

# **305 Training Programs Required of Fire Service**

## **WAC 296-305 TRAINING REQUIREMENTS**

It is recognized that later this month Fire Service will see the proposed version of the WAC 296-305 revision: the first significant revision since 1997. The following is a starting point for auditing your Department's Training Programs. When the new 305 Standard is finalized in 2010 this document will be revised.

Washington Administrative Code (WAC) 296-305 "Safety Standards for Fire Fighters" requires Fire Departments to provide training to its members "commensurate with duties and responsibilities". Many of the sections of WAC 296-305 do not specify that training be done, nor when it be done, nor how it be done; however, no fire department policy can be viable without including training. For an example, a fire station monthly inspection requires fire department personnel to inspect stations and ensure them to be reasonably free of recognized hazards. This is not possible without providing members responsible for conducting these inspections with some basic hazard recognition training?

All Fire Department have unique response issues and must establish specific operating procedures and training to address technical competencies. Listed here are minimum requirements; many Fire Departments have been cited and fined in the past for not recognizing a specific hazard and/or not adequately addressing the hazard or following their Department's established specific method of hazard control albeit training, equipment or standard operating procedure (SOP).

Those officers responsible for developing and enforcing policies and procedures should understand the intent of the following subsection of WAC 296-305 "Safety Standards for Fire Fighters".

### **WAC 296-305-01003(4) Scope and application**

***The provisions of this chapter cover existing requirements that apply to all fire departments. All fire departments shall have in place their own policy statement and operating instructions that meet or exceed these requirements. This chapter contains state and/or federal performance criteria that fire departments shall meet.***

- 1) WAC 296-305-01501(1) & (2) & (3) & (4) & WAC 296-305-01505 Injury and Illness reports for fire fighters", "Reporting, record keeping and posting [Initial orientation for reporting only 305-01505(3)(a)(i)]"
- 2) WAC 296-305-01503(1) "Accident Investigation." Fire department shall designated personnel and established a written program. No **training** or frequency specified.
- 3) WAC 296-305-01505(1) & (3) "Develop and implement a written safety program tailored to the needs of the fire department and to the type of hazards involved. A **safety orientation program** describing items i thru vii must be completed (prior to job assignment)."
- 4) WAC 296-305-01507(2)(a) "...The fire department safety officer shall ensure safety **training** for all employees."  
NFPA 1521 Standard for Fire Department Safety Officer, may be used as a guide for duties and responsibilities relating to the safety officer.

- 5) WAC 296-305-01509(1)(c) "It shall be the responsibility of management to establish, supervise, maintain and enforce, in a manner which is effective in practice: Programs for **training** employees in the fundamentals of accident prevention."
- 6) WAC 296-305-01509(6) "Develop and maintain a hazard communication program as required by WAC 296-800-170, which will provide information to all employees relative to hazardous chemicals or substances to which they may be exposed, or may routinely be exposed to, in the course of their employment." **Training** at time of initial orientation, when new products/procedures are used".
- 7) WAC 296-305-01511(6) "Fire Fighters shall attend, when on duty, **required training** and/or orientation programs designed to increase their competency in occupational safety and health.
- 8) WAC 296-305-01515(2) "New fire fighters shall have such first-aid **training** within 90 days of the date of their employment..."

WAC 296-305-01515(4) "Fire service duties include exposure to bloodborne pathogens. "WAC 296-823 Bloodborne Pathogens"... shall apply"

- 9) WAC 296-305-01517(4) "All fire departments providing emergency medical services to the public shall conform to the requirements of chapter 18.73 RCW Emergency Care and Transportation Service (and all applicable, chapter 248-17 WAC, Ambulance Rules and Regulations) which require additional first-aid equipment."
- 10) WAC 296-305-02001(2) "Firefighters shall be **trained** in the function, donning and doffing, care, use, inspection, maintenance and limitations of the protective equipment assigned to them or available for their use."  
WAC 296-305-02003(3) & (4) Eye and face protection.  
WAC 296-305-02007(2) Hand Protection.

- 10) (cont.) WAC 296-305-02001(2) "Firefighters shall be **trained** in the function, donning and doffing, care, use, inspection, maintenance and limitations of the protective equipment assigned to them or available for their use."  
WAC 296-305-02009(2) & (3) Body Protection.  
WAC 296-305-02011(1) Body Armor.  
WAC 296-305-02013 Foot protection for structural fire fighting.  
WAC 296-305-02015 Head Protection.  
WAC 296-305-02017(3) Personal alert safety system (PASS) protection.  
WAC 296-305-02019 Life safety ropes, harnesses, and hardware protection.
- Note:** There is an enormous amount of training specific to protective equipment.

