

# **Hazardous Materials Awareness**

## **Certification Procedure Guide**

This Certification Procedure Guide reflects the requirements of:

**NFPA 1072: Standard for Hazardous Materials / Weapons of Mass Destruction  
Emergency Response Personnel Professional Qualifications, 2017 Edition**

# Introduction to HazMat Awareness Certification

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FSTB Certification website: <https://dps.iowa.gov/divisions/state-fire-marshal/fire-service-training/certification-accreditation>

Certification Program email: [fstbcert@dps.state.ia.us](mailto:fstbcert@dps.state.ia.us)

FSTB Certification phone number: 515-727-3447

Candidates wishing to attain national certification at the HazMat Awareness level through the Iowa Fire Service Training Bureau Certification System must start the process by submitting an Examination Registration Form along with the Registration Fee of \$50 due at the time of registration.

The form is available on the certification page of the FSTB website (link provided above) or you can click on the following links to go directly to the forms:

[Written Examination Registration Form](#)

[Practical Skills Examination Registration Form](#)

Each Registration Form (Written and Practical Skills) lists the designated regional sites where examinations are offered with the current schedule of examination locations and dates. Candidates are given twelve (12) months to complete each certification process. This time limit starts when the candidate takes their FIRST examination (written or practical skills) in this level.

Starting July 1, 2019 the initial Registration Fee of \$50 allows the candidate one (1) attempt to pass each component, written and practical skills, of the examination. If the candidate fails both the written and practical skills exams, they are charged \$50 to retake **EACH** examination again (i.e., must pay \$100 to take both exams again). If the candidate fails only one of the examinations (either written or practical skills), they are charged \$50 to retake the failed exam.

The FSTB stopped the process of allowing free retakes of examinations beginning on July 1, 2019. If the candidate started their certification process prior to July 1, 2019 then the candidate will be allowed to continue their process under the former rules until that process is exhausted (after completing the one free retake). If the candidate fails the free retake, then the candidate will pursue certification under the current rules.

Candidates will have two (2) attempts to pass each skill station during the practical exam. If the candidate fails both attempts at any skill station, this constitutes a practical exam failure for that specific certification level and the candidate will be responsible for notifying the FSTB of their desire to retake the Practical Skills Exam by registering for another scheduled examination site on the FSTB Certification web page. Candidates may not take the practical exam more than once per day.

If the twelve (12) month time limit expires and the candidate has not successfully completed all the requirements for this certification process, the candidate will have to restart the process. All information and documentation relating to the previous certification attempt will be removed from the FSTB database.

Local Documentation Forms must be submitted and approved within the twelve (12) months from when the candidate starts the certification process for this level.

# HazMat Awareness - Certification Requirements

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## Prerequisites:

Candidates pursuing certification at the HazMat Awareness 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.
2. There are no additional pre-requisites for this certification level.

**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.**

## Written Examination:

The HazMat Awareness written examination is based on Job Performance Requirements listed in NFPA 1072 - Standard for Hazardous Materials / Weapons of Mass Destruction Emergency Response Personnel Professional Qualifications, 2017 edition.

- This written examination contains 25 multiple choice questions.
- Candidates are required to score a minimum of 70% on the written examination. Candidates who fail the written examination are responsible for notifying the FSTB of their desire to retake the written examination by registering for another examination site and paying another registration fee of \$50. Candidates may not take the written examination more than once per day.
- The below chart shows the maximum time allowed for the written examinations based on the number of questions on the examination.

Number of Questions	Maximum Time Allowed
25	30 Minutes
50	60 Minutes
75	90 Minutes
100	120 Minutes

## **Practical Skills Examination:**

The HazMat Awareness practical skills examination is based on Job Performance Requirements listed in NFPA 1072 - Standard for Hazardous Materials / Weapons of Mass Destruction Emergency Response Personnel Professional Qualifications, 2017 edition.

- Practical skills are evaluated on a Pass / Fail basis determined by completing 100% of the skill steps.
- **One (1)** skill will be evaluated for each examination site.
- 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, are responsible for notifying the FSTB of their desire to retake the practical skills examination by registering for another examination site and paying another registration fee of \$50. Candidates may not take the practical skills examination more than once per exam day.

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

1. Hazard Recognition and Identification with Documentation

## **Local Documentation Form:**

1. The candidate may submit the Local Documentation Form, signed by the Fire Chief, Training Officer or College Program Chair at ANY time during the one-year time frame AFTER their examination registration has been entered into the FSTB Certification database.

