



# **CERTIFIED FIRE PROTECTION SPECIALIST**

## **[ GLOBAL ] CFPS WORKSHOP**

### **21<sup>st</sup> Edition Handbook- Spotlight**



Online Virtual Classroom Training



20 Hours Live Interactive Sessions

05 - 08 May 2025

11:00 - 16:00 | Saudi Arabia Time

12:00 - 17:00 | UAE Time

09:00 - 14:00 | Central European Time

[www.biiworld.com](http://www.biiworld.com)



The purpose of the Certified Fire Protection Specialist credential is to recognize, through certification, qualified individuals who are dedicated to curtailing fire loss, both physical and financial and who have acquired a level of professionalism through applied work experiences and related education opportunities and through successful completion of a certification examination.

The goal of the CFPS program is to promote the discipline of fire protection and prevention. A specific degree is not mandatory for obtaining your CFPS designation. The credential is a balance of education and experience and provides an opportunity for the fire protection specialist to achieve professional recognition. The National Fire Protection Association maintains certification and recertification criteria as related to fire protection specialists.

Studies have shown that individuals that attain International Certification are more likely to achieve higher salaries and be promoted over those individuals that are not.

## **Certified Fire Protection Specialist (CFPS) awarded by The National Fire Protection Association (NFPA)**

The Certified Fire Protection Specialist (CFPS) credential was created in 1971 for the purpose of documenting competency and offering professional recognition for individuals involved in curtailing fire loss, both physical and financial.

Since then, CFPS has been awarded to more than 4,000 people who have demonstrated a level of professionalism through applied work experience, related education opportunities, and successful completion of a certification examination.

CFPS® certification holders attain the knowledge and proficiency required to ensure the highest level of fire protection for organization and facility. It is an internationally recognized credential commitment to fire protection and distinguishes you as someone who is willing to invest the time and effort to enhance your career.

NFPA is a global self-funded nonprofit organization in USA, established in 1896, devoted to eliminating death, injury, property, and economic loss due to fire, electrical and related hazards. NFPA delivers information and knowledge through more than 300 consensus codes and standards, research, training, education, outreach and advocacy; and by partnering with others. NFPA membership totals more than 50,000 individuals around the world.



# NFPA Fire Protection Handbook, 21st Edition



In a field as wide ranging and dynamic as fire protection, staying current with the latest research, technology, and safety practices is as challenging as it is essential. Authoritative and comprehensive, the 21st edition FPH provides encyclopedic coverage of the full spectrum of fire and life safety topics. It provides state-of-the-art in-depth coverage of every aspect of fire protection so you can eliminate knowledge gaps, avoid errors, and maintain your competitive edge. It consists of the following points:

- Two volumes comprising more than 3,400 pages ensure that no aspect is overlooked.
- 210 chapters put the latest facts at your fingertips.
- 247 authors who are leaders in their fields provide trustworthy, field-tested advice.
- 21 in-depth sections organize information for fast easy data retrieval.
- Thousands of illustrations, photos, tables, and graphs will help deepen your understanding of essential concepts.

## Added chapters improve your ability to protect lives and property. First-time coverage includes:

- Premises Security explores how to incorporate architectural, technical, and operational security elements into a comprehensive and effective security plan.
- Protecting Against Extreme Events outlines how to increase a building's resilience to such events and better protect its occupants.
- Flammability Hazard of Materials discusses test methods for measuring and characterizing ignitability, heat release rate, flame spread propensity, smoke yield and extinguishability components of flammability hazard for solid combustibles.
- Strategies for Occupant Evacuation During Emergencies examines considerations that include building characteristics, occupant characteristics, criticality of building operations; and, outside influences such as weather or the threat of violence.

## New features make it easy to navigate massive amounts of information:

- Smaller, more focused sections streamline research.
- Easy-to-use tabs (included) provide instant access to specific topics.
- An individual table of contents for each chapter maximizes searching efficiency.
- A new two-color format makes captions, subheads, and bulleted information stand out clearly.

