Meeting Agenda
Technical Committee on Fire Service Occupational Safety and Health
January 8th-10th, 2013
San Diego, Ca.

I. Welcome and call to order of the TC by the Chair at 8am.

II. Introductions- members and guests

III. Review and accept minutes from the March 2012 meeting

IV. NFPA update/new process – Ken Holland, Staff Liaison

V. Review of remainder of cycle for NFPA 1521, NFPA 1561

VI. Public comments for NFPA 1521

VII. Committee comments for NFPA 1521
   a. Task group report (chapter 5)
   b. Task group report (chapter 6)

VIII. Public comments for NFPA 1561

IX. Committee comments for NFPA 1561

X. Task group development and work for NFPA 1581, NFPA 1583, and NFPA 1584

XI. Other Business

XII. Next Meeting- FDM for NFPA 1581, NFPA 1583, and NFPA 1584
The NFPA 1521 Task Group and NFPA 1561 Task Group, established at the previous meeting, met on March 12 – 13, 2012, prior to the meeting of the technical committee, for the revision of NFPA 1521, *Standard on Fire Department Safety Officer* and NFPA 1561, *Standard on Emergency Services Incident Management System*.

Chairman Randy Krause called the meeting to order at 0805 hours on March 14, 2012 at the DoubleTree Hotel in San Diego, CA.

Chairman Krause welcomed members and guests to the meeting of the NFPA Fire Service Occupational Safety and Health Technical Committee. As the newly appointed chairman of the Fire Service Occupational Safety and Health Technical Committee, Chief Krause introduced himself to the members and guests. Randy serves as Fire Chief of the Port of Seattle Fire Department (Seattle-Tacoma International Airport).

Members and guests were introduced.

**Members Present**
- Randy Krause, Chairman
- Stephen Raynis
- Murrey Loflin, Secretary
- David Ross
- Lawrence Bennett
- Mario Rueda
- David Bernzweig
- Andrew Schwartz
- Thomas Cuff
- Phil Stittleburg
- Tom Hillenbrand
- Fred Terryn
- Scott Kerwood
- Kim Zagaris
- Steve Kreis

**Alternates and Non-Voting Members**
- Jim Brinkley
- Peggy Curtis
- Christopher Garrett
- Todd Harms
- Bob Neamy

**Guests**

David Dodson – Loveland Fire Department (Ret.)
NFPA Staff Liaison

Ken Holland

A motion as made by Scott Kerwood to accept the minutes of the Fire Service Occupational Safety and Health Technical Committee Meeting in October 10 – 12, 2011 in Baltimore, MD. Fred Terryn made the second and the motion passed.

The next order of business was discussion regarding the issue of where the roles and responsibilities of the Incident Safety Officer are going to be located. The initial discussion during the Task Group work on March 11, 2012 was as follows:

- the professional qualification requirements of Incident Safety Officer (in JPR format) moved to NFPA 1026, Standard for Incident Management Personnel Professional Qualifications;
- also, the recommendation was to change the title from “Incident Safety Officer” to “Safety Officer”;
- the operational requirements for Incident Safety Officer would be given to NFPA 1561, Standard on Emergency Services Incident Management System;
- the title of NFPA 1521 be changed to “Standard on Occupational Safety and Health Officer”;

The meeting adjourned for all members to attend the NFPA “New Process Orientation” meeting which is an orientation for the new NFPA Standards Making Process.

After reconvening, the technical committee continued the discussion about the revision process with the Incident Safety Officer. After further discussion, a motion was made, states:

“For the Fire Service Occupational Safety and Health Technical Committee create JPR’s for a Fire Department Safety Officer position in NFPA 1521, Standard on Fire Department Safety Officer and that the Fire Service Occupational Safety and Health Technical Committee not incorporate the requirements an all-hazards safety officer from NFPA 1026, Standard for Incident Management Personnel Professional Qualifications into NFPA 1521.” The motion was made, seconded, and was passed.

The next item of business was review the work of the NFPA 1561 Task Group. Bob Neamy, Task Group Chair discussed the changes and additions to NFPA 1561, Standard on Standard on Emergency Services Incident Management System. The revision work included changes to the standard, adding language for a new chapter titled “Command Safety”, and changes to various Annexes.

A motion to accept the revision work for NFPA 1561, Standard on Emergency Service Incident Management System and Command Safety was made, seconded, and was passed.

Scott Kerwood, Task Group Chair of the NFPA 1521, Standard on Fire Department Safety Officer, Chapter 5 – Health and Safety Officer reviewed the revision work to the standard. The revision
work was to change current language into JPR format. The following Sections were changed in Chapter 5 of NFPA 1521:

- 5.2 - Laws, Codes, and Standards
- 5.3 - Training and Education
- 5.4 - Accident Prevention
- 5.5 - Accident Investigation, Procedures, and
- 5.6 - Records Management and Data Analysis
- 5.7 - Apparatus and Equipment
- 5.8 - Facility Inspection
- 5.9 - Health Maintenance
- 5.10 - Liaison
- 5.11 - Occupational Safety and Health Committee
- 5.12 - Infection Control
- 5.13 - Occupational Exposure to Atypically Stressful Events
- 5.14 - Post Incident Analysis

A motion was made, seconded and passed to accept the revision work of the task group.

Dave Bernzweig, Task Group Chair of the NFPA 1521, *Standard on Fire Department Safety Officer, Chapter 6 – Incident and Safety Officer* reviewed the revision work to the standard. There was discussion regarding the use of the term “Incident Safety Officer” and “Safety Officer” (NIMS term). The following Sections were changed in Chapter 6 of NFPA 1521:

- 6.1 - Functions of the Incident Safety Officer
- 6.2 - Fire Suppression
- 6.3 - Technical Rescue
- 6.4 - Hazardous Materials
- 6.5 - Accident Investigation and Review

A motion was made, seconded and passed to accept the revision work of the task group.

The next discussion was the status of documents assigned to the Fire Service Occupational Safety and Health Technical. The following is a review of the documents and the cycle the document is currently assigned.
A motion was made, seconded and passed to send NFPA 1521, *Standard for Fire Department Safety Officer* and NFPA 1561, *Standard on Emergency Service Incident Management Systems and Command Safety* to letter ballot.

All task groups established for the work on these documents were discharged at the conclusion of the meeting. Any new task groups will be established and charged with a duty prior to our next meeting.

**New Business**

Ken Holland discussed The Enforcer Project developed by NFPA which will reimburse technical committee members for travel (80%) who are classified as “enforcer” by NFPA. If a technical committee member has a question, please contact Ken Holland.

Ken Holland advised technical committee members to consider having an alternate to serve on this committee.

**Old Business**

None

**Next Meeting – Second Draft Meeting**

The next meeting of the technical committee will be February 26, 27, and 28, 2013, which will serve as the Second Draft Meeting for NFPA 1521 and NFPA 1561. The first choice for the
meeting location is San Diego, CA. The First Draft Meeting for NFPA 1581, NFPA 1583, and NFPA 1584 will be held April 30, May 1, and May 2, 2013. The first choice for location was Virginia Beach, VA. Ken Holland will advise members of the technical committee of upcoming meeting locations in future correspondence.

**Adjournment**
Scott Kerwood made a motion to adjourn the meeting. Mario Rueda made the second and the meeting adjourned at 1000 hours on March 15, 2012.
The verb "ensure" appears in many instances throughout the document. First occurrence is 5.3.4. This term carries responsibility to execute an action that could extend to situations where the ability to ensure is beyond the practitioner's control, yet the practitioner could still be held responsible under the standard. A more appropriate verb would be "verify", which still requires implementation of the program, but limits the practitioner's responsibility to within the practitioner's field of influence.

Alternately, "ensure" could be defined explicitly in the standard to limit the liability of the practitioner.

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Statement of Problem and Substantiation for Public Comment

Use of a particular term creates potential for legal liability in situations that could be beyond the practitioner's control. Changing the term or alternately, explicitly defining its meaning to limit the liability, will assist to minimize such liability.

Submitter Information Verification

Submitter Full Name: Robert Deom
Organization: Kahnawake Fire Brigade
Submittal Date: Tue Oct 30 11:03:09 EDT 2012

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New Definition
Blowup: A wildland fire term used to describe the explosive and sustained increase in fire intensity due to wind, fuel characteristics, or topographical features.

Statement of Problem and Substantiation for Public Comment

ISO JPR TG Proposal

Submitter Information Verification

Submitter Full Name: David Bernzweig
Organization: Columbus (OH) Division of Fire
Submittal Date: Thu Nov 15 22:05:37 EST 2012

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Public Comment No. 20-NFPA 1521-2012 [New Section after 3.3.5.1]

New Definition
Flaring: A wildland fire term used to describe a short-lived rise in flame lengths due to wind, fuel characteristics, or topographical features. Flaring is a warning sign of blowup potential.

Statement of Problem and Substantiation for Public Comment

ISO JPR TG Proposal

Submitter Information Verification

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New Definition
Hostile Fire Event: A general descriptor for myriad fire phenomena including flashover, backdraft, smoke-explosion, flameover, and rapid fire spread.

Statement of Problem and Substantiation for Public Comment
ISO JPR TG Proposal

Submitter Information Verification
Submitter Full Name: David Bernzweig
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Submittal Date: Thu Nov 15 22:10:05 EST 2012

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New Definition
Environmental Factors: A collection of characteristics such as weather, terrain, access/egress pathways, structural components, smoke production, fire spread potential, and other physical features that are present at a given incident scene.

Statement of Problem and Substantiation for Public Comment

ISO JPR TG Proposal

Submitter Information Verification

Submitter Full Name: David Bernzweig
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Submittal Date: Thu Nov 15 22:11:49 EST 2012

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New Definition
Operational Factors: The collection of strategic/tactical assignments, positions, equipment, and processes being utilized by incident-handling personnel.

Statement of Problem and Substantiation for Public Comment
ISO JPR TG Proposal

Submitter Information Verification
Submitter Full Name: David Bernzweig
Organization: Columbus (OH) Division of Fire
Submittal Date: Thu Nov 15 22:13:20 EST 2012

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Chapter 5—Job-Performance Requirements (JPRs) of the Health and Safety Officer

5.1 Scope.

5.2 Purpose.

5.2.1 The purpose of this chapter shall be to specify minimum job-performance requirements for personnel performing the role of fire department health and safety officer.

5.2.2 It shall not be the intent of this chapter to restrict any jurisdiction from exceeding these requirements. [1026:1.2.2]

5.3 General.

5.3.1 The job-performance requirements shall be accomplished in accordance with the requirements of the authority having jurisdiction; NFPA 1500, Standard on Fire Department Occupational Safety and Health Program; and NFPA 1561, Standard on Emergency Services Incident Management System and Command Safety.

5.3.2 It shall not be required that the job-performance requirements be mastered in the order they appear.

5.3.2.1 The authority having jurisdiction (AHJ) shall establish instructional priority and the training program content to prepare individuals to meet the job performance requirements of this standard.

5.3.3 Performance of each requirement of this chapter shall be evaluated by individuals approved by the AHJ. [1026:1.3.3].

5.3.4 The AHJ shall establish a specific qualification process that identifies the steps to prepare a candidate for qualification at the level the candidate will be expected to perform under the auspices of that jurisdiction and to prepare the candidate in a manner consistent and compatible with the National Incident Management System (NIMS). [1026:1.3.4]

5.3.5 Prior to being certified as fire department health and safety officer, the candidate shall meet the general knowledge and skill requirements and the job-performance requirements of this chapter necessary to function safely at the kind and type(s) of incident or planned event at which a health and safety officer would operate.

