

# Utah Fire Service Certification System



# Red Card Information Packet

May 2018



## **Purpose**

To assist Utah Fire Departments through the process of receiving Red Cards for their candidates through the Utah Fire Service Certification Council at the Utah Fire & Rescue Academy.

## **Initial Red Card Process**

- Receive a learning experience in the required NWCG courses
- Take NWCG exams given during course
- Earn a course completion NWCG certificate
- Work with the Forestry Fire and State Lands Area FMO to record completion certificate into IQS database
- Complete the online IS-700 course and print off certificate, initial Red Cards only
- Complete the required fitness test for level of Red Card being requested
- Complete the “Red Card Request Form” with ALL required Information
  - Candidate name
  - Type of fitness test and pass/fail
  - Fitness test completion date
  - IS-700 course completion date, if initial red card
- Submit form to Certification Office at UFRA along with \$5.00 fee per candidate
- Additional qualifications will be entered into IQS by Area FMO
- Red Cards with new qualifications will be requested following the process listed above
- If Wildland certification is desired, request exams using the “Examination Request Form”

## **Yearly Red Card Renewal Process**

- Complete refresher course
- Complete the required fitness test for level of qualification being requested
- Complete the “Red Card Request Form” with ALL required information
  - Candidate name
  - Type of fitness test and pass/fail
  - Fitness test completion date
  - Mark experience box for WFF1 or WFF2 if applicant went to a wildfire in the previous fire season. Must respond to a wildland fire within 5 years to maintain qualifications.
- Submit form to Certification Office at UFRA along with \$5.00 fee per candidate
- Additional qualifications will be entered into IQS by Area FMO
  - Fire experience entered to retain qualifications
- Red Cards with new qualifications will be requested following the process listed above

## **Required Courses**

Training for the Red Card can be obtained by completing one of the following training courses or requirements. Participants must complete one of the following methods to become eligible for the Red Card.

- 1- Wildland Firefighter I Certification (S-130/S-190, I-100, L-180) sponsored by the Utah Fire & Rescue Academy. Training may be requested by calling the Operations Division at the Utah Fire and Rescue Academy at 888-548-7816 or contact the Fire Warden in your county.
- 2- ESWF 1400 – Wildland Firefighting Fundamentals course as taught by Utah Valley University/Utah Fire & Rescue Academy.
- 3- Department Based Training – Departments may provide their own Wildland Firefighter I course which must meet the requirements as outlined in the current NWCG Field Managers Course Guide (PMS-901-1) requirements for content of the course.
- 4- Crosswalk training curriculum – Contact the UFRA Wildland Program Coordinator and/or your UFRA area coordinator.  
[http://www.usfa.dhs.gov/fireservice/subjects/wildfire/crosswalk\\_overview.shtm](http://www.usfa.dhs.gov/fireservice/subjects/wildfire/crosswalk_overview.shtm)

## **IS-700 Course**

The IS-700 course is required for all initial Red Cards being issued. Candidates must complete the course and provide a course completion date to the certification office at the time the request for a Red Card is made. Candidates may take the course at this link:

<https://training.fema.gov/is/courseoverview.aspx?code=IS-700.a>

## **Work Categories and Fitness Tests**

Studies of wildland firefighting clearly show the link between fitness and work performance. Fit workers can do more work with less fatigue and still have a reserve to meet unforeseen emergencies. They perform better in a hot environment and recover faster from adverse firefighting conditions, such as long shifts and reduced rest. In short, fitness is the most important factor in work capacity. Beginning in 1975, Federal agencies used a 5-minute step test and an alternative 1.5-mile run to screen candidates for wildland firefighting. In 1994, the Missoula Technology and Development Center (MTDC) began reviewing alternative ways of testing work capacity. The center conducted a comprehensive job task analysis and extensive laboratory and field studies of proposed tests. The result is a family of job-related field tests to determine a worker's capacity to meet National Wildfire Coordinating Group (NWCG) 310-1 standards for wildland firefighters (Wildland Fire Qualification Subsystem Guide 310-1, NWCG, 1993). Tests were developed for workers with arduous, moderate, or light duties (table 1).

Table 1—Tests developed for arduous, moderate, or light duties.

Work category	Test	Distance (miles)	Pack (pounds)	Time (minutes)
Arduous	Pack	3	45	45
Moderate	Field	2	25	30
Light	Walk	1	None	16

**Arduous**—“Duties involve field work requiring physical performance calling for above-average endurance and superior conditioning. These duties may include an occasional demand for extraordinarily strenuous activities in emergencies under adverse environmental conditions and over extended periods. Requirements include running, walking, climbing, jumping, twisting, bending, and lifting more than 50 pounds; the pace of work typically is set by the emergency condition.” —NWCG 310-1

The pack test is a job-related test of the capacity for arduous work. It consists of a 3-mile hike with a 45-pound pack over level terrain. A time of 45 minutes, the passing score for the test, approximates an aerobic fitness score of 45, the established standard for wildland firefighters. The energy cost of the test is similar to the energy cost demanded on the job. The test is correlated to measures of performance in field tasks such as working with handtools or carrying loads over rough terrain and with measures of aerobic and muscular fitness. The test’s length ensures that successful participants will have the capacity to perform prolonged arduous work under adverse conditions, with a reserve to meet emergencies.

The Mile and a Half Run should be conducted on a flat level running surface of a known distance. A ¼ mile oval track lends itself well to this test. The individual should go through a light warm up then rest. One and a half miles must be completed in 11 minutes 40 seconds or less. There is no adjustment for age, weight, gender, or altitude.

