



Authority

The Office of the Fire Marshal certifies Ontario Fire Prevention Officers to the Ontario Fire Prevention Officer Standards. [The Fire Protection and Prevention Act, 1997 \(FPPA\)](#), clause 9 (2) (d) provides authority to the Fire Marshal for the development of training programs and evaluation systems for persons involved in the provision of fire protection services.



History

In 1988, 'Paradigm for Progress', a Task Force Report to the Ontario Association of Fire Chiefs recommended that the Professional Standards Setting Body (PSSB) be created with the mandate to develop a training, educational and certification system for the Ontario Fire Service.

The PSSB, under the auspices of the Ontario Association of Fire Chiefs (O AFC) and the Office of the Fire Marshal (OFM) has developed and published nine Ontario Fire Services Standards.



The Professionalization Process

- Job Performance Standards
- Certification
- Endorsement Review Board
- Educational/Training Career Plan



Professional Standards Setting Body

The PSSB is a partnership between the O AFC and OFM, and includes membership from all major fire service stakeholders.

The mandate of the Professional Standards Setting Body is to:

- Set performance standards for all levels within the Ontario Fire Service
- Meet on a regular basis to deliberate issues and take appropriate actions to develop, maintain, implement and promote fire service performance standards
- Operationalize the standards process model contained in the O AFC Task Force Report 'Paradigm for Progress'



Standardized Curricula

A standardized *Pre-entry Fire Service Curriculum* was developed by the O AFC and endorsed pre-entry programs are currently being offered in several community colleges.

In December 2000, the OFM and O AFC announced the development of the *Enhanced OFM/O AFC Pre-service Firefighter Education/Training Model and Program*. This program is based on the integration of the pre-entry program and the *Ontario Firefighter Curriculum*, and reflects the revised *Ontario Firefighter Standards*.

The Ontario Fire College *Fire Prevention Officer Curriculum* is a comprehensive educational/training program that reflects the Fire Prevention Officer Standards. The modules and courses provide a strong academic base from which Fire Prevention Officers can deliver effective and efficient fire prevention and public education services.



Purpose of Certification

Certification formally acknowledges that an experienced Fire Prevention Officer in Ontario meets the recognized performance standards, and educational/training and job experience requirements as approved by the Office of the Fire Marshal and accepted by the Ontario Association of Fire Chiefs.

Certification is not a means of determining who shall participate in the practice or profession of fire prevention and its related activities. A lack of certification is only an indication that the individual has not applied for or fulfilled the requirements of certification.



Certification Council

In 1996, the Certification Council held its first meeting. The Council includes membership from fire service stakeholders, OFM personnel and independent persons appointed by the Fire Marshal.

The mandate of the Certification Council is to develop and recommend policies and procedures required for an ongoing, voluntary certification program.



Window of Opportunity

All Fire Prevention Officers employed in a municipal fire department in Ontario as of March 31, 2001 are being given the opportunity to be certified. A three-year 'Window of Opportunity' exists from April 1, 2001 to April 1, 2004.

Fire Prevention Officers taking advantage of the 'Window of Opportunity' may be eligible for advanced standing toward the academic requirement for certification, based on courses or programs they may have completed in the past. Determinations of how much, if any, advanced standing to grant will be made by the Ontario Fire College. The OFC will compare the learning outcomes and content of other courses to the learning outcomes and content of the *Fire Prevention Officer Curriculum* to determine an individual's standing.

For those Fire Prevention Officers who qualify, the OFC will offer update courses to enable Fire Prevention Officers to complete the academic component of certification.

When the academic and job experience requirements have been met, a *Job Performance Checklist* is completed by each Fire Prevention Officer. The application and accompanying documentation are submitted to the OFM Certification Office for review and assessment. The successful candidate is awarded certification and receives an OFM certificate.



Benefits of Certification

There are a number of benefits to Fire Prevention Officer certification.

- Certification recognizes Fire Prevention Officers with specialized skills and an ability to provide quality, competent service.
- Certification provides Fire Prevention Officers with opportunities to evaluate and document their performance, and compare their skills to each competency and the overall standard.
- Certification acknowledges a Fire Prevention Officer's commitment to ongoing training and lifelong learning.
- Certification provides a concrete training path to follow.
- Certification will support the credibility of Fire Prevention Officers in the completion of their regular and special activities such as, dealing with litigation.
- Highly motivated people will continue to be attracted to the fire service because of the certification program.



Certification Requirements

Certification is a voluntary process and is based on a candidate's ability to:

- Meet established educational/training qualifications
- Provide proof of current employment as a Fire Prevention Officer in a municipal fire department in Ontario
- Meet job experience requirements
- Demonstrate competencies to standards

The candidates are required to submit their educational/training and job experience portfolio with required documentation to the OFM Certification Office at the time of application for certification.



Term of Certification

The initial Fire Prevention Officer certificate is valid for five (5) years from the date of issuance.



Simulations Guide

The purpose of this document, which was released in November 1999, is to provide Ontario Fire Service personnel who are responsible for the training and/or evaluation of fire service personnel, with guidelines for the creation of safe, effective, standardized, simulated exercises.

This document complements and relates specifically to:

- The practical skills tests of the Ontario Firefighter Curriculum
- The Ontario Fire Prevention Officer Certification Program *Job Performance Checklist*; completion of this document is necessary to meet the employment experience requirement that consists of demonstrating on-the-job skills; criteria for the creation of effective simulations related to completion of some competencies in the Checklist have recently been added to the Guide
- Office of the Fire Marshal/Ontario Fire College courses with a practical component, for example, Fire Cause Determination, Company Officer Diploma Program, Ontario Fire College Volunteer Firefighting Modules and Pumper Operations

The Guide is posted on and available for downloading from our Web site:

<http://www.gov.on.ca/OFM>

For further information or if you are unable to access our Web site, please contact the OFM Certification Office at **416-325-3142**.



Fee for Certification

There is a nominal fee of fifty dollars (\$50.00) for certification. The fee has been waived for those certifying through the 'Window of Opportunity.'



Certification Council Members

Members are representative of the Ontario Fire Service. For a list of current members, consult the [OFM](#) or [OAFIC](#) Web sites.



For Further Information

Note: There are four brochures on The Professionalization Process for the Ontario Fire Service – Ontario Professional Standards Setting Body, Endorsement, Firefighter Certification Program, Fire Prevention Officer Certification Program.

Regarding Fire Prevention Officer certification, please contact the OFM Certification Office at
.....**1-416-325-3142**

Regarding PSSB, please contact the PSSB Secretary at the Office of the Fire Marshal, 2284 Nursery Road, Midhurst ON L0L 1X0
.....**1-800-565-0613 ext. 9693**

Regarding endorsement, please contact the Endorsement Review Board Office at
.....**1-800-774-6651**

For current information regarding the PSSB, Firefighter Certification Program, Fire Prevention Officer Certification Program and Endorsement visit the following Web sites:

OFM <http://www.gov.on.ca/OFM>

OAFIC <http://www.OAFIC.on.ca>

MFSIA <http://www.mfsia.org>

OMFPOA <http://www.omfpoa.com>

Ministry of the Solicitor General
Certification Council
Place Nouveau Building
7th Floor 5775 Yonge Street
North York, Ontario
M2M 4J1
Ph: (416) 325-3142

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Ontario Certification Program for Existing Fire Prevention Officers

The Professionalization Process for the Ontario Fire Service

- Standardized Curricula
- Purpose of Certification
- Benefits of Certification
- Certification Requirements
- Window of Opportunity
- Simulations Guide

