



FIRE PROTECTION BUREAU – STANDARDS AND ACCREDITATION

PO Box 42600

Olympia WA 98504-2600

(360) 596-3931 FAX: (360) 596-3936



NOTICE TO CANDIDATE

THIS PACKET CONTAINS THE FOLLOWING:

- 1. Candidate Rights of Appeal
2. Candidate Application
3. Certification Critique and Certification Test Inquiry

Thank you for participating in the Washington State IFSAC certification test. The minimum passing score for the written portion is 80%. The practical portion is graded on a pass/fail basis. You must pass the practical at 100% to be successful. To receive a Washington State Patrol Fire Protection Bureau Certificate of Competency, you should pass both the written and practical exam within a one-year time frame. Both portions of the exam should be completed within the time frame of the same version of the NFPA standard, and you should have met all required prerequisites.

PLEASE READ THE FOLLOWING CERTIFICATION INFORMATION AND APPEAL RIGHTS

The Test Control Officer on site represents the State Certification Administrator. He/she has the authority to arbitrate any disputes candidates may have with an evaluator's grading decision and/or the evaluation process. The Test Control Officer is the final authority on the test site. The candidate has the right to appeal any decision made by the Test Control Officer by filing an appeal in writing to the State Certification Administrator. The State Certification Administrator will send a written decision to the candidate. Candidates also have the right to appeal any decision made by the State Certification Administrator. In the event of an appeal of the decision of the State Certification Administrator, the candidate is required to file a written request for a formal hearing within 30 days of receiving the test results.

- Appeals on the written and/or practical examination scores must be filed with the Fire Protection Bureau, Fire Training Division, Standards and Accreditation Office, within 30 days after test results notification. I understand that I have the right to further appeal any decision made by the State Certification Administrator by filing a written request for a formal hearing in accordance with RCW 34.05.410-494 within 30 days of receiving results of my initial appeal from the Fire Protection Bureau, Standards and Accreditation Office.
• Candidates who have NOT had access to the current state testing information and skills sheets for the level applied for are responsible to notify the Test Control Officer prior to participation in the practical exam. Skills sheets are available online at www.wsp.wa.gov and are located in the State Fire Marshal's Office, Fire Protection Bureau, Accreditation and Certification section of the Web site.
• Candidates may be participating in live fire testing at the test site. By signing this application, the candidate acknowledges that he/she has appropriate PPE and has been fit tested for SCBA prior to participating in the practical exam. Failure to disclose issues with PPE or SCBA will void certification test results and/or cause certification to be removed.
• By signing this application, the candidate acknowledges that he/she has met all prerequisites required to enter the certification test level and has been trained to the current edition of the NFPA standard version that will be tested. Certification will be withheld and/or voided if all necessary prerequisites have not been met at the time of testing. Certification is dependent on all related documents being submitted for final certification approval at the Standards and Accreditation office.

I understand my test scores may be released to my department and/or course instructor, if requested. Requests for release of test results to potential employers must be made in writing to the Standards and Accreditation Office by the candidate. By signing this application, the candidate acknowledges that he/she is at least 18 years of age at the time of testing.

PLEASE SIGN AND DATE BELOW: (NOTE: Certification will not be issued without signature.)

Applicant's Signature

Date



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CANDIDATE APPLICATION

You MUST fill this application out completely in order to receive a Washington State Certificate of Competency with an IFSAC (International Fire Service Accreditation Congress) seal.

- 1. Print your name clearly in the manner you would like to have it appear on the certificate.

Form fields for Name (First Name, MI, Last Name), Address, City, ZIP Code, Telephone Number, Birth date (Birth Month, Date, Year), and Last four/SSN.

EXAMPLE: 05-08-1962

EXAMPLE: 3221

- 2. Fire Department/Organization, FDID, County, Department Phone Number
3. Certification Level Applying For, Test Version, No.
4. Written Test Date, Location, Instructor
5. Is this a re-test? Yes No, Previous Test Date, Previous Test Location

Important: If you have passed the practical portion (or plan to take the practical portion) on a different date, please indicate date and location:

Date Location

- 6. Please check the boxes and indicate if you have met the prerequisites for the level you are applying for

