

Fire Department Rules § 113-12
Building Operation, Maintenance and Recordkeeping Training
Courses

(a) Scope. This section sets forth the minimum hours of classroom instruction and topics required for *Department* accreditation of training courses for building operations, maintenance and recordkeeping.

(b) General Provisions

- (1) General accreditation requirements. Building operation, maintenance and recordkeeping training courses shall comply with the general training school accreditation procedures, standards and requirements set forth in R113-04.
- (2) Instructor qualifications. Instruction in building operation, maintenance and recordkeeping training courses shall be conducted by persons with fire code, fire prevention, fire suppression, or other appropriate experience or expertise that qualifies them to teach the respective instructional topics of the training course.

(c) Required Hours and Topics of Instruction

- (1) Training courses shall, at a minimum, provide not less than seven (7) hours of live instruction.
- (2) Training courses shall provide instruction in the following Fire Code, *Building Code*, and *rule* requirements associated with building operations and maintenance;
 - (A) *permits and certificates of fitness*
 - (B) emergency planning and preparedness
 - (C) emergency power systems, including Chapter 8 of NFPA 110, and NFPA 111
 - (D) elevator in readiness
 - (E) refrigerating systems, including operator inspection after repair, monthly testing, and operator logbook.
 - (F) flame-resistant decorations
 - (G) *fire alarm systems*, including Chapter 10 of NFPA 72
 - (H) *sprinkler systems*, including Chapters 5, 8 and 9 of NFPA 25
 - (I) *standpipe systems*, including Chapters 6, 8 and 9 of NFPA 25
 - (J) *out-of-service sprinkler, standpipe and fire alarm systems*, including impairment coordinator, *fire guard* and notification requirements
 - (K) portable fire extinguishers
 - (L) *commercial cooking systems*
 - (M) smoke control systems
 - (N) non-water fire extinguishing systems
 - (O) *means of egress*, including *Building Code* required exit and elevator signage, and photo luminescent pathway markings
 - (P) *hot work* operations
 - (Q) *fumigation* and insecticidal fogging operations

(R) painting of *sprinkler* and *standpipe system* piping and valve handles in both new and existing buildings, as set forth in BC903.6 and 905.11.

(d) Course Administration and Completion

- (1) Students must attend all seven (7) hours of training to be eligible to take the training course's final examination.
- (2) Students shall be allowed two (2) opportunities to pass the final examination. Students who fail the final examination on the second attempt shall be required to reattend the course in its entirety.