5.3.6 The job-performance requirements in this chapter are consistent with the Safety-Officer Core Competencies published as part of the NIMS.
Wherever in this chapter the terms rules, regulations, procedures, supplies, apparatus, and equipment are referred to, it is implied that they are those of the AHJ. [1026 :1.3.7]

5.4 Risk Management

5.4.1 Develop an official written risk management plan by determining the types of risks and categorizing those risks, given injury reports, vehicle accident reports, and OSHA and the state's Department of Labor investigations, so that the exposure to situations and occurrences that could have harmful or undesirable consequences on the organization and the individual member is minimized. The risk management plan shall cover the risks specified in Chapter 4 of NFPA 1500, Standard on Fire Department Occupational Safety and Health Program.

(A) Requisite Knowledge—
Standard operating procedures (guides) (SOP/Gs), regulations, and standards as determined by the AHJ; fire behavior, building construction, personal protective equipment, and clothing; and national and local injury and health data.

(B) Requisite Skills—
Ability to identify risks; develop goals, objectives, and action plans to manage those risks; analyze data; perform cost-benefit analyses.

5.4.2 Implement the risk management plan throughout the organization, given electronic or printed copies of the risk management plan, so that the safest work environment for the members of the organization is created.

(A) Requisite Knowledge—
SOP/Gs, regulations, and standards as determined by AHJ; fire behavior, building construction, personal protective equipment, and clothing; and national and local injury and health data.

(B) Requisite Skills—
Ability to identify risks; develop goals, objectives, and action plans to manage those risks; analyze data; perform cost-benefit analyses.

5.4.3 Manage the safety and health programs derived from the risk management plan, given process and outcome evaluations of the plan, so that modifications to the plan can be made.

(A) Requisite Knowledge—
SOP/Gs, regulations, and standards as determined by AHJ; fire behavior, building construction, personal protective equipment, and clothing; and national and local injury and health data.

(B) Requisite Skills—
Ability to identify risks; develop goals, objectives, and action plans to manage those risks; analyze data; perform cost-benefit analyses.

5.4.4 Communicate safety aspects of the risk management plan, given the integration of safety programs into training and education programs, so that the training programs offered have a basis in operating safely and safety initiatives are circulated through the organization's training programs.

(A) Requisite Knowledge—
AHJ risk management plan, resources available from Fire/EMS professional organizations, USFA, NFPA, and colleges and universities.

(B) Requisite Skills—
The ability to educate and integrate health and safety aspects of the risk management program through training programs.
Generate electronic or printed copies of the risk management plan given reproduction facilities and/or computer resources so that the risk management plan is available to all fire department members.

**(A) Requisite Knowledge.**

AHJ resources available for reprinting and information technology.

**(B) Requisite Skills.**

Delegate responsibility for distribution of the risk management plan.

5.4.6 *

Develop safety and health programs addressing identified risks from the risk management plan, given a copy of the risk management plan, the organizational health and safety policy, a record-keeping system for data analysis, and a health and safety committee, so that the health and safety programs are implemented and maintained.

**(A) Requisite Knowledge.**

Risks associated with administration, facilities, training, vehicle operation (both emergency and non-emergency), protective clothing and equipment, operations at emergency incidents, operations at non-emergency incidents, and other related activities.

**(B) Requisite Skills.**

Risk identification, risk evaluation, establishment of priorities for action (frequency and severity), risk control techniques, and risk management monitoring (process and outcome evaluations).

6.4.7 *

Monitor the risk management plan, given an evaluation process that compares the organization before and after implementation of the safety program, so that it can be determined if the safety program is effective, to gauge the response to the program from the organization’s member’s perspective, and to facilitate program changes.

**(A) Requisite Knowledge.**

Process and outcome evaluation.

**(B) Requisite Skills.**

Compiling and analyzing injury data, obtaining feedback from personnel, and observing performance and behavior changes.

5.4.8 *

Revise the risk management plan annually given the AHJ records and reports on injuries and investigations, so that the risks are identified, evaluated, and controlled through the health and safety programs.

**(A) Requisite Knowledge.**

Process and outcome evaluation processes.

**(B) Requisite Skills.**

Compiling and analyzing injury data, obtaining feedback from personnel, and observing performance and behavior changes.

6.4.9 *

Develop an incident risk management plan, given the fire department’s incident management system, so that the organization can provide the highest level of accountability and effectiveness, maintain effective span of control, and provide a framework for breaking a major incident into manageable tasks.

**(A) Requisite Knowledge.**


**(B) Requisite Skills.**
6.4.10
Develop a risk management plan, given the requirements of Chapter 8 of NFPA 1500, Standard on Fire Department Occupational Safety and Health Program, so that the risk management plan incorporates incident management at all emergency operations.

(A) —
Requisite Knowledge. HSPD-5 (NIMS) and HSPD-8 (NRF), other applicable federal, state, and local regulations, and applicable NFPA standards.

(B) —
Requisite Skills. Incorporate the roles of the command staff and general staff into the risk management plan.

5.5 Laws, Codes, and Standards

5.5.1 *
Develop, maintain, and present SOP/Gs pertaining to the fire department occupational safety and health program to the fire chief or the fire chief’s designated representative, given health and safety laws, codes, and standards, so that the SOP/Gs follow health and safety laws, codes, and standards.

(A) Requisite Knowledge. —
Applicable health and safety laws, codes, and standards pertaining to the fire service; standardized format or template for writing SOP/Gs; criteria to determine effectiveness of fire department operations and training practices; and a list of required safety subjects to address, including selection criteria.

(B) Requisite Skills. —
Writing and critical thinking skills; ability to understand health and safety laws, codes, and standards pertaining to the fire service; and ability to transcribe applicable material into SOP/Gs.

5.5.2 *
Assess and report semiannually to the fire chief or the fire chief’s designated representative the adequacy and effectiveness of and compliance with applicable health and safety laws, codes, standards, SOP/Gs, and recordkeeping practices, given access to current state/provincial and federal safety and health legislation, codes, regulations, and applicable standards and a thorough knowledge of operations, policies and training, so that it can be determined that the fire department is in compliance with the applicable laws, codes, and standards.

(A) Requisite Knowledge. —
Applicable laws, codes, and standards pertaining to the fire service; the fire department’s SOP/Gs.

(B) Requisite Skills. —
Writing and critical thinking and the ability to understand health and safety laws, codes, and standards pertaining to the fire service.

5.5.3
Develop the role of the health and safety officer, given compliance with the applicable health and safety laws, codes, standards, and SOP/Gs, so that it can be determined that the fire department is in compliance with the applicable laws, codes, and standards.

(A) Requisite Knowledge. —
Applicable laws, codes, and standards pertaining to the fire service; the fire department’s SOP/Gs.

(B) Requisite Skills. —
Ability to understand health and safety laws, codes, and standards pertaining to the fire service.

6.6 Training and Education.

6.6.1 * __

Develop and distribute health and safety information for the education of fire department members, given NFPA 1500, *Standard on Fire Department Occupational Safety and Health Program*, SOP/Gs, and health and safety policies used by the AHJ, so that members can be trained in the organization’s health and safety procedures relating to all fire department operations and functions.

(A) Requisite Knowledge.

SOP/Gs and health and safety policies used by the AHJ; NFPA 1500; *Standard on Fire Department Occupational Safety and Health Program*; and AHJ codes, standards, and regulations that relate to the fire department occupational safety and health program.

(B) Requisite Skills.

Analyzing information from different data sources; interpersonal and organizational interaction.

6.6.2 * __

Evaluate the training of fire department members on the organization’s health and safety procedures, given NFPA 1500, *Standard on Fire Department Occupational Safety and Health Program*; SOP/Gs; and the health and safety policies used by the AHJ, so that members operate safely at all fire department operations and functions.

(A) Requisite Knowledge.

SOP/Gs and health and safety policies used by the AHJ; NFPA 1500; *Standard on Fire Department Occupational Safety and Health Program*; AHJ codes, standards, and regulations that relate to the fire department occupational safety and health program.

(B) Requisite Skills.

Analyzing information from different data sources; interpersonal and organizational interaction.

6.6.3

Develop corrective actions to submit through the chain of command to the fire chief, given a list of recommendations arising from the investigation of accidents, injuries, occupational deaths, illnesses, and exposures and the observation of incident scene activities, so that future occurrences of these problems are eliminated or reduced.

(A) Requisite Knowledge.

Applicable federal, state, and local laws, standards, and regulations; SOP/Gs and health and safety policies used by the AHJ; life-threatening and non-life-threatening occupational injuries and illnesses; procedures for conducting, documenting, recording, and reporting safety and health investigations; procedures for preserving evidence and documentation; and the technical knowledge pertinent to the incident(s) under investigation.

(B) Requisite Skills.

Analyzing information from different data sources; interacting with or interviewing personnel associated with the incident, often under conditions of personal stress; completing safety investigation documentation; identifying cause(s) of injury, death, or property damage; and determining corrections to prevent similar future losses.

6.6.4
Develop live training evolution procedures to be incorporated into an SOP/G, given a list of live training evolutions utilized by the AHJ, so that safety supervision is provided at all live training activities.

(A) Requisite Knowledge.
SOP/Gs and health and safety policies used by the AHJ; live training evolutions used by the AHJ; life-threatening and non-life-threatening occupational injuries and illnesses.

(B) Requisite Skills.
Ability to develop SOP/Gs, use resources for determining code compliance, and complete reporting and documentation requirements.

5.6.5
Develop live fire training evolution procedures to be incorporated into an SOP/G, given a list of NFPA 1403, Standard on Live Fire Training Evolutions, requirements, so that safety supervisors can be trained to provide safety supervision at all live fire training activities.

(A) Requisite Knowledge.
SOP/Gs and health and safety policies used by the AHJ; live training evolutions used by the AHJ; life-threatening and non-life-threatening occupational injuries and illnesses.

(B) Requisite Skills.
Ability to develop SOP/Gs, use resources for determining code compliance, and complete reporting and documentation requirements.

5.6.6
Develop live fire training evolution procedures to be incorporated into an SOP/G, given a list of NFPA 1403, Standard on Live Fire Training Evolutions, requirements, so that safety supervision is provided at all live fire training activities.

(A) Requisite Knowledge.
SOP/Gs and health and safety policies used by the AHJ; live training evolutions used by the AHJ; life-threatening and non-life-threatening occupational injuries and illnesses.

(B) Requisite Skills.
Ability to develop SOP/Gs, use resources for determining code compliance, and complete reporting and documentation requirements.

5.6.7
Conduct a preburn inspection of an acquired structure to be utilized for live fire training, given a list of NFPA 1403, Standard on Live Fire Training Evolutions, requirements, so that the requirements of NFPA 1403, Standard on Live Fire Training Evolutions, are met.

(A) Requisite Knowledge.
SOP/Gs and health and safety policies used by the AHJ; live training evolutions used by the AHJ; life-threatening and non-life-threatening occupational injuries and illnesses.

(B) Requisite Skills.
Ability to develop SOP/Gs, use resources for determining code compliance, and complete reporting and documentation requirements.

5.7 Accident Prevention.

5.7.1
Manage the fire department's accident prevention program, given safe work practices, training, and testing of vehicle drivers and operators; surveys; and reports, so that the program meets the requirements specified in Section 5.4, safety work practices are complied with, and recommendations are forwarded to the fire chief.

(A) Requisite Knowledge.
Understand the necessary components of a fire department accident prevention program, and the procedures for developing recommendations based on fire department audits, incident reports, surveys, accident reports, injury reports, inspection reports, and other applicable department information.

**(B) Requisite Skills**

Analyzing the components necessary to be included in a fire department accident prevention program based on the requirements of Section 5.8; analyzing information from different sources; interacting with or interviewing personnel associated with the various aspects of the fire department that relate to operations, apparatus, equipment, fire department facilities, and SOP/Gs.