- EXAMPLE: 296-305-06003(3) "Life belts shall meet or exceed the strength requirements of ANSI. A10.14 - Requirements for Safety Belts, Harnesses, Lanyards, Lifelines and Drop Lines for Industrial Use. Life belts shall be **inspected** after each use and not less than semi-annually in accordance with manufacturer's instructions."
- EXAMPLE: WAC 296-305-07013(3) "Wildland fire fighters whose duties require them to operate a power chain saw **shall wear flexible ballistic nylon pads, sewn or otherwise fastened into the trousers**, or other equivalent protection that shall protect the vulnerable areas of the legs. Additional trouser, eye, hearing, face and head protection as required by this chapter shall be worn."

11) WAC 296-305-02501(4) Contaminated emergency medical garments, emergency medical face protection, gloves, devices, and emergency medical gloves shall be **cleaned and disinfected, or disposed of, in accordance with chapter 296-823 WAC, Occupational exposure to bloodborne pathogens.**

WAC 296-305-02501(5) Fire departments shall have a written infection (exposure) control plan "Fire Departments shall establish a designated infection (exposure) control officer who shall ensure that and adequate infection control plan is developed and all personnel are **trained** and supervised on the plan."

WAC 296-305-02501(7) "Infection control officer shall follow the confidentiality requirements of WAC 246-100 COMMUNICABLE AND CERTAIN OTHER DISEASES; and the medical protocol requirements of WAC 296-62-05209 (WAC 296-802-400)

WAC 296-305-02501(8), "Fire department shall have a written infection (exposure) control plan...the written document must cover...education and **training**..."

WAC 296-305-02501(10) "Fire departments shall establish a records system for members health and **training**."

WAC 296-305-02501(11) Fire fighters shall be **trained** in the proper use of PPE, exposure protection, post exposure protocols, disease modes of transmission as it related to infectious diseases.

WAC 296-305-02501(13) "Fire department members shall be required to annually review the infectious disease plan, updates, protocols, and equipment used in the program."

WAC 296-305-02501(14) Fire departments shall comply with chapter 296-823, Occupational exposure to bloodborne pathogens, in its entirety." WAC 296-823-12005 Bloodborne Pathogens, "**Before assigning tasks where occupational exposure might occur and at least annually and within one year of the previous training.**"

12) WAC 296-305-03001(2)(a) Hazardous materials protection, " The approach to selecting personal protective clothing must encompass an ensemble of clothing items that are integrated to provide a level of protection and the ability to carry out emergency response activities." **Training** is referenced in WAC 296-305-02001(2).

13) WAC 296-305-04001(4) Respiratory protection "...fire shall adopt, maintain and implement a written respiratory protection program that addresses the requirements of chapter 296-62 WAC (Read WAC 296-842 "Respirators")...This includes...**training**..."

WAC 296-305-04001(15) Fire fighters shall receive **training** for each type and manufacturer of respiratory equipment available for their use..."

WAC 296-305-04001(16) "After completing such **training**, each fire fighter shall practice at least quarterly, for each type and manufacture of respirator available for use..."

WAC 296-305-04001(17) "Members shall be **tested at least annually** on the knowledge of respiratory protection equipment operations, safety, organizational policies and procedures, and to the fire department's standard. Such records shall remain part of the members training file."

WAC 296-305-04001(20) "Fire fighters shall be **thoroughly trained** in accordance with the manufacturer's instructions on emergency procedures..."

14) WAC 296-305-04503(2)(f) "Fire departments permitting hose loading operations while the vehicle is in motion **shall develop a written policy and guidelines addressing all safety aspects.**"

15) WAC 296-305-04505(8) "All operators of emergency vehicles shall be **trained** in the operations of apparatus before they are designated as drivers of such apparatus. The training program shall be established by each fire department."

16) WAC 296-305-05001(1) Emergency fireground operations-Structural. "All members involved in emergency operations shall be familiar with the ICS system. Personnel shall be **trained** & qualified by their department in the incident command system prior to taking a supervisory role at an emergency scene."

- WAC 296-305-05001(5) "The fire Department **shall develop a risk management policy that can be implemented** into the function of incident command and the development of incident strategies."
- WAC 296-305-05001(6) "The fire department **shall establish written procedures and guidelines** for tracking all members operating at the emergency scene."
- WAC 296-305-05001(12) "The fire department **shall develop and maintain written guidelines** for the safety of members at incidents that involve violence, unrest, or civil disturbances."
- WAC 296-305-05001(16) "Prior to overhaul, buildings shall be surveyed for possible safety and health hazards. Fire fighters shall be **informed** of hazards observed during the survey."

17) WAC 296-305-05003 "Confined space rescue operations."

WAC 296-306-05003(2) "Fire departments which have contracted as an outside rescue service provider shall also comply with Part M (WAC 296-809) and in particular the specific provisions of WAC 296-62-14150(2) (Read WAC 296-809-50014) which requires authorized entrant **training and rescue practices** from the host's actual spaces or representative permit spaces."

