

Georgia Firefighter Standards and Training Council



WORKING DRAFT Of RULES

205-1-1-.01 Statutory Authority. Amended

- (a) This Regulation is made and promulgated by the Georgia Firefighter Standards and Training Council pursuant to the authority set forth in Georgia Laws 1971, pp. 693-698.

Authority GA. L. 1971, pp. 693-698. **Administrative History.** Original Rule was filed on December 4, 1974; effective January 1, 1975, as specified by the Agency.

- (b) Administration of Council. The Executive Director of the Georgia Firefighter Standards and Training Council shall administer all rules and regulations of the Georgia Firefighter Standards and Training Council.

205-1-1-.02 Organization. Amended.

- (a) Election of Officers. Officers of the Georgia Firefighter Standards and Training Council shall be elected from a majority of a quorum of the voting members of the Council. At the first regular meeting of the Council held in each even-numbered year, the Council shall elect a chairperson and such other officers from its own membership, as it deems necessary to serve until the Council elects successors.

- (b) Advisory Committee. The Council may designate an advisory committee of not more than three (3) members to assist and advise the council in carrying out its duties. Such additional advisory members shall serve in an advisory capacity only, without voting privileges and shall serve at the discretion of the Council.

- (c) Administrative Assignment. The Council is assigned to the Department of Public Safety for administrative purposes. The Council shall exercise its quasi-judicial, rule making, licensing or policymaking functions independent of the Department of Public Safety and without approval or control of the Department.

- (d) All rules and regulations of the Georgia Firefighter Standards and Training Council shall be administered by the Executive Director of the Georgia Firefighter Standards and Training Council whose current physical address is 1000 Indian Springs Dr, Forsyth, Ga. 31029. The current mailing address is 1000 Indian Springs Dr, Forsyth, Ga. 31029. Telephone contact may be made by calling (478) 993-4521.

205-2-1-.01 Promulgation and Purpose. Amended.

The Purpose of this Regulation is:

- (a) To implement the establishment of uniform minimum standards for the employment, appointment, continued employment, continued appointment and training of full-time, part-time, volunteer/Basic or support firefighters, airport firefighters, fire and life safety educators, fire inspectors, fire

investigators, and other positions as approved and authorized by the council, including qualifications, certifications, recertifications, decertifications, revocations, probations, and suspensions.

- (b) To implement the establishment of minimum curriculum requirements for courses, classes, or schools to be operated by or for any employing/appointing agency for the training of fire department personnel in the State.
- (c) To allow the Council to approve courses, classes, or schools to be operated by or for any agency for the training of fire department personnel.
- (d) To allow the Council to issue certificates of completion to all fire department personnel who satisfactorily complete approved training programs established and approved by the Council.
- (e) To allow the Council to issue, suspend or revoke Certificates of Compliance for fire departments that maintain or fail to maintain uniform minimum standards as required by rule and law.

205-2-1-02 Definitions. Amended. Unless the context requires otherwise, the following words and terms shall have the following meanings:

- (a) **'Airport'** means any airport located in this state, which has regularly scheduled commercial air carrier service or commuter air service as required for certification under Section 139.49 of the Federal Aviation Administration regulations.
- (b) **'Airport firefighter'** means any person assigned to any airport located in this state who performs the duties of fire fighting, or rescue.
- (c) **'Airport fire department'** means a fire department/station of any airport located in this state, which has regularly scheduled commercial air carrier service or commuter air service as required for certification under Section 139.49 of the Federal Aviation Administration regulations.
- (d) **'Air carrier aircraft'** means an aircraft that is being operated by an air carrier and is categorized as either a large air carrier aircraft if designed for at least 31 passenger seats or a small air carrier aircraft if designed for more than 9 passenger seats but less than 31 passenger seats, as determined by the aircraft type certificate issued by a competent civil aviation authority.
- (e) **'Air carrier operation'** means the takeoff or landing of an air carrier aircraft and includes the period of time from 15 minutes before until 15 minutes after the takeoff or landing.

- (f) **'Basic Firefighter'** means a volunteer firefighter who has been trained to the level of Basic Firefighter as specified by the Georgia Firefighter Standards and Training Council, and who is not compensated on an hourly basis and who has been registered with the GFSTC
- (g) **'Candidate'** means a prospective firefighter who has not yet been certified or registered by the council as having met the requirements of O.C.G.A 25-4.
- (h) **'Certified'** or **'State Certified'** means any individual who has been certified by the council as having met the requirements established by the council.
- (i) **'Certified Firefighter'** means a firefighter who has met the requirements of Certified Firefighter as specified by the Georgia Firefighter Standards and Training Council, and who has been certified with GFSTC and has been issued a certificate indicating such.
- (j) **'Certification Package'** means documentation approved by the Council, completed by the sponsoring agency, and submitted to the office of the Georgia Firefighter Standards and Training Council for certification purposes.
- (k) **'Certified Copy'** means a copy of an original document or copy of another certified copy which shall have imprinted either thereon or attached as a separate affidavit, a statement sworn before a court clerk, notary public, or other official authorized to administer oaths stating that to best knowledge and belief of the affiant, the document is a true and accurate copy of the original.
- (l) **'Compensation'** means paid on an hourly or salaried basis.
- (m) **'Core-Exempt'** is those individuals who by job function or by designation of the Fire Chief or Fire Chief designee do not perform any of the core competencies approved by the Council for annual re-certification.
- (n) **'Council'** means the Georgia Firefighter Standards and Training Council.
- (o) **'Designee'** means the Fire Chiefs representative designated in dealing with matters of the GFSTC .
- (p) **'Executive Director'** means the Executive Director of the Georgia Firefighter Standards and Training Council.
- (q) **'Fire Chief'** is the Chief Administrative Officer of a Fire Department.

