Each individual seeking certification within the University of Kansas Fire Service Training Certification System must submit an application and the appropriate fee to secure entrance into the system. Candidates are given one year in which to complete the certification process. An application form is included in this document and may be used and/or duplicated at the local level. Applications forms may also be downloaded at: http://www.kuce.org/fst/

A list of current fees may be obtained by calling 785-864-4790. Purchase orders from cities/organizations will be accepted. The University of Kansas Fire Service Training will not “bill” individuals for the certification fee. Checks or credit cards are accepted from individuals. Upon receipt of the application and fee, the candidate will be scheduled into a specific exam site as requested or the candidate may select an exam site from the schedule on the KUCE website.

Applicants may register for an exam site at the time of application by completing the appropriate block on the application form. Candidates requesting a specific test site should contact the University of Kansas Fire Service Training (785 - 864 - 4790) to confirm that they have a reserved place at the exam.

Certification candidates are given two (2) attempts at each component, written and practical. If the candidate takes either component of the exam two (2) times without passing, the candidate is required to resubmit a certification application form as well as an additional certification fee before being scheduled to retest a third time.

Candidates failing the written exam are responsible for notifying Fire Service Training of their desire to retest and enroll at the next scheduled exam that has available space. Candidates may not take the written exam more than once per day.

Candidates are responsible for all of the skills required by the applicable standard during the practical exam. An exact list of specific skills is included in this study guide. A minimum of three (3) skills per standard will be selected to be tested at each exam site. Candidates should be prepared to test on any skill outlined in the standard. The intent of this process is to insure that candidates are prepared to test on all skills required by a standard.

Practical skill exams are graded on a pass/fail basis. Candidates must successfully complete all skill stations at an exam site to receive a passing grade for the practical exam. Each candidate is allowed two (2) attempts at each station.

Candidates failing the practical exam are responsible for notifying Fire Service Training of their desire to retest by preregistering for another regularly scheduled exam. Candidates may not take the practical exam more than once per exam day.

An official picture ID must be shown for admittance to a written or practical exam.
Certification Flow Chart for Fire Apparatus Driver/Operator

1. Decide to seek National Certification
   - Attend a class
   - Pursue Independent Study

2. Send Certification Application to KU-FST
   - Request Test Site from KU-FST

3. Take Written and Practical Exams
   - Pass all parts
     - Receive certificate in 10 to 20 working days
   - Fail to pass one or more parts
     - Call KU-FST for Retest Site
     - Retest
     - Pass
     - Fail
Prerequisites:
Any candidate seeking certification, for **Fire Apparatus Driver/Operator** Certification, within the Kansas University Fire Service Training Certification System must meet the following requirements:

1. **Residency and Membership**
   - Must be at least 18 years of age
   - Be a current member of a Kansas fire, emergency responder or allied professional organization.
   - Must be a resident of the state of Kansas or live in a border area and serve on a Kansas Fire Department. Residency is not required if the candidate is a member of the armed services of the United States. Individuals not meeting these requirements who seek Kansas certification should submit their requests for individual exceptions to the Fire Service Training Certification Manager.

2. **Verification of the following:**
   - Valid Kansas driver’s license
   - Licensed to drive all vehicles candidate is expected to operate
   - Fire Fighter I Certification by a NPQB or IFSAC accredited agency

3. **Candidate must be competent in all objectives listed in NFPA Standard 1002 for Fire Department Vehicle Driver/Operator Pumper, Chapters 2 and 3.**

**Written Examination:**
The Fire Apparatus Driver/Operator written certification exam is based on knowledge objectives listed in *NFPA 1002 Standard for Fire Apparatus Driver Operator Professional Qualifications* - Chapters 2 and 3. Candidates are required to score a minimum of 70%.

**Practical Examination:**
The Fire Apparatus Driver/Operator certification practical exam is based on the *NFPA 1002 Standard for Fire Apparatus Driver/Operator Professional Qualifications* - Chapters 2 and 3. Candidates are required to score a minimum of 70%.

**Practical Exam Requirement:**
The practical exam will require that candidates test using a pumper (per NFPA 1901) from their own department with which they are familiar. Since some of the practical skills require two pumpers, each practical exam must have a minimum of two pumpers available. All elements of the practical exam will be performed with a fire department pumper. The written and practical test will be conducted at the local fire department for a minimum of two candidates.

