



New Hampshire Department of Safety
Division of Fire Standards and Training and Emergency Medical Services

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FIRE STANDARDS AND TRAINING COMMISSION

CURRICULUM DEVELOPMENT AND APPROVAL GUIDE

Driver Operator All Vehicle NFPA 1002 2017

Approved by the New Hampshire Fire Standards and Training Commission

Commission Approval

Date:

11/10/2022

INTRODUCTION:

The New Hampshire Fire Standards and Training Commission is responsible for the approval of certification curricula for firefighters throughout the state. To accomplish this portion of their mission, the Commission establishes a Visiting Committee who is charged with recommending new curricula, or updating existing certification programs, to present to the Commission for approval and adoption.

SCOPE:

This procedure shall apply to all Visiting Committees appointed by the Fire Standards and Training Commission.

PROCEDURE:

- I. The establishment of the Visiting Committee shall follow the approved policy from the Commission.
- II. Once appointed, the Visiting Committee shall be charged with providing valuable input of the current needs facing the New Hampshire emergency services responders. They shall work closely with the Division to provide this input and feedback on the proposed curriculum.
- III. With input from the Visiting Committee, the Division shall be responsible for formulating module lesson plans, presentation outlines, and job performance requirements and be consistent with Fire Part 402.03. It is not the responsibility of the Visiting Committee to choose instructors or design quizzes and exams.
- IV. Once a curriculum package is selected and all necessary documentation is completed, the Committee shall present to the Curriculum Committee for approval. If the Curriculum Committee approved the proposal it shall then be brought forward to the full Commission for a preliminary approval. Once a preliminary approval has been granted, two public hearings (one in the day and one in the evening) shall be held in conjunction with a 60 day written comment period. All pertinent documentation shall be posted on the Division's website and notification of the comment period shall be distributed. Additionally, if ProBoard approval is required, it shall be done simultaneously with the public comment period.
- V. Upon completion of the public comment period and approval from ProBoard, if applicable, the final curriculum and public comments shall be brought forward to the full Commission for final approval.
- VI. Upon completion of two deliveries of the curriculum or after a period of one year, which ever happens first, the Division shall provide the Commission an evaluation of the curriculum and any suggested curriculum modifications needed.

MEETING GUIDELINES:

- I. All Visiting Committee meetings shall be posted in advance on the Division's website along with the other meetings of the Commission. Along with posting each meeting, notification shall be sent to any person that expressed interest in being a member of the committee who was not selected.
- II. A quorum on each Visiting Committee shall be established as a simple majority of the seated members. It is the intent to have an in-person quorum at each meeting, however in coordination with the Commission's representative the use of conferencing calling and/or video conferencing may be utilized.
- III. In the event a quorum is not possible, the Commission representative shall make the determination whether to hold the meeting or postpone it.
- IV. Upon the conclusion of each meeting, minutes shall be posted to the Division's website
- V. All final recommendations shall be voted on by a quorum of the Visiting Committee.

Curriculum Information Sheet

Name of Certification:
(including NFPA Standard)

Driver Operator: All Vehicle
 NFPA Standards #: 1002 Edition Date: 2017 Next Edition: 2022

Type of Certificate:

NH Certification: Pro-Board Certified
 Certificate of Attendance:

Curriculum Committee Approval

Yes _____ Date: 9/1/2022

ProBoard/Certification requirements:

*Please attach all job sheets
and NFPA matrix*

Number of exam questions: 50
 Job Sheets updated and formatted: Yes
 NFPA Matrix: Yes
 Method of Delivery: Classroom / **Hybrid** / Online

Reference Material for Students:
Include edition numbers

IFSTA Pumping and Aerial Driver/Operator Handbook 3rd Edition
 Fire Engineering: Handbook for Firefighter I & II Chapter 4

Class Size:

Min: 8 Max: 16 **Number of Hours:** 25

Module Breakdown:

1 Understanding Emergency Vehicles	Hours: <u>4</u>
2 Emergency Vehicle Maintenance	Hours: <u>4</u>
3 Driving and Operating Emerg. Vehicles	Hours: <u>4</u>
4 Skill Drills	Hours: <u>8</u>
5 Traffic Incident management	Hours: <u>4</u>
Firefighter I: Communications (online)	<u>1</u>

Prerequisites:

Valid Driver's License

Requirements for Testing:

Successful completion of all training requirements

What type of factor determines successful completion:

Attach sample schedule of proposed training program: Yes _____ No X
 Attach roster appointed Visiting Committee members Yes _____ No X

Items are not include due to the change of adding Firefighter I: Communications module