- (r) **'Fire department'** means any fire department, which is authorized to exercise the general and emergency powers enumerated in Code Sections 25-3-1 and 25-3-2. It also means any department, agency, organization, or company operating in this state with the intent and purpose of carrying out the duties, functions, powers, and responsibilities normally associated with a fire department, and specifically include public safety departments that provide both law enforcement and traditional fire department services. These duties, functions, powers, and responsibilities include but are not limited to the protection of life and property against fire, explosions, or other hazards.
- (s) **'Firefighter'** means a trained individual who is a full-time employee, part-time employee, or volunteer for a municipal, county, state, or private incorporated fire department or public safety department (in which case the firefighter would be known as Public Safety Officer) and as such has duties of responding to mitigate a variety of emergency and nonemergency situations where life, property, or the environment is at risk, which may include without limitation fire suppression; fire prevention and fire investigation activities; emergency medical services; hazardous materials response and preparedness; technical rescue operations; search and rescue; disaster management and preparedness; community service activities; response to civil disturbances and terrorism incidents; nonemergency functions including training, preplanning, communications, maintenance, and physical conditioning; and other related emergency and nonemergency duties as may be assigned or required; provided, however, that a firefighter's assignments may vary based on geographic, climatic, and demographic conditions or other factors including training, experience, and ability.
- (t) **'Full-time'** means employed for compensation on a basis of at least 40 hours per week by any municipal, county, state, or private incorporated fire department.
- (u) **'GFSTC'** is the Georgia Firefighter Standards and Training Council.
- (v) **'Inmate Firefighter'** those individuals currently serving a sentence as a Georgia Department of Corrections inmate and currently enrolled or have successfully completed the Georgia Department of Corrections Inmate Firefighter program.
- (w) **'Part-time'** means employed for compensation on less than a full-time basis by any municipal, county, state, or private incorporated fire department.

- (x) **'Probation'** means administrative restrictions placed on an individual by GFSTC or the Executive Director for violations of GFSTC Rules or policies.
- (y) **'Registration Package'** means documentation approved by the council, completed by the sponsoring agency, and submitted to the council for registration purposes.
- (z) **'Support Firefighter'** means a volunteer who has been trained to the level of Support Firefighter as by GFSTC and who has been registered with the Georgia Firefighter Standards and Training Council.
- (aa) **'Volunteer'** means not employed for compensation but appointed and regularly enrolled to serve as a firefighter for any municipal, county, state, or private incorporated fire department."
- (bb) **'Volunteer Firefighter'** means for the purposes of the mission of GFSTC, volunteer firefighter may be referred to as a 'Basic Firefighter'.

205-2-1-.03 Application of Council Standards. Amended.

- (a) On or after **(DEFINED DATE)**, all individuals who meet the definition of "firefighter" as stated in O.C.G.A. 25-4-2 (6) employed in this State who work a minimum of 40 hours or more per week as fulltime or part-time members of a fire department or of a fire division of any department of public safety in this State which employ one or more firefighters or public safety officers, must meet the uniform minimum standards for the employment, retention, and training as approved by the Council within one year of the date of employment.
- (b) On or after **(DEFINED DATE)**, all individuals who meet the definition of "firefighter" as stated in O.C.G.A. 25-4-2 (6) appointed as Basic firefighter, or support firefighter, of a fire department or of a fire division of any department of public safety in this State must meet the uniform minimum standards for the appointment, retention, and training as approved by the Council within one year of the date of appointment.
- (c) Inmate firefighters must have successfully completed or be enrolled in the State of Georgia Department of Corrections approved inmate firefighter program.

205-2-1-.04 Certified Fire Department Personnel Amended.

- (a) **General Employment Standards.** Each applicant for employment as a full-time or part-time firefighter, fire and life safety educator, fire inspector, fire investigator, airport firefighter, and other positions as approved and authorized by the council and as promulgated by rule or regulation, or basic firefighters who choose certification shall:

- (1) Be at least 18 years of age. In lieu of a birth certificate a valid Georgia Drivers' License plus one or more of the following documents may be submitted:
 - i. Baptismal record
 - ii. Draft card
 - iii. Court records
 - iv. Passport
 - v. Citizenship papers
 - vi. Armed Forces discharge paper (DD214)
 - vii. Certified copy of school records
- (2) Not have been convicted of a felony in any jurisdiction within ten years prior to employment/appointment. Be fingerprinted and a search made of local, state, and national fingerprint files to disclose any criminal record. Firefighters who have been convicted of a felony and have successfully completed the Georgia Department of Corrections Firefighter program may be certified providing certain provisions have been met. Refer to O.C.G.A. 25-4-8 (2) for specifics. Original or certified copies of the original fingerprint criminal history search made of local, state, and national fingerprint files to disclose any criminal record. Criminal history documents included in the Certification Package must not be generated in excess of 18 months prior to receipt of certification package.
- (3) Have a good moral character as determined by investigation. An investigation conducted by the local department of the criminal history of the candidate to verify that there is no recent pattern of convictions of crimes involving stealing, cheating, lying or some other that may indicate less than good moral character. If the candidate has a combination of 3 misdemeanor convictions of ii, iii, or iv in the previous 5 year period prior to application for certification, the candidate may be ineligible from being certified. If the candidate has 1 misdemeanor conviction in the previous 10 years prior to application for certifications in sections iv and v below they may be ineligible for certification.
 - i. Assaultive behavior
 - ii. Violation of the Georgia Controlled Substances Act (VGCSA)
 - iii. Misdemeanor theft
 - iv. Any Misdemeanor Sex Offense (1 conviction in 10 years)
 - v. Any crime against an elderly person or child (1 conviction in a 10 year period)

