

**NFPA®**

# 1005

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**Standard for  
Professional Qualifications  
for Marine Fire Fighting for  
Land-Based Fire Fighters**

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**2019**



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**NFPA® 1005**

**Standard for**

## **Professional Qualifications for Marine Fire Fighting for Land-Based Fire Fighters**

**2019 Edition**

This edition of NFPA 1005, *Standard for Professional Qualifications for Marine Fire Fighting for Land-Based Fire Fighters*, was prepared by the Technical Committee on Fire Fighter Professional Qualifications and released by the Correlating Committee on Professional Qualifications. It was issued by the Standards Council on November 5, 2018, with an effective date of November 25, 2018, and supersedes all previous editions.

This edition of NFPA 1005 was approved as an American National Standard on November 25, 2018.

### **Origin and Development of NFPA 1005**

In 1972, the Joint Council of National Fire Service Organizations (JCNFSO) created the National Professional Qualifications Board for the Fire Service (NPQB) to facilitate the development of nationally applicable performance standards for uniformed fire service personnel. On December 14, 1972, the Board established four technical committees to develop those standards using the National Fire Protection Association (NFPA) standards-making system.

The initial committees addressed the following career areas: fire fighter, fire officer, fire service instructor, and fire inspector and investigator. The original concept of the professional qualification standards, as directed by the JCNFSO and the NPQB, was to develop an interrelated set of performance standards specifically for the fire service. The various levels of achievement in the standards were to build upon each other within a strictly defined career ladder. In the late 1980s, revisions of the standards recognized that the documents should stand on their own merit in terms of job performance requirements for a given field. Accordingly, the strict career ladder concept was abandoned, except for the progression from fire fighter to fire officer. The later revisions, therefore, facilitated the use of the documents by other than the uniformed fire services.

The Standards Council, at its July 2000 meeting, received a letter from the Department of Defense (DoD), requesting consideration for a new project on shipboard fire fighting for land-based units. The Standards Council placed a notice in *NFPA News* seeking input on interest for such a project. At its January 2001 meeting, the Council approved the establishment of a new technical committee under the Professional Qualifications Project to address the request. The Technical Correlating Committee on Professional Qualifications assigned this new project to the Technical Committee on Fire Fighter Professional Qualifications. That committee in turn named Mike Wieder to chair a task group of individuals with background in shipboard fire fighting.

The first edition of this standard included the professional qualifications for shipboard fire fighting for land-based units at Level I and Level II. The technical committee expressed thanks to the members of the Ship Board Fire Fighting Task Group who provided their time and expertise in the development of this document, which included Mike Wieder, Chair; Paul Calderwood; Luke Carpenter; Douglas Dillon; Brian Gallant; Jeff Johnson; John Lewis; Henry Morse; William Sullivan; and Don Merkle.

For the 2014 edition, the Technical Committee on Fire Fighter Professional Qualifications reassessed the job performance requirements for land-based fire fighters responding to marine fire-fighting incidents. The result was a significant change to the document, including the deletion of similar JPRs found in NFPA 1001, *Standard on Fire Fighter Professional Qualifications*, and the combining of JPRs for two levels into one. The technical committee expanded the prerequisite requirement to also include personnel who have qualified to Chapters 6 and 7 of NFPA 1081, *Standard on Industrial*

*Fire Brigade.* The subsections for this document were revised to include general requirements, access, response, communications, and fire control.

For the 2019 edition, the Technical Committee on Fire Fighter Professional Qualifications has reviewed the job performance requirements for marine fire fighting for land-based fire fighters. Definitions and terminology have been updated to maintain parity with NFPA 1001, *Standard on Fire Fighter Professional Qualifications*. The technical committee has included in many JPRs the need for requisite knowledge on how to interact with a vessel's personnel during an incident. The technical committee has included an annex to provide an overview of the JPRs. An annex also has been added outlining the "16 Firefighter Life Safety Initiatives" supported by the National Fallen Firefighters Foundation.

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## Contents

<b>Chapter 1</b>	<b>Administration</b> .....	<b>1005– 7</b>	4.3	Response. ....	<b>1005– 10</b>
1.1	Scope. ....	<b>1005– 7</b>	4.4	Communications. ....	<b>1005– 10</b>
1.2	Purpose. ....	<b>1005– 7</b>	4.5	Fire Control. ....	<b>1005– 11</b>
1.3	Application. ....	<b>1005– 7</b>			
1.4	Units. ....	<b>1005– 7</b>	<b>Annex A</b>	<b>Explanatory Material</b> .....	<b>1005– 12</b>
<b>Chapter 2</b>	<b>Referenced Publications</b> .....	<b>1005– 8</b>	<b>Annex B</b>	<b>Explanation of the Professional Qualifications Standards and Concepts of JPRs</b> .....	<b>1005– 12</b>
2.1	General. ....	<b>1005– 8</b>			
2.2	NFPA Publications. ....	<b>1005– 8</b>			
2.3	Other Publications. ....	<b>1005– 8</b>	<b>Annex C</b>	<b>Overview of JPRs for Emergency Response Personnel Who Respond to Marine Incidents as a Land-Based Fire Fighter</b> .....	<b>1005– 15</b>
2.4	References for Extracts in Mandatory Sections. ....	<b>1005– 8</b>			
<b>Chapter 3</b>	<b>Definitions</b> .....	<b>1005– 8</b>	<b>Annex D</b>	<b>National Fallen Firefighters Foundation (NFFF)</b> .....	<b>1005– 18</b>
3.1	General. ....	<b>1005– 8</b>			
3.2	NFPA Official Definitions. ....	<b>1005– 8</b>	<b>Annex E</b>	<b>Informational References</b> .....	<b>1005– 18</b>
3.3	General Definitions. ....	<b>1005– 8</b>	<b>Index</b>	.....	<b>1005– 20</b>
<b>Chapter 4</b>	<b>Marine Fire Fighter</b> .....	<b>1005– 9</b>			
4.1	General Requirements. ....	<b>1005– 9</b>			
4.2	Access. ....	<b>1005– 10</b>			

## NFPA 1005

## Standard for

## Professional Qualifications for Marine Fire Fighting for Land-Based Fire Fighters

2019 Edition

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A reference in brackets [ ] following a section or paragraph indicates material that has been extracted from another NFPA document. As an aid to the user, the complete title and edition of the source documents for extracts in mandatory sections of the document are given in Chapter 2 and those for extracts in informational sections are given in Annex C. Extracted text may be edited for consistency and style and may include the revision of internal paragraph references and other references as appropriate. Requests for interpretations or revisions of extracted text shall be sent to the technical committee responsible for the source document.

Information on referenced publications can be found in Chapter 2 and Annex E.

## Chapter 1 Administration

**1.1 Scope.** This standard identifies the minimum job performance requirements (JPRs) for Marine Fire Fighting for Land-Based Fire Fighters.

**1.2\* Purpose.** The purpose of this standard is to specify the minimum job performance requirements for Land-Based Fire Fighters operating at marine fire-fighting incidents.

**1.2.1** This standard shall define Marine Fire Fighting for Land-Based Fire Fighters.

**1.2.2** The intent of the standard shall be to ensure that personnel serving as Marine Fire Fighting for Land-Based Fire Fighters are qualified.

**1.2.3\*** This standard shall not address organization/management responsibility.

**1.2.4** It is not the intent of this standard to restrict any jurisdiction from exceeding or combining these minimum requirements.

**1.2.5** Job performance requirements are the tasks personnel shall be able to perform to carry out the job duties. (See Annex B.)

**1.2.6\*** Marine Fire Fighting for Land-Based Fire Fighters shall remain current with the general knowledge and skills and JPRs addressed in the level of qualification.

**1.3 Application.** The application of this standard is to specify which requirements within the document shall apply to Marine Fire Fighting for Land-Based Fire Fighters.

**1.3.1** The JPRs shall be accomplished in accordance with the requirements of the authority having jurisdiction (AHJ) and all applicable NFPA standards.

**1.3.2** It shall not be required that the JPRs be mastered in the order in which they appear. The AHJ shall establish instructional priority and the training program content to prepare personnel to meet the JPRs of this standard. (See Annex B.)

**1.3.3\*** Performance of each requirement of this standard shall be evaluated by personnel approved by the AHJ.

**1.3.4** The JPRs shall be completed in accordance with recognized practices and procedures or as defined by law or by the AHJ.

**1.3.5** Personnel assigned the duties for Marine Fire Fighting for Land-Based Fire Fighters shall meet all of the requirements defined in Chapter 4 prior to being qualified.

**1.3.6** The AHJ shall provide personal protective clothing and the equipment necessary to conduct assignments.

**1.3.7** JPRs involving exposure to products of combustion shall be performed in approved personal protective equipment.

