

**Purpose:** This policy establishes eligibility and the general process for candidates to qualify as new driver/operators on CTFD apparatus.

**Administration:** The Fire Chief, Assistant Fire Chief and Deputy Chief of Training will have joint responsibility for administration of this policy within the scope of their job descriptions.

### **Eligibility**

- Driver/operator candidates must be Active or Junior Active CTFD members, as detailed in Policy 2.15 Active and Junior Active Status, for a minimum of one (1) year prior to beginning the training process on any CTFD apparatus.
- Driver/operator candidates must have a valid driver's license and meet all relevant requirements set forth in the Pennsylvania Vehicle Code to operate any CTFD apparatus.
- Driver/operator candidates must be 18 years of age or older to begin training on the following CTFD apparatus: U42 and B42.
- Driver/operator candidates must be 21 years of age or older to begin training on the following CTFD apparatus: E42, E42-1, E42-2, ET42, B42-1, B42-2, R42, T42, T42-1, TW42.
- Driver/operator candidates must meet the prerequisites listed on the Training Objectives sheet for the CTFD apparatus on which they wish to qualify before testing for qualification on that apparatus. Driving and operation practice on the apparatus may begin prior to meeting local level training course requirements.
- Driver/operator candidates must have a driving record free of summary moving violations for a period of not less than one (1) year and free of misdemeanor traffic violations for a period of not less than three (3) years prior to beginning driver/operator training on any CTFD apparatus.
- Driver/operator candidates must agree to a check of their driving and/or criminal records, as needed to determine suitability for driver/operator training on CTFD apparatus.

### **Qualification Order**

- Driver/operator candidates shall complete their qualification practice and testing on CTFD apparatus in the following order:
  1. U42 and B42; order determined by the Deputy Chief of Training
  2. E42 and E42-1; order determined by the Deputy Chief of Training
  3. ET42
  4. R42
  5. T42 and T42-1; order determined by the Deputy Fire Chief of Training
  6. TW42
- Driver/operator candidates 21 years of age and older may be granted permission to complete qualification on the following CTFD apparatus by the Deputy Chief of Training under the conditions listed; training qualification activities on these apparatus does not affect the candidate's eligibility to qualify on other CTFD apparatus:
  1. B42-1 and B42-2, after qualifying on both U42 and B42 with the order determined by the Deputy Chief of Training
  2. E42-2, after qualifying on both E42 and E42-1

### **Qualification Procedure**

- The qualification prerequisites, training process, competencies to be demonstrated, and testing processes are detailed on the Training Objectives sheet developed for each CTFD apparatus.

- Any Active CTFD member wishing to begin driver/operator training on CTFD apparatus shall submit a written request to the Deputy Chief of Training.
- Driver/operator candidates for U42, B42, B42-1, B42-2 and E42-2 shall complete all of their driving practice and operations practice time on each apparatus with CTFD personnel listed on the Approved CTFD Driver Trainer list for that apparatus.
- Driver/operator candidates for E42, E42-1, ET42, R42, T42, T42-1 and TW42 must complete a minimum of 50% of their driving practice time, including the first four hours, and all of their operations practice time on each apparatus with CTFD personnel listed on the Approved CTFD Driver Trainer list for that apparatus. The remaining 50% of driving practice may be completed with any driver/operator qualified on the apparatus on which the candidate is training.
- There is no formal qualification process for U42-1, C42 or C42-1. Any CTFD personnel qualified as a driver operator on other CTFD apparatus is considered qualified to operate these units in emergency mode after completing a familiarization session with a CTFD officer.
- Only CTFD officers may attest to completion of competencies required for qualification of driver/operator candidates.
- Final qualification testing will be conducted by a CTFD officer designated by the Deputy Chief of Training for the individual testing process to be completed.

**Candidates with Prior Driver/Operator or Commercial Driving Experience**

- Driver/operator candidates with a minimum of two (2) years experience as a driver/operator with another fire department may begin the driver/operator training process immediately upon completion of their six-month probationary period.
- Driver/operator candidates possessing a Pennsylvania Class A or Class B CDL with tank and air brake endorsements and employed as a driver of such vehicles for a minimum of one (1) year may request a reduction of up to 50% in the driving practice requirements detailed on the Training Objectives sheets developed for CTFD apparatus.
- Driver/operator candidates with a minimum of two (2) years experience as a driver/operator with another fire department may request a reduction of up to 50% in the driving and operations practice requirements detailed on the Training Objectives sheets developed for CTFD apparatus.
  - This reduction may only be requested for CTFD apparatus of equivalent type and purpose to those with which the driver/operator candidate has prior experience.
  - Prior experience as a driver/operator on engines, tankers, rescues or aerial apparatus also qualifies a candidate to request this exception for U42 and B42.
- Successful qualification on any one apparatus in any pair of similar apparatus makes the driver/operator candidate eligible to request a reduction of up to 50% in the driving practice requirements detailed on the Training Objectives sheets developed for the other CTFD apparatus in that pair. Pairs of similar apparatus referenced here are as follows: U42/B42, E42/E42-1, and T42/T42-1.
- Any driver/operator candidate employed full-time by a career or combination fire department as a fire apparatus driver/operator for a minimum of two (2) years may be cleared to move directly to driver/operator training on CTFD apparatus of the type(s) the candidate drives and operates in his/her capacity as a career driver/operator.
  - Driver/operator candidates meeting these criteria are also eligible for the exceptions listed under Candidates with Prior Driver/Operator or Commercial Driving Experience above.
  - The Deputy Chief of Training may recommend a candidate for this special exception to the Fire Chief, who will have sole discretion over this special exception.

- All such requests must be approved by the Deputy Chief of Training and the Assistant Fire Chief and approval or rejection of this request is entirely at their discretion.

**Apparatus Use for Training Activities**

- Use of CTFD apparatus for driver/operator training purposes shall comply with all relevant sections of Policy 8.1 Vehicle and Equipment Usage.
- CTFD apparatus shall not be utilized for driving or operations practice when there is ice and/or snow on the roadways or during severe storm conditions of any kind under any circumstances.
- Driving or operations practice on CTFD apparatus between 2300 hours and 0800 hours may only be conducted with prior approval from the Deputy Chief of Training.

**Non-Emergency Use of Specific Vehicles for Training Activities**

- Any Active CTFD member (18 years of age and older) may use C42, C42-1 or the FC34 vehicle for non-emergency activities related to department sanctioned training after securing permission in compliance with Policy 8.1 Vehicle and Equipment Usage.
- Any Active CTFD member (18 years of age and older) may use U42-1 in for non-emergency activities related to department sanctioned training after securing permission in compliance with Policy 8.1 Vehicle and Equipment Usage.
  - When U42-1 is being utilized without a qualified driver/operator on board, the unit will be placed on Out Of Service status with the Berks County Communications Center.
- Driver/operator candidates who have not yet qualified may be granted permission by the Deputy Chief of Training to operate U42 or B42 without a qualified driver operator present for the sole purpose of traveling to and from and completing a PA State Fire Academy local level Emergency Vehicle Operations Course (EVOC).
  - During the time any of these apparatus are being used for this purpose, they shall be placed on Out Of Service status with the Berks County Communications Center.
- CTFD personnel driving or operating CTFD apparatus or vehicles under the conditions of this section shall not operate these apparatus or vehicles in emergency response mode under any circumstances.

**References:**

Policy 2.15 Active and Junior Active Status  
Policy 8.1 Vehicle and Equipment Usage