



CALIFORNIA FIREFIGHTER
JOINT APPRENTICESHIP COMMITTEE

RULES AND REGULATIONS

2017

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SECTION 1

Purpose and Policy

The California Fire Fighter Joint Apprenticeship Committee (CAL-JAC) has declared it to be their purpose and policy to establish and maintain an organized, planned system of apprenticeship, recruitment and training conducted as a joint labor and management undertaking. The committee also declares its primary goals to be:

1. To improve the quality and quantity of training for professionals in the fire service throughout California; and
2. To provide equal employment opportunities and affirmative action toward a more equitable and representative distribution of underrepresented target groups in the California Fire Service, without lowering existing standards.

SECTION 2

Definitions

- 2.01 ACADEMY TRAINING** means basic intensified classroom instruction and drillground training taught by a CAL-JAC approved instructor to prepare an apprentice to begin the work processes for a specific occupation.
- 2.02 ADMINISTRATOR OF APPRENTICESHIP** means the person designated under California law as the Administrator of Apprenticeship. He/she is authorized to appoint such assistants as shall be necessary to carry out the purposes of the apprenticeship laws of California.
- 2.03 ADVISORY COMMITTEE** means a committee appointed by the Joint Apprenticeship Committee to act in an advisory capacity in carrying out the functions and responsibilities of the committee.
- 2.04 APPRENTICE** means a person who has signed an apprentice agreement with the Joint Apprenticeship Committee and who is registered with the Department of Industrial Relations Division of Apprenticeship Standards (DAS) to be trained to become a journeyman in conformity with the California Fire Fighter Joint Apprenticeship Committee Standards.
- 2.05 APPRENTICABLE OCCUPATIONS** means those full-time occupations recognized through the Department of Industrial Relations Division of Apprenticeship Standards and/or the US Department of Labor, Office of Apprenticeship (OA) to be trained to a journey level. For the CAL-JAC, those occupations are:
- Fire Fighter - suppresses fires, responds to natural and manmade disasters, accidents and hazards to provide rescue and emergency services and participates in other related activities.
 - Wildland Fire Fighter Specialist - suppresses fires primarily in wildland and forested areas.
 - Fire Suppression Technician - assists in the suppression of wildland fires and participates in land management activities designed to prevent/limit fires.
 - Fire Fighter Diver - suppresses fires, responds to natural and manmade disasters, accidents and hazards to provide rescue and emergency services and performs operations as a diver.
 - Firefighter EMT - suppresses fires, responds to natural and manmade disasters, accidents and hazards to provide rescue and emergency services, provides emergency medical care and basic life support as an EMT I in accordance with EMS Authority regulations, and participates in other related activities.
 - Emergency Medical Technician - provides emergency medical care and basic life support at the scene of emergencies as an EMT I in accordance with EMS Authority regulations.
 - Paramedic - provides basic and advanced life support and emergency medical care and is trained and licensed in accordance with the EMS Authority regulations.
 - Hazardous Materials Response Technician - responds to incidents that may include hazardous materials emergencies and other natural and manmade disasters, accidents and fires to provide rescue and emergency services; participates in activities to identify and mitigate life and property threatening situations and participates in other related activities.
 - Fire Officer - supervises a company of fire personnel in response to natural and manmade disasters, accidents and hazards to provide rescue and emergency services and supervises and participates in other related activities.
 - Fire Engineer - drives and operates fire apparatus and equipment during response to natural and manmade disasters, accidents and hazards to provide rescue and emergency services; participates in other related activities.

- Fire Apparatus Engineer - suppresses fires, responds to natural and manmade disasters, accidents and hazards to provide rescue and emergency services; drives and operates fire apparatus and participates in other related activities.
- Fire Equipment Specialist - repairs and maintains fire apparatus and department vehicles.
- Fire Inspector - performs fire prevention inspections and enforces applicable codes and ordinances.
- Fire Marshal - supervises and coordinates fire prevention activities and personnel.
- Fire Prevention Officer - plans, produces, and implements community public fire safety education programs.
- Fire Department Training Officer - coordinates and provides instruction to department personnel in job related subjects.
- Fire Investigator- determines the cause and origin of fires; conducts arson investigations; apprehends suspects; prepares cases and provides testimony in court.
- Fire Fighter Paramedic - Suppresses fires, responds to natural and manmade disasters, accidents and hazards to provide rescue and emergency services, provides emergency medical care and basic and advanced life support in accordance with the EMS Authority regulations.
- Heavy Fire Equipment Operator - Operates heavy equipment including dozers, motor graders, heavy duty transports, trucks, front end loaders, backhoes, dump trucks, scrapers, and other types of motorized heavy fire equipment used in wildland fire suppression, road maintenance, and other wild land fire control, forest protection and conservation projects; controls and extinguishes fires; earthquake, storm or flood damage prevention and/or mitigation and, under supervision, performs maintenance and minor repair work on heavy fire equipment.

- 2.06 APPRENTICE AGREEMENT** means a written agreement between the apprentice, the Joint Apprenticeship Committee and the employer which is registered with the California Department of Industrial Relations Division of Apprenticeship Standards and/or the US Department of Labor, Office of Apprenticeship (OA) for federal fire departments.
- 2.07 COLLECTIVE BARGAINING AGREEMENT** means an agreement, and includes Memorandums of Understanding, negotiated pursuant to the Meyers-Miliias-Brown Act.
- 2.08 CAL-JAC** means the California Fire Fighter Joint Apprenticeship Committee.
- 2.09 INDIVIDUAL EMPLOYER** means any employer, whether public or private, who employs firefighters and related occupations and is obligated to pay their compensation and who participates in an Apprenticeship Program outlined in the CAL-JAC Apprenticeship Standards.
- 2.10 INDIVIDUAL UNION** means an independent association or a local union affiliated with an international union which represents firefighters and associated occupations who work for an individual employer.
- 2.11 INSTRUCTOR OF RECORD** means the training officer or other qualified person designated by the department to be responsible for the quality and validity of apprentice training courses and the accuracy of attendance and training records, according to the CAL-JAC Training Reporting System, which is an addendum to these Rules and Regulations. Specific duties and responsibilities of this position are outlined in the CAL-JAC Training Coordinator's Handbook, which is an addendum to these Rules and Regulations.

- 2.12 JOINT APPRENTICESHIP COMMITTEE** means the Committee selected by the California State Fire Marshal, and the California Professional Firefighters hereto with equal representation as required by law.
- 2.13 JOINT APPRENTICESHIP COMMITTEE ADMINISTRATOR** means the person appointed by the signatory parties of the Joint Apprenticeship Committee to carry out the policies and procedures of the Committee.
- 2.14 JOURNEYPERSON** means (1) an individual who has been an apprentice and who successfully completed all requirements and has been awarded journey level status or (2) an individual who, by virtue of experience and training is considered equivalent to journey level.
- 2.15 RELATED AND SUPPLEMENTAL INSTRUCTION** means training received while on duty that is directly related to the occupation and is taught by a CAL-JAC approved instructor.
- 2.16 SIGNATORY PARTIES** means the California State Fire Marshal and the California Professional Firefighters, which is the State Council of the International Association of Fire Fighters, AFL-CIO.
- 2.17 SPONSORS** mean the California State Fire Marshal on behalf of fire service management and the California Professional Firefighters, which is the State Council of the International Association of Fire Fighters, AFL-CIO on behalf of labor.
- 2.18 SUBCOMMITTEE (SubJAC)** means a committee composed of equal numbers of representatives of an individual employer and of an individual union. The subcommittee acts on behalf of the Joint Apprenticeship Committee on matters affecting apprentices of an individual employer; and such actions are subject to approval, modification, or reversal by the Joint Apprenticeship Committee.
- 2.19 SUBSCRIPTION AGREEMENT** means a written agreement between the Joint Apprenticeship Committee and an individual employer, with the participation and cooperation of the individual union, delineating the duties and obligations assumed by the parties to such agreement.
- 2.20 SUPERVISOR** means the person responsible for the work and training assignments of an apprentice (i.e. a company officer would be the supervisor of a firefighter apprentice).
- 2.21 TRAINING COORDINATOR** means the person designated by the department as the primary contact with the CAL-JAC for the day-to-day coordination of apprentice records and attendance reporting. The specific requirements for this position are outlined in the Training Coordinator's Handbook which is an addendum to these Rules and Regulations.
- 2.22 UNION** means the California Professional Firefighters which is the State Council of the International Association of Fire Fighters, AFL-CIO
- 2.23 WORK PROCESSES** means the planned on-the-job training that apprentices must complete to become a journey person in a specific occupation

SECTION 3

Apprenticeship and Training

3.01 GENERAL. The Fire Service in California includes many different and specialized occupations. In most areas, the Fire Service is called upon not only to combat fire, but to provide service in nearly every kind of life or property threatening emergency including:

- Medical emergencies
- Traffic accidents
- Hazardous materials incidents
- Floods, earthquakes, other natural disasters

The full-time, paid occupations described in this section reflect those represented classifications commonly found in Fire Departments within the state. These occupations encompass the knowledge and duties required of those responding to emergencies and/or preparing for or preventing emergencies.

3.02 OCCUPATIONAL DESCRIPTIONS. Each occupation included in the standards for the CAL-JAC is described in this section. The description includes a general statement of the work performed in the occupations; level of entry; relationship to other occupations; academy training requirements; related and supplemental instruction; work processes and the term of apprenticeship.

3.03 WORK PROCESSES AND ACADEMIC INSTRUCTION. The work processes (on-the-job-training plan) and academic instruction for all occupations have been reviewed for conformity to the State Board of Fire Services Training Standards and approved by the California State Fire Marshal.

A. GENERAL

Each apprentice to the Fire Fighter occupation shall be afforded the opportunity to receive the work experience, classroom instruction, drill ground training, and the academic and technical instruction necessary to attain journey person recognition. Such apprentice Fire Fighters shall diligently apply themselves to their training, related instruction, and work experience so as to become effective and efficient in all of the various fire prevention, fire suppression, and other functions of the individual employer.

B. MINIMUM QUALIFICATIONS FOR APPRENTICESHIP

1. Each apprentice must meet the minimum qualifications for apprenticeship as stated in Section 8 of these Rules and Regulations.
2. Individual employers may specify other requirements for their specific jurisdiction.

C. ACADEMY TRAINING

An apprentice Fire Fighter shall attend and successfully complete a minimum 400 hour Fire Fighter academy. This academy may be attended in more than one (1) segment and shall be intensified classroom instruction and simulation exercises representing actual field conditions covering the following subjects:*

1. Fire Service Organization and Responsibility
2. Fire Behavior and Extinguishment
3. Firefighter Safety
4. Self Contained Breathing Apparatus
5. Portable Fire Extinguishers
6. Ropes, Knots and Hitches
7. Hose, Nozzles and Appliances
8. Ground Ladders
9. Forcible Entry
10. Rescue
11. Ventilation
12. Fire Control
13. Salvage and Overhaul
14. Fire Protection Water Systems
15. Fire Protection Systems
16. Fire Prevention and Investigation
17. Hazardous Materials First Responder Operational (FRO)
18. Communications
20. Emergency Care
21. Issues of Diversity and Harassment
22. Incident Command System (ICS)
23. Vehicle Extrication
24. Wildland Firefighting
25. Miscellaneous Equipment and Tool Use
26. Confined Space Rescue

* A local agency may, after consultation with the CAL-JAC staff, reorganize, add or substitute subjects taught during academy and related and supplemental instruction to better meet department needs.

FIRE FIGHTER

(Continued)

D. ON-THE-JOB TRAINING

The major work processes for the occupation of Fire Fighter in which apprentices will be trained (although not necessarily in the order listed) and the approximate hours (not necessarily continuous) to be spent on each are:

Work Processes	Approximate Hours
1. Controls and extinguishes fires	500
2. Provides emergency medical assistance	650
3. Maintains fire stations.....	450
4. Maintains fire equipment and apparatus.....	500
5. Operates equipment for lifting, spreading, hoisting, and pulling	400
6. Applies extinguishing agents	500
7. Operates foam and water additive proportioners and generators	150
8. Couples hose and rolls, folds, carries, reels, and unreels hose	200
9. Connects, lays and operates, hoses, nozzles, valves, fittings, and other hose devices	200
10. Loads hose on apparatus	100
11. Operates hydrants.....	300
12. Operates master stream appliances	200
13. Carries, raises, climbs, and lowers ladders	200
14. Operates fire protection systems	150
15. Uses breathing apparatus and protective clothing and equipment.....	200
16. Operates hand tools, cutting, boring, fusing, and sawing tools and equipment	300
17. Uses battering, carrying, digging, prying, and striking tools	200
18. Operates equipment including lighting, ventilation, and communication	250
19. Performs salvage operations including the use of water removal tools and equipment; removes debris and hazards and safeguards property	400
20. Determines origin and cause of fires; identifies, collects, and preserves evidence	50
21. Performs heavy rescue	<u>100</u>
TOTAL HOURS	6000

E. RELATED AND SUPPLEMENTAL INSTRUCTION

An apprentice Fire Fighter shall, while on duty, attend and satisfactorily complete not less than 144 hours per year of related and supplemental instruction in approved subjects such as:

1. Fundamentals of Fire Suppression
2. Fire Origin and Cause Determination
3. Elementary Chemistry
4. Elementary Physics
5. Mathematics
6. Fundamentals of Fire Protection
7. Fire Service Hydraulics
8. Building Construction for the Fire Service
9. Blueprint Reading
10. Local Codes and Ordinances
11. Introduction to Fire Prevention
12. Local Fire Prevention Inspection Practices
13. Pre-Incident Planning
14. Local Hazards and Conditions

FIRE FIGHTER

(Continued)

15. Application of Extinguishing Agents
16. Records and Reports
17. Personnel Rules and Regulations
18. Collective Bargaining Agreement/Memorandum of Understanding
19. Local Detection and Extinguishing Systems
20. Aircraft Fire Fighting and Rescue Procedures
21. Emergency Vehicle Operations*
22. Shipboard Fire Fighting and Rescue
23. Wildland/Urban Interface Fire Fighting
24. Petrochemical Fire Fighting
25. Issues of Diversity and Harassment
26. Street Safety Response
27. Hazardous Materials FRO Refresher
28. AIDS and Infectious Diseases
29. Fighting Wildfires
30. SEMS
31. ICS
32. EMS First Responder Refresher
33. Introduction to Wildland Fire Behavior
34. Code Enforcement
35. Training Instructor 1A, B, and C*
36. Pump Operations
37. Confined Space
38. Rescue Systems
39. High Rise
40. Advanced Rescue Techniques
41. Terrorism Consequence Management (TCM)
42. Ethics

F. TERM OF APPRENTICESHIP

The term of apprenticeship for the Fire Fighter occupation shall be 36 months.

G. PROBATIONARY PERIOD

An apprentice Fire Fighter shall serve a probationary period to demonstrate the willingness and ability to perform the arduous duties demanded of a Fire Fighter at fires and other scenes of emergency, as well as, the willingness and ability to perform the routine duties required in the fire station and elsewhere as assigned. Such probationary period shall consist of the period established by the individual employer in accordance with the Collective Bargaining Agreement/Memorandum of Understanding, or past practices when a formal agreement does not exist.

H. JOURNEYPERSON RECOGNITION

An apprentice may attain journey person recognition as a Fire Fighter upon documentation of successful completion of:

1. A minimum 400 hour academy as described herein;
2. 36 months of apprenticeship;
3. A minimum of 144 hours of related and supplemental instruction during each 12 months of apprenticeship;
4. State Fire Marshal/State Board of Fire Services Training Standards for Fire Fighter I and II.

A. GENERAL

Each apprentice to the Fire Fighter II occupation shall be afforded the opportunity to receive the work experience, classroom instruction, drill ground training, and the academic and technical instruction necessary to attain journey person recognition. Such apprentice Fire Fighter IIs shall diligently apply themselves to their training, related instruction, and work experience so as to become effective and efficient in all of the various fire prevention, fire suppression, and other functions of the California Department of Forestry and Fire Protection.

B. MINIMUM QUALIFICATIONS

The Fire Fighter II (CDF) occupation is an entry level position for the California Department of Forestry and Fire Protection. The minimum qualifications for this occupation are:

1. That an individual be no less than 18 years of age at time of appointment
-and-
2. Have either:
 - I - three months fire fighting experience
or
 - II - one year as a Certified Volunteer Fire Fighter
or
 - III - completion of training courses prerequisite for Fire Fighter I Certification.

C. ACADEMY TRAINING

An apprentice Fire Fighter II shall attend and satisfactorily complete the CAL FIRE Fire Fighter Academy (FFA) Training Course. The FFA shall consist of 271 hours of intensified classroom and drill ground training in the following subjects:*

1. Orientation
2. EEO/Sexual Harassment
3. Substance Abuse
4. Orientation to Apprenticeship and Labor Organization
5. Spanish (Self paced Study)
6. Resource Management
7. Archaeology/Riparian Zones
8. Physical Fitness Training
9. Equipment Identification
10. Fire Service Ladders
11. Self Contained Breathing Apparatus
12. Fire Hose Practices/Evolutions
13. Radio Use
14. Fire Extinguishers
15. Lighting (Self Paced Study)
16. Forcible Entry
17. Vehicle Extrication
18. Water Systems
19. Confined Space Awareness
20. Low Angle Rope Rescue Operational
21. Fire Fighter Rescue (RIC)

* A local agency may, after consultation with the CAL-JAC staff, reorganize, add or substitute subjects taught during academy and related and supplemental instruction to better meet department needs.

