

Driver Certification Training Guide



1. The Driver Training Program has been established to insure that all new drivers of the Bigfork Fire Department (BFD) have been adequately trained and are certified to operate the apparatus and to perform those operations in a safe and proficient manner.
2. Any member that is a qualified emergency driver on that apparatus may take a potential driver out on (behind the wheel) training.
3. 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.
4. 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 Fleet Maintenance Manager before being qualified as a driver.
5. If a member does not meet the requirements to become qualified, that member will be notified of the areas where he/she is deficient, the corrective actions that need to be taken. The trainee will not be allowed to drive until these provisions have been met.
6. 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 Training Officer 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.
7. 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.
 - b. HE/SHE MUST BE 18 YEARS OF AGE TO BEGIN THE DRIVERS TRAINING PROGRAM.
 - c. HE/SHE MUST BE 18 YEARS OF AGE TO OPERATE ANY APPARATUS OVER/UNDER 26,000 LBS. IN AN EMERGENCY MODE.
 - d. HE/SHE MUST HAVE A VALID MONTANA COMMERCIAL DRIVERS LICENSE WITH AIRBRAKES AND TANKER ENDORSEMENTS OR COMPLETE AND PASS THE FLEET MAINTENANCE MANAGER WRITTEN AND DRIVING TEST. (*see details at end of document*)
 - e. HE/SHE MUST OBTAIN A COPY OF HIS/HER DRIVING RECORD AND SUBMIT TO A BACKGROUND CHECK. (IF THEY DID NOT SUBMIT ONE AT THE TIME THEY SUBMITTED THEIR APPLICATION FOR MEMBERSHIP)
 - f. HE/SHE MUST BE APPROVED BY THE DEPARTMENTS INSURANCE CARRIER.
 - g. ANY DRIVER THAT WISHES TO DRIVE ANY EQUIPMENT OUT SIDE THEIR ASIGN STATION WILL BE REQUIRED TO HAVE TRAINING ON THE EQUIPMENT THEY WISH TO DRIVE.

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8. 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.
9. While completing the “hands on” section of this program, the following guidelines are to be adhered to while performing the “behind the wheel” training.
Note: It is the driver trainees responsibility to schedule time with a qualified driver for “behind the wheel” training.
 - a. THE MEMBER MAY ONLY DRIVE THE APPARATUS WITH A QUALIFIED DRIVER ON THAT PARTICULAR APPARATUS.
 - b. THE APPARATUS SHALL BE REFUELED AFTER EACH USE.
 - c. ABSOLUTELY NO DRIVERS TRAINING IN INCLEMENT WEATHER.
 - d. ALL DRIVERS TRAINING MUST BE LOGGED ON THE DRIVERS TRAINING RECORD AND SIGNED.
 - e. AFTER EACH TIME OUT, THE TIRES AND FENDER WELLS SHALL BE WASHED AND IF NECESSARY, THE ENTIRE APPARATUS SHALL BE WASHED.

Refer to Driver Training SOG 333.00

MILEAGE LOG – Apparatus: _____
Use a new form for each apparatus and each training session.

ABSOLUTELY NO DRIVERS TRAINING IN INCLEMENT WEATHER OR RUSH HOUR TRAFFIC.

50 MILES ON FIRST DUE ROADS
NOTE: THESE ARE OPEN ROADS SUCH AS HIGHWAYS ETC.

Trainers Initials	Date	Beginning Mileage	Ending Mileage
_____	_____	_____	_____
_____	_____	_____	_____

20 MILES ON RURAL ROADS

Trainers Initials	Date	Beginning Mileage	Ending Mileage
_____	_____	_____	_____
_____	_____	_____	_____

THIS INDIVIDUAL HAS SUCCESSFULLY COMPLETED ALL THE REQUIRED TRAINING AND IS RELEASED TO OPERATE THIS PIECE OF APPARATUS UNDER THE PROCEDURES AND GUIDELINES SET FORTH BY BIGFORK FIRE DEPARTMENT.

Trainee _____ DATE _____

Trainer _____ DATE _____

Additional Mileage Log sheets can be found in the black file cabinet behind the individual personnel folders.

