

Purpose: This policy establishes the qualification process for experienced CTFD driver/operators to qualify on additional CTFD apparatus of a type and purpose for which they have been qualified previously. Examples include qualification of driver/operators on newly-acquired CTFD apparatus or qualification of driver/operators with qualifications from one (or more) legacy station(s) on apparatus previously controlled by other legacy stations.

Eligibility: Driver/operators qualify for lateral qualification if they have been appointed driver/operators on CTFD apparatus of like type and purpose AND have a minimum of one (1) year of field experience as a qualified driver/operator on CTFD apparatus of like type and purpose.

Administration: The Deputy Fire Chief of Training will have primary responsibility for administration of this policy.

Procedure: The driver/operator candidate shall be required to complete the following process on each apparatus for which he/she seeks lateral qualification:

- Minimum of two (2) hours (approximately 30 to 40 miles) of familiarization driving on roads covering town and rural areas in which CTFD is expected to respond regularly while accompanied by a qualified fire officer or driver/operator. Approximately 40% to 50% of this driving time should be after dark. At the end of the second hour of familiarization driving, the accompanying officer or driver/operator will determine suitability to proceed to qualification testing or need for additional familiarization time.
- Successful completion of the road test (attached), to be administered by a fire officer different from the officer(s) (if any) who accompanied the candidate on the familiarization session(s).
- Minimum of one hands-on familiarization session covering apparatus operations (pump, generator, aerial device, etc., as appropriate) while accompanied by a qualified fire officer or driver/operator. If multiple candidates are working toward lateral qualification at the same time, this may be conducted as a group training session.
- Successful completion of the operations test for that apparatus type (attached), to be administered by a qualified fire officer.

Trainers/Testers:

- Familiarization sessions may be conducted by any CTFD personnel qualified as a driver/operator on the apparatus on which training is being conducted. The Deputy Fire Chief of Training will designate the trainer who will conduct each session, as needed.
- Testing sessions may be conducted by any CTFD officer holding the rank of Deputy Chief or higher and serving as a qualified driver/operator on the apparatus on which training is being conducted. The Deputy Fire Chief of Training will designate the officer who will conduct each test, as needed.

CTFD Driver/Operator Lateral Qualification Summary

Name: _____ Apparatus: _____

Familiarization Sessions:

Driving	Time: _____ Miles: _____ OK to test? Y N Officer (print): _____ Initial: _____ _____
Approvals (signature): Deputy Chief, Training: Date: _____ Fire Chief: Date: _____ Driving	Time: _____ Miles: _____ OK to test? Y N Officer (print): _____ Initial: _____ _____
Driving	Time: _____ Miles: _____ OK to test? Y N Officer (print): _____ Initial: _____ _____
Operations	Time: _____ OK to test? Y N Officer (print): _____ Initial: _____ _____
Operations	Time: _____ OK to test? Y N Officer (print): _____ Initial: _____ _____

Testing:

Road Test	Date: _____ Score: _____ Qualified? Y N Officer (print): _____ Initial: _____
Operations Test	Date: _____ Score: _____ Qualified? Y N Officer (print): _____ Initial: _____

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CTFD Driver/Operator Lateral Qualification Road Test

Trainee: _____ Date: _____ Total Score: _____
 Apparatus: _____ Evaluator: _____

Candidate must achieve a passing grade of 80% based on total score.

1. General Forward Driving (80 pts.) SCORE: _____
 - a) Maintains safe lane positioning (15 pts.): _____
 - b) Left/Right turns appropriately executed (15 pts.): _____
 - c) Observes speed limits (15 pts.): _____
 - d) Uses turn signals (10 pts.): _____
 - e) Observes cross traffic and hazards at intersections (10 pts.): _____
 - f) Complete stops at signs/red signals (10 pts.): _____
 - g) Smooth stops and starts (5 pts.): _____

2. Vehicle Maneuvering (70 pts.) SCORE: _____
 - h) Correctly uses mirrors/camera (10 pts.): _____
 - i) Uses caution when backing up (10 pts.): _____
 - j) Requests and uses a spotter (10 pts.): _____
 - k) Pulling into/backing out of a tight space (10 pts.): _____
 - l) Backing into/pulling out of a tight space (10 pts.): _____
 - m) Backing up in a straight line (10 pts.): _____
 - n) Backing into station, aligned properly when parked (10 pts.): _____

3. General Knowledge of Vehicle (50 pts.) SCORE: _____
 - o) Location and purpose of gages (10 pts.): _____
 - p) Normal operating parameters for air/oil/temps/etc. (10 pts.): _____
 - q) Location and purpose of switches and controls (10 pts.): _____
 - r) Knowledge of auxiliary systems (chains, diff locks, etc.) (10 pts.): _____
 - s) Location & operation of emergency warning lights and sirens (5 pts.): _____
 - t) Location & operation of radio equipment (5 pts.): _____

CTFD Driver/Operator Lateral Qualification Operations Test
Pumping Apparatus

Trainee: _____ Date: _____ Total Score: _____
Apparatus: _____ Evaluator: _____

Candidate must achieve a passing grade of 80% based on total score.