Prerequisites Checklist

- Firefighter 1 Prerequisites: First Responder, EMT, Paramedic, or NFPA 1001, 2002 edition 4-3 standard; Hazardous Materials First Responder Awareness level of NFPA 472 2002 edition; Fire Prevention Survey and Presentations NFPA 1001, 5.5.1 and 5.5.2, 2002 edition; Live Fire Training NFPA 1001 2002 edition, Vehicle Fire; Exterior Class A Fire; Interior Structure Fire; and Extinguish Incipient Class A, B, C Fires; Ground Cover Fire
Hazardous Materials Awareness Prerequisites: Hazardous Materials Awareness Training to NFPA 472 2002 edition

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Firefighter 2 Prerequisites:

- Firefighter 1 IFSAC certification Yes  No
- Hazardous Materials Awareness IFSAC certification Yes  No
- Hazardous Materials Operation IFSAC certification Yes  No
- Live Fire Training NFPA 1001 2002 edition on Extinguishing an Ignitable Liquid Fire, Coordinate an Interior Attack Line, and Control a Flammable Gas Cylinder Fire Yes  No

Hazardous Materials Operations Prerequisites:

- Hazardous Materials Awareness IFSAC certification Yes  No
- Hazardous Operations Training to NFPA 472 2002 edition Yes  No

Instructor 1 Prerequisites:

- Instructor 1 training to NFPA 1041, 2002 edition (Recommended) Yes  No

Instructor 2 Prerequisites:

- Instructor 1 IFSAC certification Yes  No
- Instructor 2 training to NFPA 1041 2002 edition Yes  No

Fire Investigator Prerequisites:

- Must be at least age 18 and have a high school diploma or state-recognized equivalent Yes  No
- Currently active as a fire investigator or have investigation duties assigned Yes  No
- Evidence of fire investigation training to NFPA 1033 2003 edition and NFPA 921 Yes  No
- Evidence of background check conducted by a local law enforcement jurisdiction or currently be criminal justice commissioned Yes  No
- Recommendation of the agency having jurisdiction or employing company Yes  No
- Hazardous Materials Awareness training to NFPA 472, 2-2.1 to 2-2.3 Yes  No
- Proof of attendance in a state-approved class in courtroom testimony that meets NFPA 1033 requirements Yes  No

**NOTE: Currency Requirements have been established for Fire Investigators. Currency should be submitted to the WSP Fire Protection Bureau every 5 years, starting with 5 years from the date of initial certification to remain in the Washington State database as an active Fire Investigator. Failure to submit currency will result in removal from the current list of Fire Investigators.**

- Current IAAI or NAFI, and Washington State Fire Investigator IFSAC certificate; and Yes  No
- Documentation of meeting current applicable NFPA standards; OR Yes  No
- Washington State Fire Investigator IFSAC certification; and Yes  No
- Active as a fire investigator; and Yes  No
- Documentation of 80 hours continuing education in current applicable NFPA standards the last 5 years, which includes current NFPA 921; and Yes  No
- Recommendation of the agency having jurisdiction or employing company Yes  No
- Current background check or copy of commission card Yes  No

Officer 1 Prerequisites:

- Firefighter 1 and Firefighter 2 IFSAC certification Yes  No
- Hazardous Materials Awareness IFSAC certification Yes  No
- Hazardous Materials Operations IFSAC certification Yes  No
- Proof of training to Officer I NFPA 1021 2003 edition and verification of completion of skill sheets Yes  No
- Instructor 1 IFSAC certification Yes  No

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**Officer 2 Prerequisites:**

- Firefighter 1 and Firefighter 2 IFSAC certification Yes  No
- Hazardous Materials Awareness IFSAC certification Yes  No
- Hazardous Materials Operations IFSAC certification Yes  No
- Officer 1 IFSAC certification Yes  No
- Instructor 1 IFSAC certification Yes  No
- Proof of training to Officer 2 NFPA 1021 2003 edition and verification of completion of skill sheets Yes  No

**Public Fire and Life Educator 1 Prerequisites:**

- Public Fire and Life Safety Educator 1 training to NFPA 1035, 2005 edition Yes  No

**Marine Firefighting for Land-Based Firefighters Prerequisites:**

- Marine Firefighting for Land-Based Firefighters - Awareness level Yes  No
- Land-Based Firefighter responding to Marine Vessel Fires Awareness Level Training Yes  No

