



GENERAL ORDER

GENERAL ORDER 740.01

Driver/Operator Requirements (Standards)

EDUCATION AND TRAINING BUREAU

Issue Date: 4/28/2014

Revision Date:

1 APPLICABILITY

2 All Personnel – Career, Volunteer and Contingent

3 POLICY

4 This General Order establishes the standards, certifications, and requirements for all drivers and
5 operators of designated fire department vehicles and apparatus, during both emergency and non-
6 emergency operations, used by the members and employees of the Howard County Department of Fire &
7 Rescue Services (the Department). This General Order establishes a clear and defined commitment to
8 enhancing and strengthening the standards used to safely drive and operate fire and EMS department
9 vehicles.

10 DEFINITIONS

- 11 ➤ **Vehicle** – Any vehicle owned or insured by Howard County or Volunteer Corporations used for
12 emergency or non-emergency operations.
- 13 ➤ **Apparatus** – Any specialized vehicle used for fire, EMS, rescue, or special operations as designated
14 by the Chief of the Department or his designee.
- 15 ➤ **Driver/Operator** – The individual responsible for driving and operating fire and EMS department
16 vehicles and apparatus who is certified, qualified and required as part of their positions within the
17 career and volunteer departments.

18 PROCEDURES

19 GENERAL INFORMATION

20 All career and volunteer personnel, who drive, operate, and use fire and EMS department vehicles and
21 apparatus must obtain and maintain all applicable training requirements and certifications listed in
22 Attachment A of this General Order.

23 The Education and Training Bureau (E&T) shall be responsible for maintaining and approving all training
24 documentation regarding qualifications and certifications for designated fire and EMS department
25 driver/operators. Education & Training shall maintain a list of approved driver/operators to ensure that
26 re-certification requirements are met. Education & Training, along with the Volunteer Training Board
27 (VTB), will establish a yearly schedule of driver/operator training for volunteer personnel.



GENERAL ORDER

28 Education & Training and the Volunteer Training Board will work with the Bureau of Occupational Safety
29 & Health Services (BOSH) to analyze and identify safety trends involving driver/operator vehicle accidents
30 and incidents to improve and enhance these standards and requirements.

31 PROCESSES AND GUIDELINES

32 Refer to Attachment A for all certifications and operator requirements.

33

34 Effective July 1, 2014, all current designated and approved volunteer driver/operators must meet and
35 maintain the new requirements in Attachment A, if adding any category of apparatus not currently
36 approved and qualified to operate. This includes ambulances, tankers, aerial trucks, heavy duty rescue
37 squad vehicles, but *does not* include utility vehicles and brush & canteen vehicles.

38

39 Effective July 1, 2014, all newly designated driver/operators must meet and maintain the certification and
40 qualification requirements in Attachment A.

41

42 All Volunteer Chiefs shall submit, to the Education & Training Bureau, a current list of all volunteer
43 driver/operators and the apparatus that they are qualified to drive and operate by July 1, 2014.

44 REFERENCES

- 45 • **NFPA 1002, 2014 Edition**
- 46 • **Maryland Motor Vehicle Statutes**

47 SUMMARY OF DOCUMENT CHANGES

48

49 FORMS/ATTACHMENTS

50 Attachment A - Driver Operator Certification & Development Objectives

51 APPROVED

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ATTACHMENT A: GENERAL ORDER 740.01



Driver Operator
Certification &
Development
Objectives



The objective of this appendix is to outline the required and preferred elements for driving and operating vehicles and apparatus in operational capacities.

