



CERTIFICATION APPLICATION INSTRUCTIONS

State-Certified Prescribed-Fire Burn Boss Application

Overview

The CAL FIRE-Office of the State Fire Marshal (OSFM) State-Certified Prescribed-Fire Burn Boss performs prescribed-fire planning, obtains approval and permits, develops and implements a burn plan, monitors fire effects, maintains prescriptive requirements, and conducts an After-Action Review.

Application Requirements

Submit verification of the following documents along with this application form. It is not necessary to submit SFT course diplomas or certifications if it is listed in your SFT User Portal.

Education

- State-Certified Prescribed-Fire Burn Boss

Certification Task Books

- State-Certified Prescribed-Fire Burn Boss Certification Task Book

Application Process

The following are the steps for submitting certification application:

1. Mail the certification application, certification task book, and fee to: State Fire Training, State-Certified Prescribed-Fire Burn Boss 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.



State-Certified Prescribed-Fire Burn Boss Certification Application
OSFM-SFT-999-1 (REV. 02/22)

Identification

Full Name: _____

SFT ID Number: _____

Date of Birth: _____

Mailing Address: _____

City, State, Zip Code: _____

Phone (Mobile): _____

Email: _____

Submission Requirements

Certification Task Book

- State-Certified Prescribed-Fire Burn Boss Certification Task Book

Fees

- \$100 Burn Boss Certification (non-refundable) – 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