(4) A Fire Chief who wishes to employ a potential candidate, who falls into the conditions from paragraph three (3) above, must present the potential candidate and their circumstances to a committee for certification consideration. This committee will make a Certification recommendation to the Council. The Chairman of the Council will appoint a representative from the Council or his/her The committee shall be composed of Council Chairman or his/her designee, Georgia Fire Academy Director or his/her designee and three additional members, at least one discipline specific from the following:

- Georgia State Fire Marshal or his/her representative
- County Fire Department Fire Chief or his/her representative
- City Fire Department Fire Chief or his/her representative
- Georgia Association of Fire Chiefs President or his/her representative
- Georgia State Firefighters Association President or his/her representative
- Georgia Fire Investigators Association President or his/her representative
- Georgia Fire Inspectors Association President or his/her representative
- Georgia Public Safety Educators Association President or his/her representative
- Georgia Mutual Aid Group President or his/her representative
- Georgia Forestry Commissioner or his/her representative

This committee will make a recommendation to the Council for final action.

(5) Possess or achieve within 12 months of employment a high school diploma or a general education development equivalency. One of the following may satisfy this requirement:

- i. Certified copy of a high school diploma issued by a school or organization recognized as accredited by the Council for Higher Education Accreditation, the U. S. Department of Education, or other such accrediting authority approved by the GFSTC.
- ii. Certified copy of a college diploma

- iii. Certified high school transcript showing high school graduation issued by a school or organization recognized as accredited by the Council for Higher Education Accreditation, the U. S. Department of Education, or other such accrediting authority approved by the GFSTC.
- iv. Certified college transcript showing high school graduation
- v. Certified copy of a state awarded general educational development diploma (GED).
- vi. If the candidate possesses an unaccredited high school diploma, he/she may present documentation from a recognized accredited college or technical institution where the candidate has successfully completed the entrance exam and been accepted for classes.
- vii. Home school diploma: If a candidate possesses a diploma from home school, he/she must follow the procedure as set forth by Council policy.

(6) Training and testing requirements:

- i. Completed the training course approved by the council as identified in policy.

OR

Completed training as determined by the GFSTC review committee as equal to or exceeding the required training course.

AND

- ii. Challenges and passes the GFSTC certification examination within one year prior to the date of certification.
- iii. If the date of completion of the required training course is in excess of 60 months the candidate must:
 - 1. Present proof of an average of 24 hours per year of GFSTC accepted training since the course completion.

OR

- 2. Present documentation to the applicable GFSTC review committee requesting acceptance recommendation through a combination of training and/or experience.

(7) GFSTC Review Committee:

The GFSTC Review Committee shall consist of a minimum of 3 members and function with an advisory capacity to Georgia

Firefighter Standards and Training Council and consist of subject matter experts such as representatives from the following:

- Georgia State Fire Marshal or his/her representative.
- Georgia Fire Academy Director or his/her representative.
- County Fire Department Fire Chief or his/her representative
- City/Municipal Fire Department Fire Chief or his/her representative
- The Georgia (discipline specific) Association(s) President or his/her representative.

(b) **Firefighter** Employment Standards. In addition to complying with 205-2-1.04(a), the candidate shall:

- (1) Be in good physical condition as determined by a medical examination approved by the council.
- (2) Successfully pass the minimum physical agility requirements as established by the Council.
- (3) Successfully pass a performance evaluation based on life safety skills as established and approved by the Council. The skills evaluation will be developed using job performance requirements identified by the Council. The Fire Chief or his/her designee will ensure that the candidate successfully and safely completes the approved skill requirements and submit signed documentation confirming such. A committee representing the fire service of this state shall develop and submit skills evaluation recommendations to the Council. The committee shall consist of:

- Georgia Firefighter Standards and Training Council
- Georgia Fire Academy Director or his/her representative
- County Fire Department Fire Chief or his/her representative
- City Fire Department Fire Chief or his/her representative
- Georgia Fire Chiefs Association President or his/her representative
- Georgia State Firefighters Association President or his/her representative
- Georgia Fire Investigators Association President or his/her representative
- Georgia Fire Inspectors Association President or his/her representative

- Georgia Public Safety Educators Association President or his/her representative
- Georgia Mutual Aid Group President or his/her representative
- Georgia Forestry Commissioner or his/her representative

(4) Receive certification within one year of the date of employment.

(c) **Fire and Life Safety Educator** Employment Standards. In addition to complying with 205-2-1.04(a), the candidate shall:

- (1) Complete a training program as approved by Council
- (2) Receive certification within one year of the date of employment.

(d) **Fire Investigator** Employment Standards. In addition to complying with 205-2-1.04(a), the candidate shall:

- (1) Complete a training program as approved by Council
- (2) Receive certification within one year of the date of employment.

(e) **Fire Inspector** Employment Standards. In addition to complying with 205-2-1.04(a), the candidate shall:

- (1) Complete a training program as approved by Council
- (2) Receive certification within one year of the date of employment.

(f) **Airport Firefighter** Employment Standards. In addition to complying with 205-2-1.04(a), the candidate shall:

- (1) Be in good physical condition as determined by a medical examination approved by the council.
- (2) Successfully pass the minimum physical agility requirements as established by the Council.
- (3) Receive certification within one year of the date of employment.

205-2-2-.01 General Appointment Standards Basic Firefighter. Each applicant for appointment as a Basic Firefighter shall:

(1) Be at least 18 years of age. In lieu of a birth certificate a valid Georgia Drivers' License plus one or more of the following documents may be submitted:

- i. Baptismal record
- ii. Draft card
- iii. Court records
- iv. Passport
- v. Citizenship papers
- vi. Armed Forces discharge paper (DD214)

vii. Certified copy of school records

(2) Not have been convicted of a felony in any jurisdiction within ten years prior to appointment. Have a search made of local, state, and national database to disclose any criminal record. Firefighters who have been convicted of a felony and have successfully completed the Georgia Department of Corrections Firefighter program may be state certified providing certain provision have been met. Refer to O.C.G.A. 25-4-8 (2) for specifics.