**References/Textbooks:**
This page left blank
# National Certification Application Form

## Personal Information

<table>
<thead>
<tr>
<th>First Name</th>
<th>MI</th>
<th>Last Name</th>
<th>Date of Birth</th>
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<table>
<thead>
<tr>
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<table>
<thead>
<tr>
<th>Fire Department/Organization</th>
<th>Fire Department Address</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

## Payment Method

Each application must be accompanied by payment of appropriate certification fees. Approved methods of payment are listed below. Please indicate method of payment you will use. (Please do not send cash through the mail.)

- Payment enclosed (check or money order)  
- Bill my department/organization  
- MasterCard  
- VISA  
- Discover  
- American Express  

Account number: ________________  Expiration Date: ________________

Name as it appears on card: ________________

## Testing Site Registration (optional)

If you know the location and date of the test site that you wish to attend, please list that information below. A certification exam schedule can be obtained by contacting the Kansas Fire & Rescue Training Institute at **785-864-4790** (phone), **1-866-804-8841** (toll free) or e-mail to kufst@ku.edu or visit our web site (address: http://www.kuce.org/fst/).

I wish to register for the following test site:  
Location: ________________  Test Date: ________________

I verify that I have reviewed the certification guidelines as stated in the Kansas Fire & Rescue Training Institute Certification Criteria and Procedures document and agree to conform to those guidelines. I further verify that all information submitted on this form is accurate.

Applicant’s Signature: ________________

I verify the person listed on this form has been fit tested as per OSHA 29 CFR Part 1910.134. This form must be signed by the person conducting the fit testing or the Fire Chief.

Signature of Verifying Authority: ________________

Revised January 2006
# Written Exam Study Guide sheet Driver Operator

**References:** The Reading/Study References listed below represent references from which certification exam questions are taken.  

<table>
<thead>
<tr>
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<tbody>
<tr>
<td>2-1 General</td>
<td>pp. 26-34, 35-39, 40-42</td>
</tr>
<tr>
<td>2-2 Preventative Maintenance</td>
<td>pp. 70-74</td>
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<tr>
<td>2-2.1 pp. 3-6, 380-383</td>
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<td>2-2.2 pp. 3-6, 380-383</td>
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<tr>
<td>2-3 Driving/Operating</td>
<td></td>
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<tr>
<td>2-3.1 pp. 3-6, 49-74</td>
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<td>2-3.2 pp. 3-6, 58-60, 70-72</td>
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<td>2-3.3 pp. 72-73</td>
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<td>2-3.4 pp. 72-73</td>
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<td>2-3.5 pp. 72-73</td>
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<td>3-2 Operations</td>
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<td>3-2.2 pp. 7-10, 76-89, 140-148, 194-201, 311-323</td>
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<td>3-2.3 pp. 8-9, 141, 355-361</td>
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<td>3-2.4 pp. 109-113, 141-194</td>
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**Driver Operator Skills Exam Study Guide sheets**  
**References:** The Reading/Study References listed below represent references from which certification practical skills are taken.  

<table>
<thead>
<tr>
<th>KU-FST Performance Test Item #</th>
<th>NFPA 1002 Objective</th>
<th>Pages In <em>Pumping Apparatus Driver/Operator Handbook</em>, IFSTA, 1st Ed., 1st printing</th>
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<tr>
<td>1</td>
<td>2-2.1, 2-2.2, 2-3.7, 3-1.1</td>
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<td>2</td>
<td>2-3.1 &amp; 3-1.3</td>
<td>pp. 70-74</td>
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<td>3</td>
<td>2-3.2 through 2-3.6 &amp; 3-1.2</td>
<td>pp. 70-74</td>
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<td>4</td>
<td>3-2.1 through 3-2.4</td>
<td>pp. 76-89</td>
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NFPA 1002 - 1998 Driver/Operator
Performance Test Test Item 1

Candidate’s Name: ___________________________ Social Security#: _____ - _____ - _____

<table>
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<tr>
<th>Percent correct required to pass- 70% (5 of 7)</th>
<th>Objective: NFPA 1002-1998, Ch. 2-2.1, 2-2.2, 2-3.7, 3-1.1</th>
</tr>
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</table>

Personal Protective Equipment Required:
- □ No special clothing required
- □ Full PPE + SCBA
- □ Full PPE w/o SCBA

Tools/Equipment/Setting:
- □ Helmet, gloves, boots
- □ Other: Local driving gear

Fire department pumper, manufacturer's specification, inspection list.

