

Fire Fighter I

Certification Procedure Guide



This Certification Procedure Guide reflects the requirements of:

NFPA 1010: Standard on Professional Qualifications for Firefighters, 2024 Edition

Introduction to Fire Fighter I Certification

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 Fire Fighter I 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.

Fire Fighter I - Certification Requirements

Prerequisites:

Candidates pursuing certification at the Fire Fighter I 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))
2. Hold current certification at the Hazardous Materials Awareness & Operations level according to NFPA 472 - Standard for Competence of Responders to Hazardous Materials / Weapons of Mass Destruction Incidents or NFPA 1072 - Standard for Hazardous Materials / Weapons of Mass Destruction Emergency Response Personnel Professional Qualifications or NFPA 470 - Hazardous Materials / Weapons of Mass Destruction (WMD) Standard for Responders

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 Fire Fighter I written examination is based on Job Performance Requirements listed in NFPA 1010 - Standard on Professional Qualifications for Firefighters, 2024 edition.

- The Fire Fighter I written examination contains 100 multiple choice questions.
- Candidates are required to score a minimum of 70% on the written examination. Candidates who fail the written examination 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 examinations 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 Fire Fighter I practical skills examination is based on Job Performance Requirements listed in NFPA 1010 - Standard on Professional Qualifications for Firefighters, 2024 edition.

- Practical skills are evaluated on a Pass / Fail basis determined by completing 100% of the skill steps.
- **Five (5)** skills will be 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 then 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 with 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. General Requirement: Don / Doff PPE & SCBA
2. Fire Dept. Communications: Activate an Emergency Call for Assistance
Fireground Operations: SCBA Emergency Operations / Replace a SCBA Cylinder
3. Fireground Operations: Respond on Apparatus / Establish and Operate in Work Areas at Emergency Scenes / Operate Emergency Scene Lighting
4. Fireground Operations: Force Entry into a Structure / Conduct a Search and Rescue in a Structure / Exit a Hazardous Area as a Team
5. Fireground Operations: Ground Ladder Operations
6. Fireground Operations: Tactical Ventilation - Horizontal
7. Fireground Operations: Tactical Ventilation - Vertical
8. Fireground Operations: Overhaul a Fire Scene / Conserve Property as a Member of a Team
9. Fireground Operations: Connect a Pumper to a Water Supply
10. Fireground Operations: Turn Off Building Utilities
11. Fireground Operations: Knots and Hoisting
12. Fireground Operations: Operate an Air-Monitoring Instrument
13. Preparedness and Maintenance: Clean & Check Ladders, Ventilation Equipment, SCBA, Ropes, Salvage Equipment & Hand Tools
14. Preparedness and Maintenance: Clean, Inspect, and Return Fire Hose to Service

Local Documentation Forms:

1. The candidate may submit the Local Documentation Forms, 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 gHoward@dps.state.ia.us.

References / Textbooks:

- IFSTA, *Essentials of Firefighting*, 8th Edition, 2024
- J&B, *Fundamentals of Fire Fighter Skills and Hazardous Materials Response*, 5th Edition, 2025

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

Fire Fighter I - Local Documentation Form

NFPA 1010 - 2024

Candidate's Name: _____

Candidate's Fire Department or College: _____

ACADIS Academy ID # _____ Date of Birth _____

Locally Verified 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 1010-2024, 6.1.1 General Knowledge Requirements: Fire Department standard operating procedures (SOP) and rules and regulations as they apply to the Fire Fighter I; The value of fire and life safety initiatives in support of the fire department mission:** The candidate has can locate departmental SOPs and is knowledgeable of their contents; the candidate is aware of and knowledgeable of the 16 firefighter life safety initiatives.
- 3. NFPA 1010-2024, 6.2 Communications**
 - 6.2.1 Initiate the Response to a Reported Emergency:** The candidate has demonstrated how to initiate a response to a reported emergency so that all necessary information is obtained, communications equipment is operated correctly, and the information is relayed promptly and accurately to the dispatch center.
 - 6.2.2 Transmit & Receive Communications Using Fire Department Equipment & Technology:** The candidate has demonstrated how to transmit and receive communications using fire department equipment & technology so that the information is accurate, complete, clear, and relayed within the time requirement established by the Authority Having Jurisdiction (AHJ).

The candidate has completed the FEMA Independent Study courses IS-100.c *Introduction to the Incident Command System, ICS-100* and IS-700.b *An Introduction to the National Incident Management System*

This section is to be completed by the Fire Chief, Training Officer or College Program Chair

I affirm that the candidate identified above has met the requirements listed in the above paragraph(s). All requirements have been successfully conducted and completed per local department protocols and procedures.

Information listed above can be validated by a copy of the documents maintained by this organization.

Fire Chief / Training Chief / College Program Chair (**PRINT**)

Fire Chief / Training Chief / 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

Fire Fighter I - Live Fire Documentation Form

NFPA 1010 - 2024

Candidate's Name: _____

Candidate's Fire Department or College: _____

ACADIS Academy ID # _____ Date of Birth _____

Live Fire Documentation Requirements

1. NFPA 1010-2024: Fireground Operations 6.3.7, 6.3.8, 6.3.10, 6.3.16, & 6.3.19

6.3.7 Attack a Passenger Vehicle Fire as a Member of a Team: The candidate has received training and successfully demonstrated the ability to attack a passenger vehicle fire as a member of a team so that hazards are avoided; leaking flammable liquids are identified and controlled; protection from flash fires is maintained; and the fire is extinguished.

6.3.8 Extinguish Fires in Exterior Class A Materials: The candidate has received training and successfully demonstrated the ability to extinguish fire in exterior class 'A' materials so that exposures are protected; the spread of fire is stopped; collapse hazards are avoided; water application is effective; the fire is extinguished; and signs of the origin area(s) and arson are preserved.

6.3.10 Attack an Interior Structure Fire Operating as a Member of a Team: The candidate has received training and successfully demonstrated the ability to attack an interior structure fire operating as a member of a team so that team integrity is maintained; the attack line is deployed for advancement; ladders are correctly placed when used; access is gained into the fire area; effective water application practices are used; the fire is approached correctly; attack techniques facilitate suppression given the level of the fire; hidden fires are located and controlled; the correct body posture is maintained; hazards are recognized and managed; and the fire is brought under control.

6.3.16 Extinguish Incipient Class A, B, & C Fires: The candidate has received training and successfully demonstrated the ability to extinguish incipient class A, B, & C fires so that the correct extinguisher is chosen; the fire is completely extinguished; and correct extinguisher handling techniques are followed.

6.3.19 Combat a Ground Cover Fire Operating as a Member of a Team: The candidate has received training and successfully demonstrated the ability to combat a ground cover fire operating as a member of a team so that threats to property are reported, threats to personal safety are recognized, retreat is quickly accomplished when warranted, and the assignment is completed.

This section is to be completed by the Fire Chief, Training Officer or College Program Chair

I affirm that the candidate identified above has met the requirements listed 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 this organization.

Fire Chief / Training Chief / College Program Chair (**PRINT**)

Fire Chief / Training Chief / College Program Chair (**SIGNATURE**)

CIRCLE ONE

Date: _____ Fire Department or College: _____

Agency Phone Number: _____ Agency Email: _____

Once the candidate has completed the requirements of this document, they may start their certification process for this level by registering to take the written and practical skills examinations.

Scan the completed document and email to: goward@dps.state.ia.us