5.7.2 *

Provide training in safe work practices for emergency and nonemergency operations given the fire department's risk management plan, SOP/Gs, and training curriculum, so that that members can perform their job tasks in a safe and effective manner.

**(A) Requisite Knowledge**

Procedures for conducting job tasks based on department SOP/Gs, the department's risk management plan, health and safety policies used by the AHJ, and the technical knowledge pertinent to perform various job tasks.

**(B) Requisite Skills**

Analyzing information from different sources, interacting with or interviewing personnel associated with training of department members, and delivery methods of instructional materials.

5.7.3 *

Develop an accident prevention program that addresses the necessary components for training and testing all fire department drivers and operators, given fire department policy and applicable traffic laws, so that fire department vehicle operators are proficient in the safe operation of fire apparatus.

**(A) Requisite Knowledge**

Procedures for driving and operating fire apparatus based on department SOP/Gs, health and safety policies used by the AHJ, and applicable traffic laws.

**(B) Requisite Skills**

Analyzing information from different sources, interacting with or interviewing personnel associated with training of department members, and delivery methods of instructional materials.

5.7.4 *

Conduct a periodic safety audit, given fire department operations, apparatus, equipment, facilities, and SOP/Gs, so that safe work practices and procedures are maintained, and ensure compliance with federal, state/provincial, and local laws.

**(A) Requisite Knowledge**

Understand safe work practices and procedures for fire department operations, apparatus, equipment, and fire department facilities based on SOP/Ss and federal, state/provincial, and local laws.

**(B) Requisite Skills**

Analyzing information from different sources; interacting with or interviewing personnel associated with training of department members, and delivery methods of instructional materials.

5.8 Accident Investigation, Procedures, and Review.

5.8.1
Conduct a safety and health investigation, given an incident or planned event in which there is an occupational injury, illness, exposure, fatality, near miss, or other potentially hazardous condition involving fire department members, and all accidents involving fire department vehicles, apparatus, equipment, or facilities, and the SOP/Gs and health and safety policies used by the AHJ, so that the facts and the root cause of the incident are correctly identified, deviations from SOP/Gs established by the AHJ and health and safety policies are noted, corrective recommendations are made for preventing similar losses in the future, and all information gathered in the investigation is documented, reported, and recorded according to policies established by the AHJ.

(A) Requisite Knowledge.—

Procedures for conducting, documenting, recording, and reporting a safety and health investigation, SOP/Gs and health and safety policies used by the AHJ, procedures for preserving evidence and documentation, and the technical knowledge pertinent to the incident under investigation, and federal, state/provincial, and local laws.

(B) Requisite Skills.—

Analyzing information from different data sources; interacting with or interviewing personnel associated with the incident, often under conditions of personal stress; completing safety investigation documentation; identifying cause(s) of injury, death, or property damage; and determining recommendations to prevent similar future losses.

5.8.2—

Develop safety and health procedures for treating and transporting members with injuries and illnesses to be incorporated into an SOP/G, given applicable documents and techniques provided by the AHJ, so that the SOP/G ensures that all life-threatening and non-life-threatening occupational injuries, illnesses, and exposures involving fire department members will receive immediate emergency medical care and transportation to the most appropriate medical or health care facility.

(A) Requisite Knowledge.—

SOP/Gs and health and safety policies used by the AHJ, life-threatening and non-life-threatening occupational injuries and illnesses, and the technical knowledge pertinent to developing and reviewing SOP/Gs and EMS policy and procedures.

(B) Requisite Skills.—

Analyzing information from different data sources; interacting with or interviewing personnel associated with the incident, often under conditions of personal stress; completing safety investigation documentation; identifying cause(s) of injury, death, or property damage; and determining recommendations to prevent similar future losses.

5.8.3—

Apply safety and health procedures for treating and transporting members with injuries and illnesses, given an incident or planned event, applicable documents, techniques, and SOP/Gs, so that all life-threatening occupational injuries and illnesses are provided immediate emergency medical care and transportation to the most appropriate medical facility, and non-life-threatening occupational injuries, illnesses, and exposures are treated at the most appropriate medical or health care facility.

(A) Requisite Knowledge.—

SOP/Gs and health and safety policies used by the AHJ, life-threatening and non-life-threatening occupational injuries and illnesses, and the technical knowledge pertinent to developing and reviewing SOP/Gs and EMS policy and procedures.

(B) Requisite Skills.—
Analyzing information from different data sources; interacting with or interviewing personnel associated with the incident, often under conditions of personal stress; completing safety investigation documentation; identifying cause(s) of injury, death, or property damage; and determining recommendations to prevent similar future losses.

5.8.4

Develop accident and injury reporting and investigation procedures given an incident or planned event, applicable documents, techniques and SOP/Gs, and all applicable laws, regulations, and standards so that procedures are reviewed and all local, state/provincial, and federal requirements are met, documentation is completed, and recommendations for revision are made.

(A) Requisite Knowledge.

Procedures for developing and reviewing accident and injury reporting and investigation; SOP/Gs and health and safety policies used by the AHJ; all applicable federal, state/provincial, and local laws, regulations, and standards.

(B) Requisite Skills.

Analyzing information from different data sources; interacting with or interviewing personnel associated with the incident, often under conditions of personal stress; completing safety investigation documentation; identifying cause(s) of injury, death, or property damage; and determining recommendations to prevent similar future losses.

5.8.5

Conduct a post-incident analysis of the procedures employed during any unusual hazardous operation, given an incident or planned event, SOP/Gs established by the AHJ, necessary technical knowledge, and all applicable laws, regulations, and standards, so that risks to personnel are identified, reduced, or eliminated at future incidents and the AHJ SOP/Gs are reviewed and revised as needed.

(A) Requisite Knowledge.

Technology pertinent to safety and health for the incident type, including but not limited to confined space entry; heavy equipment operation; rigging and hoisting; building construction; structural collapse; excavation and shoring; use and application of personal protective equipment (PPE); chemical, biological, radiological, and physical (e.g., noise, heat stress) hazards; potential risks of extended work shifts (work-rest cycles); professionally accepted procedures and tools; fire safety; vehicle work zone safety; SOP/Gs and health and safety policies used by the AHJ; and all applicable federal, state/provincial, and local laws, regulations, and standards.

(B) Requisite Skills.

Recognizing hazards at an emergency scene, communicating hazard information to personnel directly or through the ICP, determining methods for correcting health and safety hazards, reviewing actions taken to ensure policies were followed, and formulating recommendations for the post-incident analysis.

5.9 Records Management and Data Analysis

5.9.1 *

Manage the collection and analysis of data related to accidents, occupational deaths, injuries, illnesses, and exposures to infectious agents and communicable diseases, given the requirements of Chapter 4 of NFPA 1500, Standard on Fire Department Occupational Safety and Health Program, so that the data summarize fire department experience in different categories; comparisons can be made with other fire departments, national trends, and occupations and industries; and the information can be accessed for future reference and use.

(A) Requisite Knowledge.
Procedures for tabulating and compiling accident and injury data; SOP/Gs and health and safety policies used by the AHJ.

(B) Requisite Skills.

Basic statistical analysis in spreadsheets or other appropriate software; identifying cause(s) of trends in injury, death, or property damage; and determining corrections to prevent similar future losses.

6.9.2 Develop, document, and maintain corrective actions to mitigate health and safety hazards and unsafe practices, given identification of such hazards from accident and injury reports and any other investigation reports, so that root causes are determined and controls can be put in place to help prevent future occurrences.

(A) Requisite Knowledge.

Procedures for developing and reviewing accident and injury reports and corrective actions; SOP/Gs and health and safety policies used by the AHJ; records management policies of the AHJ.

(B) Requisite Skills.

Writing reports and identifying root cause(s) of injury, death, or property damage; basic records management.

5.9.3 Manage and maintain records regarding the periodic inspection and service testing of fire apparatus and equipment, inspection and service testing of personal safety equipment, and fire department facilities, given NFPA 1500, Standard on Fire Department Occupational Safety and Health Program, so that records are accessible and in a format that can be easily analyzed.

(A) Requisite Knowledge.

Procedures for management of records.

(B) Requisite Skills.

Records management and organization.

5.9.4 Maintain records of control measures implemented to enhance health and safety procedures and accident prevention methods, given evidence of control measures implemented, so that records of control measures are accessible and in a format that is appropriate for analysis.

(A) Requisite Knowledge.

Procedures for record keeping.

(B) Requisite Skills.

Records management.

5.9.5 Produce semiannually a report to the fire chief on fire department accidents, occupational injuries, illnesses, deaths, and exposures, given the accident and injury data, so that a set of recommendations is created.

(A) Requisite Knowledge.

Procedures for developing recommendations based on fire department audits, incident reports, surveys, accident reports, injury reports, inspection reports, and other applicable department information.

(B) Requisite Skills.

Analyzing information from different sources and interacting with or interviewing personnel associated with the various aspects of the fire department that relate to operations, apparatus, equipment, fire department facilities, and SOP/Gs.

6.10 Apparatus and Equipment.

5.10.1
Research new fire apparatus technology and develop new specifications or revise existing specifications for given technological improvements, risks identified in the risk management plan, available resources, and existing fire apparatus specifications so that the specifications meet the fire department needs identified in the risk management plan, are compliant with federal, state/provincial, and local laws, appropriate revisions are recommended, and the specifications are properly documented.

(A) Requisite Knowledge.
Chapter 6 of NFPA 1500, Standard on Fire Department Occupational Safety and Health Program; federal, state/provincial, and local laws that relate to fire apparatus specifications; current fire apparatus specification procedures; resources for conducting fire apparatus specifications; equipment necessary for conducting fire apparatus specifications; and procedures, equipment, and safety precautions for conducting fire apparatus specifications.

(B) Requisite Skills.
Ability to develop fire apparatus specifications, use resources for determining code compliance, and complete reporting and documentation requirements.

5.10.2
Research new fire equipment technology and develop new specifications or revise existing specifications, given technological improvements, risks identified in the risk management plan, available resources, and existing fire equipment specifications, so that the specifications meet the fire department needs identified in the risk management plan and are compliant with federal, state/provincial, and local laws; appropriate revisions are recommended; and the specifications are properly documented.

(A) Requisite Knowledge.
Chapter 6 of NFPA 1500, Standard on Fire Department Occupational Safety and Health Program; federal, state/provincial, and local laws that relate to fire equipment specifications; current fire equipment specification procedures; resources for conducting fire equipment specifications; equipment necessary for conducting fire equipment specifications; and procedures, equipment, and safety precautions for conducting fire equipment specifications.

(B) Requisite Skills.
Ability to develop fire equipment specifications, use resources for determining code compliance, and complete reporting and documentation requirements.

5.10.3
Research protective clothing and equipment technology and develop new specifications or revise existing specifications, given technological improvements, risks identified in the risk management plan, available resources, and existing protective clothing and equipment specifications, so that the specifications meet the fire department needs identified in the risk management plan and are compliant with federal, state/provincial, and local laws; appropriate revisions are recommended; and the specifications are properly documented.

(A) Requisite Knowledge.
Chapter 7 of NFPA 1500, Standard on Fire Department Occupational Safety and Health Program; federal, state/provincial, and local laws that relate to fire equipment specifications; current fire equipment specification procedures; current state of technology in the appropriate areas of protective clothing and equipment; procedures, equipment, and safety precautions for the use of protective clothing and equipment; and the organization's risk management plan.

(B) Requisite Skills.
Ability to develop protective clothing and equipment specifications, use resources for determining code compliance, and complete reporting and documentation requirements.

5.10.4 Assist with the development of recommendations for new fire equipment based on results of evaluations, given applicable provisions of NFPA 1500, Standard on Fire Department Occupational Safety and Health Program, so that the recommendations for new equipment are accepted and approved by the AHJ.