There are several important references that are pertinent to these objectives:

- **NFPA 1002 Standard for Fire Apparatus Driver/Operator Professional Qualifications 2014 Edition**
- **Current Howard County Job Descriptions and classification plan**
 - Firefighter EMT, Firefighter EMT-P
 - Heavy Vehicle Operator
- **Maryland Statute**
- **Maryland Motor Vehicle Administration Policy and Procedure**

DEFINITIONS

- **Non-Emergency Driver:** Authorized to drive and operate vehicles, which may be designated emergency vehicles, without the use of emergency warning devices.
- **Emergency Driver:** Authorized to drive and operate designated emergency vehicles, including the use of emergency warning devices, within the boundaries outlined by state law and Department policy.
- **Utility Type Vehicle:** Cars, pick-up trucks, sport utility vehicles, and other multipurpose vehicles
- **Brush Type Vehicle:** Fire suppression apparatus that includes a water source and pump that is specially designed for fire suppression in an outdoor setting.
- **EMS Transport Unit:** An ambulance
- **Engine:** Fire suppression apparatus with a 750 gpm pump (minimum) and a water tank capacity of between 500 and 1000 gallons
- **Engine Tanker/Tanker:** Fire suppression apparatus with a 750 gpm pump (minimum) and a water tank capacity greater than 1000 gallons
- **Truck/Tower:** Fire suppression apparatus that has a fixed ladder or boom and bucket
- **Aerial Tiller:** Fire suppression apparatus that is tractor-drawn with a specialized turntable ladder mounted on a semi-trailer truck. It has two drivers, with separate steering wheels for front and rear wheels.
- **Rescue Squad:** technical rescue and vehicle extrication apparatus.
- **Maryland Fire Service Professional Qualifications Board (MFSPQB):** The Maryland organization that establishes state-wide fire service certification standards and coordinates certification to national ProBoard standards
- **National Fire Protection Agency (NFPA):** Standards agency for fire related standards
- **National Fire Service Professional Qualification Board (NFPQB):** The ProBoard

DFRS DRIVER OPERATOR CERTIFICATION AND DEVELOPMENT OBJECTIVES

There are two areas for each vehicle type's Driver Operator Certification & Development Objectives:

- Required Elements to obtain authorization
- Preferred Elements to obtain authorization

Non-Emergency Driver

Required:

- Valid affiliation in “good standing” with the Department or one of the six affiliated volunteer corporations.
- 18 years of age.
- Possess a valid Maryland license, or equivalent license issued from another state, as specified for each vehicle type.
 - Drivers must not exceed the number of points on their license allowed by the county. MVA Driving records will be checked periodically.
- Authorization of affiliating agency (DFRS or Volunteer Corporation).
- Must maintain compliance with all DFRS policies, procedures, and initial and continuing training requirements, as well as those of any volunteer corporation if so affiliated.
- Written authorization issued by the Chief of Department or designee, to operate vehicles for Department business (documentation on file with DFRS Bureau of Education and Training).

Preferred:

- Possess a valid non-provisional driver’s license.

Emergency Driver

Required:

- All Non-Emergency Driver authorization and all required elements.
- 21 years of age.
- Meet Operational Standards per GO 120.03
- Possess a valid non-provisional driver’s license.
- Successful completion of a MFRI Emergency Vehicle Operations Course (EVOC) or equivalent as approved by the Maryland Fire Rescue Education Training Commission.

Preferred:

- Possess a valid driver’s license for a period of at least three years.

Utility Vehicle

Required:

- Written authorization to function as a Non-Emergency Driver (documentation on file with DFRS Bureau of Education and Training).
- Possess one of the following:
 - A valid Class C or Class B Non-Commercial Driver's License.
 - Have successfully completed and maintain a Department sponsored fit-for-duty physical examination within the previous 2 years
 - A valid Class A or B Commercial Driver's License (CDL).
 - Possess a current CDL Medical Examiner's Certificate.
- Documentation on file with DFRS Bureau of Education and Training of successful completion of a station-based in-service training program for this vehicle type.
- Written authorization to operate Utility type vehicles, issued by the Chief of Department or designee, (documentation on file with DFRS Bureau of Education and Training).

Brush Vehicle

Required:

- Written authorization to function as an Emergency Driver (documentation on file with DFRS Bureau of Education and Training).
- Possess one of the following:
 - A valid Class C or Class B Non-Commercial Driver's License.
 - Have successfully completed and maintain a Department sponsored fit-for-duty physical examination within the previous 2 years
 - A valid Class A or B Commercial Driver's License (CDL).
 - Possess a current CDL Medical Examiner's Certificate.
- Documentation on file with DFRS Bureau of Education and Training of successful completion of a station-based in-service training program for this vehicle type that includes classroom and practical instruction in off-road techniques.
- Written authorization to operate Brush type vehicles, issued by the Chief of Department or designee, (documentation on file with DFRS Bureau of Education and Training).