**Moderate**—“Duties involve field work requiring complete control of all physical faculties and may include considerable walking over irregular ground, standing for long periods, lifting 25 to 50 pounds, climbing, bending, stooping, squatting, twisting, and reaching. Occasional demands may be required for moderately strenuous activities in emergencies over long periods. Individuals usually set their own work pace.” —NWCG 310-1

The field test is a job-related test of work capacity designed for those with moderately strenuous duties. It consists of a 2 mile hike with a 25-pound pack. A time of 30 minutes, the passing score, approximates an aerobic fitness score of 40.

**Light**—“Duties mainly involve office-type work with occasional field activity characterized by light physical exertion requiring basic good health. Activities may include climbing stairs, standing, operating a vehicle, and long hours of work, as well as some bending, stooping, or light lifting. Individuals almost always can govern the extent and pace of their physical activity.” —NWCG 310-1

The walk test is designed to determine the ability to carry out light duties. It consists of a 1-mile test with no load that approximates an aerobic fitness score of 35. A time of 16 minutes, the passing score for the test, ensures the ability to meet emergencies and evacuate to a safety zone. The instructions for the pack test also apply to the field and walk tests. Test requirements for a given position may change. Consult the latest version of NWCG 310–1 for the current requirements

**Altitude**—Use this chart (table 2) to adjust for tests administered above 4,000 feet:

Table 2—Altitude corrections for work capacity tests. Add the correction to the required test time.

Altitude (feet)	Pack test (seconds)	Field test (seconds)	Walk test (seconds)
4,000 to 5,000	30	20	10
5,000 to 6,000	45	30	15
6,000 to 7,000	60	40	20
7,000 to 8,000	75	50	25
8,000 to 9,000	90	60	30

For the pack test at 6,000 to 7,000 feet, add 60 seconds to the test standard (45 minutes) for an altitude-adjusted standard of 46 minutes.

The altitude adjustment assumes that the participant has had an opportunity to acclimate to the altitude of the test site. If a participant doesn't meet the required standard even with the adjustment, encourage training at the altitude of the test site before retaking the test.

Refer to the Work Capacity Test Administrators guide for specific information on administering the physical fitness tests. It is the responsibility of the Chief to complete the tests and to keep and record accurate results. <https://www.nwcg.gov/sites/default/files/publications/pms307.pdf>

## NWCG Positions - Required Training & Fitness

For a list of all NWCG positions and their required training and fitness category refer to the National Incident Management System: Wildland Fire Qualification System Guide, PMS 310-1. This guide can be found at: <https://www.nwcg.gov/sites/default/files/publications/pms310-1.pdf>

## Red Card Request Form

Complete the “Red Card Request Form” with all required information and send to the Certification Officer at the Utah Fire & Rescue Academy. The signature by the Chief on the form signifies that the information on the form is true and accurate. The department should keep a copy of all records. **NOTE:** Wildland fire experience records, to include Fire Name, Date(s), Fire Number/Fire Code if applicable, will be kept at the department for each individual to keep their qualifications valid in IQS. Wildland fire experiences is needed at least every five years.

## Utah Fire Service Certification Council - RED CARD REQUEST -

### Department Information

The following department/participating agency requests that the Utah Fire Service Certification Council issue a Red Card for the individuals listed on the reverse side of this form.

**Department Name:** \_\_\_\_\_

### Red Card Fees

A fee of \$5.00 will be assessed per candidate for each Red Card requested. This includes reprints and cards with updated qualifications.

### Required Documentation and Signatures

<p>If this is a request for <b>AN INITIAL RED CARD</b>, the chief or administrator of the organization shall attest and sign for the following:</p> <p style="text-align: center;">By my signature below, I certify that department records exist to support that each individual listed on this form:</p> <ol style="list-style-type: none"> <li>1. Received a learning experience in the required NWCG courses</li> <li>2. Received an NWCG course completion certificate, entered into IQS by Area FMO.</li> <li>3. Successfully completed IS-700</li> <li>4. Completed and passed applicable fitness test for chosen work category.</li> <li>5. Is a member and in good standing with the department or organization.</li> <li>6. Has not been convicted of a felony, capital crime, or a felony plea-bargained down to a misdemeanor.</li> </ol>	<p>If this is a request for <b>RED CARD RENEWAL</b>, the chief or administrator of the organization shall attest and sign for the following:</p> <p style="text-align: center;">By my signature below, I certify that department records exist to support that each individual listed on this form:</p> <ol style="list-style-type: none"> <li>1. Completed a 4 hour minimum refresher course as outlined by NWCG.</li> <li>2. Completed and passed applicable fitness test for chosen work category.</li> <li>3. Is a member and in good standing with the department or organization.</li> <li>4. Has not been convicted of a felony, capital crime, or a felony plea-bargained down to a misdemeanor.</li> </ol>
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\_\_\_\_\_  
Chief or Administrator Signature

\_\_\_\_\_  
Training Officer Signature

\_\_\_\_\_  
Chief or Administrator Name (typed or printed)

\_\_\_\_\_  
Training Officer Name (typed or printed)

\_\_\_\_\_  
Department/Agency Mailing Address

\_\_\_\_\_  
Chief/Training Officer Daytime Telephone #

\_\_\_\_\_  
City

\_\_\_\_\_  
State

\_\_\_\_\_  
Zip

\_\_\_\_\_  
Chief/Training Officer Email Address

**Please sign and return to:**  
**Utah Fire Service Certification Council**  
**C/O Utah Fire and Rescue Academy**  
**3131 Mike Jense Parkway Provo UT 84601**  
**Email: UFRACertification@uvu.edu**  
**Fax: 801-374-0681**  
**Phone Toll Free: 888-548-7816**

