) 100 feet of utility rope
 - 463 (h) Two (2) axes, non-wedge type (crash axes)
 - 464 (i) One (1) fire-resistant blanket
 - 465 (j) One (1) bolt cutters (minimum 24-inches in length)
 - 466 (k) One (1) multipurpose, forcible entry tool (minimum 30-inches in length)
 - 467 (l) Two (2) functioning intrinsically safe flashlights
 - 468 (m) Two (2) harness cutting tools
 - 469 (n) One (1) hook, grab, or salvage tool
 - 470 (o) One (1) first aid kit

- 471 (p) One (1) four-pound hammer
- 472 (q) Set of hydraulic extrication tools or an agreement with a responding fire department
- 473 (4) Possess and equip rescue and firefighting personnel with personal protective clothing and
474 equipment needed to perform their duties in a safe manner.
- 475 (a) Personal protective clothing shall include an approved helmet, coat, pants, boots, gloves,
476 and hood.
- 477 (b) All personal protective clothing shall be in good repair.
- 478 1. It is recommended that the condition of all equipment be checked after each use and
479 on an annual basis to ensure that the integrity of the equipment is maintained for
480 emergency use and follows manufacturers' recommendations for cleaning and
481 replacement.
- 482 (c) All personal protective clothing shall meet the appropriate NFPA and Federal Aviation
483 Administration standards at the time of manufacture.

484 Authority. - O.C.G.A. §§25-3-20 & 25-3-24.

485

486 **205-1-2-.06 Minimum Equipment Required for Apparatus Other Than Fire Department**
487 **Pumper and ARFF Apparatus.**

- 488 (1) A fire station shall possess a compliant fire department apparatus in order to receive a
489 Certificate of Compliance. This section allows for compliance for stations that are granted
490 exemption for pumper or ARFF apparatus by the Executive Director based on a list of
491 equipment as approved by the Council. It establishes minimum equipment for the apparatus
492 in those stations with one of the following types of apparatus:
- 493 (a) Air/Light*
- 494 (b) Aerial *
- 495 (c) Brush*
- 496 (d) Fire Boat*
- 497 (e) Heavy Rescue *
- 498 (f) Mobile Water Supply (Tanker/Tender)*
- 499 (g) Rescue/Squad*
- 500 (h) Service*
- 501 (i) Trench Rescue*
- 502 (j) Other apparatus as approved by GFSTC*

503 * Please see Appendix A

- 504 (2) Each apparatus type listed in 205-1-2-.05(1) must be equipped with the equipment,
505 appliances, adapters, and accessories necessary to perform and carry out the duties and
506 responsibilities of a fire department set forth in O.C.G.A. §25-3-1 and §25-3-2 as approved
507 by the Georgia Firefighter Standards and Training Council.

508 Authority. - O.C.G.A. §§25-3-20 & 25-3-24.

509

510

511 **205-1-2-.07 Training Records and Reports**

512 (1) The fire department shall maintain required records which can be made available to GFSTC
513 Staff upon request for the purpose of records review.

514 (2) The fire department shall submit an end-of-year training report to GFSTC confirming that all
515 personnel have met minimum training requirements as established by the Council.

516 Authority. - O.C.G.A. §§ 25-3-24, 25-3-26, & 25-4-10

517

518 **205-1-2-.08 Request for Waiver or Extension of Existing Requirement**

519 (1) Except as otherwise provided by law and for good cause shown, the Executive Director may,
520 in the exercise of his/her discretion, grant a waiver or waivers of an existing requirement or
521 grant a reasonable period or periods of extension of any requirement imposed on a fire
522 department under these Rules & Regulations. All requests for waivers or extensions must be
523 submitted in writing to the Executive Director by the fire chief of the affected department.

524 (2) The written request must contain the following information:

525 (a) Name, present address, and telephone number of person requesting waiver or extension,
526 and;

527 (b) A statement clearly outlining why the requestor feels that a waiver or extension is
528 justified.

529 Authority. - O.C.G.A. §§ 25-3-23, 25-3-25, 25-3-26, 25-4-3, 25-4-6, 25-4-7, 25-4-7.1, 33-2-9, & 50-13-9.1.

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CHAPTER 205-1-3

Minimum Requirements for Firefighters
Operating in the State of Georgia

205-1-3-.01 Definitions.

- (1) "**Candidate**" means a prospective firefighter who has not yet been certified by the Council as having met the requirements of this chapter.
- (2) "**Certified**" means any individual who has been certified as having met the requirements established by the Council.
- (3) "**Certified Firefighter**" or "**State Certified Firefighter**" means any firefighter who has been certified by the Council as having met the requirements of this chapter.
- (4) "**Compensation**" means paid on an hourly or salaried basis.
- (5) "**Continued Annual Training**" means the professional development training needed to meet minimum requirements to maintain certification(s)/registration each calendar year as approved by the Fire Chief.
- (6) "**Continued Certification**" means having met the minimum professional development training required each calendar year for those individuals who are certified by the Georgia Firefighter Standards and Training Council to maintain their certification(s).
- (7) "**Designee**" means the representative designated by the fire chief to deal with matters of the Council.
- (8) "**Fire and Life Safety Educator**" means a person who is trained to deliver fire and life safety training programs to the general public.
- (9) "**Fire Department Training Officer**" means the person responsible for administrative work in planning, organizing, coordinating, and directing training activities of the Fire Department.
- (10) "**Firefighter**" means any able-bodied person at least 18 years of age who has been duly appointed by a legally constituted fire department and who has the responsibility of preventing and suppressing fires, protecting life and property, and performing other duties enumerated in O.C.G.A. §25-3-1 and §25-3-2.
- (11) "**Fire Inspector**" means a person who is trained to perform fire and life safety inspections of all types of new construction and existing occupancies.
- (12) "**Fire Investigator**" means a person who is trained to investigate and determine fire cause and origin.
- (13) "**Fire Service Instructor**" means the person responsible for delivering instruction effectively from prepared materials at the direction, and often under the supervision, of the Fire Department Training Officer.
- (14) "**Full-time**" or "**Career**" means employed for compensation on a basis of at least 40 hours per week by any municipal, county, state, or private incorporated fire department.
- (15) "**Georgia Fire Academy**" or "**GFA**" means a division of the Georgia Public Safety Training Center that is responsible for training fire service personnel.
- (16) "**Inmate Firefighter**" means an individual currently serving a sentence as a Georgia Department of Corrections inmate and currently enrolled, or who has successfully

591 completed, the Georgia Department of Corrections Inmate Firefighter training program,
592 and is recognized by the Georgia Department of Corrections as such.

593 (17) **“Live Fire Training”** means a structure fire control class conducted by the Georgia Fire
594 Academy or a structure fire control class conducted at another location where at least one
595 qualified instructor has completed the “Structural Fire Control Instructor” course and
596 conducted in accordance with the current edition of NFPA 1403.

597 (18) **“Part-time”** means employed for compensation for an average of less than 30 hours per
598 week by any municipal, county, state, or private incorporated fire department.

599 (19) **“Professional Development”** means training that meets a national or state standard, or
600 addresses a specific area of local service delivery (this does not include daily duties such as
601 maintenance, territory study, equipment checks, etc., unless it is for a recruit or
602 probationary personnel) and performed in a classroom, at a conference, a drill field setting,
603 etc. with instruction by an individual deemed to be qualified by the fire chief.

604 (20) **“Recertification”** means restoring the certification(s) to those individuals who have lost
605 their certification(s).

606 (21) **“Recruit”** means a prospective firefighter who has not yet been certified or registered by
607 the Council as having met the requirements of O.C.G.A. 25-4 and these Rules &
608 Regulations.

609 (22) **“Registered”** means that the fire department has submitted necessary paperwork to
610 GFSTC to add the individual to the department’s roster and to document that the individual
611 has completed minimum training as required under O.C.G.A. 25-4 and these Rules &
612 Regulations.

613 (23) **“Registered Volunteer”** means “Volunteer Suppression Firefighter”.

614 Authority. - O.C.G.A. §§25-3-21, 25-4-2, 25-4-7, & 25-4-10

615

616 **205-1-3-.02 Registration.**

617 (1) All active fire service personnel, except civilian personnel, must be registered with GFSTC.

618 (2) All members of any fire department operating in the State of Georgia must be registered with
619 GFSTC immediately upon appointment with the fire department. As of the approval date for
620 this document, within 30 days the fire department shall review its roster and ensure that all
621 personnel are registered in the GFSTC database. If personnel are already in the database, the
622 department may correct the roster electronically on the GFSTC website or may submit a
623 Candidate Initial Registration form for all members not currently in the GFSTC database.
624 The registration process is not completed until a Registration or Certification Application
625 form is submitted for each individual to GFSTC.

626 (a) The fire department shall verify the status of all fire service personnel on their roster in
627 the GFSTC database as assigned to one of the following categories:

628 1. C - Career Firefighter

629 2. P - Part-Time Firefighter

630 3. V - Volunteer Suppression Firefighter

631 4. S - Volunteer Support Firefighter

632 5. I - Inmate Firefighter

- 633 6. R - Recruit
- 634 7. O - Student in Technical College/Private School
- 635 (b) Initial registration shall be reported using the Candidate Initial Registration form.
- 636 (c) The Registration process is not complete until the fire department submits a Registration
637 or Certification Application.
- 638 (d) Any time the status of an individual changes this information must be reported to GFSTC
639 using an electronic or paper Change of Status form.
- 640 (e) A fire department may, when necessary, submit an electronic or paper Change of Status
641 form notifying GFSTC and requesting of military leave of absence for any fire service
642 personnel receiving orders for a deployment of six (6) months or greater.
- 643 1. In addition, the fire department shall submit a copy of the individual's deployment
644 orders to GFSTC.
- 645 2. The fire department shall submit a copy of the individual's release from duty orders
646 to GFSTC along with a Change of Status form for personnel returning to the fire
647 department from military service.
- 648 (f) A fire department may, when necessary, submit an electronic or paper Change of Status
649 form notifying and requesting an extended medical leave of absence for any fire service
650 personnel.
- 651 1. A fire department choosing to request an extended medical leave of absence for any
652 fire service personnel that will not complete the minimum 24 (twenty-four) hours
653 required annual training must submit a written doctor's excuse or letter of
654 authorization from the fire chief. GFSTC does not require that the doctor's diagnosis
655 be included, just that the doctor has placed the employee on extended medical leave.
- 656 2. Upon their return, the fire department must submit a doctor's release or letter of
657 authorization from the fire chief for the individual's to return to duty.
- 658 3. Any leave of absence request shall be considered on a case-by-case basis by the
659 Executive Director.
- 660 (2) All registered members of any fire department operating in the State of Georgia shall:
- 661 (a) Be at least 18 years of age as verified by the Fire Chief or his/her designee through an
662 inspection of a birth certificate, a valid Georgia Driver's License, or a government issued
663 photo identification that includes the applicant's date of birth.
- 664 (b) Be a legal United States citizen or possess valid and current documentation to be legally
665 employed in the State of Georgia.
- 666 (c) Not have been convicted of a felony in any jurisdiction within ten years prior to
667 appointment (except as provided in O.C.G.A. §25-4-8).*
- 668 1. For registration of volunteer personnel, original or certified copies of the original
669 criminal history search made of local and state databases to disclose any criminal
670 record.
- 671 2. Personnel seeking State Certification shall be fingerprinted and a search made of
672 local, state, and national fingerprint files to disclose any criminal record.
- 673 3. It is recommended that a search of national criminal information databases be
674 conducted on all applicants in addition to the local and state search.

- 675 4. Criminal history documents used to determine eligibility for fire service personnel
676 must be current.
- 677 * 5. Inmate firefighters must be enrolled in or have successfully completed the State of
678 Georgia Department of Corrections approved inmate firefighter program. Inmate
679 firefighters must:
- 680 a. Be minimum security
681 b. Have no physical limitations
682 c. Have no arson convictions
683 d. Have no sexual offense convictions
684 e. Have or be actively working toward a high school diploma or GED
- 685 (d) Have a good moral character as determined by investigation of the criminal history of the
686 candidate to verify that there are no recent patterns of criminal involvement or intent
687 related to stealing, cheating, lying, or other offenses that may indicate a disregard for the
688 law or ethical and moral conduct.
- 689 (3) To complete requirements for registration of volunteer fire service personnel, the fire
690 department shall complete, and maintain for on-site review, a Volunteer Registration
691 Package and complete and submit the Volunteer Registration Application.
- 692 (4) To complete requirements for registration of State Certified personnel, the fire department
693 shall complete, and maintain for on-site review, a Certification Package and complete and
694 submit a Certification Application.