Emergency Driver, EMS Transport Unit

Required:

- Written authorization to function as an Emergency Driver (documentation on file with DFRS Bureau of Education and Training).
- Possess one of the following:
 - A valid Class C or Class B Non-Commercial Driver's License.
 - Have successfully completed and maintain a Department sponsored fit-for-duty physical examination within the previous 2 years
 - A valid Class A or B Commercial Driver's License (CDL).
 - Possess a current CDL Medical Examiner's Certificate.
- Documentation on file with DFRS Bureau of Education and Training of:
 - Successful completion of a station-based in-service training program for this vehicle type.
- Written authorization to operate EMS Transport Units type vehicles, issued by the Chief of Department or designee, (documentation on file with DFRS Bureau of Education and Training).

Preferred:

- Possess a valid driver's license for a period of at least three years.

Emergency Driver, Engine (Non-Tanker)

Required:

- Written authorization to function as an Emergency Driver (documentation on file with DFRS Bureau of Education and Training).
- Possess one of the following:
 - A valid Class B Non-Commercial Driver's License.
 - Have successfully completed and maintain a Department sponsored fit-for-duty physical examination within the previous 2 years
 - A valid Class A or B Commercial Driver's License (CDL).
 - Possess a current CDL Medical Examiner's Certificate.
- Documentation on file with DFRS Bureau of Education and Training of: (Option 1 or 2)
 1. MFSPQB certification for NFPA 1002 (Fire Apparatus Driver Operator - Pump) OR National Fire Service Professional Qualification Board (NFPQB) certification for NFPA 1002 (Fire Apparatus Driver Operator - Pump).
 2. Successful completion of the DFRS Engine Pumper (Non-Tanker) Operator course.
 - Successful completion of a MFRI Emergency Vehicle Operations Course (EVOC) or equivalent as approved by the Maryland Fire Rescue Education Training Commission.
 - AND Successful completion of a MFRI pumps course OR have successfully completed pumps training program that met NFPA 1002, Standard for Fire Apparatus Driver/Operator Professional Qualifications, Chapters 4 and 5.
 - AND Successful completion of a station-based in-service training program for this vehicle type.
- Written authorization to operate Engine Pumper (Non-Tanker) type vehicles, issued by the Chief of Department or designee, (documentation on file with DFRS Bureau of Education and Training).

Preferred:

- Possess a valid driver's license for a period of at least three years.

Emergency Driver, Engine Tanker/Tanker

Required:

- Written authorization to function as an Emergency Driver (documentation on file with DFRS Bureau of Education and Training).
- Possess one of the following:
 - A valid Class B Non-Commercial Driver's License.
 - Have successfully completed and maintain a Department sponsored fit-for-duty physical examination within the previous 2 years
 - A valid Class A or B Commercial Driver's License (CDL) with tanker endorsement.
 - Possess a current CDL Medical Examiner's Certificate.
- Documentation on file with DFRS Bureau of Education and Training of: (Option 1 or 2)
 1. MFSPQB certification for NFPA 1002 (Fire Apparatus Driver Operator - Mobile Water Supply) OR National Fire Service Professional Qualification Board (NFPQB) certification for NFPA 1002 (Fire Apparatus Driver Operator - Mobile Water Supply).
 2. Successful completion of the DFRS Engine Tanker Operator course.
 - Successful completion of a MFRI Emergency Vehicle Operations Course (EVOC) or equivalent as approved by the Maryland Fire Rescue Education Training Commission.

- AND Successful completion of a MFRI pumps course OR have successfully completed pumps training program that met NFPA 1002, Standard for Fire Apparatus Driver/Operator Professional Qualifications, Chapters 4 and 5.
- AND Successful completion of a station-based in-service training program for this vehicle type.
- For career Heavy Vehicle Operator assignment:
 - Must have three years of service beyond the Firefighter Trainee rank.
 - Must meet all requirements as set forth in the Heavy Vehicle Operator testing process.
- Written authorization to operate Engine (Tanker) type vehicles, issued by the Chief of Department or designee, (documentation on file with DFRS Bureau of Education and Training).