**1.3.8** Prior to training to meet the requirements of this standard, personnel shall meet the following requirements:

- (1) Educational requirements established by the AHJ
- (2) Age requirements established by the AHJ
- (3) Medical requirements as established by the AHJ
- (4) Job-related physical performance requirements as established by the AHJ

**1.3.9** Wherever in this standard the terms *rules*, *regulations*, *policies*, *procedures*, *supplies*, *apparatus*, or *equipment* are referred to, it is implied that they are those of the AHJ.

**1.4 Units.** In this standard, values for measurement are followed by an equivalent in SI units, but only the first stated value shall be regarded as the requirement. Equivalent values in SI units shall not be considered as the requirement, because these values can be approximate. (See Table 1.4.)

**Table 1.4 SI Conversions**

Quantity	U.S. Unit/Symbol	SI Unit/Symbol	Conversion Factor
Length	inch (in.)	millimeter (mm)	1 in. = 25.4 mm
	foot (ft)	meter (m)	1 ft = 0.305 m
Area	square foot (ft <sup>2</sup> )	square meter (m <sup>2</sup> )	1 ft <sup>2</sup> = 0.0929 m <sup>2</sup>

## Chapter 2 Referenced Publications

**2.1 General.** The documents or portions thereof listed in this chapter are referenced within this standard and shall be considered part of the requirements of this document.

**2.2 NFPA Publications.** National Fire Protection Association, 1 Batterymarch Park, Quincy, MA 02169-7471.

NFPA 1001, *Standard for Fire Fighter Professional Qualifications*, 2019 edition.

NFPA 1081, *Standard for Facility Fire Brigade Member Professional Qualifications*, 2018 edition.

### 2.3 Other Publications.

*Merriam-Webster's Collegiate Dictionary*, 11th edition, Merriam-Webster, Inc., Springfield, MA, 2003.

### 2.4 References for Extracts in Mandatory Sections.

NFPA 1000, *Standard for Fire Service Professional Qualifications Accreditation and Certification Systems*, 2017 edition.

NFPA 1001, *Standard for Fire Fighter Professional Qualifications*, 2019 edition.

NFPA 1002, *Standard for Fire Apparatus Driver/Operator Professional Qualifications*, 2017 edition.

NFPA 1031, *Standard for Professional Qualifications for Fire Inspector and Plan Examiner*, 2014 edition.

NFPA 1081, *Standard for Facility Fire Brigade Member Professional Qualifications*, 2018 edition.

NFPA 1405, *Guide for Land-Based Fire Fighters Who Respond to Marine Vessel Fires*, 2016 edition.

NFPA 1710, *Standard for the Organization and Deployment of Fire Suppression Operations, Emergency Medical Operations, and Special Operations to the Public by Career Fire Departments*, 2016 edition.

## Chapter 3 Definitions

**3.1 General.** The definitions contained in this chapter shall apply to the terms used in this standard. Where terms are not defined in this chapter or within another chapter, they shall be defined using their ordinarily accepted meanings within the context in which they are used. *Merriam-Webster's Collegiate Dictionary*, 11th edition, shall be the source for the ordinarily accepted meaning.

### 3.2 NFPA Official Definitions.

**3.2.1\* Approved.** Acceptable to the authority having jurisdiction.

**3.2.2\* Authority Having Jurisdiction (AHJ).** An organization, office, or individual responsible for enforcing the requirements of a code or standard, or for approving equipment, materials, an installation, or a procedure.

**3.2.3\* Listed.** Equipment, materials, or services included in a list published by an organization that is acceptable to the

authority having jurisdiction and concerned with evaluation of products or services, that maintains periodic inspection of production of listed equipment or materials or periodic evaluation of services, and whose listing states that either the equipment, material, or service meets appropriate designated standards or has been tested and found suitable for a specified purpose.

**3.2.4 Shall.** Indicates a mandatory requirement.

**3.2.5 Should.** Indicates a recommendation or that which is advised but not required.

**3.2.6 Standard.** An NFPA Standard, the main text of which contains only mandatory provisions using the word "shall" to indicate requirements and that is in a form generally suitable for mandatory reference by another standard or code or for adoption into law. Nonmandatory provisions are not to be considered a part of the requirements of a standard and shall be located in an appendix, annex, footnote, informational note, or other means as permitted in the NFPA Manuals of Style. When used in a generic sense, such as in the phrase "standards development process" or "standards development activities," the term "standards" includes all NFPA Standards, including Codes, Standards, Recommended Practices, and Guides.

### 3.3 General Definitions.

**3.3.1 Bow.** The front end of a boat or vessel. [1405, 2016]

**3.3.2 Cold Zone.** See 3.3.4.1.

**3.3.3 Compartment.** A subdivision of space or room in a ship.

**3.3.4 Control Zones.** The areas at an incident that are designated based upon safety and the degree of hazard to the fire fighter.

**3.3.4.1\* Cold Zone.** The control zone of an incident that contains the command post and other support functions deemed necessary to control the incident.

**3.3.5 Draft.** (1) The vertical distance between the water surface and the lowest point of a vessel. (2) The depth of water a vessel needs to float.

**3.3.6 Fire Fighter II.** A person at the second level of progression, as defined in Chapter 5 of NFPA 1001, who has demonstrated the skills and depth of knowledge to function under general supervision.

**3.3.7 Job Performance Requirement (JPR).** A written statement that describes a specific job task, lists the items necessary to complete the task, and defines measurable or observable outcomes and evaluation areas for the specific task. [1000, 2017]

**3.3.8 Marine Facility.** Any land-based facility that incorporates buildings, personnel, equipment, docks, moorings, and other features to support the docking, loading, unloading, maintenance, and servicing of marine vessels.

**3.3.9 Marine Incident.** Any fire, explosion, hazardous material, utility, or other type of emergency incident on or in the vicinity of a marine vessel and/or facility to which a fire department can be expected to respond.

**3.3.10 Master.** The captain of a merchant ship. [1405, 2016]

**3.3.11 Mate.** A deck officer on a merchant ship ranking below the master. [1405, 2016]

**3.3.12 Mooring.** (1) Permanent anchor equipment (attached by a chain to a buoy) to which a vessel can connect a line, wire, or chain, eliminating the need to use the vessel's anchor. (2) The act of securing a vessel. (3) The location where a vessel is berthed.

Δ **3.3.13 Personal Protective Equipment (PPE) — Fire Operations.** The full complement of garments fire fighters are required to wear while on an emergency scene, including turnout coat, protective trousers, fire-fighting boots, fire-fighting gloves, a protective hood, self-contained breathing apparatus (SCBA), a personal alert safety system (PASS) device, and a helmet with eye protection. [1001, 2019]

• **3.3.14 Port.** General area of a shore establishment having facilities for the landing, loading/unloading, and maintenance of vessels; harbor with piers.

**3.3.15 Port Side.** The left-hand side of a ship when facing forward. [1405, 2016]

• **3.3.16 Procedure.** The series of actions, conducted in an approved manner and sequence, designed to achieve an intended outcome. [1081, 2018]

**3.3.17 Requisite Knowledge.** Fundamental knowledge one must have in order to perform a specific task. [1031, 2014]

**3.3.18 Requisite Skills.** The essential skills one must have in order to perform a specific task. [1031, 2014]

**3.3.19 Secondary Line.** A back-up hose line and crew that accompanies the primary attack line and crew into the hot zone at an incident.

**3.3.20 Ship's Agent.** A person or firm who transacts all business in a port on behalf of ship owners or charterers.

**3.3.21 Ship's Engineer.** Officer on a mechanically propelled vessel charged with maintenance and efficient operation of main engines and, usually, all powered machinery on board.

**3.3.22 Starboard Side.** The right-hand side of a ship as one faces forward. [1405, 2016]

**3.3.23 Stern.** The after end of boat or vessel. [1405, 2016]

**3.3.24 Structural Fire Fighting.** The activities of rescue, fire suppression, and property conservation in buildings, enclosed structures, aircraft interiors, vehicles, vessels, aircraft, or like properties that are involved in a fire or emergency situation. [1710, 2016]

**3.3.25 Task.** A specific job behavior or activity. [1002, 2017]

**3.3.26 Team.** Two or more individuals who have been assigned a common task and are in proximity to and in direct communication with each other, coordinate their activities as a work group, and support the safety of one another.

**3.3.27 Trim.** (1) The longitudinal angle of a vessel. (2) The relation of the vessel's floating attitude to the water considered from front to back. (3) The difference between fore and aft draft readings. (4) To cause a vessel to assume a desirable position in the water by arrangement of ballast, cargo, or passengers.