Preliminary Commission Approval

Yes _____ Date: 9/1/2022

Public Hearing Dates Daytime: _____
 60 day comment period window

Evening: _____

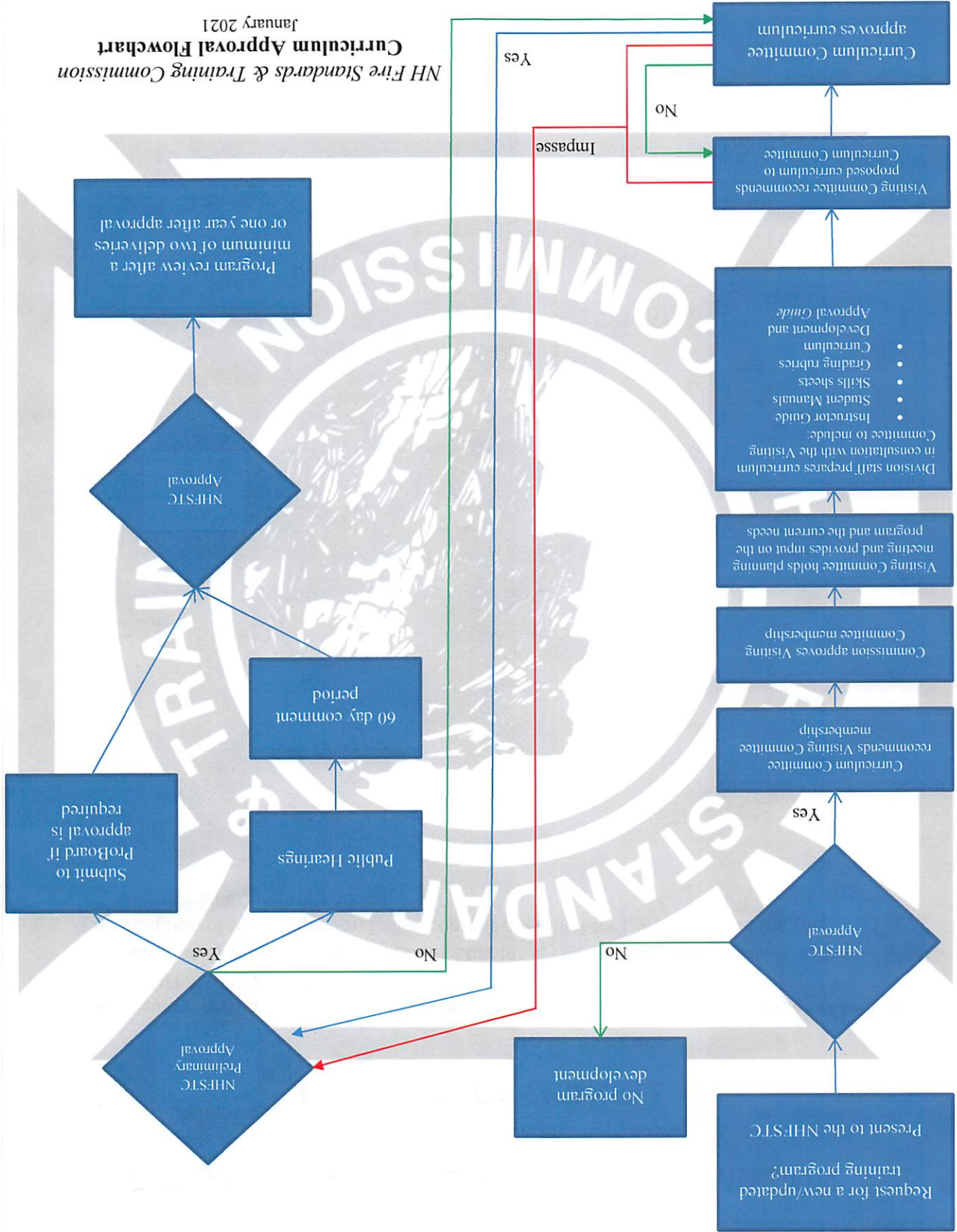
Please attach all public comment material to this document

Please attach the following:

- **ProBoard Test matrix**
- **Test stations**
- **Practical exam testing explanation**
- **Sample schedule**
- **Visiting Committee members roster**



NH Fire Standards & Training Commission
Curriculum Approval Flowchart
January 2021



FIRE STANDARDS AND TRAINING COMMISSION

OVERVIEW OF CHANGES

This curriculum revision includes the following changes due to the omission coverage of section 4.4 of the NFPA 1002 2017 edition:

- Addition of the Firefighter I textbook Chapter 3, Fire Department Communications
- Addition of the completion online content of Firefighter I, which covers the Fire Department Communications.