



OHIO DEPARTMENT OF PUBLIC SAFETY
DIVISION OF EMERGENCY MEDICAL SERVICES

REQUEST FOR FIRE TRAINING OFFSITE LOCATION

CHARTER INSTITUTION		CHARTER #	
ADDRESS			
CITY	STATE	ZIP	COUNTY
Offsite request pertains to the following training levels; (Check all that apply)			
<input type="checkbox"/> Volunteer Firefighter	<input type="checkbox"/> Firefighter I Transition	<input type="checkbox"/> Firefighter I	
<input type="checkbox"/> Firefighter II Transition	<input type="checkbox"/> Firefighter I & II	<input type="checkbox"/> Hazard Recognition Officer	
<input type="checkbox"/> Fire Safety Inspector	<input type="checkbox"/> Fire Safety Inspector Instructor	<input type="checkbox"/> Assistant Fire Instructor	
<input type="checkbox"/> Fire Instructor	<input type="checkbox"/> Live Fire Instructor		
DESCRIBE TRAINING TO BE CONDUCTED OFFSITE			
LOCATION OF OFFSITE TRAINING			
ADDRESS			
CITY	STATE	ZIP	COUNTY
CONTACT NAME	TELEPHONE	E-MAIL	

An NFPA compliant burn facility is required for all training requiring live fire evolutions.

Provide NFPA compliant burn facility information below. Incomplete offsite requests will not be accepted.

1403 BURN FACILITY SITE	
1403 SITE ADDRESS	
SITE PHONE NUMBER	DATE OF LAST INSPECTION*

***All 1403 burn facilities are required to have passed an engineering inspection in the last 5 years.**

All courses shall be conducted in accordance with the requirements set forth in chapter 4765-24 of the Ohio Administrative Code (O.A.C.).

All offsite courses shall be conducted in accordance with the requirements set forth in rule 4765-18 of the O.A.C. (reference page 2 of this document).

Per O.A.C. 4765-24-03 qualifications for a fire charter, offsite locations may be inspected by the division of ems to ensure compliance with O.A.C. (reference page 2 of this document).

As the authorized program director, I attest that the offsite location listed above meets all the standards for a chartered training program set forth in O.A.C. chapter 4765-24.	
PROGRAM DIRECTOR NAME	TELEPHONE #
PROGRAM DIRECTOR SIGNATURE X	DATE

SUBMIT TO: Fire Education Coordinator
Department of Public Safety
Division of Emergency Medical Services
P.O. Box 182073
Columbus, Ohio 43218-2073

FAX: (614) 466-9461

E-MAIL: FireEducation@dps.ohio.gov

Pursuant to 4765-24-18 of the O.A.C., a fire chartered training program may offer courses at locations different from the location listed in the original application provided that all of the following apply:

The chartered program continues to operate at the location identified in the application for a charter.

The location of the chartered program shall be located within the boundaries of the state of Ohio and the majority of the training shall be delivered within the state of Ohio.

Each offsite location where the program is offered meets the minimum standards for chartering as set forth in O.A.C. rule 4765-24-03.

The instructors and practical skills evaluators are employed or contracted by the chartered program.

The chartered program submits a written request to the executive director and receives approval prior to the start of the course.

Files and records of students enrolled in a fire training course conducted offsite may be maintained in a secure area at the offsite location until the course is completed, at which time all student files and records shall be maintained at the site of the chartered institution. The records shall be surrendered to the chartered program no later than thirty days after the final day of the course.

All equipment, apparatus, burn facilities, props, and supplies that are necessary to instruct and test all course performance objectives, including those at offsite locations, shall be inspected and maintained in accordance with manufacturers' recommendations and in compliance with all applicable NFPA standards as set forth in O.A.C. paragraph (A)(8) of rule 4765-24-03.

- Personal protective clothing shall be inspected, maintained, and tested in accordance with requirements of NFPA 1851
- Self-contained breathing apparatus shall be inspected, maintained, and tested in accordance with NFPA 1852
- Fire apparatus, fire pumps, and aerial devices shall be inspected, maintained, and tested in accordance with NFPA 1911
- Live burn facilities shall be constructed, inspected, and maintained in accordance with NFPA 1403
- Fire hose shall be inspected and tested in accordance with applicable requirements of NFPA 1962
- Fire extinguishers shall be inspected and tested in accordance with applicable requirements of NFPA 10
- Ground ladders shall be inspected and service tested in accordance with requirements of NFPA 1932
- All inspection and maintenance records for all equipment and apparatus of the offsite shall be maintained at the offsite.
- Valid affiliation agreements are required for equipment, apparatus, burn facilities, props, and supplies necessary to instruct and test all course performance objectives.

All annual inspection and maintenance records for all equipment, apparatus, burn facilities, props, and supplies at an offsite location shall be maintained at the offsite location.

The division reserves the right to conduct site visit inspections of offsite locations to ensure compliance with O.A.C. rule 4765-24-02 and rule 4765-24-03.

The chartered program shall maintain a current and valid charter to offer courses at an offsite location.

Chartered programs may elect to utilize offsite locations outside the boundaries of the state of Ohio on a limited basis if:

- There is a documented lack of required resources within that region of the state of Ohio; and
- The majority of the training takes place within the boundaries of the state of Ohio; and
- The offsite location complies with this chapter of the O.A.C., all applicable NFPA standards, and any applicable laws, rules, and regulations in that state.