

State of Oregon  
Department of Public Safety Standards and Training

Fire Ground Leader  
Task Book

Fire Ground Leader Task Book Assigned To:	
Name	DPSST Fire Service #
Agency Name	Date Initiated
Signature of Agency Head or Training Officer	Date Completed

**Note to Fire Agency:** The Fire Ground Leader Task Book has been created specifically for the Oregon Fire Service. It covers portions of Fire Resistive Building Construction, Ordinary Building Construction, Incident Safety Officer, Water Supply Operations, Strategy and Tactics, Incident Command Systems and Fire Investigation. A Fire Ground Leader is a fire service professional who is qualified to lead emergency scene operations but is **not** equivalent NFPA Fire Officer I. Portions of this evaluation instrument are reprinted with permission from NFPA 1021-2003 Edition, "Standard for Fire Officer Professional Qualifications", Copyright 2003.

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Additional copies of this document may be downloaded from the DPSST web site:

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Task Book Qualification Record Books (Task Book) have been developed for various certification levels within the Department of Public Safety Standards and Training (DPSST) system. Each Task Book lists the job performance requirements (JPRs) for the specific certification level in a format that allows a candidate to be trained and evaluated. Successful performance of all tasks, as observed and recorded by a qualified and approved evaluator will result in the candidate's eligibility for DPSST certification.

To become certified at a specific level, the applicant must successfully complete the job performance requirements. Before a job performance evaluation can be taken, all requisite knowledge and skills must be satisfied. In addition, all relative task book evaluations must be checked off by the evaluator. When all prescribed requirements have been met, an application for certification will be forwarded to DPSST. All certificates are mailed to the Training Officer at his/her Fire Agency.

*Note to Fire Agency: These JPRs serve as general guidelines. At all times, standard operating procedures of the Fire Agency in which the evaluation is being conducted will govern. Fire Agencies should have available for evaluators a copy of the Fire Agencies standard operational guidelines.*

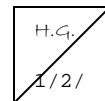
## **HOW TO EVALUATE PERFORMANCE:**

Each JPR has one corresponding box to the right in which to confirm a candidate's success. The evaluator shall indicate successful passing by the candidate of each JPR by initialing and dating (see example).

### **EXAMPLE:**

4-1.1 Perform the routine tests, inspections, and servicing functions specified in the following list, given a fire department aerial apparatus, so that the operational readiness of the apparatus is verified.

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# TASK BOOK QUALIFICATION RECORD

FOR THE CERTIFICATION LEVEL OF

## FIRE GROUND LEADER

Prior to becoming certified in this position, the Fire Ground Leader candidate must be certified as an NFPA Fire Fighter II and successfully complete the following Job Performance Requirements (JPR). The evaluator must initial and date the appropriate boxes to indicate successful completion of each. For each JPR there are requisite knowledge and skill requirements. The evaluator must initial and date in the box provided to indicate the meeting of those requirements before the firefighter may proceed.

### **FGL - General.**

For certification at Fire Ground Leader, the candidate shall meet the requirements of Fire Fighter II as defined in [NFPA 1001](#), and the job performance requirements defined in those Sections of this standard

**Prerequisite Knowledge.** The organizational structure of the department; geographical configuration and characteristics of response districts; departmental operating procedures for administration, emergency operations, incident management systems, and safety; departmental budget process; information management and recordkeeping; the fire prevention and building safety codes and ordinances applicable to the jurisdiction; current trends, technologies, and socioeconomic and political factors that impact the fire service; cultural diversity; methods used by supervisors to obtain cooperation within a group of subordinates; the rights of management and members; agreements in force between the organization and members; generally accepted ethical practices, including a professional code of ethics; and policies and procedures regarding the operation of the department as they involve supervisors and members.

**Prerequisite Skills.** The ability to effectively communicate in writing utilizing technology provided by the AHJ; write reports, letters, and memos utilizing word processing and spreadsheet programs; operate in an information management system; and effectively operate at all levels in the incident management system utilized by the AHJ.

**FGL -** Assign tasks or responsibilities to unit members, given an assignment at an emergency operation, so that the instructions are complete, clear, and concise; safety

considerations are addressed; and the desired outcomes are conveyed.

**Requisite Knowledge.** Verbal communications during emergency situations, techniques used to make assignments under stressful situations, and methods of confirming understanding.

**Requisite Skills.** The ability to condense instructions for frequently assigned unit tasks based on training and standard operating procedures.

**FGL -** Direct unit members during a training evolution, given a company training evolution and training policies and procedures, so that the evolution is performed in accordance with safety plans, efficiently, and as directed.