1. Original or certified copies of the original criminal history search made of local, state, and national fingerprint files to disclose any criminal record. Criminal history documents included in the Certification Package must not be generated in excess of 18 months prior to receipt of certification package.
2. Have a good moral character as determined by investigation. An investigation conducted by the local department of the criminal history of the candidate to verify that there is no recent pattern of convictions of crimes involving stealing, cheating, lying or some other that may indicate less than good moral character. If the candidate has a combination of 3 misdemeanor convictions of i, ii, or iii, in the previous 5 year period prior to application for certification, the candidate may be ineligible from being certified. If the candidate has 1 misdemeanor conviction in the previous 10 years prior to application for certifications in sections iv and v below they may be ineligible for certification.
 - i. Assaultive behavior
 - ii. Violation of the Georgia Controlled Substances Act (VGCSA)
 - iii. Misdemeanor theft
 - iv. Any Misdemeanor Sex Offense (1 conviction in 10 years)
 - v. Any crime against an elderly person or child (1 conviction in a 10 year period)

3. A Fire Chief who wishes to appoint a potential candidate, who falls into the conditions from paragraph three (3) above, must present the potential candidate and their circumstances to a committee. The

Chairman of the Council will appoint a representative from the Council or his designee and the committee may be assembled from the following groups and organizations:

1. Georgia State Fire Marshal or his/her representative
2. Georgia Fire Academy Director or his/her representative
3. County Fire Department Fire Chief or his/her representative
4. Georgia Association of Fire Chiefs President or his/her representative
5. Georgia State Firefighters Association President or his/her representative
6. Georgia Fire Investigators Association President or his/her representative
7. Georgia Fire Inspectors Association President or his/her representative

This committee will make a recommendation to the Council for final action.

Basic Firefighter additional Appointment Standards: In addition to complying with 205-2-2.01, the candidate shall:

- (1) Be in good physical condition as determined by a medical examination approved by the council.
- (2) Successfully pass the minimum physical agility requirements as established by the Council.
- (3) Successfully pass a performance evaluation based on life safety skills as established and approved by the Council. The skills evaluation will be developed using job performance requirements identified in the Council. The Fire Chief or his designee will ensure that the candidate successfully and safely completes the approved skill requirements and submit signed documentation confirming such. A committee will be established representing the fire service of this state to develop and submit recommendations to the Council. The committee may consist of, but not limited to, representatives of:
 - Georgia Association of Fire Chiefs
 - Georgia State Firefighter Association
 - Full-Time (Career) Fire Department(s)
 - Combination (Full-Time, Part-Time, and Volunteer) Fire Department(s)
 - Volunteer Fire Department(s)
 - Georgia Fire Academy
- (4) Successfully pass the written exam within one year of the date of appointment.

205-2-2-.02 General Employment Standards Support Firefighter Each applicant for appointment as a Support Firefighter shall:

- (1) Be at least 18 years of age.
 - i. In lieu of a birth certificate a valid Georgia Drivers' License plus one or more of the following documents may be submitted:
 1. Baptismal record
 2. Draft card
 3. Court records
 4. Passport
 5. Citizenship papers
 6. Armed Forces discharge paper (DD214)
 7. Certified copy of school records
- (2) Not have been convicted of a felony in any jurisdiction within ten years prior to appointment. Have a search made of local, state, and national database to disclose any criminal record. Firefighters who have been convicted of a felony and have participated in the Georgia Department of Corrections Firefighter program may be state certified providing certain provision have been met. Refer to O.C.G.A. 25-4-8 (2) for specifics. Original or certified copies of the original criminal history search made of local, state, and national database files to disclose any criminal record. Criminal history documents included in the Certification Package must not be generated in excess of 18 months prior to receipt of certification package.
- (3) Have a good moral character as determined by investigation. An investigation conducted by the local department of the criminal history of the candidate to verify that there is no recent pattern of convictions of crimes involving stealing, cheating, lying or some other that may indicate less than good moral character. If the candidate has a combination of 3 misdemeanor convictions of i, ii, or iii in the previous 5 year period prior to application for certification, the candidate may ineligible from being certified. If the candidate has 1 misdemeanor conviction in the previous 10 years prior to application for certifications in sections iv and v below they may be ineligible for certification.
 - i. Assaultive behavior
 - ii. Violation of the Georgia Controlled Substances Act (VGCSA)
 - iii. Misdemeanor theft
 - iv. Any Misdemeanor Sex Offense (1 conviction in 10 years)
 - v. Any crime against an elderly person or child (1 conviction in a 10 year period)

(4) A Fire Chief who wishes to appoint a potential candidate, who falls into the conditions from paragraph iii above, must present the potential candidate and their circumstances to a committee. The Chairman of the Council will appoint a representative from the Council or his designee and the committee may be assembled from the following groups and organizations:

- Georgia State Fire Marshal or his/her representative
- Georgia Fire Academy Director or his/her representative
- County Fire Department Fire Chief or his/her representative
- Georgia Fire Chiefs Association President or his/her representative
- Georgia State Firefighters Association President or his/her representative
- Georgia Fire Investigators Association President or his/her representative
- Georgia Fire Inspectors Association President or his/her representative

This committee will make a recommendation to the Council for final action.

