



**UNDER SECRETARY OF DEFENSE**  
4000 DEFENSE PENTAGON  
WASHINGTON, D.C. 20301-4000

AUG 27 2005

PERSONNEL AND  
READINESS

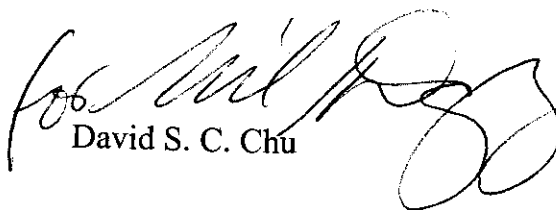
MEMORANDUM FOR SECRETARY OF THE AIR FORCE

SUBJECT: Request for Special Retirement Coverage – Firefighter (Intermediate Life Support) Position

I approve the position, Firefighter (Intermediate Life Support) GS-0081-08, position number C1071, for special retirement coverage under the provisions of Title 5, United States Code, Sections 8336 (c) and 8412 (d), in the primary and primary/rigorous category as recommended in the attached Department of the Air Force memorandum.

This approval is retroactive to June 15, 2005, the date the position was established, and applies to one incumbent.

The National Security Personnel System (NSPS) does not waive any provisions of law under 5 U.S.C. 8331(20) or 8401(17). Positions approved for coverage under these Sections are also approved for coverage under NSPS.

  
David S. C. Chu

Attachment:  
As stated





DEPARTMENT OF THE AIR FORCE  
HEADQUARTERS UNITED STATES AIR FORCE  
WASHINGTON DC

JAN 11 2008

MEMORANDUM FOR DEFENSE CIVILIAN PERSONNEL MANAGEMENT SERVICE  
FIELD ADVISORY SERVICES DIVISION  
ATTN: DEBRA DRAYTON

FROM: HQ USAF/A1PC  
2221 S. Clark St, Ste 500  
Arlington, VA 22202

SUBJECT: Request for Special Firefighter Retirement Coverage

Request Under Secretary of Defense for Personnel and Readiness approval of special firefighter retirement coverage for the attached core personnel document (CPD), position number C1071, GS-0081-08, Firefighter (Intermediate Life Support).

This position was created as a result of combining the Hickam intermediate life support function with the driver/operator duties, previously approved as primary/rigorous. Due to the unique mix of duties, this position does not lend itself to the application of an Air Force standard position description. In our opinion, the attached Firefighter (Intermediate Life Support) position should be covered as primary/rigorous IAW 5 CFR 831.902 and 842.802-803.

The budgetary consequence of covering this position under the special retirement provisions has been considered. Questions may be directed to Ms. Mary Augsburger, HQ USAF/A1PC, at 703-604-8154.

  
JUDITH L. MAYROSE  
Chief, Civilian Force Policy Division

Attachments:

1. Air Force CPD (C1071)
2. Hickam Firefighting Mission Statement
3. Organization Chart

cc:  
AFCESA/CEB (Phil Gibson)



DEPARTMENT OF THE AIR FORCE  
HEADQUARTERS UNITED STATES AIR FORCE  
WASHINGTON DC

FEB 11 2008

MEMORANDUM FOR DEFENSE CIVILIAN PERSONNEL MANAGEMENT SERVICE  
FIELD ADVISORY SERVICES DIVISION  
ATTN: DEBRA DRAYTON


FROM: HQ USAF/AIPC  
2221 S. Clark St, Ste 500  
Arlington, VA 22202

SUBJECT: Request for Special Firefighter Retirement Coverage

Request Under Secretary of Defense for Personnel and Readiness approval of special firefighter retirement coverage for the attached core personnel document (CPD), position number C1071, GS-0081-08, Firefighter (Intermediate Life Support). We request this approval retroactive to the date the position was classified, 15 June 2005; the position is currently encumbered by an employee who was promoted from covered primary/rigorous positions.

This position was created as a result of combining the Hickam intermediate life support function with the driver/operator duties, previously approved as primary/rigorous. Due to the unique mix of duties, this position does not lend itself to the application of an Air Force standard position description. In our opinion, the attached Firefighter (Intermediate Life Support) position should be covered as primary/rigorous IAW 5 CFR 831.902 and 842.802-803.

The budgetary consequence of covering this position under the special retirement provisions has been considered. Questions may be directed to Ms. Mary Augsburg, HQ USAF/AIPC, at 703-604-8154.