695 Authority - O.C.G.A. §25-4-7.

696

697 **205-1-3-.03 Notification to GFSTC of Personnel Separation and Surrender of Certification.**

- 698 (1) The fire department shall notify GFSTC at any time registered personnel leave the
699 department. This shall be done through submission of an electronic or paper Change of
700 Status form.
- 701 (2) In addition, the fire department shall give GFSTC the reason for the separation.
- 702 (3) If a fire service member is required by a medical doctor to relinquish any or all of the
703 essential duties required to perform their job description, he/she must notify GFSTC and
704 voluntarily surrender his/her certification(s). *For example, a State Certified Firefighter who
705 is also a State Certified Fire Inspector who can no longer perform the essential functions of
706 his/her job as a Firefighter may, at the discretion of the local fire department, continue as a
707 Fire Inspector. This person would be required to voluntarily surrender their State
708 Firefighter Certification but retain their State Certification as a Fire Inspector and would
709 have to continue to meet requirements for continued certification.*
- 710 (4) A State Certification may be voluntarily surrendered at any time.

711

712 **205-1-3-.04 Classifications of Fire Service Personnel.**

- 713 (1) These Rules & Regulations are further established to provide for the Policy & Procedures for
714 various classifications of fire service personnel.
- 715 (2) All State Certified fire service personnel shall be members of a compliant fire department
716 operating in the State of Georgia.

- 717 (3) All fire service personnel shall successfully complete basic training relative to the job
718 description for the position they are appointed or hired to perform.
- 719 (4) Regardless of out of state certifications held by candidates, the Georgia Firefighter Standards
720 and Training Council requires firefighters be tested for Volunteer Suppression Firefighter, or
721 State Certified Firefighter. As a condition of appointment/employment, candidates have one
722 year of hire or appointment date to complete the required training and test with the GFSTC.
- 723 (5) GFSTC shall certify individuals who have successfully completed requirements outlined in
724 the Rules & Regulations of the Georgia Firefighter Standards and Training Council for state
725 certification.
- 726 (6) State Certified Fire Service Personnel (Full-time firefighters):
- 727 (a) Gain and Continue Certification Classifications:
- 728 1. All fire service personnel employed as full-time employees by any fire department
729 operating in the State of Georgia shall be State Certified as a condition of
730 employment.
- 731 2. For all other fire service personnel, state certification is optional unless mandated by
732 the local fire department.
- 733 3. Full-Time Firefighters or other certifications issued by GFSTC must complete basic
734 training for the level of appointment and pass the State of Georgia certification test
735 relative to the job description for the position they are hired to perform. They shall:
- 736 a. Successfully completed the basic training program as approved by the Council
737 relative to the job description for the position they are hired to perform and pass a
738 required certification test.
- 739 b. Received training in another state determined by GFSTC to be equivalent to the
740 basic training program described above and passed a required certification test.
- 741 c. Received training as a federal firefighter by the United States government
742 determined by GFSTC to be equivalent to the basic training program described
743 above and passed a required certification test.
- 744 4. To complete requirements for State Certification, the fire department must complete
745 and properly store the Certification Package, and complete and submit the
746 Certification Application to GFSTC. These documents verify that the candidate:
- 747 a. Is at least 18 years of age.
- 748 b. Has not been convicted of a felony in the past ten (10) years (except as provided
749 in O.C.G.A. §25-4-8). Criminal history documents used to determine eligibility
750 for fire service personnel must be current.
- 751 c. Has an affidavit of good moral character as determined by investigation approved
752 by the Council and signed by the fire chief.
- 753 d. Has successfully completed the minimum physical agility requirements as
754 established by the Council.
- 755 e. Has a signed medical affidavit indicating that he/she is in good physical
756 condition as determined by a medical examination approved by the Council.
- 757 f. Has a high school diploma from an accredited high school, a state issued general
758 education development equivalency (GED) or the Home School Affidavit (as
759 approved by the Council).

- 760 g. Has successfully completed the Council-approved minimum training course
761 curriculum or equivalent
- 762 h. Has successfully completed the certification examination as approved by the
763 Council within one (1) year.
- 764 5. To continue their registration and State Certification status fire service personnel who
765 are certified by GFSTC must meet minimum requirements each calendar year
766 following the year of certification:
- 767 a. Successful completion of a total of 24 hours of professional development training
768 each year as approved by the Fire Chief is required for continuation of any or all
769 State Certifications. "Professional Development" means training that meets a
770 national or state standard, or addresses a specific area of local service delivery
771 (this does not include daily duties such as maintenance, territory study,
772 equipment checks, etc. unless it is for a recruit or probationary personnel) and
773 performed in a classroom, at a conference, a drill field setting, etc. with
774 instruction by an individual deemed to be qualified by the fire chief. Such hours
775 may be credited toward the maintenance of any and all certifications as approved
776 by the Council.
- 777 b. Records shall be developed, maintained, and available for review by GFSTC
778 Staff at the local department.
- 779 c. Documentation of this training shall include certificates, transcripts, or sign-in
780 sheets. All training documentation shall include the training subject, date,
781 beginning and ending times, description of the training, objectives of the training,
782 and signatures of students and instructors.
- 783 d. Fire Chiefs and Training personnel are urged to continue using the criterion that
784 GFSTC has traditionally used to determine whether or not something is actually
785 training. That criterion is training that meets a national or state standard and is
786 performed in a classroom, at a conference, a drill field setting, etc. with
787 instruction by an individual deemed to be qualified by the fire chief. This does
788 not include daily duties such as maintenance, territory study, equipment checks,
789 etc. unless it is for a recruit or probationary personnel.
- 790 e. Fire departments and other agencies that are looking for outside validation of
791 classes, courses and schools can submit a Course Credit Request form to GFSTC
792 and the documentation will be reviewed for course credit acceptance as a
793 courtesy.
- 794 f. A fire service member shall notify GFSTC in writing of any arrest and/or
795 conviction set out below involving himself/herself within fifteen (15) calendar
796 days of becoming aware of such arrest and/or conviction. This is regardless of
797 any action or lack thereof by the employing agency as a result of such
798 information. Records concerning the disciplinary action shall be made available
799 to the Executive Director of the Council or his/her representative upon request.
800 These records shall include, but are not limited to:
- 801 1. Arrest and/or conviction by local, state, or federal authorities;
- 802 2. Arrest and/or conviction or bond forfeiture in any local, state, or federal
803 court; the term "arrest and/or conviction" includes a finding or verdict of
804 guilt, plea of guilty, or a plea of nolo contendere, regardless of whether the
805 adjudication of guilt or sentence is withheld or not entered thereon (this

806 specifically includes pleas under *Alford v. North Carolina*, first-offender
807 pleas, and pre-trial diversion agreements); Minor traffic violations like
808 speeding, traffic control devices and improper passing need not be reported to
809 the Council. Reckless driving, fleeing and eluding a police officer, and
810 homicide by vehicle are hereby listed as specific, but not exclusive, examples
811 of traffic violations that are not minor and are to be reported.

812 (b) Transfer Certification: Fire service personnel certified by GFSTC may, upon separation
813 from any fire department and upon agreement with a subsequently appointing/employing
814 fire department, transfer such certification(s) to the appointing/employing fire
815 department.

816 1. Any fire department may refuse to accept the transfer of previously acquired
817 certification(s) and may require any newly appointed/employed fire service personnel
818 to complete the basic training course provided for in O.C.G.A. §25-4-9 (a).

819 2. The fire department must complete and submit the Compliance Request (Short) form
820 to GFSTC at the time of the transfer.

821 (c) Re-certification: Individuals returning to the fire service and seeking re-certification
822 shall be in one of the following categories:

823 1. State Certified fire service personnel may leave a fire department in good standing
824 and return within five years with no penalty as long as they maintain continuous
825 training as approved by the Council. The hiring/appointing Fire Chief shall submit
826 the following documentation validating the readiness of the candidate for
827 recertification.

828 a. Submit a letter on fire department letterhead from the Fire Chief stating how and
829 why the candidate is qualified for recertification.

830 b. Submit an electronic or paper Change of Status form.

831 c. Complete a new Certification Package and keep it on file for review by GFSTC
832 Staff.

833 d. Submit a new Certification Application.

834 2. State Certified fire service personnel who are discharged for cause shall be considered
835 for re-certification on case-by-case basis. Unless adverse action is taken by the
836 Council, these individuals will have one (1) calendar year from the date of discharge
837 to return to the fire service without penalty. For such individuals the fire department
838 shall:

839 a. Submit a letter on fire department letterhead from the Fire Chief stating how and
840 why the candidate is qualified for recertification.

841 b. Submit of an electronic or paper Change of Status form.

842 c. Complete a new Certification Package and keep it on file for review by GFSTC
843 Staff.

844 d. Submit a new Certification Application.

845 3. State Certified fire service personnel that leave the fire service for more than five
846 years the:

847 a. Fire department shall submit an electronic or paper Change of Status form.

- 848 b. Fire department shall complete a new Certification Package and keep it on file
849 for on-site review.
- 850 c. Fire department shall submit a new Certification Application.
- 851 d. Candidate shall successfully pass the required test for their level of State
852 Certification.
- 853 4. Following recertification, fire service personnel shall complete a total of 24 hours of
854 professional development training each year as approved by the Fire Chief.
855 Professional Development means training that meets a national or state standard, or
856 addresses a specific area of local service delivery (this does not include daily duties
857 such as maintenance, territory study, equipment checks, etc., unless it is for a recruit
858 or probationary personnel) and performed in a classroom, at a conference, a drill field
859 setting, etc. with instruction by an individual deemed qualified by the fire chief.
- 860 5. Records shall be developed, maintained, and available for on-site review at the local
861 department. Documentation of this training shall include the subject, date, time,
862 description of the training, objectives of the course, and signatures of students and
863 instructors.
- 864 (d) How to become State Certified by Specific Classification:
- 865 1. State Certified Firefighter:
- 866 a. A Firefighter will be required to be trained and successfully pass both written and
867 skills testing for the level of Firefighter I and shall complete all requirements to
868 become a State Certified Firefighter within one year of the date of hire to
869 maintain employment and be in compliance with O.C.G.A. Title 25-4-8 & 25-4-9
870 and Rules & Regulations of the Georgia Firefighter Standards and Training
871 Council.
- 872 b. The Firefighter shall pass the state certification test as approved by the Council.
- 873 c. Upon completion of all training and testing requirements, the fire department
874 shall complete a Certification Package and submit a Certification Application or
875 Compliance Request (Short) form for the candidate.
- 876 d. The hiring department shall complete and submit a Compliance Request (Short)
877 form for anyone appointed to the position of Public Safety Director, Fire Chief,
878 Chief Executive Officer or any comparable title who is currently State Certified
879 by GFSTC.
- 880 e. Any person not currently State Certified by GFSTC and appointed to the position
881 of Public Safety Director, Fire Chief, Chief Executive Officer or any comparable
882 title of a fire department in the state of Georgia shall be exempt from a specific
883 portion of the minimum requirements for State Certification of Fire Service
884 Personnel.
- 885 1. The Public Safety Director, Fire Chief, Chief Executive Officer or any
886 comparable title of a fire department may be exempt from:
- 887 i. Taking the firefighter certification examination as approved by the
888 Council.
- 889 ii. Taking the physical agility test (PAT) as approved by the Council.
- 890 2. All other certification requirements for State Certified Firefighter apply.

