

# Driver Task Book

## Task Book Assigned To:

Name	
Department Name	Date Initiated
Signature of Officer	Date Completed
Shift supervisor approval	Date

Portions of this evaluation instrument are reprinted with permission from NFPA 1002 – 1998 edition, “Standard on Fire Apparatus, Driver/Operator Professional Qualifications”, Copyright 1998. National Fire Protection Association, Quincy, MA 02269. This reprinted material is not the complete and official position of the NFPA on the referenced subject, which is represented only by the standard in its entirety.

Task Qualification Record Books (Task Book) have been developed for various certification levels within the Pflugerville Fire Department. Each Task Book lists the job performance requirements (JPRs) for the specific certification level in a format that allows a candidate to be trained and evaluated during three (3) sequential sessions. Successful performance of all tasks, as observed and recorded by a qualified and approved evaluator will result in the candidate’s eligibility for certification.

To become certified at a specific level, the applicant must successfully complete the job performance requirements in sequence. Before a job performance evaluation can be taken, all requisite knowledge and skills must be satisfied. In addition, all relative task book evaluations must be checked off by the evaluator.

These JPRs serve as general guidelines. As such they are not intended to replace specific sequences of apparatus or equipment operation that may be outlined by manufacturer specifications. At all times, standard operating procedures will govern. The department should have available for evaluators a copy of manufacturer specifications and the department’s standard operational guidelines.

The JPRs covered in this Task Book meet or exceed all NFPA published standards for this certification level at the time of this publication. Mention of NFPA and its standards do not, and are not intended as adoption of—or reference to—NFPA standards.

## HOW TO EVALUATE PERFORMANCE:

Each JPR has three corresponding boxes to the right in which to confirm a candidate’s success in a sequence. The evaluator shall indicate successful passing by the candidate of each JPR by initialing and dating (see example). There is no time restriction or constriction between the three evaluations, as long as they are consecutive.

2-2.1 Perform the routine tests, inspections, and servicing functions specified in the following list, given a fire department aerial apparatus, so that the operational readiness of the apparatus is verified.	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
--	--

# TASK BOOK QUALIFICATION RECORD

## FOR THE CERTIFICATION LEVEL OF 2.0 - DRIVER

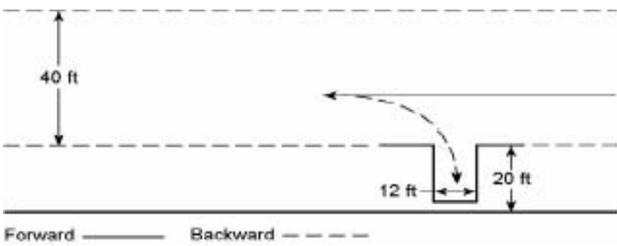
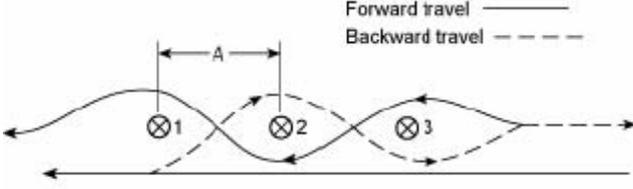
Prior to becoming certified in this position, the fire apparatus driver/operator shall successfully complete the following Job Performance Requirements (JPR) three times. The evaluator shall initial and date the appropriate boxes to indicate successful completion of each. For each JPR there are requisite knowledge and skill requirements. The evaluator of the first sequence shall initial and date in the box provided to indicate the meeting of those requirements before the driver/operator may proceed.

2-2 Demonstrate the proper procedures for starting and shutting down the engine on the apparatus.	<input style="width: 40px; height: 30px; border: 1px solid black;" type="checkbox"/> <input style="width: 40px; height: 30px; border: 1px solid black;" type="checkbox"/> <input style="width: 40px; height: 30px; border: 1px solid black;" type="checkbox"/>
<p><b>Requisite Knowledge:</b> Manufacturer specifications and operating procedures, policies, and procedures of the jurisdiction.</p> <p><b>Requisite Skills:</b> The ability to operate and monitor the apparatus and to recognize and correct system problems.</p>	<input style="width: 40px; height: 30px; border: 1px solid black;" type="checkbox"/>  <input style="width: 40px; height: 30px; border: 1px solid black;" type="checkbox"/>