### Read to Candidate

In this station you will be given an inspection list and asked to inspect a fire department pumper and verify its operational status. Be sure to document all inspections on list.

- □ Successful completion of all steps within ______ minutes or ☒ within a reasonable fire ground time

### Skill Checklist

<table>
<thead>
<tr>
<th>1st Attempt</th>
<th>2nd Attempt</th>
<th>Skill Checklist</th>
</tr>
</thead>
<tbody>
<tr>
<td>P</td>
<td>F</td>
<td>P</td>
</tr>
</tbody>
</table>

1. Performed all checks on list.
   - a. Battery
   - b. Braking system
   - c. Coolant system
   - d. Electrical system
   - e. Fuel
   - f. Hydraulic fluids
   - g. Lubrication
   - h. Oil
   - i. Tires
   - j. Steering system
   - k. Belts
   - l. Tools, appliances, equipment

2. Operated all fixed systems on vehicle

3. Documented inspections/service functions

4. Checked water tank level (if applicable)

5. Inspect pumping system

6. Inspected foam system

7. Verified operational status of pumper

Evaluator’s Signature: ___________________________ Date: ______________________ P [ ] F [ ]

Evaluator’s comments on reverse side if candidate fails

Evaluator’s Name: ___________________________
Fire Department Pumper Checklist  
NFPA 1002 Reference 2-2.1 and 2-2.2

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<td>Battery</td>
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<tr>
<td></td>
<td>Braking System</td>
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<tr>
<td></td>
<td>Coolant System</td>
</tr>
<tr>
<td></td>
<td>Electrical System</td>
</tr>
<tr>
<td></td>
<td>Fuel</td>
</tr>
<tr>
<td></td>
<td>Hydraulic Fluids</td>
</tr>
<tr>
<td></td>
<td>Lubrication</td>
</tr>
<tr>
<td></td>
<td>Oil</td>
</tr>
<tr>
<td></td>
<td>Tires</td>
</tr>
<tr>
<td></td>
<td>Steering System</td>
</tr>
<tr>
<td></td>
<td>Belts</td>
</tr>
<tr>
<td></td>
<td>Tools, Appliances, Equipment</td>
</tr>
</tbody>
</table>

Verification that unit# _______ is operational and ready for duty.

Date:__________________  Time:__________  
Verified by:___________________________
NFPA 1002 - 1998 Driver/Operator
Performance Test Item 2

Candidate’s Name: ___________________________ Social Security#: _____ - _____ - _____

Percent correct required to pass- 70% (5 of 7)                                Objective: NFPA 1002-1998, Ch. 2-3.1, 3-1.2

Personal Protective Equipment Required:
☐ No special clothing required           ☐ Full PPE + SCBA           ☐ Full PPE w/o SCBA

Tools/Equipment/Setting:
☐ Helmet, gloves, boots                      ☑ Other: Local driving gear

Fire department pumper, public way, map of required operations.

---

Read to Candidate

In this station you will be asked to safely operate a fire department vehicle over a predetermined route on a public way that includes the listed items. The instructor will ride with you and give you a map or verbal directions. Be sure to obey all applicable laws and fire department regulations.

NOTE: The local fire department is responsible for developing and mapping this route to include all components listed below. Candidates will be tested on the route as laid out by the local department.

☐ Successful completion of all steps within ______ minutes or ☑ within a reasonable fire ground time

---

1st Attempt          2nd Attempt

P  F  P  F

1. Performed all operations on predetermined route
   a. Four (4) left turns
   b. Four (4) right turns
   c. One (1) mile on business street
   d. One (1) through intersection
   e. Two (2) intersections requiring stop
   f. One (1) railroad crossing
   g. One (1) left or right curve
   h. Limited access highway with ramp
   i. Section of road with two (2) lane changes
   j. Down grade requiring down shifting and braking
   k. Up grade requiring gear changing
   l. One (1) underpass or low clearance bridge