- 891 3. The Public Safety Director, Fire Chief, Chief Executive Officer or any
892 comparable title of a fire department who chooses to claim Council-approved
893 exemptions shall:
- 894 i. Complete Firefighter Certification Package (less the PAT) and keep it on
895 file at the fire department to be reviewed by GFSTC Staff upon request.
- 896 ii. Complete the Certification Application (less the PAT check box) and
897 submit it along with any required supporting documentation to GFSTC.
- 898 4. Any person having been appointed under the above conditions who is not
899 State Certified prior to the appointment and vacates the above-listed positions
900 but remains in a fire department shall be required to meet all requirements for
901 state registration/certification as approved by the Council.
- 902 2. State Certified Airport Firefighter:
- 903 a. An Airport Firefighter shall be required to be trained to the level of Firefighter I
904 and Aircraft Rescue Firefighter (ARFF) and shall complete all requirements to
905 become a State Certified Airport Firefighter and be in compliance with FAA
906 regulations, O.C.G.A. Title 25-4-8 & 25-4-9 and Rules & Regulations of the
907 Georgia Firefighter Standards and Training Council.
- 908 b. The Airport Firefighter shall complete the GFSTC required taskbook and pass the
909 state certification test as approved by the Council.
- 910 c. Upon completion of all training and testing requirements, the fire department
911 shall complete a Certification Package and submit a Certification Application or
912 Compliance Request (Short) form for the candidate.
- 913 3. State Certified Fire and Life Safety Educator:
- 914 a. To become certified as a Fire & Life Safety Educator, the individual shall be
915 required to be trained to the level of Fire & Life Safety Educator I and shall
916 complete all requirements to become a State Certified Fire & Life Safety
917 Educator within one year of appointment (if applicable) and be in compliance
918 with O.C.G.A. Title 25-4-8 & 25-4-9 and Rules & Regulations of the Georgia
919 Firefighter Standards and Training Council.
- 920 b. The Fire & Life Safety Educator shall pass the state certification test as approved
921 by the Council.
- 922 c. Upon completion of all training and testing requirements, the fire department
923 shall complete a Certification Package and submit a Certification Application or
924 Compliance Request (Short) form for the candidate.
- 925 4. State Certified Fire Inspector:
- 926 a. To become certified as a Fire Inspector shall be required to be trained to the level
927 of Fire Inspector I and shall complete all requirements to become a State
928 Certified Fire Inspector within one year of appointment (if applicable) and be in
929 compliance with O.C.G.A. Title 25-4-8 & 25-4-9 and Rules & Regulations of
930 the Georgia Firefighter Standards and Training Council.
- 931 b. The Fire Inspector shall pass the state certification test as approved by the
932 Council.

- 933 c. Upon completion of all training and testing requirements, the fire department
934 shall complete a Certification Package and submit a Certification Application or
935 Compliance Request (Short) form for the candidate.
- 936 5. State Certified Fire Investigator:
- 937 a. To become certified as a Fire Investigator shall be required to be trained to the
938 level of Fire Investigator I and shall complete all requirements to become a State
939 Certified Fire Investigator within one year of appointment (if applicable) and be
940 in compliance with O.C.G.A. Title 25-4-8 & 25-4-9 and Rules & Regulations of
941 the Georgia Firefighter Standards and Training Council.
- 942 b. The Fire Investigator shall pass the state certification test as approved by GFSTC.
- 943 c. To attain Fire Investigator I a candidate shall successfully complete Arson
944 Investigations Levels 1 and 2 through the Georgia Public Safety Training Center.
945 In addition, the department shall send in a copy of their Arson Investigations
946 Level 2 certificate issued by the Georgia Public Safety Training Center to
947 complete the certification process for State Certified Fire Investigator.
- 948 d. Upon completion of all training and testing requirements, the fire department
949 shall complete a Certification Package and submit a Certification Application or
950 Compliance Request (Short) form for the candidate.
- 951 6. State Certified Fire Instructor:*
- 952 a. To become certified as a Fire Instructor shall be required to be trained to the level
953 of Fire Instructor I and shall complete all requirements to become a State
954 Certified Fire Instructor and be in compliance with O.C.G.A. Title 25-4-8 & 25-
955 4-9 and Rules & Regulations of the Georgia Firefighter Standards and Training
956 Council.
- 957 b. The Fire Instructor shall pass the state certification test as approved by the
958 Council.
- 959 c. Upon completion of all training and testing requirements, the fire department
960 shall complete a Certification Package and submit a Certification Application or
961 Compliance Request (Short) form for the candidate.
- 962 7. State Certified Acting Officer-in-Charge:*
- 963 a. To become certified as an Acting Officers-in-Charge shall be required to be
964 trained to the level of Acting Officer-in-Charge and shall complete all
965 requirements to become a State Certified Acting Officer-in-Charge and be in
966 compliance with O.C.G.A. Title 25-4-8 & 25-4-9 and Rules & Regulations of
967 the Georgia Firefighter Standards and Training Council.
- 968 b. The Acting Officer-in-Charge shall pass the state certification test as approved by
969 the Council.
- 970 c. Upon completion of all training and testing requirements, the fire department
971 shall complete a Certification Package and submit a Certification Application or
972 Compliance Request (Short) form for the candidate.
- 973 8. State Certified Fire Officer I:*
- 974 a. To become certified as a Fire Officer I shall be required to be trained to the level
975 of Fire Officer I, shall complete all requirements to become a State Certified Fire

- 976 Officer I and be in compliance with O.C.G.A. Title 25-4-8 & 25-4-9 and Rules
977 & Regulations of the Georgia Firefighter Standards and Training Council.
- 978 b. The Fire Officer I shall pass the state certification test as approved by the
979 Council.
- 980 c. Upon completion of all training and testing requirements, the fire department
981 shall complete a Certification Package and submit a Certification Application or
982 Compliance Request (Short) form for the candidate.
- 983 9. State Certified Fire Officer II:*
- 984 a. To become certified as a Fire Officer II shall be required to be trained to the level
985 of Fire Officer II, shall complete all requirements to become a State Certified Fire
986 Officer II and be in compliance with O.C.G.A. Title 25-4-8 & 25-4-9 and Rules
987 & Regulations of the Georgia Firefighter Standards and Training Council.
- 988 b. The Fire Officer II shall pass the state certification test as approved by the
989 Council.
- 990 c. Upon completion of all training and testing requirements, the fire department
991 shall complete a Certification Package and submit a Certification Application or
992 Compliance Request (Short) form for the candidate.
- 993 10. State Certified Fire Officer III*
- 994 a. To become certified as a Fire Officer III shall be required to be trained to the
995 level of Fire Officer III, shall complete all requirements to become a State
996 Certified Fire Officer III and be in compliance with O.C.G.A. Title 25-4-8 & 25-
997 4-9 and Rules & Regulations of the Georgia Firefighter Standards and Training
998 Council.
- 999 b. The Fire Officer III shall pass the state certification test as approved by the
1000 Council.
- 1001 c. Upon completion of all training and testing requirements, the fire department
1002 shall complete a Certification Package and submit a Certification Application or
1003 Compliance Request (Short) form for the candidate.
- 1004 11. State Certified Fire Chief:*
- 1005 a. To become certified as a Fire Chief shall be required to be trained to the level of
1006 Fire Officer IV, shall complete all requirements to become a State Certified Fire
1007 Officer IV, be in compliance with O.C.G.A. Title 25-4-8 & 25-4-9 and Rules &
1008 Regulations of the Georgia Firefighter Standards and Training Council and
1009 petition GFSTC for State Certified Fire Chief Designation.
- 1010 b. The Fire Officer IV shall pass the state certification test as approved by the
1011 Council.
- 1012 c. Upon completion of all training and testing requirements, the fire department
1013 shall complete a Certification Package and submit a Certification Application or
1014 Compliance Request (Short) form for the candidate.
- 1015 12. Additional Certifications that may be developed in the future as approved by the
1016 Council:
- 1017 a. State Certified Fire Department Training Officer*
- 1018 b. State Certified Specialized Instructors*

- 1019 c. State Certified Driver/Operator-Pumper*
- 1020 d. State Certified Driver/Operator-Aerial*
- 1021 e. State Certified Driver/Operator-ARFF*
- 1022 f. State Certified Driver/Operator-Tiller*
- 1023 g. State Certified Driver/Operator-Wildland*
- 1024 h. State Certified Driver/Operator-Mobile Water Supply*

1025 * **Please see Appendix C Indicates Certifications to be developed**

1026 (7) Part-Time Fire Service Personnel:

1027 (a) A part-time fire service employee shall be trained to the minimum level of Volunteer
 1028 Suppression Firefighter (including live structure fire control) by or through the Georgia
 1029 Fire Academy or an equivalent training course approved by the Council. When trained
 1030 to the level of Volunteer Suppression Firefighter, they shall pass the State of Georgia
 1031 Volunteer Suppression Firefighter test delivered by GFSTC Staff or GFSTC approved
 1032 Proctors on or before the time of appointment.

1033 (b) Upon completion of all training requirements, the fire department shall complete and
 1034 submit a Registration Application for the candidate.

1035 (c) If the part-time firefighter is hired in place of a State Certified Firefighter, he/she shall be
 1036 a State Certified Firefighter. In this case, the fire department shall complete a
 1037 Certification Package and submit a Certification Application or Compliance Request
 1038 (Short) form for the candidate. In order to become State Certified fire service personnel
 1039 shall meet all requirements for state certification as approved by the Council.

1040 (d) A fire service member shall notify GFSTC in writing of any arrest and/or conviction set
 1041 out below involving himself/herself within fifteen (15) calendar days of becoming aware
 1042 of such arrest and/or conviction. This is regardless of any action or lack thereof by the
 1043 employing agency as a result of such information. Records concerning the disciplinary
 1044 action shall be made available to the Executive Director of the Council or his
 1045 representative upon request. These records shall include, but are not limited to:

- 1046 1. Arrest and/or conviction by local, state, or federal authorities;
- 1047 2. Arrest and/or conviction or bond forfeiture in any local, state, or federal court; the
- 1048 term "arrest and/or conviction" including a finding or verdict of guilt, plea of guilty,
- 1049 or a plea of nolo contendere, regardless of whether the adjudication of guilt or
- 1050 sentence is withheld or not entered thereon (this specifically includes pleas under
- 1051 *Alford v. North Carolina*, first-offender pleas, and pre-trial diversion agreements);
- 1052 Minor traffic violations like speeding, traffic control devices and improper passing
- 1053 need not be reported to the Council. DUI, reckless driving, fleeing and eluding a
- 1054 police officer, and homicide by vehicle are hereby listed as specific, but not
- 1055 exclusive, examples of traffic violations that are not minor and are to be reported.

1056 (8) Volunteer Fire Service Personnel (Volunteer Firefighters)

1057 (a) All individuals who are appointed as a volunteer member of a fire department in the State
 1058 of Georgia shall meet minimum requirements for such appointment as established by the
 1059 Council.

1060 (b) Volunteer fire service personnel shall be registered in one of the following
 1061 classifications:

- 1062 1. Volunteer Suppression Firefighter
- 1063 2. Volunteer Support Firefighter
- 1064 3. Part-Time Firefighter
- 1065 4. Inmate Firefighter
- 1066 (c) A Volunteer Suppression Firefighter shall be required to be trained to the minimum level
- 1067 of Volunteer Suppression Firefighter to include live structure fire control training within
- 1068 one year of appointment to be in compliance with O.C.G.A. 25-4-9 and Rules & Regulations of the Georgia Firefighter Standards and Training Council.
- 1069
- 1070 1. Structure fire control training:
- 1071 a. Volunteer fire service personnel registered as Volunteer Suppression Firefighters
- 1072 since July 1, 2005 shall successfully complete a Structure Fire Control class as
- 1073 approved by the Council.
- 1074 b. Structure fire control training may be accomplished in one of the following ways:
- 1075 1. A Structure Fire Control class conducted by or through the Georgia Fire
- 1076 Academy.
- 1077 2. A locally delivered structure fire control class where at least one instructor
- 1078 has successfully completed Structural Fire Control Instructor through the
- 1079 Georgia Fire Academy.
- 1080 c. All structure fire control training shall be conducted in accordance with NFPA
- 1081 1403, *Standard for Live Fire Training Evolutions*.
- 1082 d. The minimum objectives covered shall be a live fire behavior segment (settee) an
- 1083 at-grade interior attack.
- 1084 e. Documentation of this training shall include the subject, date, time, description of
- 1085 the training, objectives of the course, and signatures of students and instructors.
- 1086 2. Volunteer Suppression Firefighters shall pass the State of Georgia Volunteer
- 1087 Suppression Firefighter test delivered by GFSTC Staff or GFSTC approved test
- 1088 proctors within one (1) year of appointment.
- 1089 3. Upon completion of all training requirements, the fire department shall complete and
- 1090 submit a Registration Application for the candidate.
- 1091 (d) A Volunteer Support Firefighter will be required to be trained to the minimum level of
- 1092 Volunteer Support Firefighter within one year of appointment to be in compliance with
- 1093 O.C.G.A. 25-4-9 and Rules & Regulations of the Georgia Firefighter Standards and
- 1094 Training Council.
- 1095 1. Volunteer Support Firefighters shall pass the State of Georgia Volunteer Support
- 1096 Firefighter test delivered by GFSTC Staff or GFSTC approved test Proctors within
- 1097 one (1) year of appointment.
- 1098 2. Upon completion of all training requirements, the fire department shall complete and
- 1099 maintain for on-site review, a Volunteer Registration Package and complete and
- 1100 submit the Volunteer Registration Application for the candidate.
- 1101 (e) An Inmate Firefighter shall be required to be trained to the level of Firefighter I as
- 1102 required by the Georgia Department of Corrections Fire Service within one year of
- 1103 appointment to be in compliance with O.C.G.A. 25-4-9 and Rules & Regulations of the
- 1104 Georgia Firefighter Standards and Training Council.

