



FIRE OFFICER CERTIFICATION DIRECTIVE

(NFPA 1021 2014 Edition)

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AFSC FIRE OFFICER CERTIFICATION DIRECTIVE

FIRE OFFICER DIRECTIVE OVERVIEW

The AFSC developed the Fire Officer (FO) certification directive based on industry standards with the intent to provide Alaska fire service agencies with a method to obtain the knowledge and skills necessary to conduct high quality training to emergency responders within their organizations. In 2015, the AFSC updated the directive to meet the 2014 edition of the [NFPA 1021, Standard for Fire Officer Professional Qualifications](#). The purpose of the Fire Officer material is to ensure a standard level of fire officer training through a credible certification program that results in fire ground operations that are conducted in a safe, proficient, professional, and uniform manner throughout the State of Alaska.

Certification for Fire Officer levels require that individuals meet AFSC application requirements and complete the following elements:

- 1) A Fire Officer course specific to the level of certification; *and*
- 2) Successful evaluation of practical job performance requirements (JPR's) specific to the level of certification; *and*
- 3) Successful completion of the AFSC Fire Officer written examination (70% minimum score) specific to the level of certification.

The Fire Officer directive is designed for candidates that are prepared to take on an increased level of responsibility and accountability within the fire department. The AFSC uses the administration of a final examination to evaluate that applicants have successfully met the requisite knowledge and skill requirements within the NFPA standard. Applicants that successfully complete the AFSC Fire Officer examination process are eligible for certification. Certification for levels of Fire Officer may available through a reciprocity process.

The Alaska Fire Standards Council ([AFSC](#)) is accredited through the International Fire Service Accreditation Congress ([IFSAC](#)) and currently provides certification for Fire Officer I. Fire Officer training is generally available through AFSC/TEB accredited fire department programs.

FIRE OFFICER CERTIFICATION REQUIREMENTS

The following level(s) of certification are available through this directive:

FIRE OFFICER I

To qualify for this level of certification, applicants must:

- a. be at least 21 years of age; *and*
- b. be an Alaska resident or member of an organized fire department or an emergency response organization registered with the Division of Fire and Life Safety; *and*
- c. have AFSC certification as a Firefighter II; *and*
- d. have current AFSC certification as a Fire Instructor I (*or higher*); *and*
- e. *successfully complete an AFSC/TEB approved Fire Officer I course; *and*
- f. *successfully complete the AFSC Fire Officer I written exam (*minimum score of 70%*); *and*
- g. *successfully complete the required AFSC Fire Officer I practical skill elements

***Note:** *The course requirement and the written test requirement must be completed within three years of application date and must meet NFPA 1021 core requirements.*

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APPROVED FIRE OFFICER CERTIFICATION COURSES

For eligibility to complete the Fire Officer certification examinations applicants must meet the prerequisite requirements and have completed AFSC approved training course. Alaska accredited fire departments or organizations with an approved curriculum can conduct training locally; or through other courses sponsored or approved by the AFSC. To conduct an AFSC approved Fire Officer course that will result in AFSC certification, the department/organization must contact the AFSC in advance of the course start. A Fire Officer course must have An entity that conducts a Fire Officer course without prior approval from AFSC **will not** be eligible for AFSC certification examinations.

The purpose of the AFSC Fire Officer course approval is to ensure the curriculum satisfies the knowledge and practical skill requirements of NFPA 1021. Completion of the [Fire Officer Skills Packet](#) and [Fire Officer Training Record](#) is required for the final examination eligibility to ensure the candidate has met the requisite skill requirements before testing for certification.

Upon approval to test, an applicant must successfully pass the final examination to receive AFSC Fire Officer certification. A candidate must take a Fire Officer certification examination within three (3) years of the completion an accredited/approved course.

FIRE OFFICER EXAMINATIONS

The Fire Standards Council written test bank questions for Fire Officer are validated using a national standard and specific text. Each Fire Officer examination has a total of 100 questions, and test bank questions are referenced to [NFPA 1021: Standard for Fire Officer Professional Qualifications, 2014 edition](#). The AFSC generally administers the Fire Officer certification examination immediately following an approved course.

For individuals who have met the criteria to test for Fire Officer, but are not able to test with a group, the Training Officer/Training Manager must submit a request for examination to the AFSC office in writing. Exam distribution procedures shall follow the Test Examination Security Plan specified in the AFSC [Certification Policy Manual](#). For individuals with reasonable access to the AFSC office local staff will proctor written examinations. The AFSC **will not** send examinations directly to the individual taking the exam.

