

# Virginia Department of Fire Programs

## Schedule and Reading Assignment(s)

### Officer II Certification Course

**Required items:**

Officer II Candidate Package (VDFP Bookstore)  
 Jones & Bartlett Fire Officer Enhanced 3rd. with Navigate 2 (www.jblearning.com)  
 Proof of Identity/Age (Picture Id with Birth Date)

**Note: 100% attendance required**

<b>Date</b>	<b>Location</b>	<b>Time</b>	<b>Chapter #</b>	<b>Instructor</b>	<b>Reading Assignment</b>
Wednesday 05/09/2018	Frederick County Public Safety Building (FCPSB)	18:30 hours 4 hrs	<u>Introduction/Navigate/Expectations</u> <u>Chapter 1-Intro to Fire Officer</u> <u>Chapter 2-Preparing for</u> <u>Promotion</u>		Course expectations/Intro/Navigate 2 Chapter 1 pgs 16-21, Chapter 2 pgs 22-39
Wednesday 05/16/2018	FCPSB	18:30 hrs. 4 hrs	<u>Chapter 4-Fire Officer</u> <u>Communications</u> <u>Chapter 5-</u> <u>Safety &amp; Risk Management</u>		Chapter 4 pgs 72-83, Chapter 5 pgs 101-109
Wednesday 05/23/2018	FCPSB	18:30 hrs. 4 hrs	<u>Chapter 6-Understanding People</u> <u>Chapter 7 -Leading the Fire</u> <u>Company</u> <u>Chapter 8 -Training &amp; Coaching</u>		Chapter 6 pgs 121-125 Chapter 7 pgs 135-139, Chapter 8 pgs 151-161
Wednesday 05/30/2018	FCPSB	18:30 hrs. 4 hrs	<u>Chapter 9-Evaluation &amp; Discipline</u> <u>Chapter 10 -Organized Labor &amp;</u> <u>the Fire Officer</u> <u>Chapter 11 -Working in the</u> <u>Community</u> <u>Chapter 13 -Pre-incident Planning</u> <u>&amp; Code Enforcement</u>		Chapter 9 pgs 171-181, Chapter 10 pgs 190-201, Chapter 11 pgs 213-221, Chapter 13 pgs 264-269
Wednesday 06/06/2018	FCPSB	FCPSB 4 hrs	<u>Chapter 14 -Budgeting</u> <u>Chapter 15 -Managing Incidents</u> <u>Chapter 16 -Rules of Engagement</u>		Chapter 14 pgs 270-289, Chapter 15 pgs 290-296, 304-309, Chapter 16 pgs 316-337
Wednesday 06/13/2018	FCPSB	FCPSB 4 hrs	<u>Chapter 17 -Fire Attack</u> <u>Chapter 18- Fire Cause</u> <u>Determination</u> <u>Chapter 19 -Crew Resource</u> <u>Management &amp; Leading Change</u>		Chapter 17 pgs 338-361, Chapter 18 pgs 368-383, Chapter 19 pgs 384-394, 395-399
Wednesday 06/20/2018	FCPSB	18:30 hrs	<b>Final Exam</b>	<b>VDFP Instructor</b>	