- 1105 (f) Volunteer fire service personnel who wish to become State Certified shall complete a
1106 basic training course for the desired certification and pass the State of Georgia test
1107 delivered by GFSTC Staff or GFSTC approved Proctors within one (1) year of the start
1108 of the course.
- 1109 (g) Volunteer fire service personnel shall meet requirements to continue their status each
1110 calendar year following the year of registration:
- 1111 1. Records shall be developed, maintained, and available for review by GFSTC at the
1112 local department. The professional development shall consist of:
 - 1113 a. Successful completion of a total of 24 hours of professional development each
1114 year as approved by the Fire Chief is required for maintenance of
1115 registration/certification(s).
 - 1116 b. "Professional Development" means training that meets a national or state standard,
1117 or addresses a specific area of local service delivery (this does not include daily
1118 duties such as maintenance, territory study, equipment checks, etc., unless it is
1119 for a recruit or probationary personnel) and performed in a classroom, at a
1120 conference, a drill field setting, etc. with instruction by an individual deemed to
1121 be qualified by the fire chief. Such hours may be credited toward the
1122 maintenance of registration/certification(s) as approved by the Council.
 - 1123 2. Documentation of this training shall include the subject, date, time, description of the
1124 training, objectives of the course, and signatures of students and instructors.
 - 1125 3. A fire service member shall notify GFSTC in writing of any arrest and/or conviction
1126 set out below involving himself/herself within fifteen (15) calendar days of becoming
1127 aware of such arrest and/or conviction. This is regardless of any action or lack
1128 thereof by the employing agency as a result of such information. Records concerning
1129 the disciplinary action shall be made available to the Executive Director of the
1130 Council or his/her representative upon request. These records shall include, but are
1131 not limited to:
 - 1132 a. Arrest and/or conviction by local, state, or federal authorities;
 - 1133 b. Arrest and/or conviction or bond forfeiture in any local, state, or federal court;
1134 the term "arrest and/or conviction" including a finding or verdict of guilt, plea of
1135 guilty, or a plea of nolo contendere, regardless of whether the adjudication of
1136 guilt or sentence is withheld or not entered thereon (this specifically includes
1137 pleas under *Alford v. North Carolina*, first-offender pleas, and pre-trial diversion
1138 agreements); Minor traffic violations like speeding, traffic control devices and
1139 improper passing need not be reported to the Council. DUI, reckless driving,
1140 fleeing and eluding a police officer, and homicide by vehicle are hereby listed as
1141 specific, but not exclusive, examples of traffic violations that are not minor and
1142 are to be reported.
 - 1143 4. Inmate Firefighters shall pass the Firefighter I written test delivered by GFSTC Staff
1144 or GFSTC approved Proctors within the time frame established by the Georgia
1145 Department of Corrections Fire Service.

1146 Authority - O.C.G.A. §25-4-7.

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1149 **205-1-3-.04 Minimum Requirements for Schools, Institutions, and Facilities Operating for**
1150 **the Purpose of Training Fire Service Personnel.**

1151 (1) The GFSTC shall establish minimum curriculum requirements for schools operated by or for
1152 any fire department for the specific purpose of training full-time, part-time, and volunteer
1153 fire service personnel as approved by the Council.

1154 (2) The GFSTC shall approve institutions and facilities for schools operating for the specific
1155 purpose of training full-time, part-time, and volunteer fire service personnel as approved by
1156 the Council as approved by the Council.

1157 Authority - O.C.G.A. §25-4-7.

1158

1159 **205-1-3-.05 Responsibility to Keep Records Current.**

1160 (1) All certifications/registrations under these rules shall be a permanent and ongoing record
1161 maintained and kept current by GFSTC. Records may be archived in a time frame as
1162 approved by the Council.

1163 (2) It shall be the responsibility of all fire departments to submit any and all reports to GFSTC as
1164 required by Rules & Regulations of the Georgia Firefighter Standards and Training Council.

1165 (3) Individual Firefighter records may be accessed by the individual, the Fire Chief/Designee, or
1166 furnished as the result of a legal written open records request.

1167 (4) Fire Department and Individual training records shall be available for review by GFSTC
1168 Staff upon request.

1169 Authority - O.C.G.A. §§25-3-22, 25-3-25, 25-4-7 & 25-4-10.

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1188 **CHAPTER 205-1-4**

1189 **Authority of GFSTC to Effect Adverse Actions**
1190 **on Fire Departments and Firefighters**

1191
1192 **205-1-4-.01 Definitions.**

- 1193 (1) **“Decertification”** means an adverse action taken by the Council to revoke an individual’s
1194 certification when the individual commits any act in violation of Georgia State Law and
1195 Rules & Regulations of the Georgia Firefighter Standards and Training Council.
- 1196 (2) **“Probation”** means an action taken by Council when certified personnel commit acts in
1197 violation of the Rules & Regulations and/or Policy & Procedures of the Georgia Firefighter
1198 Standards and Training Council.
- 1199 (3) **“Registered Status”** means an individual’s information as listed in the GFSTC database.
- 1200 (4) **“Request for Hearing”** means a clear written expression by the affected party or authorized
1201 representative on his/her behalf to indicate that he/she wants the opportunity to contest
1202 his/her case.
- 1203 (5) **“Re-Registration”** means restoring the registered status to those individuals who have lost
1204 their registered status.
- 1205 (6) **“Suspension”** means an action taken by GFSTC when non-certified personnel commit acts
1206 in violation of Rules & Regulations and/or Policy & Procedures of the Georgia Firefighter
1207 Standards and Training Council.

1208 Authority. - O.C.G.A. §§25-3-21, 25-4-2, 25-4-7, & 25-4-10

1209
1210 **205-1-4-.02 Legal Authority.**

1211 The Georgia Firefighter Standards and Training Council has the authority to effect adverse
1212 actions on Fire Departments and Firefighters which/who do not maintain minimum standards as
1213 required by O.C.G.A. Title 25, Chapters 3, Article 2 and Chapter 4.

1214 Authority - O.C.G.A. §25-4-7.

1215
1216 **205-1-4-.03 Suspension or Revocation of Certificates of Compliance.**

- 1217 (1) The Certificate of Compliance issued by the Council shall be subject to suspension or
1218 revocation by the GFSTC at any time it receives verifiable evidence that the fire department
1219 is not maintaining sufficient personnel, equipment, or insurance required by O.C.G.A. §25-3-
1220 23 or the Rules & Regulations of the Georgia Firefighter Standards and Training Council
1221 pursuant to subsection (d) of O.C.G.A. §25-3-23.
- 1222 (2) The Council may bring a civil action to enjoin any organization, which is not in compliance
1223 with the applicable requirements of O.C.G.A. §25-3-23, from performing any or all
1224 firefighting functions until such requirements are met.
- 1225 (3) The Council may not suspend or revoke a fire department’s Certificate of Compliance for
1226 failure to meet basic firefighter training requirements of the fire department’s personnel if
1227 such failure is due to the unavailability of the required training from or through the Georgia
1228 Fire Academy. Basic Firefighter training may be obtained through other training agencies.

1229 Authority - O.C.G.A. §25-4-7.

1230 **205-1-4-.04 Notification by Individuals & Fire Departments of Unlawful Acts.**

1231 (1) A fire service member shall notify GFSTC in writing of any misdemeanor arrest, felony
1232 arrest, indictment and/or conviction, guilty plea, plea of nolo contendere, or first offender
1233 plea regardless of whether the adjudication of guilt or sentence is withheld or not entered
1234 thereon (this specifically includes pleas under *Alford v. North Carolina*, first-offender pleas,
1235 and pre-trial diversion agreements); within fifteen (15) calendar days of becoming aware of
1236 such felony arrest or felony arrest and/or conviction. This is regardless of any action or lack
1237 thereof by the employing and/or appointing agency as a result of such information.

1238 (2) The employing or appointing fire department shall notify GFSTC in writing of any felony
1239 arrest and/or conviction, guilty plea, plea of nolo contendere, or first offender plea regardless
1240 of whether the adjudication of guilt or sentence is withheld or not entered thereon (this
1241 specifically includes pleas under *Alford v. North Carolina*, first-offender pleas, and pre-trial
1242 diversion agreements); within fifteen (15) calendar days of becoming aware.

1243 (3) The employing/appointing fire department shall report in writing to GFSTC any
1244 termination/separation that result from any adverse or derogatory actions by the
1245 employee/appointee.

1246 Authority - O.C.G.A. §§25-4-7 & 25-4-8.

1247

1248 **205-1-4-.05 Decertification, Probation and Suspension of Firefighter State**
1249 **Certification/Registration.**

1250 (1) The Certificate of Compliance for State Certification/Registration of fire service personnel
1251 issued by the GFSTC shall be subject to decertification, probation (Certified personnel), or
1252 suspension (Non-Certified personnel) by the Council at any time it receives verifiable
1253 evidence that the firefighter has failed to comply with the requirements for continued
1254 certification/registration as approved by the Council under O.C.G.A. §25-4-7(4).

1255 (2) The person whose certification(s) was (were) decertified or registration was suspended shall
1256 not be authorized to function as fire service personnel as approved by the Council on any fire
1257 department during any period of decertification or suspension.

1258 (3) After finding that a sanction is warranted, the Council has the authority to decertify, suspend,
1259 or place the certification/registration on probation. Any actions taken shall be at the
1260 Council's discretion based on the facts of each case.

1261 Authority - O.C.G.A. §25-4-7.

1262

1263 **205-1-4-.06 Notice of Adverse or Derogatory Action.**

1264 The Council shall notify the fire department or fire service personnel by letter or hand delivery of
1265 any disciplinary action or a hearing to determine if disciplinary action is appropriate. For
1266 purposes of notification, mailing by delivery confirmation or certified mail to the last address
1267 specified on the application or the last known address of the firefighter shall constitute proper
1268 service.