**3.3.28 Vessel.** The general term for all craft capable of floating on water and larger than a rowboat.

## Chapter 4 Marine Fire Fighter

Δ **4.1 General Requirements.** To meet the requirements for Marine Fire Fighter, the Fire Fighter II shall meet the JPRs in Sections 4.1 through 4.5 of this standard and the requirements defined in Chapter 5 of NFPA 1001 or Chapters 5 and 6 of NFPA 1081.

Δ **4.1.1** Identify marine vessel types and potential products transported given general information on the vessel types in the local response jurisdiction, awareness level information on products transported by marine vessels, AHJ policies and procedures, and overall scene safety considerations at marine incidents so that the scene of the incident and the hazards are recognized.

(A) **Requisite Knowledge.** Generalized marine vessel types; awareness level hazardous product information; general hazard classes of product and structural fire-fighting PPE compatibilities; policies and procedures associated with marine incident response.

(B) **Requisite Skills.** Reading comprehension and oral communication skills.

**4.1.2** Define common marine vessel construction and terminology given vessel construction terminology, marine vessel terminology and general structural hazards associated with marine vessels so that Land-Based Fire Fighters have a working knowledge of general terms when communicating with marine vessel personnel.

(A) **Requisite Knowledge.** General knowledge of marine vessel construction, marine vessel terminology, structural hazards with marine vessels.

(B) **Requisite Skills.** Reading comprehension and oral communication skills.

**4.1.3\*** Board a marine vessel, given a vessel, gangway, approved PPE, water survival techniques, approved hand tools and suppression equipment, and AHJ policies and procedures, so that Land-Based Fire Fighters are transferred to the vessel in a safe manner.

(A) **Requisite Knowledge.** Effect of vessel movement due to tide, wakes, currents, or other factors; effect of water depth; water survival techniques; and draft for gangways.

(B) **Requisite Skills.** Donning approved PPE; carrying tools and equipment in a proper and safe manner, climbing techniques for gangways.

**4.1.4\*** Retrieve a vessel fire control plan and other specified documents from a cold zone on the vessel, given a vessel, an assignment, a vessel fire control plan and other documents, and any necessary equipment, so that the vessel fire control plan and documents are located and brought to the Incident Commander within the time specified by the AHJ.

(A) **Requisite Knowledge.** Location(s) on the vessel where the vessel fire control plan and other documents, such as dangerous cargo manifests, trim and stability documents, cargo-loading manuals where applicable, and crew and passenger lists are stored; vessel compartmentalization and associated mark-



ing; primary and alternative routes to reach the location(s) where the vessel fire control plan and other documents are stored; understanding of response personnel utilization of the vessel fire control plan; location of the command post.

**(B) Requisite Skills.** Boarding and negotiating or traveling through the vessel; recognition of the vessel fire control plan and other types of documents.

**4.2 Access.** This duty involves making safe access to the vessel and safe egress from the vessel.

**4.2.1** Identify a specified location on a vessel, given a vessel fire control plan and an assignment, so that the assignment is completed and reported.

**(A) Requisite Knowledge.** Vessel construction, including maritime terminology (e.g., bow, stern, port, starboard); unique hazards associated with various location in a vessel; terminology and symbols used on a vessel fire control plan.

**(B) Requisite Skills.** Negotiating vessel ladders, decks, and corridors; operating vessel doors and hatches.

**4.2.2** Identify onboard vessel fixed fire suppression systems as a member of a team, given an incident, an assignment, standard operating procedures, and communications equipment, so that the system is activated or shut down when information is requested by the Incident Commander.

**(A) Requisite Knowledge.** Types of fixed suppression systems found on vessels; appropriate times to activate fixed suppression systems on vessels; hazards associated with operating fixed suppression systems and agents.

**(B) Requisite Skills.** Recognizing fire suppression system controls; operating communications equipment located at the fire suppression system control room; understanding vital precautions to be taken as a fire team member after fire suppression systems have been activated.

**4.3 Response.** This duty involves connecting to the water supply for fire-fighting operations, establishing effective incident communications, and protecting exposures.

**4.3.1** Establish connections for the water supply at an incident, given international shore connections, so that an uninterrupted supply of water is established and all hoses are connected and positioned according to procedures and in coordination with the ship's crew.

**(A) Requisite Knowledge.** International shore connection.

**(B) Requisite Skills.** Ability to recognize and use an international shore connection.

**4.3.2** Protect an exposure on a vessel as a member of a team, given an assignment, an exposure, a water supply source, approved PPE, fire hose, nozzles, and equipment, so that the exposure is protected.

**(A) Requisite Knowledge.** Environment, vessel construction, and fire behavior aboard vessel.

**(B) Requisite Skills.** Participating as part of a team to protect exposures, operating handlines, and master streams.

**4.3.3** Access a fire compartment as a member of a team, given a vessel, an incident, and an assignment, so that vessel integrity is maintained, doors and hatches are opened, tools are used, barriers are removed, and the opening is made ready for entry.

**(A) Requisite Knowledge.** Construction and normal operation of vessel doors and hatches; safety procedures for securing vessel doors and hatches to prevent them from closing behind fire fighters; desired entry methods for various tactical operations, including ventilation, observation, dewatering, and agent application.

**(B) Requisite Skills.** Identifying and operating vessel doors and hatches.

**4.3.4** Collect and report vessel stability information, given a vessel, an incident, an assignment, measuring devices, and standard operating procedures, so that any current or potential hazards to stability are recognized and reported according to procedures.

**(A) Requisite Knowledge.** Effect of tide, wakes/waves, currents, fire-fighting operations, vessel stability; procedures for reporting the information; vessel draft marking systems.

**(B) Requisite Skills.** Visualizing the position of a vessel; using internal and external measuring devices or procedures.

**4.4 Communications.** This duty involves using marine facility and vessel communications equipment to receive and relay verbal information at an incident.

**4.4.1** Transmit and receive messages via marine facility and vessel communications equipment, given marine facility and vessel communications equipment and standard operating procedures, so that the information is accurate, complete, clear, and relayed within the time established by the AHJ.

**(A) Requisite Knowledge.** Marine communications terminology and procedures; proper marine radio frequencies to be used; types and capabilities of vessel communications systems; methods for overcoming language barriers.

**(B) Requisite Skills.** Operating marine facility and vessel communications systems; operating marine radios.

**4.4.2** Locate a marine facility or vessel representative, given a marine facility or vessel and an assignment, so that a line of communication is established between the fire department and the facility or vessel representatives.

**(A)\* Requisite Knowledge.** Locations on a vessel where the ship's master, mate, engineer, or ship's agent can be located; marine frequencies monitored by the vessel master; locations where facility representatives are normally located; methods for contacting representatives after normal working hours.

**(B) Requisite Skills.** Operating marine facility and vessel communications equipment; boarding the vessel; negotiating or traveling through the facility or vessel.

**4.4.3** Transmit and receive messages to vessel personnel and other agencies responding to an incident, given an incident, a list of the other agencies responding to the incident, communications equipment, and standard operating procedures, so that the information is accurate, complete, clear, and relayed within the time established by the AHJ.

**(A) Requisite Knowledge.** Marine communications terminology and procedures; proper marine radio frequencies to be used; land-based frequencies used in mutual aid situations; other agencies that respond to marine incidents.

**(B) Requisite Skills.** Operating vessel and mobile communications systems, marine radios, and fire department communications equipment.

**4.4.4** Control access to a vessel, given a vessel, an incident, an accountability system, an incident management system, and response personnel, so that all emergency responders boarding the vessel are noted and accounted for.

**(A) Requisite Knowledge.** The accountability systems used by the AHJ; knowledge of personnel who are authorized to operate at a marine incident.

**(B) Requisite Skills.** Using accountability tactical worksheets.

**4.4.5** Evacuate a vessel or exposure, given an occupied vessel or exposure, an incident, an accountability system, an incident management system, and response personnel, so that all personnel are removed from the hazard area to an area of refuge.

**(A) Requisite Knowledge.** Vessel evacuation and accountability procedures used by the AHJ.

**(B) Requisite Skills.** Controlling, directing and moving passengers and crew.

**4.5 Fire Control.** This duty involves the control and extinguishment of fires on vessels, including fire attack, ventilation, reconnaissance operations, dewatering operations, and rescue of vessel occupants.

**4.5.1** Ventilate smoke from a vessel as a member of a team, given a vessel, an incident, an assignment, approved PPE, ventilation equipment, and standard operating procedures, so that equipment is positioned for ventilation, vessel integrity is maintained, a specified ventilation opening is created and left unobstructed, and ventilation barriers are removed.

**(A) Requisite Knowledge.** Construction principles of a vessel that affect ventilation operations; principles, advantages, limitations, and effects of horizontal, vertical, natural, and forced ventilation; safety considerations when venting a vessel; signs, causes, effects, and prevention of backdrafts; methods of heat transfer and principles of thermal layering on vessels; effects of vessel construction on fire behavior and heat transfer.