### 21st Edition NFPA Handbook (Hardcopy)

It has to be purchased from NFPA to write the CFPS Exam.

The following links for the purchase process:

<https://catalog.nfpa.org/Fire-Protection-Handbook-21st-Edition-P22371.aspx>





## EXPERT PROFILE:

# Terry Boes

### Global Qualifications

- ✓ Certified Fire Protection Specialist
- ✓ Associate Safety Professional
- ✓ Public Fire and Life Safety Educator
- ✓ Occupational Health and Safety Professional
- ✓ Associate Emergency Manager

### **Terry has been internally recognised with qualifications from:**

- 1.NFPA (National Fire Protection Association), USA
- 2.iAEM (International Association of Emergency Managers), USA
- 3.BCSP (Board of Safety Professionals), USA
- 4.OSHA (Occupational Safety and Health Administration), USA
- 5.Pro Board Accreditation, USA

**Terry** combines a unique background in education on emergency response who is a passionate and skilled emergency response instructor. Terry has spent the twenty-five years in emergency response, most of that as a trainer and instructor.

His knowledge of instructional methodology combined with formal education and experience as a 'boots on the ground' responder gives meaning to the response plans that he develops and delivers.

Terry has delivered interactive sessions in emergency response to hundreds of groups at the local, regional and national level across the US from Chicago to Texas and internationally in Qatar, Kuwait, UAE and Trinidad & Tobago and many more.

His work in Thermal Imaging instruction for emergency response was ground breaking. His goals are to give you tools that you not only can but will implement into your workplace every day.

His response planning and instructional experiences include fire fighting, hazardous materials response, mass casualty incidents, oil and gas industry, response to terrorist events and emergency medical response. Terry has had several articles published in trade journals and presents at international conferences and exhibitions.





# Course Outline

## Day 1

Welcome and Administrative Duties

About the NFPA Handbook

About the Test

Important Keywords and Associations

Key Words by Section

Section 1: Safety in the as build

Environment

1. Challenges to Safety in the Built Environment
2. Fire Prevention and Code Enforcement
3. Wildland Fires and Wildland/Urban Interface
4. Smart Infrastructure and Fire Protection

Section 2:

"Information and Analysis for Fire Protection and Fire Science"

1. Chemistry and Physics of Fire
2. Fire Growth and Spread
3. NFPA six stages of fire protection Philosophy

## Day 2

Review of Day One

Section 3: Fire Prevention Programs

1. An Overview of the Fire Problem
2. 3-2 Fire Loss Investigation
3. Fire Incident Data: From Collection to Use
4. The Role of Performance-Based Codes and Standards in Fire Safety Design

Section 4: Facility Fire Hazard Management

1. Emergency Preparedness processes
2. Building Management Responsibilities
3. Overseeing operation, maintenance and testing
4. Preparing and maintaining reports

Activity:

- Mini Exam on Day 2 topics
- Test Taking Strategies



## Day 3

### Review of Day 2

#### Section 5: Organizing for Fire and Rescue

##### Services

1. Community Risk Reduction
2. Educators as Public Information Officers and Effective Media Relations
3. Combustion Products and Their Effects on Life Safety
4. Youth Fire setting

#### Section 6: Detection and Alarm

1. Fire Hazards of Materials
2. Wood and Wood-Based Products

### Activity:

- Mini Exam on Day 2 topics
- Test Taking Strategies

## Day 4

### Review of Day 3

#### Section 7: Fire Suppression

1. Storage and Handling of Solid Fuels
2. Storage of Ignitable (Flammable and Combustible) Liquids
3. Storage and Handling of Chemicals
4. Hazardous Waste Control

