



## OFFICER TRAINING SOG

### SCOPE

This guideline applies to all members of the Stoney Point Fire Department and shall be adhered to by all members. This SOG addresses officer training for all Department officers and perspective officers candidates, and identifies the minimum qualifications required for company and chief officers.

### PURPOSE

This SOG provides guidance on officer training. It addresses and outlines the various levels of officer qualification and which levels correspond to the different ranks.

### DEFINITIONS

**SHALL** - Indicates a mandatory requirement.

**STANDARD OPERATING GUIDELINE (SOG)** - Documents that help establish how an organization will operate and how its members are expected to carry out specific duties outlined in general terms.

**Fire Officer I (FO-I)** – minimum qualification for company grade officers (lieutenants and captains). This qualification is achieved through the North Carolina Fire Officer I Course, successful completion of the state FO-I test and successful completion of the FO-I Job Skills test. Officers must hold Fire Instructor Level I certification and successful completion of Instructor Methodology to be eligible for FO-I.

**Fire Officer II (FO-II)** – minimum qualification for an assistant chief. This qualification is achieved through the North Carolina Fire Officer II Course and successful completion of the state FO-II test. Officers must hold FO-I certification to be eligible for FO-II.

**Fire Officer III (FO-III)** – minimum qualification for a deputy chief. This qualification is achieved through OSFM review of the officer’s training records and experience. Officers must hold FO-II certification to be eligible for FO-III.

**Fire Officer IV (FO-IV)** – minimum qualification for a chief officer. This qualification is achieved through OSFM review of the officer’s training records and experience. Officers must hold FO-III certification to be eligible for FO-IV.

**Pro-Board Certification** – Professional Board Certification of the above mentioned Fire Officer Levels. Pro-Board Certification is internationally recognized.

**In-Service Officer Training (ISOT)** – refresher and enhancement officer training conducted by the Chief Officers on designated training days or during Department officer meetings.

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**Company Grade Officers** – Lieutenants and Captains.

**Chief Officers** – Battalion, Assistant, Deputy and Chief of Department ranks.

### **OFFICER TRAINING GUIDELINES**

All perspective officer candidates or current company grade officers will successfully complete North Carolina certification for FO-I. IFSAC or Pro-Board certification for FO-I will suffice in lieu of NC FO-I certification.

All chief officers in the rank of assistant chief will successfully complete North Carolina certification for FO-II. IFSAC or Pro-Board certification for FO-II will suffice in lieu of NC FO-II certification.

All chief officers in the rank of deputy chief will successfully complete North Carolina certification for FO-III. IFSAC or Pro-Board certification for FO-III will suffice in lieu of NC FO-III certification.

Chief Officers in the rank of chief of department will successfully complete North Carolina certification for FO-IV. IFSAC or Pro-Board certification for FO-IV will suffice in lieu of NC FO-IV certification.

The specified Fire Officer level must be obtained prior to appointment to any officer rank.

### **IN SERVICE OFFICER TRAINING (ISOT)**

ISOT will be conducted at least once per month on designated training days and during the monthly officer meeting. ISOT's purpose is to enhance officer capability and knowledge, and to provide the latest information on fire tactics, techniques and procedures for fireground operations. The Chief, through the Training Officer, will coordinate ISOT with the Department officer corps and designate the topics to be covered.

### **EXTERNAL TRAINING**

The individual fire officer is responsible for his/her professional development and enhancement. SPFD strongly recommends that the officer corps attend external professional development training related to leadership, incident command, and fireground operations. Although not officially required, officers are expected to attend at least one professional development course annually.

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