**(B) Requisite Skills.** Transporting, deploying, and operating ventilation equipment on a vessel.

**4.5.2** Monitor fire conditions on a vessel as a member of a team, given a vessel, an assignment, an incident, approved PPE, a hose or safety line, a thermal imaging camera, and communications equipment, so that vessel integrity is maintained and changes to fire conditions are reported to the Incident Commander.

**(A) Requisite Knowledge.** Fire behavior on vessels; procedures for operating a thermal imaging camera; safety procedures for operating in or near fire compartments on vessels.

**(B) Requisite Skills.** Negotiating vessel ladders, stairs, corridors, and decks; operating in high heat and vision-obscured areas utilizing a thermal imaging camera.

**4.5.3** Remove water from a vessel as a member of a team, given a vessel containing water, an assignment, dewatering

equipment, and approved PPE, so that hazards are identified, water is removed, and vessel stability is maintained.

**(A) Requisite Knowledge.** Safety precautions to be taken when working in water; hazards associated with water collecting in various areas of a vessel; hazards associated with water removal in a vessel.

**(B) Requisite Skills.** Deploying and operating dewatering equipment.

**4.5.4\*** Attack a fire on a vessel as a member of a team, given a vessel, an incident, an assignment, an attack line, a secondary line, approved PPE, and tools and equipment, so that vessel integrity is maintained, attack line is deployed, access is gained to the fire compartment, effective water application practices are used, and fire is extinguished and overhauled.

**(A) Requisite Knowledge.** Precautions to be followed when advancing hose lines to a fire on a vessel; principles of exposure protection; types of fuels found on a vessel; types and application of attack lines used on vessels; effective application of fire streams.

**(B) Requisite Skills.** Advancing charged and uncharged hose lines up and down vessel ladders and stairs, through corridors, and across decks; operating fire streams; and advancing multiple hose lines for fire attack.

**4.5.5** Conduct a search and rescue operation for a missing person on a vessel as a member of a team, given a vessel, an incident, an assignment, a vessel fire control plan or other documents, a person, approved PPE, forcible entry tools, and other equipment, so that areas where the person could be located are searched, the person is located and removed, and vessel integrity is maintained.

**(A) Requisite Knowledge.** Psychological effects of operating in obscured-vision conditions; methods to determine if the area is tenable; primary and secondary search techniques; victim removal methods; likely locations of passengers, crew members, shipyard workers, and contractors; location and use of emergency escape breathing devices (EEBDs).

**(B) Requisite Skills.** Using forcible entry tools; using self-contained breathing apparatus (SCBA); accessing remote or enclosed compartments; advancing charged and uncharged hose lines up and down vessel ladders and stairs, through corridors, and across decks; and removing victims.

**4.5.6** Assist in deploying extinguishing agents other than water, given a vessel, an incident, an assignment, approved PPE, select extinguishing agents, and agent application equipment, so that the need is identified and communicated to the Incident Commander and agent is applied.

**(A) Requisite Knowledge.** Appropriate extinguishing agents; effects of various extinguishing agents; hazards associated with various extinguishing agents, including onboard systems; sources of bulk extinguishing agents.

**(B) Requisite Skills.** Reading cargo manifests and technical information on extinguishing agents, deploying and operating extinguishing equipment and agents.

## Annex A Explanatory Material

*Annex A is not a part of the requirements of this NFPA document but is included for informational purposes only. This annex contains explanatory material, numbered to correspond with the applicable text paragraphs.*

**A.1.2** The committee believes that this document specifies the minimum job performance requirements for Marine Fire Fighting for Land-Based Fire Fighters. The committee recognizes that emergency services organizations might have to invest considerable resources to provide the equipment and training needed to perform safely and efficiently. The committee does not mean to imply that organizations with limited resources cannot provide response services, only that the individuals charged with performing responsibilities are qualified to specific levels according to this standard.

**A.1.2.3** Organization/management responsibilities should be addressed by the agency that personnel represent. The authority having jurisdiction should define the agency requirements for progression to positions of management responsibility.

**A.1.2.6** The committee recognizes the importance of formal and continuing education and training programs to ensure Marine Fire Fighting for Land-Based Fire Fighters has maintained and updated the necessary skills and knowledge for the level of qualification. Continuing education and training programs can be developed or administered by local, state, provincial, or federal agencies as well as professional associations and accredited institutions of higher education. The methods of learning would include areas of technology, refresher training, skills practices, and knowledge application to standards. The subject matter should directly relate to the requirements of this standard.

**A.1.3.3** It is recommended, where practical, that evaluators be individuals who were not directly involved as instructors for the requirement being evaluated.

**A.3.2.1 Approved.** The National Fire Protection Association does not approve, inspect, or certify any installations, procedures, equipment, or materials; nor does it approve or evaluate testing laboratories. In determining the acceptability of installations, procedures, equipment, or materials, the authority having jurisdiction may base acceptance on compliance with NFPA or other appropriate standards. In the absence of such standards, said authority may require evidence of proper installation, procedure, or use. The authority having jurisdiction may also refer to the listings or labeling practices of an organization that is concerned with product evaluations and is thus in a position to determine compliance with appropriate standards for the current production of listed items.

**A.3.2.2 Authority Having Jurisdiction (AHJ).** The phrase “authority having jurisdiction,” or its acronym AHJ, is used in NFPA documents in a broad manner, since jurisdictions and approval agencies vary, as do their responsibilities. Where public safety is primary, the authority having jurisdiction may be a federal, state, local, or other regional department or individual such as a fire chief; fire marshal; chief of a fire prevention bureau, labor department, or health department; building official; electrical inspector; or others having statutory authority. For insurance purposes, an insurance inspection department, rating bureau, or other insurance company representative may be the authority having jurisdiction. In many circumstances, the property owner or his or her designated agent assumes the role of the authority having jurisdiction;

at government installations, the commanding officer or departmental official may be the authority having jurisdiction.

**A.3.2.3 Listed.** The means for identifying listed equipment may vary for each organization concerned with product evaluation; some organizations do not recognize equipment as listed unless it is also labeled. The authority having jurisdiction should utilize the system employed by the listing organization to identify a listed product.

**A.3.3.4.1 Cold Zone.** Personnel operating in the cold zone are not exposed to the products of combustion, hazardous materials, or other inherent hazards created by the incident.

**A.4.1.3** The intent of the committee is to define water survival as the ability to survive in the water in approved PPE.

**A.4.1.4** The vessel’s captain or their designated representative should be tasked with ensuring these documents are provided to fire officials on the pier or wharf. Marine vessels will have a prepared package already at the entry control point with the sentry or quarterdeck watch to make this a simplified process.

**A.4.4.2(A)** The importance of having crew members present, especially the Captain or First Officer, and Chief Engineer, cannot be overemphasized. These professionals and the other crew members know the layout of the vessel, the critical points of stability, and how to secure/activate ships’ systems. They are an excellent resource for the IC and not to be ignored.

**A.4.5.4** It is known that during overhaul, many fire fighters remove their respiratory protective equipment and as a result, expose themselves to probable contamination by carcinogens, toxic substances, etc. Respiratory protective equipment should be worn during overhaul and all PPE should be washed down after exposures in any incident involving fire.

## Annex B Explanation of the Professional Qualifications Standards and Concepts of JPRs

*This annex is not a part of the requirements of this NFPA document but is included for informational purposes only.*

**B.1 Explanation of the Professional Qualifications Standards and Concepts of Job Performance Requirements (JPRs).** The primary benefit of establishing national professional qualifications standards is to provide both public and private sectors with a framework of the job requirements for emergency services personnel. Other benefits include enhancement of the profession, individual as well as organizational growth and development, and standardization of practices.

NFPA professional qualifications standards identify the minimum job performance requirements (JPRs) for specific emergency services levels and positions. The standards can be used for training design and evaluation; certification; measuring and critiquing on-the-job performance; defining hiring practices; job descriptions; and setting organizational policies, procedures, and goals.

Professional qualifications standards for specific jobs are organized by major areas of responsibility defined as “duties.” For example, the fire fighter’s duties might include fire department communications, fireground operations, and preparedness and maintenance, whereas the fire and life safety educator’s duties might include education and implementation, planning and development, and evaluation. Duties are major functional areas of responsibility within a specific job.



The professional qualifications standards are written as JPRs. JPRs describe the performance required for a specific job and are grouped according to the duties of the job. The complete list of JPRs for each duty defines what an individual must be able to do in order to perform and achieve that duty.