  
JUDITH L. MAYROSE  
Chief, Civilian Force Policy Division

Attachments:

1. Air Force CPD (C1071)
2. Hickam Firefighting Mission Statement
3. Organization Chart

cc:  
AFCESA/CEB (Phil Gibson)



**PURPOSE OF POSITION AND ORGANIZATIONAL LOCATION:**

The primary purpose of this position is: To serve as a Firefighter assigned to drive and operate firefighting vehicles of significant complexity engaged in airfield and structural firefighting and crash-rescue operations and assist in reducing and/or eliminating potential fire hazards. At times the incumbent shall work as part of an ambulance crew responsible for the delivery of pre-hospital, medical treatment and/or limited advance life support care to the sick or injured.

The organizational location of this position is: Fire Protection Flight, 15<sup>th</sup> Civil Engineer Squadron, Hickam AFB, Hawaii.

**ORGANIZATIONAL GOALS OR OBJECTIVES:** Provide fire protection services to include fire prevention, emergency medical service as applicable, structural and aircraft crash rescue for Hickam AFB and associate organizations under AFI 25-201, Support Agreements Procedures. Support DoD agencies and the civilian community according to terms and conditions of reciprocal agreements between city and county of Honolulu and Federal Fire Department. Provide fire protection support to Honolulu International Airport pursuant to provisions of the Joint Use Agreement.

**DUTY 1:**

20% Critical

Drives and operates firefighting vehicles, such as pumpers, Mobile Water Supply (MWS), and Airport Rescue Fire Fighting (ARFF) vehicles. Drives to the scene of the fire following a predetermined route or selecting an alternate when necessary and positions vehicle considering factors, such as wind direction, sources of water, hazards from falling structures, location of armament on aircraft, etc. Operates pumps, foam generators, and other similar equipment. Determines proper pressures, the number of lines, and relays requirements to the booster pumper. When operating a crash truck, maneuvers vehicle to keep the fire in optimum range. Maintains constant awareness of levels in self-contained breathing apparatus and warns other firefighters when tanks are close to empty. Assists in training other firefighters on driving vehicles and operating equipment.

**STANDARDS:**

- A. Chooses appropriate route to the fire scene and properly approaches and positions vehicle.
- B. Operates equipment in a safe and efficient manner.
- C. Effectively maintains awareness of conditions for possible repositioning of vehicle and/or warning other firefighters.

KSA: 1, 2, 3, 7, 8, 9, 10, 11, 12

**DUTY 2:**

20% Critical

Performs crash/rescue and firefighting duties at airfields handling predominantly large or complex aircraft (e.g. fighters, bombers, cargo, passenger). Aircraft carry large volumes of fuel, conventional and sometimes nuclear weapons, and/or highly flammable or explosive cargo. Performs standby duty during aircraft refueling and defueling, engine maintenance and testing, welding and burning on fueled and/or armed aircraft, ammunition handling, or other special circumstances. Maintains constant awareness of the frequent changes in cockpit design, ordnance placement, and cabin layouts to determine how they affect the difficulty of rescue and firefighting. Directs water through turrets and handlines to cool weapons and ammunitions during rescue. Operates or deactivates specialized mechanisms and systems, such as hatch or canopy release mechanisms, ejection seat mechanisms, or oxygen supply systems. Sometimes uses special tools developed for the particular mechanism. Participates in regular training and exercises as required.

Performs structural firefighting duties for a variety of facilities which may include research and/or large industrial complexes. Performs prefire planning by physically going through structures to become familiar with the layout, fire hazards, and location of fixed fire protection systems. May assist in the development of special protective services

for structures imposing extreme hazards. As a crew member, participates in controlling and extinguishing fires by operating hoses, ladders, and hydrants. Participates in regular training and exercises as required.

**STANDARDS:**

- A. Makes an active and effective entrance into crashed and/or burning aircraft based on up-to-date knowledges of aircraft design, layouts, and mechanisms.
- B. Effectively operates a wide variety of firefighting equipment.
- C. Maintains constant vigilance when performing standby duties during special aircraft operations.
- D. Actively and effectively fights structural fires based on up-to-date knowledges of layouts, potential hazards, and fixed fire protection systems.
- E. Effectively performs prefire planning by identifying any new or existing hazards which may require modification of the prevention/protection program or type of response to a fire.