1269 Authority - O.C.G.A. §25--3-25.

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1273 **205-1-4-.07 Appeals and Hearing Requests.**

- 1274 (1) Fire departments and/or fire service personnel have the right to make an initial appeal of an
1275 adverse action. The Executive Director of the Georgia Firefighter Standards and Training
1276 Council may recommend that the Council's sanction be modified. The modification shall be
1277 approved by the Chairman or Vice-Chairman if the Chairman is unavailable. Such adverse
1278 actions may include, but are not limited to:
- 1279 (a) Disputed test items (questions, skills, taskbook entry, etc.)
 - 1280 (b) Disputed test results
 - 1281 (c) Lapsed certification or registration status
 - 1282 (d) Recommendations for suspensions of Part-time or Volunteer personnel
 - 1283 (e) Recommendations for probation of State Certified personnel
 - 1284 (f) Recommendations for decertification of State Certified personnel
 - 1285 (g) Recommendations for revocation of fire department Certificates of Compliance
- 1286 (2) If the case is not settled by the Executive Director, the aggrieved party may make a second
1287 appeal to the Council. The Council would then make a decision.
- 1288 (3) If the aggrieved party is still not satisfied, the chief administrative officer of any fire
1289 department or the individual aggrieved by the decision of the Council, may make a written
1290 expression that he/she wants the opportunity to contest his/her case before a Hearing Officer
1291 appointed by the Chief Administrative Law Judge of the Office of State Administrative
1292 Hearings.
- 1293 (4) The Council may deny or dismiss a request for a hearing for the following reasons:
- 1294 (a) It has been withdrawn by the affected party.
 - 1295 (b) If the affected party or his/her representative fails to appear at a hearing or settlement
1296 conference scheduled for such affected fire service personnel.
 - 1297 (c) If the affected party or his/her representative fails to submit a written hearing request
1298 within thirty (30) calendar days after service of the notice of adverse actions.
- 1299 (5) The affected party shall, within fifteen (15) days after service of adverse action, submit a
1300 notarized statement in answer to the allegations, either admitting or denying the allegations.
1301 All allegations which are not specifically answered are deemed to be admitted. Failure to
1302 submit this document shall be cause for the appeal to be denied.
- 1303 (6) The affected party or his/her representative shall submit a written request for hearing within
1304 thirty (30) calendar days after service of the notice of adverse action. If the thirty (30) day
1305 time frame is not complied with the appeal shall be denied and the process will be ended.
- 1306 (7) Information that shall be included by the aggrieved party in the hearing request is as follows:
- 1307 (a) Name, address, phone number, and email address
 - 1308 (b) Case number
 - 1309 (c) Grounds for appeal
 - 1310 (d) Description of the circumstances
 - 1311 (e) Supporting documentation
 - 1312 (f) Witness(es) (Name(s) only)

1313 (g) Name(s) of attorney(s) if applicable

1314 (h) Resolution being sought

1315 Authority - O.C.G.A. §25-3-25.

1316

1317 **205-1-4-.08 Judicial Review.**

1318 (1) A copy of any petition for judicial review brought by fire service personnel or an applicant
1319 shall be provided to the Office of State Administrative Hearings and the State Department of
1320 Law simultaneously with the service of the petition upon the Council. A petition for judicial
1321 review may be served upon the Council by personal service or certified mail delivered to the
1322 Executive Director of the Council.

1323 (2) Upon receipt of a petition, the Office of State Administrative Hearings shall compile and
1324 certify the record to the reviewing court on behalf of the Council.

1325 (3) Any initial decision of the Hearing Officer not consistent with the Council's initial action
1326 shall automatically be reviewed by the Council. Any review of an initial decision of the
1327 Hearing Officer shall be limited to the record. In the event either party wishes to present
1328 evidence outside of the record, a written request to present such evidence shall be filed at
1329 least ten (10) calendar days prior to Council review.

1330 (4) A description of the evidence shall accompany any request and the Council reserves the right
1331 to deny the presentation of additional evidence.

1332 (5) Pursuant to O.C.G.A. §50-13-41(e) (3), any initial decision of the Hearing Officer which is
1333 consistent with the Council's initial action shall without further agency action become the
1334 final decision of the Council.

1335 (6) Once the Council has made its final decision, the affected party can seek judicial review as
1336 provided by O.C.G.A. §15-13-19.

1337 Authority - O.C.G.A. §§25-3-25 & 25-4-7.

1338

1339 **205-1-4-.09 Final Filing of Appeals, Hearings and Reviews.**

1340 All appeals, hearings and reviews shall be filed and adjudicated in accordance with Georgia Law.

1341 Authority - O.C.G.A. §25-3-25.

1342

1343 **205-1-4-.10 Petition for Reinstatement of Certification, Registration, or Reconsideration of**
1344 **Application for Individual Firefighters or Applicants.**

1345 (1) After (2) years (24 calendar months) in a decertified or suspended status, fire service
1346 personnel or an applicant may petition the Council for reinstatement of certification,
1347 registration, or reconsideration of application.

1348 (2) The petitioner shall personally appear before the Council. Even if represented by an
1349 attorney, the petitioner shall be questioned by the Council.

1350 (3) If a petition is denied, a new petition may not be presented to the Council until two (2) years
1351 (24 calendar months) have passed from the date of the denial.

1352 (4) If a petition is approved, the Council has the discretion to place conditions for approval upon
1353 any of the disciplinary or corrective measures provided in statute. The individual shall also
1354 comply with all requirements associated with recertification and/or re-registration.

1355 Authority - O.C.G.A. §25-3-25.

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PROPOSED DRAFT

1388 **CHAPTER 205-1-5**

1389 **Testing and Evaluation of Training for Firefighters**

1390 **Operating in the State of Georgia**

1391

1392 **205-1-5-.01 Definitions.**

1393 (1) **“Evaluator”** means an individual approved and trained by GFSTC to observe candidates as
1394 they perform during a skills evaluation.

1395 (2) **“External Validation”** means a validation conducted by GFSTC Staff and qualified
1396 representatives of local fire departments to ensure that questions in the test instrument are
1397 legitimate and can be found in the instructional materials used in the training program for
1398 which the students are seeking certification.

1399 (3) **“Instructor Guide”** means instructional materials, including lesson plans, Powerpoint (or
1400 similar presentation media), and handouts, used by an instructor to deliver information and
1401 skills to students.

1402 (4) **“Internal Validation”** means a validation conducted by GFSTC and GFA Staff before an
1403 external validation to ensure that information contained in an Instructor Guide matches
1404 questions in the test bank.

1405 (5) **“Monitor”** means an individual approved and trained by GFSTC to supervise a skills
1406 evaluation.

1407 (6) **“Proctor”** means an individual approved and trained by GFSTC to supervise and administer
1408 a written or online test event.

1409 (7) **“Reciprocity”** means the process of reviewing training documentation provided to GFSTC
1410 by a candidate or a department requesting the opportunity to enter a training program at the
1411 next higher level above the level being requested or credit for prior training to be considered
1412 toward registration/certification requirements.

1413 (8) **“Regional Test Center”** means a location that has the facilities to conduct written and/or
1414 online tests.

1415 (9) **“Regional Test Site”** means a location that has the facilities and equipment to conduct skills
1416 evaluations along with written and/or online tests.

1417 (10) **“Test Bank”** means the computer program containing all of the questions used to develop
1418 a certification test.

1419 (11) **“Test Event”** means any written, skills, online or oral test occurrence administered by
1420 GFSTC Staff or Proctors approved by GFSTC.

1421 (12) **“Test Instrument”** means a written, skills or other approved evaluation method(s).

1422 (13) **“Validation”** means the process of confirming that the information in test banks and
1423 instructor guides match.

1424

1425 **205-1-5-.02 Validation of Test Instruments.**

1426 (1) Instructor Guides approved by the Council for any certification shall be validated against a
1427 national or state standard that details minimum training requirements for a particular
1428 certification level. The instructor guide shall include:

- 1429 (a) Lesson Plan
1430 (b) Powerpoint or similar training presentation
1431 (c) Handouts (skill sheets, taskbooks, advisory circulars, etc.)
1432 (2) An internal validation shall be held before an External validation to ensure that the test
1433 instrument is validated against the Instructor Guide.
1434 (a) The internal validation shall include at least two members of the GFSTC Staff and one or
1435 more representatives of the Georgia Fire Academy (GFA) Staff.
1436 (b) GFA Staff shall be someone responsible for or familiar with the training program that
1437 will be delivered to students preparing to test for a particular certification.
1438 (c) The internal validation procedure will identify and verify the presence of each proposed
1439 test question in the lesson plans, Powerpoint presentations (or similar media), and/or
1440 handouts of the approved course of instruction.
1441 (3) An external validation shall be held to certify any test administered by GFSTC.
1442 (a) An external validation shall include representation from a minimum of five (5) fire
1443 departments. The maximum number shall be determined by the Executive Director
1444 based on the subject.
1445 (b) These representatives shall have demonstrated a level of understanding of the subject
1446 matter being validated through experience, knowledge, and/or certifications for the level
1447 being identified. It is preferred that they hold the level of certification that they are
1448 validating.
1449 (c) Each department shall be limited to one vote on each test item.
1450 (d) During external validation, the department representatives shall verify the presence of
1451 each proposed test question in various approved reference materials, but especially the
1452 lesson plans, Powerpoint presentations (or similar media), and/or handouts of the
1453 approved course of instruction.
1454 (e) Written and skills test analysis is conducted anytime the test bank is updated, the NFPA
1455 standard changes, an excessively large percentage of candidates miss a particular skill or
1456 test question or the validity of a skill is in doubt.

1457 Authority - O.C.G.A. §25-4-7.

1458

1459 **205-1-5-.03 Course Evaluations.**

- 1460 (1) GFSTC shall treat all candidates in a fair and impartial manner.
1461 (2) The Georgia Firefighter Standards and Training Council attempts to comply with reasonable
1462 accommodation requests set forth in the *Americans with Disabilities Act*.
1463 (a) All requests should be in writing and, when required, accompanied by a physician's
1464 affidavit with physician's signature.
1465 (b) In the case of a learning disability there should also be documentation from a state
1466 accredited high school verifying the candidate has a reading comprehension disability
1467 and recommends written exams be administered orally.
1468 (c) Only the Volunteer Support Firefighter, Volunteer Suppression Firefighter, State
1469 Certification and Firefighter I written tests may be read to a candidate. The candidate

1470 and the reader shall each be given a copy of the test to use during the test. All tests shall
1471 be returned to the Proctor.

1472 (3) GFSTC Staff, Proctors, and/or Monitors approved by GFSTC shall administer all tests
1473 required by the Council for all fire service personnel to complete the registration/certification
1474 process. All skills tests required to complete a certification shall be observed by an
1475 Evaluator approved by GFSTC.

1476 (4) The fire department shall complete and submit a Prerequisite Form to GFSTC by a date to be
1477 announced prior to each test event for each level registration/certification the department
1478 wishes an individual to attain.

1479 (5) A Prerequisite Form shall be submitted to GFSTC by the fire department before an
1480 individual will be allowed to test.

1481 (6) The Prerequisite Form shall to be signed by the fire chief or his/her designee to verify
1482 completion of all requirements for registration/certification as approved by the Council.

1483 (7) A Prerequisite Form is required even if the candidate is retesting because he/she failed a test.

1484 (8) The fire department shall complete and submit a Prerequisite Form and pre-register each
1485 candidate for online testing prior to the candidate taking the exam.

1486 (9) All prerequisites are validated during the External validation process for the different levels
1487 of certification.

1488 (10) Candidates may take a test up to three times before remediation is required.

1489 (a) After the first failed test, the candidate shall be required to study and prepare for five (5)
1490 business days prior to retesting.

1491 (b) After the second failed test, the candidate shall be required to study and prepare for ten
1492 (10) business days prior to retesting.

1493 (c) After the third unsuccessful attempt, candidates must remediate on specific subject
1494 matter not mastered on the first or second attempt fifteen (15) days and present a letter on
1495 department letterhead, signed by the fire chief or his/her designee, confirming
1496 completion of remediation prior to retesting.

1497 (d) If the candidate does not gain a successful score on the fourth attempt, he/she must retake
1498 the entire course for the exam level being attempted.

1499 (e) Reference lists and practice tests for use by the candidate may be found on the GFSTC
1500 website at www.gfstconline.org.

1501 (f) Candidates may also request, in writing, a student mastery from GFSTC documenting
1502 areas of weakness identified during the test.

1503 Authority - O.C.G.A. §§25-4-7, 25-4-8 & 25-4-9.

1504

1505 **205-1-5-.04 Test Administration.**

1506 (1) Procedures shall be in place to ensure security of certification test items, test banks, current
1507 and previous versions of test instruments and other associated materials as approved by the
1508 Council.

1509 (2) GFSTC shall approve and train individuals to administer and supervise all test events.

1510 (a) Proctors:

- 1511 1. Written and online certification test events shall be supervised and administered by a
1512 Proctor trained and approved by GFSTC.
- 1513 2. A Proctor shall supervise and administer a test event in accordance with all policies
1514 and procedures as approved by the Council.

1515 (b) Monitors:

- 1516 1. Skills evaluations shall be administered by a Monitor trained and approved by the
1517 GFSTC.
- 1518 2. A Monitor shall supervise and administer a skills evaluation in accordance with all
1519 policies and procedures as approved by the Council.

1520 (c) Evaluators:

- 1521 1. Each station in a skills evaluation shall be conducted under the supervision of an
1522 Evaluator trained and approved by GFSTC.
- 1523 2. An Evaluator shall supervise his/her assigned station(s) in accordance with all
1524 policies and procedures as approved by the Council.

