

**Draft By-law**

Fire Safety Act  
(chapter S-3.4)

**École nationale des pompiers du Québec  
— Training Plan Regulation**

Notice is hereby given, in accordance with sections 10 and 11 of the Regulations Act (chapter R-18.1), that the By-law to establish the Training Plan Regulation of the École nationale des pompiers du Québec, appearing below, may be made by the École nationale des pompiers du Québec and submitted to the Minister of Public Security for approval, in accordance with the first paragraph of section 60 of the Fire Safety Act (chapter S-3.4), on the expiry of 45 days following this publication.

The purpose of this By-law is to establish standards relating to the professional training activities of the École nationale des pompiers du Québec, the approval of training activities developed outside the context of the school, admission requirements, teaching requirements, internship programs, examinations and the certificates and attestations of studies awarded by the school, and to establish standards of equivalence.

Study of the matter has shown no impact on enterprises, including small and medium-sized businesses.

Further information regarding the draft By-law may be obtained by contacting Benoit Laroche, Director of Operations, École nationale des pompiers du Québec, 2800, boul. Saint-Martin Ouest, bureau 3.08, Laval (Québec) H7T 2S9; telephone: 450 680-6800; fax: 450 680-6818; email: benoit.laroche@enpq.gouv.qc.ca

Any person wishing to comment on the draft By-law is requested to submit written comments within the 45-day period to Jacques Proteau, Director General, École nationale des pompiers du Québec, 2800, boul. Saint-Martin Ouest, bureau 3.08, Laval (Québec) H7T 2S9.

JACQUES PROTEAU,  
*Director General*  
*École nationale des pompiers du Québec*

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**By-law to establish the Training Plan  
Regulation of the École nationale  
des pompiers du Québec**

Fire Safety Act  
(chapter S-3.4, s. 60, 1st par.)

**CHAPTER I  
CERTIFICATES**

**1.** The École nationale des pompiers du Québec issues the following certificates of studies:

- (1) Pompier I certificate;
- (2) Pompier II certificate;
- (3) Officier non-urbain certificate;
- (4) Matières dangereuses – sensibilisation certificate;
- (5) Matières dangereuses – opération certificate;
- (6) Autosauvetage certificate;
- (7) Désincarcération certificate;
- (8) Opérateur de véhicule d'élévation certificate;
- (9) Opérateur d'autopompe certificate;
- (10) Officier I certificate;
- (11) Officier II certificate;
- (12) Recherche des causes et des circonstances d'un incendie certificate.

**2.** To obtain a certificate referred to in section 1, an applicant must

(1) have successfully completed the training program or activity leading to issuance of the certificate, offered by the school in accordance with Chapter II in the case of paragraphs 1 to 9 of section 1, or approved by the school in accordance with Chapter III in the case of paragraphs 10 to 12, or have obtained a recognition of equivalence in accordance with Chapter IV; and

(2) have paid the fees prescribed under section 76 of the Fire Safety Act (chapter S-3.4) and, if applicable, the tuition fees provided for in the By-law respecting the tuition fees of the École nationale des pompiers du Québec made by the École nationale des pompiers du Québec on *(insert the date on which the By-law is made)*.

## CHAPTER II TRAINING PROGRAMS AND ACTIVITIES OFFERED BY THE SCHOOL

### DIVISION I ADMISSION REQUIREMENTS

**3.** To be admitted into a training program or activity offered by the school, an applicant must submit the application form provided by the school for that purpose along with the following documents:

(1) a certified true copy of the applicant's birth certificate, driver's licence issued by the Société de l'assurance automobile du Québec or health insurance card issued by the Régie de l'assurance maladie du Québec;

(2) if the applicant is an unemancipated minor, written authorization from the person having parental authority or, failing that, the person who has legal custody of the minor;

(3) if the applicant is not a member of a fire safety service, a doctor's certificate attesting that the applicant is in good physical and mental health and able to take the training program or activity;

(4) if applicable, proof that the applicant meets the academic requirements to be admitted into the training program or activity concerned;

(5) for the Opérateur de véhicule d'élévation and Opérateur d'autopompe training activities, proof that the applicant holds a class 4A driver's licence.