(A) Requisite Knowledge—
Chapter 6 of NFPA 1500, Standard on Fire Department Occupational Safety and Health Program; federal, state/provincial, and local laws that relate to fire equipment; and current fire equipment evaluation procedures and results.

(B) Requisite Skills—
Ability to conduct fire equipment recommendations, use resources for determining code compliance and complete reporting and documentation requirements.

5.10.5 Assist with the development of recommendations for service testing of apparatus and equipment based on results of evaluations, given applicable provisions of NFPA 1500, Standard on Fire Department Occupational Safety and Health Program, so that the recommendations for service testing of apparatus and equipment are accepted and approved by the AHJ.

(A) Requisite Knowledge—
Chapter 6 of NFPA 1500, Standard on Fire Department Occupational Safety and Health Program; federal, state/provincial, and local laws that relate to service testing of apparatus and equipment; and current service testing of apparatus and equipment procedures and results.

(B) Requisite Skills—
Ability to conduct service testing of apparatus and equipment recommendations, use resources for determining code compliance, complete reporting and documentation requirements.

5.10.6 Develop, implement, and maintain a protective clothing and equipment program that provides for the selection, care, maintenance, storage, and periodic inspection and evaluation of all protective clothing and equipment, given NFPA 1500, Standard on Fire Department Occupational Safety and Health Program, SOP/Gs established by the AHJ, and all applicable laws, regulations, and standards, so that protective clothing and equipment are safe for use.

(A) Requisite Knowledge—
Chapter 7 of NFPA 1500, Standard on Fire Department Occupational Safety and Health Program; federal, state/provincial, and local laws that relate to protective clothing and equipment programs.

(B) Requisite Skills—
Ability to develop protective clothing and equipment program, use resources for determining code compliance, complete reporting and documentation requirements.

5.11 Facility Inspection.

5.11.1
Initiate and coordinate a health and safety inspection program for a fire department facility, given the requirements of Chapter 9 of NFPA 1500, Standard on Fire Department Occupational Safety and Health Program, and a facility that requires an inspection and available resources so that the appropriate inspection procedures are selected and implemented, all applicable code violations and safety and health hazards are noted and correctly documented, the inspection is conducted safely, all the required reports are correctly completed, and the violations are corrected in a prompt and timely manner.

(A) Requisite Knowledge.—
Chapter 9 of NFPA 1500, Standard on Fire Department Occupational Safety and Health Program; federal, state/provincial, and local laws; current facility inspection procedures; resources for conducting a facility inspection; equipment necessary for conducting a facility inspection; and the procedures, equipment, and safety precautions for conducting facility inspections.

(B) Requisite Skills.—
Ability to acquire resources to initiate and coordinate a facility inspection, use resources for determining code compliance, complete reporting and documentation requirements.

5.12 Health Maintenance.—

5.12.1
Analyze the fire department health maintenance program, given the medical and physical requirements of Chapter 10 of NFPA 1500, Standard on Fire Department Occupational Safety and Health Program, so that the program meets the requirements of Chapter 10 of NFPA 1500, Standard on Fire Department Occupational Safety and Health Program, and include medical, physical performance, and health and fitness requirements, as well as a health database, infectious control procedures, a fire department physician, and fitness-for-duty evaluations.

(A) Requisite Knowledge.—
Chapters 10, 11, and 12 of NFPA 1500, Standard on Fire Department Occupational Safety and Health Program; AHJ codes, standards, and regulations that relate to a fire department health maintenance program; the current fire department health maintenance program; medical surveillance, wellness programs, physical fitness, nutrition, and injury and illness rehabilitation programs; resources for conducting a fire department health maintenance program; equipment necessary for a fire department health maintenance program; and procedures, equipment, and safety precautions for a fire department health maintenance program and critical incident stress programs.

(B) Requisite Skills.—
Analyze and incorporate information from health maintenance programs; interact with or interview personnel associated with health and wellness programs.

5.13 Liaison.—

5.13.1
The health and safety officer shall be a member of the fire department occupational health and safety committee.

5.13.2
Report and submit recommendations from the fire department occupational health and safety committee, given SOP/Gs and health and safety policies used by the AHJ so that the Fire Chief or the Fire Chief’s designated representative are briefed on the recommendations.
5.13.3 Provide information and assistance for adverse effects on fire department operations, given an incident or planned event, the fire department's risk management plan, and SOP/Gs, so that that members can perform their job tasks in a safe and effective manner.

(A) Requisite Knowledge—
Procedures for conducting job tasks based on department SOP/Gs, the department's risk management plan, health and safety policies used by the AHJ, and the technical knowledge pertinent to perform various job tasks.

(B) Requisite Skills—
Ability to evaluate and prioritize hazards, critical thinking to analyze the hazard, select the most appropriate control measure, and evaluate its effectiveness in enhancing fire fighter safety.

5.13.4 Assist with the development of recommendations for changes in equipment, procedures, and methods based on results of evaluations, given recommendations from the fire department occupational safety and health committee, safety audits, analysis of injury statistics or other reliable sources of hazardous conditions or injury data, so that the recommendations for equipment, procedures, and methods are accepted and approved in accordance with the AHJ.

(A) Requisite Knowledge—
Hazard recognition, evaluation and control, health and safety recommendations, use of safety audits, department injury statistics.

(B) Requisite Skills—
Ability to interpret injury statistics, safety plan development, interpersonal skills, and report writing.

5.13.5 Assist the fire department physician with administering needed medical advice and treatment to the members of the fire department, given access to fire department members, understanding of occupational medicine for the fire service, and the IAFF/IAFC Wellness Initiative, so that members' health and safety are protected.

(A) Requisite Knowledge—
Medical requirements for members as per NFPA 1582, Standard on Comprehensive Occupational Medical Program for Fire Departments, IAFC/IAFF Joint Voluntary, Non-Punitive Wellness program, health hazards associated with fire fighting, chemistry of fire, limitations of PPE, and current occupational safety and health practices.

(B) Requisite Skills—
Occupational medicine, diagnostic skills, current preventive medical practices, and interpersonal skills.

5.14 Occupational Safety and Health Committee—
5.14.1 Ensure the establishment of a health and safety committee, given the risk management plan, the organization's health and safety policy, and a record-keeping system for data analysis so that the committee is composed of members identified from NFPA 1500, *Standard on Fire Department Occupational Safety and Health Program*, Section 4.5.1.1.

(A) Requisite Knowledge—
Duties of the safety committee, with a clear understanding of their roles and responsibilities, SOP/Gs, and the organization's health and safety policy.

(B) Requisite Skills—
Interpersonal and organizational skills to establish a safety committee with representation from all levels of the organization.

5.14.2 Serve as a member on the occupational safety and health committee, given the appointment by the Fire Chief or AHJ as the designated health and safety officer so that the requirements of NFPA 1500, *Standard on Fire Department Occupational Safety and Health Program*, Section 4.5, are met.

(A) Requisite Knowledge—
Duties of the safety committee, with a clear understanding of their roles and responsibilities, SOP/Gs, the organization's health and safety policy, and NFPA 1500, *Standard on Fire Department Occupational Safety and Health Program*, Section 4.5.

(B) Requisite Skills—
Ability to conduct research, develop recommendations, and study and review materials pertaining to occupational safety and health within the fire department.

5.15 Infection Control

5.15.1 Assess the fire department's infection control program, given a copy of the department's program, so that the requirements of 29 CFR 1910.1030, “Bloodborne Pathogens”; NFPA 1500, *Standard on Fire Department Occupational Safety and Health Program*; and NFPA 1581, *Standard on Fire Department Infection Control*, are met.

(A) Requisite Knowledge—

(B) Requisite Skills—

5.15.2 Function as the fire department infection control officer, if an infection control officer position does not exist in the fire department, given the requirements of 29 CFR 1910.1030, “Bloodborne Pathogens”; NFPA 1500, *Standard on Fire Department Occupational Safety and Health Program*; and NFPA 1581, *Standard on Fire Department Infection Control*, so that the objectives of the infection control program as specified in NFPA 1581, *Standard on Fire Department Infection Control*, are met.

(A) Requisite Knowledge—
29 CFR 1910.1030, “Bloodborne Pathogens”; NFPA 1500, Standard on Fire Department Occupational Safety and Health Program; NFPA 1581, Standard on Fire Department Infection Control; and the roles and responsibilities of an infection control officer.

(B) Requisite Skills:
Acquiring and documenting infection control procedures; coordination skills necessary to revise the program; ability to assess the requirements based on 29 CFR 1910.1030, “Bloodborne Pathogens”; NFPA 1500, Standard on Fire Department Occupational Safety and Health Program; and NFPA 1581, Standard on Fire Department Infection Control.

Additional Proposed Changes

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Statement of Problem and Substantiation for Public Comment

This is the final text that the Task Group developed for Chapter 5.

Submitter Information Verification

Submitter Full Name: Scott Kerwood
Organization: Hutto Fire Rescue
Affiliation: IAFC
Submittal Date: Fri Nov 16 13:35:41 EST 2012

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5.1 Scope.  
This chapter shall identify the minimum job performance requirements (JPRs) for personnel performing roles of fire department health and safety officer.

5.2 Purpose.  
5.2.1 The purpose of this chapter shall be to specify minimum job performance requirements for personnel performing the role of fire department health and safety officer.

5.2.2 It shall not be the intent of this chapter to restrict any jurisdiction from exceeding these requirements.

5.3 General.  
5.3.1 The job performance requirements shall be accomplished in accordance with the requirements of the authority having jurisdiction; NFPA 1500, Standard on Fire Department Occupational Safety and Health Program; and NFPA 1561, Standard on Emergency Services Incident Management System and Command Safety.

5.3.2* It shall not be required that the job performance requirements be mastered in the order they appear.

5.3.2.1 The authority having jurisdiction (AHJ) shall establish instructional priority and the training program content to prepare individuals to meet the job performance requirements of this standard.

5.3.3* Performance of each requirement of this chapter shall be evaluated by individuals approved by the AHJ.

5.3.4* The AHJ shall establish a specific qualification process that identifies the steps to prepare a candidate for qualification at the level the candidate will be expected to perform under the auspices of that jurisdiction and to prepare the candidate in a manner consistent and compatible with the National Incident Management System (NIMS).

5.3.5 Prior to being certified as fire department health and safety officer contained in this chapter, the candidate shall meet the general knowledge and skill requirements and the job performance requirements of this chapter.
necessary to function safely at the kind and type(s) of incident or planned event at which the candidate would operate.

5.3.6 Wherever in this chapter the terms rules, regulations, procedures, supplies, apparatus, and equipment are referred to, it is implied that they are those of the AHJ.

5.3.7 The health and safety officer shall be a member of the fire department occupational health and safety committee.

5.4 Risk Management.

5.4.1* Develop an organizational risk management plan that addresses the risks specified in Chapter 4, Fire Department Administration, of NFPA 1500, Standard on Fire Department Occupational Safety and Health Program, given injury reports, vehicle accident reports, Chapter 4, Fire Department Administration, of NFPA 1500, Standard on Fire Department Occupational Safety and Health Program, and OSHA/State Department of Labor investigations, so that risks are determined and categorized, the harmful situations and consequences are minimized.


(B) Requisite Skills. Ability to identify risks, develop goals, objectives, and action plans to manage those risks; analyze data; perform cost-benefit analysis.

5.4.2 Manage an organizational risk management plan, given an organization, organizational activities, a risk management plan, a communications method for distributing the plan, so that the plan is communicated to the members of the organization, elements of the plan are integrated in the organizational operation, need for modifications are identified, and the modifications are implemented.

(A) Requisite Knowledge. Standard operating procedures (guidelines), regulations and standards as determined by AHJ, fire behavior, building construction, personal protective equipment and clothing, hazards associated with various types of emergency and non-emergency locations, national and local injury and health data, and communications methods used by the AHJ.