17) (cont.) WAC 296-305-05003(3) “Fire departments which have responded or will respond to calls to perform rescue from a noncontracted permit-required confined space are required to have each team member of a rescue team **practice** making permit space rescues at least every 12 months by means of simulated rescue operations ...”

WAC 296-305-05003(6) “Written documentation of the rescue team’s **training** on the fire department’s confined space operating procedures, authorized entrant training, if applicable, the contracted host’s confined space program. A record of each of the hazard sizeups shall be maintained for...one year.”

18) Rope rescue operations.

WAC 305-05005(2) “Employees engaged in rope rescue operations shall be properly **trained** and qualified by the employer to perform such activities.”

WAC 296-305-05005(3) “Employers shall establish standard operational procedures for rope rescue activities and **training**.”

19) WAC 296-305-05007 “Trench rescue operations.”

WAC 296-305-05007(1) “Fire departments that engage in trench rescue operations shall adopt and maintain a written response program that addresses **training** and procedures to follow in emergency life threatening situations.”

WAC 296-305-05007(2) Employees that directly engage in trench rescue operations shall be **trained or shall be under the direct supervision of person(s) with adequate training** in trench and excavation hazard recognition, equipment use and operational techniques.”

20) WAC 296-305-05009 “Watercraft rescue operations.”

WAC 296-305-05009(8) & (a) & (b) “**Training** for all personnel shall represent the intent of the employer and physical characteristics of the vessel involved and shall be included in the employer’s accident prevention program.”

WAC 296-305-05009 “All employers operating watercraft in nonnavigable waters shall be responsible for **training** all employees to local hazards.”

21) WAC 296-305-05011 “Hazardous materials operations.” “Fire departments engaged in emergency response to releases of hazardous substances **shall comply with chapter 296-824** WAC, Emergency Response to Hazardous substance Releases.”

WAC 296-824-300 “To make sure employees participating in emergency response operations are **appropriately trained** for their assigned roles and duties.”

21) (cont.) "...Make sure employees are **appropriately trained** for their assigned roles and duties as follows: Initial training

Provide **initial training** before the employee is allowed to participate in an actual emergency response operation. When first responders at the awareness or operations level have sufficient experience to objectively demonstrate competencies specified in Table 3, you may accept experience instead of training.

Make sure **initial training** adequately addresses the competencies in Tables 3 through 6 and the minimum training durations in Table 3. Certify that employees objectively demonstrate competencies specified in 3 through 5 (except for employees trained as first responders at the awareness level). **Retraining (refresher) training:** Provide **retraining annually**; make sure retraining covers necessary content; and **document training or demonstrated competency...**"

22) WAC 296-305-05501 "Fire training."

WAC 296-305-05501(1) "All members who engage in emergency operations shall be **trained commensurate with their duties and responsibilities**. Training shall be frequent as necessary to ensure that members can perform their assigned duties in a safe and competent manner but shall not be less than the frequency specified in this standard."

WAC 296-305-05501(2) "Live structural-fire training." Prior to being permitted to participate in live structural-fire training evolutions, the student shall receive **adequate training** in safety, protective breathing apparatus, fire hose, nozzles and fire streams, ladders, and rescue as defined by the employer."

WAC 296-305-05501(2)(g) "Prior to conducting actual live fire training evolutions, **a preburn briefing shall be conducted** for all participants."

WAC 296-305-05501(3) "Fire fighters shall be **trained** in the function, donning and doffing, care, use, inspection, maintenance and limitations of the equipment assigned to them or available for their use."

WAC 296-305-05501(4) "When fire fighters are engaged in training above the ten-foot level where use of life lines or similar activities are to be undertaken, **a safety net shall be erected or other approved secondary means of fall protection...**"

WAC 296-305-05501(6) " **Training** shall be provided to fire fighters and officers in order that they will be knowledgeable in the identification and handling of asbestos containing materials likely to be encountered during the fire response."

23) WAC 296-305-05503 "Summary of training requirements."

WAC 296-305-05503(9) "The employer shall provide training and education for all members commensurate with those duties and functions that members are expected to perform. Such training and education shall be provided to members **before** they perform emergency activities. Fire service leaders and training instructors shall be **provided with training and education which is more comprehensive** than that provided to the general membership of the fire department."

23) (cont.) WAC 296-305-05503(10) "The employer shall assure that **training and education is conducted frequently enough** to assure that each member is able to perform the member's assigned duties and functions satisfactorily and in a safe manner so as not to endanger members or other employees. All members shall be provided with **training at least annually**. In addition, members who are expected to perform interior structural fire fighting shall be provided with an **education session or training at least quarterly.**"

24) WAC 296-305-06503 "General requirements"

WAC 296-06503(7) "Eye protection **shall be worn** when charging, changing or adding fluid to storage batteries. Personnel that will be charging storage batteries shall be **qualified** to perform this function by the employer. See WAC 296-24-23015."