**BIGFORK FIRE DEPARTMENT
APPARATUS OPERATOR QUALIFICATION REPORT**

NAME: _____ **LESSON #:** _____ **DATE:** _____

APPARATUS: 331 () 332 () 333 () 381 ()
 352 () 353 () 371 () 341 () 361 ()

LESSON TIME: _____ (MIN.) **LESSON MILES:** _____

EXAMINER: _____

Captain Approval For Final Exam: _____

CIRCLE THE APPROPRIATE ANSWER OR SKILL LEVEL YES/NO

1. Familiar with Montana Emergency Vehicle Related Traffic Laws:	Yes / No
2. DEMONSTRATES ABILITY TO SAFELY OPERATE VEHICLE:	Yes / No
3. DRIVING SKILLS (OVERALL)	
Steering	Yes / No
Braking	Yes / No
Shifting Gears	Yes / No
Use Of Clutch	Yes / No
Coordination of Shifting and Braking	Yes / No
Treatment Of Engine (Maintains RPMs)	Yes / No
Turning	Yes / No
Cornering	Yes / No
Backing Up	Yes / No
Proper Use of Mirrors	Yes / No
Safe Passing	Yes / No
Signals Properly	Yes / No
Anticipates Traffic Situations	Yes / No
Operates Vehicle at A Prudent Speed	Yes / No
Placement of Vehicle in Designated Position	Yes / No
4. WORKING KNOWLEDGE OF ALL DEPARTMENT SOG'S	Yes / No
5. KNOWLEDGE OF COUNTY RADIO PROCEDURES	Yes / No
6. LOCATION OF EQUIPMENT	Yes / No

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7. OPERATION OF SPECIALIZED EQUIPMENT	Yes / No
8. KNOWLEDGE OF STREET LOCATIONS	Yes / No
9. OPERATION OF APPARATUS WARNING DEVICE CONTROLS	Yes / No
10. FAMILIAR WITH DASHBOARD GAUGES AND CONTROLS	Yes / No
11. THOROUGHLY FAMILIAR WITH REGARD TO OVERALL OPERATOR RESPONSIBILITY AND SAFETY	Yes / No
12. GENERAL PUMPING KNOWLEDGE:	
HYDRANT PROCEDURES	Yes / No
TANKING PROCEDURES	Yes / No
TANK USE	Yes / No
LAYING HOSE OPERATION	Yes / No
PUMPING	Yes / No
SHIFTING INTO PUMP GEAR (NORMAL & MANUAL)	Yes / No
TRANSFER VALVE	Yes / No
PRESSURE RELIEF VALVE	Yes / No
PUMP PANEL FAMILIARITY	Yes / No
SUCTION LINES	Yes / No
DISCHARGE LINES	Yes / No
OPERATING PUMP PRESSURE	Yes / No
ROUTINE OPERATION	Yes / No
13. OVERALL ACCEPTABLE QUALIFICATION EXERCISE	Yes / No
14. COMMENT SECTION: EXAMINER SHOULD INDICATE NARRATIVE COMMENTS HERE:	
15. VEHICLE FUELED, WASHED AND RETURNED TO FULL SERVICE:	Yes / No

Additional check off sheets can be found in the black file cabinet behind the individual personnel folders.

ADDITIONAL INFORMATION **Drivers Training Route**

From Bigfork Station north on 35 to McCaffery Rd; McCaffery Rd to Echo Lake Rd; Echo Lake Rd across Hwy 83 down Swan River Rd to Hwy 209; east on Hwy 209 to Hwy 83; north on Hwy 83 to Hwy 35; south on Hwy 35 to Blue Bay Resort; Blue Bay Resort north on Hwy 35 to Holt Dr; west on Holt Dr back to Hwy 35; south on Hwy 35 back to the Bigfork Station.

FOLLOW THIS ROUTE EXACTLY.

If you follow this route you will have 20 rural miles and 50 highway miles.

MONTANA CODES ANNOTATED

61-5-103. Residency requirement, (1) A person who has resided in Montana for more than 60 consecutive days is considered to be a resident for the purpose of being licensed to operate a motor vehicle and must be licensed under the laws of Montana before operating a motor vehicle.

(2) A person who has resided in Montana for more than 30 consecutive days:

- (a) is considered to be a resident for the purpose of being licensed to operate a commercial motor vehicle; and
- (b) must be licensed under the laws of Montana before operating any commercial motor vehicle.