Support Firefighter additional Appointment Standards: In addition to complying with 205-2-2.02 the candidate shall:

- (1) Be in good physical condition as determined by a medical examination approved by the council.
- (2) Complete physical agility test that shows the candidates ability to handle the duties of Support Firefighter as approved by the Fire Chief.
- (3) Successfully pass a performance evaluation based on support firefighter. The skills evaluation will be developed using job performance requirements identified by the local Fire Chief. The Chief will submit documentation confirming such. The Fire Chief can only conduct performance evaluations on member(s) of his/her agency.
- (4) Successfully pass the written exam within one year of the date of appointment.

(h) **Continued Annual Training.** Those individuals who are certified by Georgia Firefighter Standards and Training Council must meet re-certification requirements each calendar year thereafter to maintain

current certification status. Individual re-certification will consist of two components:

- (1) A demonstration of Council approved and defined core competencies to maintain proficiency.
 - i. The competencies may be based on objectives specified in the applicable NFPA Standard and approved by the Council. The recommended list of core competencies is to be developed by GFSTC in conjunction with appropriate state associations, accepted by the Executive Director, and approved by the Council.
 - ii. All non-core exempt individuals are required to demonstrate/perform the specified competencies annually.
 - iii. The local department shall determine the method for completion of the competencies. Methods may include drills, training based scenarios, check-off exercises, etc. The local department shall maintain records of method of completion, including the date, location, persons present, and materials and facilities used to complete the evaluation.
 - iv. The local fire department is to report to GFSTC annually of those individuals who have completed the core competencies by procedure established by GFSTC.
 - v. GFSTC may verify completion of core competencies by conducting skills tests at fire departments if 25% or more of the eligible records reviewed are non-existent or incomplete, or at the written request of the Fire Chief.
 - vi. Fire service members may be designated by the local fire chief or his/her designee as core-exempt and are not required to complete core competencies but do have additional annual training requirements.
- (2) A continued training/education component is included to advance an individual's level of knowledge and ability and subject to the following conditions:
 - i. Every non-core exempt individual, in addition to annual completion of core competencies, is required to complete a minimum of 24 hours training at a class/training session accepted by GFSTC.
 - ii. Core exempt staff are not required to complete annual core competencies but are required to complete 40 hours of training at a class/training sessions accepted by GFSTC. The local fire chief may choose not to designate anyone as core exempt and select to complete the same requirements as non-core exempt personnel. Training that is conducted to meet the re-certification requirements must be

conducted in a professional organized manner and meet specific criteria defined by GFSTC. Specifically, the following may be used for certified personnel to accrue continued annual training credit (recertification hours);

(a) Certificates issued by state or national agencies for training that is determined as applicable by GFSTC for the defined level of certification is accepted (Georgia Fire Academy, Georgia Public Safety Training Center, Department of Homeland Security/Georgia Emergency Management Agency, National Fire Academy, The U.S. Department of Homeland Security, The Emergency Management Institute of the National Emergency Training Center, the fire academies of other states, etc.)

(b) Fire Departments that have purchased one of the instructional packages for the basic training manuals approved by the Council and have a qualified instructor may accrue recertification hours. To receive recertification credit, the local training records must be maintained indicating the course number issued by this agency as well as good record keeping practices. Good record keeping practices include the GFSTC course number, a description of the training, course objectives, students' names and signatures, instructor name and signature, with date and times. Training records, including signatures may be developed and maintained electronically.

(c) Classes, courses, and schools developed and delivered locally by qualified instructors may be accepted. The fire chief or his/her designee must submit a completed "Course Credit Request Form" for acceptance. As these courses are accepted, GFSTC will issue a course number. The agency must in turn maintain training records tracking each individual's progress using the course number and good record keeping practices. Training records, including signatures may be developed and maintained electronically.

(d) Fire service associations, other organizations, and private companies, both for-profit and not-for-profit, may also submit a "Course Credit Request Form" for credit for attendees. This agency, will review the proposed content of the course, the instructor's qualifications, safety precautions if the course content

indicates such precautions are required, and such other factors as the Director deems necessary to indicate a positive learning experience. In addition, assurances must be made that training occurs, attendees are present, and the training is applicable for the level(s) of certification credited. Training records, including signatures may be developed and maintained electronically.

iii. Fire Departments are required to report approved continued training/education every two (2) calendar years as determined by Council. Core Competencies are required to be reported annually as determined by Council.

(I) **Continued Annual Training (Basic Firefighter)**. Those individuals who are recognized as Basic Firefighter by Georgia Firefighter Standards and Training Council must meet requirements each calendar year thereafter to maintain status. Continued recognition as a firefighter will consist of three components:

- (1) A demonstration of Council approved and defined core competencies to maintain proficiency and administered by the Chief or his designee
- (2) Complete a minimum of 24 hours training at a class/training session accepted by GFSTC. Core competency completion may be accredited as the 24 hour component.
- (3) Records shall be developed, maintained and available for review by GFSTC at the local department

The competencies may be based on objectives specified and approved by the Council. The recommended list of core competencies is to be developed by GFSTC in conjunction with appropriate state associations, accepted by the Executive Director, and approved by the Council.

(J) **Continued Annual Training (Support Firefighter)**. Those individuals who are recognized as Support Firefighter by Georgia Firefighter Standards and Training Council must meet continuing education requirements each calendar year thereafter to maintain current status. The continuing education will consist of two components:

- (1) A demonstration of Fire Chief approved and defined core competencies to maintain proficiency.
- (2) Complete a minimum of 24 hours training at a classes/training sessions accepted by GFSTC. Core competency completion may be accredited as the 24 hour component.

- (3) Records shall be developed, maintained and available for review by GFSTC at the local department

The competencies may be based on objectives specified and approved by the Chief. The recommended list of core competencies is to be developed by the Fire Chief or his designee and approved by the Fire Chief to meet the jurisdictional needs of their department.