## **References / Textbooks:**

- IFSTA, *Essentials of Firefighting*, 7th Edition, 2018
- J&B, *Fundamentals of Fire Fighter Skills and Hazardous Materials Response*, 4<sup>th</sup> Edition, 2019
- Emergency Response Guide (ERG), 2020

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

# HazMat Awareness - Local Documentation Form

NFPA 1072 - 2017

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

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

FSTB ID # \_\_\_\_\_ Date of Birth \_\_\_\_\_  
*(First 5 letters of last name & last 4 digits of SS #)*

## Local Documentation Requirements

1. NFPA 1072 - 2017, General Knowledge Requirements 4.1.3: Knowledge of the location and contents of the AHJ emergency response plan, and standard operating procedures:

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: \_\_\_\_\_

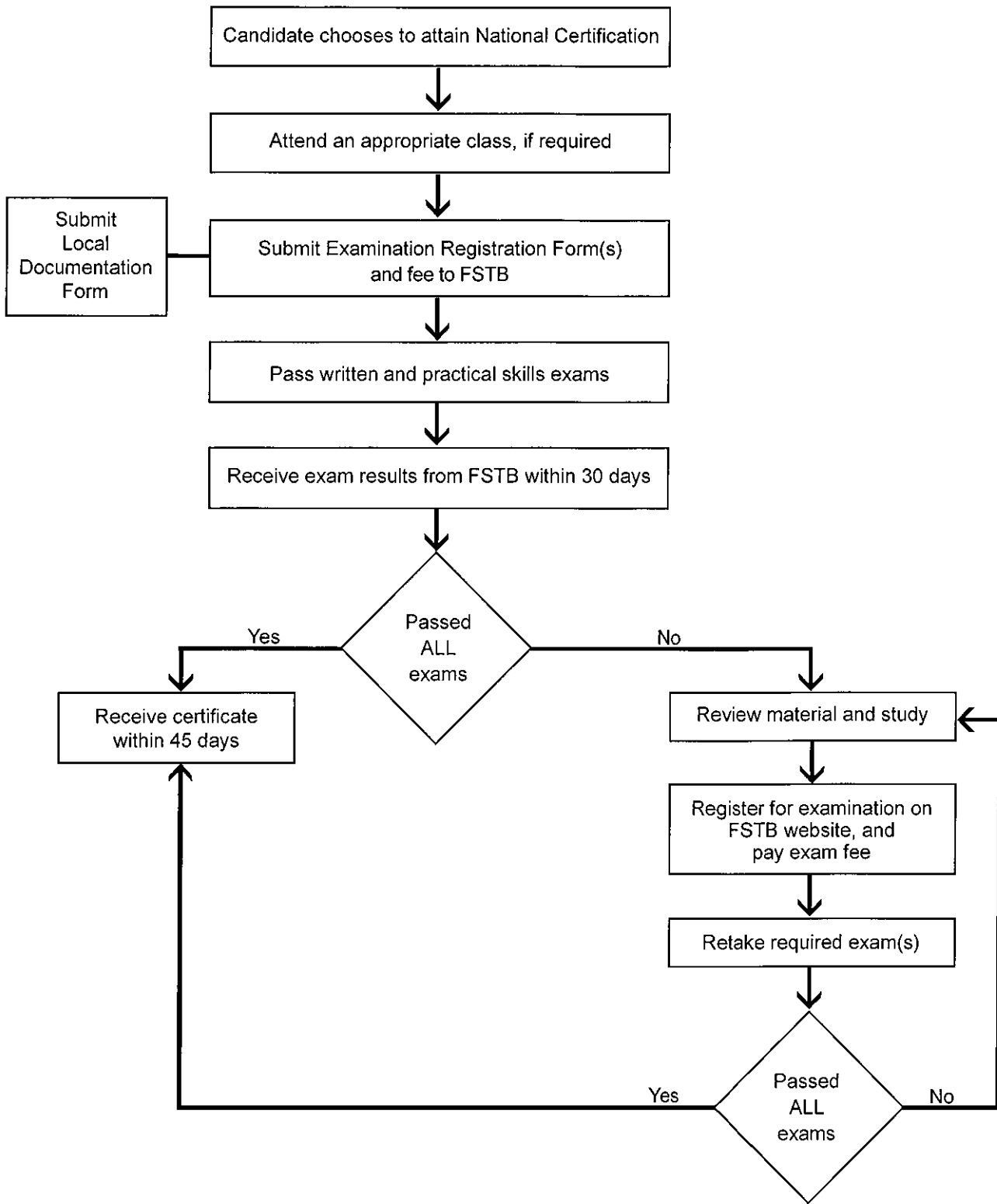
Agency Phone Number: \_\_\_\_\_ Contact Email: \_\_\_\_\_

**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: [fstbcert@dps.state.ia.us](mailto:fstbcert@dps.state.ia.us)

# Certification Flow Chart for HazMat Awareness

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You have twelve (12) months to complete this process or you start over.