Anthony Aveles
Public Works Director
208 N. East St.
Bayard NM 88023
08/27/2021

Mayor/ City Council
City Of Bayard
800 Central Ave.
Bayard NM 88023

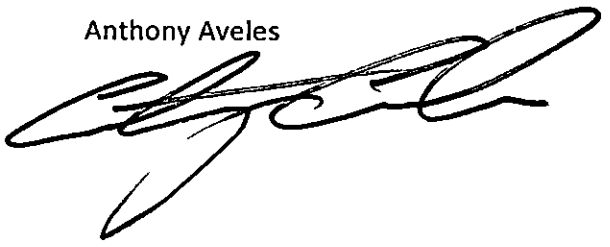
Dear Mayor/ City Council:

This letter is to inform you that Mr. Mark Diaz an employee with the City of Bayard Maintenance Department and also a member of the Bayard Volunteer Fire Department will be attending a hazardous materials & operations training course. The Training will begin Monday November 15th 2021 through November 19th 2021 in Socorro NM.

It is at my request that Mr. Diaz be compensated by the City Of Bayard for the full 40 hour work week. Being that Mr. Diaz' training will benefit not only the Bayard Volunteer Fire Department but the City Of Bayard as a whole. Thank you for your consideration.

Sincerely,

Anthony Aveles



Adrian will be attending

Training & Events

Training Event Details

Fire Inspector I - INSP_I_1002

Fire Inspector I

This 40-hour course is a Fire Service Inspection course for both uniformed and civilian inspectors. This course will educate inspectors about the principles and techniques of fire prevention and life-safety inspection and code compliance. It addresses NFPA 1031, Standard for Professional Qualifications for Fire Inspector and Plan Examiner, Level I. It is strongly recommended that students bring a laptop computer for use during this class.
This is an IFSAC and Pro Board accredited course.
Minimum Enrollment: 10; Maximum Enrollment: 24
Prerequisites: IFSAC Hazmat Awareness & operations

Training Dates	12/13/2021 - 12/17/2021
Prerequisites	18 years old Hazardous Materials Awareness & Operations
Registration Dates	10/14/2021 - 11/29/2021
Available Seats	21
Hours	40h 0m
Fee	None Specified
Training Location	Espanola Fire Department 405 North Paseo De Onate Espanola, NM 87532
Resources Required	Fire Inspector Principles and Practices, Jones and Bartlett 1st edition Revised
Reporting Instructions	None Specified
Signup Details	Register at: nmfireacademy.com

more ▾

New Mexico Firefighters Training Academy

IFSAC and ProBoard Fire Inspector I

NFPA 1031 (2014)
2021 revision

NMFTA CONTACT INFORMATION

Course Coordinator: Ross Johnson
Address: 600 Aspen Road, Socorro, New Mexico 87801
Telephone: 575-835-7500 or 1-800-734-6553
Fax: 575-835-7506

NFPA STANDARDS

NFPA 1031: Standard for Professional Qualifications for Fire Inspector and Plan Examiner (2014 Edition).
For qualification as a Fire Inspector I, the candidate shall meet the requirements as defined in NFPA 1031, Chapter 4.

COURSE OVERVIEW

Fire Inspector I is a forty (40) hour course designed to focus on the knowledge and skills required to perform as a uniformed or civilian entry-level fire inspector and to meet the requirements set forth by NFPA 1031: Standard for Professional Qualifications for Fire Inspector and Plan Examiner, Chapter 4. This course will assist the entry-level fire inspector in conducting effective fire inspections, plan review, and public education to prevent fires and the loss of life. Methods of instruction include lecture, discussion, team-focused classroom exercises, and practical exercises.

COURSE OBJECTIVES

Upon successful completion of this course, the student will have developed a basic understanding of fire prevention and inspections and be able to qualify for certification at the Fire Inspector I level (NFPA 1031) and successfully function as an entry level fire inspector. Major areas covered in this course are: building construction, decorative materials and furnishings, fire drills, inspection procedures, code enforcement, fire detection and alarm systems, and communications. Course includes both IFSAC and Pro Board Certifications.

REQUIRED TEXTBOOK, REFERENCES, AND SUPPLIES

- **Textbook**
  - Fire Inspector: Principles and Practice, Revised Enhanced First Edition. Jones and Bartlett. (Required)
  - International Fire Code (2015 Edition preferred).

- **Laptop/Memory Drives**
  - It is recommended that the student brings a laptop or tablet computer and required to bring a USB portable storage drive to complete the individual and team skill assessments. If the student does not have access to a laptop for the duration of the course, the student computer lab at the NMFTA will be available for student use.
- **Supplies**
  - A calculator will also be needed.