(3) The department may issue a commercial driver's license to a person who is not a resident of Montana or domiciled in Montana only if:

(a) the person is domiciled in a foreign country with commercial driver's license standards, as determined by the federal motor carrier safety administration of the department of transportation, that are not similar to the testing and licensing standards provided in 49 CFR, part 383, subparts F, G, and H; or

(b) the person is domiciled in a state that is prohibited by the federal motor carrier safety administration from issuing commercial driver's licenses under 49 CFR 384.405.

61-8-105. Obedience to peace officers, flag persons, crossing guards, and public safety workers, A person may not willfully fail or refuse to comply with a lawful order or direction of a peace officer, flag person, crossing guard, or public safety worker pertaining to the use of the highways by traffic. For purposes of this section:

(1) "peace officer" has the meaning provided in 7-32-303; and

(2) "public safety worker" means a person who is authorized to provide assistance at the scene of an incident that requires traffic control and who is either a member of a paid or volunteer fire department, an emergency medical service provider, a member of a search and rescue team, or a civilian accident investigator appointed by a law enforcement agency.

61-8-107. Police vehicles and authorized emergency vehicles, (1) The driver of a police vehicle or authorized emergency vehicle, when responding to an emergency call or when in the pursuit of an actual or suspected violator of the law or when responding to but not upon returning from a fire alarm, may exercise the privileges set forth in this section, but subject to the conditions herein stated.

(2) The driver of a police vehicle or authorized emergency vehicle may:

(a) park or stand, irrespective of the provisions of this chapter;

(b) proceed past a red or stop signal or stop sign, but only after slowing down as may be necessary for safe operation;

(c) exceed the speed limits so long as he does not endanger life or property;

(d) disregard regulations governing direction of movement or turning in specified directions.

(3) The exemptions granted to a police vehicle or authorized emergency vehicle apply only when the vehicle is making use of an audible or visual signal, or both, meeting the requirements of 61-9-402.

(4) The foregoing provisions shall not relieve the driver of a police vehicle or authorized emergency vehicle from the duty to drive with due regard for the safety of all persons, nor shall such provisions protect the driver from the consequences of his reckless disregard for the safety of others.

61-8-346. Operation of vehicles on approach of authorized emergency vehicles or police vehicles -- approaching stationary emergency vehicles or police vehicles. (1) Upon the immediate approach of an authorized emergency vehicle making use of audible and visual signals meeting the requirements of 61-9-402 or of a police vehicle properly and lawfully making use of an audible signal only, the operator of every other vehicle shall yield the right-of-way and shall immediately drive to a position parallel to, and as close as possible to, the right-hand edge or curb of the roadway clear of any intersection and shall stop and remain in that position until the authorized emergency vehicle or police vehicle has passed, except when otherwise directed by a police officer or highway patrol officer.

(2) This section does not relieve the driver of an authorized emergency vehicle or police vehicle from the duty to drive with due regard for the safety of all persons using the highway.

(3) Except as provided in subsection (4), upon approaching a stationary authorized emergency vehicle or police vehicle that is displaying visible signals of flashing or rotating amber, blue, red, or green lights, the operator of the approaching vehicle shall:

(a) reduce the vehicle's speed, proceed with caution, and, if possible considering safety and traffic conditions, move to a lane that is not adjacent to the lane in which the authorized emergency vehicle or police vehicle is located or move as far away from the authorized emergency vehicle or police vehicle as possible; or

(b) if changing lanes is not possible or is determined to be unsafe, reduce the vehicle's speed, proceed with caution, and maintain a reduced speed, appropriate to the road and the conditions, through the area where the authorized emergency vehicle or police vehicle is stopped.

(4) Upon approaching a stationary authorized emergency vehicle or police vehicle that is displaying visible signals of flashing or rotating amber, blue, red, or green lights on a public highway with a posted speed limit of 50 miles per hour or greater when driving in a lane that is directly next to the emergency vehicle or police vehicle, the operator of the approaching vehicle shall reduce the vehicle's speed by at least 20 miles per hour below the posted speed limit.

61-9-227. Blinker-type or revolving red light on certain private vehicles -use - identification card, (1)

Firefighters, when authorized by the chiefs of their respective departments, and search and rescue and volunteer emergency medical personnel, when authorized by the county sheriff, may use a blinker-type or revolving red light or both on the front or the top of their privately owned motor vehicles. This light must be used on emergency duty only while responding to but not upon returning from a fire or other emergency.