The applicant must also pay the fees prescribed under section 76 of the Fire Safety Act and the tuition fees provided for in the By-law respecting the tuition fees of the École nationale des pompiers du Québec.

### DIVISION II CONTENT OF TRAINING PROGRAMS AND ACTIVITIES

#### §1. *Pompier I*

**4.** The Pompier I training program offered by the school enables students to acquire the skills necessary to fight fires and carry out hazardous materials response operations.

**5.** The minimum duration of the program is 255 hours. The subject matter covered includes

(1) introduction to firefighting;

(2) hazardous materials response (awareness level);

(3) water equipment;

(4) pumper water source;

(5) fire behaviour;

(6) self-contained breathing apparatus;

(7) equipment and tools;

(8) hazardous materials response (operations level);

(9) fire prevention activities;

(10) emergency response procedure;

(11) self rescue;

(12) specific emergency response; and

(13) integration of skills.

**6.** The school evaluates the skills acquired by the student by means of a maximum of 8 theoretical examinations and 3 practical examinations.

#### §2. *Pompier II*

**7.** The Pompier II training program offered by the school enables students to acquire the skills necessary to play a leadership role in fire safety operations.

**8.** The minimum duration of the program is 120 hours. The subject matter covered includes

(1) command of initial attack operations;

(2) response procedure for big building fires;

(3) coordination of a strike team inside a building;

(4) technical rescue assistance;

(5) firefighter response to gas and flammable liquid leaks; and

(6) extrication.

**9.** To be admitted into the program, an applicant must meet one of the following academic requirements:

(1) have successfully completed the Pompier I program referred to in subdivision 1 or have obtained a recognition of equivalence in accordance with Chapter IV;

(2) have successfully completed the old Pompier I program, the *Matières dangereuses - opération* training activity referred to in subdivision 5 and the *Autosauvetage* training activity referred to in subdivision 6;

(3) have successfully completed, as at 1 September 2005, the first 9 modules of the *Intervention en sécurité incendie* Diploma of Vocational Studies, the *Matières dangereuses - opération* training activity referred to in subdivision 5 and the *Autosauvetage* training activity referred to in subdivision 6.

**10.** The school evaluates the skills acquired by the student by means of 1 theoretical examination and 3 practical examinations.

### §3. *Officier non-urbain*

**11.** The *Officier non-urbain* training program offered by the school enables students to acquire the skills necessary to coordinate and manage a fire safety service as well as manage emergency response.

**12.** The minimum duration of the program is 90 hours. The subject matter covered includes

- (1) emergency response management I;
- (2) administrative task organization;
- (3) leadership;
- (4) fire prevention and hazardous materials;
- (5) determination of the causes and circumstances of fires; and
- (6) emergency response management II.

**13.** To be admitted into the program, an applicant must meet one of the following academic requirements:

(1) have successfully completed the Pompier I program referred to in subdivision 1 or have obtained a recognition of equivalence in accordance with Chapter IV;

(2) have successfully completed the old Pompier I program and the *Matières dangereuses - opération* training activity referred to in subdivision 5;

(3) have successfully completed, as at 1 September 2005, the first 9 modules of the *Intervention en sécurité incendie* Diploma of Vocational Studies and the *Matières dangereuses - opération* training activity referred to in subdivision 5.

**14.** The school evaluates the skills acquired by the student by means of 1 theoretical examination and 1 practical examination.

### §4. *Matières dangereuses - sensibilisation*

**15.** The *Matières dangereuses - sensibilisation* training activity offered by the school enables students to acquire the skills necessary to take a defensive role in hazardous material incidents during fire safety operations.

**16.** The minimum duration of the activity is 10 hours. The subject matter covered includes

- (1) hazardous materials recognition and identification;
- (2) information gathering and use of the *Emergency Response Guidebook*;
- (3) implementation of protective measures; and
- (4) transmission of information to the appropriate authorities.