## **B.2 The Parts of a JPR.**

**B.2.1 Critical Components.** The JPR comprises three critical components, which are as follows:

- (1) Task to be performed, partial description using an action verb
- (2) Tools, equipment, or materials that are to be provided to complete the task
- (3) Evaluation parameters and performance outcomes

Table B.2.1 gives an example of the critical components of a JPR.

**B.2.1.1 The Task to Be Performed.** The first component is a concise statement of what the person is required to do. A significant aspect of that phrase is the use of an action verb, which sets the expectation for what is to be accomplished.

**B.2.1.2 Tools, Equipment, or Materials That Must Be Provided for Successful Completion of the Task.** This component ensures that all individuals completing the task are given the same tools, equipment, or materials when they are being evaluated. Both the individual and the evaluator will know what will be provided in order for the individual to complete the task.

**B.2.1.3 Evaluation Parameters and Performance Outcomes.** This component defines — for both the performer and the evaluator — how well the individual should perform each task. The JPR guides performance toward successful completion by identifying evaluation parameters and performance outcomes. This portion of the JPR promotes consistency in evaluation by reducing the variables used to gauge performance.

**B.2.2 Requisite Knowledge and Skills.** In addition to these three components, the JPR describes requisite knowledge and skills. As the term *requisite* suggests, these are the necessary knowledge and skills the individual should have prior to being able to perform the task. Requisite knowledge and skills are the foundation for task performance.

**B.2.3 Examples.** With the components and requisites combined, a JPR might read similar to the following two examples.

**B.2.3.1 Example: Fire Fighter I.** Perform overhaul at a fire scene, given approved PPE, attack line, hand tools, flashlight,

and an assignment, so that structural integrity is not compromised, all hidden fires are discovered, fire cause evidence is preserved, and the fire is extinguished.

**(A) Requisite Knowledge.** Knowledge of types of fire attack lines and water application devices for overhaul, water application methods for extinguishment that limit water damage, types of tools and methods used to expose hidden fire, dangers associated with overhaul, signs of area of origin or signs of arson, and reasons for protection of fire scene.

**(B) Requisite Skills.** The ability to deploy and operate an attack line; remove flooring, ceiling, and wall components to expose void spaces without compromising structural integrity; apply water for maximum effectiveness; expose and extinguish hidden fires in walls, ceilings, and subfloor spaces; recognize and preserve signs of area of origin and arson; and evaluate for complete extinguishment.

**B.2.3.2 Example: Fire and Life Safety Educator II.** Prepare a written budget proposal for a specific program or activity, given budgetary guidelines, program needs, and delivery expense projections, so that all guidelines are followed and the budget identifies all program needs.

**(A) Requisite Knowledge.** Knowledge of budgetary process; governmental accounting procedures; federal, tribal, state, and local laws; organizational bidding process; and organization purchase requests.

**(B) Requisite Skills.** The ability to estimate project costs; complete budget forms; requisition/purchase orders; collect, organize, and format budgetary information; complete program budget proposal; and complete purchase requests.

## **B.3 Potential Uses for JPRs.**

**B.3.1 Certification.** JPRs can be used to establish the evaluation criteria for certification at a specific job level. When used for certification, evaluation should be based on the successful completion of the JPRs.

The evaluator would verify the attainment of requisite knowledge and skills prior to JPRs evaluation. Verification could be through documentation review or testing.

The individual seeking certification would be evaluated on completion of the JPRs. The individual would perform the task and be evaluated based on the evaluation parameters and performance outcomes. This performance-based evaluation is based on practical exercises for psychomotor skills and written examinations for cognitive skills.

Psychomotor skills are those physical skills that can be demonstrated or observed. Cognitive skills cannot be observed but rather are evaluated on how an individual completes the task (process-oriented) or on the task outcome (product-oriented).

Performance evaluation requires that individuals be given the tools, equipment, or materials listed in the JPR in order to complete the task.

**B.3.2 Curriculum Development and Training Design and Evaluation.** The statements contained in this document that refer to job performance were designed and written as JPRs. Although a resemblance to instructional objectives might be present, these statements should not be used in a teaching

**Table B.2.1 Example of a JPR**

(1) Task to be performed	(1) Perform overhaul at a fire scene,
(2) Tools, equipment, or materials	(2) given approved PPE, attack line, hand tools, flashlight, and an assignment,
(3) Evaluation parameters and performance outcomes	(3) so that structural integrity is not compromised, all hidden fires are discovered, fire cause evidence is preserved, and the fire is extinguished.

situation until after they have been modified for instructional use.

JPRs state the behaviors required to perform specific skills on the job, as opposed to a learning situation. These statements should be converted into instructional objectives with behaviors, conditions, and degree to be measured within the educational environment.

While the differences between JPRs and instructional objectives are subtle in appearance, their purposes differ. JPRs state what is necessary to perform the job in practical and actual experience. Instructional objectives, on the other hand, are used to identify what students must do at the end of a training session and are stated in behavioral terms that are measurable in the training environment.

By converting JPRs into instructional objectives, instructors would be able to clarify performance expectations and avoid confusion caused by the use of statements designed for purposes other than teaching. Instructors would be able to add jurisdictional elements of performance into the learning objectives as intended by the developers.

Requisite skills and knowledge could be converted into enabling objectives, which would help to define the course content. The course content would include each item of the requisite knowledge and skills ensuring that the course content supports the terminal objective.

**N B.3.2.1 Example: Converting a Fire Fighter I JPR into an Instructional Objective.** The instructional objectives are just two of several instructional objectives that would be written to support the terminal objective based on the JPR.

*JPR:* Perform overhaul at a fire scene, given approved PPE, attack line, hand tools, flashlight, and an assignment, so that structural integrity is not compromised, all hidden fires are discovered, fire cause evidence is preserved, and the fire is extinguished.

*Instructional Objective (Cognitive):* The Fire Fighter I will identify and describe five safety considerations associated with structural integrity compromise during overhaul as part of a written examination.

*Instructional Objective (Psychomotor):* The Fire Fighter I will demonstrate the designed use of tools and equipment during overhaul to locate and extinguish hidden fires without compromising structural integrity.

**N B.3.2.2 Example: Converting a Fire and Life Safety Educator II JPR into an Instructional Objective.** The instructional objectives are just two of several instructional objectives that would be written to support the terminal objective based on the JPR.

*JPR:* Prepare a written budget proposal for a specific program or activity, given budgetary guidelines, program needs, and delivery expense projections, so that all guidelines are followed and the budget identifies all program needs.

*Instructional Objective (Cognitive):* The Fire and Life Safety Educator II will list and describe the bidding process for the purchase of a published program using budgetary guidelines, program needs, and the guidelines established by local organizational procedures as part of a written examination.

*Instructional Objective (Psychomotor):* The Fire and Life Safety Educator II will lead in the purchase of a specific fire and life safety educational program by following the bidding process to completion, using local organizational guidelines, including budgetary procedures, program needs, and delivery expense projections.

**N B.4 Other Uses for JPRs.** While the professional qualifications standards are used to establish minimum JPRs for qualification, they have been recognized as guides for the development of training and certification programs, as well as a number of other potential uses.

These areas might include the following:

- (1) *Employee Evaluation/Performance Critiquing.* The professional qualifications standards can be used as a guide by both the supervisor and the employee during an evaluation. The JPRs for a specific job define tasks that are essential to perform on the job, as well as the evaluation criteria to measure completion of the tasks.
- (2) *Establishing Hiring Criteria.* The professional qualifications standards can be helpful in a number of ways to further the establishment of hiring criteria. The authority having jurisdiction (AHJ) could simply require certification at a specific job level, for example, Fire Fighter I. The JPRs could also be used as the basis for pre-employment screening to establish essential minimal tasks and the related evaluation criteria. An added benefit is that individuals interested in employment can work toward the minimal hiring criteria at local colleges.
- (3) *Employee Development.* The professional qualifications standards can be practical for both the employee and the employer in developing a plan for the employee's growth within the organization. The JPRs and the associated requisite knowledge and skills can be used as a guide to determine additional training and education required for the employee to master the job or profession.
- (4) *Succession Planning.* Succession planning addresses the efficient placement of individuals into jobs in response to current needs and anticipated future needs. A career development path can be established for targeted employees to prepare them for growth within the organization. The JPRs and requisite knowledge and skills could then be used to develop an educational path to aid in the employee's advancement within the organization or profession.
- (5) *Establishing Organizational Policies, Procedures, and Goals.* The professional qualifications standards can be functional for incorporating policies, procedures, and goals into the organization or agency.

#### **N B.5 Bibliography.**

Annett, J., and N. E. Stanton, *Task Analysis*. London and New York: Taylor and Francis, 2000.

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Zemke, R., and T. Kramlinger, *Figuring Things Out: A Trainer's Guide to Needs and Task Analysis*. New York: Perseus Books, 1993.