(B) Requisite Skills. Ability to identify risks, develop goals, objectives, and action plans to manage those risks; analyze data; perform cost-benefit analysis;
compiling and analyzing injury data, obtaining feedback from personnel, and observing performance and behavior changes; revise plans and communicate the revisions.

5.4.3 Develop safety provisions of the organization's risk management plan into training and education programs, given a organizational risk management plan, a training or education program, and organizational goals and objectives, so that the organization's risk management program is implemented into the training and education program, records are maintained, and the training and education program meets the stated operational safety goals and objectives for emergency and non-emergency incidents.

(A) Requisite Knowledge. AHJ risk management plan; data analysis from AHJ safety and incident reports; local, state, and federal safety programs; organizations with safety programs; outreach sources available from professional organizations for safety development programs; risks associated with administration, facilities, training, vehicle operations (both emergency and non-emergency), protective clothing and equipment, operations at emergency incidents, operations at non-emergency incidents, and other related activities.

(B) Requisite Skills. Ability to educate and integrate health and safety aspects of the risk management program into training and education programs; risk identification, risk evaluation, establishment of priorities for action (frequency and severity), risk control techniques, and risk management monitoring (process and outcome evaluations).

5.4.4* Develop an operational risk management plan given the requirements of Chapter 8, Emergency Operations, of NFPA 1500, Standard on Fire Department Occupational Safety and Health Program so that an incident management system that meets the requirements of NFPA 1561, Standard on Emergency Services Incident Management System and Command Safety, is established with written standard operating procedures applying to all members involved in emergency operations.

(A) Requisite Knowledge. Incident management system for the AHJ, NFPA 1561, Standard on Emergency Services Incident Management System and Command Safety, HSPD-5 (NIMS) & HSPD-8 (NRF), other applicable federal, state and local regulations and applicable NFPA standards.

(B) Requisite Skills. Utilize the incident management system at all emergency incidents, drills, exercises; management of the incident and the safety of all members involved at the scene by the incident commander; divide the incident into tactical-level management components as incidents escalate in size and complexity, assign an incident safety officer to assess the incident scene for
hazards or potential hazards; establish the organization of the command staff and general staff to control the position and function of all members operating at the scene and to ensure that safety requirements are satisfied.

A.5.4.4
An operational risk management plan should assist the incident commander and fire department members in making sound, knowledgeable decisions in terms of declaring the risk mode (going offensive or defensive), specific strategies and accompanying tactics in order to reach operational objectives, assign human and equipment resources, and note specific safety considerations to mitigate the incident.

5.5 Laws, Codes, and Standards

5.5.1 Establish standard operating procedures/guidelines (SOP/G’s) for an occupational health and safety program, given an organization, applicable laws, codes, and standards, an established SOP/G’s format, so that the information is in a presentable format for fire department official review and adoption, the procedures and guidelines comply with applicable laws, codes, and standards, and the SOPs/G’s are reviewed and revised, as needed.

(A) Requisite Knowledge. Applicable health and safety laws, codes and standards pertaining to the fire service; standardized format or template for writing SOP/Gs; criteria to determine effectiveness of fire department operations and training practices; and a list of required safety subjects to address including selection criteria.

(B) Requisite Skills. Writing and critical thinking skills; ability to understand health and safety laws, codes, and standards pertaining to the fire service; and transcribe applicable material into SOP/G’s.

5.5.2* Assess and report the adequacy and effectiveness of compliance with occupational health and safety SOP/G’s, given a meeting location and attendees, access to current state/provincial and federal safety and health legislation, codes, regulations and standards and a thorough knowledge of organizational operations, policies and training, so that the meeting attendees are provided accurate information on the fire department’s compliance with the applicable laws, codes, standards and SOP/G’s.

(A) Requisite Knowledge. Applicable laws, codes and standards pertaining to the fire service, fire department’s SOP/Gs and a method for evaluating compliance.
(B) Requisite Skills. Writing and critical thinking; ability to understand health and safety laws, codes, and standards pertaining to the fire service, ability to present information in a presentation.

5.6 Training and Education

5.6.1 Develop and distribute health and safety information for the education of fire department members, given NFPA 1500, Standard on Fire Department Occupational Safety and Health Program, SOP/G's, and health and safety policies used by the AHJ, and a means for transmitting the information, so the information is clear, concise, and correct and so members are updated and trained on the information.

(A) Requisite Knowledge. SOP/Gs, health and safety policies used by the AHJ; NFPA 1500, Standard on Fire Department Occupational Safety and Health Program; AHJ codes, standards, and regulations that relate to the fire department occupational safety and health program.

(B) Requisite Skills. Analyzing information from different data sources; interpersonal and organizational interaction; using various means to transmit information.

5.6.2 Evaluate compliance with organizational health and safety procedures, given a fire department, NFPA 1500, Standard on Fire Department Occupational Safety and Health Program, SOP/G's, and health and safety policies used by the AHJ, so that all emergency and non-emergency functions are evaluated, level of compliance is documented and transmitted to the appropriate person.

(A) Requisite Knowledge. SOP/Gs, health and safety policies used by the AHJ; NFPA 1500, Standard on Fire Department Occupational Safety and Health Program; AHJ codes, standards, and regulations that relate to the fire department occupational safety and health program.

(B) Requisite Skills. Analyzing information from different data sources; interpersonal and organizational interaction; using various means to transmit information.

5.6.3 Develop a corrective action, given a list of recommendations arising from the investigation of accidents, injuries, occupational deaths, illnesses, exposures, observation of incident scene activities, and departmental policies and
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procedures, so that the action is documented and implemented according to departmental policies and procedures.

(A) Requisite Knowledge. Applicable federal, state, and local laws, standards, and regulations; SOPs and health and safety policies used by the AHJ; life-threatening and non-life-threatening occupational injuries and illnesses; procedures for conducting, documenting, recording, and reporting a safety and health investigation, procedures for preserving evidence and documentation, and the technical knowledge pertinent to the incident(s) under investigation.

(B) Requisite Skills. Analyzing information from different data sources; interacting with or interviewing personnel associated with the incident, often under conditions of personal stress; completing safety investigation documentation; identifying cause(s) of injury, death, or property damage; and determining corrections to prevent similar future losses.

5.6.4 Develop a safety procedure for live fire training exercises, given a list of live training evolutions utilized by the AHJ, plans of instruction for live fire training exercises, and NFPA 1403, *Standard on Live Fire Training Evolutions*, so that safety procedures for instructors and students are documented, the requirements of NFPA 1403 are met, and the procedures are documented in the department’s standard operating procedures/guidelines.

(A) Requisite Knowledge. SOP/Gs and health and safety policies used by the AHJ; live training evolutions used by the AHJ; life-threatening and non-life-threatening occupational injuries and illnesses; requirements of NFPA 1403, *Standard on Live Fire Training Evolutions* requirements.

(B) Requisite Skills. Ability to develop SOP/Gs; use resources for determining code compliance; complete reporting and documentation requirements.

5.6.7 Conduct a preburn inspection of an acquired structure or live fire training facility to be utilized for live fire training, given an acquired structure or live fire training facility, a flashlight and/or other tools, and a list of NFPA 1403, *Standard on Live Fire Training Evolutions* requirements, so that the requirements of NFPA 1403, *Standard on Live Fire Training Evolutions* are met, the appropriateness of the structure for live fire exercises is determined, and any corrections to the structure are made prior to conducting an exercise.

Requisite Knowledge. SOP/Gs and health and safety policies used by the AHJ; live training evolutions used by the AHJ; life-threatening and non-life-threatening occupational injuries and illnesses; requirements of NFPA 1403, *Standard on Live Fire Training Evolutions*
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**Requisite Skills.** Ability to develop SOP/Gs; use resources for determining code compliance; complete reporting and documentation requirements; identify and abate hazards within an acquired life fire training structure.

5.7 Accident Prevention.

5.7.1* Manage a fire department accident prevention program by utilizing engineering controls, administrative policies and procedures, education, and personal protective equipment; given the fire department’s risk management plan, accident, occupational injury, and occupational illnesses data, and reports on department functions, so that the program meets the requirements as specified in Section 5.4 – *Risk Management*, and the work practices are identified and recommendations are forwarded to the fire chief for implementation.

(A) **Requisite Knowledge.** Understand the necessary components of a fire department accident prevention program; procedures for developing recommendations based upon fire department audits, incident reports, surveys, accident reports, occupational injury reports, inspection reports, and other applicable department information.

(B) **Requisite Skills.** Analyzing the components necessary to be included in a fire department accident prevention program based upon the requirements of Section 5.X. Analyzing information from different sources; interacting with or interviewing personnel associated with the various aspects of the fire department which relate to operations, apparatus, equipment, fire department facilities, and SOP/G’s.

A.5.7.1 In order to develop an accident prevention program, there are many components or elements that will need to be utilized to ensure that this program is effective. Listed are some examples which include but are not limited to areas that will be need to be utilized in order to reduce the frequency and severity of accidents, occupational injuries, and occupational illnesses:

a) Hazard recognition, assessment, control, monitoring, and evaluation;

b) Risk management principles and practices;

c) Review/evaluation of SOP/G’s;

d) Review of accident, occupational injury, and occupational illness data;

e) Facility inspections program (i.e., slips, trips, falls, cuts, etc.);

f) Health maintenance and monitoring program (i.e., wellness, fitness, nutrition, stress reduction, musculo-skeletal disorder prevention, exposure protection, etc.);

h) Review of department training and education programs;
5.7.2* Provide safe work practices training for emergency and nonemergency operations, given a risk management plan, SOP/G’s, and training curriculum, so that the training class is delivered and members are given the necessary information to perform their job tasks in accordance with the risk management plan.

(A) Requisite Knowledge. Procedures for conducting job task analysis based upon department standard operating procedures, the department’s risk management plan, health and safety policies used by the AHJ, and the technical knowledge pertinent to perform various job tasks.

(B) Requisite Skills. Analyzing information from different sources, interacting with or interviewing personnel associated with training of department members, and delivery methods of instructional materials.

5.7.3 Develop an accident prevention program for all fire department drivers and operators, given fire department SOP/G’s, applicable traffic laws, and emergency vehicle operations reference material, so members are able to be certified based upon department testing requirements.

(A) Requisite Knowledge. Procedures for driving and operating fire apparatus based upon department SOP/G’s, health and safety policies used by the AHJ, applicable traffic laws.

(B) Requisite Skills. Analyzing information from different sources, interacting with or interviewing personnel associated with training of department members, and delivery methods of instructional materials.

5.7.4* Conduct a periodic safety audit, given fire department operations, apparatus, equipment, facilities, SOP/G’s, and an audit template, so that work practices and procedures are conducted in compliance with applicable federal, state/provincial and local laws, and the safety audit report and recommendations are forwarded to the fire chief for implementation.

(A) Requisite Knowledge. Understand work practices and procedures for fire department operations, apparatus, equipment, training, and fire department facilities based upon SOP/G’s, audit template, and federal, state/provincial, and local laws.

(B) Requisite Skills. Analyzing information from different sources, interacting with or interviewing personnel associated with training of department members,
documentation of information, utilizing an audit template, and development of reports.

A.5.7.4 A periodic safety audit or survey of fire department operations, apparatus, equipment, facilities, SOP/G’s requires a standard against which to determine compliance with applicable federal, state/provincial and local laws. At a minimum, NFPA 1500, Standard on Fire Department Occupational Safety and Health Program, should be used to determine an acceptable level of compliance. The NFPA 1500 Fire Department Occupational Safety and Health Program Worksheet can be used for the audit template to evaluate the effectiveness of the department’s accident prevention program. This worksheet was developed to provide a template for fire departments that are beginning to implement an occupational safety and health program or that evaluating the current status of their occupational safety and health program.