25) WAC 296-07003 "Personal protective clothing and equipment for wildland fire fighting."

WAC 296-305-07003(7) "Persons provided fire shelters shall be trained in their use and shall receive refresher **training at least annually.**"

WAC 296-305-07003(8) "Personnel wearing full structural fire fighting clothing while engaged in fighting wildland fires **shall not expend more than one hour** before rotating to rest and rehabilitation. Agencies may rotate crews to avoid the one-hour benchmark when containing and controlling wildland fires."

WAC 296-305-07003(9) "Fire departments **shall establish written procedures for the care, use, maintenance, and retirement criteria for protective equipment** in conjunction with the manufacturers' recommendations."

WAC 206-305-07003(10) "Fire departments **shall establish written procedures for the use of protective clothing and protective equipment** while performing fire fighting activities."

26) WAC 296-305-07013(5) "Only personnel **trained** in firing equipment shall handle and use such equipment, and observe the manufacturers' recommendations."

27) WAC 296-305-07015 "Aircraft operations for fighting wildland fires."

WAC 296-305-07015(1) "Whenever fixed wing and rotary wing aircraft are being utilized on an incident, personnel **trained** in air operations management shall be assigned by the incident commander/operations section chief."

WAC 296-305-07015(5) "Personnel assigned to ride in rotary wing aircraft shall be **briefed** in the correct approach, riding and off-loading procedures for the particular type of aircraft."

28) WAC 296-305-07017 "First-aid for wildland fire fighters"

WAC 296-305-07017(2) "Officers at wildland fires shall be **trained** in the symptoms of heat-related disorders and shall observe their crews for such behavior. Appropriate action shall be taken in the event a crew member displays such symptoms."

29) WAC 296-305-07019 "Training for wildland fire fighting."

WAC 296-305-07019(3) "Suppression personnel assigned to a wildland fire shall be **trained** to a NWCG Fire Fighter level II or a comparable class of training."

WAC 296-305-07019(4) "Supervisory personnel shall be **trained** to a level commensurate to the position and responsibility they are to assume."

WAC 296-305-07019(5) "All personnel will be **trained and capable of demonstrating competency** in utilizing the Incident Command System (ICS)."

**NOTE:** Be aware of the policy recognizing "Urban Wildfires" Employees must be trained at a minimum to the unique hazards and issues involved in "urban interface areas" to which they will respond.

## **Additional Training Requirements:**

WAC 296-27-02111	Employee involvement: Injury/Illness Reporting and Posting
WAC 296-37	Diving
WAC 296-126-096	All Employees lifting more than twenty (20) pounds
WAC 296-155	Safety Standards for Construction Work (Fall Protection, Trenching, Cranes)
WAC 305-05503(9)	Trench Rescue, Heavy Lift, High Angle/Low Angle Rescue, Mountain Rescue, Swift Water Rescue, Dive Rescue, Tactical Paramedics, Urban Search & Rescue, Wildfire Vs. Wildland Fire Fighting
WAC 305-05013	“Aircraft rescue and fire fighting. Fire departments that engage in aircraft rescue and fire fighting operations shall review NFPA, Manual for Aircraft Rescue and Fire Fighting Operations 402M, 1991 edition.” (Current issue is “Guide for Aircraft Rescue and Fire Fighting Operations 2002 edition).
WAC 296-360	Discrimination (alluded to in the Poster “Your Rights as a Non-agricultural Worker” Publication F700-074-909
WAC 296-800-18010	Exposure Records, informing employees of rights of access.
WAC 296-802-30005	Inform current employees about their medical and exposure records.
WAC 296-800-28030	Electrical-Flexible Cords- Inspecting and removing damaged or defective cords from service.
WAC 296-800-31070	Alarms- Maintenance- Servicing, maintenance and tested by a properly trained person.
WAC 296-800-31075	Alarms- General- Training on how to report emergencies.
WAC 296-800-32020	Accidents- Investigation- No preliminary accident investigation conducted.
WAC 296-802	Employee Medical and Exposure Records
WAC 296-803	Lockout/Tagout
WAC 296-806-20022	Power transmission equipment (maintain)
WAC 296-807	Portable Power Tools (follow manufacturers’ instructions)
WAC 296-809	Confined Space
WAC 296-823	Bloodborne Pathogens
WAC 296-824	Emergency Response
WAC 296-841	Airborne Contaminates
WAC 296-842	Respirators
WAC 296-865	Motor Vehicles
WAC 296-876	Ladders, Portable and Fixed
WAC 296-900	Administrative Rules (Variances, Appeals, Postings, etc.)
RCW 49.17	Misc. Notifications