

Department of Defense (DoD) Fire and Emergency Services Certification Program

“Explanation Page”

Purpose: The DoD “Lookup System” helps managers and civilian personnel officials hire and promote only qualified employees, paints a clear picture for DoD firefighters concerning their personal qualifications, and also helps accredited entities better understand the DoD Certification Program. Specifically, the “Lookup System” shows actual DoD certification certificates that have been issued to DoD emergency responders; it shows their implied certification levels and Other Specialized DoD Qualification Certificates that have been issued to a candidate.

Grandfathering: In April 1993, all DoD firefighters were grandfathered based on the duty position (skill level for military employees) they held during the February 1993/1994 timeframe. Firefighters were grandfathered into the system at the highest levels and were deemed to be successful at the lower levels based on the previous positions held. For example, a “Lead Fire Fighter” at a flying base in June 1993 would have been grandfathered and issued DoD Fire Officer I, Fire Instructor I, and Airport Fire Fighter certificates. We did not issue the lower level Fire Fighter I, Fire Fighter II, Driver Operator – Pumper and Driver Operator – Aircraft Rescue and Fire Fighting vehicle certificates but these certification levels appear under the implied section of the www.dodffcert.com web site. The grandfathering option was ended in 1994 and is no longer available.

HazMat Challenge Testing: Because of safety and liability reasons, the HazMat certification levels were not grandfathered. However, we did create a comprehensive challenge test process that allowed DoD employees to challenge the applicable level/test (Awareness, Operations, Technician, or Incident Commander) if they had prior HazMat training. **Example:** Let’s say you successfully completed a non-accredited HazMat technician course and received a training certificate. Based on your training certificate and experience, you would be eligible to challenge the technician level test (or the prerequisite Awareness or Operations levels) in accordance with the CerTest Computer-Based Testing Program Procedural Guide. Specifically, if you chose to challenge the Technician level test, passed the two-part computer-based exam and also completed the required annual refresher training required by the law (29 CFR 1910.120q) you could request DoD certification. In this instance, the DoD Administration Center would issue a DoD Technician level certificate and you would be considered qualified at the Awareness and Operations levels but we do not issue the lower level certificates unless you also challenged those levels. The challenge test option ended in 2001 and is no longer available.

Reciprocity Provision: The DoD Fire and Emergency Services Certification Program recognizes and accepts certification certificates from any entity accredited by the International Fire Service Accreditation Congress (IFSAC) or the National Professional Qualifications System (NPQS) **only when the DoD employee has satisfied the required prerequisite certification level(s)**. DoD firefighters who have completed IFSAC or NPQS accredited courses can request DoD equivalent certification certificates under the reciprocity provision of the certification program. The DoD “**does not**” issue DoD certification certificates for completing non-accredited training. **Example:** Let’s say you completed an accredited Fire Officer II course from another accredited

entity and you want to obtain a DoD equivalent certificate under the reciprocity provision of the DoD program. When you submit your package to the DoD Administration Center, (located at Tyndall AFB, FL) the Administration Center will only issue the requested certificate if you have the Fire Officer I and Fire Instructor I levels listed in the DoD Certification Program database which is the same database used to update the www.dodffcert.com web site.

DoD Accredited Courses: DoD has 27 accredited distance learning correspondence courses (everything from Fire Fighter I through Fire Officer IV) and we are accredited for 15 certification levels at the DoD Fire Academy located at Goodfellow Air Force Base, San Angelo, TX. Additionally, the Ramstein Air Base Germany and Kadena Air Base Okinawa Silver Flag Training Sites are accredited for the Rescue Technician I certification level and the Army Chemical School located at Fort Leonard Wood, MO is accredited under the DoD System for the Hazardous Materials Awareness, Operations, Technician and Incident Commander levels.

How to Read and Interpret Web Page Results: Now that you have a better understanding of the DoD program, let's turn our attention to reading and interpreting web page results. Enter the last name and the last four digits of the employees social security number (employee number for local nationals) and click the submit button to access the results page. If the firefighter has been issued DoD certification certificates, the top half of the results page will show the **“actual”** DoD certification certificates that have been issued. The middle section of the page will show the **“implied”** DoD certifications and the bottom section will show **“Other Specialized DoD Qualifications”** that have been issued to the candidate.

Hiring Term, Temporary or Permanent Employees Who are New to the DoD System: In order to be qualified for DoD firefighter positions GS-5 and above, applicants must have the required certifications. However, DoD firefighter certifications can only be issued to DoD firefighters. If an applicant has never held a DoD firefighter position as a civilian or military member, there will be no certification records in the system. Therefore, the civilian personnel office must ensure he/she can be DoD certified. Once again, the DoD Administration Center can only grant reciprocity and issue certification certificates from any IFSAC or NPQS accredited entity. Eligibility for reciprocity must be verified by the DoD Administration Center prior to referral. Therefore, the applicant must submit all certification certificates with their application for the position. The civilian personnel office will fax the applicant's certification certificates to the DoD Administration Center at our corporate fax number at (850) 387-1476. Once eligibility for DoD certification is verified, the DoD Administration Center will notify the applicable personnel office.

DoD Administration Center Points of Contact: If you have any questions concerning the information presented in this explanation page or about the DoD certification system, please contact:

John.Smith-02@tyndall.af.mil	DSN 523-6221, Commercially at (850) 283-6221
John.Ogletree@tyndall.af.mil	DSN 523-6201, Commercially at (850) 283-6201
Tom.Seaman@tyndall.af.mil	DSN 523-6155, Commercially at (850) 283-6155

Our corporate email box is CDCHelp@tyndall.af.mil.

Faxing and Scanning DoD Certification Packages

DoD customers are allowed to fax or scan and email their certification packages the DoD Administration Center for processing. The fax number and required email address for scanned and emailed packages are provided below.

Phone number: (850) 387-1476. We only have a commercial number – DSN fax capability is not available. Email address: afcesa.dodcert@tyndall.af.mil

Our Mailing Address is: **HQ AFCESA/CEXF**
Attn: Administration Center
139 Barnes Drive Suite 1
Tyndall AFB FL 32403-5319

Acronyms Explained: The following is a list of acronyms commonly used on the web site and what they mean.

Acronym	Meaning
DO	Driver/Operator
Driver/Operator – PU	PU = Pumper
Driver/Operator – AR	AR = Aircraft Rescue Fire Fighting
Driver/Operator – MWS	MWS = Mobile Water Supply
Driver/Operator – AE	AE = Aerial
Driver/Operator – TI	TI = Tiller
HazMat	Hazardous Materials
HazMat – AW	AW = Awareness
HazMat – OP	OP = Operations
HazMat – TE	TE = Technician
HazMat – ICS	ICS = Incident Commander
HazMat – BO	BO = Branch Officer
T-t-T	T-t-T = Train-the-Trainer