



INFORMATIONAL BULLETIN

Fire Fighter 1 and 2 Instructor Historical Recognition

Issued: October 26, 2018

OVERVIEW

State Fire Training (SFT) will be implementing new instructor requirements that were approved by Statewide Training and Education Advisory Committee (STEAC) on July 2017 and by the State Board of Fire Services (SBFS) on August 2017. The [Instructor Changes Information Bulletin](#) details the new requirements and changes.

Starting January 1, 2019, new instructors for Fire Fighter I and Fire Fighter II curriculum will be required to have Instructor I Certification and complete the Ethical Leadership in the Classroom course.

Current Fire Fighter Instructors (those who are instructing on/before December 31, 2018) maintain their status even though they may not be a certified Instructor I.

In order to historically recognize Fire Fighter 1 and Fire Fighter 2 instructors, all fire agencies and accredited academies will be required to submit a complete list of their Fire Fighter Instructors to SFT.

WHAT TO SUBMIT

- A letter on agency/department letterhead and signed by the authorized signatory indicating how many Fire Fighter Instructors are being historically recognized
- A spreadsheet containing the instructor's first and last name, SFT ID (no social security numbers) and the affiliated agency/department. A template can be downloaded from the SFT website at: osfm.fire.ca.gov/training/pdf/SFT-FF-InstructorHistoricalRecognition.xlsx

Note: SFT ID's can be looked up at using the [SFT User Portal](#) or the [Online Legacy SFT ID Look Up](#) websites.

DEADLINE

The deadline to submit this documentation is by Friday, **February 1, 2019**.

HOW TO SUBMIT

The letter and spreadsheet shall be emailed to SFT.Acadisonline@fire.ca.gov and records will be recorded in the order that they were received.