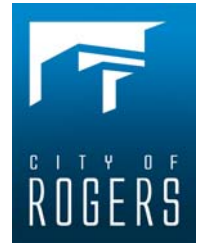




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PURPOSE

Rogers Fire Department's Aircraft Rescue and Fire Fighting Team (ARFF) strives to ensure that all members are provided the highest quality training and maintain the highest level of proficiency in the skills necessary to perform at the technician level in aircraft rescue and firefighting emergencies. This SOP will provide the framework for ARFF Team minimum training standards.

POLICY

This policy establishes the ARFF Team minimum training standards of performance for the RFD-ARFF. Airport Rescue Fire Fighting (ARFF) minimum training standards are developed to ensure the proficiency of all personnel through regular training and annual evaluations of skills necessary to perform at the ARFF level.

ARFF minimum training standards are designed to validate competency in ARFF required skills, as well as identify opportunities in training or deficiencies that need addressed at the individual level as well as the department level.

This process will also ensure that all training is documented in order to meet the required training knowledge and skills within the following:

- NFPA 405: Standard for Recurring Proficiency of Airport Fire Fighters
- NFPA 1003: Standard for Airport Fire Fighter Professional Qualifications

The completion of ARFF annual task book will ensure that all personnel are meeting the training requirements on an annual basis. This training will be verified for proficiency and knowledge during the annual evaluation process as detailed in the Standard Operating Procedure 652 Aircraft Rescue and Fire Fighting Training Requirements.

Process

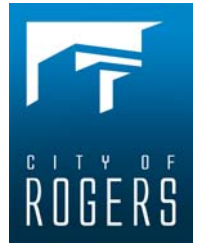
It is the responsibility of all ARFF Team members to ensure that skills and competencies are being completed in the safest manner possible as well as to the level of mastery established by the Department. Safety in all phases of training is the prime consideration and shall not be compromised for speed.

ARFF minimum training standards will focus on the requisite knowledge and requisite skills contained within the aforementioned NFPA standards.

ARFF minimum training standards will be assigned on an annual basis and will be divided into two categories for completion, the ARFF annual task book. The ARFF annual task book will be managed by the ARFF Coordinator and all requisite skills and knowledge will be covered throughout the course of the year as part of the Rogers Fire Department Annual Training Plan (ATP) and the Aircraft Rescue and Fire Fighting Training Plan (ARFF-ATP).



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The required categories will be based upon individual and ARFF level skills. Individual skills will focus on single person level skills that are essential functions as a member of the ARFF Team. ARFF level skills will focus on the team's ability to perform a specific set of tasks involving each member of the team. ARFF level skills will also involve emergency operations to ensure standardization across the ARFF Team.

Successful completion of a standard occurs when an ARFF company officer or the ARFF coordinator ensures that the individual is able to complete the specified skill proficiently, and possesses all of the requisite knowledge to perform the task. There is established performance standards associated with each competency. Performance errors will be assessed on an individual basis and addressed upon completion of the skill before it is repeated to a proficient level. For the purpose of ARFF training, any relevant time standards will serve as a guideline, with knowledge and technique being the primary focus of all ARFF minimum training standards.

The minimum level of proficiency and timeframe for each ARFF minimum training standard will be utilized during the evaluation of individuals as well as the ARFF Team. These evaluations will be conducted to identify deficiencies in the ARFF-ATP as well as any deficiencies identified on the individual level. This process will be conducted according to Standard Operating Procedure 651 Aircraft Rescue and Fire Fighting Team Annual Evaluations.

Documentation

The ARFF Coordinator will be responsible for ensuring the completion of all components of the ARFF-ATP including the ARFF Annual Task Book. The ARFF coordinator will be utilized when deficiencies are identified to deliver the appropriate level of training for the individual to be successful in the completion of the required elements of training. The ARFF Annual Task Book and the ARFF minimum training standards will be maintained within each individuals training file for the remainder of their career.

Failure of an individual to successfully complete any portion of the ARFF-ATP including timeframes for completion may result in removal from the ARFF Team. Issues with completion of any element of the ARFF-ATP will be immediately brought to the Deputy Chief of Special Operations and Training (DFC-SOT).