FIRE FIGHTER II (CDF)

(Continued)

- 22. Rescue Systems
- 23. Water Rescue Awareness
- 24. LPG Fires
- 25. Vehicle Fire
- 26. Building Construction for the Fire Service
- 27. Fire Protection Systems
- 28. Structure Fire Control
- 29. Fire Protection Chemistry
- 30. Salvage
- 26. Ventilation Methods/Techniques
- 27. Basic Sawyer – Structure Operations
- 28. Chainsaw and Vertical Ventilation Operations

D. ON-THE-JOB TRAINING

The major work processes for the occupation of CDF Fire Fighter II in which apprentices will be trained (although not necessarily in the order listed) and the approximate hours (not necessarily continuous) to be spent on each are:

Work Processes	Approximate Hours
1. Controls and extinguishes fires	500
2. Operates fire fighting tools and appliances.....	500
3. Uses hose	400
4. Applies extinguishing agents	500
5. Operates extrication hand tools and power equipment	500
6. Uses emergency medical equipment.....	400
7. Provides emergency medical assistance.....	700
8. Operates specialized equipment for fire fighting and salvage operations.....	600
9. Participates in company fire prevention inspections	350
10. Assists in public education and information activities.....	350
11. Operates as a member of specialized team which might include: aircraft crash rescue; cliff or swift water rescue; truck company; wildland fire fighting	500
12. Maintains fire station and apparatus.....	<u>700</u>
TOTAL HOURS	6000

E. RELATED AND SUPPLEMENTAL INSTRUCTION

An apprentice Fire Fighter II shall, while on duty, attend and satisfactorily complete not less than 144 hours per year of related and supplemental instruction in the following prescribed subjects:

- 1. Local Orientation
- 2. EEO
- 3. Defensive Driving
- 4. Self Contained Breathing Apparatus
- 5. Dealing with the Public
- 6. Wildland Firefighter Protective Equipment
- 7. Structural Firefighter Protective Equipment
- 8. Ladders

FIRE FIGHTER II (CDF)

(Continued)

9. Rope, Knots and Rigging
10. Radio Use
11. Scene Protection
12. Hose Evolutions
13. Portable Extinguishers
14. Vehicle Extrication
15. Fire Protection Systems
16. Size-up
17. Rescue
18. Exposures
19. Confinement
20. Extinguishment
21. Overhaul
22. Ventilation
23. Salvage
24. Forcible Entry
25. Utilities
26. Transportation
27. Foam Fire Fighting
28. Building Construction for the Fire Service
29. Aircraft Fire Fighting and Rescue
30. Pre-Fire Planning
31. Introduction to Pumps
32. ICS
33. First Responder/EMT Continuing Education
34. Blood Borne Pathogens
35. Hazardous Materials FRO Refresher
36. Preliminary Fire Investigation
37. Size-up and Report on Condition (Wildland)
39. Wildland Firefighter Safety and Survival (Level 1)
40. Wildland Strategy and Tactics
41. Utility Incidents
42. Fire Prevention Education
43. Resource Management
44. Vehicle Fires
45. Issues of Diversity and Harassment
46. Terrorism Consequence Management (TCM)
47. Communicable Disease Awareness
48. Map Reading
49. Basic Form Familiarization
50. Local Unit Water Rescue Awareness
51. RECEO
52. Lighting
53. Foam Firefighting
54. Transportation Incidents
55. Rapid Intervention Crew (RIC)
57. Power Saws
58. Confined Space
59. Interface Firefighting
60. Incident Management 1
61. Training Instructor 1A
62. Wildland Fire Operations

FIRE FIGHTER II (CDF)

(Continued)

F. TERM OF APPRENTICESHIP

The term of apprenticeship for the Fire Fighter II occupation shall be 36 months.

G. PROBATIONARY PERIOD

An apprentice Fire Fighter II shall serve a probationary period to demonstrate the willingness and ability to perform the arduous duties demanded of a Fire Fighter II at fires and other scenes of emergency, as well as, the willingness and ability to perform the routine duties required in the fire station and elsewhere as assigned. Such probationary period shall consist of the period established for Fire Fighter II by the California Department of Forestry and Fire Protection under the current Collective Bargaining Agreement or Memorandum of Understanding.

H. JOURNEYPERSON RECOGNITION

An apprentice may attain journeyman recognition as a Fire Fighter II (CDF) upon documentation of successful completion of:

1. A minimum 271 hour academy, as described herein;
2. 36 months of apprenticeship;
3. A minimum of 144 hours of related and supplemental instruction during each 12 months of apprenticeship;
4. State Fire Marshal/State Board of Fire Services Training Standards for Fire Fighter I and II.

A. GENERAL

Each apprentice to the Wildland Fire Fighter Specialist occupation shall be afforded the opportunity to receive the work experience, classroom instruction, drill ground training, and the academic and technical instruction necessary to attain journeyperson recognition. Such apprentice Wildland Fire Fighter Specialists shall diligently apply themselves to their training, related instruction, and work experience so as to become effective and efficient in the various aspects of fire suppression and other functions of the individual employer.

B. MINIMUM QUALIFICATIONS FOR APPRENTICESHIP

1. Each apprentice must meet the minimum qualifications for apprenticeship as stated in Section 8 of these Rules and Regulations.
2. Individual employers may specify other requirements for their specific jurisdiction.

C. ACADEMY TRAINING

An apprentice Wildland Fire Fighter Specialist shall attend and successfully complete a minimum 160 hour Wildland Fire Fighter Specialist academy. This academy may be attended in more than one segment and shall be intensified classroom instruction and simulation exercises representing actual field conditions covering the following subjects:*

1. Orientation
2. Fire Physics and Behavior
3. Safety Equipment
4. First Aid/Emergency Care/Burn Packs/CPR
5. Fighting Wildfires: Preparing for Wildfire Incidents
6. Fighting Wildfires: Fire Behavior
7. Fighting Wildfires: Safety and Survival
8. Fighting Wildfires: Human Factors
9. Fighting Wildfires: Interface Operations
10. Fighting Wildfires: Wildland Tactics
11. Fire Apparatus Familiarization
12. Basic Hydraulics
13. Hazardous Materials Awareness
14. Basic ICS

* A local agency may, after consultation with the CAL-JAC staff, reorganize, add or substitute subjects taught during academy and related and supplemental instruction to better meet department needs.

WILDLAND FIRE FIGHTER SPECIALIST

(Continued)

D. ON-THE-JOB TRAINING

The major work processes for the occupation of Wildland Fire Fighter Specialist in which apprentices will be trained (although not necessarily in the order listed) and the approximate hours (not necessarily continuous) to be spent on each are:

Work Processes	Approximate Hours
1. Combats wildland fires using hand tools and hand operated power tools	750
2. Operates portable water/handling equipment	100
3. Maintains fire apparatus and equipment.....	300
4. Maintains station and grounds.....	200
5. Maintains physical fitness.....	200
6. Constructs and maintains roads and lines	200
7. Services Helitack support equipment	100
8. Uses pumps and hoses	200
9. Supports helicopter operations and other major equipment operations	300
10. Performs fuel management operations.....	600
11. Completes records and reports	<u>50</u>
TOTAL HOURS	3000

E. RELATED AND SUPPLEMENTAL INSTRUCTION

An apprentice Wildland Fire Fighter Specialist shall, while on duty, attend and satisfactorily complete not less than 144 hours per year of related and supplemental instruction in approved subjects such as:

1. Fire Behavior, Strategy, and Control
2. Application of Extinguishing Agents
3. Fire Protection Equipment
4. Vehicle Extrication and Rescue
5. Wildland Fire Fighting
6. Specialized Company Operations
7. Fire Equipment Familiarization, Care, and Maintenance
8. Communication Equipment and Procedures
9. Emergency Medical Care
10. Records and Reports
11. Personnel Rules and Regulations
12. Memorandum of Understanding/Collective Bargaining Agreement
13. AIDS and Infectious Diseases
14. Specialized Rescue
15. Issues of Diversity and Harassment
16. Hazardous Materials FRO
17. ICS
18. Terrorism Consequence Management (TCM)
19. Ethics

F. TERM OF APPRENTICESHIP

The term of apprenticeship for the Wildland Fire Fighter Specialist occupation shall be 18 months.

WILDLAND FIRE FIGHTER SPECIALIST

(Continued)

G. PROBATIONARY PERIOD

An apprentice Wildland Fire Fighter Specialist shall serve a probationary period to demonstrate the willingness and ability to perform the arduous duties demanded of a Wildland Fire Fighter Specialist at fires and other scenes of emergency, as well as, the willingness and ability to perform the routine duties required in the fire station and elsewhere as assigned. Such probationary period shall consist of the period established by the individual employer in accordance with the current Collective Bargaining Agreement/Memorandum of Understanding, or according to past practice where no formal agreement exists.

H. JOURNEYPERSON RECOGNITION

An apprentice may attain journeyperson recognition as a Wildland Fire Fighter Specialist upon documentation of successful completion of:

1. A minimum 160 hour academy as described herein;
2. 18 months of apprenticeship;
3. A minimum of 144 hours of related and supplemental instruction during the first twelve months and 72 hours during the remaining 6 months

A. GENERAL

Each apprentice to the Fire Suppression Technician occupation shall be afforded the opportunity to receive the work experience, classroom instruction, drill ground training, and the academic and technical instruction necessary to attain journey person recognition. Such apprentice Fire Suppression Technicians shall diligently apply themselves to their training, related instruction, and work experience so as to become effective and efficient in all of the various aspects of fire suppression and emergency activities and other functions of the individual employer.

B. MINIMUM QUALIFICATIONS FOR APPRENTICESHIP

1. Each apprentice must meet the minimum qualifications for apprenticeship as stated in Section 8 of these Rules and Regulations.
2. Individual employers may specify additional requirements for their specific jurisdiction.

C. ACADEMY TRAINING

An apprentice Fire Suppression Technician shall attend and successfully complete a minimum 160 hour Fire Suppression Technician academy. This academy may be attended in more than one segment and shall be intensified classroom instruction and simulation exercises representing actual field conditions covering the following subjects:*

1. Orientation
2. Tool and Equipment Orientation
3. Physical Fitness
4. Introduction to Wildland Fire Behavior
5. Basic Fire Suppression
6. Fire Line Construction methods
7. First Aid/CPR
8. Hose Evolutions
9. Water Systems
10. Helicopter Safety
11. Props - Field
12. Firefighter Safety and Survival
13. Hazardous Materials Awareness
14. Basic ICS
15. AIDS and Infectious Diseases

* A local agency may, after consultation with the CAL-JAC staff, reorganize, add or substitute subjects taught during academy and related and supplemental instruction to better meet department needs.

FIRE SUPPRESSION TECHNICIAN

(Continued)

D. ON-THE-JOB TRAINING

The major work processes for the occupation of Fire Suppression Technician in which apprentices will be trained (although not necessarily in the order listed) and the approximate hours (not necessarily continuous) to be spent on each are:

Work Processes	Approximate Hours
1. Assists emergency crews during floods, earthquakes, fires, and other natural and manmade disasters	900
2. Constructs fire lines.....	500
3. Uses hand tools	500
4. Constructs fire containment separations.....	400
5. Builds erosion control systems	300
6. Assists in re-forestation for land and chaparral management programs	300
7. Performs prescriptive burning.....	200
8. Maintains helitorch apparatus.....	200
9. Builds and maintains fire camps.....	300
10. Builds and installs water supplies for fire suppression	200
11. Maintains cisterns and drafting facilities	<u>200</u>
TOTAL HOURS	4000

E. RELATED AND SUPPLEMENTAL INSTRUCTION

An apprentice Fire Suppression Technician shall, while on duty, attend and satisfactorily complete not less than 144 hours per year of related and supplemental instruction in approved subjects such as:

1. Emergency Equipment and Fire Operations
2. Wildland Fire Control
3. Tool Maintenance
4. Helicopter Procedures
5. Chemical Retardants
6. Controlled Burning
7. Road Construction
8. Basic Building Construction
9. Hazardous Materials Awareness Refresher/FRO
10. AIDS and Infectious Diseases
11. Issues of Diversity and Harassment
12. Techniques of Firefighter Safety and Survival
13. Fighting Wildfires: Preparing for Wildfire Incidents
14. Fighting Wildfires: Fire Behavior
15. Fighting Wildfires: Safety and Survival
16. Fighting Wildfires: Human Factors
17. Fighting Wildfires: Interface Operations
18. Fighting Wildfires: Wildland Tactics
19. Terrorism Consequence Management (TCM)
20. Ethics

FIRE SUPPRESSION TECHNICIAN

(Continued)

F. TERM OF APPRENTICESHIP

The term of apprenticeship for the Fire Suppression Technician occupation shall be 24 months.

G. PROBATIONARY PERIOD

An apprentice Fire Suppression Technician shall serve a probationary period to demonstrate the willingness and ability to perform the arduous duties demanded of a Fire Suppression Technician, as well as, the willingness and ability to perform the routine duties required in the fire camp and elsewhere, as assigned. Such probationary period shall consist of the period established by the individual employer in accordance with the current Collective Bargaining Agreement/Memorandum of Understanding, or according to past practices where no formal agreement exists.

H. JOURNEYPERSON RECOGNITION

An apprentice may attain journeyperson recognition as a Fire Suppression Technician upon documentation of successful completion of:

1. A minimum 160 hour academy as described herein;
2. 24 months of apprenticeship;
3. A minimum of 144 hours of related and supplemental instruction during each 12 months of apprenticeship.

A. GENERAL

Each apprentice to the Fire Fighter Diver occupation shall be afforded the opportunity to receive the work experience, classroom instruction, drill ground training, and the academic and technical instruction necessary to attain journey person recognition. Such apprentice Fire Fighter Divers shall diligently apply themselves to their training, related instruction, and work experience so as to become effective and efficient in all of the various fire rescues, fire suppression, and other functions of the individual employer.

B. MINIMUM QUALIFICATIONS FOR APPRENTICESHIP

1. Each apprentice must meet the minimum qualifications for apprenticeship as stated in Section 8 of these Rules and Regulations.
2. Individual employers may specify additional requirements for their specific jurisdiction.

C. ACADEMY TRAINING

An apprentice Fire Fighter Diver shall attend and successfully complete a minimum of 480 hour Fire Fighter Diver academy. This academy may be attended in more than one segment and shall be intensified classroom instruction and simulation exercises representing actual field conditions covering the following subjects:*

1. Fire Service Organization and Responsibility
2. Fire Behavior and Extinguishment
3. Fire Fighter Safety
4. Self Contained Breathing Apparatus
5. Portable Fire Extinguishers
6. Ropes, Knots and Hitches
7. Hose, Nozzles and Appliances
8. Ground Ladders
9. Forcible Entry
10. Rescue
11. Ventilation
12. Fire Control
13. Salvage and Overhaul
14. Fire Protection Water Systems
15. Fire Protection Systems
16. Fire Prevention and Investigation
17. Hazardous Materials FRO
18. Communications
19. EMS
20. Issues of Diversity and Harassment
21. ICS 200
22. Basic Underwater Diving Course
23. Vehicle Extrication
24. Wildland Fire Fighting
25. Confined Space Rescue
26. Rescue Boat Operations
27. River and Flood Water Rescue
27. Personal Watercraft Rescue Operations

* A local agency may, after consultation with the CAL-JAC staff, reorganize, add or substitute subjects taught during academy and related and supplemental instruction to better meet department needs.

FIRE FIGHTER DIVER

(Continued)

D. ON-THE-JOB TRAINING

The major work processes for the occupation of Fire Fighter Diver in which apprentices will be trained (although not necessarily in the order listed) and the approximate hours (not necessarily continuous) to be spent on each are:

Work Processes	Approximate Hours
1. Controls and extinguishes fires	500
2. Provides emergency medical assistance.....	650
3. Maintains fire stations.....	350
4. Maintains fire equipment and apparatus.....	400
5. Operates equipment for lifting, spreading, hoisting, and pulling.....	300
6. Applies extinguishing agents.....	500
7. Operates foam and water additive proportioners and generators	150
8. Couples hose and rolls, folds, carries, reels, and unreels hose	200
9. Connects, lays and operates, hoses, nozzles, valves, fittings, and other hose devices	200
10. Loads hose on apparatus.....	100
11. Operates hydrants.....	300
12. Operates master stream appliances.....	200
13. Carries, raises, climbs, and lowers ladders	200
14. Operates fire protection systems.....	150
15. Uses breathing apparatus and protective clothing and equipment.....	200
16. Operates hand tools, cutting, boring, fusing, and sawing tools and equipment.....	300
17. Uses battering, carrying, digging, prying, and striking tools	200
18. Operates equipment including lighting, ventilation, and communication	250
19. Performs salvage operations including the use of water removal tools and equipment; removes debris and hazards and safeguards property	500
20. Determines origin and cause of fires; identifies, collects, and preserves evidence	150
21. Perform underwater search and recovery.....	250
22. Operates air compressors and related devices.....	250
23. Maintains specialized aquatic equipment	200
24. Uses specialized tools designed for aquatic environments.....	100
25. Operates light/medium duty boats/inflatable boats/personal water craft	150
26. Operates hand and power line and rigging devices	100
27. Assists other agencies involved in aquatic and maritime rescue and fire fighting operations ..	150
TOTAL HOURS	7000

E. RELATED AND SUPPLEMENTAL INSTRUCTION

An apprentice Fire Fighter Diver shall, while on duty, attend and satisfactorily complete not less than 144 hours per year of related and supplemental instruction in approved subjects such as:

1. Fundamentals of Fire Suppression
2. Fire Origin and Cause Determination
3. Elementary Chemistry
4. Elementary Physics
5. Mathematics
6. Fundamentals of Fire Protection
7. Fire Service Hydraulics
8. Building Construction for the Fire Service

FIRE FIGHTER DIVER

(Continued)

9. Blueprint Reading
10. Local Codes and Ordinances
11. Introduction to Fire Prevention
12. Local Fire Prevention Inspection Practices
13. Pre-Incident Planning
14. Local Hazards and Conditions
15. Application of Extinguishing Agents
16. Records and Reports
17. Personnel Rules and Regulations
18. Collective Bargaining Agreement/Memorandum of Understanding
19. Local Detection and Extinguishing Systems
20. Aircraft Fire Fighting and Rescue Procedures
21. EMS Refresher/Continuing Education
22. Shipboard Fire Fighting and Rescue
23. Wildland Fire Fighting
24. Petrochemical Fire Fighting
25. Rescue Systems
26. Emergency Vehicle Operations*
27. Issues of Diversity and Harassment
28. Street Safety Response
29. Hazardous Materials FRO Refresher
30. AIDS and Infectious Diseases
31. Wildland Urban Interface
32. ICS/ SEMS
33. Introduction to Wildland Fire Behavior
34. Code Enforcement
35. Training Instructor 1A, B and C*
36. Water Rescue
37. Advanced Diving Techniques
38. Confined Space Rescue
39. High Rise
40. Pump Operations
41. Rescue Boat Operations, Inspections, and Maintenance
42. Water Dynamics Flow
43. Terminology
44. Advanced Rescue Techniques
45. Forcible Entry
46. Terrorism Consequence Management (TCM)
47. Ethics

F. TERM OF APPRENTICESHIP

The term of apprenticeship for the Fire Fighter Diver occupation shall be 42 months.

