

Manhattan Fire Protection District

Standard Operating Procedure	Section: EMERGENCY RESPONSE APPARATUS	Page 1 of 2
	Subject: Candidate/Probationary Firefighters Requirements	Date 1/1/10 Revised 4/9/15 SOP# 454-1

PURPOSE:

To ensure that all new state certified firefighters complete the proper training requirements prior to riding/responding on emergency apparatus.

SCOPE:

This procedure will apply to all new personnel who complete the Basic Operations Fire academy and successfully pass the Office of the State Fire Marshall Basic Operations courses, and receive their Basic Operations Firefighter certificate. This SOP shall also apply to members that are on probation.

ENFORCEMENT:

The primary responsibility for adherence to this policy rest with each individual, the Fire Chief, the Fire Officer's, and the Training Officer.

APPLICATION:

Any individual that completes the Basic Operations Fire academy and passes the state exam for Basic Operation Firefighter must complete the following within 6 months prior to being allowed to ride/respond on emergency apparatus. Any candidate that does not pass the state exams shall be given remedial training and pass all state exams within 1 year. Any special circumstances shall be reviewed by the Training Officer and Fire Chief.

- The term "candidate" refers to members from the time of academy to when they receive their Basic Operations Firefighter state certification.
- Once the candidate completes/graduates from the Basic Operations Fire Academy, and receives his/her state certification, he/she will then become a "Probationary Member"
- Candidates shall successfully complete three (3) 12 hour shifts with each shift/(36 hrs) total with each shift. Ride time may begin early (after live fire practicals have been complete in the academy), at discretion of Training Officer. Ride time only counts when riding during the day.
- During each shift, participate with day to day operations / "daily routine"
- Successfully complete the given "sign-off" sheets, with a maximum of three (3) tries.
- Fully understand Manhattan Fire Protection District's Standard Operating Procedures.
- Review and fully understand the chain of command
- Review and fully understand the apparatus/standards of the apparatus
- Demonstrate punctuality, respect, and professionalism
- Understand phone and internet usage
- Understand the dress code

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- Understand radio usage and frequencies
- Understand all documentation and various forms
- Complete the orientation booklet
- Probationary members shall be “released” to full operational standards once he/she is state certified, signed-off on all apparatus, completes minimum training requirements and completes the orientation booklet. The Training Officer shall manage this.
- Probationary members shall complete a minimum of 48 hours per month of ride time: half of the hours MUST be completed during the day shift and the members shall complete all trainings in accordance to SOP 1004-1. All members are encouraged to ride as much as possible to gain experience and knowledge.

Signature _____ Date 4/9/15