## **N Annex C Overview of JPRs for Emergency Response Personnel Who Respond to Marine Incidents as a Land-Based Fire Fighter**

*This annex is not a part of the requirements of this NFPA document but is included for informational purposes only.*

**N C.1 Emergency Response Personnel Who Respond to Marine Incidents as a Land-Based Fire Fighter.** The matrices shown in Table C.1 are included to provide the user of this standard with an overview of the JPRs and the progression of the various levels found in this document. They are intended to assist the user of this document with the implementation of the requirements and the development of training programs using the JPRs.

**N** Table C.1 Overview of JPRs for Emergency Response Personnel Who Respond to Marine Incidents as a Land-Based Fire Fighter

**4.1 General Requirements.** To meet the requirements for Marine Fire Fighter, the Fire Fighter II shall meet the JPRs in Sections 4.1 through 4.5.6 of this standard and the requirements defined in Chapter 5 of NFPA 1001 or Chapters 5 and 6 of NFPA 1081.

**4.2 Access.** This duty involves making safe access to the vessel.

**4.3 Response.** This duty involves connecting to the water supply for fire-fighting operations, establishing effective incident communications, and protecting exposures.

**4.4 Communications.** This duty involves using marine facility and vessel communications equipment to receive and relay verbal information at an incident.

- 4.1.1** Identify marine vessel types and potential products transported given general information on the vessel types in the local response jurisdiction, awareness level information on products transported by marine vessels, AHJ policies and procedures, and overall scene safety considerations at marine incidents so that the scene of the incident and the hazards are recognized.
- 4.1.2** Define common marine vessel construction and terminology given vessel construction terminology, marine vessel terminology and general structural hazards associated with marine vessels so that Land-Based Fire Fighters have a working knowledge of general terms when communicating with marine vessel personnel.
- 4.1.3** Board a marine vessel, given a vessel, gangway, approved PPE, water survival techniques, approved hand tools and suppression equipment, and AHJ policies and procedures, so that Land-Based Fire Fighters are transferred to the vessel in a safe manner.
- 4.1.4** Retrieve a vessel fire control plan and other specified documents from a cold zone on the vessel, given a vessel, an assignment, a vessel fire control plan and other documents, and any necessary equipment, so that the vessel fire control plan and documents are located and brought to the Incident Commander within the time specified by the AHJ.
- 4.2.1** Identify a specified location on a vessel, given a vessel fire control plan and an assignment, so that the assignment is completed and reported.
- 4.2.2** Identify onboard vessel fixed fire suppression systems as a member of a team, given an incident, an assignment, standard operating procedures, and communications equipment, so that the system is activated or shut down when information is requested by the Incident Commander.
- 4.3.1** Establish connections for the water supply at an incident, given international shore connections, so that an uninterrupted supply of water is established and all hoses are connected and positioned according to procedures and in coordination with the ship's crew.
- 4.3.2** Protect an exposure on a vessel as a member of a team, given an assignment, an exposure, a water supply source, approved PPE, fire hose, nozzles, and equipment, so that the exposure is protected.
- 4.3.3** Access a fire compartment as a member of a team, given a vessel, an incident, and an assignment, so that vessel integrity is maintained, doors and hatches are opened, tools are used, barriers are removed, and the opening is made ready for entry.
- 4.3.4** Collect and report vessel stability information, given a vessel, an incident, an assignment, measuring devices, and standard operating procedures, so that any current or potential hazards to stability are recognized and reported according to procedures.
- 4.4.1** Transmit and receive messages via marine facility and vessel communications equipment, given marine facility and vessel communications equipment and standard operating procedures, so that the information is accurate, complete, clear, and relayed within the time established by the AHJ.

(continues)



**N** Table C.1 *Continued*

**4.5 Fire Control.** This duty involves the control and extinguishment of fires on vessels, including fire attack, ventilation, reconnaissance operations, dewatering operations, and rescue of vessel occupants.

- 4.4.2 Locate a marine facility or vessel representative, given a marine facility or vessel and an assignment, so that a line of communication is established between the fire department and the facility or vessel representatives.
- 4.4.3 Transmit and receive messages to vessel personnel and other agencies responding to an incident, given an incident, a list of the other agencies responding to the incident, communications equipment, and standard operating procedures, so that the information is accurate, complete, clear, and relayed within the time established by the AHJ.
- 4.4.4 Control access to a vessel, given a vessel, an incident, an accountability system, an incident management system, and response personnel, so that all emergency responders boarding the vessel are noted and accounted for.
- 4.4.5 Evacuate a vessel or exposure, given an occupied vessel or exposure, an incident, an accountability system, an incident management system, and response personnel, so that all personnel are removed from the hazard area to an area of refuge.
- 4.5.1 Ventilate smoke from a vessel as a member of a team, given a vessel, an incident, an assignment, approved PPE, ventilation equipment, and standard operating procedures, so that equipment is positioned for ventilation, vessel integrity is maintained, a specified ventilation opening is created and left unobstructed, and ventilation barriers are removed.
- 4.5.2 Monitor fire conditions on a vessel as a member of a team, given a vessel, an assignment, an incident, approved PPE, a hose or safety line, a thermal imaging camera, and communications equipment, so that vessel integrity is maintained and changes to fire conditions are reported to the Incident Commander.
- 4.5.3 Remove water from a vessel as a member of a team, given a vessel containing water, an assignment, dewatering equipment, and approved PPE, so that hazards are identified, water is removed, and vessel stability is maintained.
- 4.5.4 Attack a fire on a vessel as a member of a team, given a vessel, an incident, an assignment, an attack line, a secondary line, approved PPE, and tools and equipment, so that vessel integrity is maintained, attack line is deployed, access is gained to the fire compartment, effective water application practices are used, and fire is extinguished and overhauled.
- 4.5.5 Conduct a search and rescue operation for a missing person on a vessel as a member of a team, given a vessel, an incident, an assignment, a vessel fire control plan or other documents, a person, approved PPE, forcible entry tools, and other equipment, so that areas where the person could be located are searched, the person is located and removed, and vessel integrity is maintained.
- 4.5.6 Assist in deploying extinguishing agents other than water, given a vessel, an incident, an assignment, approved PPE, select extinguishing agents, and agent application equipment, so that the need is identified and communicated to the Incident Commander and agent is applied.

**N Annex D National Fallen Firefighters Foundation (NFFF)**

*This annex is not a part of the requirements of this NFPA document but is included for informational purposes only.*

**N D.1 “16 Firefighter Life Safety Initiatives.”** In 2004, the National Fallen Firefighters Foundation (NFFF) held an unprecedented gathering of the fire service leadership when more than 200 individuals assembled in Tampa, Florida, to focus on the troubling question of how to prevent line-of-duty deaths and injuries. Every year approximately 100 fire fighters lose their lives in the line of duty in the United States — about 1 every 80 hours. Every identifiable segment of the fire service was represented and participated in the summit.

The first Firefighter Life Safety Summit marked a significant milestone, because it not only gathered all segments of the fire service behind a common goal, but it also developed the “16 Firefighter Life Safety Initiatives.” The summit attendees agreed that the “16 Firefighter Life Safety Initiatives” serve as a blueprint to reduce line-of-duty deaths and injuries. In 2014, a second Life Safety Summit was held and more than 300 fire service leaders gathered. At the second Firefighter Life Safety Summit, the “16 Firefighter Life Safety Initiatives” were reaffirmed as being relevant to reduce line-of-duty deaths and injuries.

**N D.2 NFFF’s “16 Firefighter Life Safety Initiatives.”**

- (1) Define and advocate the need for a cultural change within the fire service relating to safety, incorporating leadership, management, supervision, accountability, and personal responsibility.
- (2) Enhance the personal and organizational accountability for health and safety throughout the fire service.
- (3) Focus greater attention on the integration of risk management with incident management at all levels, including strategic, tactical, and planning responsibilities.
- (4) All fire fighters must be empowered to stop unsafe practices.
- (5) Develop and implement national standards for training, qualifications, and certification (including regular recertification) that are equally applicable to all fire fighters based on the duties they are expected to perform.
- (6) Develop and implement national medical and physical fitness standards that are equally applicable to all fire fighters, based on the duties they are expected to perform.
- (7) Create a national research agenda and data collection system that relates to the initiatives.
- (8) Utilize available technology wherever it can produce higher levels of health and safety.
- (9) Thoroughly investigate all fire fighter fatalities, injuries, and near misses.
- (10) Grant programs should support the implementation of safe practices and/or mandate safe practices as an eligibility requirement.
- (11) National standards for emergency response policies and procedures should be developed and championed.
- (12) National protocols for response to violent incidents should be developed and championed.
- (13) Fire fighters and their families must have access to counseling and psychological support.
- (14) Public education must receive more resources and be championed as a critical fire and life safety program.