1525 (3) Regional Test Centers and Sites

1526 (a) Testing is available to all candidates and is administered at the GFSTC Office and at
1527 Regional Test Sites and Test Centers located throughout the state.

- 1528 1. Scheduled dates and times of test and their locations are posted on the Test Event
1529 Calendar located on the GFSTC website at www.gfstconline.org.
- 1530 2. The fire department shall complete and submit a Prerequisite Form to GFSTC by a
1531 date to be announced prior to each test event for each level registration/certification
1532 the department wishes an individual to attain before they will be allowed to take any
1533 tests.

1534 (b) Regional test centers and sites shall be approved by GFSTC.

- 1535 1. Regional Test Centers are locations that have the facilities to conduct written and/or
1536 online tests.
- 1537 2. Regional Test Sites are locations that have the facilities and equipment to conduct
1538 skills evaluations along with written and/or online tests.

1539 (c) Any site may be disassociated from the program at any time by a decision of GFSTC or
1540 the Regional Test Site/Center.

1541 Authority - O.C.G.A. §25-4-7.

1542

1543 **205-1-5-.05 Maintenance of Test Results.**

- 1544 (1) GFSTC shall maintain a record of all test events administered by GFSTC in its database.
1545 This record shall be permanent and ongoing.
- 1546 (2) GFSTC shall ensure that the test results for each candidate and the associated test
1547 instruments are securely maintained for an appropriate period of time. Records may be
1548 archived in a time frame as approved by the Council.

1549 Authority - O.C.G.A. §25-4-7.

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1552 **205-1-5-.06 Reciprocity.**

1553 (1) GFSTC will consider individual requests for reciprocity to candidates who are seeking
1554 registration/certification.

1555 (2) Reciprocity allows a candidate to be entered into the GFSTC database and begin training for
1556 the next higher level of registration/certification.

1557 (3) GFSTC will grant reciprocity for certifications on a case-by-case basis as determined by the
1558 Executive Director. GFSTC shall consider granting reciprocity on two levels.

1559 (a) Personnel who have completed training toward State Registration/Certification shall:

1560 1. Submit documentation of completion of training for review by GFSTC for
1561 equivalency to the minimum training required and approved by the Council.
1562 Training documentation includes transcripts, certificates, or other supporting records.

1563 2. Be required to pass the State of Georgia test for the level they are requesting.

1564 3. Shall have the fire department submit the appropriate form as approved by the
1565 Council.

1566 (b) Personnel who are seeking certification shall:

1567 1. Submit documentation of completion of training for review by GFSTC for
1568 equivalency to the minimum training required and approved by the Council.

1569 a. Training documentation includes transcripts, certificates, or other supporting
1570 records.

1571 b. Certificates shall display a legible seal and certification number, if applicable.

1572 c. GFSTC Staff shall access the certifying entity's database to verify the
1573 certification. If the database is not accessible to GFSTC Staff the candidate shall
1574 furnish contact information for records verification.

1575 2. Be required to pass the State of Georgia test for the level they currently hold.

1576 3. Shall have the fire department submit the appropriate form as approved by the
1577 Council.

1578 (4) GFSTC acceptance of reciprocity in no way relieves the candidate from training and testing
1579 requirements of the local fire department.

1580 Authority - O.C.G.A. §25-4-7.

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**CHAPTER 205-1-6:
Professional Standards**

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205-1-6-.01 Review of Criminal History Reports.

- (1) GFSTC Staff shall review criminal history reports on all newly appointed/hired personnel seeking registration/certification.
- (2) Criminal history documents used to determine eligibility for fire service personnel must be current.
- (3) GFSTC Staff shall successfully complete training required by the Georgia Bureau of Investigation in order to review criminal history reports.

Authority - O.C.G.A. §§25-4-7 & 25-4-8.

205-1-6-.02 Inquiries into Complaints.

- (1) GFSTC may conduct inquiries into complaints when necessary on a case-by-case basis.
- (2) Case files shall be maintained on all cases. These files shall be scanned and updated as necessary. Case files may be archived in a time frame as approved by the Council.

Authority - O.C.G.A. §25-4-7.

CHAPTER 205-1-7

Studies for the Improvement of the Fire Service

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205-1-7-.05 Studies for the Improvement of the Fire Service.

The Council shall make, cause to be made or support needed studies for the improvement of education and training or recruitment of fire service personnel.

Authority - O.C.G.A. §25-4-7.

PROPOSED DRAFT

CHAPTER 205-1-8

Authority to Exceed Minimum Standards

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205-1-8-.01 Established Minimum Standards.

Standards established within the Rules & Regulations and Policy & Procedures of the Georgia Firefighters Standards and Training Council are the minimum qualifications that must be met to become a legally organized fire department or Registered/Certified firefighter. Fire departments are not restricted from exceeding these requirements and are encouraged to do so.

Authority - O.C.G.A. §25-4-11

PROPOSED DRAFT

CHAPTER 205-1-9

Submission of False Information to GFSTC

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205-1-9-.01 Supplying or Condoning the Submission of False Information to GFSTC.

A person who knowingly and willfully falsifies, conceals, or covers up by any trick, scheme, or device a material fact; makes a false, fictitious, or fraudulent statement or representation; or makes or uses any false writing or document, knowing the same to contain any false, fictitious, or fraudulent statement or entry, in any matter within the jurisdiction of any department or agency of state government or of the government of any county, city, or other political subdivision of this state shall, upon conviction thereof, be punished by a fine of not more than \$1,000.00 or by imprisonment for not less than one nor more than five years, or both.

205-1-9-.02 Council Action on Submission of False Information.

The Council shall upon review of any evidence of false information and with the recommendation of the Executive Director take the appropriate action(s) based on the evidence as provided.

Authority - §16-10-20.

Notes.

(1) Current contact information may be found at www.gfstconline.org

Authority. - O.C.G.A. §§25-4-3, 25-4-6, 25-4-7, 25-4-7.1, 33-2-9, and 50-13-21.

Severability.

If any rule or portion thereof contained in this chapter is held invalid by a court of competent jurisdiction, the remainder of the rules herein and the applicability of such provisions to other circumstances shall not be affected thereby.

Authority. - O.C.G.A. §§25-4-3, 25-4-6, 25-4-7, 25-4-7.1, 33-2-9, and 50-13-21.

NOTE: GFSTC Policy & Procedures are being developed to further explain and clarify these Rules & Regulations.

APPENDIX A

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A-205-1-2-.07 Minimum Equipment Required for Apparatus Other Than Fire Department Pumper and ARFF Apparatus.

- (1) A fire station shall possess a compliant fire department apparatus in order to receive a Certificate of Compliance. This section allows for compliance for stations that house vehicles other than a fire department pumper or ARFF apparatus and establishes minimum equipment for the apparatus in those stations with one of the following types of apparatus:
- (2) Aerial apparatus housed in a fire station with no pumper must carry the following minimum equipment:
 - (a) One (1) aerial ladder/elevating platform
 - (b) Annual tests
 - (c) One (1) elevated stream device
 - (d) One (1) 500 gpm or larger adjustable nozzle
 - (e) One (1) 10ø or longer fire service rated folding ladder
 - (f) Two (2) 16ø or longer fire service rated roof ladders
 - (g) One (1) 24ø or longer fire service rated extension ladder
 - (h) One (1) 35ø or longer fire service rated extension ladder
 - (i) One (1) 14ø or longer combination fire service rated ladder
 - (j) Two (2) flathead axes
 - (k) Three (3) pick-head axes
 - (l) Four (4) 6ø or longer pike poles
 - (m) Two (2) 3ø to 4ø plaster hooks with D-handle
 - (n) Two (2) crow or pry bars
 - (o) Two (2) claw or Halligan-rated tools
 - (p) Two (2) 12 lb. sledge hammers
 - (q) Four (4) portable hand lights
 - (r) One (1) approved dry chemical portable fire extinguisher, minimum 80 BC
 - (s) Four (4) SCBA with four (4) spare cylinders
 - (t) One (1) first aid kit
 - (u) Six (6) salvage covers 12ø X 14ø
 - (v) One (1) 3,000 watt Electric generator
 - (w) Three (3) 500 watt portable flood lights
 - (x) One (1) 5,000 cfm smoke ejector or positive pressure ventilation fan
 - (y) One (1) portable thermal cutting unit
 - (z) One (1) power saw (chain or heavy-duty rotary rated)

- 1778 (aa) Four (4) combination spanner wrenches
- 1779 (bb) Two (2) scoop shovels
- 1780 (cc) One (1) pair of 24ø bolt cutters
- 1781 (dd) Four (4) ladder belts
- 1782 (ee) One (1) 150ø light-use safety rope
- 1783 (ff) One (1) 150ø general-use safety rope
- 1784 (gg) One (1) 150ø utility rope having a breaking strength of at least 5000 lbs.
- 1785 (hh) One (1) box of tools
- 1786 i. One (1) hacksaw with three (3) blades
- 1787 ii. One (1) keyhole saw
- 1788 iii. One (1) 12ø pipe wrench
- 1789 iv. One (1) 24ø pipe wrench
- 1790 v. One (1) ball peen hammer
- 1791 vi. One (1) pair of tin snips
- 1792 vii. One (1) pair of pliers
- 1793 viii. One (1) pair of linemanø pliers
- 1794 ix. Assorted rated of screwdrivers
- 1795 x. Assorted adjustable wrenches
- 1796 xi. Assorted combination wrenches
- 1797 (ii) Two (2) wheel chocks
- 1798 (jj) One (1) ANSI approved traffic vest per assigned seating position (exception: if assigned
- 1799 to each member it is not necessary to be on apparatus.)
- 1800 (kk) Five (5) fluorescent orange traffic cones
- 1801 (ll) One (1) rubber mallet
- 1802 (mm) One (1) double female adapter sized to fit 2½ø or larger fire hose
- 1803 (nn) One (1) double male adapter sized to fit 2½ø or larger fire hose
- 1804 (oo) Two (2) hydrant wrenches
- 1805 (pp) One (1) mounted radio
- 1806 (qq) One (1) portable radio
- 1807 (3) Air/Light apparatus housed in a fire station with no pumper must carry the following
- 1808 minimum equipment:
- 1809
- 1810 (4) Brush apparatus housed in a fire station with no pumper must carry the following minimum
- 1811 equipment:

- 1812 (a) One (1) 100ø booster hose with minimum 30 gpm adjustable nozzle
- 1813 (b) Two (2) hard suction 10ø X 2ø is pump is so plumbed
- 1814 (c) One (1) high pressure abrasion-resistant fill hose 25ø X 1½ø
- 1815 (d) Six (6) lightweight forestry hoses 50ø X 1½ø
- 1816 (e) Six (6) lightweight forestry hoses 50ø X 1ø
- 1817 (f) One (1) high pressure garden hose 50ø X ¾ø
- 1818 (g) Two (2) forester twin tip 1ø nozzles
- 1819 (h) Two (2) adjustable barrel ¾ø nozzles
- 1820 (i) Two (2) combination 1ø nozzles
- 1821 (j) One (1) foam air-aspirated 1ø nozzle
- 1822 (k) One (1) 2½ø X 1½ø reducer
- 1823 (l) Two (2) 1½ø X 1ø reducers
- 1824 (m) Two (2) 1ø X ¾ø reducers
- 1825 (n) Two (2) 1½ø NH X 1½ø NPSH adapters
- 1826 (o) Two (2) 1ø NPSH X 1ø NH adapters
- 1827 (p) Two (2) 1ø NH X 1ø NPSH adapters
- 1828 (q) One (1) gated wye 2½ø female by two (2) 1½ø male
- 1829 (r) One (1) foot valve strainer 2ø or 1½ø
- 1830 (s) Two (2) spanner wrenches
- 1831 (t) One (1) hydrant wrench
- 1832 (u) Assorted gaskets
- 1833 (v) Tees
- 1834 (w) Shut-offs
- 1835 (x) One (1) double female adapter sized to fit 2½ø or larger fire hose
- 1836 (y) One (1) double male adapter sized to fit 2½ø or larger fire hose
- 1837 (z) Hose clamp
- 1838 (aa) Wands and various spray tips
- 1839 (bb) Rake
- 1840 (cc) Pulaski
- 1841 (dd) Shovel
- 1842 (ee) Torch
- 1843 (ff) Collapsible back pack pump
- 1844 (gg) Mechanics tools

