



FOREST LAKES FIRE DISTRICT EDUCATION AND TRAINING POLICY NUMBER 0008



Purpose

The purpose of training is to help give the individual the skills necessary to suppress fires, perform operations, deliver emergency medical services and to otherwise deal with the public in a courteous, professional manner. Training also helps an individual gain confidence in his/her abilities to perform the required services, and gives the individual confidence in his/her teammates at the Department. A good training program also helps reduce the number of employee injuries by learning safe ways to perform services.

Training will be the responsibility of the Fire Chief and/or On-Duty Staff.

Since most FLFD “On-Duty Staff” are full-time fire fighters employed at various Fire Districts elsewhere, they are fully trained before working at the Forest Lakes Fire District (FLFD).

It is the responsibility of the Fire District to verify that all employee’s are fully trained..

Additionally, training is provided at the District in several ways. The District provides regular in-house training, that will be supplemented by seminars and course work offered at several other outside, approved training facilities.

Definitions

The Fire District or District is the Forest Lakes Fire District (FLFD) that currently employs: OnDuty Staff (ODS) , Part-time staff, Paid On Call (POC) and temporary staff.

On-Duty Staff (ODS) – Professional first responders, currently employed at other Arizona fire districts, who provide the primary support for the District.

Paid on Call (POC) – Paid volunteers, typically local to Forest Lakes, who provide back up support for the District’s mission and activities.

Part-time and Temporary staff are hired, as needed, to assist the fire district.

Training Officers are On Duty Staff assigned ancillary duties.

Policy

The Fire District will be responsible for:

- Keeping track of all training records



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- Notifying members of upcoming schools/training
- Scheduling members for training

All notices for training will be communicated via email. Fire Department Members shall be responsible for checking their email to see if they are scheduled for training.

Members shall be responsible for returning the proper documentation of their training to the Fire District. Documents will be filed in each members personnel file. The Fire District will record members training record in their personnel file.

Annual Training Calendar will be posted in January of each year. and posting for interested members.

Approved by the Forest Lakes Fire District Board on: _____.

John Hennessey, Clerk