G. PROBATIONARY PERIOD

An apprentice Fire Fighter Diver shall serve a probationary period to demonstrate the willingness and ability to perform the arduous duties demanded of a Fire Fighter Diver at fires and other scenes of emergency, as well as, the willingness and ability to perform the routine duties required in the fire station and elsewhere as assigned. Such probationary period shall consist of the period established by the individual employer in accordance with the current Collective Bargaining Agreement/Memorandum of Understanding, or according to past practices where no formal agreement exists.

FIRE FIGHTER DIVER

(Continued)

H. JOURNEYPERSON RECOGNITION

An apprentice may attain journeyperson recognition as a Fire Fighter Diver upon documentation of successful completion of:

1. A minimum 480 hour academy as described herein;
2. 42 months of apprenticeship;
3. A minimum of 144 hours of related and supplemental instruction during each 12 months and 72 hours during the remaining six months;
4. State Fire Marshal/State Board of Fire Services Training Standards for Fire Fighter I and II.

A. GENERAL

Each apprentice to the Firefighter EMT occupation shall be afforded the opportunity to receive the work experience, classroom instruction, drill ground training, and the academic and technical instruction necessary to attain journey person recognition. Such apprentice Firefighter EMT shall diligently apply themselves to their training, related instruction, and work experience so as to become effective and efficient in all of the various fire prevention, fire suppression, and other functions of the individual employer.

B. MINIMUM QUALIFICATIONS FOR APPRENTICESHIP

1. Each apprentice must meet the minimum qualifications for apprenticeship as stated in Section 8 of these Rules and Regulations.
2. Individual employers may specify additional requirements for their specific jurisdiction.

C. ACADEMY TRAINING

An apprentice Firefighter EMT shall attend and successfully complete a minimum 527 hour Firefighter EMT academy, which includes an EMT Basic course that meets all the requirements of the California Emergency Medical Services Authority (EMSA) for EMT-Basic (Title 22, California Code of Regulations, Division 9, Chapter 2) This academy may be attended in more than one segment and shall be intensified classroom instruction and simulation exercises representing actual field conditions covering the following subjects:*

1. Fire Service Organization and Responsibility
2. Fire Behavior and Extinguishment
3. Fire Fighter Safety
4. Self Contained Breathing Apparatus
5. Portable Fire Extinguishers
6. Ropes Knots and Hitches
7. Hose, Nozzles and Appliances
8. Ground Ladders
9. Forcible Entry
10. Rescue
11. Ventilation
12. Fire Control
13. Salvage and Overhaul
14. Fire Protection Water Systems
15. Fire Protection Systems
16. Issues of Diversity and Harassment
17. Fire Prevention and Investigation
18. Communications
19. Emergency Medical Technician Basic Course
20. ICS
21. Hazardous Materials FRO
22. Vehicle Extrication
23. Wildland Fire Fighting
24. Miscellaneous Equipment and Tools
25. Confined Space Rescue Awareness

* A local agency may, after consultation with the CAL-JAC staff, reorganize, add or substitute subjects taught during academy and related and supplemental instruction to better meet department needs.

FIREFIGHTER EMT

(Continued)

D. ON-THE-JOB TRAINING

The major work processes for the occupation of Firefighter EMT in which apprentices will be trained (although not necessarily in the order listed) and the approximate hours (not necessarily continuous) to be spent on each are:

Work Processes	Approximate Hours
1. Controls and extinguishes fires	500
2. Maintains fire stations.....	350
3. Maintains fire equipment and apparatus.....	400
4. Operates equipment for lifting, spreading, hoisting, and pulling.....	400
5. Applies extinguishing agents	500
6. Operates foam and water additive proportioners and generators	150
7. Couples hose and rolls, folds, carries, reels, unreels hose	200
8. Connects, lays and operates, hoses, nozzles, valves, fittings, and other hose devices	200
9. Loads hose on apparatus.....	100
10. Operates hydrants.....	300
11. Operates master stream appliances.....	200
12. Carries, raises, climbs, and lowers ladders	200
13. Operates fire protection systems.....	150
14. Uses breathing apparatus and protective clothing and equipment.....	200
15. Operates hand tools, cutting, boring, fusing, and sawing tools and equipment.....	300
16. Uses battering, carrying, digging, prying and striking tools	200
17. Operates equipment including lighting, ventilation, and communication	250
18. Performs salvage operations including the use of water removal tools and equipment; removes debris and hazards and safeguards property	500
19. Determines origin and cause of fires; identifies, collects, and preserves evidence	50
20. Provides emergency medical assistance.....	850
21. Operates EMS equipment	500
22. Performs triage.....	100
23. Participates in disaster drills	100
24. Extricates victims from entrapment.....	200
25. Conducts search and rescue operations	<u>100</u>
TOTAL HOURS	7000

E. RELATED AND SUPPLEMENTAL INSTRUCTION

An apprentice Firefighter EMT shall, while on duty, attend and satisfactorily complete not less than 144 hours per year of related and supplemental instruction in approved subjects such as:

1. Fundamentals of Fire Suppression
2. Fire Origin and Cause Determination*
3. Elementary Chemistry
4. Elementary Physics
5. Mathematics
6. Fundamentals of Fire Protection
7. Fire Service Hydraulics
8. Building Construction for the Fire Service
9. Blueprint Reading
10. Local Codes and Ordinances

FIREFIGHTER EMT

(Continued)

11. Local Fire Prevention Inspection Practices
12. Introduction to Fire Prevention*
13. Pre-Incident Planning
14. Local Hazards and Conditions
15. Application of Extinguishing Agents
16. Records and Reports
17. Personnel Rules and Regulations
18. Collective Bargaining Agreement/Memorandum of Understanding
19. Local Detection and Extinguishing Systems
20. Aircraft Fire Fighting and Rescue Procedures
21. Shipboard Fire Fighting and Rescue
22. Wildland Fire Fighting
23. Petrochemical Fire Fighting
24. Emergency Vehicle Operations
25. Issues of Diversity and Harassment
26. Street Safety Response
27. Hazardous Materials FRO Refresher
28. AIDS and Infectious Diseases
29. Wildland Urban Interface (I-Zone)
30. SEMS
31. ICS
32. EMT Refresher/Continuing Education Courses
33. Introduction to Wildland Fire Behavior
34. Code Enforcement
35. Training Instructor 1A, B and C*
36. Pump Operations
37. Confined Space
38. Rescue Systems
39. High Rise
40. Advanced Rescue Techniques
41. Forcible Entry
42. Terrorism Consequence Management (TCM)
43. Ethics

F. TERM OF APPRENTICESHIP

The term of apprenticeship for the Firefighter EMT occupation shall be 42 months.

G. PROBATIONARY PERIOD

An apprentice Firefighter EMT shall serve a probationary period to demonstrate the willingness and ability to perform the arduous duties demanded of a Firefighter EMT at fires and other scenes of emergency, as well as, the willingness and ability to perform the routine duties required in the fire station and elsewhere as assigned. Such probationary period shall consist of the period established by the individual employer in accordance with the current Collective Bargaining Agreement/Memorandum of Understanding, or according to past practices where no formal agreement exists.

FIREFIGHTER EMT

(Continued)

H. JOURNEYPERSON RECOGNITION

An apprentice may attain journeyperson recognition as a Firefighter EMT upon documentation of successful completion of:

1. A minimum 520 hour academy as described herein;
2. 42 months of apprenticeship;
3. A minimum of 144 hours of related and supplemental instruction during each 12 months and 72 hours during the remaining six months;
4. State Fire Marshal/State Board of Fire Services Training Standards for Fire Fighter I and II.

3.10 EMERGENCY MEDICAL TECHNICIAN (EMT Basic)

29.2041.00

A. GENERAL

Each apprentice to the Emergency Medical Technician (EMT Basic) occupation shall be afforded the opportunity to receive the work experience, classroom instruction, drill ground training, and the academic and technical instruction necessary to attain journey person recognition. Such apprentice EMT 1's shall diligently apply themselves to their training, related instruction, and work experience so as to become effective and efficient in prehospital emergency care, and other functions of the individual employer.

B. MINIMUM QUALIFICATIONS FOR APPRENTICESHIP

The occupation of Emergency Medical Technician is a specialty upgrade for fire service occupations.

1. The minimum requirement for this occupation is that an individual have not less than six months of experience as a member of an organized fire agency.
2. Individual employers may specify additional requirements for their specific jurisdiction.

C. ACADEMY TRAINING

An apprentice Emergency Medical Technician (EMT Basic) shall attend and successfully complete a minimum 150 hour EMT Basic academy that meets all the requirements of the California Emergency Medical Services Authority (EMSA) for EMT Basic (Title 22, California Code of Regulations, Division 9, Chapter 2).

This academy may be attended in more than one segment and shall be intensified classroom instruction and simulation exercises representing actual field conditions.

D. ON-THE-JOB TRAINING

The major work processes for the occupation of Emergency Medical Technician in which apprentices will be trained (although not necessarily in the order listed) and the approximate hours (not necessarily continuous) to be spent on each are:

Work Processes	Approximate Hours
1. Provides Emergency Medical Assistance	700
2. Operates EMS equipment	400
3. Operates hand and power extrication tools	200
4. Extricates victims from entrapment.....	300
5. Performs triage.....	100
6. Performs search and rescue operations	200
7. Participates in disaster drills	<u>100</u>
TOTAL HOURS	2000

EMERGENCY MEDICAL TECHNICIAN (EMT Basic)

(Continued)

E. RELATED AND SUPPLEMENTAL INSTRUCTION

An apprentice EMT shall, while on duty, attend and satisfactorily complete not less than 144 hours per year of related and supplemental instruction in approved subjects such as:

1. Diagnostic Signs and Triage
2. Records and Reports
3. Emergency Vehicles, Equipment and Maintenance
4. Special Medical Emergencies
5. Mental Health Problems
6. Environmental Injuries
7. Forcible Entry
8. Advanced Rescue Techniques.
9. Street Safety Response
10. EMT Refresher and Continuing Education Courses
11. Issues of Diversity and Harassment
12. Terrorism Consequence Management (TCM)
13. Ethics

F. TERM OF APPRENTICESHIP

The term of apprenticeship for the Emergency Medical Technician occupation shall be 12 months.

G. PROBATIONARY PERIOD

An apprentice Emergency Medical Technician shall serve a probationary period to demonstrate the willingness and ability to perform the arduous duties demanded of a Emergency Medical Technician at scenes of emergency, as well as, the willingness and ability to perform the routine duties required in the fire station and elsewhere as assigned. Such probationary period shall consist of the period established by the individual employer in accordance with the current Collective Bargaining Agreement/Memorandum of Understanding, or according to past practices where no formal agreement exists.

H. JOURNEYPERSON RECOGNITION

An apprentice may attain journeyperson recognition as an Emergency Medical Technician upon documentation of successful completion of:

1. A minimum 150 hour academy as described herein;
2. 12 months of apprenticeship;
3. A minimum of 144 hours of related and supplemental instruction.

A. GENERAL

Each apprentice to the Paramedic occupation shall be afforded the opportunity to receive the work experience, classroom instruction, drill ground training, and the academic and technical instruction necessary to attain journey person recognition. Such apprentice Paramedics shall diligently apply themselves to their training, related instruction, and work experience so as to become effective and efficient in prehospital emergency care and other functions of the individual employer.

B. MINIMUM QUALIFICATIONS FOR APPRENTICESHIP

1. In addition to the minimum qualifications for apprenticeship as stated in Section 8 of these Rules and Regulations, the applicant for Emergency Medical Technician-Paramedic apprenticeship must:
 - a. Possess a high school diploma or GED equivalent
-and-
 - b. Possess a current EMT-Basic certificate or have possessed a valid EMT-Basic certificate within the past 12 months
-or-
 - c. Meet all requirements imposed by the local EMS Agency and the California Emergency Medical Services Authority.
2. Individual employers may specify additional requirements for their specific jurisdiction.

C. ACADEMY TRAINING

An apprentice Paramedic shall attend and successfully complete a minimum 1,090 hour Paramedic academy that meets all requirements of the California Emergency Medical Services Authority (EMSA) (Title 22, California Code of Regulations, Division 9, Chapter 4). This academy may be attended in more than one segment and shall be intensified classroom instruction and simulation exercises representing actual field conditions.

D. ON-THE-JOB TRAINING

The major work processes in which apprentice Paramedics will be trained (although not necessarily in this order) and the approximate hours (not necessarily continuous) to be spent on each are:

PARAMEDIC

(Continued)

Work Processes	Approximate Hours
1. Performs patient assessment	700
2. Provides Basic Life Support	800
3. Provides Advanced Life Support	500
4. Administers drugs	350
5. Maintains communication with medical facilities	300
6. Extricates victims from entrapment.....	150
7. Manages musculoskeletal injuries	100
8. Manages soft tissue injuries	100
9. Administers cardiovascular emergency care	200
10. Assists in childbirth.....	100
11. Provides care to emotionally disturbed victims	100
12. Provides emergency care for patients in shock	300
13. Maintains EMS equipment and apparatus	100
14. Prepares reports and maintains records.....	<u>200</u>
TOTAL HOURS	4000

E. RELATED AND SUPPLEMENTAL INSTRUCTION

An apprentice Paramedic shall, while on duty, attend and satisfactorily complete not less than 144 hours per year of related and supplemental instruction in approved subjects such as:

1. Any courses approved and/or required by the EMS Authority for Continuing Education
2. Issues of Diversity and Harassment
3. AIDS and Infectious Diseases
4. Street Safety Response Issues
5. EMS at Hazardous Materials Incidents
6. ICS
7. Hazardous Materials FRO Refresher
8. Mass Casualty Drills
9. Wildland Urban Interface Response
10. Terrorism Consequence Management (TCM)
11. Ethics

F. TERM OF APPRENTICESHIP

The term of apprenticeship for the Paramedic occupation shall be 24 months.

G. PROBATIONARY PERIOD

An apprentice Paramedic shall serve a probationary period to demonstrate the willingness and ability to perform the arduous duties demanded of a Paramedic. Such probationary period shall consist of the period established by the individual employer in accordance with the current Collective Bargaining Agreement/Memorandum of Understanding, or according to past practices where no formal agreement exists.

PARAMEDIC
(Continued)

H. JOURNEYPERSON RECOGNITION

An apprentice shall be eligible for journeyperson recognition as a Paramedic upon documentation of successful completion of:

1. A minimum 1090 hour apprentice academy as described herein;
2. 24 months of apprenticeship;
3. A minimum of 144 hours of related and supplemental instruction during each 12 months of apprenticeship.

A. GENERAL

Each apprentice to the Hazardous Material Response Technician occupation shall be afforded the opportunity to receive the work experience, classroom instruction, drill ground training and the academic and technical instruction necessary to attain journeyperson recognition. Such apprentice Hazardous Material Response Technicians shall diligently apply themselves to their training, related instruction and work experience so as to become effective and efficient in the response to hazardous material emergencies and other functions of the individual employer.

B. MINIMUM QUALIFICATIONS FOR APPRENTICESHIP

1. In addition to the minimum qualifications for apprenticeship as stated in Section 8 of these Rules and Regulations, applicants for an apprentice Hazardous Material Response Technician must be a qualified Journeyperson Fire Fighter or be eligible for equivalent recognition.
2. Individual employers may specify additional requirements for their specific jurisdiction.

C. ACADEMY TRAINING

An apprentice Hazardous Material Response Technician shall attend and successfully complete a minimum 160 hour Hazardous Materials Technician academy. This academy may be attended in more than one segment and shall be intensified classroom instruction and simulation exercises representing actual field conditions covering the following subjects:*

1. Chemical Terminology and Theory Related to Hazardous Materials
2. Chemistry and Physics of Hazardous Materials
3. Chemical Formulas Names and Structures
4. Chemical and Physical Properties and Associated Hazards
5. Hazard Classes: Explosives, Gases, Flammable Liquids, Flammable Solids, Oxidizers and Organic Peroxides, Radioactive and Corrosives
6. Chemical Aspects Related to Each DOT Hazard Class
7. Compatibility of Chemicals
8. Toxicology and Poisons
9. Toxins and Their Effects
10. Fire Chemistry
11. Monitoring Equipment and Detection Devices
12. Field Identification
13. Field Detection of Gases, liquids and Vapors
14. Safety and Personal Protection
15. Hazardous Materials Data Reference Sources; including Libraries and Computer Systems
16. Meteorological Considerations Concerning Hazardous Materials Incidents
17. Protective Actions; Including Sheltering, Evacuation and Population Management
18. Respiratory Protective Equipment and Chemical Protective Clothing
19. ICS at Hazardous Materials Incidents
20. Develop Site Safety and Incident Action Plans

* A local agency may, after consultation with the CAL-JAC staff, reorganize, add or substitute subjects taught during academy and related and supplemental instruction to better meet department needs.