205-2-2-.03 Responsibility to Keep Record Current. All certifications under these rules shall be a permanent and ongoing record. Should there be a change in the contact information for a firefighter or fire department said change should be made following procedures approved by GFSTC within 30 days of such change.

205-2-2-.04 Notice of Derogatory Action.

Notification Required by Employing Agency.

The employing agency shall communicate any information it becomes aware of concerning any action set out below within ten (10) days of becoming aware of such information, regardless of any action or lack thereof by the employing agency as a result of such information. Records concerning the disciplinary action shall be made available to the Executive Director of the Council or his representative upon request.

- i. Arrest by local, state, or federal authorities;
- ii. Indictment or presentment in any local, state or federal court;
- iii. Conviction or bond forfeiture in any local, state, or federal court; the term “conviction” including a finding or verdict of guilt, plea of guilty, or a plea of nolo contendere, regardless of whether the adjudication of guilt or sentence is withheld or not entered thereon (this specifically includes pleas under Alford v. North Carolina, first-offender pleas, and pre-trial diversion agreements);
- iv. Minor traffic violations like speeding, traffic control devices and improper passing need not be reported to the Council. Driving under the influence of alcohol or drugs, reckless driving, fleeing and eluding a police officer and homicide by vehicle are hereby listed as specific, but not exclusive, examples of traffic violations that are **not** minor.

205.2.1.05 Council Authority Ongoing. Deleted

205-2-1-.06 Certification. Deleted.

205-2-1-.07 Forms. Deleted.

205-2-1-.08 Effective Date. Deleted.

205.2.2.01 Suspension, Probation and/or Revocation

Probation. The Executive Director may place the certification(s)/registration(s) of any person certified/registered by the Council on probation upon notice that the person has committed a non-criminal violation of Council Rules or policies. Said probation may take effect immediately. The Council shall immediately notify both the person so placed on probation and any department known to be employing/appointing such person by certified mail, return receipt requested. The staff of the Council shall also immediately attempt to notify the head of the employing/appointing agency by telephone, telephone fax, or any such means likely to notify the employing/appointing agency faster than the United States mail. The probation, or, if the Executive Director has not exercised his authority to make such a probation, the facts of the violation, will be presented to the Council at its next regular meeting. The Council may either ratify the actions of the Executive Director or take whatever actions the Council feels appropriate. Should at any time the charges be dismissed or otherwise adjudicated in favor of the defendant, such probation shall immediately be lifted upon proof of such adjudication being presented to the Executive Director.

Revocation, Decertification and Suspension. Evidence of conviction of a felony or misdemeanor listed in 205-2-1.04, 205-2-2-.01 and 205-2-2-.02 by this state, any other state, or the United States shall be presented to Council. The Council shall revoke, decertify or suspend any certification(s)/registration(s) granted by the Council. The person whose certification(s)/registration(s) were so revoked or suspended shall not continue to function as a member of a fire department during such revocation, decertification or suspension.

205-3-1.01 Fire Departments In order to be legally organized, a fire department shall comply with the following requirements:

- (a) Established to provide fire and other emergency and non-emergency services in accordance with standards specified by the Georgia Firefighter Standards and Training Council and the applicable local government.

- (b) Capable of providing fire protection 24 hours a day, 7 days a week and responsible for a defined area of operations depicted on a map, which shall be prominently displayed in each station. The area of operations shall have been approved and designated by the governing authority of the applicable county, municipality, or other political subdivision in the case of any county, municipal, or volunteer fire department.
- (c) Staffed with a sufficient number of firefighters who have successfully completed and passed the appropriate firefighter training as specified by the Council. A fire department/fire station must be staffed with an average of a minimum of six (6) firefighters per station (minimum of 4 trained to the Basic and/or Certified level and 2 to the Support level) however 15 members is recommended per department. The minimum number of firefighters will be calculated as an aggregate total for the entire department.
- (d) Possess a minimum of one fully equipped, operable pumper with a capacity of at least 750 gpm at 150 psi and a tank capacity of a minimum 500 gallons. Previously approved fire apparatus which does not meet such minimum standards may be used in lieu of the minimum required pumper until total replacement or chassis replacement by the local authority.
- (e) Possess a minimum of equipment, appliances, adapters, and accessories necessary to perform and carry out the duties and responsibilities of a fire department as set forth in O.C.G.A. 25-3-1 and 25-3-2 as approved by the Council. The list of minimum equipment includes:
 - (1) One (1) bolt cutter (minimum 24-inches in length).
 - (2) One (1) multipurpose Halligan or Halligan type bar
 - (3) One (1) pike pole (any acceptable length).
 - (4) Two (2) 1-1/2" or larger NFPA compliant hose with nozzles capable of flowing the rated capacity of the hose and discharging both spray and straight stream patterns that meets the needs of the jurisdiction.(recommended minimum 200' per line)
 - For previously approved apparatus that do not meet the current minimum standards, a 3/4" or 1" booster-type hose 150 feet in length with a nozzle capable of flowing the rated capacity of the hose and discharging both spray and straight stream patterns, and a minimum of 150 feet of 1-1/2" double jacketed, lined hose with a nozzle capable of flowing the rated capacity of the hose and discharging both spray and straight stream patterns, are acceptable.