**17.** The school evaluates the skills acquired by the student by means of 1 theoretical examination.

### §5. *Matières dangereuses - opération*

**18.** The *Matières dangereuses - opération* training activity offered by the school enables students to acquire the skills necessary to respond to hazardous materials incidents.

**19.** The minimum duration of the activity is 35 hours. The subject matter covered includes

- (1) hazardous materials incident analysis;
- (2) determination of appropriate personal protective equipment;
- (3) emergency response planning based on firefighter's skill level;
- (4) hazardous materials detection and measurement;
- (5) intervention (control of product: absorption, confinement, containment); and
- (6) assessment of the situational developments.

**20.** To be admitted into the activity, an applicant must have successfully completed the *Matières dangereuses – sensibilisation* training activity referred to in subdivision 4 or have obtained a recognition of equivalence in accordance with Chapter IV.

**21.** The school evaluates the skills acquired by the student by means of 1 theoretical examination and 1 practical examination.

#### §6. *Autosauvetage*

**22.** The *Autosauvetage* training activity offered by the school enables students to acquire the skills necessary to survive a dire situation.

**23.** The minimum duration of the activity is 8 hours. The subject matter covered includes

- (1) emergency communication protocol and ways of signaling an emergency situation;
- (2) techniques for conserving air and controlling breathing in a self-rescue situation;
- (3) techniques for disentangling from wires, cables or other material;
- (4) techniques for negotiating tight or confined spaces; and
- (5) techniques for creating an exit.

**24.** The school evaluates the skills acquired by the student by means of 1 practical examination.

#### §7. *Désincarcération*

**25.** The *Désincarcération* training activity offered by the school enables students to acquire the skills necessary to extricate victims of a motor vehicle collision.

**26.** The minimum duration of the activity is 30 hours. The subject matter covered includes

- (1) response to an emergency call;
- (2) perimeter control;
- (3) how to approach the victim;
- (4) vehicle stabilization and securement;
- (5) entering the vehicle; and

- (6) performance of extrication operations.

**27.** To be admitted into the activity, an applicant must meet one of the following academic requirements:

(1) have successfully completed the *Pompier I* program referred to in subdivision 1 or have obtained a recognition of equivalence in accordance with Chapter IV;

(2) have successfully completed the old *Pompier I* program;

(3) have successfully completed, as at 1 September 2005, the first 9 modules of the *Intervention en sécurité incendie* Diploma of Vocational Studies.

**28.** The school evaluates the skills acquired by the student by means of 1 practical examination.

#### §8. *Opérateur d'autopompe*

**29.** The *Opérateur d'autopompe* training activity offered by the school enables students to acquire the skills necessary to operate a ladder truck.

**30.** The minimum duration of the activity is 30 hours. The subject matter covered includes

- (1) assessment of the incident scene;
- (2) vehicle positioning;
- (3) vehicle stabilization;
- (4) deployment and manœuvring of aerial apparatus;
- (5) replacement of aerial apparatus; and
- (6) return to service of vehicle.

**31.** To be admitted into the activity, an applicant must meet one of the following academic requirements:

(1) have successfully completed the *Pompier I* program referred to in subdivision 1 or have obtained a recognition of equivalence in accordance with Chapter IV;

(2) have successfully completed the old *Pompier I* program;

(3) have successfully completed, as at 1 September 2005, the first 9 modules of the *Intervention en sécurité incendie* Diploma of Vocational Studies.

**32.** The school evaluates the skills acquired by the student by means of 1 practical examination.

### §9. Opérateur d'autopompe

**33.** The Opérateur d'autopompe training activity offered by the school enables students to acquire the skills necessary to operate a pump.

**34.** The minimum duration of the activity is 30 hours. The subject matter covered includes

- (1) assessment of the incident scene;
- (2) positioning of pumping apparatus at the scene of operations;
- (3) static or dynamic water source;
- (4) nozzle pressure supply and control during intervention;
- (5) stopping of pumping; and
- (6) return to service of pump.