KSA: 1, 2, 3, 4, 5, 7, 8, 10, 11, 12

---

**DUTY 3:**

20% Critical

**Performs rescue crew duties and operates a wide variety of specialized equipment.** Functions as part of a rescue team responsible for the methodical search methods/patterns within structures of all types. Competent in removal methods to include rescue carries, pulley systems, and specialized removal devices. Operates specialized tools to include hydraulic, pneumatic, electrical, mechanical, portable, and manual. Proficient in aircraft emergency and normal means of entry, cockpit/flight deck configurations, engine shut-down and fire suppression procedures, seat safety procedures, battery & oxygen safetying, crew extraction and removal.

**STANDARDS:**

- A. Coordinates and effectively extricates entrapped victim(s) from an entanglement or difficulty ensuring all possible care for their protection during removal.
- B. Effectively operates specialized tools to include various types of retrieval systems and equipment.
- C. Thoroughly familiar with all base assigned aircraft and safely coordinates crew/passenger removal.
- D. Graduate of, or scheduled to attend, the USAF Firefighter Rescue School or certified IAW NFPA Standard 1006, Ch 3, 4, 6, 7.

KSA: 6, 7, 8, 10, 11, 12

---

**DUTY 4:**

20% Critical

**Performs Emergency Medical Technician-Intermediate-85 scope of practice for Hawaii.** Completes a thorough head-to-toe patient assessment and takes immediate action to mitigate life threatening injuries/illnesses. Accomplishes investigative interviews and obtains all relevant patient history. Determines an appropriate course of medical treatment based on the patients history, patients presentation, and pre-hospital clinical findings. Uses appropriate methods to maintain an airway to include complications such as cervical injuries, airway obstructions, abnormal respiratory rate/s, and respiratory arrests. Administers oxygen through various delivery means. Effectively controls bleeding. Stabilizes suspected musculo-skeletal injuries and competent in the application of various splinting devices. Performs emergency child birth and applies appropriate care to the newborn. Packages and prepares victim(s) for transport to a medical facility.

Additionally, performs advanced life support skills under the direct supervision of an MICT. These skills include; 'Combi-tube' placement for airway management needs, peripheral intravenous access for fluid and/or medication delivery, manual defibrillation for Ventricular Tachycardia (VT) and Ventricular Fibrillation (VF) dysrhythmias, and

specific medication administration: Epinephrine, Atropine, inhaled Albuterol, inhaled Atrovent, oral Nitroglycerin, and oral Aspirin.

Participates in regular Continuing Medical Education (CME) training and exercises as required.

**STANDARDS:**

- A. Administers appropriate emergency medical care in-line with suspected clinical impression. Operates under USAF and/or State of Hawaii EMT-Intermediate 85, Scope of Practice Protocols without deviation.
- B. Effective communication skills. Accurately writes records & reports. Articulate when conversing with the patient, co-workers; obtains a positive rapport at all times. Concise, and clear in all radio communications
- C. Ability to work well under pressure. Decisive, functions appropriately during crisis and/or critical situations.
- D. Safety & Health; practices sound body substance isolation protocols and current in all vaccinations.

KSA: 6, 7, 8, 10, 11, 12

---

**DUTY 5:**

10% Critical

Maintains firefighting and ambulance equipment along with fire station facilities. Performs functional tests and inspections. Performs preventive maintenance on equipment and housekeeping duties associated with assigned facilities.

**STANDARDS:**

- A. Maintains assigned facilities in a clean and orderly fashion.
- B. Properly maintains assigned firefighting and ambulance equipment ensuring proper operation and functionality.

KSA: 1, 3, 7

---

**DUTY 6:**

10% Critical

Complies with health, safety, and environmental rules and procedures and performs work in a manner that enhances the safety of the work environment.

**STANDARDS:**

- A. No violation resulting in an accident that did or could have caused serious injury, loss of life, or major damage to government property will be allowed.
- B. Maintains awareness of work environment safety procedures and promptly reports unsafe practices and/or procedures, accidents, injuries, and/or violations to the supervisor.
- C. Uses personal protective equipment as appropriate and complies with Air Force Occupational Safety and Health (AFOSH) and Occupational Safety and Health Administration (OSHA) directives.