2. Used automotive gauges to operate vehicle correctly

3. Operated within all laws and traffic control devices

4. Came to a stop at all unguarded railroad crossing

5. Checked to make certain all occupants were seated and had seat belts secured prior to moving vehicle

6. Driver has valid Driver’s License (NFPA 1500 4-2)

7. Followed local department SOP’s

Evaluator’s Signature: ___________________________ Date: ________________  P   F

Evaluator’s comments on reverse side if candidate fails

6/01

---
Sample of Predetermined Route for the Driver Operator Street Course
Used With Permission From Ottawa Fire Department

**Instructions:**

When determining the route for the driver operator street course it is advisable that you indicate the **task**, from the skill checklist provided by KU Fire Service Training, with the directions of the course. Keying the task with the directions will give you the opportunity to cross check the directions with the skills checklist ensuring that each task has been covered. It will also assist the evaluator as he/she checks off the items on the list during the exam. Candidates should practice driving the exact route prior to the exam date. Allow approximately 30 minutes per candidate for the street course.

Sample predetermined route for the driver operator driving course:

Off the bay floor across the street to 68 Hwy.

Turn right on 68 Hwy. (b) go over the bridge. On the down hill side of the bridge do task (j) - down grade requiring down shifting and braking.

Take off ramp to Tecumseh (b)

Turn right on Tecumseh (b). go under bridge and North on Locust (l and g)

Take Locust North to Wilson. Turn right on Wilson (b)

Proceed to railroad crossing, stop at crossing as per department protocol (f)

Continue on to Main street, cross Main on Wilson to Hickory. Turn right on Hickory (b and e). South to Blackhawk (d), turn right on Blackhawk (b) to Main Street.

Turn left on Main going South (a)

South on Main to 68 Hwy. (i and c) should be started in this distance

Continue on Main to Fifth

Turn left on Fifth (a), turn left on Hickory (a), turn left on Fourth (a), turn left on Main and proceed South. This completes requirements of (a and e) **(This was executed by going around one city block)**.

Between Seventh and Fifteenth complete tasks (i and c)

Take Princeton Circle Drive to I-35

Go South on I-35 (h). Exit I-35 at Old Fifty Hwy. Turn right (b)

Take Fifty back into town on Main. On incline to old Fifty overpass, complete (k)

Return to station
In this station you will be operating a fire department vehicle through various courses with obstructions. You will have a spotter to help you. If you strike any of the obstructions you will fail the Station.

The evaluator will give you instructions for each course. You will back a Fire Department pumper into a restricted space, around obstacles forward and reverse, turn 180 degrees in a confined space, move through restricted horizontal and vertical spaces.

1. Backed pumper into restricted space left side
2. Backed pumper into restricted space right side
3. Maneuvered pumper around serpentine (obstruction) forward
4. Maneuvered pumper around serpentine (obstruction) reverse
5. Performed 180 degree turn with pumper in a confined space
6. Maneuvered pumper through a restricted horizontal space
7. Maneuvered pumper through a restricted vertical space
8. Demonstrated emergency defensive driving techniques, under simulated conditions, while maintaining control of the pumper
9. Demonstrated non-emergency defensive driving techniques while maintaining control of the pumper

Successful completion of all steps within ______ minutes or ______ within a reasonable fire ground time

Percent correct required to pass- 70% (6 of 9)  Objective: NFPA 1002-1998, Ch. 2-3.2, 2-3.3, 2-3.4, 3-1.2, 2-3.5, 2-3.6

Tools/Equipment/Setting: Fire department pumper. Flat off road area, Traffic cones and a spotter.

Personal Protective Equipment Required:
- [ ] No special clothing required
- [ ] Full PPE + SCBA
- [x] Full PPE w/o SCBA
- [ ] Helmet, gloves, boots
- [x] Other: Local driving gear

Candidate’s Name: ___________________________ Social Security#: ______ - _____ - _____

Percent correct required to pass- 70% (6 of 9)  Objective: NFPA 1002-1998, Ch. 2-3.2, 2-3.3, 2-3.4, 3-1.2, 2-3.5, 2-3.6

Tools/Equipment/Setting: Fire department pumper. Flat off road area, Traffic cones and a spotter.

Read to Candidate

In this station you will be operating a fire department vehicle through various courses with obstructions. You will have a spotter to help you. If you strike any of the obstructions you will fail the Station.

The evaluator will give you instructions for each course. You will back a Fire Department pumper into a restricted space, around obstacles forward and reverse, turn 180 degrees in a confined space, move through restricted horizontal and vertical spaces.