- 1845 (hh) Files
- 1846 (ii) Spark plugs
- 1847 (jj) One (1) ANSI approved traffic vest per assigned seating position (exception: if assigned
1848 to each member it is not necessary to be on apparatus.)
- 1849 (5) Fire boats shall have a minimum 500 gpm pump. If housed in a fire station/boat house with
1850 no pumper the fire boat must carry the following minimum equipment:
- 1851 (a) One (1) pry or crow bar
- 1852 (b) One (1) 24ö bolt cutter
- 1853 (c) One (1) pike pole (6ø or longer)
- 1854 (d) One (1) adjustable hydrant wrench
- 1855 (e) One (1) sprinkler shutoff wedge
- 1856 (f) One (1) utility rope (100ø or longer)
- 1857 (g) One (1) portable extinguisher 2-A: 10-B: C
- 1858 (h) One (1) dry chemical extinguisher 80-B:C
- 1859 (i) One (1) flat head axe
- 1860 (j) Four (4) spanner wrenches
- 1861 (k) One (1) rope in a throw bag (75ø)
- 1862 (l) One (1) SCBA with spare cylinder per crew member
- 1863 (m) One (1) rated III personal floatation device for each crew member.
- 1864 (n) 200ø of 1½ö, 1¾ö, or 2ö fire hose with two (2) combination nozzles minimum 95 gpm
- 1865 (o) One (1) million candlepower (1,000,000) portable search light
- 1866 (p) Two (2) boat hooks minimum 12ø
- 1867 (q) One (1) rated IV throw-able floatation device
- 1868 (r) Fire department radio system installed on the vessel
- 1869 (s) One (1) VHF-FM radio
- 1870 (t) Hailer for giving audible signals to persons on the vessel and for short-range direct voice
1871 communications
- 1872 (u) Up-to-date navigational publications for the intended operational area
- 1873 (v) One (1) illuminated compass
- 1874 (w) One (e) GPS and chart plotter
- 1875 (x) Electronic depth sounding apparatus
- 1876 (6) Heavy Rescue apparatus housed in a fire station with no pumper must carry the following
1877 minimum equipment:
- 1878

- 1879 (7) Mobile Water Supply (Tanker/Tender) apparatus housed in a fire station with no pumper
1880 must carry the following minimum equipment:
- 1881 (a) 1000 gallon water tank
 - 1882 (b) 200 feet of 2½" or larger fire hose
 - 1883 (c) 400 feet of 1½", 1¾", or 2" fire hose with two hand line nozzles, 95 gpm minimum
 - 1884 (d) 20 feet of suction hose with strainer
 - 1885 (e) One (1) flat head or pick head ax
 - 1886 (f) One (1) 6' or longer pike pole or plaster hook
 - 1887 (g) One (1) dry chemical portable fire extinguisher 80 BC
 - 1888 (h) One (1) 2½ gallon or larger water extinguisher
 - 1889 (i) One (1) SCBA with spare cylinder available to anyone assigned to the vehicle
 - 1890 (j) One (1) first aid kit
 - 1891 (k) Two (2) combination spanner wrenches
 - 1892 (l) One (1) hydrant wrench
 - 1893 (m) One (1) double female adapter sized to fit 2½" or larger fire hose
 - 1894 (n) One (1) double male adapter sized to fit 2½" or larger fire hose
 - 1895 (o) Two (2) or more wheel chocks
 - 1896 (p) One (1) ANSI approved traffic vest per assigned seating position (exception: if assigned
1897 to each member it is not necessary to be on apparatus.)
 - 1898 (q) Five (5) fluorescent orange traffic cones
 - 1899 (r) Five (5) illuminated warning devices such as highway flares, unless cones have
1900 illuminating devices
 - 1901 (s) One (1) automatic external defibrillator
 - 1902 (t) One (1) rubber mallet
- 1903 (8) Rescue or Squad apparatus housed in a fire station with no pumper must carry the following
1904 minimum equipment:
- 1905 (a) Two (2) SCBA with two (2) Spare Cylinders
 - 1906 (b) Extrication Equipment: Spreader/cutter, rams, & power plant
 - 1907 (c) One (1) gas can 6 5 gal.
 - 1908 (d) Rescue Jacks for vehicle stabilization , spare straps , footprint pads
 - 1909 (e) One (1) reciprocating saw, spare blades
 - 1910 (f) Extension cord 100'
 - 1911 (g) Porta Power set
 - 1912 (h) Air Chisel set w/ 2 air cylinders

- 1913 (i) Hand tools - set of screwdrivers , flat tip , Phillips tip, wire cutters , Hammers ó standard
 1914 claw, ball peen , small sledge
- 1915 (j) Socket set
- 1916 (k) Flat Head Axe
- 1917 (l) Halligan tool
- 1918 (m) Pick Head Axe
- 1919 (n) Sledge hammer
- 1920 (o) Shovels ó flat and round tip
- 1921 (p) Pry Bar ó optional
- 1922 (q) Pike poles ó short 6ø, medium 8ø
- 1923 (r) Webbing 25 ÷pieces
- 1924 (s) Rescue Rope 125ø
- 1925 (t) Utility Rope
- 1926 (u) Four (4) standard Carabiners (20,000 lb. breaking strength)
- 1927 (v) Two (2) ladder belt Carabiners (20,000 lb. breaking strength)
- 1928 (w) Class 3 rescue harness
- 1929 (x) Stokes basket w/ lifting bridle
- 1930 (y) Backboard w/ straps
- 1931 (z) Cribbing ó 2x4 , 2 crates , 4x4 ó 2crates , wood wedges ó small and large ,
- 1932 (aa) Stair step cribbing ó 2 sets
- 1933 (bb) Medical equipment : jump bag , 02 w/bag
- 1934 (cc) AED
- 1935 (dd) One (1) ANSI approved traffic vest per assigned seating position (exception: if
 1936 assigned to each member it is not necessary to be on apparatus.)
- 1937 (9) Service apparatus housed in a fire station with no pumper must carry the following
 1938 minimum equipment:
- 1939 (a) Four (4) SCBA with four (4) extra cylinders
- 1940 (b) Six (6) salvage covers (minimum 12øX 14ø)
- 1941 (c) One (1) 3,000 watt Electric generator
- 1942 (d) Three (3) 500 watt portable flood lights
- 1943 (e) One (1) 5,000 cfm smoke ejector
- 1944 (f) One (1) portable thermal cutting unit
- 1945 (g) One (1) power saw (chain or heavy-duty rotary rated)
- 1946 (h) Four (4) electric handlights
- 1947 (i) Two (2) 3øor 4øpike poles or plaster hooks
- 1948 (j) Four (4) 6øor longer pike poles or plaster hooks

- 1949 (k) One (1) mounted radio
- 1950 (l) One (1) portable radio
- 1951 (m) One (1) 24ø or longer fire service rated extension ladder
- 1952 (n) One (1) 16ø or longer fire service rated roof ladder
- 1953 (o) One (1) 10ø or longer fire service attic ladder
- 1954 (p) One (1) 14ø or longer fire service combination ladder
- 1955 (q) One (1) ANSI approved traffic vest per assigned seating position (exception: if assigned
- 1956 to each member it is not necessary to be on apparatus.)
- 1957 (10) Trench Rescue apparatus housed in a fire station with no pumper must carry the following
- 1958 minimum equipment:
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APPENDIX B

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A205-1-3-.04-(6)(a)5. List of possible skills that might be used in training of fire service personnel in various levels of State Certification.

FIREFIGHTER:

- Personal Protective Equipment (PPE)
- Breathing Air Conservation Techniques
- Emergency SCBA Procedures
- Emergency Escape Methods
- Fire Attack Methods
- Forcible Entry
- Search & Rescue
- Ladders
- Ventilation
- Water Supply & Hose
- Salvage & Overhaul
- Basic First Aid

AIRPORT FIREFIGHTER:

- Identify Response Routes
- Operation & Use of Radio Equipment
- Calling Another Unit By Radio
- Obtaining Air Traffic Control Clearance
- Evacuation from an Intact Damaged Aircraft
- Evacuation from a Burning Aircraft
- Dry Chemical Application on Pooled Fuel Fires
- Hand Line Application on Pooled Fuel Fires
- Turret Application on Pooled Fuel Fires
- Extinguish a Three-Dimensional Fuel Fire
- Extinguish an Aircraft Cabin Fire
- Extinguish an Aircraft Engine Fire: Propeller
- Extinguish an Aircraft Engine Fire: Jet
- Extinguish an Aircraft APU Fire
- Extinguish an Aircraft Wheel Assembly Fire

2024 **APPARATUS OPERATOR:**

- 2025 • Recognize of system problems during routine tests, inspections & servicing of department apparatus.
- 2026 • Perform routine tests, inspections & service for the above list of items and correct any deficiencies noted,
2027 according to department policies & procedures.
- 2028 • Battery(ies)
- 2029 • Braking system
- 2030 • Coolant system
- 2031 • Electrical system
- 2032 • Fuel
- 2033 • Hydraulic fluids
- 2034 • Oil
- 2035 • Tires
- 2036 • Steering system
- 2037 • Belts
- 2038 • Tools, appliances, & equipment
- 2039 • Document the routine tests, inspections, & servicing functions.
- 2040 • Operate a fire department vehicle, given a predetermined route on a public right-of-way that incorporates
2041 the following maneuvers & features:
 - 2042 • Four left & four right turns
 - 2043 • A straight section of urban business street or a two-lane rural road at least one mile in length
 - 2044 • One through-intersection & two intersections where a stop has to be made
 - 2045 • One curve, either left or right
- 2046 • Operate a fire department vehicle under adverse environmental or driving surface conditions.
- 2047 • Demonstrate fire department vehicle backing evolutions.
- 2048 • Operate of fire department vehicles around obstructions on a roadway.
- 2049 • Operate fire department vehicles while executing a 180 degree turn in a confined area.
- 2050 • Use mirrors, judge vehicle clearance & safely operate the vehicle.
- 2051 • Maintain vehicle control while accelerating, decelerating, & turning fire department vehicles.
- 2052 • Maintain reasonable speed for road, adverse environmental & surface conditions.

2053
2054 **COMPANY OFFICER:**

- 2055 • Demonstrate the ability to write reports.
- 2056 • Demonstrate the ability to effectively operate at all levels in the incident management system used by the
2057 local fire department.
- 2058 • Assign tasks or responsibilities to unit members at an emergency operation.
- 2059 • Assign tasks or responsibilities to unit members under non-emergency conditions.
- 2060 • Direct unit members during a training evolution.
- 2061 • Apply human resource policies & procedures.
- 2062 • Coordinate the completion of assigned tasks & projects by crew members.
- 2063 • Develop a pre-incident plan.

2064 • Develop an initial action plan to control an emergency.

2065 • Apply safety regulations at the unit level.

2066

2067 **CHIEF OFFICER:**

2068 • Establish personnel assignments.

2069 • Develop a divisional or departmental budget.

2070 • Use evaluative methods to solicit & award bids.

2071 • Use evaluative methods to direct the development, maintenance, & evaluation of a department record-
2072 keeping system.

2073 • Review current policies, then evaluate the need for and supervise the development of a new or revised
2074 policy or procedure.

2075 • Research and evaluate training requirements and building & facility needs necessary to meet departmental
2076 training goals.

2077 • Prepare an action plan for a multiple agency incident.

2078 • Develop and conduct a post-incident analysis of a multi-agency incident.

2079

2080 **FIRE & LIFE SAFETY EDUCATOR:**

2081 • Document public fire & life safety educational activities.

2082 • Maintain a work schedule of all FLSE activities.

2083 • Select instructional materials.

2084 • Maintain safety during fire and life safety education activities.

2085 • Present a lesson.

2086 • Notify the public of a scheduled event.

2087 • Distribute educational information.

2088 • Administer an evaluation instrument.

2089 • Score an evaluation instrument.

2090

2091 **FIRE INSPECTOR:**

2092 • Prepare written correspondence to communicate fire protection & prevention practices.

2093 • Prepare inspection reports of a field inspection.

