

Fire Code Section 113-05
Fire Safety Director Training Courses

(a) Scope. This section sets forth the minimum hours of classroom instruction and topics required for *Department* accreditation of training courses for *certificate of fitness* for fire safety director.

(b) General Provisions

- (1) General accreditation requirements. Fire safety director training courses shall comply with the general training school accreditation procedures, standards and requirements set forth in R113-04.

(c) Required Hours and Topics of Instruction

- (1) Training courses shall, at a minimum, provide not less than 20 hours of instructional training, of which not less than two (2) hours shall consist of practical skills exercise/hands-on demonstrations.
- (2) Training courses shall provide instruction in the following topics:
 - (A) Fire safety director qualifications
 - (1) Qualifications for *certificate of fitness*
 - (2) *Department application forms*
 - (3) *Certificate of fitness* written and practical (on-site) examinations
 - (B) Building construction and systems
 - (1) Alarm systems
 - (2) *Sprinkler systems*
 - (3) *Standpipe systems*
 - (4) Smoke detectors
 - (5) Portable fire extinguishers
 - (6) Types of alarm systems: office building, hotel/motel
 - (7) Fire command station
 - (8) Elevators
 - (9) Signs
 - (10) Stair pressurization
 - (11) Smoke shaft
 - (12) Compartmentation
 - (13) Construction
 - (14) HVAC systems
 - (15) History of high-rise building and hotel fires
 - (C) Fire safety director duties and responsibilities
 - (1) Fire safety director/deputy fire safety director
 - (2) *Fire safety and evacuation plan* format
 - (3) *Fire drills* and evacuation
 - (4) Training of fire brigade
 - (5) Human behavior and personal safety of building occupants
 - (6) Communication with *Department* at fire incidents
 - (7) Inspection and prevention of fires

(D) Legal requirements

- (1) Local Law Nos. 5 of 1973, 16 of 1984, 41 of 1978, 58 of 1987 and 26 of 2004 and their impact on the operation of refrigerating systems, including any amendments thereto
- (2) *Owner's* legal responsibilities
- (3) Americans with Disabilities Act of 1990, including any amendments thereto

(E) Firematics

- (1) Chemistry of fire
- (2) Properties of fire
- (3) Behavior of fire
- (4) Flame-resistant chemicals and treatments
- (5) Ignition sources
- (6) Heat transfer

(F) Practical skills exercise/hands-on demonstration

- (1) Elevator recall
- (2) Group B *office building fire alarm systems*, including fire command stations, announcements, and warden phones

(d) Course Administration and Completion

- (1) The ratio of students to instructors in practical skills exercise, including practical skills exercise/hands-on demonstrations, shall not exceed 25-to-1.
- (2) Students must attend all training classes to be eligible to take the training course's final examination.
- (3) Students shall be allowed two (2) opportunities to pass the final examination. Students who fail the final examination on the second attempt shall be required to reattend the course in its entirety.