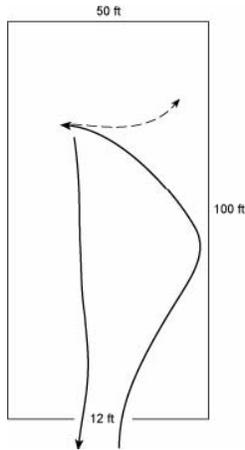
2-2.1 Perform the routine tests, inspections, and servicing functions specified in the following list, given a fire department apparatus, so that the operational readiness of the apparatus is verified.	<input style="width: 40px; height: 30px; border: 1px solid black;" type="checkbox"/> <input style="width: 40px; height: 30px; border: 1px solid black;" type="checkbox"/> <input style="width: 40px; height: 30px; border: 1px solid black;" type="checkbox"/>
<ul style="list-style-type: none"> <li>• Batteries</li> <li>• Belts</li> <li>• braking system</li> <li>• coolant system</li> <li>• electrical system</li> <li>• fuel</li> <li>• hydraulic fluids</li> <li>• lubrication</li> <li>• oil</li> <li>• steering system</li> <li>• tires</li> <li>• tools, appliances, and equipment</li> </ul>	

<p><b>Requisite Knowledge.</b> Manufacturer specifications and requirements, department policies and procedures.</p> <p><b>Requisite Skills.</b> The ability to use hand tools, recognize system problems, and correct any deficiency noted according to department policies and procedures.</p>	<input data-bbox="1097 405 1179 485" type="checkbox"/>  <input data-bbox="1097 548 1179 627" type="checkbox"/>
<p>2-2.2 Document the routine tests, inspections, and servicing functions, given maintenance and inspection forms, so that all items are checked for proper operation and deficiencies are reported.</p>	<input data-bbox="1097 768 1179 848" type="checkbox"/> <input data-bbox="1192 768 1273 848" type="checkbox"/> <input data-bbox="1286 768 1367 848" type="checkbox"/>
<p><b>Requisite Knowledge:</b> Departmental requirements for documenting maintenance performed, understanding the importance of accurate record keeping.</p> <p><b>Requisite Skills:</b> The ability to use tools and equipment and complete all related departmental forms.</p>	<input data-bbox="1097 972 1179 1052" type="checkbox"/>  <input data-bbox="1097 1146 1179 1226" type="checkbox"/>
<p>2-3.1 Operate a fire department vehicle, given a vehicle and a predetermined route on a public way that incorporates the maneuvers and features specified in the following list that the driver/operator is expected to encounter during normal operations, so that the vehicle is safely operated in compliance with all applicable state and local laws, departmental rules and regulations, and the requirements of NFPA 1500, Standard on Fire Department Occupational Safety and Health Program, Section 4-2.</p> <ul style="list-style-type: none"> <li>• Four left and four right turns</li> <li>• A straight section of urban business street or a two-lane rural road at least 1 mile in length</li> </ul>	<input data-bbox="1097 1325 1179 1404" type="checkbox"/> <input data-bbox="1192 1325 1273 1404" type="checkbox"/> <input data-bbox="1286 1325 1367 1404" type="checkbox"/>



	
<p><b>Requisite Knowledge:</b> Vehicle dimensions, turning characteristics, spotter signaling, and principles of safe vehicle operation.</p> <p><b>Requisite Skills:</b> The ability to use mirrors, judge vehicle clearance, and operate the vehicle safely.</p>	<input data-bbox="1096 525 1177 609" type="checkbox"/> <input data-bbox="1096 651 1177 735" type="checkbox"/>
<p>2-3.3 <u>Serpentine Course</u>. Maneuver a vehicle around obstructions on a roadway while moving forward and in reverse, given a fire department vehicle, a spotter for backing, and a roadway with obstructions, so that the vehicle is maneuvered through the obstructions without stopping to change the direction of travel and without striking the obstructions. NOTE: For Quint and Rescue apparatus, this course may need to be modified.</p>  <p>A: 30 ft to 38 ft based on vehicle wheel base</p>	<input data-bbox="1096 814 1177 898" type="checkbox"/> <input data-bbox="1193 814 1274 898" type="checkbox"/> <input data-bbox="1291 814 1372 898" type="checkbox"/>
<p><b>Requisite Knowledge:</b> Vehicle dimensions, turning characteristics, the effects of liquid surge, spotter signaling, and principles of safe vehicle operation.</p> <p><b>Requisite Skills:</b> The ability to use mirrors, judge vehicle clearance, and operate the vehicle safely.</p>	<input data-bbox="1096 1470 1177 1554" type="checkbox"/> <input data-bbox="1096 1627 1177 1711" type="checkbox"/>