**35.** To be admitted into the activity, an applicant must meet one of the following academic requirements:

- (1) have successfully completed the Pompier I program referred to in subdivision 1 or have obtained a recognition of equivalence in accordance with Chapter IV;
- (2) have successfully completed the old Pompier I program.

**36.** The school evaluates the skills acquired by the student by means of 1 practical examination.

### DIVISION III SUCCESSFUL COMPLETION REQUIREMENTS

**37.** To successfully complete a training program or activity offered by the school, a student must obtain a mark of 60% in each theoretical examination and a mark of 80% in each practical examination, as the case may be. However, to successfully complete the Autosauvetage training activity, a student must perform all of the learned techniques correctly during the practical examination.

A student who fails an examination may request a review of the examination results. The request must be made in writing and submitted to the school, along with the fees prescribed under section 76 of the Fire Safety Act, within 60 days following the date of notification of the examination results.

The school notifies the student of its review decision within 30 days following the date of receipt of the request for a review.

The review decision is final.

### CHAPTER III APPROVAL OF TRAINING PROGRAMS AND ACTIVITIES

**38.** The school may approve a fire safety training program or activity in one of the following areas of firefighting:

- (1) fire safety service management;
- (2) fire prevention;
- (3) emergency management;
- (4) emergency response;
- (5) determination of the point of origin, probable causes and circumstances of fires.

**39.** The school considers the following factors for the purpose of approving a training program or activity:

- (1) the needs of the target clientele;
- (2) the existing training available;
- (3) management of admissions and student records;
- (4) the training program or activity relating to the areas of firefighting listed in section 38;
- (5) the content, relevance and quality of the training program or activity;
- (6) compliance with the *Orientations du ministre de la Sécurité publique en matière de sécurité incendie* (chapter S-3.4, r. 2);
- (7) the teaching and evaluation methods;
- (8) the quality and availability of documentation, facilities, equipment and evaluation tools;
- (9) the experience and competencies of the program/activity designer and instructors;
- (10) the safety rules followed throughout the training program or activity;
- (11) ongoing review of the training program or activity;
- (12) the instructor supervision process.

**40.** Where a training program or activity includes an internship, the school also considers

- (1) the length of the internship;
- (2) the preferred work setting for internships; and
- (3) the type of teaching support provided.

**41.** All applications for approval must be made using the form provided by the school for that purpose. Applications must be submitted along with the application fees prescribed under section 76 of the Fire Safety Act and the following documents or information:

(1) the program or activity training plan, which must state the overall and specific objectives of the program or activity, the content, the context of the training and the evaluation process and procedure;

(2) any other document or information the school needs to review the application for approval.

**42.** The school must, within 120 days following the date of receipt of the application for approval, notify the applicant in writing of its decision to grant the approval or not.

**43.** An applicant who is notified that the school has decided not to grant the approval may request a review. The request must be made in writing and submitted to the school, along with the fees prescribed under section 76 of the Fire Safety Act, within 30 days after being notified of the decision.

The school notifies the applicant of its review decision within 30 days following the date of receipt of the request for review.

The review decision is final.

A new application for approval may not be submitted until 3 years after the date of the school's decision not to grant approval unless new facts liable to result in a different decision can be presented.

**44.** Approval is granted for 4 years, or for a shorter period where deemed advisable by the school.

**45.** The approval holder may not assign or transfer the granted approval.

**46.** The school may suspend or rescind an approval

(1) if the approval was granted on the basis of erroneous or false information; or

(2) if the school deems that such suspension or rescinding is necessary owing to a significant change in one of the factors considered in granting approval.

Before reaching a decision, the school must allow the approval holder to submit observations in writing.

**47.** The school must notify the approval holder in writing of its decision to suspend or rescind the approval.

**48.** An approval holder who is notified that the school has decided to suspend or rescind the approval may request a review. The request must be made in writing and submitted to the school, along with the fees prescribed under section 76 of the Fire Safety Act, within 30 days after being notified of the decision.

