



CERTIFICATION APPLICATION INSTRUCTIONS

Fire Officer 4 Certification Application

Overview

The California Office of the State Fire Marshal Fire Officer 4 Certification is based on the NFPA 1021: Standard for Fire Officer Professional Qualifications (2020), which is set by the National Fire Protection Association (NFPA).

Application Requirements

Submit verification of the following documents along with this application form. Submitting SFT course diplomas or certifications is unnecessary if they are listed in your SFT User Portal.

Prerequisites

- OSFM Fire Officer 3 certification **OR**
- OSFM Chief Fire Officer certification **OR**
- OSFM Chief Officer certification **OR**
- Appointed to the rank of Division Chief, Assistant Chief, Deputy Chief, or Fire Chief. *Note: Performing in an “acting” capacity does not qualify.*

Education

- Fire Officer 4A: Human Resource Management (2020) **OR** ECFO 4A: Human Resource Management for the Executive Chief Fire Officer (2014) **AND** ECFO 4E: Health and Safety for the Executive Chief Fire Officer (2014)
- Fire Officer 4B: Community Leadership and Strategic Planning (2020) **OR** ECFO 4B: Community and Government Relations for the Executive Chief Fire Officer (2014) **AND** ECFO 4C: Administration for the Executive Chief Fire Officer (2014)
- Fire Officer 4C: Emergency Services Management (2020) **OR** ECFO 4D: Emergency Services Delivery for the Executive Chief Fire Officer
- I-400: Advanced Incident Command System for Command and General Staff-Complex Incidents (SFT shall accept ICS certificates from CalEMA/CalOES, CDF/CAL FIRE, FEMA, FIREScope, NFA, NWCG, TEEX and SFT)
- Fire Service Labor/Management Relations (SFT)

Certification Task Book

- Fire Officer 4 Certification Task Book (2020)

Supporting Documentation

- Associate’s degree (any major) or higher from an accredited post-secondary institution

Fee (Option B Applicants Only)

- \$150 non-refundable certification fee - payable to: State Fire Training

Application Process

The following are the steps for submitting a certification application:

1. Mail the certification application, certification task book, supporting documentation, and fee to: State Fire Training, Fire Officer 4 Certification, PO Box 944246, Sacramento, CA 94244-2460.
2. SFT conducts an application review.
 - a. If the candidate does not meet the eligibility requirements, SFT issues a denial.
3. SFT will issue your digital certification(s) through the SFT User Portal at:

<https://osfm-sft.acadisonline.com/>

Personal Information Notice

Pursuant to the Federal Privacy Act ([P.L. 93-579](#)) and the Information Practices Act of 1977 (Civil Code [Sections 1798, et seq.](#)), notice is hereby given for the request of personal information by this form. The requested personal information is voluntary. The principal purpose of the voluntary information is to facilitate the processing of this form. The failure to provide all or part of the requested information may delay processing of this form. No disclosure of personal information will be made unless permissible under Article 6 of the Information Practice Act of 1977 (Civil Code [Section 1798.24](#)). Each individual has the right, upon request and proper identification, to inspect all personal information in any record maintained on the individual by an identifying particular. Direct any inquiries to calfire.cpo@fire.ca.gov.



Fire Officer 4 Certification Application

OSFM-SFT-1021-4 (02/25)

Identification

Full Name: _____

SFT ID Number: _____

Date of Birth: _____

Mailing Address: _____

City, State, Zip Code: _____

Phone (Mobile): _____

Email: _____

Submission Requirements

Certification Task Book

- Fire Officer 4 Certification Task Book (2020)

Supporting Documentation

- Associate's degree (any major) or higher from an accredited post-secondary institution
- I-400 certificate (SFT shall accept ICS certificates from CalEMA/CalOES, CDF/CAL FIRE, FEMA, FIREScope, NFA, NWCG, TEEX and SFT)

Fee

- \$150 non-refundable certification fee - payable to: State Fire Training

Applicant Review

I, the undersigned, am the person applying for this certification. I hereby certify under penalty of perjury under the laws of the State of California, that all information contained in this application is true in every respect. I understand that misstatements, omissions of material facts, or falsification of information or documents may be cause for rejection.

Applicants Signature: _____ Date: _____

Acct Code: 0198-####-4143500-4143500014-35405902-59210