

Fire Fighter II

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 II 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 II 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 II - Certification Requirements

Prerequisites:

Candidates pursuing certification at the Fire Fighter II 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 HazMat 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
3. Hold current certification at the Fire Fighter I level according to NFPA 1001 - Standard for Fire Fighter Professional Qualifications or NFPA 1010 - Standard on Professional Qualifications for Firefighters

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

- The Fire Fighter II 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 II 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.
- **Two (2)** 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 and 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: Incident Command Tasks and Communications
2. Fireground Operations: Protect Evidence of Fire Cause and Origin
3. Preparedness and Maintenance: Maintain Power Plants, Power Tools, and Lighting Equipment
4. Preparedness and Maintenance: Perform an Annual Service Test on Fire Hose
5. Fireground Operations: Operate a Thermal Imager (TI)

Project:

1. The Fire Fighter II Project is based on Job Performance Requirements 7.5.1, 7.5.2, and 7.5.3 listed in NFPA 1010 - Standard on Professional Qualifications for Firefighters, 2024 edition. The candidate will prepare a Pre-Incident Fire Plan and Fire Safety Survey along with conducting a presentation of a Public Fire Education Lesson. Detailed instructions and associated documents associated with the Fire Fighter II Project are located at the end of this Procedures Guide. The Project can be submitted by attaching a scan of the Project documentation to the Certification Local Documentation / Project webform in the Acadis portal.

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 a scan of their forms to the Certification Local Document / Project webform in the Acadis portal.

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 II - 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

- 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.
- NFPA 1010-2024, 7.1.1 General Knowledge Requirements: The Role of a Fire Fighter II within the Organization:** The candidate has described the role of a Fire Fighter II within the organization.
- NFPA 1010-2024, 7.2.1 Communications: Complete a Basic Incident Report:** The candidate has demonstrated how to complete a basic incident report so that all pertinent information is recorded, the information is accurate, and the report is complete.
- NFPA 1010-2024, 7.4 Rescue Operations**
 - 7.4.1 Extricate a Victim Entrapped in a Motor Vehicle as Part of a Team:** The candidate has demonstrated how to extricate a victim entrapped in a motor vehicle as part of a team so that the vehicle is stabilized, the victim is disentangled without further injury, and hazards are managed.
 - 7.4.2 Assist Rescue Operation Teams:** The candidate has demonstrated how to assist rescue operation teams so that procedures are followed, rescue items are recognized and retrieved in the time as prescribed by the AHJ, and the assignment is completed.

The candidate has completed the FEMA Independent Study courses IS-200.c *Basic Incident Command System for Initial Response, ICS-200*

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 the department.

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 attach it to the Certification Local Documentation webform in Acadis

Fire Fighter II - 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: Fire Department Communications 7.2.2

5.2.2: Communicate the Need for Team Assistance: The candidate has received training and successfully demonstrated the ability to communicate the need for team assistance so that the supervisor is consistently informed of team needs, departmental SOPs are followed, and the assignment is accomplished safely.

2. NFPA 1001-2019: Fireground Operations 7.3.1, 7.3.2, & 7.3.3

7.3.1: Extinguish an Ignitable Liquid Fire: The candidate has received training and successfully demonstrated the ability to extinguish an ignitable liquid fire so that the correct type of foam concentrate is selected for the given fuel and conditions; a properly proportioned foam stream is applied to the surface of the fuel to create and maintain a foam blanket; fire is extinguished; reignition is prevented; team protection is maintained with a foam stream; and the hazard is faced until retreat to safe haven is reached.

7.3.2: Coordinate an Interior Attack Line for a Team's Accomplishment of an Assignment in a Structure Fire: The candidate has received training in and successfully demonstrated the ability to coordinate an interior attack line for a team's accomplishment of an assignment in a structure fire so that crew integrity is established; attack techniques are selected for the given level of the fire (e.g., attic, grade level, upper levels, basement); attack techniques are communicated to the attack teams; constant team coordination is maintained; fire growth and development is continuously evaluated; search, rescue, and ventilation requirements are communicated and managed; hazards are reported to the attack teams; and incident command is apprised of changing conditions.

7.3.3: Control a Flammable Gas Cylinder Fire: The candidate has received training and successfully demonstrated the ability to control a flammable gas cylinder fire so that crew integrity is maintained, contents, are identified, safe havens are identified prior to advancing, open valves are closed, flames are not extinguished unless the leaking gas is eliminated, the cylinder is cooled, cylinder integrity is evaluated, hazardous conditions are recognized and acted upon, and the cylinder is faced during approach and retreat.

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 the department.

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

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

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 for the written and /or practical skills examinations.

