

FREWSBURG FIRE DISTRICT OPERATIONAL POLICY	Section 3	TRAINING	
	SUBJECT	DRIVER TRAINING PROGRAM	
	Policy 3-02	PAGE 1 OF 3	DATE: 01-01-203

I. SCOPE

This policy applies to any Frewsburg Fire District member who operates any piece of apparatus whether during non-emergency or emergency operations.

II. PURPOSE

The Driver Training Program has been established to ensure that all new drivers of the Frewsburg Fire District have been adequately trained and are certified to operate the apparatus and to perform those operations in a safe and proficient manner.

III. POLICY

1. The Fire Chief will appoint a chairman for the Drivers Training Committee. The Fire Chief, along with the committee chairman, will appoint a driver's training committee. The committee shall be made up of a minimum of three members of the department. All members of the committee must be qualified emergency drivers on all apparatus. Any member that is a qualified emergency driver on that apparatus may take a potential driver out on (behind the wheel) training.

Note: Any driver taking a trainee out must be a qualified driver for at least one year and be seated in the right front seat.

2. All members that participate in the Driver Training Program will be required to successfully complete all sessions of the program and pass any or all written, oral and practical tests given for each piece of apparatus. If any particular section or sections are not successfully completed that member will not move on to the next piece of apparatus until he/she has done so.
3. Each member in drivers training will have an individual progress form (driver training program) that will be kept in his/her personnel file once completed. This form is the trainee's responsibility to present and have the required areas signed and dated by the qualified member doing that particular training. This form will reflect the members' progress in each section. If any forms are lost or misplaced, the trainee will have to start from the beginning. After a member successfully completes all sections for a particular piece of apparatus, he/she must be approved by the Fire Chief before being qualified as a driver.

FREWSBURG FIRE DISTRICT OPERATIONAL POLICY	Section 3	TRAINING	
	SUBJECT	DRIVER TRAINING PROGRAM	
	Policy 3-02	PAGE 2 OF 3	DATE: 01-01-2023

4. After a member becomes a driver, he/she must always drive and operate the apparatus in a safe and proficient manner. If at any time the new driver displays any unsafe or inefficient actions, that member shall be removed from the drivers list until the Fire Chief feels the member is proficient enough to be reinstated. This may include repeating sections where the member is deficient or all of the Drivers Training Program.
5. Before any member begins the Driver Training Program, he/she must meet the following requirements:
 - a. He/ She must be approved by the Fire Chief of the Frewsburg Fire District.
 - b. He/ She must have completed his/ her probationary period.
 - c. He/ She must be an active member of the department for at least 1 year.
 - d. He/ She must possess a valid NYS Driver's license.
 - e. He/ She must be approved by the department's insurance carrier.
 - f. He / She must have completed the pump operators' course or received equivalent training and have demonstrated proficiency.

**NOTE: THE DRIVER TRAINING COMMITTEE
DETERMINES EQUIVALENT TRAINING.**

- g. He/ She must begin Drivers Training on M-341 (w/trailer) and A-341. Once that is complete, they may move onto T-341, E-342, E-341 in that order.
6. Once a member has been approved to begin the Drivers Training Program, he/she will be required to successfully complete the Drivers Training Record that has been issued.

Note: A Drivers Training Record will be filled out for each piece of apparatus.

7. While completing the "hands on" section of this program, the following guidelines are to be adhered to while performing the "behind the wheel" training.
 - a. The Trainee must FIRST drive the apparatus He/ She is training on with a member of the Driver Training Committee.

FREWSBURG FIRE DISTRICT OPERATIONAL POLICY	Section 3	TRAINING	
	SUBJECT	DRIVER TRAINING PROGRAM	
	Policy 3-02	PAGE 3 OF 3	DATE: 01-01-2023

- b. The trainee may only drive the apparatus with a qualified driver (of at least 1 year) on that particular apparatus.
- c. The apparatus shall not be driven off the hard surface roadway.
- d. The apparatus shall be refueled after each use.
- e. The primer fluid shall be checked after each pump operation.
- f. Absolutely no drivers training to be conducted in inclement weather.
- g. All drivers training must be logged on the driver's training record and signed.
- h. After each time out, the tires and fender wells shall be washed and if necessary, the entire apparatus shall be washed.

Note: It is the driver trainee's responsibility to schedule time with a qualified driver for "behind the wheel" training and the Training Committee for the "hands on" training.