[ ] Successful completion of all steps within ______ minutes or [x] within a reasonable fire ground time

Evaluator’s Signature: ___________________________ Date: ________________ ______ P F
1. 2-3.1 The maneuvers and features specified for this job performance requirement include driving situations that the committee has determined to be essential. The committee recognizes that each of these situations may not exist in all areas. Where this occurs, those specific requirements may be omitted.

2. 2-3.2 The alley dock exercise measures a driver’s ability to drive past a simulated dock back the apparatus into the space provided and stop smoothly. A dock or stall can be simulated by arranging barricades or cones as shown below:

![Diagram of Alley Dock Exercise]

3. 2-3.2 The apparatus parking maneuver measures the driver's ability to back the apparatus into a fire station. A marker placed on the ground should indicate the proper position of the left front tire once the pumper is stopped and parked. An engine bay can be simulated by arranging barricades or cones as shown below:

![Diagram of Apparatus Parking Maneuver]

Depth of parking bay = length of vehicle + 10 ft.
4. 2-3.3  The serpentine exercise measures a driver’s ability to steer the apparatus in close limits without stopping. A serpentine may be formed using a minimum of three cones as shown below:

5. 2-3.4  The confined space turn around measures a driver’s ability to turn the pumper around within a confined space without striking obstacles. A confined space turn around must be accomplished in an area where the vehicle cannot perform a u-turn without stopping and backing up.

6. 2-3.5  The diminishing clearance exercise measures a driver’s ability to judge distances and to stop at a finish line. This exercise is performed both forward and reverse with a spotter

7. 2-3.5  The vertical/horizontal clearance exercise measures a driver’s ability to judge clearance for vertical obstacles. Vertical clearance should be evaluated using a prop with a adjustable cross bar. With the driver moving the pumper forward and reverse with the clearance of the cross bar adjusted at different heights including one cross bar setting that is lower than the top of the vehicle.
In this station you will position a pumper at a hydrant and a static water source so an intake hose can be connected without kinks to the pump connection without repositioning the pumper. The evaluator will ask you to produce hand or master streams, a foam fire stream, change water supply from tank to external source, and pump a supply line of 2 1/2" or larger in a relay pumping operation.

1. Place pumper at hydrant water source
2. Place pumper at static water source
3. Vehicle safety devices (i.e. chocks, warning lights, brake, etc.) set and monitored for problems.
4. Produced hand streams (at rated nozzle flow) from internal tank.
5. Produced hand streams (at rated nozzle flow) from static water source.
6. Produced hand streams (at rated nozzle flow) from hydrant.
7. Pumped 2 1/2" or larger diameter supply line in a pumper relay evolution
8. Pumped a properly proportioned foam stream
9. Changed water supply from internal to external while operating a fire attack line
10. Supply water to fire sprinkler/standpipe system

Successful completion of all steps within ___ minutes or ___ within a reasonable fire ground time

<table>
<thead>
<tr>
<th>1st Attempt</th>
<th>2nd Attempt</th>
<th>Skill Checklist</th>
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<tbody>
<tr>
<td>P</td>
<td>F</td>
<td></td>
</tr>
<tr>
<td>P</td>
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<td>1. Place pumper at hydrant water source</td>
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<td>2. Place pumper at static water source</td>
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<tr>
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<td>3. Vehicle safety devices (i.e. chocks, warning lights, brake, etc.) set and monitored for problems.</td>
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<td>4. Produced hand streams (at rated nozzle flow) from internal tank.</td>
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<td>5. Produced hand streams (at rated nozzle flow) from static water source.</td>
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<td>6. Produced hand streams (at rated nozzle flow) from hydrant.</td>
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<td>7. Pumped 2 1/2&quot; or larger diameter supply line in a pumper relay evolution</td>
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<td>F</td>
<td>8. Pumped a properly proportioned foam stream</td>
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<td>F</td>
<td>9. Changed water supply from internal to external while operating a fire attack line</td>
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<tr>
<td>P</td>
<td>F</td>
<td>10. Supply water to fire sprinkler/standpipe system</td>
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</table>

Evaluator’s Signature: ___________________________ Date: ____________ P F
Evaluator’s comments on reverse side if candidate fails

6/01