KSA: 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12

---

**RECRUITMENT KNOWLEDGES, SKILLS, AND ABILITIES (KSA):**

1. Knowledge of and ability to drive and operate firefighting vehicles of significant complexity.
  2. Knowledge of the principles of hydraulics as they pertain to water flow, water pressure, water levels, line (friction) losses, etc.
  3. Knowledge of basic and specialized firefighting equipment (fire alarm system operation, fire extinguishing equipment operation, etc.), techniques, and procedures.
  4. Knowledge of basic building design, construction, and occupancy.
  5. Knowledge of the latest changes in aircraft cockpit design, ordnance placement, and cabin layouts to include the operation of hatch or canopy release mechanisms, ejection seat mechanisms, and/or oxygen supply systems.
  6. Knowledge of and ability to apply appropriate emergency medical treatment.
  7. Knowledge of safety requirements as outlined in applicable safety standards, regulations, and/or technical orders.
  8. Skill in operating communications equipment.
  9. Skill in detecting and recognizing fire hazards (potential and immediate).
  10. Ability to maintain good working relations.
  11. Ability to communicate orally and in writing.
  12. Ability to lift and carry heavy loads.
- 

**CLASSIFICATION CRITERIA:****Factor 1, Knowledge Required by the Position**

- Knowledge of and ability to drive and operate firefighting vehicles and associated equipment of significant complexity.
- Able to determine route, approach, and position of vehicle in relation to the fire scene.
- Thorough knowledge of the physical configuration of a variety of large or complex aircraft and the operational characteristics of associated systems and mechanisms.
- Detailed knowledge of design, construction, utilization, and contents of aircraft.
- Specialized knowledge of firefighting techniques for fire hazards peculiar to airfields, such as aircraft, special weapons, hazardous materials, etc.
- Thorough knowledge of facility layouts (including research and/or industrial complexes) and the location and operation of alarm/suppression control panels, hydrants, utility shutoffs, and suppression systems (including special extinguishing agents and systems).
- Thorough working knowledge in the application of USAF and/or Emergency Medical Technician protocols, and State of Hawaii, Emergency Medical Technician-Intermediate protocols.
- Practical knowledge of hydraulic principles as they pertain to water flow, water pressure, water levels, line (friction) losses, etc.



-- Working knowledge of firefighting equipment (fire alarm system operation, foam generators, boom and groundsweep nozzles, and similar fire extinguishing equipment), techniques, and procedures.

#### **Factor 2, Supervisory Controls**

Supervisor makes individual assignments for the shift, generally indicating what is to be done, priorities, and any special concerns. Preshift briefings include information on incidents during previous shifts and general instructions. New or unusual assignments are accompanied by suggested work methods and advice on source material. The employee independently carries out recurring assignments without specific instruction. May be assigned to a higher grade firefighter for training and actual fire situations. Completed work is reviewed for adequacy, adherence to standard procedures and methods, and compliance with training and instructions.

#### **Factor 3, Guidelines**

Guidelines include USAF Emergency Medical Technician protocols, State of Hawaii Emergency Medical Technician-Intermediate 85 Protocols, Emergency Medical Technician (EMT), latest version of the Brady Book guidelines, recognized standards on firefighting techniques and procedures, National Fire Protection Standards, local rules and regulations, policies of the shift supervisor and the Fire Chief, and operating manuals for equipment. The employee uses judgment in selecting and applying the proper techniques or procedures. Judgment is also required when making minor deviations from guidelines based on circumstances at the scene of a fire, bomb threat, riot, etc. Significant deviations are referred to the supervisor unless the nature of the emergency precludes such action.

#### **Factor 4, Complexity**

The work involves driving and performing daily maintenance on firefighting vehicles of significant complexity. The employee uses judgment in determining the route, approach, and positioning of the vehicle at the fire scene considering traffic patterns, proximity to buildings or structures, weather conditions, location of other installation personnel, etc. Must maintain constant awareness of conditions to quickly reposition vehicle/equipment and alert other firefighters when necessary.

The work situations described pose the type and variety of hazards which directly affect the difficulty of establishing and maintaining effective pre-hospital medical treatment, fire protection and prevention programs. Hazardous conditions are such that the expectancy of exposure to infectious diseases, fire or toxic materials is high. The nature and location of these hazards are subject to frequent change, requiring continue training/rotation and regular modifications both in the overall prevention and protection programs and in the day-to-day operating procedures. Extensive pre-planning and special protective services are necessary to cope with the highly hazardous conditions.

#### **Factor 5, Scope and Effect**

The employee performs the full range of firefighting duties in relatively difficult situations. They follow and execute standard and specialized procedures that cover pre-hospital medical treatment, firefighting, limited fire protection inspection, etc. The work products or services affect the effectiveness and acceptance of firefighting programs. The work also provides a sense of safety that enhances the productivity of individuals in the work place.