**Requisite Knowledge.** Verbal communication techniques to facilitate learning.

**Requisite Skills.** The ability to distribute issue-guided directions to unit members during evolutions.

**FGL -**Recommend changes to existing departmental policies and/or implement a new departmental policy at the unit level, given a new departmental policy, so that the policy is communicated to and understood by unit members.

**Requisite Knowledge.** Written and oral communication.

**Requisite Skills.** The ability to relate interpersonally.

**FGL -**Execute routine unit-level administrative functions, given forms and record-management systems, so that the reports and logs are complete and files are maintained in accordance with policies and procedures.

**Requisite Knowledge.** Administrative policies and procedures and records management.

**Requisite Skills.** The ability to communicate orally and in writing.

**FGL -** Secure an incident scene, given rope or barrier tape, so that unauthorized persons can recognize the perimeters of the scene and are kept from restricted areas, and all evidence or potential evidence is protected from damage or destruction.

**Requisite Knowledge.** Types of evidence, the importance of fire scene security, and evidence preservation.

**Requisite Skills.** The ability to establish perimeters at an incident scene.

**FGL -** Develop an initial action plan, given size-up information for an incident and assigned emergency response resources, so that resources are deployed to control the emergency.

**Requisite Knowledge.** Elements of a size-up, standard operating procedures for emergency operations, and fire behavior.

**Requisite Skills.** The ability to analyze emergency scene conditions; to activate the local emergency plan, including localized evacuation procedures; to allocate resources; and to communicate orally.

**FGL -** Implement an action plan at an emergency operation, given assigned resources, type of incident, and a preliminary plan, so that resources are deployed to mitigate the situation.

**Requisite Knowledge.** Standard operating procedures, resources available for the mitigation of fire and other emergency incidents, an incident management system, scene safety, and a personnel accountability system.

**Requisite Skills.** The ability to implement an incident management system, to communicate orally, to manage scene safety, and to supervise and account for assigned personnel under emergency conditions.

**Requisite Knowledge.** Elements of a post-incident analysis, basic building construction, basic fire protection systems and features, basic water supply, basic fuel loading, fire growth and development, and departmental procedures relating to dispatch response tactics and operations and customer service.

**Requisite Skills.** The ability to write reports, to communicate orally, and to evaluate skills.

**FGL** -Apply safety regulations at the unit level, given safety policies and procedures, so that required reports are completed, in-service training is conducted, and member responsibilities are conveyed.

**Requisite Knowledge.** The most common causes of personal injury and accident to members, safety policies and procedures, basic workplace safety, and the components of an infectious disease control program.

**Requisite Skills.** The ability to identify safety hazards and to communicate orally and in writing.

**FGL** -Conduct an initial accident investigation, given an incident and investigation forms, so that the incident is documented and reports are processed in accordance with policies and procedures.

**Requisite Knowledge.** Procedures for conducting an accident investigation and safety policies and procedures.

**Requisite Skills.** The ability to communicate orally and in writing and to conduct interviews.

**FGL** - The individual shall calculate the total water resource requirements and delivery rate utilizing the NFPA Standard 1142, 2001 Edition

**Requisite Knowledge:** Processes for calculating water resource requirements for structures, commercial and residential

**Requisite Skills:** Ability to use charts and to calculate those water resource requirements for commercial and residential structures.

**FGL** - Determine the amount of water for each of the following water sources:  
a. Streams      b. Lakes & Ponds      c. swimming pools

**Requisite Knowledge:** Processes and procedures for calculating excavations for approximate amounts of water available.

**Requisite Skills:** Ability to use charts and to calculate

approximate amount of water in excavations

**FGL** - The individual shall calculate the water carrying potential for fire department tenders in gallons per minute, too any point in a fire district, Identify the recommended loading and off loading rates in (gallons per minute) for fire department tenders, The individual shall list five (5) methods to improve fire department tender delivery capabilities

**Requisite Knowledge:** Department procedures and capabilities for department/agency Mobile Water Supply Apparatus

**Requisite Skills:** Ability to use charts and to calculate approximate amount of water that can be shuttled by department

**FGL** - The individual shall determine the fire department capabilities to deliver water through hose lines, determine theoretical pumping distances for relay pumping situations, the individual shall describe the single most limiting factor in moving water with fire department pumpers/engines. The individual shall describe three (3) methods to improve the capabilities of fire department pumpers/engines

**Requisite Knowledge:** Department procedures and capabilities for department/agency Pumper Apparatus and hose lines carried on that apparatus

**Requisite Skills:** Ability to use charts and to calculate approximate amount of water that can be moved through various hose lines used by the department/agency pumper apparatus