



ANN ARBOR FIRE DEPARTMENT

Standard Operating Procedures – 2.9 Driver Operator Training



DRIVER OPERATOR TRAINING

Effective: November 29, 2018
Scheduled Review: November 29, 2021
Replaces: 107 - Apparatus Driver Certification Requirements
Approved: Fire Chief Mike Kennedy

I. PURPOSE

To identify the process for an employee to become a driver / operator of both engine companies and aerial apparatus.

II. PREREQUISITES

An employee interested in gaining certification as a driver / operator shall complete the following prerequisites prior to starting the training program.

- A. Michigan Fire Fighters Training Council – Drivers Training
 - i. Successful completion of emergency vehicle competency course.
- B. Michigan Fire Fighters Training Council – Pump Apparatus Operator
- C. Completion of probation.
- D. Approval from assigned lieutenant, battalion chief, training officer, and assistant chief assigned to operations.

III. ENGINE COMPANY TRAINING

- A. An employee who meets the above prerequisites will be assigned a “Driver Operator Certification Manual.” This manual and skills assessment shall be completed within one year of assignment. Failure of the employee to complete this manual within the one year will be require the employee to start the process over.
- B. The driver / operator candidate shall successfully complete and document ten (10) hours of supervised non-emergency driving of an engine or ladder company. These ten (10) hours must be completed prior to driving a vehicle weighing over 25,001 lbs. emergency traffic.
- C. Upon completion of the ten (10) non-emergency traffic hours, the driver / operator candidate shall successfully complete twenty (20) emergency responses driving an engine or ladder company.
- D. Upon completion of the “Driver Operator Certification Manual,” the training officer or other approved evaluator as designated by the fire chief shall administer a skills assessment to ensure the driver / operator candidate possesses the competencies needed to serve as a driver / operator.
 - i. The evaluator will sign off on each skill station once successfully completed by the driver / operator candidate. If the candidate does not successfully complete a skill station, the evaluator may provide remedial training.



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However, the driver / operator candidate may not retest on that skill station on the same day.

- ii. Upon successful completion of all skill stations, the training officer will update the employee's status in Telestaff along with notifying the employee's chain of command including the assistant chiefs and fire chief.

IV. AERIAL APPARATUS TRAINING

- A. Once an employee has successfully completed engine company certification, the employee may start the aerial apparatus module of the "Driver Operator Certification Manual." Once started, the aerial apparatus module shall be completed within one year. Failure of the employee to complete this module within the one year will require the employee to start the module over.
- B. The aerial apparatus driver / operator candidate shall successfully complete and document ten (10) hours of supervised non-emergency driving of the specific aerial apparatus the employee is looking to be certified on.
- C. Upon completion of the ten (10) non-emergency traffic hours, the driver / operator candidate shall successfully complete ten (10) emergency responses driving the specific aerial apparatus the employee is looking to be certified on.
- D. Upon completion of the aerial apparatus module of the "Driver Operator Certification Manual," the training officer or other approved evaluator as designated by the fire chief shall administer a skills assessment to ensure the driver / operator candidate possesses the competencies needed to serve as a driver / operator of the specific aerial apparatus the employee is looking to be certified on.
 - i. The evaluator will sign off on each skill station once successfully completed by the driver / operator candidate. If the candidate does not successfully complete a skill station, the evaluator may provide remedial training. However, the driver / operator candidate may not retest on that station on the same day.
 - ii. Upon successful completion of all skill stations, the training officer will update the employee's status in Telestaff along with notifying the employee's chain of command including the assistant chiefs and fire chief.