

# Hazardous Materials Awareness & Operations

## Certification Procedure Guide



This Certification Procedure Guide reflects the requirements of:

**NFPA 470: Hazardous Materials / Weapons of Mass Destruction (WMD) Standard  
for Responders, 2022 Edition**

# Introduction to the Hazardous Materials Awareness & Operations Certification

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FSTB website:

[Fire Service Training Bureau | Iowa Department of Public Safety](#)

FSTB Certification phone number: 515-727-3447

Candidates wishing to attain national certification at the Hazardous Materials Awareness & Operations level through the Iowa Fire Service Training Bureau Certification System must start the process by registering for and paying the fee for a seat at one of the State's regional examination sites. Per the Iowa Administrative Code Section 251.201(2) examination fees are due at the time of registration and no later than 2 weeks prior to the examination date.

Candidates will register for examinations through their Acadis portal account.

<https://iafstb.acadisonline.com/acadisviewer/login.aspx>

Candidates are given twelve (12) months to complete each certification process. This time limit starts when the candidate takes their FIRST examination for this level (pass or fail).

The initial registration fee is \$50 allows the candidate one (1) attempt to pass each component, written and practical skills, of the examination. After this, every RETAKE is charged a \$50 fee. (If the candidate fails only one of the examinations (either written or practical skills), they are charged \$50 to retake the failed exam. However, if the candidate fails both the written and practical skills exams, they are charged \$50 to retake **EACH** examination again, meaning they must pay \$100 to take both exams again).

If the twelve (12) month time limit expires and the candidate has not successfully completed all the requirements for this certification process, the candidate's record is archived, and the candidate will have to restart the process.

Local Documentation Forms (found at the back of this guide) MUST be submitted and approved within twelve (12) months from when the candidate starts the certification process for this level.

# Hazardous Materials Awareness & Operations Certification Requirements

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## Prerequisites:

Candidates pursuing certification at the Hazardous Materials Awareness & Operations level must meet the following conditions:

1. Be a current member of a fire, emergency or rescue organization within the State of Iowa or enrolled in a Fire Science program within the Iowa College System. All candidates pursuing certification shall be at least 18 years of age. (Iowa Administrative Code, Section 661-251.201(1))

**An official picture ID (e.g., driver's license, state-issued identification card, military ID, etc.) must be presented for admittance to ANY written and practical examination.**

**Candidates can register for ONLY one exam site at a time. Multiple registrations for the same level examination will be DENIED.**

## Written Examination:

The Hazardous Materials Awareness & Operations written examination is based on Job Performance Requirements listed in NFPA 470 - Hazardous Materials / Weapons of Mass Destruction (WMD) Standard for Responders, 2022 edition.

- The Hazardous Materials Awareness written examination contains 30 multiple choice questions. The Hazardous Materials Operations written examination contains 50 multiple choice questions.
- Candidates are required to score a minimum of 70% on both written examinations. Candidates who fail either or both written examination(s) will have to register to retake the written examination at another examination site along with paying the registration fee of \$50. Candidates may not take the written examination more than once per day.
- This chart shows the maximum time allowed for the written examination based on the number of questions on the examination.

# of Questions	Time
30	36 Minutes
50	60 Minutes
75	90 Minutes
100	120 Minutes

## **Practical Skills Examination:**

The Hazardous Materials Awareness & Operations practical skills examination is based on Job Performance Requirements listed in NFPA 470 - *Hazardous Materials / Weapons of Mass Destruction (WMD) Standard for Responders*, 2022 edition.

- Practical skills are evaluated on a Pass / Fail basis determined by completing 100% of the skill steps.
- **Two (2)** skills are randomly selected and evaluated during the practical skills examination.
- Candidates are allowed two (2) attempts to pass each skill station. Candidates failing their first attempt will return to the designated staging area and upon availability, be evaluated on their second attempt by a different evaluator. Candidates who fail both attempts, constituting a failure of the practical skills examination, will have to register to retake the practical skills examination at another examination site along paying the registration fee of \$50. Candidates may not take the practical skills examination more than once per exam day.

## **Practical Skills Available for Evaluation:**

1. Hazardous Materials Recognition, Identification, and Notification
2. Implementing / Evaluating the Action Plan and Reporting
3. Demonstrate Emergency Decontamination
4. Mission-Specific Competencies PPE: Don, Work-In, and Doff PPE & SCBA
5. Mission-Specific competencies Product Control: Product Control Techniques

## **Local Documentation Form:**

1. The candidate may submit the Local Documentation Form, signed by the Fire Chief, Training Officer or College Program Chair by attaching the scan to their registration in the Acadis portal or at ANY time during the one-year time frame by emailing [goward@dps.state.ia.us](mailto:goward@dps.state.ia.us).

## **References / Textbooks:**

- IFSTA *Hazardous Materials for First Responders*, 6<sup>th</sup> Edition, 2022
- J&B, *Hazardous Materials Awareness and Operations*, 4<sup>th</sup> Edition, 2023
- J&B, *Fundamentals of Fire Fighter Skills and Hazardous Materials Response*, 5<sup>th</sup> Edition, 2025
- Emergency Response Guide (ERG), 2024

**Please keep a copy of all your certification documentation for your own records.**

# HazMat Awareness & Operations

## Local Documentation Form

### NFPA 470 - 2022

Candidate's Name: \_\_\_\_\_

Candidate's Fire Department or College: \_\_\_\_\_

ACADIS Academy ID # \_\_\_\_\_ Date of Birth \_\_\_\_\_

#### Local Documentation Requirements

**1. 29 CFR 1910.134(f) Respiratory Protection: Fit Testing:**

The candidate has been fit tested for their Self-Contained Breathing Apparatus (SCBA) facepiece within the past twelve (12) calendar months, in compliance with the above OSHA standard.

**2. NFPA 470 - 2022, General Knowledge Requirements 5.1.3: Role of Awareness Level personnel at a hazardous materials/WMD incident, location and contents of the AHJ emergency response plan, and standard operating procedures for Awareness Level Personnel:**

The candidate is knowledgeable and has the role of Awareness level personnel at a HazMat/WMD incident. The candidate has successfully demonstrated the ability to locate the departmental emergency response plan and standard operating procedures regarding Hazardous Awareness personnel and knowledgeable of their contents.

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**This section completed by Fire Chief, Training Officer, or College Program Chair**

I affirm that the candidate identified above has met the requirements listed in in the above paragraph(s). All requirements have been successfully conducted and completed per local department protocol and procedures. **Information listed above can be validated by a copy of the documents maintained by the department.**

\_\_\_\_\_  
Fire Chief / Training Officer / College Program Chair (**PRINT**)

\_\_\_\_\_  
Fire Chief / Training Officer / College Program Chair (**SIGNATURE**)

**CIRCLE ONE**

Date: \_\_\_\_\_ Fire Department or College: \_\_\_\_\_

Agency Phone Number: \_\_\_\_\_ Contact Email: \_\_\_\_\_

Once the candidate starts the certification process for this level, this form can be submitted at ANY time during the candidate's one-year time period to complete this certification.

Scan the completed document and email to: [goward@dps.state.ia.us](mailto:goward@dps.state.ia.us)