#### Section 8: Confining Fires

1. Chemical Processing Equipment
2. Material Handling Equipment
3. Industrial and Commercial Heat Utilization Equipment

### Activity:

- CFPS -

#### Examination Review Questions



# Who Should Attend?

## Industries

- Oil and Gas
- Chemicals
- Mining
- Manufacturing
- Automobiles
- Aviation
- Food and Beverages
- Healthcare
- Hospitality
- Construction
- IT and Finance
- Government

## HSSE Department

- Fire Officers
- Fire Marshals
- Fire Inspectors
- Fire Fighters
- Fire Protection Officers
- Fire Safety Officer
- Fire Prevention Engineers
- Fire Prevention Coordinators
- Fire Code Enforcers
- Fire and Safety Manager
- Safety Managers
- Fire & Gas Systems Engineers
- Fire & Gas Systems Supervisors
- Risk managers
- Loss Control Specialists
- Emergency Response Team
- HSSE Manager
- HSE Manager
- Law Enforcement Officials
- Fire Safety Consultants
- Facility managers



# Training Methodology

1. Pre-Course Preparation:
  - a. Pre-course questionnaire needs to be filled and submitted by the attendees before the online training. This will help the trainer to format the training as per attendees' understanding level and specific requirements.
  - b. Pre-course materials and assignments will be provided by the trainer before the online training. Attendees need to study the material and submit the assignments before entering the online classroom.
2. Real Time Virtual Training: This course in principle does not differ to the direct presentation and assessment (face to face training). In 5-day classroom immersion, all the material in the original syllabus will be presented online as well as the tests.
3. Live Interactive Sessions: Polling, Q&A round will be provided to interact with the trainer online. Trainer will also be available post course to interact with the attendees.
4. Videos & Exercises: Videos will be shown as a part of case studies. There will also be a few class exercises during the training.
5. Comprehensive Learning Kit: Trainer will provide course materials during/after the training which will be helpful for the attendees as the future reference in their continuous learning journey.
6. Break Down Day Timing:

Session 1	60 min
Break 1	10 min
Session 2	90 min
Break 2	10 min
Session 3	90 min
Break 3	10 min
Session 4	60 min

## Continuous Learning Validation Certificate:

- This certificate will validate and certify the attendees' credibility shown in continuous learning.
- The attendees will receive soft copy of this certificate.
- It is mandatory to attend all the 4 days training to earn this certificate.





# CFPS Exam

**Duration: 3 Hours**

**No. of Questions: 100**

**Type of Questions: Multiple Choice**

**Type of Exam: Open Book Computer Based  
Test**

## Important Notice

- Only hard copy of the 'Fire Protection Handbook, 21st Edition' purchased from NFPA will be allowed to take the CFPS exam.
- Without this book candidates will not be allowed to take the CFPS exam.

## CFPS Examination Content Area Weightage

**Domain 1: Safety in the Built Environment (16%)**

**Domain 2: Information and Analysis for Fire Protection and Fire Science (9%)**

**Domain 3: Fire Prevention, Programs, Materials, Processes, and Environments (12%)**

**Domain 4: Facility Fire Hazard Management (9%)**

**Domain 5: Organizing for Fire and Rescue Services (9%)**

**Domain 6: Detection and Alarm (14%)**

**Domain 7: Fire Suppression (22%)**

**Domain 8: Confining Fires (9%)**



## Eligibility Criteria to write CFPS Exam

To be eligible to take the CFPS examination, candidates must demonstrate on the CFPS examination application that they meet one of the following criteria.

- Bachelor's or Master's degree in a Fire Protection-related discipline\* from an accredited college or university, including degrees in engineering fields that are applied to the practice of fire protection; plus TWO years of verifiable work experience dedicated to curtailing fire loss, both physical and financial.
- Associate's degree in a Fire Protection-related discipline\* from an accredited college or university, or a Bachelor's or Master's degree in any unrelated field; plus FOUR years of verifiable work experience dedicated to curtailing fire loss, both physical and financial.
- High school diploma or equivalent, plus SIX years of verifiable work experience dedicated to curtailing fire loss, both physical and financial.