2094 • Investigate common complaints of a reported situation or condition.

2095 • Maintain files.

2096 • Identify the occupancy classification of a single-use occupancy.

2097 • Compute the allowable occupant load of a single-use occupancy or portion thereof.

2098 • Inspect means of egress elements of an existing building.

2099 • Verify the type of construction for an addition or remodeling project.

2100 • Determine operational readiness of existing fixed fire suppression systems.

2101 • Determine operational readiness of existing fire detection & alarm systems.

2102 • Determine operational readiness of existing portable fire extinguishers.

2103 • Recognize hazardous conditions involving equipment, processes, & operations.

- 2104 • Compare an approved plan to an installed fire protection system.
- 2105 • Verify that emergency planning and preparedness measures are in place and have been practiced.
- 2106 • Inspect emergency access for a site so that the required access for emergency responders is maintained.
- 2107 • Verify code compliance for incidental storage, handling, and use of flammable and combustible liquids &
2108 gases.
- 2109 • Verify code compliance for incidental storage, handling, and use of hazardous materials.
- 2110 • Recognize a hazardous fire growth potential in a building or space.
- 2111

2112 **FIRE INVESTIGATOR:**

- 2113 • Secure the fireground.
- 2114 • Conduct an exterior & interior survey.
- 2115 • Interpret & correlate burn patterns.
- 2116 • Examine and remove fire debris.
- 2117 • Reconstruct the area of origin.
- 2118 • Inspect the performance of building systems.
- 2119 • Discriminate the effects of explosions from other types of damage.
- 2120 • Diagram the scene.
- 2121 • Photographically document the scene.
- 2122 • Construct investigative notes.
- 2123 • Manage victims and fatalities.
- 2124 • Locate, collect, & package evidence.
- 2125 • Select evidence for analysis.
- 2126 • Maintain a chain of custody.
- 2127 • Develop an interview plan.
- 2128 • Conduct interviews or interrogations.
- 2129 • Evaluate interview information.
- 2130 • Gather reports and records for use in court.
- 2131 • Establish evidence as to motive and/or opportunity.
- 2132 • Prepare a written investigative report.
- 2133 • Express investigative findings verbally.

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APPENDIX C

205-1-3-.04 Classifications of Fire Service Personnel.

- 2143
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- 2145 6. State Certified Fire Instructor:*
- 2146 a. A Fire Instructor shall be required to be trained to the level of Fire Instructor I
- 2147 and shall complete all requirements to become a State Certified Fire Instructor
- 2148 and be in compliance with O.C.G.A. Title 25-4 and Rules & Regulations of the
- 2149 Georgia Firefighter Standards and Training Council.
- 2150 b. The Fire Instructor shall pass the state certification test as approved by the
- 2151 Council.
- 2152 c. Upon completion of all training and testing requirements, the fire department
- 2153 shall complete a Certification Package and submit a Certification Application or
- 2154 Compliance Request (Short) form for the candidate.
- 2155 7. State Certified Fire Department Training Officer:*
- 2156 a. A Fire Department Training Officer shall be required to be trained to the level of
- 2157 Fire Instructor II, shall complete all requirements to become a State Certified Fire
- 2158 Department Training Officer, including successful completion of the Fire
- 2159 Department Training Officer course by or through the Georgia Fire Academy or
- 2160 other training agency as approved by the Council, and be in compliance with
- 2161 O.C.G.A. Title 25-4 and Rules & Regulations of the Georgia Firefighter
- 2162 Standards and Training Council.
- 2163 b. The Fire Department Training Officer shall pass the state certification test as
- 2164 approved by the Council.
- 2165 c. Upon completion of all training and testing requirements, the fire department
- 2166 shall complete a Certification Package and submit a Certification Application or
- 2167 Compliance Request (Short) form for the candidate.
- 2168 8. State Certified Specialized Instructors*
- 2169 a. A Specialized Instructor shall be a course-specific/task-specific certification as
- 2170 approved by the Council. These instructors shall demonstrate the ability to
- 2171 deliver knowledge and skills for specific fire service tasks. Instructors shall
- 2172 successfully complete the required course-specific training by or through the
- 2173 Georgia Fire Academy or other training agency as approved by the Council, to
- 2174 attain State Certification. State Certified Specialized Instructor courses may
- 2175 include:
- 2176 i. Basic Firefighter Instructor
- 2177 ii. Structure Fire Control Instructor.
- 2178 iii. Pressurized Container Fire Control Instructor
- 2179 iv. Flammable Liquids Fire Control Instructor
- 2180 v. Hazardous Materials Curricula Train-the-Trainer
- 2181 vi. NIMS 300/400 Train-the-Trainer
- 2182 b. The Specialized Instructor shall pass the state certification test as approved by the
- 2183 Council.

- 2184 c. Upon completion of all training and testing requirements, the fire department
2185 shall complete a Certification Package and submit a Certification Application or
2186 Compliance Request (Short) form for the candidate.
- 2187 9. State Certified Driver/Operator-Pumper:*
- 2188 a. A Driver/Operator-Pumper shall be required to be trained to the level of
2189 Driver/Operator-Pumper, shall complete all requirements to become a State
2190 Certified Driver/Operator-Pumper and be in compliance with O.C.G.A. Title 25-
2191 4 and Rules & Regulations of the Georgia Firefighter Standards and Training
2192 Council.
- 2193 b. The Driver/Operator-Pumper shall pass the state certification test as approved by
2194 the Council.
- 2195 c. Upon completion of all training and testing requirements, the fire department
2196 shall complete a Certification Package and submit a Certification Application or
2197 Compliance Request (Short) form for the candidate.
- 2198 10. State Certified Driver/Operator-Aerial*
- 2199 a. A Driver/Operator-Aerial shall be required to be trained to the level of
2200 Driver/Operator-Aerial, shall complete all requirements to become a State
2201 Certified Driver/Operator-Aerial and be in compliance with O.C.G.A. Title 25-4
2202 and Rules & Regulations of the Georgia Firefighter Standards and Training
2203 Council.
- 2204 b. The Driver/Operator-Aerial shall pass the state certification test as approved by
2205 the Council.
- 2206 c. Upon completion of all training and testing requirements, the fire department
2207 shall complete a Certification Package and submit a Certification Application or
2208 Compliance Request (Short) form for the candidate.
- 2209 11. State Certified Driver/Operator-ARFF:*
- 2210 a. A Driver/Operator-ARFF shall be required to be trained to the level of
2211 Driver/Operator-ARFF, shall complete all requirements to become a State
2212 Certified Driver/Operator-ARFF and be in compliance with O.C.G.A. Title 25-4
2213 and Rules & Regulations of the Georgia Firefighter Standards and Training
2214 Council.
- 2215 b. The Driver/Operator-ARFF shall pass the state certification test as approved by
2216 the Council.
- 2217 c. Upon completion of all training and testing requirements, the fire department
2218 shall complete a Certification Package and submit a Certification Application or
2219 Compliance Request (Short) form for the candidate.
- 2220 12. State Certified Driver/Operator-Tiller:*
- 2221 a. A Driver/Operator-Tiller shall be required to be trained to the level of
2222 Driver/Operator-Tiller, shall complete all requirements to become a State
2223 Certified Driver/Operator-Tiller and be in compliance with O.C.G.A. Title 25-4
2224 and Rules & Regulations of the Georgia Firefighter Standards and Training
2225 Council.
- 2226 b. The Driver/Operator-Tiller shall pass the state certification test as approved by
2227 the Council.

- 2228 c. Upon completion of all training and testing requirements, the fire department
2229 shall complete a Certification Package and submit a Certification Application or
2230 Compliance Request (Short) form for the candidate.
- 2231 13. State Certified Driver/Operator-Wildland:*
- 2232 a. A Driver/Operator-Wildland shall be required to be trained to the level of
2233 Driver/Operator-Wildland, shall complete all requirements to become a State
2234 Certified Driver/Operator-Wildland and be in compliance with O.C.G.A. Title
2235 25-4 and Rules & Regulations of the Georgia Firefighter Standards and Training
2236 Council.
- 2237 b. The Driver/Operator-Wildland shall pass the state certification test as approved
2238 by the Council.
- 2239 c. Upon completion of all training and testing requirements, the fire department
2240 shall complete a Certification Package and submit a Certification Application or
2241 Compliance Request (Short) form for the candidate.
- 2242 14. State Certified Driver/Operator-Mobile Water Supply:*
- 2243 a. A Driver/Operator-Mobile Water Supply shall be required to be trained to the
2244 level of Driver/Operator-Mobile Water Supply, shall complete all requirements
2245 to become a State Certified Driver/Operator-Mobile Water Supply and be in
2246 compliance with O.C.G.A. Title 25-4 and Rules & Regulations of the Georgia
2247 Firefighter Standards and Training Council.
- 2248 b. The Driver/Operator-Mobile Water Supply shall pass the state certification test as
2249 approved by the Council.
- 2250 c. Upon completion of all training and testing requirements, the fire department
2251 shall complete a Certification Package and submit a Certification Application or
2252 Compliance Request (Short) form for the candidate.
- 2253 15. State Certified Acting Officer-in-Charge:*
- 2254 a. Acting Officers-in-Charge shall be required to be trained to the level of Acting
2255 Officer-in-Charge and shall complete all requirements to become a State
2256 Certified Acting Officer-in-Charge and be in compliance with O.C.G.A. Title 25-
2257 4 and Rules & Regulations of the Georgia Firefighter Standards and Training
2258 Council.
- 2259 b. The Acting Officer-in-Charge shall pass the state certification test as approved by
2260 the Council.
- 2261 c. Upon completion of all training and testing requirements, the fire department
2262 shall complete a Certification Package and submit a Certification Application or
2263 Compliance Request (Short) form for the candidate.
- 2264
- 2265 16. State Certified Fire Officer I:*
- 2266 a. A Fire Officer I shall be required to be trained to the level of Fire Officer I, shall
2267 complete all requirements to become a State Certified Fire Officer I and be in
2268 compliance with O.C.G.A. Title 25-4 and Rules & Regulations of the Georgia
2269 Firefighter Standards and Training Council.

- 2270 b. The Fire Officer I shall pass the state certification test as approved by the
2271 Council.
- 2272 c. Upon completion of all training and testing requirements, the fire department
2273 shall complete a Certification Package and submit a Certification Application or
2274 Compliance Request (Short) form for the candidate.
- 2275 17. State Certified Fire Officer II:*
- 2276 a. A Fire Officer II shall be required to be trained to the level of Fire Officer II,
2277 shall complete all requirements to become a State Certified Fire Officer II and be
2278 in compliance with O.C.G.A. Title 25-4 and Rules & Regulations of the Georgia
2279 Firefighter Standards and Training Council.
- 2280 b. The Fire Officer II shall pass the state certification test as approved by the
2281 Council.
- 2282 c. Upon completion of all training and testing requirements, the fire department
2283 shall complete a Certification Package and submit a Certification Application or
2284 Compliance Request (Short) form for the candidate.
- 2285 18. State Certified Fire Officer III*
- 2286 a. A Fire Officer III shall be required to be trained to the level of Fire Officer III,
2287 shall complete all requirements to become a State Certified Fire Officer III and
2288 be in compliance with O.C.G.A. Title 25-4 and Rules & Regulations of the
2289 Georgia Firefighter Standards and Training Council.
- 2290 b. The Fire Officer III shall pass the state certification test as approved by the
2291 Council.
- 2292 c. Upon completion of all training and testing requirements, the fire department
2293 shall complete a Certification Package and submit a Certification Application or
2294 Compliance Request (Short) form for the candidate.
- 2295 19. State Certified Fire Chief:*
- 2296 a. A State Certified Fire Chief shall be required to be trained to the level of Fire
2297 Officer IV, shall complete all requirements to become a State Certified Fire Chief
2298 and be in compliance with O.C.G.A. Title 25-4 and Rules & Regulations of the
2299 Georgia Firefighter Standards and Training Council.
- 2300 b. The Fire Officer IV shall pass the state certification test as approved by the
2301 Council.
- 2302 c. Upon completion of all training and testing requirements, the fire department
2303 shall complete a Certification Package and submit a Certification Application or
2304 Compliance Request (Short) form for the candidate.
- 2305 20. Others as determined to be necessary and approved by GFSTC
- 2306