- (5) Two (2) portable fire extinguishers suitable for use on class A, B, and C fires, with a minimum rating of 20BC for dry chemical, 10BC for CO₂, and 2A for water-type extinguishers or larger.
 - (6) One (1) 12 foot or longer fire service straight ladder with folding hooks (roof ladder).
 - (7) One (1) 24 foot or longer fire service extension ladder.
 - (8) One (1) pick head ax.
 - (9) Two (2) functioning portable battery-powered hand lights.
 - (10) One (1) flathead ax.
 - (11) Two (2) Spanner wrenches or suitable hose fastening wrench
 - (12) One (1) hydrant wrench
 - (13) One (1) double male coupling
 - (14) One (1) double female coupling
 - (15) One (1) folding ladder
 - (16) One (1) salvage cover or material suitable for fire service salvage operations.
 - (17) Wheel chock(s)
 - (18) One (1) ANSI approved traffic vest per assigned seating position (exception : if assigned to each member it is not necessary to be on apparatus.)
 - (19) Sufficient supply hose to meet the jurisdiction needs (recommended 400' minimum)
- (f) Possess a minimum of four self-contained breathing apparatus for the pumping apparatus as approved by the Council and 1 spare cylinder per SCBA. SCBA must be NFPA compliant at the time of manufacture and be in proper working order, including a current hydrostatic test date.
- (g) Possess personal protective clothing to permit each member to perform safely the duties of a firefighter engaged in structural firefighting.
1. Personal protective clothing shall include an approved helmet, coat, pants, boots, gloves, and hood.
 2. All personal protective clothing shall be in good repair.
- (h) Purchase and maintain sufficient insurance coverage on each member of the fire department to pay claims for injuries sustained en-route to, during, and returning from fire calls or other emergencies and disasters and scheduled training sessions that is in accordance with applicable Georgia insurance laws.
- (i) Be established as an entity of the State of Georgia, a political sub-division of the State of Georgia (a city, county, board, etc.) or exist as a private corporation incorporated as either a for-profit or not-for-profit corporation through the Secretary of State of the State of Georgia, that has a written

contract to provide fire and emergency services with one or more local governments in Georgia.

205-3-.02 Requirements for Airport Fire Department Compliance. In order to be legally organized, an airport fire department shall comply with the following requirements:

- (a) Established to provide fire and other emergency and non-emergency services in accordance with standards specified by the Georgia Firefighter Standards and Training Council and the Federal Aviation Administration.
- (b) Capable of providing, at the least, rescue and firefighting protection on the airport, during air carrier operations at the airport, as specified by Federal Aviation Administration regulations.
- (c) Responsible for a defined area of operations depicted on a map and prominently displayed in the fire station. The area of operations shall have been approved and designated by the governing authority of the airport.
- (d) Staffed with a sufficient number of firefighters who have successfully completed firefighter training and aircraft rescue and firefighting training as specified by the Council. An airport fire department must be staffed with a minimum of four (4) firefighters who have been trained to the minimum level as specified by the Council, however 15 members is recommended.
- (e) Possess a minimum of one fully equipped, operable apparatus and equipment meeting the applicable index requirements of the Federal Aviation Administration.
- (f) Possess a minimum of equipment, appliances, adapters, and accessories necessary to perform and carry out the duties and responsibilities of an airport fire department as set forth in O.C.G.A. 25-3-1 and 25-3-2 as approved by the Council. The list of minimum equipment, as approved by the Council, includes:
 1. One (1) ground ladder.
 2. One (1) section of NFPA compliant hose of minimum 2½ -inch diameter for tank fill.
 3. Two (2) appropriate spanner wrenches for the fittings on the vehicle.
 4. One (1) hydrant wrench or other wrench necessary to activate the local water supply.
 5. One (1) skin penetrator/agent applicator.
 6. Appropriate wheel chocks.
 7. 100 feet of utility rope.
 8. Two (2) axes, non-wedge type (crash axes).

9. One (1) fire-resistant blanket.
 10. One (1) bolt cutters (minimum 24-inches in length).
 11. One (1) multipurpose, forcible entry tool (minimum 30-inches in length).
 12. Two (2) functioning intrinsically safe flash lights.
 13. Two (2) harness cutting tools.
 14. One (1) hook, grab, or salvage tool.
 15. One (1) first aid kit
 16. One (1) four-pound hammer.
- (g) Possess a minimum of one (1) self-contained breathing apparatus and one spare cylinder for each seated position in the apparatus as approved by the Council. SCBA must be NFPA compliant at the time of manufacture and be in proper working order, including a current hydrostatic test date.
- (h) All rescue and firefighting personnel are equipped with personal protective clothing and equipment in a manner needed to perform their duties.
1. Personal protective clothing shall include an approved helmet, coat, pants, boots, gloves, and hood.
 2. All personal protective clothing shall meet the appropriate NFPA and Federal Aviation Administration standards at the time of manufacture.
- (i) Purchase and maintain sufficient insurance coverage on each member of the fire department to pay claims for injuries sustained en-route to, during, and returning from fire calls or other emergencies and disasters and scheduled training sessions that is in accordance with applicable Georgia insurance laws.

205-3-.03 Modification of Minimum Requirements. As of July 1, 1998, the Council is authorized, by rules and regulations, to establish and modify minimum requirements for all fire departments operating in this state, provided that such requirements are equal to or exceed the requirements provided in O.C.G.A. 25-3-23 (a) and (b).

205-3-.04 Inspection for Certificate of Compliance. Within twenty (20) business days after receiving a completed Compliance Application, the GFSTC staff will contact the head of the agency requesting a Certificate of Compliance for a fire station to establish a date and time to conduct a visual inspection and/or review, and to establish that the department does or does not meet the state compliance requirements.

205-3-.05 Issuance of Certificates of Compliance. Within ten (10) days after the on-site inspection, the application will be reviewed by the Executive Director of the Georgia Firefighter Standards and Training Council. If the department

meets all established criteria to the satisfaction of the Executive Director, it shall be issued a numbered certificate of compliance and shall be authorized to exercise the general and emergency powers set forth in *OCGA 25-3, Article 1*. If the department fails to meet any portion of the minimum requirements for compliance, the agency head will be notified of the exact nature of the discrepancy so that corrective steps may be implemented.