#### **Factor 6, Personal Contacts**

Personal contacts are with other firefighters, security personnel, and employees of the activity who are engaged in different functions and kinds of work. In general, these contacts are with cooperative individuals, however, in actual emergency situations the employee may deal with frightened or panicked individuals.

#### **Factor 7, Purpose of Contacts**

The purpose of contacts is to obtain, clarify, or give facts or information. Information exchanged may include hazardous conditions, obtaining specific directions on methods to use in fighting fires, giving guidance on operation of fire extinguishers, etc.

**Factor 8, Physical Demands**

Ability to lift and move heavy objects, such as charged fire hoses, fire extinguishers, equipment, and incapacitated persons. Must be able to wear protective clothing, such as encapsulated suits weighing 50 - 60 pounds. Climbs ladders and works at various heights. The work requires above average agility and dexterity.

**Factor 9, Work Environment**

Employee is exposed to out-of-control fires, HAZMAT spills, or possible explosions. May suffer from burns, dehydration, and other effects of heat, smoke inhalation, heavy protective clothing, falling materials, or explosions. Subject to physical injury and sensory damage from firefighting activities, exposure to HAZMAT, and high noise levels. Must deal with victims in emergency situations who may be in varying stages of fright, panic, injury, and shock. May participate in mob or riot control. There may be hazards while operating or riding fire trucks at high speeds under adverse conditions. The employee works outside in all types of weather conditions. The work requires the use of protective clothing or gear, such as masks, coats, boots, goggles, gloves, and/or shields.

**Other significant facts pertaining to this position are:**

1. Employee must participate in a mandatory physical fitness program.
2. Employee is required to use all safety equipment and clothing provided by management.
3. The employee is required to work a 72 hour week on a 24 hour on/24 hour off basis which includes weekends, and holidays. May be subject to recall.
4. This is a Testing Designated Position. The employee is subject to random drug testing (IAW HQ-USAF letter dated 29 Jan 90).
5. This position requires the employee to work under adverse environmental conditions and falls under the respiratory protection program and hearing conservation program.
6. The work requires the employee to drive a motor vehicle. An appropriate, valid driver's license is required.
7. Position requires the ability to discern colors, contrast, and depth.
8. May be required to work the Fire Alarm and Communications Center (FACC).
9. May be required to participate on Hazardous Materials Teams (HAZMAT).
10. May be required to perform duties associated with the operation of aircraft arresting barrier equipment.
11. Employee is required to be certified Firefighter I & II, Airport Firefighter, and Apparatus Driver-Operator for Pumper, Airport Rescue Firefighting (ARFF), and Mobile Water Supply (MWS). Position requires annual Emergency Vehicle Operators Course (EVOC) training.
12. Certified with the National Registry of EMT's, licensed as State of Hawaii EMT-Intermediate, certified Advanced Cardiac Life Support (ACLS), certified Pediatric Advanced Life Support (PALS), certified Pre-hospital Trauma Life Support (PHTLS), Certified CPR-Health Care Provider, licensed operator of Ambulance, certified annually in Emergency Vehicle Operator Course (EVOC) and Infectious Disease Control (Silent Wars) Initial-Refresher.
13. **PENDING: Special Retirement Provisions Authority:** Per OPM Letter dated 26 Jun 89 and DOD Memorandum dated 31 Aug 89, one of the following apply:
  - FERS
  - Position covered as a rigorous position under the Federal Employees' Retirement System's special retirement provisions (5 U.S.C. 8412 (d)).

or

--Position covered as secondary position under the Federal Employees' Retirement System's special retirement provisions (5 U.S.C. 8412 (d)).

OR

- CSRS

--Position covered as a primary position under the Civil Service Retirement System's special retirement provisions (5 U.S.C. 8336(c)).

or

--Position covered as a secondary position under the Civil Service Retirement System's special retirement provisions (5 U.S.C. 8336 (c)).

14. This is a 'Key' position. Incumbents must be removed from their military recall status if alternatives for filling the position during an emergency are not available.

---

**CLASSIFICATION SUMMARY:**

CLASSIFICATION STANDARD(S) USED: OPM Position Classification Standard for Fire Protection and Prevention Series, GS-0081, TS-108 dated September 1991.

**CLASSIFICATION REMARKS:**

NOTE: This position is targeted to Firefighter (Paramedic), GS-0081-09, Number C0921.