An internal audit should be conducted at least annually and with an external audit conducted every three years as required by NFPA 1500, Standard on Fire Department Occupational Safety and Health Program Chapter 4 – Fire Department Administration.

5.8 Accident Investigation, Procedures, and Review

5.8.1 Conduct a safety and health investigation, given an incident or planned event involving an occupational injury, illness, exposure, fatality, near miss, or other potentially hazardous condition involving fire department members, fire department vehicles, apparatus, equipment or facilities, SOP/G’s, health and safety policies, so that the facts and the root cause about the incident are correctly identified, deviations from SOP/G’s established by the AHJ and health and safety policies are noted, corrective recommendations are made for preventing similar losses in the future, and all information gathered in the investigation is documented, reported, and recorded according to policies established by the AHJ.

(A) Requisite Knowledge. Procedures for conducting, documenting, recording, and reporting a safety and health investigation, SOP/G’s and health and safety policies used by the AHJ, procedures for preserving evidence and documentation, and the technical knowledge pertinent to the incident under investigation and federal, state/provincial and local laws.

(B) Requisite Skills. Analyzing information from different data sources; interacting with or interviewing personnel associated with the incident, completing safety investigation documentation, identifying cause(s) of injury, death, or property damage, and developing recommendations to prevent similar future losses.
5.8.2 Develop safety and health procedures for treating and transporting an injured or ill member to a medical or health care facility, given applicable resources, policies and procedures, and SOP/G’s, so that the procedure ensures that all life-threatening and non-life-threatening occupational injuries, illnesses, and exposures involving fire department members will receive immediate emergency medical care and, if necessary) transportation to the most appropriate medical or health care facility is arranged.

**A Requisite Knowledge.** SOP/G’s and health and safety policies used by the AHJ; life-threatening and non-life-threatening occupational injuries, and illnesses; and the technical knowledge pertinent to developing and reviewing SOP/G’s and EMS policy and procedures.

**B Requisite Skills.** Analyzing information from different data sources, interacting with or interviewing personnel associated with the incident, completing safety investigation documentation, identifying cause(s) of injury, death, or property damage, and determining recommendations to prevent similar future losses.

5.8.3 Direct safety and health procedures for treating and transporting members with injuries and illnesses, given an incident or planned event, injured members, emergency medical resources, and SOP/G’s, so that all SOP/G’s are followed, members with life-threatening occupational injuries or illnesses are provided immediate emergency medical care and transportation to the most appropriate medical facility, and members with non-life-threatening occupational injuries, illnesses, and exposures are treated on scene or at the most appropriate medical or health care facility.

**A Requisite Knowledge.** SOP/G’s and health and safety policies used by the AHJ; life-threatening and non-life-threatening occupational injuries, and illnesses; and the technical knowledge pertinent to developing and reviewing SOP/G’s and EMS policy and procedures.

**B Requisite Skills.** Analyzing information from different data sources; interacting with or interviewing personnel associated with the incident, often under conditions of personal stress; completing safety investigation documentation; identifying cause(s) of injury, death, or property damage; and determining recommendations to prevent similar future losses.

5.8.4 Develop an accident and injury investigation report, given an incident or planned event, applicable documents, techniques, SOP/G’s, and all applicable laws, regulations, and standards, so that the accident and/or injury is
documented, procedures are reviewed and all local, state/provincial, federal
requirements are met, documentation is completed and recommendations for
revision are made.

**(A) Requisite Knowledge.** Procedures for developing and reviewing accident
and injury reporting and investigation; SOP/G’s and health and safety policies
used by the AHJ; all applicable federal, state/provincial, and local laws,
regulations, and standards.

**(B) Requisite Skills.** Analyzing information from different data sources;
interacting with or interviewing personnel associated with the incident, often
under conditions of personal stress; completing safety investigation
documentation; identifying cause(s) of injury, death, or property damage; and
determining recommendations to prevent similar future losses.

5.8.5 Conduct a post incident analysis of the conditions, activities, and
procedures employed during any unusual hazardous operation or at an incident
where a member suffers a critical or significant injury, given an incident or
planned event, incident information, data, reports or records, SOP/G’s, and
necessary technical knowledge and all applicable laws, regulations, and
standards; so that risks to personnel are identified and reduced or eliminated at
future incidents and the applicable AHJ SOP/G’s are reviewed and revised as
needed.

**(A) Requisite Knowledge.** Technology pertinent to safety and health for the
incident type, including but not limited to, confined space entry; heavy equipment
operation; rigging/hoisting; building construction; structural collapse;
excavation/shoring; use and application of personal protective equipment (PPE);
chemical, biological, radiological, and physical (e.g., noise, heat stress, etc.)
hazards; potential risks of extended work shifts (work/rest cycles); professionally
accepted procedures and tools; fire safety; vehicle work zone safety; SOP/G’s
and health and safety policies used by the AHJ; all applicable federal,
state/provincial, and local laws, regulations, and standards.

**(B) Requisite Skills.** Recognize hazards at an emergency scene; communicate
hazard information to personnel directly, or through the ICP, determine methods
for correcting health and safety hazards, review actions taken to ensure policies
were followed and formulate recommendations for the post incident analysis.

5.9 Records Management and Data Analysis.

5.9.1* Manage the collection and analysis of data related to accidents,
occupational deaths, injuries, illnesses, and exposures to infectious agents and
communicable diseases, given incident-related data, a data collection and storage system, the requirements of Chapter 4, Fire Department Administration, of NFPA 1500, *Standard on Fire Department Occupational Safety and Health Program*, so that the data summarizes fire department experience in different categories, comparisons can be made with other fire departments, national trends, and other occupations and industries, and the information can be accessed for future reference and use.

**(A) Requisite Knowledge.** Procedures for tabulating and compiling accident and injury data including statistical applications, SOP/G’s and health and safety policies used by the AHJ;

**(B) Requisite Skills.** Basic statistical analysis in spreadsheets or other appropriate software; identifying cause(s) of trends in injury, death, or property damage; and determining corrections to prevent similar future losses.

5.9.2* Develop, document, and maintain corrective actions to mitigate health and safety hazards or unsafe practices, given identification of these hazards from accident and injury reports or other investigation reports, so that root causes are determined, and controls can be put in place to help prevent future occurrences.

**(A) Requisite Knowledge.** Procedures for developing and reviewing accident and injury reports and taking corrective actions; SOP/G’s and health and safety policies used by the AHJ; records management policies of the AHJ

**(B) Requisite Skills.** Writing reports and identifying root cause(s) of injury, death, or property damage; basic records management;

5.9.3 Manage and maintain records regarding the periodic inspection and service testing of fire apparatus and equipment, inspection and service testing of personal safety equipment, and fire department facilities, given NFPA 1500, *Standard on Fire Department Occupational Safety and Health Program* and inspection and service testing of fire apparatus and equipment, inspection and service testing of personal safety equipment records, so that records are secure, accessible, and are in a format that can be easily analyzed.

**(A) Requisite Knowledge.** Procedures for management of records.

**(B) Requisite Skills.** Records management and organization.

5.9.4 Maintain records of control measures implemented to enhance health and safety procedures and accident prevention methods, given evidence of control
measures implemented, so that records of control measures are accessible and are in a format that is appropriate for analysis.

(A) Requisite Knowledge. Procedures for record keeping.

(B) Requisite Skills. Records management.

5.9.5 Develop and deliver a semiannual report on fire department accidents, occupational injuries, illnesses, deaths, and exposure to the fire chief, given the accident and injury data and necessary equipment, so that the report is delivered to the chief in a readable format and a set of recommendations are created.

(A) Requisite Knowledge. Procedures for developing recommendations based upon fire department audits, incident reports, surveys, accident reports, injury reports, inspection reports, and other applicable department information.

(B) Requisite Skills. Analyzing information from different sources: interacting with or interviewing personnel associated with the various aspects of the fire department which relate to operations, apparatus, equipment, fire department facilities, and standard operating procedures.

5.10 Apparatus and Equipment

5.10.1 Develop safety-related specifications for fire apparatus and equipment, given new or existing fire apparatus and equipment specifications, information of new fire apparatus and equipment technology, and risks identified in the risk management plan, so that the specifications meet the fire department needs identified in the risk management plan, federal, state/provincial and local laws and NFPA standards are complied with, appropriate revisions are recommended, and the specifications are properly documented.

(A) Requisite Knowledge. Chapter 6, Fire Apparatus, Equipment, and Drivers/Operators, of NFPA 1500, Standard on Fire Department Occupational Safety and Health Program; federal, state/provincial and local laws that relate to fire apparatus specifications; current fire apparatus specification procedures; resources for conducting fire apparatus specifications; equipment necessary for conducting fire apparatus specifications; procedures, equipment, and safety precautions for conducting fire apparatus specifications.

(B) Requisite Skills. Ability to develop fire apparatus specifications; use resources for determining code compliance and complete reporting and documentation requirements.
5.10.2 Develop safety-related specifications for personal protective clothing and equipment, given new or existing personal protective clothing and equipment specifications, information of new fire apparatus and equipment technology, and risks identified in the risk management plan, so that the specifications meet the fire department needs identified in the risk management plan, federal, state/provincial and local laws and NFPA standards are complied with, appropriate revisions are recommended, and the specifications are properly documented.

(A) Requisite Knowledge. Chapter 7, Protective Clothing and Protective Equipment, of NFPA 1500, Standard on Fire Department Occupational Safety and Health Program; federal, state/provincial and local laws that relate to fire equipment specifications; current fire equipment specification procedures; current state of technology in the appropriate areas of protective clothing and equipment; procedures, equipment, and safety precautions for use of protective clothing and equipment; the organization’s risk management plan.

(B) Requisite Skills. Ability to develop protective clothing and equipment specifications; use resources for determining code compliance; complete reporting and documentation requirements.

5.10.3 Develop safety-related recommendations for new fire equipment purchases, given applicable provisions of NFPA 1500, Standard on Fire Department Occupational Safety and Health Program, so that the recommendations for new equipment is accepted and approved in accordance with the AHJ.

(A) Requisite Knowledge. Chapter 6, Fire Apparatus, Equipment, and Drivers/Operators, of NFPA 1500, Standard on Fire Department Occupational Safety and Health Program; federal, state/provincial and local laws that relate to fire equipment; current fire equipment evaluation procedures and results.

(B) Requisite Skills. Ability to conduct fire equipment recommendations; use resources for determining code compliance; complete reporting and documentation requirements.

5.10.4 Develop safety-related recommendations for service testing of apparatus and equipment, given service testing results and data, and applicable provisions of NFPA 1500, so that future recommendations for service testing of apparatus and equipment are presented to the designated official.

(A) Requisite Knowledge. Chapter 6, Fire Apparatus, Equipment, and Drivers/Operators, of NFPA 1500, Standard on Fire Department Occupational
Chapter 5  Job Performance Requirements (JPR) of the Health and Safety Officer

Safety and Health Program; federal, state/provincial and local laws that relate to service testing of apparatus and equipment; current service testing of apparatus and equipment procedures and results.

(B) Requisite Skills. Ability to conduct service testing of apparatus and equipment recommendations; use resources for determining code compliance; complete reporting and documentation requirements.

5.10.5 Develop, implement and maintain a personal protective clothing and equipment program that provides for the selection, care, maintenance, storage and periodic inspection and evaluation of all protective clothing and equipment; given NFPA 1500, Standard on Fire Department Occupational Safety and Health Program, NFPA 1851: Standard on Selection, Care, and Maintenance of Protective Ensembles for Structural Fire Fighting and Proximity Fire Fighting, NFPA 1852: Standard On Selection, Care, And Maintenance Of Open-Circuit Self-Contained Breathing Apparatus (SCBA), personal protective clothing and equipment, care, storage, and maintenance resources, SOP/Gs established by the AHJ, and all applicable laws, regulations, and standards, so that protective clothing and equipment is safe for use.