205-3-.06 Suspension or Revocation of Certificates of Compliance. The Certificate of Compliance issued by the council shall be subject to suspension or revocation by the council at any time it receives satisfactory evidence that the fire department is not maintaining sufficient personnel, training, equipment, or insurance required by Code Section 25-3-23 or the rules and regulations of the Georgia Firefighter Standards and Training Council pursuant to subsection (d) of Code Section 25-3-23.

The chief administrative officer of any fire department aggrieved by a decision of the Council under subsection (a) of this Code section may, within 30 days of the date of such decision, request a hearing on the matter before the council. Following a hearing before the council, the chief administrative officer of the fire department affected shall be served with a written decision of the Council announcing whether the Certificate of Compliance shall remain revoked or suspended or whether it shall be reinstated.

The Council shall not suspend or revoke any Certificate of Compliance for failure to meet firefighter training requirements when such failure was due to unavailability of required training from or through the Georgia Fire Academy.

The Council may refer suspensions or revocations to the Attorney General for enforcement. Upon referral from the council, the Attorney General may bring a civil action to enjoin any organization, which is not in compliance with the applicable requirements of this chapter, from performing any or all firefighting functions until such requirements are met by such organization.

205-4-1.01 Hearing Requests.

- (a) A request for hearing is defined as a clear written expression by the affected party or authorized representative on his/her behalf to effect that he/she wants the opportunity to contest his/her case. Said written expression shall be made within fifteen (15) calendar days after service of notice of adverse action. For the purposes of notification, mailing by certified mail to the last address specified on the registration form or the last known address of the firefighter or applicant shall constitute proper service.
- (b) Within thirty (30) calendar days after service of notice of adverse action, a firefighter or applicant must, under oath, answer and respond to the notice

of adverse action by either admitting or denying each and every allegation presented in the case summary attached to the notice of adverse action. All allegations, which are not specifically answered, are deemed to be admitted.

205-4-1.02 Denial and Dismissal of Hearing Requests. The Council or Hearing Officer designated by the Council may deny or dismiss a request for a hearing for the following reasons:

- (a) It has been withdrawn by the affected party.
- (b) If the affected party or his/her representative fails to appear at a hearing or settlement conference scheduled for such affected firefighter.
- (c) If the affected party or his/her representative does not submit a written request for hearing within fifteen (15) days after service of the notice of adverse action or the affected party does not, under oath, submit an answer to the allegations within thirty (30) days after service of the notice of adverse action.

205-4-1.03 Denial and Dismissal of Hearing Requests. The Hearing Officer (Administrative Law Judge) shall be appointed by the Chief Administrative Law Judge of the Office of State Administrative Hearings (O.S.A.H.) and shall have all the power and authority set forth in O.C.G.A. 50-13, and may preside at any conferences, reviews, or hearings scheduled and/or conducted.

205-4-1.04 Documents. Any and all documents under these Rules are the exclusive property of the Council and shall be surrendered upon demand pursuant to proceedings under these Rules.

205-4-1.05 Hearings on Motions to Review.

- (a) Any initial decision of the hearing officer not identical to the Georgia Firefighter Standards and Training Council's initial action shall automatically be reviewed by the Council. Any review of an initial decision of the hearing officer shall be limited to the record. In the event either party wishes to present evidence outside of the record, a written request to present such evidence must be filed at least ten (10) days prior to Council review. A description of the evidence must accompany any request and Council reserves the right to deny the presentation of additional evidence.
- (b) Pursuant to O.C.G.A. 50-13-41(e) (3), any initial decision of the hearing officer which is identical to the Council's initial action shall without further agency action become the final decision of the Council.

205-4-1.06 Appeals. All appeals from final Council action shall be filed in accordance with Georgia Law.

- (a) A copy of any petition for judicial review brought by a firefighter or applicant shall be provided to the Office of State Administrative Hearings and the State Department of Law simultaneously with the service of the petition upon the Council. A petition for judicial review may be served upon the Council by personal service or certified mail upon the Executive Director of the Council.

- (a) Upon receipt of a petition, the Office of State Administrative Hearings shall compile and certify the record to the reviewing court on behalf of the Council.

PETITIONS TO COUNCIL

205-5-1.01 Petition for Reinstatement of Certification or Reconsideration of Application.

- (a) After two (2) years (24 calendar months) in a revoked, decertified, or suspended status, a firefighter or applicant may petition the Council for reinstatement of certification or reconsideration of application. The written petition must contain the following information:
 - (1) Name, social security number, present address and telephone number of petitioner, and
 - (2) A statement clearly outlining why the petitioner feels that a reinstatement or reconsideration is justified.

- (b) The petitioner must personally appear before the Council. Even if represented by an attorney, the petitioner may be questioned by the Council.

- (c) If a petition is denied, a new petition may not be presented to Council until two (2) years (24 calendar months) have passed from the date of the denial.

- (d) If a petition is approved, the Council has the discretion to condition approval upon any of the disciplinary or corrective measures provided in statute.

205-5-2.02 Request for Waiver or Extension.

- (a) Except as otherwise provided by law and for good cause shown, the Council may, in the exercise of its discretion, grant a waiver or waivers of an existing requirement or grant a reasonable period or periods of extension of any requirement imposed under these Rules. All requests for waivers or extensions must be submitted in writing.

- (b) The written request must contain the following information:
 - (1) Name, social security number, present address and telephone number of person requesting waiver or extension, and
 - (2) A statement clearly outlining why the requestor feels that a waiver or extension is justified.