## HICKAM FIREFIGHTING MISSION STATEMENT

**OPERATIONS:** Provides fire fighting and rescue emergency services relating to the protection and safety of life, the environment and property. Manages the inspection and maintenance of fire fighting vehicles and mounted equipment. Serves as a first responder to hazardous materials incidents with HAZMAT Technician level firefighters and provides advanced life support emergency services. Also responds to Confined Space and High Angle Rescue emergencies. Assists in the implementation of Firefighter Occupational Safety and Health Programs.

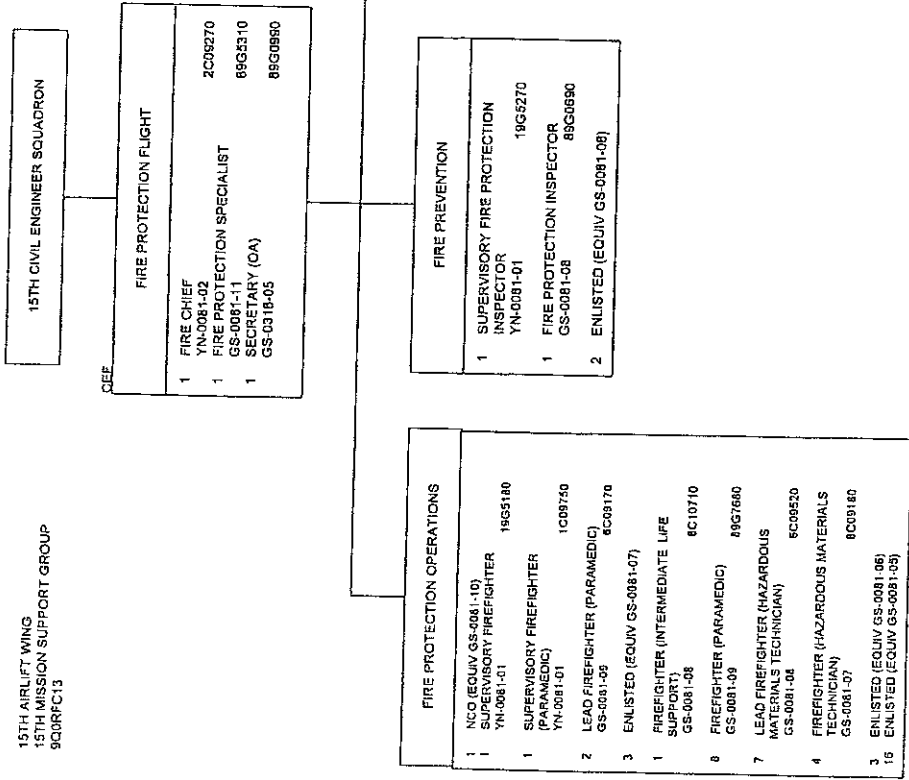
**FIRE ALARM COMMUNICATIONS CENTER (911 CENTER):** Provides emergency fire and medical services to the public by answering emergency 911 calls and dispatching the appropriate personnel and equipment utilizing a computer aided dispatch system. Maintains an accurate status of all emergency response equipment and personnel to ensure prompt and accurate data. This dispatch process includes fire fighting, hazardous materials, technical rescue, and ambulance services. Provides emergency medical dispatch life support through pre-arrival instructions to callers. Provides emergency Civil Engineer dispatch calls during after duty hours.

**TRAINING:** Responsible for planning, organizing, administering and evaluating training and certification programs involving diverse subjects and various fire and emergency services responsibilities. Ensures fire department personnel maintain their proficiency in aircraft and/or structural fire fighting, hazardous materials, and emergency first aid training, paramedic training and certification. This function is directly responsible to the Fire Chief for meeting fire and emergency services as well as fire prevention goals and objectives and carrying out program requirements in close cooperation with functional managers and supervisors.

**FIRE PREVENTION:** Responsible for fire protection engineering and reviews. Manages a fire protection and prevention inspection program to identify all types of fire hazards and ensures they are eliminated. Oversees the fire inspection criteria for on base Child Development Care Centers and Home Day Care Program. Establishes ORMs as part of the Fire Safety Deficiency program. Manages and conducts an extensive fire protection and public fire education programs for the installation population, on base schools and fire department personnel.

2

15TH AIRLIFT WING  
 15TH MISSION SUPPORT GROUP  
 9QRFC13



3 July 2007

3