- (15) Advocacy must be strengthened for the enforcement of codes and the installation of home fire sprinklers.
- (16) Safety must be a primary consideration in the design of apparatus and equipment.

**Annex E Informational References**

**N E.1 Referenced Publications.** The documents or portions thereof listed in this annex are referenced within the informational sections of this standard and are not part of the requirements of this document unless also listed in Chapter 2 for other reasons.

**N E.1.1 NFPA Publications.** National Fire Protection Association, 1 Batterymarch Park, Quincy, MA 02169-7471.

NFPA 1001, *Standard for Fire Fighter Professional Qualifications*, 2019 edition.

NFPA 1081, *Standard for Facility Fire Brigade Member Professional Qualifications*, 2018 edition.

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#### **E.4 References for Extracts in Informational Sections. (Reserved)**



## Index

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- A-**
  - Administration**, Chap. 1
    - Application, 1.3
    - Purpose, 1.2, A.1.2
    - Scope, 1.1
    - Units, 1.4
  - Approved**
    - Definition, 3.2.1, A.3.2.1
  - Authority Having Jurisdiction (AHJ)**
    - Definition, 3.2.2, A.3.2.2
- B-**
  - Bow**
    - Definition, 3.3.1
- C-**
  - Cold Zone**
    - Definition, 3.3.2
  - Compartment**
    - Definition, 3.3.3
  - Control Zones**
    - Cold Zone
      - Definition, 3.3.4.1, A.3.3.4.1
    - Definition, 3.3.4
- D-**
  - Definitions**, Chap. 3
  - Draft**
    - Definition, 3.3.5
- E-**
  - Explanation of the Professional Qualifications Standards and Concepts of JPRs**, Annex B
    - Bibliography, B.5
    - Explanation of the Professional Qualifications Standards and Concepts of Job Performance Requirements (JPRs), B.1
    - Other Uses for JPRs, B.4
    - Potential Uses for JPRs, B.3
      - Certification, B.3.1
      - Curriculum Development and Training Design and Evaluation, B.3.2
        - Example: Converting a Fire and Life Safety Educator II JPR into an Instructional Objective, B.3.2.2
        - Example: Converting a Fire Fighter I JPR into an Instructional Objective, B.3.2.1
    - The Parts of a JPR, B.2
      - Critical Components, B.2.1
        - Evaluation Parameters and Performance Outcomes, B.2.1.3
      - The Task to Be Performed, B.2.1.1
        - Tools, Equipment, or Materials That Must Be Provided for Successful Completion of the Task, B.2.1.2
  - Examples, B.2.3
    - Example: Fire and Life Safety Educator II, B.2.3.2
      - Requisite Knowledge, B.2.3.2(A)
      - Requisite Skills, B.2.3.2(B)
    - Example: Fire Fighter I, B.2.3.1
      - Requisite Knowledge, B.2.3.1(A)
      - Requisite Skills, B.2.3.1(B)
    - Requisite Knowledge and Skills, B.2.2
  - Explanatory Material**, Annex A
- F-**
  - Fire Fighter II**
    - Definition, 3.3.6
- I-**
  - Informational References**, Annex E
- J-**
  - Job Performance Requirement (JPR)**
    - Definition, 3.3.7
- L-**
  - Listed**
    - Definition, 3.2.3, A.3.2.3
- M-**
  - Marine Facility**
    - Definition, 3.3.8
  - Marine Fire Fighter**, Chap. 4
    - Access, 4.2
    - Communications, 4.4
    - Fire Control, 4.5
    - General Requirements, 4.1
    - Response, 4.3
  - Marine Incident**
    - Definition, 3.3.9
  - Master**
    - Definition, 3.3.10
  - Mate**
    - Definition, 3.3.11
  - Mooring**
    - Definition, 3.3.12
- N-**
  - National Fallen Firefighters Foundation (NFFF)**, Annex D
    - NFFF's "16 Firefighter Life Safety Initiatives.", D.2
    - "16 Firefighter Life Safety Initiatives.", D.1

**-O-****Overview of JPRs for Emergency Response Personnel Who Respond to Marine Incidents as a Land-Based Fire Fighter, Annex C**

Emergency Response Personnel Who Respond to Marine Incidents as a Land-Based Fire Fighter, C.1

**-P-****Personal Protective Equipment (PPE) — Fire Operations**

Definition, 3.3.13

**Port**

Definition, 3.3.14

**Port Side**

Definition, 3.3.15

**Procedure**

Definition, 3.3.16

**-R-****Referenced Publications, Chap. 2****Requisite Knowledge**

Definition, 3.3.17

**Requisite Skills**

Definition, 3.3.18

**-S-****Secondary Line**

Definition, 3.3.19

**Shall**

Definition, 3.2.4

**Ship's Agent**

Definition, 3.3.20

**Ship's Engineer**

Definition, 3.3.21

**Should**

Definition, 3.2.5

**Standard**

Definition, 3.2.6

**Starboard Side**

Definition, 3.3.22

**Stern**

Definition, 3.3.23

**Structural Fire Fighting**

Definition, 3.3.24

**-T-****Task**

Definition, 3.3.25

**Team**

Definition, 3.3.26

**Trim**

Definition, 3.3.27

**-V-****Vessel**

Definition, 3.3.28

## Sequence of Events for the Standards Development Process

Once the current edition is published, a Standard is opened for Public Input.

### Step 1 – Input Stage

- Input accepted from the public or other committees for consideration to develop the First Draft
- Technical Committee holds First Draft Meeting to revise Standard (23 weeks); Technical Committee(s) with Correlating Committee (10 weeks)
- Technical Committee ballots on First Draft (12 weeks); Technical Committee(s) with Correlating Committee (11 weeks)
- Correlating Committee First Draft Meeting (9 weeks)
- Correlating Committee ballots on First Draft (5 weeks)
- First Draft Report posted on the document information page

### Step 2 – Comment Stage

- Public Comments accepted on First Draft (10 weeks) following posting of First Draft Report
- If Standard does not receive Public Comments and the Technical Committee chooses not to hold a Second Draft meeting, the Standard becomes a Consent Standard and is sent directly to the Standards Council for issuance (see Step 4) or
- Technical Committee holds Second Draft Meeting (21 weeks); Technical Committee(s) with Correlating Committee (7 weeks)
- Technical Committee ballots on Second Draft (11 weeks); Technical Committee(s) with Correlating Committee (10 weeks)
- Correlating Committee Second Draft Meeting (9 weeks)
- Correlating Committee ballots on Second Draft (8 weeks)
- Second Draft Report posted on the document information page

### Step 3 – NFPA Technical Meeting

- Notice of Intent to Make a Motion (NITMAM) accepted (5 weeks) following the posting of Second Draft Report
- NITMAMs are reviewed and valid motions are certified by the Motions Committee for presentation at the NFPA Technical Meeting
- NFPA membership meets each June at the NFPA Technical Meeting to act on Standards with “Certified Amending Motions” (certified NITMAMs)
- Committee(s) vote on any successful amendments to the Technical Committee Reports made by the NFPA membership at the NFPA Technical Meeting

### Step 4 – Council Appeals and Issuance of Standard

- Notification of intent to file an appeal to the Standards Council on Technical Meeting action must be filed within 20 days of the NFPA Technical Meeting
- Standards Council decides, based on all evidence, whether to issue the standard or to take other action

#### Notes:

1. Time periods are approximate; refer to published schedules for actual dates.
2. Annual revision cycle documents with certified amending motions take approximately 101 weeks to complete.
3. Fall revision cycle documents receiving certified amending motions take approximately 141 weeks to complete.

## Committee Membership Classifications<sup>1,2,3,4</sup>

The following classifications apply to Committee members and represent their principal interest in the activity of the Committee.

1. M *Manufacturer*: A representative of a maker or marketer of a product, assembly, or system, or portion thereof, that is affected by the standard.
2. U *User*: A representative of an entity that is subject to the provisions of the standard or that voluntarily uses the standard.
3. IM *Installer/Maintainer*: A representative of an entity that is in the business of installing or maintaining a product, assembly, or system affected by the standard.
4. L *Labor*: A labor representative or employee concerned with safety in the workplace.
5. RT *Applied Research/Testing Laboratory*: A representative of an independent testing laboratory or independent applied research organization that promulgates and/or enforces standards.
6. E *Enforcing Authority*: A representative of an agency or an organization that promulgates and/or enforces standards.
7. I *Insurance*: A representative of an insurance company, broker, agent, bureau, or inspection agency.
8. C *Consumer*: A person who is or represents the ultimate purchaser of a product, system, or service affected by the standard, but who is not included in (2).
9. SE *Special Expert*: A person not representing (1) through (8) and who has special expertise in the scope of the standard or portion thereof.