HAZARDOUS MATERIAL RESPONSE TECHNICIAN

(Continued)

21. Specific Incident Considerations; including Containers, Packaging, Intermodal Tank Containers, Highway, Railroad, Pipelines, Clandestine Drug Labs, Fixed Facilities, Maritime and Aircraft
22. Federal, State, and Local Laws and Regulations
23. State and Local Hazardous Materials Emergency Planning
24. Hazardous Materials Confinement Methods; Including Diking, Damming, Diverting and Absorbing Materials
25. Hazardous Materials Control Procedures and Methods; Including Plugging, Patching Capturing and Over Packing
26. Tactical Considerations at Hazardous Materials Incidents; Including Triage and Sabotage
27. Using Chemical Protective Clothing and Equipment
28. Methods and Procedures for Preservation of Evidence and Chain of Custody
29. Decontamination Methods, Procedures and Equipment
30. EMS Considerations at Hazardous Materials Incidents; Including Medical Monitoring, Rescue and Transport of Victims
31. Incident Debriefing and Post Incident Analysis
32. Identify and Use Appropriate Tools and Equipment

D. ON-THE-JOB TRAINING

The major work processes in which apprentice Hazardous Material Response Technicians will be trained (although not necessarily in this order) and the approximate hours (not necessarily continuous) to be spent on each are:

Work Processes	Approximate Hours
1. Responds to various incidents and identifies hazardous materials	500
2. Uses appropriate personal protective clothing and equipment.....	300
3. Assesses potential hazardous materials incidents.....	600
4. Investigates and documents hazardous material incidents	400
5. Contains and controls hazardous materials	300
6. Implements cordoning/evacuation procedures	200
7. Prepares pre-incident plans for hazardous materials emergencies.....	400
8. Participates in public education and information activities	200
9. Review and/or Inspects hazardous material storage areas.....	300
10. Coordinates activities with appropriate agencies/organizations	200
11. Participates in disaster drills	50
12. Prepares reports and maintains accurate records	300
13. Provides Emergency Medical Assistance	50
14. Documents issues related to cost recovery and liability	<u>200</u>
TOTAL HOURS	4000

HAZARDOUS MATERIAL RESPONSE TECHNICIAN

(Continued)

E. RELATED AND SUPPLEMENTAL INSTRUCTION

An apprentice Hazardous Material Response Technician, while on duty, shall attend and satisfactorily complete not less than 144 hours per year of related and supplemental instruction in approved subjects such as:

1. Specialized Mitigation Techniques
2. Advanced Field Operations
3. Examining Rail Cars and Intermodal Tank Containers
4. Examining Marine Vessels
5. Examining Local Pipelines
6. Planning and Conducting Hazardous Materials Disaster Drills
7. Equipment Maintenance
8. Public Relations for Hazardous Materials Emergencies and Enforcement
9. Interpreting/Developing Documentation
10. Assessing Confinement and Containment Procedures
11. Assessing Local Hazardous Materials Information and Assistance
12. Examining Fixed Storage Tanks
13. Examining Tank Trucks
14. Terrorism Consequence Management (TCM)
15. Current Developments in Hazardous Materials
16. EMS Refresher/Continuing Education Courses
17. Hazardous Materials Refresher Courses
18. Issues of Diversity and Harassment
19. Ethics

F. TERM OF APPRENTICESHIP

The term of apprenticeship for the Hazardous Material Response Technician occupation shall be 24 months.

G. PROBATIONARY PERIOD

An apprentice Hazardous Materials Response Technician shall serve a probationary period to demonstrate the willingness and ability to perform the arduous duties demanded of a Hazardous Material Response Technician at scenes of emergencies, in the station and as elsewhere assigned. Such probationary period shall consist of the period established by the individual employer in accordance with the current Collective Bargaining Agreement/Memorandum of Understanding, or according to past practices where no formal agreement exists.

H. JOURNEYPERSON RECOGNITION

An apprentice may attain journeyperson recognition as a Hazardous Material Response Technician upon documentation of successful completion of:

1. A minimum 160 hour academy as described herein;
2. 24 months of apprenticeship;
3. A minimum of 144 hours of related and supplemental instruction during each 12 months of apprenticeship;
4. State Fire Marshal/State Board of Fire Services Training Standards for Hazardous Materials Technician/Specialist.

A. GENERAL

Each apprentice to the Fire Officer occupation shall be afforded the opportunity to receive the work experience, classroom instruction, drill ground training, and the academic and technical instruction necessary to attain journeyperson recognition. Such apprentice Fire Officers shall diligently apply themselves to their training, related instruction, and work experience so as to become effective and efficient in all of their duties as a Fire Officer.

B. MINIMUM QUALIFICATIONS FOR APPRENTICESHIP

1. In addition to the minimum qualifications for apprenticeship as stated in Section 8 of these Rules and Regulations, applicants must be a Journeyperson Fire Fighter or Fire Apparatus Engineer or meet the standards for recognition as a Journeyperson Fire Fighter or Fire Apparatus Engineer.
2. Individual employers may establish other criteria for their specific jurisdiction.

C. ACADEMY TRAINING

An apprentice Fire Officer shall attend and successfully complete a minimum 268 hour Fire Officer academy. This academy may be attended in more than one segment and shall be intensified classroom instruction and simulation exercises representing actual field conditions covering the objectives in the following courses:*

1. Human Resources Management
2. General Administrative Functions
3. Fire Inspection and Investigation
4. All Risk Command Operations
5. Wildland Incident Operations
6. Instructor I
7. S-290
8. ICS 200.B
9. Hazardous Material Incident Commander

D. ON-THE-JOB TRAINING

The major work processes in which apprentice Fire Officers will receive on the job training (although not necessarily in this order) and the approximate hours (not necessarily continuous) to be spent on each are:

* A local agency may, after consultation with the CAL-JAC staff, reorganize, add or substitute subjects taught during academy and related and supplemental instruction to better meet department needs.

FIRE OFFICER

(Continued)

Work Processes	Approximate Hours
1. Supervises and coordinates activities of a company of fire fighters	900
2. Responds to fire, emergency rescue, EMS and public service calls	500
3. Orders placement of equipment in proper position for effective operations, directs fire suppression and controls operations	550
4. Assigns company personnel and equipment; supervises and assists in laying hose lines, directing streams of water, placing ladders, ventilating buildings, operating extinguishers, salvage and cleanup operations	700
5. Supervises and participates in rescue and emergency medical operations	600
6. Supervises the return and servicing of equipment	550
7. Takes charge of a fire station; supervises and participates in the maintenance of quarters and equipment during an assigned shift	200
8. Inspects personnel, maintains discipline; conduct drills in fire fighting practices and procedures	600
9. Determines need for equipment and station maintenance and repair; assigns personnel to perform the necessary work	400
10. Maintains records and submits reports	500
11. Conducts company fire prevention inspections in accordance with local codes.....	500
TOTAL HOURS	6000

E. RELATED AND SUPPLEMENTAL INSTRUCTION

An apprentice Fire Officer, while on duty, shall attend and satisfactorily complete not less than 144 hours per year of related and supplemental instruction in approved subjects such as:

1. Leadership
2. Community Relations/Public Fire Safety Education
3. Line and Staff Functions
4. Local Codes and Ordinances and Fire Prevention Practices
5. Local Fire Problems/Pre-incident Planning
6. Safety Practices
7. Fire Fighting Strategy and Tactics
8. Functions of Local Jurisdictional Organizations
9. Management of Major Hazardous Materials Incidents*
10. Basic Building Materials and Construction
11. Coordination and Utilization of Personnel and Equipment at Scenes of Emergencies
12. Fire Investigation/Preservation of Evidence
13. Use and Maintenance of Local Investigation Records
14. Issues of Diversity and Harassment for Supervisors
15. Control of Hazardous Materials Incidents
16. Personnel and Labor Relations*
17. Interviewing and Counseling Subordinates
18. Social Services for the Community and the Fire Service
19. Planning for Large Scale Disasters*
20. Emergency Procedures During Civil Disturbances
21. Alternative Emergency Communication Methods
22. Planning and Organizing for Fire Officers
23. Delegation for Company Officers
24. Local Fire Alarm Systems and Devices
25. Local Training and Record Keeping Requirements

FIRE OFFICER

(Continued)

26. Wildland Fire Tactics
27. Company Operations in the Wildland Urban Interface
28. High Rise Fire Tactics
29. Command Tactics at Major Fires
30. Hazardous Materials Refreshers
31. ICS
32. EMS Continuing Education/Refreshers
33. Terrorism Consequence Management (TCM)
34. Ethics
35. ICS 300

F. TERM OF APPRENTICESHIP

The term of apprenticeship for the Fire Officer occupation shall be 36 months.

G. PROBATIONARY PERIOD

An apprentice Fire Officer shall serve a probationary period to demonstrate the willingness and ability to perform the arduous duties demanded of a Fire Officer at scenes of emergencies, in the station and as elsewhere assigned. Such probationary period shall consist of the period established by the individual employer in accordance with the current Collective Bargaining Agreement/Memorandum of Understanding, or according to past practices where no formal agreement exists.

H. JOURNEYPERSON RECOGNITION

An apprentice may attain journeyman recognition as a Fire Officer upon documentation of successful completion of:

1. A minimum 268 hour academy as described herein;
2. 36 months of apprenticeship;
3. A minimum of 144 hours of related and supplemental instruction during each 12 months of apprenticeship;
4. State Fire Marshal/State Board of Fire Services Training Standards for Company Officer.

A. GENERAL

Each apprentice to the Fire Engineer occupation shall be afforded the opportunity to receive the work experience, classroom instruction, drill ground training and the academic and technical instruction necessary to attain journey person recognition. Such apprentice Fire Engineers shall diligently apply themselves to their training, related instruction, and work experience so as to become effective and efficient in operating fire equipment and apparatus and in other functions of the individual employer.

B. MINIMUM QUALIFICATIONS FOR APPRENTICESHIP

1. In addition to the minimum qualifications for apprenticeship as stated in Section 8 of these Rules and Regulations, applicants must meet the minimum requirements for Fire Engineer of the individual employer; and
2. Possess a Class C California Driver's License and a signed verification of driving fire apparatus on a public way signed by the firefighter and the Fire Chief, or hold a California Class A, B, or C drivers license with the fire fighter endorsement.

C. ACADEMY TRAINING

An apprentice Fire Engineer shall attend and successfully complete a minimum 80 hour Fire Engineer academy. This academy may be attended in more than one segment and shall be intensified classroom instruction and simulation exercises representing actual field conditions covering the following subjects:*

1. Driver Operator Responsibilities, Standards, and Laws
2. Fire Apparatus Inspection, Basic Maintenance, Documentation, and Troubleshooting
3. Driving Practices
4. Fire Apparatus Driving Exercises
4. Fire Pump Construction and Theory
5. Basic Hydraulics
6. Pump Inspection, Maintenance, Documentation and Troubleshooting
7. Pump Operation and Practices
8. Pumping Exercises

D. ON-THE-JOB TRAINING

The major work processes in which apprentice Fire Engineers will receive on the job training (although not necessarily in this order) and the approximate hours (not necessarily continuous) to be spent on each are:

* A local agency may, after consultation with the CAL-JAC staff, reorganize, add or substitute subjects taught during academy and related and supplemental instruction to better meet department needs.

FIRE ENGINEER

(Continued)

Work Processes

Approximate Hours

1.	Drives and operates fire apparatus.....	1000
2.	Maintains fire apparatus and equipment.....	500
3.	Maintains fire stations.....	200
4.	Operates communication equipment	300
5.	Operates pumping equipment	500
6.	Assists in public education and information activities.....	100
7.	Participates in company fire prevention inspections	200
8.	Prepares pre-incident plans.....	250
9.	Uses extrication hand tools and power equipment	250
10.	Extricates and rescues victims from entrapment	300
11.	Provides emergency medical assistance	400
TOTAL HOURS		4000

E. RELATED AND SUPPLEMENTAL INSTRUCTION

An apprentice Fire Engineer, while on duty, shall attend and satisfactorily complete not less than 144 hours per year of related and supplemental instruction in approved subjects such as:

1. Local Fire Apparatus and Equipment Maintenance Procedures
2. Local Fire Prevention Inspection Practices
3. Local Codes and Ordinances
4. Public Fire Safety Education Principles
5. Pre-incident Planning
6. Local Fire Apparatus and Equipment Repair Facilities and Procedures
7. Records and Reports
8. Issues of Diversity and Harassment
9. EMS Refresher/Continuing Education Courses
10. Training Instructor 1A/1B/1C or Instructor I/II/III
11. Introduction to Fire Prevention
12. Fire Inspection Practices
13. Hazardous Materials FRO Refresher
14. Fire Origin and Cause Determination
15. Command Principles for Company Officers
16. Terrorism Consequence Management (TCM)
17. Management/Supervision for Company Officers
18. Laws Relating to Vehicle Operation
19. Defensive Driving Techniques
20. Driver Safety Considerations
21. Fire Apparatus Gauges
22. Apparatus Driving Techniques
23. Off Road Driving Procedures
24. Driving/Operating Under Emergency Conditions
25. Positioning Engines
26. Operating Equipment
27. Centrifugal Pumps
28. Rated Performance of Fire Service Pumps
29. Unsafe Pumping Conditions
30. Fire Service Engine Systems and Devices

FIRE ENGINEER

(Continued)

31. Operating Engines
32. Hydrants
33. Available Water Supplies
34. Auxiliary Sources of Water
35. Effective Streams
36. Sprinkler and Standpipe Systems
37. Streams Containing Foam or Additives
38. Water Mains
39. Driving and Operating Aerial Ladders
40. Routine Maintenance on Aerial Ladders
41. Aerial Ladder Systems; Apparatus Gauges; Safety System; Pressure Relief System, etc.
42. Stabilizing and Positioning Aerial Ladder Apparatus
43. Driving and Positioning Apparatus Equipped with a Tiller
44. Driving, Positioning, Stabilizing and Operating Elevating Platform and Equipment
45. Ethics
46. Wildland Fire Apparatus Operations
47. Water Tender Operations
48. Aerial Apparatus Operations
49. Tillered Apparatus Operations

F. TERM OF APPRENTICESHIP

The term of apprenticeship for the Fire Engineer occupation shall be 24 months.

G. PROBATIONARY PERIOD

An apprentice Fire Engineer shall serve a probationary period to demonstrate the willingness and ability to perform the arduous duties demanded of a Fire Engineer at scenes of emergencies, in the station and elsewhere as assigned. Such probationary period shall consist of the period established by the individual employer in accordance with the current Collective Bargaining Agreement/Memorandum of Understanding, or according to past practices where no formal agreement exists.

H. JOURNEYPEPERSON RECOGNITION

An apprentice may attain journeyperson recognition as a Fire Engineer upon documentation of successful completion of:

1. A minimum 80 hour academy as described herein;
2. 24 months of apprenticeship;
3. A minimum of 144 hours of related and supplemental instruction during each 12 months of apprenticeship;
4. State Fire Marshal/State Board of Fire Services Training Standards for Fire Apparatus Driver Operator 1A/1B.

A. GENERAL

Each apprentice to the Fire Apparatus Engineer (FAE) occupation shall be afforded the opportunity to receive the work experience, classroom instruction, drill ground training, and the academic and technical instruction necessary to attain journey person recognition. Such apprentice Fire Apparatus Engineers shall diligently apply themselves to their training, related instruction, and work experience so as to become effective and efficient in all the various fire prevention, fire suppression and other functions of the individual employer.

B. MINIMUM QUALIFICATIONS FOR APPRENTICESHIP

In addition to the minimum qualifications for apprenticeship as stated in Section 8 of these Rules and Regulations, applicants must:

1. Possess a valid California drivers license and,
2. Have either eight months of firefighting experience or two months experience as a certified volunteer firefighter

-OR-

1. Meet the minimum requirements for Fire Engineer of the individual employer and,
2. Possess a Class C California drivers license and a signed verification of driving fire apparatus on a public way signed by the firefighter and the Fire Chief, or hold a California Class A, B or C drivers license with the firefighter endorsement

B. ACADEMY TRAINING

An apprentice Fire Apparatus Engineer shall attend and successfully complete a minimum 480 hour Fire Apparatus Engineer academy. This academy may be attended in more than one segment and shall be intensified classroom instruction and simulation exercises representing actual field conditions covering the following subjects:*

1. Orientation
2. EEO/Sexual Harassment
3. Substance Abuse
4. Orientation to Apprenticeship and Labor Organization
5. Physical Fitness Training
6. Introduction to Computers
7. Time Reporting
8. Communicable Disease Awareness
9. Vehicle Extrication/Rescue
10. Fire Fighter Safety
11. Equipment Identification
12. Ropes and Knots
13. Fire Service Ladders
14. Self Contained Breathing Apparatus

* A local agency may, after consultation with the CAL-JAC staff, reorganize, add or substitute subjects taught during academy and related and supplemental instruction to better meet department needs.

FIRE APPARATUS ENGINEER

(Continued)

15. Fire Hose Practices
16. Incident Size-up
17. ICS
18. Radio Use
19. Fire Physics
20. Portable Fire Extinguishers
21. Hazardous Materials First Responder Operational
22. Flammable Liquids (Field Exercise)
23. Vehicle Fire Control
24. Map Use
25. Wildland Fire Behavior
26. Wildland Strategy and Tactics
27. Firefighter Survival
28. Interface Firefighting - I-Zone
29. Building Construction for the Fire Service
30. Fire Protection Systems
31. Structure Fire Control
32. Structure Fire Field Exercise
33. Progressive Discipline
34. Resource Management
35. Accident Prevention
36. Administrative Procedures
37. Emergency Administrative and Management Activities
38. Conservation Camp Program
39. Environmental Impacts of Wildland Firefighting
40. Pump Operations, Theory, Hydraulics and Skills
41. Basic Driving and Air Brakes
42. Preventative Maintenance
43. Emergency Vehicle Operations
44. Off Road Vehicle Operation
45. Equipment Clean-up
46. Preliminary Fire Investigation

D. ON-THE-JOB TRAINING

The major work processes in which apprentice Fire Apparatus Engineers will be trained (although not necessarily in this order) and the approximate hours (not necessarily continuous) to be spent on each are:

FIRE APPARATUS ENGINEER

(Continued)

Work Processes	Approximate Hours
1. Drives and operates fire apparatus.....	800
2. Operates hoses, tools and appliances.....	300
3. Applies extinguishing agents.....	400
4. Performs incident size-up.....	200
5. Extricates and rescues victims.....	200
6. Uses extrication hand tools and power equipment.....	200
7. Provides emergency medical assistance.....	200
8. Assists in public education and information activities.....	200
9. Performs company fire prevention inspections.....	200
10. Prepares pre-incident plans.....	200
11. Investigates cause and origin of fires.....	200
12. Controls fires.....	500
13. Uses tools and equipment for firefighting.....	600
14. Operates specialized equipment which may include: aircraft crash rescue; truck company; wildland fire fighting.....	500
15. Performs mobile equipment maintenance.....	300
16. Performs station maintenance.....	300
17. Operates pumping equipment.....	400
18. Operates communication equipment.....	300
TOTAL HOURS	6000

E. RELATED AND SUPPLEMENTAL INSTRUCTION

An apprentice Fire Apparatus Engineer shall, while on duty, attend and satisfactorily complete not less than 144 hours per year of Related and Supplemental Instruction in approved subjects such as:

1. Local Orientation
2. Intermediate Fire Behavior
3. EEO
4. Preventive Maintenance
5. Basic Driving
6. Hydraulics and Pump Operations
7. Vehicle Extrication
8. Fire Investigation
9. Radio Use
10. Size-up
11. Rescue
12. Exposures
13. Confinement
14. Overhaul
15. Ventilation
16. Extinguishment
17. Salvage
18. Forcible Entry
19. SCBA's
20. Ladders
21. Hose Evolutions
22. Portable Extinguishers
23. Wildland Strategy and Tactics

FIRE APPARATUS ENGINEER

(Continued)

24. Interface Fire Fighting
25. Foam Firefighting
26. ICS
27. Incident Management*
28. Management Development I*
29. Building Construction for the Fire Service
31. EMS/EMT/Paramedic Continuing Education/ Refreshers
32. Bloodborne Pathogens
33. Air Operations
34. Fire Protection Alarm Systems
35. Station Management
36. Fire Prevention Education
37. Fire Prevention Enforcement
38. Pre-incident Planning
39. Hazardous Materials FRO Refresher
40. Utility Incidents
41. Transportation Incidents
42. Size-up and Report on Conditions (Wildland)
43. Rescue (Structure)
44. Management/Supervision for Company Officers
45. Command Principles for Company Officers
46. Incident Management for Company Officers
47. I-Zone Fire Fighting for Company Officers
48. Introduction to the California Fire Code
49. Inspection of Fire protection Systems/Special Hazards
50. Cognitive Lesson Delivery
51. Psychomotor Lesson Delivery
52. Fire Origin and Cause Determination
53. ICS 300
54. Ethics
55. Grammar/Report Writing
56. Communication
57. Terrorism Consequence Management (TCM)
58. Communicable Disease Awareness
59. RECEO
60. Foam Firefighting
61. Water Rescue
62. Maps/ Compass/ GPS
63. Injury Illness Prevention Program
64. Basic Rope Rescue Awareness
65. Preventive Maintenance
66. Power Saws
67. Supervision II
68. Resource Management
69. Firefighter Safety and Survival
70. Ethics

F. TERM OF APPRENTICESHIP

The term of apprenticeship for the Fire Apparatus Engineer occupation shall be 36 months.