(A) Requisite Knowledge. Chapter 7, Protective Clothing and Protective Equipment, of NFPA 1500, Standard on Fire Department Occupational Safety and Health Program; NFPA 1851: Standard on Selection, Care, and Maintenance of Protective Ensembles for Structural Fire Fighting and Proximity Fire Fighting, NFPA 1852: Standard On Selection, Care, And Maintenance Of Open-Circuit Self-Contained Breathing Apparatus (SCBA); federal, state/provincial and local laws that relate to protective clothing and equipment programs.

(B) Requisite Skills. Ability to develop protective clothing and equipment program; ability to use resources for determining code compliance; complete reporting and documentation requirements.

5.11 Facility Inspection

5.11.1* Develop a health and safety inspection SOP/G, process, and checklist for a fire department facility given the requirements of chapter 9, Facility Safety, of NFPA 1500, Standard on Fire Department Occupational Safety and Health Program, and available resources so that the appropriate inspection procedures are developed, and all applicable code sections and safety and health hazards are noted.
Chapter 5  Job Performance Requirements (JPR) of the Health and Safety Officer

(A) **Requisite Knowledge:** Chapter 9, Facility Safety, of NFPA 1500, *Standard on Fire Department Occupational Safety and Health Program*, federal, state/provincial and local laws; current facility inspection procedures; resources for conducting a facility inspection; equipment necessary for conducting a facility inspection; procedures, equipment, and safety precautions for conducting facility inspections.

(B) **Requisite Skills:** Developing SOP/G’s and procedures; acquire resources to initiate and coordinate a facility inspection; use resources for determining code compliance; complete reporting and documentation requirements.

A-5.11.1 This should include food handling and food storage with particular attention paid to food preparation and serving surfaces, cookware, service vessels and utensils, and safe hot water temperatures in kitchens and showers and other sources to prevent scalds. The inspection procedure should also consider blocked hallways, staircases, unlit areas and the like for clothing and other debris which would expose the firefighters and any others present; security for the protection of a responded company leaving an empty firehouse and special attention upon return for objects which don’t belong there.

5.11.2* Conduct a health and safety inspection for a fire department facility given the requirements of chapter 9, Facility Safety, of NFPA 1500, *Standard on Fire Department Occupational Safety and Health Program*, and a facility that requires an inspection and available resources so that the appropriate inspection procedures are selected and implemented, all applicable code violations and safety and health hazards are noted and correctly documented, the inspection is conducted safely, and all the required reports are correctly completed, and ensure the violations are corrected in a prompt and timely manner.

(A) **Requisite Knowledge:** Chapter 9, Facility Safety, of NFPA 1500, *Standard on Fire Department Occupational Safety and Health Program*, federal, state/provincial and local laws; current facility inspection procedures; resources for conducting a facility inspection; equipment necessary for conducting a facility inspection; procedures, equipment, and safety precautions for conducting facility inspections.

(B) **Requisite Skills:** Using resources for determining code compliance; complete reporting and documentation requirements.

A-5.11.2 A check-off list or audit template is strongly recommended when conducting these inspections.
5.11.3 Coordinate a health and safety inspection for a fire department facility given the requirements of chapter 9, Facility Safety, of NFPA 1500, *Standard on Fire Department Occupational Safety and Health Program*, and a facility that requires an inspection and available resources so that the appropriate inspection procedures are selected and implemented, all applicable code violations and safety and health hazards are noted and correctly documented, the inspection is conducted safely, and all the required reports are correctly completed, and ensure the violations are corrected in a prompt and timely manner.

**(A) Requisite Knowledge:** Chapter 9, Facility Safety, of NFPA 1500, *Standard on Fire Department Occupational Safety and Health Program*, federal, state/provincial and local laws; current facility inspection procedures; resources for conducting a facility inspection; equipment necessary for conducting a facility inspection; procedures, equipment, and safety precautions for conducting facility inspections.

**(B) Requisite Skills:** Using coordination skills to acquire resources to initiate and coordinate a facility inspection; use resources for determining code compliance; complete reporting and documentation requirements.

5.12 Health Maintenance

5.12.1 Analyze the fire department health maintenance program, given a fire department health maintenance program and the medical and physical requirements of Chapter 10, Medical and Physical Requirements, of NFPA 1500, *Standard on Fire Department Occupational Safety and Health Program*, so that the program meets and includes medical, physical performance, and health and fitness requirements, as well as a health database, infectious control procedures, a Fire Department physician, and fitness for duty evaluations, and recommendations are made to correct any noted deficiencies.

**(A) Requisite Knowledge:** Chapter 10, Medical and Physical Requirements, 11, Member Assistance and Wellness Programs, and 12, Critical Incident Stress Programs, of NFPA 1500, *Standard on Fire Department Occupational Safety and Health Program*; AHJ codes, standards, and regulations that relate to the fire department health maintenance program; current the fire department health maintenance program; medical surveillance, wellness programs, physical fitness, nutrition, and injury and illness rehabilitation programs; resources for conducting a the fire department health maintenance program; equipment necessary for the fire department health maintenance program; procedures, equipment, and safety precautions for a the fire department health maintenance program and critical incident stress programs.
Chapter 5  Job Performance Requirements (JPR) of the Health and Safety Officer

(B) Requisite Skills: Analyze and incorporate information from health maintenance programs; interact with or interview personnel associated with a health and wellness.

5.12.2 Coordinate the fire department health maintenance program, given a fire department health maintenance program and the medical and physical requirements of Chapter 10, Medical and Physical Requirements, of NFPA 1500, Standard on Fire Department Occupational Safety and Health Program, so that the program meets and includes medical, physical performance, and health and fitness requirements, as well as a health database, infectious control procedures, a FD physician, and fitness for duty evaluations.

(A) Requisite Knowledge: Chapter 10, Medical and Physical Requirements, 11, Member Assistance and Wellness Programs, and 12, Critical Incident Stress Programs, of NFPA 1500, Standard on Fire Department Occupational Safety and Health Program; AHJ codes, standards, and regulations that relate to the fire department health maintenance program; current the fire department health maintenance program; medical surveillance, wellness programs, physical fitness, nutrition, and injury and illness rehabilitation programs; resources for conducting a the fire department health maintenance program; equipment necessary for the fire department health maintenance program; procedures, equipment, and safety precautions for a the fire department health maintenance program and critical incident stress programs.

(B) Requisite Skills: Coordinate information from health maintenance programs; interact with or interview personnel associated with a health and wellness.

5.13 Liaison

5.13.1 Report and submit recommendations from the fire department occupational health and safety committee to fire department administration, given SOP/G’s and health and safety policies used by the AHJ, a fire department occupational health and safety committee, and committee recommendations so that all recommendations are documented and forwarded to fire department administration.

(A) Requisite Knowledge. SOP/G’s and health and safety policies used by the AHJ; NFPA 1500; AHJ codes, standards, and regulations that relate to the fire department occupational safety and health committee.

(B) Requisite Skills. Acquire recommendations from the health and safety committee; evaluate the recommendations and communicate in a manner such that recommendations are communicated and objectives are met.
Chapter 5  Job Performance Requirements (JPR) of the Health and Safety Officer

5.13.2* Provide information and assistance for adverse effects on fire department non-emergency operations given a scenario, the fire department’s risk management plan, SOP/G’s so that members can perform their job tasks in a safe and effective manner.

(A) Requisite Knowledge. Procedures for conducting job tasks based upon department SOP/G’s, the department’s risk management plan, health and safety policies used by the AHJ, and the technical knowledge pertinent to perform various job tasks.

(B) Requisite Skills. Ability to evaluate and prioritize hazards, critical thinking to analyze the hazard, select the most appropriate control measure and evaluate its effectiveness in enhancing fire fighter safety.

5.13.3 Develop recommendations for changes in equipment, procedures and methods based on results of evaluations, given recommendations from the fire department occupational safety and health committee, safety audits, an analysis of injury statistics or other reliable sources of hazardous conditions or injury data, so that the recommendations for equipment, procedures and methods are accepted and approved in accordance with the AHJ.

(A) Requisite Knowledge. Hazard recognition, assessment, controls and evaluation, health and safety recommendations, use of safety audits, department injury statistics.

(B) Requisite Skills. Analyze and interpret injury statistics, safety plan development, interpersonal skills, and report writing.

5.13.4 Assist with the fire department physician for administering needed medical advice and treatment to the members of the fire department, given a fire department physician, fire department members, understanding of occupational medicine for the fire service and the IAFF/IAFC Wellness Initiative, so that the member receives the necessary information needed to maximize their health and safety.

(A) Requisite Knowledge: medical requirements for members as per NFPA 1582, IAFC/IAFF Joint Voluntary, Non-Punitive Wellness program, health hazards associated with fire fighting, chemistry of fire, limitations of PPE and current occupational safety and health practices.

(B) Requisite Skills: Occupational medicine, diagnostic skills, current preventative medical practices and interpersonal skills.
5.14 Occupational Safety and Health Committee

5.14.1 Establish a health and safety committee, given the risk management plan, the organization’s health and safety policy, and a record-keeping system for data analysis, and fire department members, so that the committee is composed of members identified from NFPA 1500, *Standard on Fire Department Occupational Safety and Health Program* section 4.5.1.1.

**(A) Requisite Knowledge:** Duties of the safety committee, with a clear understanding of their roles and responsibilities, SOP/G’s, and the organization’s health and safety policy.

**(B) Requisite Skills:** Interpersonal and organizational skills to establish a safety committee with representation from all levels of the organization.

5.14.2 Serve as the designated health and safety officer on the occupational safety and health committee given the appointment by the Fire Chief or AHJ so that the committee is resource for the Health and Safety Officer and other safety professionals in the organization, and provides a forum for the involved employees to share concerns about the organization’s safety and health programs.

**(A) Requisite Knowledge:** Duties of the safety committee, with a clear understanding of their roles and responsibilities, SOP/G’s, the organization’s health and safety policy and NFPA 1500, *Standard on Fire Department Occupational Safety and Health Program* section 4.5.

**(B) Requisite Skills:** Develop a safety committee policy, conduct research, develop recommendations, and study and review materials pertaining to occupational safety and health within the fire department.

5.15 Infection Control

5.15.1 Assess the fire department’s infection control program, given a copy of the department’s program, incident reports, and access related equipment, so that the requirements of 29 CFR 1910.1030, “Occupational Exposure to Bloodborne Pathogens,” NFPA 1500, *Standard on Fire Department Occupational Safety and Health Program*, and NFPA 1581, *Standard on Fire Department Infection Control Program* are met.


5.15.2 Function as the fire department infection control officer, if an infection control officer position does not exist in the fire department, given an infection control scenario, so that the objectives of the infection control program as specified in the requirements of 29 CFR 1910.1030, "Occupational Exposure to Bloodborne Pathogens"; NFPA 1500, *Standard on Fire Department Occupational Safety and Health Program,* and NFPA 1581, *Standard on Fire Department Infection Control Program* are met.


(B) **Requisite Skill:** Acquire and document infection control procedures; coordination skills necessary to revise program. Ability to assess the requirements based on 29 CFR 1910.1030, “Occupational Exposure to Bloodborne Pathogens;” NFPA 1500, *Standard on Fire Department Occupational Safety and Health Program,* and NFPA 1581, *Standard on Fire Department Infection Control Program*; ability to educate and integrate the occupational health and safety aspects of the risk management program into infection control training and education programs.