NOTE 1: “Standard” connotes code, standard, recommended practice, or guide.

NOTE 2: A representative includes an employee.

NOTE 3: While these classifications will be used by the Standards Council to achieve a balance for Technical Committees, the Standards Council may determine that new classifications of member or unique interests need representation in order to foster the best possible Committee deliberations on any project. In this connection, the Standards Council may make such appointments as it deems appropriate in the public interest, such as the classification of “Utilities” in the National Electrical Code Committee.

NOTE 4: Representatives of subsidiaries of any group are generally considered to have the same classification as the parent organization.

## Submitting Public Input / Public Comment Through the Online Submission System

Soon after the current edition is published, a Standard is open for Public Input.

Before accessing the Online Submission System, you must first sign in at [www.nfpa.org](http://www.nfpa.org). *Note: You will be asked to sign-in or create a free online account with NFPA before using this system:*

- a. Click on Sign In at the upper right side of the page.
- b. Under the Codes and Standards heading, click on the “List of NFPA Codes & Standards,” and then select your document from the list or use one of the search features.

*OR*

- a. Go directly to your specific document information page by typing the convenient shortcut link of [www.nfpa.org/document#](http://www.nfpa.org/document#) (Example: NFPA 921 would be [www.nfpa.org/921](http://www.nfpa.org/921)). Sign in at the upper right side of the page.

To begin your Public Input, select the link “The next edition of this standard is now open for Public Input” located on the About tab, Current & Prior Editions tab, and the Next Edition tab. Alternatively, the Next Edition tab includes a link to Submit Public Input online.

At this point, the NFPA Standards Development Site will open showing details for the document you have selected. This “Document Home” page site includes an explanatory introduction, information on the current document phase and closing date, a left-hand navigation panel that includes useful links, a document Table of Contents, and icons at the top you can click for Help when using the site. The Help icons and navigation panel will be visible except when you are actually in the process of creating a Public Input.

Once the First Draft Report becomes available there is a Public Comment period during which anyone may submit a Public Comment on the First Draft. Any objections or further related changes to the content of the First Draft must be submitted at the Comment stage.

To submit a Public Comment you may access the online submission system utilizing the same steps as previously explained for the submission of Public Input.

For further information on submitting public input and public comments, go to: <http://www.nfpa.org/publicinput>.

### Other Resources Available on the Document Information Pages

**About tab:** View general document and subject-related information.

**Current & Prior Editions tab:** Research current and previous edition information on a Standard.

**Next Edition tab:** Follow the committee’s progress in the processing of a Standard in its next revision cycle.

**Technical Committee tab:** View current committee member rosters or apply to a committee.

**Technical Questions tab:** For members and Public Sector Officials/AHJs to submit questions about codes and standards to NFPA staff. Our Technical Questions Service provides a convenient way to receive timely and consistent technical assistance when you need to know more about NFPA codes and standards relevant to your work. Responses are provided by NFPA staff on an informal basis.

**Products & Training tab:** List of NFPA’s publications and training available for purchase.

## Information on the NFPA Standards Development Process

**I. Applicable Regulations.** The primary rules governing the processing of NFPA standards (codes, standards, recommended practices, and guides) are the NFPA *Regulations Governing the Development of NFPA Standards (Regs)*. Other applicable rules include NFPA *Bylaws*, NFPA *Technical Meeting Convention Rules*, NFPA *Guide for the Conduct of Participants in the NFPA Standards Development Process*, and the NFPA *Regulations Governing Petitions to the Board of Directors from Decisions of the Standards Council*. Most of these rules and regulations are contained in the *NFPA Standards Directory*. For copies of the *Directory*, contact Codes and Standards Administration at NFPA Headquarters; all these documents are also available on the NFPA website at “[www.nfpa.org](http://www.nfpa.org).”

The following is general information on the NFPA process. All participants, however, should refer to the actual rules and regulations for a full understanding of this process and for the criteria that govern participation.

**II. Technical Committee Report.** The Technical Committee Report is defined as “the Report of the responsible Committee(s), in accordance with the Regulations, in preparation of a new or revised NFPA Standard.” The Technical Committee Report is in two parts and consists of the First Draft Report and the Second Draft Report. (See *Regs* at Section 1.4.)

**III. Step 1: First Draft Report.** The First Draft Report is defined as “Part one of the Technical Committee Report, which documents the Input Stage.” The First Draft Report consists of the First Draft, Public Input, Committee Input, Committee and Correlating Committee Statements, Correlating Notes, and Ballot Statements. (See *Regs* at 4.2.5.2 and Section 4.3.) Any objection to an action in the First Draft Report must be raised through the filing of an appropriate Comment for consideration in the Second Draft Report or the objection will be considered resolved. [See *Regs* at 4.3.1(b).]

**IV. Step 2: Second Draft Report.** The Second Draft Report is defined as “Part two of the Technical Committee Report, which documents the Comment Stage.” The Second Draft Report consists of the Second Draft, Public Comments with corresponding Committee Actions and Committee Statements, Correlating Notes and their respective Committee Statements, Committee Comments, Correlating Revisions, and Ballot Statements. (See *Regs* at 4.2.5.2 and Section 4.4.) The First Draft Report and the Second Draft Report together constitute the Technical Committee Report. Any outstanding objection following the Second Draft Report must be raised through an appropriate Amending Motion at the NFPA Technical Meeting or the objection will be considered resolved. [See *Regs* at 4.4.1(b).]

**V. Step 3a: Action at NFPA Technical Meeting.** Following the publication of the Second Draft Report, there is a period during which those wishing to make proper Amending Motions on the Technical Committee Reports must signal their intention by submitting a Notice of Intent to Make a Motion (NITMAM). (See *Regs* at 4.5.2.) Standards that receive notice of proper Amending Motions (Certified Amending Motions) will be presented for action at the annual June NFPA Technical Meeting. At the meeting, the NFPA membership can consider and act on these Certified Amending Motions as well as Follow-up Amending Motions, that is, motions that become necessary as a result of a previous successful Amending Motion. (See 4.5.3.2 through 4.5.3.6 and Table 1, Columns 1-3 of *Regs* for a summary of the available Amending Motions and who may make them.) Any outstanding objection following action at an NFPA Technical Meeting (and any further Technical Committee consideration following successful Amending Motions, see *Regs* at 4.5.3.7 through 4.6.5.3) must be raised through an appeal to the Standards Council or it will be considered to be resolved.

**VI. Step 3b: Documents Forwarded Directly to the Council.** Where no NITMAM is received and certified in accordance with the Technical Meeting Convention Rules, the standard is forwarded directly to the Standards Council for action on issuance. Objections are deemed to be resolved for these documents. (See *Regs* at 4.5.2.5.)

**VII. Step 4a: Council Appeals.** Anyone can appeal to the Standards Council concerning procedural or substantive matters related to the development, content, or issuance of any document of the NFPA or on matters within the purview of the authority of the Council, as established by the Bylaws and as determined by the Board of Directors. Such appeals must be in written form and filed with the Secretary of the Standards Council (see *Regs* at Section 1.6). Time constraints for filing an appeal must be in accordance with 1.6.2 of the *Regs*. Objections are deemed to be resolved if not pursued at this level.

**VIII. Step 4b: Document Issuance.** The Standards Council is the issuer of all documents (see Article 8 of *Bylaws*). The Council acts on the issuance of a document presented for action at an NFPA Technical Meeting within 75 days from the date of the recommendation from the NFPA Technical Meeting, unless this period is extended by the Council (see *Regs* at 4.7.2). For documents forwarded directly to the Standards Council, the Council acts on the issuance of the document at its next scheduled meeting, or at such other meeting as the Council may determine (see *Regs* at 4.5.2.5 and 4.7.4).

**IX. Petitions to the Board of Directors.** The Standards Council has been delegated the responsibility for the administration of the codes and standards development process and the issuance of documents. However, where extraordinary circumstances requiring the intervention of the Board of Directors exist, the Board of Directors may take any action necessary to fulfill its obligations to preserve the integrity of the codes and standards development process and to protect the interests of the NFPA. The rules for petitioning the Board of Directors can be found in the *Regulations Governing Petitions to the Board of Directors from Decisions of the Standards Council* and in Section 1.7 of the *Regs*.

**X. For More Information.** The program for the NFPA Technical Meeting (as well as the NFPA website as information becomes available) should be consulted for the date on which each report scheduled for consideration at the meeting will be presented. To view the First Draft Report and Second Draft Report as well as information on NFPA rules and for up-to-date information on schedules and deadlines for processing NFPA documents, check the NFPA website ([www.nfpa.org/docinfo](http://www.nfpa.org/docinfo)) or contact NFPA Codes & Standards Administration at (617) 984-7246.



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