FIRE APPARATUS ENGINEER

(Continued)

G. PROBATIONARY PERIOD

An apprentice Fire Apparatus Engineer shall serve a probationary period to demonstrate the willingness and ability to perform the arduous duties demanded of a Fire Apparatus Engineer at fires and scenes of other emergencies, as well as the willingness and ability to perform the routine duties required in the fire station and elsewhere as assigned. Such probationary period shall consist of the period established by the individual employer in accordance with the current Collective Bargaining Agreement/Memorandum of Understanding, or according to past practices where no formal agreement exists.

H. JOURNEYPERSON RECOGNITION

An apprentice may attain journeyperson recognition as a Fire Apparatus Engineer upon documentation of successful completion of:

1. A minimum 480 hour academy as described herein;
2. 36 months of apprenticeship;
3. A minimum of 144 hours of related and supplemental instruction during each 12 months of apprenticeship;
4. State Fire Marshal/State Board of Fire Services Training Standards for Fire Fighter I, II and Fire Apparatus Driver Operator 1A/1B.

A. GENERAL

Each apprentice to the Fire Equipment Specialist occupation shall be afforded the opportunity to receive the work experience, classroom instruction, drill ground training, and the academic and technical instruction necessary to attain journey person recognition. Such apprentice Fire Equipment Specialists shall diligently apply themselves to their training, related instruction, and work experience so as to become effective and efficient in all of their duties as a Fire Equipment Specialist.

B. MINIMUM QUALIFICATIONS FOR APPRENTICESHIP

In addition to the minimum qualifications for apprenticeship as stated in Section 8 of these Rules and Regulations, applicants must meet any additional requirements of the individual employer.

C. ACADEMY TRAINING

An apprentice Fire Equipment Specialist shall attend and successfully complete a minimum 200 hour Fire Equipment Specialist academy. This academy may be attended in more than one segment and shall be intensified classroom instruction and simulation exercises representing actual field conditions covering the objectives in the following subjects:*

1. Fire Mechanic 1: Fire Pumps and Accessories
2. Fire Mechanic 2A: Fire Apparatus Electrical systems
3. Fire Mechanic 2B: Allison Transmissions
4. Fire Mechanic 3A: Ambulance Service and Maintenance
5. Fire Mechanic 3B: Aerial Apparatus

* A local agency may, after consultation with the CAL-JAC staff, reorganize, add or substitute subjects taught during academy and related and supplemental instruction to better meet department needs.

FIRE EQUIPMENT SPECIALIST

(Continued)

D. ON-THE-JOB TRAINING

The major work processes in which apprentice Fire Equipment Specialists will be trained (although not necessarily in this order) and the approximate hours (not necessarily continuous) to be spent on each are:

Work Processes	Approximate Hours
1. Issues, receives and maintains inventory	160
2. Welds using gas, arc, brazing	160
3. Overhauls brakes; repairs, relines, replaces wheel and master cylinders, machines, drums, bleeds, and adjusts	300
4. Repairs and maintains power steering, air conditioning	300
5. Repairs and maintains front end alignments, bearings; replaces springs; tests and replaces shock absorbers	300
6. Overhauls, repairs, and maintains transmission and differential; replaces and fits bushings, gears, discs shafts and assemblies	300
7. Performs carburetor overhaul; repairs, adjusts, tests, and checks fuel lines and tanks.....	300
8. Repairs and overhauls engines, including: valves, tappets, cylinder heads, piston pins, bushings, bearings, connecting rods, cam shafts, timing gears; tests and times engines	800
9. Maintains and repairs electrical systems, including batteries, lights, switches, starters, generators and alternators	1000
10. Performs light vehicle line repair and maintenance	1000
11. Performs medium vehicle line repair and maintenance	1000
12. Performs off-highway line repair and maintenance	340
13. Performs fire shop line work	2040
TOTAL HOURS	8000

E. RELATED AND SUPPLEMENTAL INSTRUCTION

An apprentice Fire Equipment Specialist, while on duty, shall attend and satisfactorily complete not less than 144 hours per year of related and supplemental instruction in approved subjects such as:

1. Equipment repair
2. Records and reports
3. Inventory control
4. Refurbishing apparatus, equipment and parts
5. Gasoline and Diesel Engine rebuilding, repair and maintenance
6. Transmission rebuilding and replacement
7. Issues of Diversity and Harassment
8. Hazardous Materials Refresher
9. Diagnose Mechanical Problems
10. Safety Inspections
11. Suspension and Steering Systems Repair and Maintenance
12. Maintenance and Repair of Electrical/Electronic Systems
13. Minor Maintenance
14. Preventive Maintenance Inspection
15. Drivetrain and Brake Maintenance, Overhaul and Repair
16. Estimates Repair Costs and Orders Parts
17. Air Conditioning
18. Front End Alignment

FIRE EQUIPMENT SPECIALIST

(Continued)

19. Welding
20. Carburetor/Fuel Injection Overhaul
21. Pump repair, Maintenance, and Overhaul
22. Terrorism Consequence Management (TCM)
23. Ethics

F. TERM OF APPRENTICESHIP

The term of apprenticeship for the Fire Equipment Specialist occupation shall be 48 months.

G. PROBATIONARY PERIOD

An apprentice Fire Equipment Specialist shall serve a probationary period to demonstrate the willingness and ability to perform the duties demanded of a Fire Equipment Specialist. Such probationary period shall consist of the period established by the individual employer in accordance with the current Collective Bargaining Agreement/Memorandum of Understanding, or according to past practices where no formal agreement exists.

H. JOURNEYPERSON RECOGNITION

An apprentice may attain journeyperson recognition as a Fire Equipment Specialist upon documentation of successful completion of:

1. A minimum 200 hour academy as described herein;
2. 48 months of Apprenticeship;
3. A minimum of 144 hours of related and supplemental instruction during each 12 months of apprenticeship;
4. State Fire Marshal/State Board of Fire Services Training Standards for Fire Mechanic I, II and III.

A. GENERAL

Each apprentice to the Fire Inspector occupation shall be afforded the opportunity to receive the work experience, classroom instruction, drill ground training, and the academic and technical instruction necessary to attain journey person recognition. Such apprentice Fire Inspectors shall diligently apply themselves to their training, related instruction, and work experience so as to become effective and efficient in conducting fire inspections and other functions of the individual employer.

B. MINIMUM QUALIFICATIONS FOR APPRENTICESHIP

1. The occupation of Fire Inspector can be an entry position, lateral transfer or a promotional position within the California Fire Service. While the duties remain the same, the structure of individual departments determines the relative rank for this occupation within a department.
2. In addition to the minimum qualifications for apprenticeship as stated in Section 8 of these Rules and Regulation, applicants must meet the requirements for the position as indicated by the individual employer.

C. ACADEMY TRAINING

An apprentice Fire Inspector shall attend and successfully complete a minimum 176 hour Fire Inspector academy. This academy may be attended in more than one segment and shall be intensified classroom instruction and simulation exercises representing actual field conditions covering the objectives in the following courses:*

1. Fire Inspector Duties and Administration
2. Fire and Life Safety
3. Field Inspection
4. Field Inspection – California Specific
5. Fire Prevention Administration
6. Fire and Life Safety Requirements
7. Inspecting New and Existing Fire and Life Safety Systems and Equipment
8. Hazardous Materials, Operations and Processes

* A local agency may, after consultation with the CAL-JAC staff, reorganize, add or substitute subjects taught during academy and related and supplemental instruction to better meet department needs.

FIRE INSPECTOR

(Continued)

D. ON-THE-JOB TRAINING

The major work processes in which apprentice Fire Inspectors will be trained (although not necessarily in this order) and the approximate hours (not necessarily continuous) to be spent on each are:

Work Processes	Approximate Hours
1. Inspects buildings and equipment to detect fire and/or other hazards	1000
2. Enforces local ordinances, county, state and federal laws.....	1000
3. Issues permits to attest to safe operating conditions	250
4. Issues summons for fire hazards not corrected on subsequent inspections and enforces codes when owners refuse to cooperate	200
5. Recommends safe methods of storing flammable or other hazardous materials	300
6. Keeps files of inspection records and prepares reports of activities.....	500
7. Investigates and gathers facts to determine cause of fires and explosions	500
8. Assists in public fire prevention education programs	200
9. Provides emergency medical assistance.....	<u>50</u>
TOTAL HOURS	4000

E. RELATED AND SUPPLEMENTAL INSTRUCTION

An apprentice Fire Inspector, while on duty, shall attend and satisfactorily complete not less than 144 hours per year of related and supplemental instruction in approved subjects such as:

1. Local Code Enforcement and Appeal Procedures
2. Functions of Local Jurisdictional Organizations
3. Local Fire Prevention Procedures and Requirements
4. Local Sources of Detailed and Technical Information about Hazardous Materials Identification
5. Local Hazard Identification
6. Local Explosive Storage Facilities
7. Fire Prevention and Safety Education Planning
8. Local Fire Alarm Systems and Devices
9. Local Municipal Fire Alarm Systems
10. Fire Protection and Life Safety in Buildings
11. Local Fire Safety Code Requirements
12. Title 19/24
13. Local Regulation for Issuance of Licenses and Permits
14. Local Report preparation and Filing Procedures
15. Criminal and Legal Procedures
16. Fire Investigation Field Case Studies
17. Fire Protection Systems and Building Components
18. Interpreting the UBC and CBC
19. Special Hazard Occupancies
20. Fire Protection Organization
21. Fire Protection Technology
22. Fire Protection Equipment and Systems
23. Fire Behavior and Combustion
24. Terrorism Consequence Management (TCM)

FIRE INSPECTOR

(Continued)

25. Hazardous Materials FRO Refresher
26. Issues of Diversity and Harassment
27. EMS Continuing Education/Refreshers
28. Ethics
29. Fire Origin and Cause Determination
30. Techniques of Fire Investigation

F. TERM OF APPRENTICESHIP

The term of apprenticeship for the Fire Inspector occupation shall be 24 months.

G. PROBATIONARY PERIOD

An apprentice Fire Inspector shall serve a probationary period to demonstrate the willingness and ability to perform the duties demanded of a Fire Inspector. Such probationary period shall consist of the period established by the individual employer in accordance with the current Collective Bargaining Agreement/Memorandum of Understanding, or according to past practices where no formal agreement exists.

H. JOURNEYPERSON RECOGNITION

An apprentice may attain journeyman recognition as a Fire Inspector upon documentation of successful completion of:

1. A minimum 176 hour academy as described herein;
2. 24 months of apprenticeship;
3. A minimum of 144 hours of related and supplemental instruction during each 12 months of apprenticeship;
4. State Fire Marshal/State Board of Fire Services Training Standards for Fire Inspector 1 and Fire Inspector 2.

A. GENERAL

Each apprentice to the Fire Marshal occupation shall be afforded the opportunity to receive the work experience, classroom instruction, drill ground training, and the academic and technical instruction necessary to attain journeyperson recognition. Such apprentice Fire Marshals shall diligently apply themselves to their training, related instruction, and work experience so as to become effective and efficient in fire prevention and investigation and other functions of the individual employer.

B. MINIMUM QUALIFICATIONS FOR APPRENTICESHIP

In addition to the minimum qualifications for apprenticeship as stated in Section 8 of these Rules and Regulations, applicants must be a Journeyperson Fire Inspector or be eligible for recognition as such under the conditions described in these Rules and Regulations and must meet any additional requirements as established by the individual employer.

C. ACADEMY TRAINING

An apprentice Fire Marshal shall attend and successfully complete a minimum 480 hour Fire Marshal academy. This academy may be attended in more than one segment and shall be intensified classroom instruction and simulation exercises representing actual field conditions covering the Objectives of the following courses:*

1. Fire Inspector Duties and Administration
2. Fire and Life Safety
3. Field Inspection
4. Field Inspection – California Specific
5. Fire Prevention Administration
6. Fire and Life Safety Requirements
7. Inspecting New and Existing Fire and Life Safety Systems and Equipment
8. Hazardous Materials, Operations and Processes
9. Building Plan Review
10. Fire Protection and Life Safety Systems Plan Review
11. Hazards and Special Operations Plan Review
12. Group Dynamics and Problem Solving
13. Management/Supervision for Company Officers
14. Organizational Development and Human Relations
15. Fire Service Financial Management
16. Strategic Planning
17. Contemporary Issues and Concepts

* A local agency may, after consultation with the CAL-JAC staff, reorganize, add or substitute subjects taught during academy and related and supplemental instruction to better meet department needs.

FIRE MARSHAL

(Continued)

D. ON-THE-JOB TRAINING

The major work processes in which apprentice Fire Marshals will be trained (although not necessarily in this order) and the approximate hours (not necessarily continuous) to be spent on each are:

Work Processes	Approximate Hours
1. Supervises and coordinates the activities in the Fire Prevention Bureau; directs building inspections, hazardous materials inspections, arson investigations and public fire safety and prevention programs	900
2. Develops inspection programs for line personnel in industrial, commercial and residential sectors of the community	350
3. Oversees review of new building plans to ensure compliance with laws, ordinances, and administrative rules for public fire safety	500
4. Assigns fire inspectors to investigate hazards, cases of suspected arson and false alarms ...	200
5. Investigates fires and pursues the criminal process in cases of arson	700
6. Interprets codes and ordinances to establish procedures for issuing permits regulating storage for use of hazardous and flammable substances	500
7. Confers with property owners and other interested citizens concerning fire safety laws and regulations.....	400
8. Prepares and administers a budget.....	400
9. Provides emergency medical assistance.....	<u>50</u>
TOTAL HOURS	4000

E. RELATED AND SUPPLEMENTAL INSTRUCTION

An apprentice Fire Marshal, while on duty, shall attend and satisfactorily complete not less than 144 hours per year of related and supplemental instruction in approved subjects such as:

1. Working with Peers and Subordinates
2. Finance and Business Management for the Fire Service
3. Computer Applications for the Fire Service
4. Organizational Development and Human Relations
5. Strategic Planning
6. Staff and Line Functions
7. Legally established Responsibilities and Enforcement
8. Testing Building Construction Assemblies and Devices
9. Human Behavior During Emergencies
10. Evaluation of Testing and Maintenance Procedures of Fixed Fire Extinguishing Systems
11. Legal Responsibilities Relative to Plans and Specification Examinations
12. Hazardous Materials Storage, Handling and Use
13. Federal and State Agencies and Regulations Governing the Transportation, Manufacture and Storage of Fireworks and Explosives
14. Fire Problems in Mercantile, Business and Industrial Occupancies.
15. Contemporary Issues and Concepts
16. Issues of Diversity and Harassment
17. Employee Evaluation

FIRE MARSHAL

(Continued)

18. EMS Continuing Education/Refreshers
19. Hazardous Materials Refresher
20. Terrorism Consequence Management (TCM)
21. Ethics

F. TERM OF APPRENTICESHIP

The term of apprenticeship for the Fire Marshal occupation shall be 24 months.

G. PROBATIONARY PERIOD

An apprentice Fire Marshal shall serve a probationary period to demonstrate the willingness and ability to perform the duties demanded of a Fire Marshal. Such probationary period shall consist of the period established by the individual employer in accordance with the current Collective Bargaining Agreement/Memorandum of Understanding, or according to past practices where no formal agreement exists.

H. JOURNEYPERSON RECOGNITION

An apprentice may attain journeyman recognition as a Fire Marshal upon documentation of successful completion of:

1. A minimum 480 hour academy as described herein;
2. 24 months of apprenticeship;
3. A minimum of 144 hours of related and supplemental instruction during each 12 month of apprenticeship;
4. State Fire Marshal/State Board of Fire Services Training Standards for Fire Inspector 1, Fire Inspector 2, Plans Examiner and Fire Marshal.

A. GENERAL

Each apprentice to the Fire Prevention Officer occupation shall be afforded the opportunity to receive the work experience, classroom instruction, drill ground training, and the academic and technical instruction necessary to attain journeyperson recognition. Such apprentice Fire Prevention Officers shall diligently apply themselves to their training, related instruction and work experience so as to become effective and efficient in all of their duties as a Fire Prevention Officer.

B. MINIMUM QUALIFICATIONS FOR APPRENTICESHIP

1. The occupation of Fire Prevention Officer can be an entry position, lateral transfer, or a promotional position within the California fire service. While the duties remain the same, the structure of individual departments determines the relative rank of this occupation within a department.
2. In addition to the minimum qualifications for apprenticeship as stated in Section 8 of these Rules and Regulations, applicants must meet the minimum requirements for the position as indicated by the individual department.

C. ACADEMY TRAINING

An apprentice Fire Prevention Officer shall attend and successfully complete a minimum 128 hour Fire Prevention Officer academy. This academy may be attended in more than one segment and shall be intensified classroom instruction and simulation exercises representing actual field conditions covering the objectives of the following subjects:*

1. Community Risk Educator
2. Community Risk Specialist
3. Community Risk Officer

* A local agency may, after consultation with the CAL-JAC staff, reorganize, add or substitute subjects taught during academy and related and supplemental instruction to better meet department needs.

