

East County Fire and Rescue

SOG #405 Step Program

I. Eligibility

All personnel are eligible to promote through the classification system, if they are in compliance with all provisions of the process. Positions above the rank of Firefighter shall be filled according to the operational needs of the District – and at the District's discretion.

II. Steps

All District personnel are classified and are thereby in the process of being trained to - and above - each currently-held level; and anticipated levels. Every classification/rank requires some form of assessment. Basic requirements are outlined:

Career Firefighter

A. Probation- (First Year of Service)

Fourth Class Firefighter status is achieved after all of the following are successfully accomplished.

1. Safety and Orientation
2. IS-100 and 700
3. IFSAC HAZMAT Ops Certified
4. Compliance with District training and activity requirements
5. IFSAC FFI certification
6. Operations Chief approval – based on Performance Evaluation and Recommendation of supervisor

B. Fourth Class Firefighter

Third Class Firefighter status is achieved after all of the following are successfully accomplished.

1. Driver/Operator Academy
2. Successful Evaluation as a Driver/Operator on a Type I Engine during a hose evolution
3. ECFR Customer Service (or equivalent)
4. ECFR Rope Rescue proficiency test
5. IS-200
6. Compliance with District training and activity requirements
7. Minimum one year in grade as a Fourth Class Firefighter
8. Operations Chief approval – based on Performance Evaluation and Recommendation of supervisor

C. Third Class Firefighter

Second Class Firefighter status is achieved after all of the following are successfully accomplished.

1. Driver/ Operator certified for all District Apparatus
2. ECFR Incident Strategy and Tactics Class (or equivalent)
3. OTEP Evaluator Certified
4. IFSAC Instructor I Accredited
5. Minimum ten hours of college credit directly related to an AS in Fire Science
6. Compliance with District training and activity requirements
7. Minimum one year in grade as a Third Class Firefighter
8. Operations Chief approval – based on Performance Evaluation and Recommendation of supervisor

D. Second Class Firefighter

First Class Firefighter status is achieved after all of the above are successfully accomplished.

1. IFSAC FF2
2. IS-300

3. HAZMAT IC Certification
4. Incident Safety Officer
5. Minimum twenty hours of college credit directly related to an AS in Fire Science
6. Compliance with District training and activity requirements
7. Minimum one year in grade as a Second Class Firefighter
8. Operations Chief approval – based on Performance Evaluation and Recommendation of supervisor

E. First Class Firefighter

Note: First Class Firefighters may be issued a Fire Officer I task book.

Fire Officer I

Note: The following are prerequisite for eligibility to promote to Fire Captain:

- Minimum one year in grade as First Class Firefighter.
- Metro Fire Officer I Academy or WA State Fire Officer I Academy
- Successfully passes a promotional examination (see Article I).

Additionally, the newly promoted Captain will be in Probationary status for one year.

F. As Probationary Captain

Fourth Class Captain status is achieved after all of the following are successfully accomplished.

1. Actively pursuing (enroll in and pass at least 5 credits per year with a grade point average of 2.5) a degree in Fire Protection Technology.
2. IFSAC Fire Officer I Certification
3. At least 50% completion of the Fire Officer I Task Book.
4. Operations Chief approval – based on Performance Evaluation and Recommendation of supervisor

G. As Fourth Class Captain

Third Class Captain, Fire Officer I status is achieved after all of the following are successfully accomplished.

1. Minimum one year in grade as Fourth Class Captain
2. Actively pursuing (enroll in and pass at least 5 credits per year with a grade point average of 2.5) a degree in Fire Protection Technology.
3. 50% completion Associate's Degree in Fire Protection Technology
4. Completion of Fire Officer I Task Book.
5. Operations Chief approval – based on Performance Evaluation and Recommendation of supervisor

H. As Third Class Captain, Fire Officer I

Second Class Captain eligibility is achieved after all of the following are successfully accomplished.

1. Minimum one year in grade as Third Class Captain
2. Associate's Degree in Fire Protection Technology
3. Metro Fire Officer II Academy or WA State Fire Officer II Academy
4. Operations Chief approval – based on Performance Evaluation and Recommendation of supervisor

Note: A Fire Officer II task book may be assigned after the above are completed.

Fire Officer II

Note: The following are prerequisite for eligibility to promote to Fire Captain 2nd Class:

- Successfully passes a promotional examination (see Article I).

I. As Second Class Captain

First Class Captain, Fire Officer II status is achieved after all of the following are successfully accomplished.

1. Minimum one year in grade as a Second Class Captain
2. IFSAC Fire Officer II Certification.
3. Completion of the Fire Officer II Task Book.
4. Operations Chief approval – based on Performance Evaluation and Recommendation of supervisor

J. First Class Captain, Fire Officer II

III. NWCG Wildland Qualification

- A. Throughout the step process listed above, all personnel must be actively seeking advancement through the NWCG Wildland Firefighter process (ref: NIMS 310-1 document) - up to and including the rank of Strike Team Leader.
- B. "Actively seeking" is defined as having an open, current task book and signing up for at least two weeks of mobilization availability each season.

IV. Probation

- A. All new members and newly appointed officers are probationary for at least their first full year.
- B. Probationary status will be removed after one year active duty and successful completion of all step requirements.
- C. Career personnel must pass all probationary requirements by their first anniversary.

V. Administration/Notifications

- A. Candidates are responsible for providing evidence of meeting all requirements of each classification step (certificates, training reports, test scores, supervisor's recommendation, etc.). After all evidence has been verified, it is to be forwarded to the Fire Chief or his/her designee. Notification of the exact promotion date will be recorded in the respective individual's personnel file, forwarded to payroll (as applicable), published in the District's newsletter, and formal commencement will be made during the next regularly scheduled Board of Fire Commissioner's meeting
- B. Each step increase is subject to a favorable review from the Officer's supervisor.

VI. Availability of Needed Training or Practical Experience (i.e. Wildland requirements)

It is understood that opportunities for wildland fire experience may be limited due to fire season conditions and the lack of deployment opportunities. As such, an individual may advance a maximum of one step above their qualified level if they are unable to complete that step's wildland qualifications.

VII. Personnel Status Upon Implementation Of This Guideline

Upon implementation of this guide (date: December 9, 2013), it is understood that no member shall incur a reduction in their current wage based on a lack of step qualifications. However, any member whose pay is in excess of the step(s) outlined above shall have their wages frozen until such time that they fulfill the missing requirements.