The AFSC office will grade all certification examinations and notify the applicant of final scores.

Fire Officer I Written Examination References

- a. [NFPA 1021: Standard for Fire Officer Professional Qualifications, 2014 edition](#)
- b. Text (either of the following)
 - IFSTA, Fire and Emergency Services Company Officer, 4th Edition
 - Jones and Bartlett, Fire Officer Principles and Practice, 3rd Edition

Fire Officer I Practical Skills Evaluation References

- a. NFPA 1021 Standard for Fire Officer Professional Qualifications, 2014 edition
- b. [Fire Officer I Practical Skills Evaluation Sheets](#)

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CERTIFICATION THROUGH RECIPROCITY

Reciprocity for AFSC Fire Officer is available to an individual who has completed his or her certification through an entity accredited by the International Fire Service Accreditation Congress ([IFSA](#)) or the National Fire Service Professional Qualifications Board ([ProBoard](#)), provided each Fire Officer certificate specify a level of certification listed within this directive. Candidates for Fire Officer reciprocity must provide a completed [Application for Certification](#) and a copy of their IFSAC or ProBoard certificate to the AFSC.

Fire Officer I Reciprocity Requirements

For eligibility to receive Fire Officer I reciprocity applicants must:

- a. be at least 18 years of age, *and*;
- b. be an Alaska resident or member of an organized fire department or an emergency response organization registered with the Division of Fire and Life Safety; *and*
- c. must complete an [Application for Certification](#); *and*
- d. in addition to a Fire Officer I certificate, an applicant must also submit a copy of the following IFSAC or ProBoard certificates for AFSC reciprocity approval:
 1. Firefighter I certificate; *and*
 2. Firefighter II certificate; *and*
 3. Hazardous Materials Awareness/Operations certificate, or other documented written evidence of Haz Mat Ops certification from an IFSAC/ProBoard accredited entity, *and*
 4. Fire Service Instructor I (or higher) certificate; *and*

Reciprocity applicants must meet all AFSC requirements for each level of certification.

EQUIVALENCY CHALLENGE

To initiate the challenge process, an individual must have documentation of completion of an AFSC authorized Fire Officer training program. The AFSC will only accept Fire Officer challenge applicants if he or she is affiliated with an Alaska fire department or organization with an accredited firefighter training program for the level of the challenge request. All challenge requests must be coordinated through the fire department the individual is affiliated with. The fire department Training Program Manager/Training Officer has the responsibility to verify the applicant meets the requirements for testing and must complete and sign-off a [Fire Officer Training Record](#) before the applicant is eligible to complete an AFSC certification exam. The following general guidelines apply to all equivalency challenge requests:

- a. A candidate must complete an [Application for Certification](#) and attach supporting documentation; *and*
- b. the candidate must be a member of a Fire Department registered in Alaska and must have a letter of support from the Fire Chief; *and*
- c. the candidate must provide documentation of training that complies with each component of the appropriate NFPA Standard for desired level of certification (documentation must be dated within the last 3-years); *and*
- d. the candidate must successfully pass the AFSC's written exam with a minimum score of 70% for desired level of certification and practical skills exam, where applicable; *and*
- e. the candidate must meet the general requirements for certification as outlined in the appropriate certification directive.

Applicants with an endorsement from his or her Training Program Manager/Training Officer may complete an approved Fire Officer examination locally, but the AFSC will not schedule an examination for a single individual.

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If no test opportunity is possible locally, applicants can contact the AFSC office for information on other certification test sites.

A candidate **is not** permitted to attend a final exam at an alternate test site without the explicit pre-approval of the AFSC office *and* the agency that is authorized for the exam. To test at a site other than his or her fire department, the equivalency challenge candidate must:

1. have permission from the agency that is scheduled to test; *and*
2. provide written approval from the Training Program Manager/Training Officer; *and*
3. provide evidence of AFSC written approval to test; *and*
4. provide photo ID; *and*
5. provide a completed training record for the level of the examination signed off by the candidate's Training Program Manager/Training Officer; *and*
6. have the necessary tools, equipment, or material to complete the practical exam components

CERTIFICATION TIME LINES

Certificates issued under the AFSC Fire Officer directive have no expiration date.

BACKGROUND CHECKS

A background check is not required for certification as a Fire Officer.

PREVIOUS ALASKA FIRE OFFICER CERTIFICATION

The Alaska Fire Standards Council recognizes all previous State of Alaska certifications issued for Fire Officer through the Division of Fire and Life Safety (formerly Division of Fire Prevention).