FIRE PREVENTION OFFICER

(Continued)

Work Processes	Approximate Hours
1. Conducts fire prevention inspections in public occupancies	200
2. Conducts fire prevention inspections on a voluntary basis in homes	200
3. Develops plans for fire safety education programs	500
4. Conducts fire safety education programs for juveniles and adults	750
5. Evaluates effectiveness of fire safety education programs	250
6. Develops/adapts materials for fire safety education programs.....	700
7. Confers with officials or civic representatives to improve fire safety and fire education.....	500
8. Provides information to media sources at scenes of emergencies/disasters	300
9. Disseminates fire safety material and information to the public	500
10. Participates in disaster drills	50
11. Provides emergency medical services.....	<u>50</u>
TOTAL HOURS	4000

E. RELATED AND SUPPLEMENTAL INSTRUCTION

An apprentice Fire Prevention Officer, while on duty, shall attend and satisfactorily complete not less than 144 hours per year of related and supplemental instruction in the following approved subjects, such as:

1. Program Evaluation
2. Elementary Statistics
3. Public Speaking
4. Audio Visual Program Development
5. Journalism
6. Group Discussion Techniques
7. Employing Audio Visual Aids
8. Juvenile Fire Setters
9. Flammable and Combustible Liquids
10. Media Relations
11. Issues of Diversity and Harassment
12. EMS Continuing Education/Refreshers
13. Hazardous Materials Awareness Refresher
14. Training Instructor 1A, B and C
15. Public Relations
16. California Fire Codes
17. Techniques of Fire Prevention
18. Public Education Planning
19. Fire Behavior
20. Fire Extinguishers
21. Residential Fire Sprinklers
22. Smoke Detectors and Alarm Systems
23. Human Behavior in Fires
24. General Fire Safety Practices
25. Sprinkler Systems and Fire Pumps
26. DOT Labeling and Placards for Flammable Liquids and Gases
27. Storage Tanks and Containers for Flammable Liquids and Gases
28. Terrorism Consequence Management (TCM)
29. Ethics

FIRE PREVENTION OFFICER

(Continued)

F. TERM OF APPRENTICESHIP

The term of apprenticeship for the Fire Prevention Officer occupation shall be 24 months.

G. PROBATIONARY PERIOD

An apprentice Fire Prevention Officer shall serve a probationary period to demonstrate the willingness and ability to perform the duties demanded of a Fire Prevention Officer. Such probationary period shall consist of the period established by the individual employer in accordance with the current Collective Bargaining Agreement/Memorandum of Understanding, or according to past practices where no formal agreement exists.

H. JOURNEYPERSON RECOGNITION

An apprentice may attain Journeyman recognition as a Fire Prevention Officer upon documentation of successful completion of:

1. A minimum 128 hour academy as described herein;
2. 24 months of apprenticeship;
3. A minimum of 144 hours of related and supplemental instruction during each 12 months of apprenticeship;
4. State Fire Marshal/State Board of Fire Services Training Standards for Community Risk Educator, Community Risk Specialist and Community Risk Officer.

A. GENERAL

Each apprentice to the Fire Department Training Officer occupation shall be afforded the opportunity to receive the work experience, classroom instruction, drill ground training, and the academic and technical instruction necessary to attain journeyperson recognition. Such apprentice Fire Department Training Officers shall diligently apply themselves to their training, related instruction and work experience so as to become effective and efficient in all of their duties as a Fire Department Training Officer.

B. MINIMUM QUALIFICATIONS FOR APPRENTICESHIP

In addition to the minimum qualifications for apprenticeship as stated in Section 8 of these Rules and Regulations, applicants must be a Journeyperson Fire Fighter or eligible for equivalent recognition under these Rules and Regulations and meet any other requirements established by the individual employer.

C. ACADEMY TRAINING

An apprentice Fire Department Training Officer shall attend and successfully complete one of the following:

A minimum 280 hour Training Officer academy consisting of:

1. Training Instructor 1A: Cognitive Lesson Delivery
2. Training Instructor 1B: Psychomotor Delivery
3. Training Instructor 1C: Instructional Development Techniques
4. Techniques of Evaluation
5. Group Dynamics and Problem Solving
6. Employing Audio/Visual Aids
7. Training Program Administration

OR a 116 hour Training Officer academy consisting of:

1. Instructor I: Instructor Methodology
2. Instructor II: Instructional Development
3. Instructor III: Instructional Program Management

Either academy may be attended in more than one segment and shall be intensified classroom instruction and simulation exercises representing actual field conditions covering the objectives in the above courses*.

* A local agency may, after consultation with the CAL-JAC staff, reorganize, add or substitute subjects taught during academy and related and supplemental instruction to better meet department needs.

FIRE DEPARTMENT TRAINING OFFICER

(Continued)

D. ON-THE-JOB TRAINING

The major work processes in which apprentice Fire Department Training Officers will be trained (although not necessarily in this order) and the approximate hours (not necessarily continuous) to be spent on each are:

Work Processes	Approximate Hours
1. Determines needs for training	300
2. Conducts training in manipulative and technical subjects	800
3. Coordinates and establishes training schedules.....	500
4. Uses evaluation techniques to improve performance	300
5. Administers training budget.....	200
6. Maintains appropriate records of personnel training	400
7. Determines equipment and material needs for training.....	300
8. Develops lesson plans and teaching aids.....	800
9. Coordinates training activities with appropriate agencies and organizations.....	350
10. Provides emergency medical assistance.....	<u>50</u>
TOTAL HOURS	4000

E. RELATED AND SUPPLEMENTAL INSTRUCTION

An apprentice Fire Department Training Officer, while on duty, shall attend and satisfactorily complete not less than 144 hours per year of related and supplemental instruction in approved subjects such as:

1. Development of Audio Visual Aids
2. Effective Discussion Techniques
3. Team Teaching Techniques
4. Computer Aided Instruction
5. Interactive Video Tape Instruction
6. Multi Image Presentations in Instruction
7. Conference Planning and Leading
8. Establishing Minimum Standards
9. Training Strategies
10. Individual Career Development Planning
11. Skill Development Counseling
12. Motivation in Instruction
13. New Instructional Techniques
14. Career development Guidance
15. Distance Learning Techniques
16. EMS Continuing Education/Refreshers
17. Issues of Diversity and Harassment for Supervisors
18. Hazardous Materials Refresher
19. ICS
20. Management/Supervision
21. Planning for Large Scale Disasters
22. High Rise Fire Tactics
23. Personnel and Labor Relations
24. Training Program Record Keeping Systems
25. Training Program Administration
26. Functions of Training Program Staff Management

FIRE DEPARTMENT TRAINING OFFICER

(Continued)

27. Alternate Program Delivery Methods
28. Components of an Assessment Center
29. Terrorism Consequence Management (TCM)
30. Ethics

F. TERM OF APPRENTICESHIP

The term of apprenticeship for the Fire Department Training Officer occupation shall be 24 months.

G. PROBATIONARY PERIOD

An apprentice Fire Department Training Officer shall serve a probationary period to demonstrate the willingness and ability to perform the duties demanded of a Fire Department Training Officer. Such probationary period shall consist of the period established by the individual employer in accordance with the current Collective Bargaining Agreement/Memorandum of Understanding, or according to past practices where no formal agreement exists.

H. JOURNEYPERSON RECOGNITION

An apprentice may attain journeyman recognition as a Fire Department Training Officer upon documentation of successful completion of:

1. A minimum 280 or 116 hour academy as described herein;
2. 24 months of apprenticeship;
3. A minimum of 144 hours of related and supplemental instruction during each 12 months of apprenticeship;
4. State Fire Marshal/State Board of Fire Services Training Standards for Training Instructor 1A/1B/1C or Instructor I/Instructor II/Instructor III.

A. GENERAL

Each apprentice to the Fire Investigator occupation shall be afforded the opportunity to receive the work experience, classroom instruction, drill ground training, and the academic and technical instruction necessary to attain Journey person recognition. Such apprentice Fire Investigators shall diligently apply themselves to their training, related instruction and work experience so as to become effective and efficient in all of their duties.

B. MINIMUM QUALIFICATIONS FOR APPRENTICESHIP

In addition to the minimum qualifications for Apprenticeship as listed in section 8 of these Rules and Regulations, applicants must meet the minimum qualifications established by the individual employer.

C. ACADEMY TRAINING

An apprentice Fire Investigator shall attend and successfully complete Fire Investigator Academy. This academy may be attended in more than one segment and shall be a minimum of 260 hours of intensified classroom instruction and simulation exercises representing actual field conditions covering the objectives of the following courses:*

1. Fire Investigation 1A
2. Fire Investigation 1B
3. Fire Investigation 1C
4. P.C. 832 (POST)
5. Interview and Interrogation (POST)
6. NWCG FI210 Wildland Fire Origin and Cause Determination

D. ON-THE-JOB TRAINING

The major work processes in which apprentice Fire Investigators will be trained (although not necessarily in this order) and the approximate hours (not necessarily continuous) to be spent on each are:

Work Processes	Approximate Hours
1. Examines, investigates and documents fire scene	500
2. Determines cause and origin of fire	500
2. Gathers and preserves evidence.....	500
3. Interviews witnesses and interrogates suspects	400
4. Prepares cases	400
5. Provides expert testimony in court.....	200
6. Conducts searches and seizures and arrests suspects	300
7. Responds to incidents involving incendiary devices or explosives.....	300
8. Provides information to media at scenes of suspected arson	100
9. Conducts arson prevention education programs	100
10. Confers with officials or civic representatives to improve arson awareness and prevention....	100
11. Prepares and maintains complete investigation records and reports	500
12. Provides emergency medical assistance.....	<u>50</u>
TOTAL HOURS	4000

* A local agency may, after consultation with the CAL-JAC staff, reorganize, add or substitute subjects taught during academy and related and supplemental instruction to better meet department needs.

FIRE INVESTIGATOR

(Continued)

E. RELATED AND SUPPLEMENTAL INSTRUCTION

An apprentice Fire Investigator, while on duty, shall attend and satisfactorily complete not less than 144 hours per year of related and supplemental instruction in approved subjects such as:

1. Laboratory Equipment and Services for Evidence
2. Testify as an Expert Witness
3. Defensive/Emergency Driving
4. Special Equipment Surveillance
5. Explosive and Incendiary Devices Safety Training
6. Weapons Safety and Proficiency Training
7. Radio Use for Law Enforcement and Fire Agencies
8. Legal Update - Post/DOJ
9. Training Instructor 1A, B and C
10. Terrorism Consequence Management (TCM)
11. Fire Laboratory - Burn Exercises
12. Criminal and Legal Procedures
13. Field Case Studies
14. Computer Systems Use for Law Enforcement
15. Dictation for Investigators
16. Issues of Diversity and Harassment
17. EMS Continuing Education/Refreshers
18. Hazardous Materials Refreshers
19. Ethics
20. Process of Reconstruction
21. Interview Strategies
22. Documenting the Scene
23. Requirements for Disposal

F. TERM OF APPRENTICESHIP

The term of apprenticeship for a Fire Investigator shall be 24 months.

G. PROBATIONARY PERIOD

An apprentice Fire Investigator shall serve a probationary period to demonstrate the willingness and ability to perform the arduous duties demanded of a Fire Investigator. Such probationary period shall consist of the period established by the individual employer in accordance with the current Collective Bargaining Agreement/Memorandum of Understanding, or according to past practices where no formal agreement exists.

H. JOURNEYPERSON RECOGNITION

An apprentice may attain journeyperson recognition as a Fire Investigator upon documentation of successful completion of:

1. A minimum of 260 hour academy as described herein;
2. 24 months of apprenticeship;
3. A minimum of 144 hours of related and supplemental instruction during each 12 months of apprenticeship;
4. State Fire Marshal/State Board of Fire Services Training Standards for Fire Investigator.

3.22 FIRE FIGHTER PARAMEDIC 33.2011.01P

A. GENERAL

Each apprentice to the Fire Fighter Paramedic occupation shall be afforded the opportunity to receive the work experience, classroom instruction, drill ground training, and the academic and technical instruction necessary to attain journey person recognition. Such apprentice Fire Fighter Paramedics shall diligently apply themselves to their training, related instruction, and work experience so as to become effective and efficient in all of the various fire prevention, fire suppression, and other functions of the individual employer.

B. MINIMUM QUALIFICATIONS FOR APPRENTICESHIP

1. Each apprentice must meet the minimum qualifications for apprenticeship as stated in Section 8 of these Rules and Regulations.
2. Individual employers may specify additional requirements for their specific jurisdiction.

C. ACADEMY TRAINING

An apprentice Fire Fighter Paramedic shall attend and successfully complete a minimum 1640 hour Fire Fighter Paramedic academy. This academy may be attended in more than one segment and shall be intensified classroom instruction and simulation exercises representing actual field conditions covering the following subjects:*

1. Fire Service Organization and Responsibility
2. Fire Behavior and Extinguishment
3. Fire Fighter Safety
4. Self Contained Breathing Apparatus
5. Portable Fire Extinguishers
6. Ropes Knots and Hitches
8. Hose, Nozzles and Appliances
9. Ground Ladders
10. Forcible Entry
11. Rescue
12. Ventilation
13. Fire Control
14. Salvage and Overhaul
15. Fire Protection Water Systems
16. Fire Protection Systems
17. Issues of Diversity and Harassment
18. Fire Prevention and Investigation
19. Communications
20. Hazardous Materials FRO
21. ICS 200
22. Emergency Medical Technician Basic Course, as specified in Title 22, California Code of Regulations, Division 9 Chapter 2
23. Emergency Medical Technician Paramedic Course as specified in Title 22 California Code of Regulations, Division 9 Chapter 4
24. Vehicle Extrication
25. Wildland Fire Fighting
26. Miscellaneous Equipment and Tools
27. Confined Space Rescue Awareness

* A local agency may, after consultation with the CAL-JAC staff, reorganize, add or substitute subjects taught during academy and related and supplemental instruction to better meet department needs.

FIRE FIGHTER PARAMEDIC

(Continued)

D. ON-THE-JOB TRAINING

The major work processes for the occupation of Fire Fighter Paramedic in which apprentices will be trained (although not necessarily in the order listed) and the approximate hours (not necessarily continuous) to be spent on each are:

Work Processes	Approximate Hours
1. Controls and extinguishes fires	500
2. Performs patient assessment	700
3. Provides Basic and Advanced Life Support	900
4. Administers drugs	350
5. Maintains communication with medical facilities	300
6. Extricates victims from entrapment.....	250
7. Provides care to emotionally disturbed victims	100
8. Maintains equipment and apparatus.....	400
9. Prepares reports and maintains records.....	400
10. Maintains fire stations.....	350
11. Operates equipment for lifting, spreading, hoisting, and pulling.....	400
12. Applies extinguishing agents	500
13. Connects, lays and operates, hoses, nozzles, valves, fittings, and other devices.....	300
15. Operates master stream appliances.....	200
16. Carries, raises, climbs, and lowers ladders	250
17. Operates fire protection systems.....	150
18. Operates hand tools and equipment.....	350
19. Uses battering, carrying, digging, prying and striking tools	200
20. Operates equipment including lighting; ventilation; and communication	200
21. Performs salvage operations including the use of water removal tools and equipment; removes debris and hazards and safeguards property	500
22. Determines origin and cause of fires; identifies, collects, and preserves evidence	50
23. Participates in disaster drills	200
24. Conducts search and rescue operations	<u>200</u>
TOTAL HOURS	8000

E. RELATED AND SUPPLEMENTAL INSTRUCTION

An apprentice Fire Fighter Paramedic shall, while on duty, attend and satisfactorily complete not less than 144 hours per year of related and supplemental instruction in approved subjects such as:

1. Fundamentals of Fire Suppression
2. Fire Origin and Cause Determination
3. Elementary Chemistry
4. Elementary Physics
5. Mathematics
6. Fundamentals of Fire Protection
7. Fire Service Hydraulics
8. Building Construction for the Fire Service
9. Blueprint Reading
10. Local Codes and Ordinances

FIRE FIGHTER PARAMEDIC

(Continued)

11. Local Fire Prevention Inspection Practices
12. Introduction to Fire Prevention
13. Pre-Incident Planning
14. Local Hazards and Conditions
15. Application of Extinguishing Agents
16. Records and Reports
17. Personnel Rules and Regulations
18. Collective Bargaining Agreement/Memorandum of Understanding
19. Local Detection and Extinguishing Systems
20. Aircraft Fire Fighting and Rescue Procedures
21. Shipboard Fire Fighting and Rescue
22. Wildland Fire Fighting
23. Petrochemical Fire Fighting
24. Emergency Vehicle Operations
25. Issues of Diversity and Harassment
26. Street Safety Response
27. Hazardous Materials FRO Refresher
28. AIDS and Infectious Diseases
29. Fighting Wildfires
30. SEMS
31. ICS
33. Introduction to Wildland Fire Behavior
34. Code Enforcement*
35. Training Instructor 1A, B and C
36. Pump Operations
37. Confined Space
38. Rescue Systems
39. High Rise
40. All courses approved and/or required by the EMS Authority for Continuing Education
41. EMS at Hazardous Materials Incidents
42. ICS for EMS
43. Mass Casualty Drills
44. Advanced Rescue Techniques
45. Forcible Entry
46. Terrorism Consequence Management (TCM)
47. Ethics

F. TERM OF APPRENTICESHIP

The term of apprenticeship for the Fire Fighter Paramedic occupation shall be 48 months.

G. PROBATIONARY PERIOD

An apprentice Fire Fighter Paramedic shall serve a probationary period to demonstrate the willingness and ability to perform the arduous duties demanded of a Fire Fighter Paramedic at fires and other scenes of emergency, as well as, the willingness and ability to perform the routine duties required in the fire station and elsewhere as assigned. Such probationary period shall consist of the period established by the individual employer in accordance with the current Collective Bargaining Agreement/Memorandum of Understanding, or according to past practices where no formal agreement exists.

