NAME\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ DATE\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**2024 MANDATORY TRAINING CHECKLIST – AD/EFF EMPLOYEE**

|  |
| --- |
| This form is REQUIRED to complete when all of your training is completed. Turn the form into your Training Officer. |
| Highlighted in RED are the required annual training for all AD/EFF employees sponsored by Boise District BLM |

**DATE COMPLETED** **ANNUAL REQUIREMENT**

* Work Capacity Test ***Only If needed for fire qualification, must be medically cleared prior to test***
* RT-130 Annual Firefighter Safety Refresher
* RT212 Fire Chainsaw Refresher  *Required if qualified or trainee to operate a chainsaw*
* RT301 Fire Vehicle Driver Refresher / BL300 Fire Vehicle Driver Training

*Required for any fire operations driver with #ENGB qualification*

*Initially must have BL300 and then annual refresher RT301, form must be completed & turned in*

* Code Driving  *Required for any fire operations driver with ENGB qualification*
* Helicopter Ignition Operations *Required for any aviation ignition qualification*

**2 YEAR REQUIREMENT**

* First Aid/CPR DATE\_\_\_\_\_\_\_\_\_\_\_\_

**3 YEAR REQUIREMENT**

* Defensive Driving DATE \_\_\_\_\_\_\_\_\_\_\_\_
* A110 *For any aviation position only*
* RT273 *For any SEMG position only*
* RT340 *For any HRSP position only*
* RT372 *For any HMGB position only*
* RT378 *For any ATGS/HLCO positions only*

**FOR ALL NEW AD EMPLOYEES**

Must have completed or will complete the following training thru the[***FEMA TRAINING WEBSITE***](https://training.fema.gov/nims/)

* [IS700.A Introduction to National Incident Management System NIMS](https://training.fema.gov/is/courseoverview.aspx?code=IS-700.a)
* [IS100.B Introduction to Incident Command System, ICS100](https://training.fema.gov/is/courseoverview.aspx?code=IS-100.b)

Copies of certificates need to be turned into training officer before an assignment

Employee Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ DATE\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

REC BY TRAINING\_\_\_\_\_\_\_\_\_

DATE\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_