The school notifies the approval holder of its review decision within 30 days following the date of receipt of the request for review.

The review decision is final.

## CHAPTER IV EQUIVALENCE

**49.** An equivalence for a training program or activity offered or approved by the school may be granted where the applicant shows that his or her schooling or work experience has enabled him or her to acquire the same skills as the training program or activity for which an equivalence is requested.

To determine equivalence, the following factors in particular are taken into account:

- (1) the diplomas earned in relevant or related fields;
- (2) the nature and content of the courses taken and the results obtained;
- (3) the internships and other training activities done;
- (4) the nature and duration of relevant work experience.

**50.** All applications for equivalence must be made using the form provided by the school for that purpose. Applications must be submitted along with the application fees prescribed under section 76 of the Fire Safety Act and the following documents or information:

(1) a certified true copy of all relevant diplomas or certificates held by the applicant;

(2) the applicant's complete academic record including a description of the courses taken, the number of hours of each course and the related credits, and a certified true copy of the official transcript of grades;

(3) where applicable, an attestation or a description of the applicant's work experience in the area of fire safety;

(4) any other document or information the school needs to study the equivalence application.

**51.** The school forms a committee to study the application for equivalence and make a recommendation.

In order to make a recommendation to the school, the committee may evaluate the applicant's acquired skills by means of a test of knowledge, performance of tasks, problem solving, simulations or any other means enabling the committee to evaluate the skills acquired by the applicant.

**52.** After receiving the committee's recommendation, the school may

- (1) recognize the requested equivalence;
- (2) recognize the requested equivalence in part; or
- (3) refuse to recognize the requested equivalence.

**53.** The school must, within 90 days following the date of receipt of the application for equivalence, notify the applicant of its decision in writing.

Where the school decides to recognize the requested equivalence in part, it must, within 90 days, notify the applicant in writing of the training activities the applicant must successfully complete in the specified time in order to obtain such equivalence.

**54.** An applicant who is notified that the school has decided not to recognize the requested equivalence or to recognize it only in part may request a review. The request must be made in writing and submitted to the school, along with the fees prescribed under section 76 of the Fire Safety Act, within 30 days after being notified of the decision.

The school notifies the approval holder of its review decision within 30 days following the date of receipt of the request for review.

The review decision is final.

## CHAPTER V FINAL

**55.** This By-Law comes into force on the fifteenth day following the date of publication in the *Gazette officielle du Québec*.

## Draft By-law

Fire Safety Act  
(chapter S-3.4)

### École nationale des pompiers du Québec — Tuition fees

Notice is hereby given, in accordance with sections 10 and 11 of the Regulations Act (chapter R-18.1), that the By-law respecting the tuition fees of the École nationale des pompiers du Québec, appearing below, may be made by the École nationale des pompiers du Québec on the expiry of 45 days following this publication.

The By-law sets the tuition fees charged to the students of the École nationale des pompiers du Québec.

Study of the matter has shown no impact on the public and on enterprises, including small and medium-sized businesses.

Further information may be obtained by contacting Benoit Laroche, Director of Operations, École nationale des pompiers du Québec, 2800, boul. Saint-Martin Ouest, bureau 3.08, Laval (Québec) H7T 2S9; telephone: 450 680-6800; fax: 450 680-6818; email: benoit.laroche@enpq.gouv.qc.ca.

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JACQUES PROTEAU,  
*Director General*  
*École nationale des pompiers du Québec*

## By-law respecting the tuition fees of the École nationale des pompiers du Québec

Fire Safety Act  
(chapter S-3.4, s. 76)

**1.** The tuition fees charged to a student are set at

- (1) \$1,385 for the Pompier I training program and \$1,625 where the program is adapted to the reality of Native people;
- (2) \$1,065 for the Pompier II training program;
- (3) \$740 for the Officier non-urbain training program;