FIRE FIGHTER PARAMEDIC

(Continued)

H. JOURNEYPERSON RECOGNITION

An apprentice may attain journey person recognition as a Fire Fighter Paramedic upon documentation of successful completion of:

1. A minimum 1640 hour academy as described herein;
2. 48 months of apprenticeship;
3. A minimum of 144 hours of related and supplemental instruction during each 12 months;
4. State Fire Marshal/State Board of Fire Services Training Standards for Fire Fighter I and II

A. GENERAL

Each apprentice to the Heavy Fire Equipment Operator occupation shall be afforded the opportunity to receive the work experience, classroom instruction, drill ground training, and the academic and technical instruction necessary to attain journey person recognition. Such apprentice Heavy Fire Equipment Operator shall diligently apply themselves to their training, related instruction, and work experience so as to become effective and efficient in all the various fire prevention, fire suppression, and other functions of the individual employer.

B. MINIMUM QUALIFICATIONS FOR APPRENTICESHIP

1. Each apprentice must meet the minimum qualifications for apprenticeship as stated in Section 8 of the Rules and Regulations.
2. Each apprentice must be a journey level or have verifiable equivalent experience and training as a heavy equipment operator.
3. Individual employers may specify other requirements for their specific jurisdiction.

C. ACADEMY TRAINING

An apprentice Heavy Fire Equipment Operator shall attend and successfully complete a minimum 300 hour Heavy Fire Equipment Operator academy.* This academy shall be intensified classroom and drill ground instruction and simulation exercises representing actual field conditions covering the following subjects:

1. Emergency Vehicle Operations
2. Highway Safety
3. Defensive Driving
4. Radio Use
5. Heavy Equipment Field Operations
6. Heavy Equipment Maintenance and Inspections
7. Wildland Fire Behavior- S 290
8. Dozer Strategies and tactics
9. HFEO Safety Skills (Dozer)
10. Basic Land Navigation
11. HFEO DEEP and HFEO Case Studies
12. Archaeological Awareness
13. Fire Suppression Repair and Mitigation
14. Safety and Survival
15. Working with Hand Crews
16. Basic Firing Operations
17. Wildland Urban Interface Operations
18. Working with Aircraft, Type 3 engines and other types of emergency equipment
19. Soils Recognition for HFEO

* A local agency may, after consultation with the CAL-JAC staff, reorganize, add or substitute subjects taught during academy and related and supplemental instruction to better meet department needs.

HEAVY FIRE EQUIPMENT OPERATOR

(Continued)

D. ON-THE-JOB-TRAINING

The major work processes in which apprentice Heavy Fire Equipment Operator will be trained (although not necessarily in this order) and the approximate hours (not necessarily continuous) to be spent on each are:

Work Processes	Approximate Hours
1. Operates specialized heavy fire equipment for fire suppression and control, salvage, wildland protection, conservation operations, and earthquake, storm or flood damage prevention and/or mitigation	2000
2. Reads and interprets maps/GPS.....	200
3. Performs emergency repairs on mobile heavy fire equipment	150
4. Combats wildland and other fires	800
5. Performs incident size up	200
6. Operates communication equipment	100
7. Performs maintenance and minor repairs to heavy fire equipment	500
8. Maintains records, writes and submits reports.....	300
9. Assists in public education and information activities.....	200
10. Maintains station and grounds.....	200
11. Maintains physical fitness.....	550
12. Directs inmate and paid personnel crews on fire line and other assignments	100
13. Performs safety inspections on heavy fire equipment.....	400
14. Trains others in the safe practices in the use and repair of heavy equipment and vehicles	200
15. Provides emergency medical assistance.....	100
TOTAL HOURS:	6000

E. RELATED AND SUPPLEMENTAL INSTRUCTION

An apprentice Heavy Fire Equipment Operator shall, while on duty, attend and satisfactorily complete not less than 144 hours of related and supplemental instruction per year in approved subjects such as:

1. Pre and Post-Trip Inspection
2. Loading and Off-Loading
3. Direct Attack
4. Indirect Attack
5. Winching Operations
6. Watch Out Category
7. Night Operations
8. Operator Fatigue
9. Maps and GPS
10. Terrain, Weather, Fuels, and Soil Conditions
11. Operation and Use of Heavy Fire Equipment
12. Cost Estimation
13. Records, Reports, and Documentation
14. Supervision
15. Fabrication
16. Purchasing
17. Heavy Fire Equipment Safety Inspections
18. Hazard Reduction
19. Fire Suppression and Prevention

HEAVY FIRE EQUIPMENT OPERATOR

(Continued)

20. Fuel Breaks, Fire Roads, and Trails
21. Fire Lines and Containment Separations
22. California Vehicle Code
23. ICS
24. Archeological Awareness
25. Instructional Techniques
26. Building Construction
27. Vehicle Extrication
28. Salvage and Overhaul
29. Utilities
30. First Responder/EMT Continuing Education
31. Size-up and Report on Condition
32. Wildland Firefighter Safety and Survival
33. Fire Behavior, Strategy, and Control
34. Personal Fire Protection Equipment
35. Wildland Fire Fighting and Control
36. Swamper Proficiency Standards
37. Heavy Fire Equipment Preventive Maintenance, Service and Repair
38. Communication Equipment and Procedures
39. Tool Maintenance
40. Chemical retardants
41. Smoke Reading
42. Firefighting Strategy and Tactics
43. Personnel, Labor Relations, and Issues of Diversity and Harassment
44. Wildland Fire Tactics
45. Hazardous Materials
46. Pre-Incident Planning
47. Hydraulic Operations
48. Interface Operations
49. Safety Zones and Escape Routes
50. Review Dozer Incidents/Investigative Reports
51. Working with Aircraft
52. Interagency Interactions
53. Working with Hand Crews
54. Federal, State, and Local Responsibility Area Protocols
55. Basic Computer Operations
56. Trench Rescue
57. Earthquake, Storm or Flood Damage Prevention and/or Mitigation
58. Terrorism Consequence Management (TCM)
59. Ethics

F. TERM OF APPRENTICESHIP

The term of apprenticeship for the Heavy Fire Equipment Operator shall be 36 months.

G. PROBATIONARY PERIOD

An apprentice Heavy Fire Equipment Operator shall serve a probationary period to demonstrate the willingness and ability to perform the arduous duties demanded of a Heavy Fire Equipment Operator at fires and other scenes of emergencies, as well as, the willingness and ability to perform the routine duties required in the fire station and elsewhere as assigned. Such probationary period shall consist of the period established by the individual employer in accordance with the Collective Bargaining Agreement/Memorandum of Understanding, or past practices when a formal agreement does not exist.

HEAVY FIRE EQUIPMENT OPERATOR

(Continued)

H. JOURNEYPERSON RECOGNITION

An apprentice HFEO may attain journeyperson recognition as a Heavy Fire Equipment Operator upon documentation of successful completion of:

1. A minimum of 300 hour academy as described herein;
2. 36 months of apprenticeship;
3. A minimum of 144 hours of related and supplemental instruction during each 12 months of apprenticeship.

SECTION 4

California Fire Fighter Joint Apprenticeship Committee (CAL-JAC)

4.01 SPONSORS - The CAL-JAC is jointly sponsored by the California State Fire Marshal, on behalf of fire service management, and the California Professional Firefighters, which is the State Council for the International Association of Fire Fighters, AFL-CIO, on behalf of employee organizations.

4.02 COMPOSITION - The CAL-JAC shall be composed pursuant to Article III, Section 2 and 3, of the CAL-JAC Standards.

"The CAL-JAC shall be composed of fourteen members, seven of whom shall represent labor and be appointed by the Union signatory hereto; and seven shall represent management and be appointed by the California State Fire Marshal signatory hereto.

In addition thereto, there shall be one advisor from a local school district or educational entity and one apprenticeship consultant representing the Division of Apprenticeship Standards, State Department of Industrial Relations and such other advisors as the Committee shall determine. Such advisors shall act without vote."

4.03 QUORUM AND VOTING - Quorum and voting shall be as stated in Article III, Section 4, of the Standards for the CAL-JAC.

"A quorum shall consist of four Committee members from management and four Committee members from labor. All members of the Committee, including the Chair and Secretary, may vote on all questions before the Committee. An affirmative vote of four members from management and four members from labor shall be required to pass any motion before the Committee."

No member or alternate may hold dual membership on the CAL-JAC Board and any SubJAC.

4.04 TERM OF OFFICE - Members of the CAL-JAC shall be appointed and serve at the pleasure of the appointing authority. Vacancies on the Committee shall be filled by appointment of the California State Fire Marshal or the Union.

4.05 ELECTION OF OFFICERS - The Committee shall elect a Chair and a Secretary. When the Chair is a representative of management, the Secretary shall be a representative of labor and vice versa. The Chair may call for an election of officers when vacancies occur or as he/she deems necessary. Nominees must receive an affirmative vote of four members from management and four members from labor to be elected.

4.06 MEETINGS - The CAL-JAC shall meet on a regular basis at a time and place it establishes. Minutes shall be kept which reflect the actions taken at each CAL-JAC meeting.

SECTION 4

(Continued)

4.07 FUNCTIONS - The functions of the CAL-JAC shall be in accordance with Article V of the CAL-JAC Standards. The functions of the CAL-JAC shall be to:

- A. Develop and maintain efficient programs of apprenticeship which provide current standards for academy training for appropriate occupations, and systematic on-the-job training with related and supplemental instruction;
- B. Make periodic reviews and evaluations of the progress of each apprentice's on-the-job training and related and supplemental instruction;
- C. Serve in an advisory capacity with employers and employees in matters pertaining to these standards;
- D. Aid in the adjustment of apprenticeship disputes;
- E. Develop an affirmative action plan and fair and impartial selection procedures, in accordance with existing laws and regulations, and apply them uniformly in the selection of applicants for apprenticeship. Note: The CAL-JAC has an exemption on file.

4.08 RESPONSIBILITIES - The responsibilities of the CAL-JAC shall be in accordance with Article VI of the CAL-JAC Standards to:

- A. Supervise the administration and enforcement of these Standards;
- B. Adopt such rules and regulations, as are necessary or appropriate to implement these Apprenticeship Standards; provided, however, that such rules and regulations do not conflict with State or Federal laws, or these Apprenticeship Standards;
- C. Adopt changes in these Apprenticeship Standards and addenda, as may be necessary, subject to the approval of the Administrator of Apprenticeship;
- D. Determine sufficiency of the qualifications of employers subscribing to these Standards and, when appropriate, to suspend or withdraw approval;
- E. Determine if an employer has the worksite facilities, skilled workers as trainers at the worksite, and safe equipment sufficient to train apprentices;
- F. Determine sufficiency of the qualifications of apprentice applicants;
- G. File a signed copy of each apprentice agreement with the Secretary of the California Apprenticeship Council, with copies to all parties of the agreement;
- H. Establish and maintain a record system for academy, on-the-job training, and related and supplemental instruction;
- I. Appoint advisory committees as outlined in the rules and regulations and others as deemed appropriate;
- J. Use every effort to keep the apprentice employed in a reasonably continuous manner and adequately instructed;
- K. Provide disciplinary procedures for apprentices in accordance with current collective bargaining agreements/memorandums of understanding for the individual subscribing agency;
- L. Provide information and orientation for employers on program standards and procedures;
- M. Conduct on-going evaluations of employer interest and capacity to participate in the apprenticeship program.

SECTION 4

(Continued)

4.09 EVALUATE AND APPROVE PREVIOUS CREDIT - The CAL-JAC will evaluate and approve or deny credit for previous experience and training of any apprentice pursuant to the recommendation of a Joint Apprenticeship Sub-Committee, provided that any such credit must be in keeping with the intent and goals of these Apprenticeship Standards. Any credit for previous experience given to an apprentice must adhere to the following conditions:

- A. A minimum of 6 months of apprenticeship must remain to be completed; and
- B. The wages of an apprentice receiving previous experience credit must be at the level given to other apprentices having the same number of months/years of experience.

4.10 ALTERNATES - Officially appointed alternates may attend meetings and vote in the absence of a member.

An alternate for a member representing labor shall be appointed by the individual union of the member and an alternate for a member representing management shall be appointed by the individual employer of the member. Alternate appointments must be made in writing to the Chair.

Minutes will reflect the name of the member absent and the voting alternate.

SECTION 5

Sub-Committees (SubJACs)

- 5.01 SUB-COMMITTEE (SubJAC)** - There shall be established a Joint Apprenticeship Sub-Committee (SubJAC) for each individual department who participates in an apprenticeship program pursuant to the CAL-JAC Apprenticeship Standards. Each SubJAC shall have equal representation of management and labor.
- 5.02 COMPOSITION** - A SubJAC should typically be composed of six members, three of whom shall represent management and be appointed by the individual employer, and three of whom shall represent labor and be appointed by the individual union. The membership of the SubJAC shall reflect the work force diversity of the individual employer. The SubJAC shall select a Chair and a Secretary. A SubJAC may appoint advisors as it deems necessary, such advisors shall act without vote.
- 5.03 ELECTION OF OFFICERS** - When the Chair is a representative of management, the Secretary shall be a representative of labor and vice versa. A nominee must receive an affirmative vote of a majority of the management members and a majority of labor members to be elected.
- 5.04 TERM OF OFFICE** - Members of a SubJAC shall be appointed to serve an indefinite term, at the pleasure of the appointing individual employer or union. Vacancies on the SubJAC shall be filled by appointment made by the individual employer or the individual union.
- 5.05 QUORUM AND VOTING** - A quorum shall consist of a majority of SubJAC members from management and a majority of SubJAC members from labor. All members of the SubJAC, including the Chair and Secretary, may vote on all questions before the SubJAC. An affirmative vote of a majority of the members from management and a majority of the members from labor shall be required to pass any motion before the SubJAC.
- 5.06 RESPONSIBILITIES**
- A. The SubJAC shall meet on a regular basis, a minimum of once each year, at the time and place it establishes. Minutes shall be kept which reflect the attendees and the actions taken at each SubJAC meeting. Said minutes shall be forwarded to the CAL-JAC office.
 - B. The SubJAC shall make recommendations to the individual employer, the individual union, and the CAL-JAC on matters concerning minimum standards of training, education, and experience credit for apprentices and procedures designed to improve the operation of the apprenticeship program.
 - C. The SubJAC shall hear differences pertaining to training issues within the apprenticeship program, between apprentices, the individual employer, and the individual union, and shall make such recommendations as necessary for the resolution thereof to the Administrator of the CAL-JAC, according to the procedures established in Section 11 of these Rules and Regulations.
 - D. The SubJAC shall administer this program in accordance with the CAL-JAC Standards under the direction of the CAL-JAC.
- 5.07 ALTERNATES** - Alternates may attend meetings and vote in the absence of a member. Each individual union may appoint one official alternate to attend meetings and vote in the absence of a SubJAC member representing labor. Each individual employer may appoint one official alternate to attend meetings and vote in the absence of a SubJAC member representing management.

Appointments of official alternates shall be made in writing to the Administrator of the CAL-JAC.

Minutes will reflect the name of the absent member and the name of the voting alternate.

SECTION 6

Advisory Committees

- 6.01 ADVISORY COMMITTEES** - The CAL-JAC may establish committees to act in an advisory capacity in carrying out the functions and responsibilities of the Committee. Example: Curriculum development, job analysis, test validation, recruitment, program promotion, etc.
- 6.02 COMPOSITION** - An Advisory Committee should be composed of not more than ten members and not less than two members. Committee members will be appointed on the basis of subject matter expertise and when possible, will represent management and labor.
- 6.03 PURPOSE AND TIME FRAME** - Each Advisory Committee shall be established for a specific purpose and a specific time frame. A Committee will be abolished upon completion of the specified purpose or time frame, whichever comes first. Those Committees not completing the purpose within the specified time frame may be re-established by the CAL-JAC for an additional specified time period.
- 6.04 COMPENSATION** - The CAL-JAC may elect to pay travel and per diem expenses for members of Advisory Committees, the rate may not exceed the travel and per diem rates approved by the CAL-JAC.
- 6.05 RESPONSIBILITIES** - The members of the Advisory Committee shall diligently apply themselves to the purpose for which the Committee was established and may address only those issues related to the completion of the specified purpose.

SECTION 7

Employers/Unions

7.01 EMPLOYER/UNION PARTICIPATION - Participation in the CAL-JAC apprenticeship program by an individual employer shall be accomplished by executing a written Subscription Agreement with the CAL-JAC. Cooperation and participation of the individual union shall be attested by the signature of the Union on the Subscription Agreement or by side letter when appropriate. Elements of such Subscription Agreement may include, but are not limited to, provisions for:

- A. Services to be provided by CAL-JAC
- B. Payment for CAL-JAC services
- C. Conformance to CAL-JAC Standards and Rules Regulations
- D. Equal opportunity/Affirmative Action
- E. Fulfillment of terms of apprentice agreements
- F. Training standards, facilities, and instructors
- G. Reimbursement to employer for training

7.02 SUPERVISION/INSTRUCTION OF APPRENTICES

- A. Each individual employer participating in a program of apprenticeship shall designate, with the approval of the CAL-JAC, the training officer or other qualified person as Instructor of Record for the department. The Instructor of Record must meet the qualifications established by the CAL-JAC. The duties, qualifications and responsibilities for the Instructor of Record are detailed in the CAL-JAC Training Coordinator and Instructor of Record Handbook, which is an addendum to these Rules and Regulations.
- B. Each Supervisor shall make certain that apprentices are given the variety of required work and training assignments as stated in the apprenticeship and training program and shall be responsible for the maintenance of records of progress for apprentices.
- C. The Instructor of Record shall periodically examine the work, drill, and training records of the apprentices. If an apprentice fails to progress satisfactorily, the Instructor of Record shall notify the SubJAC who shall make appropriate recommendations to the individual employer, subject to the provisions of the Collective Bargaining Agreement/Memorandum of Understanding, civil service regulations, statutes, department regulations, and the CAL-JAC Standards.
- D. The Instructor of Record is responsible for the accuracy of attendance and training records in accordance with the CAL-JAC Training Reporting Instructions, which is an addendum to these Rules and Regulations.
- E. Each individual employer shall designate, with the approval of the CAL-JAC, a qualified person to be the Training Coordinator for the department. The duties and responsibilities of the Training Coordinator are detailed in the CAL-JAC Training Coordinator and Instructor of Record Handbook, which is an addendum to these Rules and Regulations.

7.03 WAGE SCHEDULE - Unless otherwise specified, the straight time hourly wage rate for apprentices shall be determined by the provisions of the applicable Collective Bargaining Agreement/Memorandum of Understanding, provided, however, that such wage rate for entry level recruit apprentices shall not be less than seventy percent of the wage rate for a journey person specified in such Collective Bargaining Agreement or Memorandum of Understanding.