\* Examples include degrees in Fire Protection Engineering, Fire Science, Fire Protection Technology, and Fire Service Administration. Examples of engineering fields that are frequently applied to the practice of fire protection include, but are not limited to, Mechanical, Civil, Chemical, and Electrical engineering.

\* What is work experience dedicated to curtailing fire loss, both physical and financial?

This covers a wide variety of jobs, roles, and industries. If your primary job role involves reducing the risk of fire occurring (design engineering, inspections and code enforcement, etc.), or reducing physical damage, loss of life, or financial loss in the event of a fire (fire service, risk engineering, fire protection system design/installation, etc.), your work experience will apply.



**Does BII Online Virtual Training have the same value as traditional classroom training?**

Yes, BII Online Virtual Training offers participants; same training system as in-person, i.e face-to-face engagement with instructors, course material, interactive participation of all delegates, and personal support that they would expect to find in a traditional classroom.

**What are main features of your online courses? Are they on-demand? Is it different content from the in-person offering?**

The content of the virtual training is similar to the in-person sessions and customized presentation makes it a richer online learning experience. As always, we will share presentation materials with attendees for later reference.

The online courses are not on-demand and recordings cannot be purchased. They are set on scheduled dates, live with an instructor and co-host via webinar software. While the day is shorter than an in-person session (4hrs vs 8hrs), timing are adjusted to accommodate attendees in different time zones and allow more time for one-on-one conversations via the Q & A.

**What are the technical requirements for participation in a virtual course?**

All you need to participate in virtual training are:

- Desktop or Laptop or Tablet Computer, and Internet connection
- Webcam
- Headset with built-in microphone

**Can I attend an online training session if I have a Macintosh computer?**

Yes, Our Online training systems does allow Macintosh computers, PCs, and computers running Linux to easily enter any of our online training sessions.

**What type and version of browser will I need for online classes?**

It is recommended that you use the latest version of Firefox, Chrome or Internet Explorer for Windows and Firefox or Safari for Mac. Each of these is available for free download and also suggested you have the PDF Reader

**How do I have access to the trainer for questions?**

As in the classroom, you will see the trainer in front of you and have the opportunity to ask questions at any time - all via audio and video transmission.

**Is there a mute option within an online training session to minimize background noise from my audio connection?**

Yes, the Mute button will display to the right of your name as you hover your mouse over your name shown in the Participants panel on the top, right side of the Web conferencing screen.

**What if I miss few sessions of the online training program?**

The training will be simultaneously recorded which will be provided to you as per request & requirement

**Do I get a Certificate at the end?**

Yes, you will get a PDF version of your certificate of completion



Please complete this form and send it back to  
**mithun.siddhartha@biworld.com**

**Event Code: OL HS 16**

## Delegate Details

- Name: Mr/Mrs/ Ms .....  
.....  
Job Title: .....  
Email: .....
- Name: Mr/Mrs/ Ms .....  
.....  
Job Title: .....  
Email: .....
- Name: Mr/Mrs/ Ms .....  
.....  
Job Title: .....  
Email: .....

### PAYMENT METHOD:

**CREDIT CARD OR ONLINE PAYMENT** ☐

The secured payment link will be shared/sent

**WIRE TRANSFER** ☐

### Authorization and Acceptance of Sales Contract & Terms & Conditions

I hereby declare I am authorised to sign this contract and terms  
& conditions in the name of the company/organisation:

## Company/Organisation Detail

Name: .....  
Person to Contact: .....  
Email: .....  
Address: .....  
.....  
City: .....  
Country: .....  
Contact No: .....  
Type of Business: .....  
Website: .....

Name: .....

Date: .....

Signature: .....