2-3.4 3 point turn--Turn a fire department vehicle 180 degrees within a confined space, given a fire department vehicle, a spotter for backing, and an area in which the vehicle cannot perform a U-turn without stopping and backing up, so that the vehicle is turned 180 degrees without striking obstructions within the given space. NOTE: For Quint and Rescue apparatus, this course may need to be modified.

**Requisite Knowledge:** Vehicle dimensions, turning characteristics, the effects of liquid surge, spotter signaling, and principles of safe vehicle operation.

**Requisite Skills:** The ability to use mirrors, judge vehicle clearance, and operate the vehicle safely.



2-3.5 Diminishing Clearance--Maneuver a fire department vehicle in areas with restricted horizontal and vertical clearances, given a fire department vehicle and a course that requires the operator to move through areas of restricted horizontal and vertical clearances, so that the operator accurately judges the ability of the vehicle to pass through the openings and so that no obstructions are struck. NOTE: For Quint and Rescue apparatus, this course may need to be modified.

<p><b>Requisite Knowledge:</b> Vehicle dimensions, turning characteristics, the effects of liquid surge, spotter signaling, and principles of safe vehicle operation.</p> <p><b>Requisite Skills:</b> The ability to use mirrors, judge vehicle clearance, and operate the vehicle safely.</p>	<input data-bbox="1096 394 1177 478" type="checkbox"/>  <input data-bbox="1096 552 1177 636" type="checkbox"/>
<p>2-3.6 Operate a vehicle using defensive driving techniques under emergency conditions, given a fire department vehicle and emergency conditions, so that control of the vehicle is maintained.</p>	<input data-bbox="1096 703 1177 787" type="checkbox"/> <input data-bbox="1193 703 1274 787" type="checkbox"/> <input data-bbox="1291 703 1372 787" type="checkbox"/>
<p><b>Requisite Knowledge:</b> The effects on vehicle control of liquid surge, braking reaction time, load factors, general steering reactions, speed, and centrifugal force; applicable laws and regulations; principles of skid avoidance, night driving, shifting, and gear patterns; negotiating intersections, railroad crossings, and bridges; weight and height limitations for both roads and bridges; identification and operation of automotive gauges; and proper operation limits.</p> <p><b>Requisite Skills:</b> The ability to operate passenger restraint devices, maintain safe following distances, maintain control of the vehicle while accelerating, decelerating, and turning, maintain reasonable speed for road, weather, and traffic conditions, operate safely during non-emergency conditions, operate under adverse environmental or driving surface conditions, and use automotive gauges and controls.</p>	<input data-bbox="1096 930 1177 1014" type="checkbox"/>          <input data-bbox="1096 1402 1177 1486" type="checkbox"/>
<p>2-3.7 Operate all fixed systems and equipment on the vehicle not specifically addressed elsewhere in this standard, given systems and equipment,</p>	<input data-bbox="1096 1795 1177 1879" type="checkbox"/> <input data-bbox="1193 1795 1274 1879" type="checkbox"/> <input data-bbox="1291 1795 1372 1879" type="checkbox"/>

<p>manufacturer's specifications and instructions, and departmental policies and procedures for the systems and equipment, so that each system or piece of equipment is operated in accordance with the applicable instructions and policies.</p>	
<p><b>Requisite Knowledge:</b> Manufacturer specifications and operating procedures, policies, and procedures of the jurisdiction.</p> <p><b>Requisite Skills:</b> The ability to deploy, energize, and monitor the system or equipment and to recognize and correct system problems.</p>	<input data-bbox="1096 411 1177 493" type="checkbox"/> <input data-bbox="1096 554 1177 636" type="checkbox"/>