Preferred:

- Possess a valid driver's license for a period of at least three years.

Emergency Driver, Rescue Squad

Required:

- Written authorization to function as an Emergency Driver (documentation on file with DFRS Bureau of Education and Training).
- Possess one of the following:
 - A valid Class B Non-Commercial Driver's License.
 - Have successfully completed and maintain a Department sponsored fit-for-duty physical examination within the previous 2 years
 - A valid Class A or B Commercial Driver's License (CDL).
 - Possess a current CDL Medical Examiner's Certificate.
 - Documentation on file with DFRS Bureau of Education and Training of:
 - Successful completion of a MFRI Emergency Vehicle Operations Course (EVOC) or equivalent as approved by the Maryland Fire Rescue Education Training Commission.
 - AND Successful completion of a MFRI Rescue course
 - AND Successful completion of a station-based in-service training program for this vehicle type.
- Written authorization to operate Rescue/Squad type vehicles, issued by the Chief of Department or designee, (documentation on file with DFRS Bureau of Education and Training).

Preferred:

- Possess a valid driver's license for a period of at least three years.

Emergency Driver, Truck/Tower

Required:

- Written authorization to function as an Emergency Driver (documentation on file with DFRS Bureau of Education and Training).
- Possess one of the following:
 - A valid Class B Non-Commercial Driver's License.
 - Have successfully completed and maintain a Department sponsored fit-for-duty physical examination within the previous 2 years
 - A valid Class A or B Commercial Driver's License (CDL).
 - Possess a current CDL Medical Examiner's Certificate.
- Documentation on file with DFRS Bureau of Education and Training of:

- MFSPQB certification for NFPA 1002 (Fire Apparatus Driver Operator - Aerial) OR National Fire Service Professional Qualification Board (NFPQB) certification for NFPA 1002 (Fire Apparatus Driver Operator - Aerial).
- MFSPQB certification for NFPA 1002 (Fire Apparatus Driver Operator - Aerial) OR National Fire Service Professional Qualification Board (NFPQB) certification for NFPA 1002 (Fire Apparatus Driver Operator – Aerial), OR
 - AND Successful completion of one of the following:
 - Successful completion of a MFRI Truck Company Operations course and a MFRI Aerial Operator course, OR
 - Successful completion of a MFRI Aerial Operator course (as of 07/01/1996).
 - AND Successful completion of a station-based in-service training program for this vehicle type.
- For career Heavy Vehicle Operator assignment:
 - Must have three years of service beyond the Firefighter Trainee rank.
 - Must meet all requirements as set forth in the Heavy Vehicle Operator testing process.
- Written authorization to operate Truck/Tower type vehicles, issued by the Chief of Department or designee, (documentation on file with DFRS Bureau of Education and Training).

Preferred:

- Possess a valid driver's license for a period of at least three years.

Emergency Driver, Aerial Tiller

Required:

- Meet all the qualifications of Emergency Driver Truck/Tower.
- Possess a valid Class A Commercial Driver's License (CDL) with the air brakes and combination endorsements.
 - Possess a current CDL Medical Examiner's Certificate.
- Documentation on file with DFRS Bureau of Education and Training of:
 - MFSPQB certification for NFPA 1002 (Fire Apparatus Driver Operator - Aerial) OR National Fire Service Professional Qualification Board (NFPQB) certification for NFPA 1002 (Fire Apparatus Driver Operator - Tiller).
 - Successful completion of the DFRS Aerial Tiller Operator course.
- For career Heavy Vehicle Operator assignment:
 - Must have three years of service beyond the Firefighter Trainee rank.
 - Must meet all requirements as set forth in the Heavy Vehicle Operator testing process.
- Written authorization to operate Aerial Tiller type vehicles, issued by the Chief of Department or designee, (documentation on file with DFRS Bureau of Education and Training).

Preferred:

- Possess a valid driver's license for a period of at least three years