SECTION 7

(Continued)

- 7.04 WORKING CONDITIONS OF APPRENTICES** - The hours of work and working conditions of apprentices shall be consistent with that of a journeyperson as provided in the current Collective Bargaining Agreement or Memorandum of Understanding of the individual union and the individual employer pursuant to Federal and State laws.
- 7.05 CHANGES IN WAGES, BENEFITS, OR WORKING CONDITIONS** - Whenever the wages, benefits, or working conditions for apprentices provided in a Collective Bargaining Agreement or Memorandum of Understanding between individual unions and individual employers are altered, such changes shall be reported to the CAL-JAC.
- 7.06 AFFIRMATIVE ACTION PLEDGE** - The recruitment, selection, employment, and training of apprentices during their apprenticeship, shall be without discrimination because of race, color, religion, national origin or sex. The individual employer will take Affirmative Action to provide equal opportunity in apprenticeship for both minorities and women and will operate the apprenticeship program as required under Title 29 of the Code of Federal Regulations, Part 30, and Equal Employment Opportunity Regulations of the State of California.
- 7.07 APPOINTMENT OF SUBJAC REPRESENTATIVES** - The individual employer shall appoint the management representatives to the CAL-JAC SubJAC and the individual union shall appoint the labor representatives to the CAL-JAC SubJAC for that individual department.
- 7.08 INSTRUCTIONAL MATERIALS** - Each subscribing department shall provide a copy of course outlines and instructional materials for academy training and related and supplemental instruction for each occupation. Course and instructional materials should contain the following items at a minimum:
- A. Course objectives
 - B. Subjects to be taught
 - C. Reference material
 - D. Instruction time
 - E. Behavioral/Performance objectives

Changes and updates of curriculum and instructional materials shall be forwarded to the CAL-JAC upon adoption by the individual SubJAC.

SECTION 8

Qualifications for Apprenticeship

- 8.01 MINIMUM QUALIFICATIONS** - In addition to the qualifications specified below, applicants for specific apprenticeships shall meet the minimum qualifications specified for that occupation in Section 3 of these Rules and Regulations.
- 8.02 MINIMUM AGE** - The minimum age for any apprentice must be not less than 18 years at the time of indenture. Proof of age may be established by:
- A. A written certificate of applicant's date and place of birth, executed under penalty of perjury, by one with personal knowledge of applicant's date and place of birth;
 - B. A certified copy of a birth certificate;
 - C. A certified copy of a court order determining the fact of the applicant's birth;
 - D. Selective service registration card;
 - E. Valid driver's license;
 - F. Immigration papers showing date of birth;
 - G. Military separation papers showing date of birth.
- 8.03 PHYSICAL ABILITY** - The applicant must be physically capable of performing the work processes required by the occupation.
- 8.04 APTITUDE** - The applicant must have the ability to learn the skills and knowledge required to perform the occupation.
- 8.05 ADDITIONAL REQUIREMENTS** - The applicant must meet any additional requirements specified by individual employers providing the requirements are in accordance with all applicable State and Federal laws and regulations and the CAL-JAC Standards.

SECTION 9

Selection of Apprentices

- 9.01 GENERAL** - Selection and placement procedures for hiring and/or promoting apprentices shall be established by each subscribing department. The procedures shall be in accordance with all applicable State and Federal laws and the Current Collective Bargaining Agreement/ Memorandum of Understanding. The department may, by written agreement, use all or part of the CAL-JAC selection procedures.
- 9.02 ENTRY LEVEL SELECTION PROCEDURES FOR THE CAL-JAC** - The CAL-JAC selection procedures intended for use in entry level Fire Fighter classifications are based on the most current studies available of the Fire Fighter occupation in California. CAL-JAC selection and placement procedures include provisions for competitive written tests, oral interviews, physical agility examinations, a background investigation, and a complete medical examination. These selection and placement procedures are job related. The CAL-JAC selection procedures can be modified and validated to meet unique or special situations within individual agencies.
- 9.03 PROMOTIONAL SELECTION PROCEDURES** - The CAL-JAC selection procedures for promotional positions are based on the most current studies of occupational classifications within the California Fire Service. The CAL-JAC selection procedures include provisions for written tests, oral interviews, assessment centers and other validated testing methods. Departments may, by written agreement, use all or a portion of the CAL-JAC promotional selection systems.
- 9.04 AFFIRMATIVE ACTION**
- A. It is a primary objective of this Apprenticeship Program to provide equal employment opportunity and a more equitable and representative distribution of underrepresented individuals in the California Fire Service without lowering existing standards. It shall be the policy of the California Fire Fighter Joint Apprenticeship Committee not to discriminate against any applicant or apprentice on the basis of race, color, religion, national origin, marital status, or sex. It shall also be the policy of the Committee that each member of the Committee and the Committee's staff extend good faith efforts in accomplishing the goals of this Apprenticeship Program including Affirmative Action.
- B. The CAL-JAC and its subscribing departments will practice Affirmative Action methods in an effort to recruit and employ women and targeted minorities in the fire service in California. These Affirmative Action methods may include, but are not limited to:
1. Focused outreach and positive recruitment efforts through the electronic and print media, as well as personal contact through special interest groups and organizations.
 2. Ensuring that the number and makeup of recruited applicants constitutes, as near as possible, that percentage of minorities and women identified in the departments workforce ethnicity. This may be accomplished by restricting participation in the selection process to a pre-determined number of randomly selected applicants from the over and underrepresented groups.
 3. Ensuring the overall number of applicants participating in the selection process is no greater than would reasonably be required to produce a pool of eligible applicants corresponding to the hiring needs anticipated by the individual department during the life of the list (usually a maximum of two years).
 4. Selecting individuals to be hired in order of ranking scores provided that adverse impact on women and targeted minorities does not result. If, however, such adverse impact would result by that method then selection should be on a basis that would reflect the affirmative action plan of the individual department.

SECTION 9

(Continued)

- C. The CAL-JAC has, by law and regulation, the responsibility for periodic monitoring of the Affirmative Action segment of this Apprenticeship Program.

- D. The CAL-JAC, in conjunction with, and for departments subscribing to this service will undertake outreach and recruitment activities to ensure adequate representation of women and targeted minorities in the applicant pool for fire service apprenticeship. These outreach and recruitment activities may include, but are not limited to the following:
 - 1. Information concerning the nature of fire service apprenticeship, requirements for admission to apprenticeship, the availability of apprenticeship opportunities, sources of applications and the equal opportunity policy of the CAL-JAC shall be distributed in the labor market area serving the subscribing department at least 45 days prior to the closing date for accepting applications. Such information shall be given to the Division of Apprenticeship Standards, community colleges, county superintendents of schools, schools of adult education, the Employment Development Department, and organizations which can effectively reach women and minorities.
 - 2. The CAL-JAC shall cooperate with school boards and vocational education systems to encourage minorities and women to participate in programs to prepare them to meet the standards for entry into this apprenticeship program.

SECTION 10

Apprentices

- 10.01 APPRENTICE AGREEMENT** - Each apprentice employed and trained under this program of apprenticeship shall be covered by a written apprentice agreement which shall be administered according to the CAL-JAC Standards.
- 10.02 RESPONSIBILITIES** - Each apprentice to an occupation within the CAL-JAC has a responsibility to:
- A. Perform diligently the work of the occupation and pertinent duties as assigned by the individual employer;
 - B. Follow rules, regulations and procedures of the individual employer;
 - C. Attend academy and related and supplemental training as required for the occupation;
 - D. Develop safe working habits and act in such a manner as to assure personal safety and the safety of fellow workers;
 - E. Report to the appropriate SubJAC whenever the apprentice's individual employer is unable to or does not provide the necessary and required on-the-job or related and supplemental instruction hours in accordance with the work processes and training schedule for the apprentice's occupation.
- 10.03 PREVIOUS EXPERIENCE CREDIT** - An apprentice seeking credit for previous experience shall submit written verification of any such prior experience and demonstrate the abilities for which the individual is claiming credit to the appropriate SubJAC. Acceptance of such experience shall be as determined by the CAL-JAC upon recommendation of the appropriate SubJAC. The CAL-JAC shall have the authority to determine the number of hours which shall be granted to the apprentice, based upon the experience submitted and recommendations of the appropriate Sub- JAC.
- 10.04 VETERANS BENEFITS*** - The CAL-JAC apprenticeship programs are approved for veterans benefits. Each apprentice wishing to receive veteran's benefits must:
- A. Indicate veterans benefits are being applied for when completing the apprenticeship agreement.
 - B. Submit the Veteran's Administration forms to the CAL-JAC office.
 - C. Submit a copy of the individual's payroll and/or time sheet documenting the hours worked and wages paid each month to the CAL-JAC.

* The Veterans Administration will make all determinations of eligibility for benefits.

SECTION 11

Resolution of Apprenticeship Disputes

11.01 GENERAL - An apprentice is an employee of a subscribing department from the first day of apprenticeship, and therefore, subject to all rules, regulations, contract provisions, agreements, procedures, etc., in effect for that individual department.

11.02 COMPLAINTS RELATED TO APPRENTICESHIP

- A. Where an apprentice, or a subscribing department, or any party to the CAL-JAC Standards and Rules and Regulations disputes an action or inaction of another party alleged to be in conflict with these Standards and Rules and Regulations and wishes to request a review of the issues, the charging party should first exhaust all appropriate departmental procedures before filing a written complaint through the CAL-JAC.*
- B. When appropriate departmental procedures to address the complaint have been exhausted, a written request for a review must be filed through the CAL-JAC within 30 days of written response from the department. The complaint must contain (at a minimum) a description of the circumstances leading to the complaint, and the desired outcome. The CAL-JAC Administrator shall first notify the charged party and refer the matter, within 15 days of the receipt of the written complaint, to the appropriate SubJAC, who shall attempt to resolve the matter to the satisfaction of all parties within 30 days of the referral. The SubJAC may consider written documentation, in addition to the testimony from witnesses, including hearsay evidence. Parties will have an opportunity to respond to statements or questions. Cross-examinations and subpoenas are not allowed. A written report concerning the review, finding and recommendation for resolution must be sent to the CAL-JAC Administrator within 15 days of the date of the review.
- C. Should the matter not be resolved by the SubJAC under Sub-paragraph B, the complaint shall be referred to the CAL-JAC Administrator from the SubJAC. The CAL-JAC Administrator shall, with the participation of the charging party, further attempt to resolve the complaint within 15 days of the referral.
- D. Should the matter not be resolved under Sub-paragraphs B and C, the CAL-JAC administrative staff shall prepare a report to the CAL-JAC. Thereafter, a hearing on the complaint shall be held by the CAL-JAC at the earliest succeeding meeting thereof which permits the giving of 10 days notice to the charged party. Any concerned party, including the charging party, may be represented at the hearing by counsel or other qualified representative. If after the hearing, either party is not satisfied, the complaint will be referred to the Administrator of Apprenticeship for resolution under the California Code of Regulations, Title 8, Chapter 2, Part 1, 201, 202, 203.

11.03 APPEAL OF ISSUES OTHER THAN APPRENTICESHIP - All appeals or grievances of apprentices not relating to apprenticeship shall be subject to the procedures provided in the current Collective Bargaining Agreement/Memorandum of Understanding of the individual subscribing agency and the individual union or civil service laws and rules. Issues not related to apprenticeship will not be considered by the CAL-JAC.

* It is not intended to imply that departmental remedies include other State or Federal agencies, i.e. DFEH, EEOC, etc.

SECTION 11

(Continued)

11.04 APPEAL OF CANCELLATION OF APPRENTICE AGREEMENT

- A. When an apprentice leaves an occupation, either voluntarily or through adverse action, requests to the Administrator of Apprenticeship for cancellation of the Apprentice Agreement will be made no sooner than 30 days after the date of the separation. This 30 days will allow time for the apprentice to file any complaints or appeals. If a complaint or appeal is filed within 30 days, either with the employer or the CAL-JAC, the Apprentice Agreement will be held in suspension until the outcome of the complaint or appeal is known.
- B. Appeals concerning the cancellation of an Apprentice Agreement must be made in writing within 30 days of the date of separation from the apprenticeship program of an individual employer. Appeals must contain (at a minimum) a description of the reason/circumstances leading to the appeal and the desired outcome. Appeals should be addressed to the CAL-JAC Administrator.
- C. When the CAL-JAC Administrator receives a written appeal, he/she will give notice to the charged party and refer the matter to the appropriate SubJAC within 15 days, for review.
- D. The appropriate SubJAC must schedule a review of the appeal for the next regular meeting, permitting 10 days notice to the charged party, or at a special meeting no later than 30 days from the date of the referral. The SubJAC may consider written documentation, in addition to testimony from witnesses, including hearsay evidence. Parties will have an opportunity to respond to statements or questions. Cross-examinations and subpoenas are not allowed.
- E. The SubJAC shall make a written report which includes a finding, rationale, and recommendation concerning the appeal to the CAL-JAC Administrator within 15 days of the date of the review. The CAL-JAC Administrator will forward this recommendation to the parties concerned. If the SubJAC cannot agree on a recommendation, a written summary of the review and the reasons for no recommendations must be sent to the Administrator of the CAL-JAC within 15 days of the date of the review.
- F. If either party is not satisfied after the recommendation from the appropriate SubJAC, notification of intent to continue the appeal must be sent to the CAL-JAC Administrator within 15 days of the written notification of the SubJAC recommendation. The appeal is automatically continued to the CAL-JAC Administrator if the SubJAC is unable to agree on a recommendation.
- G. When the CAL-JAC Administrator receives a timely request to continue an appeal after a recommendation from a SubJAC, or if a SubJAC is not able to agree on a recommendation, he/she shall schedule an Administrative Review of the case no later than 15 days from the date of the receipt of the request to continue the appeal. The CAL-JAC Administrator will review the recommendation, finding, and rationale from the SubJAC, as well as, receive additional information from the charged and charging parties and make a recommendation to both parties for resolution of the appeal.
- H. If the CAL-JAC Administrator's recommendation is not accepted, a written request for a hearing before the CAL-JAC must be sent to the CAL-JAC Administrator no later than 15 days from the date of the CAL-JAC Administrator's recommendation.

SECTION 11

(Continued)

- I. Upon receipt of a timely request for a hearing, the CAL-JAC Administrator will prepare a report to the CAL-JAC. Thereafter, a hearing will be scheduled at the earliest succeeded meeting which permits the giving of 10 days notice to the charged party. Any concerned party, including the charging party, may be represented at the hearing by counsel or other qualified representative. If after the hearing, either party is not satisfied, a written request to refer the appeal to the Administrator of Apprenticeship for resolution under the California Code of Regulations, Title 8, Chapter 2, Part 1, 201, 202, 203, must be sent to the CAL-JAC Administrator within 15 days from the CAL-JAC decision.

SECTION 12

Certificates

- 12.01 CAL-JAC CERTIFICATES OF RECOGNITION** - The CAL-JAC may issue certificates of recognition to incumbents successfully completing training for specific fire service occupations. The certificate will bear the signatures of the sponsors of the CAL-JAC.
- 12.02 CERTIFICATE OF COMPLETION** - Pursuant to the CAL-JAC Standards, Article XIX; upon evidence that an apprentice that has satisfactorily completed all of the requirements of an apprenticeship program, including academy, related and supplemental instruction, and the term of apprenticeship, the CAL-JAC shall request the Division of Apprenticeship Standards to issue a Certificate of Completion of Apprenticeship.
- 12.03 JOURNEYPERSON CERTIFICATE** - As stated in the CAL-JAC Standards, when the CAL-JAC determines, pursuant to a written request, that an apprentice has demonstrated all the skills, knowledge, and abilities required of a journeyman and has served no less than the length of time required for apprenticeship, the CAL-JAC will notify the individual department that a journeyman certificate is being issued for presentation to the apprentice. The journeyman certificate and the certificate of completion of apprenticeship signify the same professional level of competence.
- 12.04 STATE FIRE MARSHAL/STATE BOARD OF FIRE SERVICE EQUIVALENTS** - Most of the training programs for occupations within the Cal-JAC apprenticeship program are based on the training standards and curriculum approved and accredited by the State Board of Fire Services. Training completed by apprentices may be eligible to receive recognition toward the appropriate level State Board of Fire Services certificate, however other requirements for certification must be met through the State Fire Marshal's office.* Below is a comparable listing of Cal-JAC training programs and State Board of Fire Services certificates.

* Individuals desiring State Board of Fire Services certificates must apply through the State Fire Marshal's Office and meet the established requirements for each specific certificate. Determination of eligibility and completion requirements, including any fees and/or tests, will be made by the State Fire Marshal's Office.

<u>CAL-JAC OCCUPATION</u>	<u>SFM/SBFS TRAINING STANDARDS</u>	<u>EMS AUTHORITY REGULATIONS</u>
Fire Fighter	Fire Fighter I Fire Fighter II	
Fire Fighter II (CDF)	Fire Fighter I Fire Fighter II	
Wildland Fire Fighter Specialist		
Fire Suppression Technician		
Fire Fighter Diver	Fire Fighter I Fire Fighter II	
Firefighter EMT	Fire Fighter I Fire Fighter II	Title 22, California Code of Regulations, Division 9, Chapter 2
Emergency Medical Technician		Title 22, California Code of Regulations, Division 9, Chapter 2
Paramedic		Title 22, California Code of Regulations, Division 9, Chapter 4
Hazardous Materials Response Technician	Hazardous Materials Technician Hazardous Materials Specialist	
Fire Officer	Company Officer	
Fire Engineer	Fire Apparatus Driver Operator 1A/1B	
Fire Apparatus Engineer	Fire Fighter I Fire Fighter II Fire Apparatus Driver Operator 1A/1B	
Fire Equipment Specialist (Mechanic)	Fire Mechanic I Fire Mechanic II Fire Mechanic III	
Fire Inspector	Fire Inspector 1 Fire Inspector 2	
Fire Marshal	Fire Inspector 1 Fire Inspector 2 Plans Examiner Fire Marshal	
Fire Prevention Officer	Community Risk Educator Community Risk Specialist Community Risk Officer	
Fire Department Training Officer	Training Instructor 1A/1B/1C or Instructor I/Instructor II/ Instructor III	
Fire Investigator	Fire Investigator 1A/1B/1C	
Fire Fighter Paramedic	Fire Fighter I Fire Fighter II	Title 22, California Code of Regulations, Division 9, Chapter 4
Heavy Fire Equipment Operator		