

From: BECK Cindy
Cc: Moritz Don; Johnson Steven
Sent: Tuesday, February 20, 2007 10:02 AM
Subject: Clarification



Contractors,

Please see attached.

Any questions, please contact Don Moritz at dmoritz@odf.state.or.us or 503-945-7491.

CONTRACTOR CLARIFICATION ON DIRECTION FOR WORK CAPACITY FITNESS TESTS

The information letter that was mailed to Contractors and put on the Oregon Department of Forestry web page in early January 2007 has been replaced with this informational message. Requirements and Monitoring of WCFT will be at the standards established in the 2006 Interagency Firefighter Crew Agreement (IFCA) specifications.

Contractors do not have to ~~request and~~ test at Government approved sites. Direction on vehicle(s) and warning signs are removed from the previous information provided. Safety requirements of the WCFT are the Contractor's responsibility.

Oregon Department of Forestry would as a safety reminder to Contractors, direct attention to the requirements specified in sections **G.14 COMPLIANCE WITH LAWS** and **G.14.2 OCCUPATIONAL SAFETY AND HEALTH AGENCY** concerning WCFT of the 2006 IFCA.

If you have any questions about safety requirements, please contact the appropriate agency in the state where the WCFT is to be performed. In Oregon the agency contact is OR-OSHA (<http://www.cbs.state.or.us/external/osha/>) and in Washington the agency is WISHA (<http://www.lni.wa.gov/>).

CLARIFICATION

Government has removed the direction on approved test sites. Contractor can select WCFT sites. Requirement of notification of testing is still required as specified below.

D.2.3.1 **CONTRACTOR** shall ensure that all Crew personnel assigned to Crews for the current fire season have passed the Work Capacity Fitness Test (WCFT) at the arduous level of fitness based upon the "pack test", as specified in "Fitness and Work Capacity," second edition National Fire Equipment System (NFES) 1596 April 1997. The pack test requires completing a three (3) mile hike with a 45-pound pack in 45 minutes. Copies of "Fitness and Work Capacity"

and associated videos may be purchased from the National Interagency Fire Center in Boise Idaho. **CONTRACTOR** shall ensure that the WCFT administrator completes a written site specific job hazard analysis. A person with current certification as a First Responder or higher qualification who is aware of the symptoms of distress and qualified for first aid and CPR will be on site during testing. **Participants shall have clearly visible weatherproof numbers (a minimum of six (6) inches) attached to or applied to or indicated on the pack test vests. These numbers shall correspond with the name on the roster provided to GOVERNMENT.** **CONTRACTOR** shall provide, in each Crew Member's training file, proof (roster or certificate signed and dated by administrator put in training file) that the Crew Member has met this requirement. Any pack test date that is on or after January 1 of the current calendar year may be accepted.

D.2.3.2 **CONTRACTOR** shall ensure ODF receives prior notification of pack tests by notifying the ODF Protection Contract Services Unit (PCSU) in writing (by letter to or fax to (503-945-7494) at least seven (7) working days prior to the administration of each pack test. **CONTRACTOR** shall provide notification of pack tests outside of State of Oregon and the State of Washington ten (10) working days prior to the administration of each pack test. **CONTRACTOR** shall provide a an explanation why the test will be performed outside of Oregon and Washington. The notice shall include the date, specific starting time, address, estimated number of people taking the pack test, and name and phone number of the administering official (the person who will actually be administering the pack test). (See Exhibit D). Clarification: **The administering official may contact the PCSU but it is the CONTRACTOR's responsibility to ensure compliance to this specification.** Tests conducted without prior notification will be considered non-compliant and may need to be rescheduled and retaken.

D.2.3.3 When pack tests must be scheduled to meet emergency training needs, the Single Point of Contact listed in Section C.2.2 or designee may waive the 7 working day notification. **CONTRACTOR** shall make such requests for waiver by fax to (503) 945-7494. In no instance will **ODF** grant a waiver for a pack test to be conducted with less than 48 hours notice.

D.2.3.4 Within seven (7) working days following administration of each pack test, **CONTRACTOR** shall report to the **ODF** Protection Contract Services Unit the names and **CONTRACTOR** affiliation of each person who took the test, and whether this person passed or failed the test. This roster shall be signed and dated by the test administrator.

D.2.3.5 **GOVERNMENT** reserves the right to monitor the administration of pack tests for compliance with the NFS "Work Capacity Fitness Test Instructor's Guide." **CONTRACTOR** shall provide a manifest of participating personnel at time of test. Participating personnel must provide **GOVERNMENT**-issued photo ID at time of test. If the test was not conducted as required, or has not started within fifteen (15) minutes after the scheduled time, **GOVERNMENT** reserves the right to consider the testing non-compliant. In that event, each **CONTRACTOR** with an employee present for testing will receive a Letter of Concern. A second failure to comply with testing standards, or tests performed without the 7-day notice, will result in administrative action, up to and including termination of the Agreement by **ODF**. Upon arrival of **GOVERNMENT** representative, the Test Administrator shall identify the First Responder. The First Responder shall provide a current certification card issued by the appropriate certifying authority to **GOVERNMENT** representative. For fifteen (15) people or less, **CONTRACTOR** shall provide a pack for each person taking the WCFT test.

D.2.3.6 **PACK TEST CANCELLATION.** In the event a pack test must be cancelled, **CONTRACTOR** shall notify **ODF** in writing (letter or fax) two working days prior to the date and time of the scheduled test. If the situation prevents giving adequate notification for the scheduled training day, the **CONTRACTOR** shall telephone the Single Point of Contact listed in Section C.2.2 to request waiver. Failure to provide notification may result in administrative action.