(2) A firefighter or search and rescue or volunteer emergency medical personnel displaying the emergency red light on a privately owned motor vehicle shall also carry on the vehicle an identification card showing the name of the owner of the vehicle and the organization to which the firefighter or search and rescue or volunteer emergency medical personnel belongs, and bearing the signature of the person authorizing the emergency use of the light.

61-9-402. Audible and visual signals on police, emergency vehicles, and on-scene command vehicles –

immunity, (1) A police vehicle must be equipped with a siren capable of giving an audible signal and may be equipped with alternately flashing or rotating red or blue lights as specified in this section.

(2) An authorized emergency vehicle must be equipped:

(a) with a siren and an alternately flashing or rotating red light as specified in this section; and

(b) with signal lamps mounted as high and as widely spaced laterally as practicable that are capable of displaying to the front two alternately flashing red lights located at the same level and to the rear two alternately flashing red lights located at the same level. These lights must have sufficient intensity to be visible at 500 feet in normal sunlight.

(3) A bus used for the transportation of school children must be equipped with signal lamps mounted as high and as widely spaced laterally as practicable, displaying to the front two red and two amber alternating flashing lights and to the rear two red and two amber alternating flashing lights. These lights must have sufficient intensity to be visible at 500 feet in normal sunlight. The warning lights must be as prescribed by the board of public education and approved by the department.

(4) A police vehicle and an authorized emergency vehicle may, and an emergency service vehicle must, be equipped with alternately flashing or rotating amber lights as specified in this section.

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(5) The use of signal equipment as described in this section imposes upon the operators of other vehicles the obligation to yield right-of-way or to stop and to proceed past the signal or light as provided in 61-8-346 and subject to the provisions of 61-8-209 and 61-8-303.

(6) An employee, agent, or representative of the state or a political subdivision of the state or of a governmental fire agency organized under Title 7, chapter 33, who is operating a police vehicle, an authorized emergency vehicle, or an emergency service vehicle and using signal equipment in rendering assistance at a highway crash scene or in response to any other hazard on the roadway that presents an immediate hazard or an emergency or life-threatening situation is not liable, except for willful misconduct, bad faith, or gross negligence, for injuries, costs, damages, expenses, or other liabilities resulting from a motorist operating a vehicle in violation of subsection (5).

(7) Blue, red, and amber lights required in this section must be mounted as high as and as widely spaced laterally as practicable and be capable of displaying to the front two alternately flashing lights of the specified color located at the same level and to the rear two alternately flashing lights of the specified color located at the same level or one rotating light of the specified color, mounted as high as is practicable and visible from both the front and the rear. These lights must have sufficient intensity to be visible at 500 feet in normal sunlight. Except as provided in 61-9-204(6), only police vehicles, as defined in 61-8-102, may display blue lights, lenses, or globes.

(8) A police vehicle and authorized emergency vehicle may be equipped with a flashing signal lamp that is green in color, visible from 360 degrees, and attached to the exterior roof of the vehicle for purposes of designation as the on-scene command and control vehicle in an emergency or disaster. The green light must have sufficient intensity to be visible at 500 feet in normal sunlight. Only the on-scene command and control vehicle may display green lights, lenses, or globes.

(9) Only a police vehicle or an authorized emergency vehicle may be equipped with the means to flash or alternate its headlamps or its backup lights.

(10) A violation of subsection (5) is considered reckless endangerment of a highway worker, as provided in 61-8-301(4), and is punishable as provided in 61-8-715

Written and Driving Test—Bigfork Fire

The purpose of this option is to ensure that Bigfork Fire has the maximum number of qualified drivers for responding to emergency scenes in a timely manner. This option is for those members who are unable or prefer not to obtain a Montana Commercial Driver's License with airbrakes and tanker endorsements.

The written test will consist of 125 questions taken directly from the current Montana Commercial Driver's License Manual. The test will be a mixture of mostly fill in the blank and some multiple choice questions. A passing score of 75% must be achieved, anything less is not acceptable. Each member will be given a total of two chances to pass the test. After which, the member must obtain a MT CDL through the MT Dept of Motor Vehicles in order to participate in the Driver Training Program.

After successfully passing the written test, the member will be allowed to move onto the driving test course.

Note: It will be the driver trainee's responsibility to schedule a written test date with the Training Officer and any driving practice or test dates with the Fleet Maintenance Manager.