**1 Delegate Fee** ☐ **USD 1199 per delegate**

**CFPS Exam | Optional Fee** ☐ **USD 399 per delegate**

20 USD administration charge and any applicable withholding or any other tax or fee will be applied

### TERMS & CONDITIONS:

1. Payment terms: BII World LTD requires the full payment of the invoiced amount within 7 working days from the issue date of the invoice. BII World LTD reserves the right to refuse entry to any client who does not pay the invoice in full and on time. The registration fee includes: Training documentation and admission to all training sessions.

2. Cancellation by client: The client has the right to cancel his/her participation in the event. Cancellation must be received by BII World LTD in writing either by mail or fax. If the client cancels the event, he/she will get two options:

**A. CREDIT NOTE:** Choose 2-year credit note, BII World LTD will send all the schedule training event details throughout the year. Delegate has the right to choose and attend any of the training programs (valid 2 years).

**B. NOMINATION:** In this option delegate can nominate/refer someone from his/her group/company to attend the particular training program on behalf of the actual delegate.

3. Cancellation by BII World LTD : While every reasonable effort is made to adhere to the advertised program, circumstances can arise which may cause changes in the program, including but not limited to changes in the content, date(s), or special features of the planned event. Such circumstances include but are not limited to acts of terrorism, war, extreme weather conditions, compliance with government requests, orders and legal requirements, failure of third-party suppliers to timely deliver, and failure to register the minimum target number of attendees for a given event. BII World LTD reserves the right to change the content, date(s), and/or special features of an event, to merge the event with another event, or to postpone it or cancel it entirely as appropriate under the circumstances. Client agrees that BII World LTD shall not be liable for any cost, damage or expense which may be incurred by client as a consequence of the event being so changed, merged, postponed or cancelled and client agrees to hold BII World LTD harmless and to indemnify BII World LTD in case of liability caused by any such changes, mergers, postponements or cancellations.

4. Cancellation of the event: In case BII World LTD cancels an event, then client can choose any of the below mentioned options:

(a) BII World LTD will refund full payment to the client within 15 business days.  
(b) Client can choose the credit option for 2 years, for more details please read term no-2 part (a)

5. Postponement of the event : In case BII World Ltd postpones the event to a new date, then client can choose any of the below mentioned options.

(a) The client can attend the course on the postponed dates.  
(b) Client can choose the credit option for 2 years, for more details please read term no-2 part (a)

6. Client's identification information. By signing of this sales contract and these terms and conditions the client gives full right to BII World LTD to share the client's identification information, i.e. client's name, address, email addresses, phone numbers and names of representatives and website with other clients who participated in the same event. The client has the right to opt out of this clause by writing notice to BII World LTD.

7. Governing law: This contract shall be governed by and construed in accordance with the laws of the Province of Alberta, Canada. Any disputes arising under or in connection with this registration form shall be settled before the competent court in Canada.

8. Indemnification: To the fullest extent permitted by the law, you agree to protect, indemnify, defend and hold harmless BII World LTD, its owners, managers, partners, subsidiaries, affiliates, officers, directors, employees and agents, from and against any and all claims, losses or damages to persons or property, governmental charges or fines, penalties, and costs (including reasonable attorney's fees) collectively "the Claims", in any way arising out of or relating to the event that is the subject of this contract, and regardless of negligence, included but not limited to, Claims arising out of the negligence, gross negligence or intentional misconduct of BII World LTD employees, agents, contractors, and attendees; provided, however, that nothing in this indemnification shall require you to indemnify BII World LTD indemnified parties for that portion of any Claim arising out of the sole negligence, gross negligence or intentional misconduct of the BII World LTD parties.

9. Other currencies. In case that client requests payment in other than official currency (USD), BII World LTD reserves the right to apply 5% currency risk surcharge to the actual exchange rate.

10. Other Conditions: Any terms or conditions contained in the client's acceptance which contradict or are different from the terms and conditions of this registration document shall not become part of the contract unless individually negotiated with BII World LTD and expressly accepted by BII World LTD.