STUDENT EXPECTATIONS

The knowledge and skill level for Fire Inspector I as determined by the New Mexico Firefighters Training Academy (NMFTA), is focused on a basic understanding of the principles of fire inspection and associated skills. The student will be able to successfully function as an entry level fire inspector. In order to certify in the New Mexico Firefighters Training Academy's Fire Inspector I program, students must fulfill the following requirements:

1. Currently hold IFSAC Hazmat Awareness and Operations certification.
2. Successfully complete the Fire Inspector I course and written examination.
3. Successfully complete the required JPRs which will be due and reviewed by the lead instructor and or the course coordinator before the conclusion on the class.
4. Completion of these required JPRs will constitute the practical examination.
5. Pass a 50 question multiple choice written examination with a minimum score of 70% or greater.

PRE-REQUISITES OF THE COURSE

Students are required to complete the following pre-requisites prior acceptance/attendance of the course.

1. Currently hold IFSAC Hazmat Awareness and Operations certification.
2. Register for course online at http://www.nmfireacademy.com
3. Read Inspector I sections in chapters 1-15 before the start of the class.
4. It is recommended to bring a laptop computer and required to bring a USB portable storage drive in order to complete in-class course work. A calculator will also be needed.

CONFLICTING SOURCES OF INFORMATION

In the realm of testing, the rank of importance of various sources of information will be instructor lecture, student handouts, reading assignments, other text, and personal experience.

LEARNING OBJECTIVES

Learning objectives are provided to the student as a guide of what material will be covered in the test. Students should expect that some learning objectives will not be covered in lecture. In cases were the learning objective is not covered in lecture, the information should be found in your textbook. If neither provides the information you are seeking, ask your instructor. Learning objectives are located at the beginning of each chapter in the textbook.

READING ASSIGNMENTS

Students should read the assignments that are in this syllabus prior to the lecture covering that topic. This provides the necessary framework to organize the information presented in the lectures. It is the responsibility of the student to find the pages that correspond in their specific book for the learning objectives. Furthermore, students are highly encouraged to seek out other *reputable* sources of information.

HOMEWORK ASSIGNMENTS

Various homework assignments will be given throughout the course. Homework assignments will be announced in class and are expected to be completed by the given due date.

CERTIFICATION TESTING POLICY

Participants in the Fire Inspector I course must successfully complete the requirements as set forth by NFPA 1031: Standard for Professional Qualifications for Fire Inspector and Plan Examiner, Chapter 4. Documentation is required to provide proof that all requirements and skills are met.

Once the Fire Inspector I requirements have been met and appropriate documentation has been submitted to the New Mexico Firefighters Training Academy, it will be reviewed and if acceptable, approved by the NMFTA.

Candidates must have completed the New Mexico Firefighters Training Academy forty (40) hour Fire Inspector I course and scored at least 70% on the written test. Once the candidate has completed both the practical skills and the written examination, they will be both ***IFSAC and Pro Board Fire Inspector I*** certified by the New Mexico Firefighters Training Academy.

The candidate is allowed one (1) additional opportunity to pass the WRITTEN Certification exam. Failure to pass the exam on the retest attempt will require the candidate to repeat the course. Each enrollment in the class will allow one (1) retest in addition to the exams offered during the course.

Retests are allowed for written exams **ONLY**. However, the candidate must have taken both the written and skills exams to be eligible to retest. Retests can be scheduled during the open test days scheduled monthly. The candidate must submit an NMFTA standard application form 30 days prior to the exam. All test results are entered into the student database and become a permanent part of the candidate's transcript.

The candidate may not retest for the exam for at least thirty (30) days after course completion. The candidate has a maximum of one (1) year from the date of course completion to successfully complete each exam. Failure to pass the exam within this time allotment will require the candidate to repeat the course.

NMFTA DRESS CODE

It is each student's responsibility to use good judgment in selecting attire which projects a professional image and is appropriate for both climate differences and classroom activities. Generally, the standard is business casual. NMFTA staff have the authority to make a determination that a student's attire may be inappropriate. Students whose attire is determined to be inappropriate will be required to change into more appropriate clothing before being allowed to continue class. This applies to both on and off campus course deliveries.

Acceptable attire includes: Shirts with collars, (polo shirts are acceptable), slacks, khakis, departmental uniforms (Class A or Class B), and shoes or boots.

Shorts, tank tops and/or cropped tops, open toe shoes, sandals or flip flops are not acceptable as classroom or fire ground attire for either males or females. Students will be asked to leave the class if dressed in an unacceptable manner.

AMERICANS with DISABILITIES ACT (ADA)
If you have, or think you may have, a disability that interferes with your performance as a student in this class, you are encouraged for academic reasons to discuss this on a confidential basis with your instructor. If you have a condition which may affect your ability to exit from the premises in case of an emergency, you are urged, for safety reasons, to notify your instructor.