Scan the completed document and attach it to the Certification Local Documentation webform in Acadis

Firefighter II - Project

DIRECTIONS:

1. You will prepare a pre-incident fire plan and fire safety survey on a commercial or public building (e.g. bank, gas station, school). You cannot use a fire station or EMS building. This portion of the project has two objectives. First, you will need to prepare a pre-incident fire plan on the structure (forms included). Secondly, you will conduct a fire safety survey. While preparing these documents, you will need to keep both objectives (purposes) in mind. After completing the pre-incident fire plan, you will need to prepare a written report summarizing the results of the fire safety portion of the survey. A form has been included with this project package to use for the written report.

Complete the Pre Incident Survey Form for a commercial or public building in your fire department's jurisdiction. Complete all portions of the form. On the back of the form, include a sketch/drawing of the building including identification of utilities shut off locations and hazards that firefighters should be aware of should a fire occur in the building.

Any recognized fire flow formula may be used to calculate fire flow needs. Identify which formula was used to calculate fire flow in the space provided on the form.

Preplan forms used by your fire department may be substituted for the Pre Incident Survey Form, provided the substitute form contains the same information as the Pre Incident Survey Form. If local forms do not include all the information on the front of the Pre Incident Survey Form, you must complete the front of the Pre Incident Survey Form in addition to your local forms.

2. You will also need to present a public fire education lesson to members of your community. This public fire education lesson serves the purpose to teach a specific age group applicable knowledge or skills to better assist them with fire prevention or safety. You are to complete a public fire education lesson that shall target at least six (6) individuals and be at least thirty (30) minutes in length. The public fire education lesson must be documented on the form included in this project package along with submitting the PowerPoint and / or Lesson Plan that was used during the education lesson. The witness can either be an adult member of the group or another member of the fire department that was present during the entire lesson.

The public fire education lesson should be an organized and scheduled event that follows the prepared PowerPoint and / or Lesson Plan. Examples include: extinguisher training at a business, fire safety practices for students at a school, or an organized station and apparatus tour for a group of visitors. Public fire education lessons that shall NOT be included are: open house events, undeveloped show and tell type events, or impromptu station tours.

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

Scan the completed documents and attach them to the Certification Local Documentation / Project webform on the Acadis portal.

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

**Iowa Fire Service Training Bureau
PrePlan Information Sheet**



<u>Location Information:</u>					
Address:					
Business Name:					
Date of Visit:		Construction Date:			
Units Responding On Initial Response:					
<u>Structural Information:</u>					
Construction Class:		Roof Construction:			
Number of Stories:		Roof Coverings:			
Intended Use:					
Length:		Width:		Height:	
Fire Flow:	25% Involved:		75% Involved:		
	50% Involved:		100% Involved:		
<i>National Fire Academy Fire Flow Calculation or Iowa Fire Flow Formula (circle one)</i>					
Structural Notes:					
<u>Fire Access Information:</u>					
Main Access:		Knox Box:			
Roof Access:		Alarm Panel:			
Lowest Access:		Annunciator Panel:			
Fire Access Notes:					
<u>Water Suggestion Information:</u>					
Hydrant #1 Location:					
Volume/GPM:		Pipe Diameter:		Hydrant Status:	
Hydrant #2 Location:					
Volume/GPM:		Pipe Diameter:		Hydrant Status:	
Water Supply Notes:					
<u>Fire Protection and Utilities Information:</u>					
Sprinklers:		Gas Shutoff:			
FDC:		Electrical Shutoff:			
Standpipe System:		Water Shutoff:			
Protection Notes:					
Utilities Notes:					

Hazardous Materials Information For Quantities Greater Than 55 Gallons or 100 LBS:			
Product:		Quantity:	
UN ID #:		Reactive:	
Location:			
Notes:			
Product:		Quantity:	
UN ID #:		Reactive:	
Location:			
Notes:			
Notes:			
Fire Behavior Prediction:			
Strategy:			
Problems Anticipated:			
Contact Information:			
Name:		Position/Title:	
Primary Number:		Secondary Number:	
Name:		Position/Title:	
Primary Number:		Secondary Number:	

Candidate Name: _____

ACADIS Academy ID#: _____

Iowa Fire Service Training Bureau
PrePlan Information Sheet

















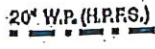

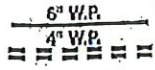
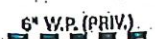





Location Information:	
Address:	
Business Name:	

Preplan • Building Sketch
Draw and Label Building Layout, Mechanical Locations, Exits, and other Useful Information
Use Common Symbols Located On Essential 6th Edition, Page 1259
<div data-bbox="1198 598 1360 739" data-label="Image"></div>
Symbol Key:















Common Map Symbols

FIRE PROTECTION

-  Fire Department Connection
-  Automatic Sprinklers throughout contiguous sections of single risk
-  Automatic Sprinklers all floors of building
-  Automatic Sprinklers in part of building only (note under symbol indicates protected portion of building)
-  Not Sprinklered
-  Automatic Chemical Sprinklers
-  Chemical Sprinklers in part of building only (note under symbol indicates protected portion of building)
-  V.P. HYD. Vertical Pipe or Stand Pipe
-  AFA Automatic Fire Alarm
-  WT Water Tank
-  F.E. Fire Escape
-  FA Fire Alarm Box
-  Single Hydrant
-  D.H. Double Hydrant
-  T.H. Triple Hydrant
-  Q.H. H.P.F.S. Quadruple Hydrant of the High Pressure Fire Service
-  20" W.P. (H.P.F.S.) Water Pipes of the High Pressure Service
-  + 12" * Water Pipes of the High Pressure Service as shown on Key Map
-  6" W.P. 4" W.P. Public Water Service
-  6" W.P. (PRIV.) Private Water Service










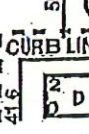



-  Fire Detection System - label type
-  Alarm gong, with hood
-  4" Sprinkler riser (size indicated)

VERTICAL OPENINGS

-  Skylight lighting top story only
-  3 Skylight lighting 3 stories
-  WG Skylight with wired glass in metal sash
-  E Open elevator
-  FE Frame enclosed elevator
-  ET Frame enclosed elevator with traps
-  ESC Frame enclosed elevator with self-closing traps
-  CBET Concrete block enclosed elevator with traps
-  TESC Tile enclosed elevator with self-closing traps
-  BE Brick enclosed elevator with wired glass door
-  H Open hoist
-  HT Hoist with traps
-  H B. To 1 Open hoist basement 1st
-  STAIRS Stairs

MISCELLANEOUS

-  MANSARD ROOF Number of stories Height in feet Composition roof covering

-  Parapet 6 inches above roof
Frame cornice
Parapet 12 inches above roof
-  W. HO. Parapet 24 inches above roof
Occupied by warehouse
Metal, slate, tile or asbestos
Shingle roof covering
Parapet 48 inches above roof
-  S. 2D
A. in B.
B. 1st
R. 1st
2 stories and basement
1st floor occupied by store
2 residential units above 1st
Auto in basement
Drive or passageway
Wood shingle roof
-  IR. CH. Iron chimney
-  IR. CH. S.A. Iron chimney (with spark arrestor)
-  UP. B. Vertical steam boiler
-  Horizontal steam boiler
-  Width of street between block lines, not curb lines
-  CURB LINE Ground elevation
-  CURB LINE 15 House numbers nearest to buildings are official or actually up on buildings. Old house numbers are farthest from buildings
-  Brick chimney
-  GT Gasoline tank
-  Fire pump

COLOR CODE FOR CONSTRUCTION

- Materials for Walls
- Brown - Fire-resistive protected steel
 - Red - Brick, hollow tile
 - Yellow - Frame—wood, stucco
 - Blue - Concrete, stone or hollow concrete block
 - Gray - Noncombustible unprotected steel

Fire Safety Survey - Written Report Form

Business Name: _____

Building Address: _____

Business Owner: _____ Business Phone: _____

Building Owner (If different from occupant) _____ Phone: _____

Firefighter conducting inspection: _____

Please place additional comments and recommendations on back

Housekeeping

Comments: _____

Recommendations: _____

Exits and Means of Egress

Comments: _____

Recommendations: _____

Fire Protection Systems, Extinguishers, and Detection/Alarm systems

Comments: _____

Recommendations: _____

Structural related items (fire walls, enclosures, general building conditions, etc.)

Comments: _____

Recommendations: _____

Electrical and other Utilities

Comments: _____

Recommendations: _____

Other items of importance

Comments: _____

Recommendations: _____

Additional Comments and Recommendations

Category: _____

Category: _____

Category: _____

Re-Inspection Date (if applicable)

Firefighter's Signature

ACADIS Academy ID# _____

Public Fire Education Lesson Report

Use this form to report the Public Education lesson presentation

Candidate's Name _____ ACADIS Academy ID# _____

Fire Department: _____

Lesson Title (subject taught in lesson): _____

Length: _____ Date: _____

Location: _____

Number of Participants (do not include Firefighter or Emergency Responders) _____

What was the age group of the participants (circle one):

Preschool

Grade School

Middle/Jr. High

High School

Adults

Other (specify) _____

Witness Signature: _____ Phone: _____

Witness Printed Name: _____

Please attach Power Point Presentation or Lesson Plan used.