



3.200 BC Structure Firefighter Minimum Training Standards

3.200.1 RELATED DOCUMENTS

- Policy 3.200
- Policy 3.200 ANNEX

3.200.2 PROCEDURES

Establishing Service Levels:

- The Authority Having Jurisdiction's (AHJ's) decision to determine and define the appropriate service level for its community fire service should be based upon:
 - the support of the residents through taxation to adequately financially support its fire department to meet all applicable training, safety, and operational requirements (competencies) of the OFC Training Standards;
 - the realities of the community in terms of infrastructure, demographics, official community plan, building inventory, risks, travel distances, fire hall locations, equipment, and staffing models (capacity); and
 - anticipated availability of personnel along with equipment resources and the competencies of those resources to respond.
- Any AHJ that fails to declare a service level in an acceptable manner to the Office of the Fire Commissioner (OFC) will potentially be operating their fire services in a manner that may have consequences to their fire service personnel's safety and the safety of the community residents that are intended to be served by this local government service.
- The OFC's mandate is to work with established fire departments of local governments and or other groups that are wanting to become established fire service groups for their local community in the province.
- One of the consequences for not adopting the OFC training standards may be the exclusion of the fire services provider from any call out actions led by the Province that require additional fire service assets to be called upon in support of an impacted community fire department during an emergency.



Testing and validation of training:

- The competencies required to function as an in-house trainer and assessor of the training materials required by the training standards are detailed within the OFC Training Standards manual.
- Training and evaluation can occur using either a third-party training organization, or “in-house” by a department using its own trainers and assessors. The determination of the most appropriate method for each department rests with the AHJ.

Training Records:

- It is the responsibility of all AHJs and their fire departments to be able to accurately record, edit and report out a complete list of training records for each individual structure firefighter including specific training subjects covered at each training session.
- As a minimum the training records must contain the following:
 - Name of participant
 - Date of training – MMM, DD, YYYY
 - Topic of the course – e.g. Use of fire extinguishers
 - Method of training – In house, academy, and/or contractor
 - Retraining period requirement – e.g. 12 months, 3 years etc.
- All training records must be kept in accordance with the requirements of the WorkSafeBC OHS regulations for Young and New Workers (Parts 3.22 to 3.25) and any other community regulatory requirements (FOIPPA, etc.).
- The Training Standards identifies the minimum competencies required of some structure firefighter roles at each service level. The continuous maintenance training for the competencies is the responsibility of the AHJ through their Fire Chief and it is expected that this will be accomplished through ongoing skills maintenance training and education. This ongoing training must be duly recorded for each structure firefighter and officer.



Methods to Adopt the Training Standards:

- Fulfilling the Training Standards can be achieved through the following methods as determined by the AHJ:
 - Develop and implement an in-house training and assessment program at the local level
 - Utilize a third-party training provider
 - Conduct a local review of individual's training records to identify prior learning that could be deemed to:
 - meet the full competency requirements for any Level or Function and allow the AHJ/Fire Department to recognize equivalency, or;
 - meet partial competency requirements for any Level or Function that could allow the AHJ/Fire Department to train the individual to only those competencies that were not covered by prior learning.
- Any combination of the methods above, that the AHJ determines use, will meet the required competencies for individual personnel.

Updating existing personnel from the Playbook to the new Training Standards:

- Personnel who are already trained to the former Playbook Levels and Functions do not require retraining to equivalent Functions in the new Training Standards, provided that the fire department's maintenance training program complies with the new Training Standards competencies where any minor training gaps exist, will be achieved over time.
- Personnel who perform any of the newly defined functions within the new Training Standards [e.g., Apparatus Driver/Operator (Exterior), Apparatus Driver/Operator (Interior), Incident Safety Officer (Interior), Team Leader (Interior), Incident Commander (Exterior), and Incident Commander (Interior)] must meet the competencies for those functions through one of the adoption methods listed above.