ATTENDANCE
Unless indicated otherwise, classes held at the Academy begin at 8:00 a.m. and end at 5:00 p.m. Students are expected to be in the classroom and ready for class at the designated time. Tardiness disrupts the instructor and the class, and will not be tolerated. Students will not be allowed to miss more than 10% of the class that they are enrolled in, and any exceptions to this will be at the discretion of the Training Operations Manager or the Academy Director.

LATE WORK
No late work will be accepted!

ACADEMIC HONESTY

1. Purpose:

The New Mexico Firefighters Training Academy strives to ensure an environment of educational and professional integrity in both the learning and evaluation process. To protect this integrity and the rights of all students, this policy has been created.

Academic integrity is expected and required of all NMFTA students. Students are responsible personally upholding that integrity. Cheating of any kind will not be tolerated and students found to have cheated will be disciplined in accordance with this policy.

2. Cheating Offenses:

Cheating offenses include, but are not limited to, the following:

- Attempting to obtain secured testing material
- Leaving a test site without first completing the test or seeking permission of the evaluator/proctor
- Bringing reference material in to the test site or attempting to use unauthorized reference material
- Talking during the testing process
- Attempting to read or look at another students work
- Attempting to forge, alter, or duplicate any certificate
- Aiding another student in a cheating offence
- Submitting false documentation for entry in to a course
- Allowing another person to take a test in one's place

3. Procedure:

When a student in suspected of cheating the Instructor, Proctor, or Evaluator will immediately investigate the situation and inform the Training Operations Manager and/or the Deputy State Fire Marshal for training. The above individuals will then discuss the situation with the student and a decision will be made regarding guilt or innocence.

In the event that the student is found to have committed an act of cheating the student shall immediately be removed from the course and discharged from the academy. In addition the student may have all previous certifications revoked and be banned from attending any Academy courses for five years. A letter from the Academy will be sent to the offending student's fire chief outlining the offense and the action taken by the Academy.

Appeals to any decisions must be made in writing to the State Fire Marshal within ten working days. The Fire Marshal shall issue a ruling on the appeal within ten working days of the receipt of the appeal.

HARASSMENT
The New Mexico Firefighters Training Academy has a zero tolerance policy regarding harassment.

ALCOHOL/DRUG POLICIES
Alcohol or drug use will not be tolerated in class or on campus. Any person attending class while intoxicated or under the influence will be asked to leave class for the day without credit and the hours missed for that day will be counted towards hours missed for the course. **On the second offense the student will be immediately dismissed for the remainder of the course without credit or certification.**

CELL PHONES/PAGERS/RADIOS
Students' use of electronic communications devices such as cell phones, media players, and laptop computers during class time are prohibited unless authorized by the faculty member teaching the course. All cell phones, pagers, and radios will be turned to silent mode or turned off during class. The student must inform the instructor before the start of class if he/she must have their radio, cell phone, or pager turned on and in use.

CHILDREN/GUESTS OF STUDENTS IN THE CLASSROOM
Children and/or guests of students will not be allowed in the classroom during class hours in order to give every student the opportunity to succeed without distraction.

PRE-COURSE WORK:

Students will need to read Inspector I sections in chapters 1-15 before the start of the class. (Inspector II materials are highlighted by a green bar in the text.)

It is recommended that the student brings a laptop and *required to bring a USB* portable storage drive. A calculator will also be needed to perform calculations.

Fire Inspector I
Class Schedule (Subject to change)
(Date)

(2021 revision)

Monday

Introductions and course expectations
Chapter 1 Introduction to Fire Inspector
Chapter 2 Building Construction
Chapter 3 Types of Occupancies
Skills administration

Tuesday

Chapter 4 Fire Growth
Chapter 5 Performing an Inspection
Chapter 6 Reading Plans
Chapter 7 Occupancy Safety and Evacuation Plans
Skills administration

Wednesday

Chapter 7 Occupancy Safety and Evacuation Plans (continued)
Chapter 8 Fire Alarm and Detection Systems
Chapter 9 Fire Flow and Suppression Systems
Chapter 10 Portable Fire Extinguishers
Skills administration

Thursday

Chapter 11 Electrical and HVAC Hazards
Chapter 12 Ensuring Proper Storage and Handling Practices
Chapter 13 Safe Housekeeping Practices
Chapter 14 Writing Reports and Keeping Records
Skills administration

Friday

Chapter 14 Writing Reports and Keeping Records (continued)
Chapter 15 Life Safety and the Fire Inspector
Skills administration
Course Conclusion
Course Evaluation
Exam Review
Certification Exam

Homework = ***STUDY HARD TO BECOME A GREAT Fire Inspector I GRADUATE***