**Fire Inspector I:**

- Fire Inspector I training to NFPA 1031, 2003 edition Yes  No
- Proof of code training such as International Code Council Inspector I (current code adopted) Yes  No
- Must be at least age 18 and have a high school diploma or state-recognized equivalent Yes  No
- Currently active as a fire inspector or have inspection duties assigned Yes  No
- Hazardous Materials Awareness training to NFPA 472, 2-2.1 to 2-2.3 Yes  No
- Proof of attendance in a class in courtroom testimony that meets NFPA 1033 requirements or tested in state exam Yes  No

**NOTE: Currency Requirements have been established for Fire Inspectors. Currency should be submitted to the WSP Fire Protection Bureau every 5 years, starting with 5 years from the date of initial certification to remain in the Washington State database as an active Fire Inspector. Failure to submit currency will result in removal from the current list of Fire Inspectors.**

- Job duties in Fire Inspection are assigned. Yes  No
- Individual is active and remains in contact with fire marshal activities. Yes  No
- Individual is current in the inspector certifications and/or has received training in current International Code Council or other nationally recognized certifications in code that are adopted by the authority having jurisdiction. *Example:* Uniform Fire Code, International Fire Code, Unified Facilities Criteria (Department of Defense). Yes  No
- 40 hours of training and/or seminars in fire inspection related subjects – examples of topics that are acceptable for continued training are: Inspector Authority and Responsibilities; Building Construction and Occupancy Classifications Inspection Procedures; Fire Spread and Growth Factors; Fire Hazard Recognition Fire Detection Systems; Fire Suppression Systems; Hazardous Materials and Special Hazards Means of Egress; and Occupancy Loads. Yes  No

**NOTE: Seminars that are acceptable for renewal of code certifications may be applicable for the completion of currency requirements on the IFSAC certification for Fire Inspector.**



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Airport Firefighter:

- Firefighter I IFSAC Yes  No
- Firefighter II IFSAC Yes  No
- Hazardous Materials Operations IFSAC Yes  No
- NFPA 1003 – Proof of training to the NFPA standard for Airport Firefighter (2005) and completion of Washington state evaluation sheets in training program Yes  No

**NOTE: Currency Requirements have been established for Airport Firefighters. Currency should be submitted to the WSP Fire Protection Bureau annually, starting with one year from the date of initial certification to remain in the Washington State database as an active Airport Firefighter. Failure to submit currency will result in removal from the current list of Airport Firefighters.**

- Aircraft cargo hazards Yes  No
- Airport emergency plans Yes  No
- Adapting and using structural fire fighting equipment for aircraft fire fighting Yes  No
- Aircraft rescue fire fighting, operations, and tactics Yes  No
- Emergency communications systems at airports, including fire alarms Yes  No
- Nozzles, hoses, and turrets Yes  No
- Airport familiarization Yes  No
- Aircraft familiarization Yes  No
- Personal safety Yes  No
- PPE, SCBA Yes  No
- Agent application Yes  No
- Emergency aircraft evacuation Yes  No
- Annual live fire training Yes  No

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CERTIFICATION TEST CRITIQUE

Information provided on this form is confidential and will only be used to improve the certification test or testing procedure and to respond to your inquiry, if applicable:

Name \_\_\_\_\_ Telephone (\_\_\_\_) \_\_\_\_\_

Address \_\_\_\_\_

Test Date \_\_\_\_\_ Location \_\_\_\_\_

Certification Level \_\_\_\_\_ Name of your organization \_\_\_\_\_ County \_\_\_\_\_

What is your position in the organization? \_\_\_\_\_

Are you in a volunteer  or full-time fire position

How much time did you have to prepare for the test? \_\_\_\_\_

Were Washington State skills sheets used to prepare for the exam? Yes  No

Were the stated text books and references available for your use? Yes  No

Did the course material sufficiently prepare you to take the exam? Yes  No

Did the test sufficiently cover the course material taught? Yes  No

Do you have concerns about written test scoring error? Yes  No

Do you have concerns about test administration? Yes  No

Do you have any comments or suggestions that would improve the test or testing process? Yes  No

Comments or suggestions:

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CERTIFICATION TEST INQUIRY

NOTE: The following area is designated for inquiries into the state certification exam. Fill out this section only if you are inquiring into the practical or written exam. Please be specific in describing your issue with the state testing process.

Test Section being questioned:

Written Exam  Question # \_\_\_\_\_

Practical Exam  Skill Station # \_\_\_\_\_ Task # \_\_\_\_\_

Was there an attempt to arbitrate your question at the test site?

Please describe the specifics of your test inquiry:

Lined area for describing the test inquiry.