1. Drafting and Hand Line Operations (100 pts.) SCORE: _____
The Candidate will properly engage the pump, draw a prime, set up to circulate, and then follow the instructions given by the Evaluator. Each time the Evaluator asks for a line or appliance to be charged, it is the Candidate's responsibility to set the proper discharge pressure for that line or device. When ordered to shut down, the Candidate will properly shut down the system, disengage the pump and make the unit ready for the next use.

- a) Properly directs/assists setup of engine for drafting from dry hydrant (10 pts.): _____
- b) Explains how setup would differ if using a dock strainer (5 pts.): _____
- c) Properly and safely engages pump (10 pts.): _____
- d) Successfully pulls draft and circulates to source (10 pts.): _____
- e) Charges fog line from tank, sets correct pressure for Div. 1 fire (10 pts.): _____
- f) Properly transitions from tank water to outside water source (5 pts.): _____
- g) Explains adjustments to hand lines for Div 3 fire; Div 0 fire (10 pts.): _____
- h) Explains adjustment for smooth bore line (5 pts.): _____
- i) Sets deck gun for master stream operations and identifies gpm flow (5 pts.): _____
- j) Explains setup and pressure to supply 1000 gpm over 1000' via 5" (10 pts.): _____
- k) Explains tanker fill setup and operation (10 pts.): _____
- l) On command, correctly shuts down system and disengages pump (10 pts.): _____

2. Street Hydrant Operations (20 pts.) SCORE: _____

The Candidate will set up the engine as a supply piece on a hydrant, **without** opening the hydrant. The Candidate will then answer the Evaluator's questions. When finished, the Candidate will break down the system and make the unit ready for the next use.

- m) Correctly makes hydrant connection with LDH and hydrant gate (10 pts.): _____
- n) Connects outbound (short) LDH to correct discharge (5 pts.): _____
- o) Explains other options for intake and fittings needed (5 pts.): _____
- p) Explains correct operation of Hydrant Valve, if present (10 pts.): _____

3. Generator Use (50 pts.) SCORE: _____

The Candidate will properly start the generator and set up equipment for use as directed. When ordered to shut down, the Candidate will properly shut down the system and make it ready for the next use.

- q) Correctly locates generator switch and starts generator (5 pts.): _____
- r) Makes sure NOT to start generator under load (10 pts.): _____
- s) Demonstrates use of on-board lighting equipment (10 pts.): _____
- t) Deploys cord reel and junction box for use (5 pts.): _____
- u) Demonstrates use of electrical equipment, other than lighting (10 pts.): _____
- v) Explains location and use of electrical adaptors (5 pts.): _____
- w) Shuts down system and properly stows equipment for use (5 pts.): _____

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CTFD Driver/Operator Lateral Qualification Operations Test**Mobile Water Supply Apparatus**

Trainee: _____ Date: _____ Total Score: _____

Apparatus: _____ Evaluator: _____

Candidate must achieve a passing grade of 80% based on total score.

1. Pump Operations (80 pts.) SCORE: _____

The Candidate will properly set up the tanker to supply an engine, establish supply from the tank, and then follow the instructions given by the Evaluator. Each time the Evaluator asks for a line or appliance to be charged, it is the candidate's responsibility to set the proper discharge pressure for that line or device. When ordered to shut down, the Candidate will properly shut down the system, disengage the pump and make the unit ready for the next use.

- a) Properly and safely engages pump (10 pts.): _____
- b) Sets pump to supply engine while re-circulating (10 pts.): _____
- c) Properly directs/assists setup of tanker to supply engine (10 pts.): _____
- d) Explains how to transition from tank water to outside water source (5 pts.): _____
- e) Properly directs/assists setup of tanker for drafting (10 pts.): _____
- f) Successfully pulls draft and circulates to source (10 pts.): _____
- g) Demonstrates use of pressure control device (5 pts.): _____
- h) Identifies discharge pressure to supply 400 gpm over 500' (5 pts.): _____
- i) Explains adjustments for 50' uphill run; 30' downhill run (10 pts.): _____
- j) Explains adjustments for 750 gpm; 300 gpm (10 pts.): _____
- k) On command, correctly shuts down system and disengages pump (5 pts.): _____

2. Tanker Fill Operations (25 pts.) SCORE: _____

Using the adapters available onboard the tanker, the Candidate will set up to accept fill lines offered in each of the following ways. When finished, the Candidate will make the unit ready for the next use.

- l) 4" Storz (5 pts.): _____
- m) 3" Storz (5 pts.): _____
- n) 2.5" Storz (5 pts.): _____
- o) 2.5" BRK male (5 pts.): _____
- p) 2.5" NST male (5 pts.): _____

3. Tank Deployment (45 pts.) SCORE: _____

With appropriate assistance, the Candidate will demonstrate deployment and stowing of a dump tank. When finished, the Candidate will make the unit ready for the next use.

- q) Releases all safety catches and devices (5 pts.): _____
- r) Fully lowers tank (5 pts.): _____
- s) Properly deploys/directs deployment of protective tarps (10 pts.): _____
- t) Properly deploys/directs deployment of tank (10 pts.): _____
- u) Properly stows/directs stowing of tank (10 pts.): _____
- v) Closes all safety catches and devices (5 pts.): _____