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**Health and Safety Officer Definition**

NFPA 1521, *Standard on Fire Department Safety Officer*

- **Definition of Health and Safety Officer:** The member of the fire department assigned and authorized by the fire chief as the manager of the safety and health program.
NEW

Annex Note: Health and Safety Officer (HSO). In some fire departments, the Health and Safety Officer position may be staffed by a non-uniform member who is appointed by the fire chief and meets the qualifications of this position as determined by this standard. Examples of non-uniform members can include a certified safety professional (CSP), an industrial hygienist, or an occupational safety and health specialist. It is important that a non-uniform member have the requisite knowledge and requisite skills to function effectively in this position. If qualified, this individual can also be the incident safety officer or that role can be assigned to another individual as a separate function (see Chapter 6).
New Material to be placed before existing 6.3.1

6.3.1 (New) For qualification at the Incident Safety Officer level, the candidate shall meet the requirements of Fire Officer Level 1 specified in NFPA 1021, Standard for Fire Officer Professional Qualifications, the general knowledge requirements in 6.3.1.1, the general skill requirements in 6.3.1.2, and the job performance requirements (JPRs) defined in Sections 6.4 through 6.9.

6.3.1.1 (New) General Knowledge Requirements. Knowledge of the National Incident Management System (NIMS) and the Incident Command System (ICS), process of managing scene safety including recognition of the types of risk that can occur at an incident or planned event commensurate with this level of qualification, safety and health hazards involved in emergency operations, and personnel accountability practices.

6.3.1.2 (New) General Skill Requirements. Prioritizing tasks so as to accomplish the most critical first, making decisions in an environment with a large number of unknowns, evaluating material resource needs, recognizing the need for supplemental technical knowledge, and anticipating hazards and taking action in a proactive manner to ensure responder safety and health. [1026.5.1.1.2]

Statement of Problem and Substantiation for Public Comment

ISO JPR TG Proposal

Submitter Information Verification

Submitter Full Name: David Bernzweig
Organization: Columbus (OH) Division of Fire
Submittal Date: Thu Nov 15 21:10:28 EST 2012

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By checking this box I affirm that I am David Bernzweig, and I agree to be legally bound by the above Copyright Assignment and the terms and conditions contained therein. I understand and intend that, by checking this box, I am creating an electronic signature that will, upon my submission of this form, have the same legal force and effect as a handwritten signature.
6.4.1

Perform safety officer (SO) duties as prescribed in NFPA 1026, Standard for Incident Management Personnel Professional Qualifications, Chapter 5.

(A) Requisite Knowledge

NFPA 1026, Standard for Incident Management Personnel Professional Qualifications, Chapter 5.

(B) Requisite Skills

Ability to identify, analyze, and apply applicable NFPA 1026, Standard for Incident Management Personnel Professional Qualifications functions during fire suppression activities.

Establish or assume the role of Incident Safety Officer within an ICS at an incident or planned event, given an incident or planned event, an ICS structure, a command post, a briefing from an Incident Commander (IC) or outgoing Incident Safety Officer, standard operating procedures related to health and safety, an Incident Action Plan (IAP), applicable personal protective equipment, and communications and information recording equipment, so that the assignment is received and understood; situational information about the incident or planned event is received; incident priorities, goals, and objectives are transferred; and applicable communication means are employed. [1026:5.2.1]

(A) Requisite Knowledge. Understand accepted safety and health principles, including issues such as the hierarchy of controls, specific technical or regulatory areas pertinent to the response, and the accepted management principles needed to promote safety in the response environment. [1026:5.2.1(A)]

(B) Requisite Skills. Prioritizing tasks, making decisions in an environment with a large number of unknowns, evaluating resource needs, recognizing the need for supplemental technical knowledge, and taking action in a proactive manner to ensure responder safety and health. [1026:5.2.1(B)]

Statement of Problem and Substantiation for Public Comment

ISO JPR TG Proposal

Submitter Information Verification

Submitter Full Name: David Bernzweig
Organization: Columbus (OH) Division of Fire
Submittal Date: Thu Nov 15 21:17:07 EST 2012
I, David Bernzweig, hereby irrevocably grant and assign to the National Fire Protection Association (NFPA) all and full rights in copyright in this Public Comment (including both the Proposed Change and the Statement of Problem and Substantiation). I understand and intend that I acquire no rights, including rights as a joint author, in any publication of the NFPA in which this Public Comment in this or another similar or derivative form is used. I hereby warrant that I am the author of this Public Comment and that I have full power and authority to enter into this copyright assignment.

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New Section After 6.4.1

6.4.2 Manage the transfer of Incident Safety Officer duties at an incident or planned event, given an incident or planned event, an established command structure and Incident Safety Officer, an IAP, an incident safety plan, a current situation status, incident resources, a command post, incident documentation, and communications equipment, so that incident information is exchanged, reports and plans for the subsequent operational period are completed, continuity of authority and situational awareness are maintained, changes in incident or planned event complexity are accounted for, the new Incident Safety Officer is fully briefed on the incident or planned event, and the new Incident Safety Officer is identified. [1026.5.2.2]

(A) Requisite Knowledge. Procedures for transfer of duty; information sources; resource accountability and tracking process; use of ICS forms; the role and duties of an Incident Safety Officer within an ICS; organizational policies and procedures for safety; accountability protocols; resource types and deployment methods; documentation methods and requirements; availability, capabilities, and limitations of responders and other resources; communication problems and needs; communications requirements; operational periods for Incident Safety Officer functions; and types of tasks and assignment responsibilities. [1026.5.2.2(A)]

(B) Requisite Skills. Conducting a transfer briefing meeting; acquiring and documenting information and orders from the IC; using reference materials; evaluating incident information; managing communications; completing required ICS and health and safety forms; recognizing the need to expand and/or transfer the safety function in the ICS structure; reviewing, understanding, and conducting a transfer of duty briefing, including the completion of the transfer documents; and communicating in a manner such that information is transferred and objectives are met. [1026.5.2.2(B)]

Statement of Problem and Substantiation for Public Comment

ISO JPR TG Proposal

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Public Comment No. 8-NFPA 1521-2012 [ Section No. 6.5.2 ]

[Excluding any Sub-Sections] ]

Evaluate incident environmental and operational factors and determine the need to assign rapid intervention teams and increase RIC capability, given an incident or planned event that includes one or more IDLH elements, an IAP, responders engaged in tactical operations, and a pre-assigned rapid intervention team, so that judgment is offered to the IC for the establishment of RIC in accordance with NFPA 1500, Standard on Fire Department Occupational Safety and Health Program, and NFPA 1561, Standard on Emergency Services Incident Management System; RIC capabilities are increased congruent to the environment and operational exposure present; and the AHJ's incident standard operating guidelines and SOP/Gs are followed.

Statement of Problem and Substantiation for Public Comment

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(A) Requisite Knowledge.


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Public Comment No. 10-NFPA 1521-2012 [Section No. 6.5.4
[Excluding any Sub-Sections]]

Determine flashover and hostile fire event potential at building fires, given visible exterior smoke and fire conditions, so that information potential outcomes can be communicated to the incident commander and tactical-level management units and adjustments made to the IAP to improve safety.

Statement of Problem and Substantiation for Public Comment

ISO JPR TG Proposal

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Public Comment No. 11-NFPA 1521-2012 [Section No. 6.5.4.1
[Excluding any Sub-Sections] ]

Determine wildland fire growth and blow-up potential, given a wildland and/or cultivated vegetation fires, so that information can be communicated to the incident commander, fire, weather conditions, and geographical information, so that fire growth and blow-up potential is identified and conditions communicated to the Incident Commander, and tactical-level management components and adjustments made to the IAP to improve member safety.

Statement of Problem and Substantiation for Public Comment

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6.6.1
In addition to the requirements of this section, the Fire Department Safety Officer shall perform the requirements as prescribed in NFPA 1521, *Standard for Fire Department Safety Officer*, Section 6.14.

(A) **Requisite Knowledge.**

(B) **Requisite Skills.**
Ability to identify, analyze, and apply applicable NFPA 1521, *Standard For Fire Department Safety Officer*, Section 6.14, general performance functions.

**Statement of Problem and Substantiation for Public Comment**

correct reference

**Submitter Information Verification**

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Public Comment No. 13-NFPA 1521-2012 [Section No. 6.6.2] [Excluding any Sub-Sections]

Classify technical rescue operations and determine the need for a technician-trained ISO or Assistant Safety Officer, given a hazardous materials incident or drill technical rescue incident, exercise, or scenario, so that the IC can allocate resources that fulfill the SO role in accordance with CFR 1910.146; NFPA 1006, Standard for Rescue Technician Professional Qualifications; and AHJSOP AHJSOP/Gs for technical rescue operations.

Statement of Problem and Substantiation for Public Comment

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Public Comment No. 14-NFPA 1521-2012 [Section No. 6.7.5 [Excluding any Sub-Sections]]

Develop a hazardous materials incident control zone schematic, inclusive of no-entry zones, hot zones, hazard reduction zone, support zones, and travel pathways, given a hazmat; given a hazardous materials incident or scenario and SOP/Gs, so that responders can arrange cones and marking tape in accordance with the developed schematic which must be inclusive of no-entry zones, hot zones, hazard reduction zone, support zones, and travel pathways.

Statement of Problem and Substantiation for Public Comment

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Public Comment No. 18-NFPA 1521-2012 [Section No. 6.8.1]

6.8.1
In addition to the requirements of this section, the Fire Department Safety Officer shall perform the requirements as prescribed in NFPA, Standard For Fire Department Safety Officer, Section 6.14.

(A) Requisite Knowledge.
NFPA 1521, Standard for Fire Department Safety Officer, Section 6.14, requirements.

(B) Requisite Skills.
Ability to identify, analyze, and apply applicable NFPA 1521, Standard for Fire Department Safety Officer, Section 6.14, general performance functions.

Statement of Problem and Substantiation for Public Comment

corrected reference

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Public Comment No. 15-NFPA 1521-2012 [Section No. 6.8.3]

[Excluding any Sub-Sections]

Recognize severe injuries, accidents, mishaps, and other potentially harmful events, given an incident or planned event, department SOP/Gs, so that a determination can be made to disqualify remove the SO from the investigative responsibility if a potential conflict exists.

Statement of Problem and Substantiation for Public Comment

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6.9.1
In addition to the requirements of this section, the Fire Department Safety Officer shall perform the requirements as prescribed in NFPA 1521, *Standard for Fire Department Safety Officer*, Section 6.1.4.

(A) Requisite Knowledge.
NFPA 1521, *Standard for Fire Department Safety Officer*, Section 6.1.4, requirements.

(B) Requisite Skills.
Ability to identify, analyze, and apply applicable NFPA 1521, *Standard for Fire Department Safety Officer*, Section 6.1.4, general performance functions.

**Statement of Problem and Substantiation for Public Comment**

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Public Comment No. 17-NFPA 1521-2012 [Section No. 6.9.2]

[Excluding any Sub-Sections]

Prepare a written post-incident analysis from the SO perspective, given a witnessed incident, exercise, or planned event, so that safety and health issues, best safety practices, deviations from SOP/Gs established by the AHJ, and recommendations for future events are documented.

Statement of Problem and Substantiation for Public Comment

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A.6.5.2(C)
Where the rapid intervention team requirement has been met, the SO should meet with the rapid intervention team leader and share information and observations such as fire conditions, building construction, access and egress, hazardous energy, and other pertinent hazards.

The intention of this requirement is that the SO checks to see that the incident commander has established a rapid intervention company. In cases where this has not happened, the incident safety officer should inform the incident commander of the need.

The need for rapid intervention company should be determined by evaluating the relationship of environmental factors (hazards and characteristics of the location) with operational factors (tasks being performed). A RIC should be established in cases where members are deemed to be working in IDLH environments.

Statement of Problem and Substantiation for Public Comment

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