

**ONLINE  
COURSE**



# **FIRE OFFICER**

## **LEVEL 1**



Virtual Classroom Training



24 Hours Live Interactive Sessions

**17 - 20 November 2025**

**08:30 - 14:30 | Saudi Arabia Time**



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

## COURSE OVERVIEW:

This 4 Day Online course is based on NFPA 1021: Standard for fire and emergency services company officer 1, is uniquely designed to teach fire personnel the knowledge needed to develop safe, efficient and effective leadership skills.. All course objectives provide information that will aid participants in their understanding and to be successful as an Officer.

The course meets or exceeds the requirements of the National Fire Protection Association (NFPA) professional qualifications standard 1021 for Company Officer I certification.

The required text for the course is IFSTA's Fire and Emergency Services Company Officer, 9th Edition. Participants needs to purchase these texts as a part of the registration process.



## MAIN LEARNING OBJECTIVES:

1. The importance, roles, responsibilities, duties, and challenges for transition to a company officer.
2. Basic principles of organizational structure and to discuss resource allocation issues and the use of aid agreements in the fire and emergency services.
3. Key skills and methods needed to successfully lead and supervise a crew.
4. Human resources duties company officers are expected to perform.
5. Identify the communication skills necessary to complete the duties of a company officer.



## TARGET AUDIENCE:

### Job Titles :

- Recently promoted Fire Officers who wish to meet NFPA 1041 standards
- Emergency Service Personnel
- Fire Marshals
- Fire Protection Officers
- Fire Fighters

### Industries:

Any industry that maintains a fire brigade or is in the process of starting one.

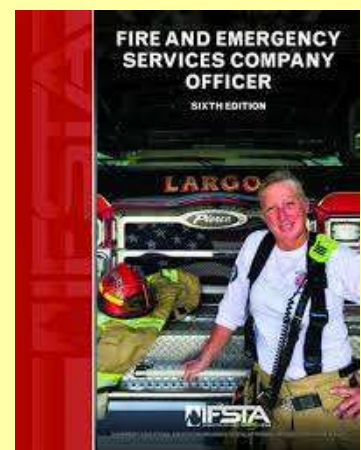
- Oil and Gas
- Chemicals
- Mining
- Manufacturing
- Automobiles
- Aviation
- Food and Beverages
- Healthcare
- Hospitality
- Construction
- and Government Organisations

## BOOK:

**eBook Fire and Emergency Services Company Officer, 6th Edition.**

**This product is the eBook version of the print textbook: Fire and Emergency Services Company Officer, 6th Edition.**

**USD 75.00**



**Instructor:**



**Terry Boes**

### Global Qualifications

1. Certified Fire Protection Specialist
2. Public Fire and Life Safety Educator
3. Associate Emergency Manager
4. Associate Safety Professional
5. Occupational Health and Safety Professional

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

- NFPA (National Fire Protection Association), USA
- IAEM (International Association of Emergency Managers), USA
- BCSP (Board of Safety Professionals), USA
- OSHA (Occupational Safety and Health Administration), USA
- Pro Board Accreditation, USA

### Profile Highlights

Terry combines a unique background in education and emergency response with a passion for instruction. Terry has spent 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.



# PRESENTATIONS:

## Day 1:

### 08:30 - Pre-Course Intro – Delegate Expectation Briefing

#### Session 1: Company Officer

- Section I: The Company Officer's Importance
- Section II: Challenges, Expectations, and Approaches for a Successful Transition
- Sections III & IV: Responsibilities & Duties

#### Chapter #1: Quiz and Test

#### Session 2: Organizational Structure

- Section I: Basic Principles
- Section II: Fire and Emergency Services Organizations: Classifications
- Section III: Organizational Staffing
- Section IV: Resource Allocation

#### Chapter #2: Quiz and Test

#### Session 3: Leadership and Supervision

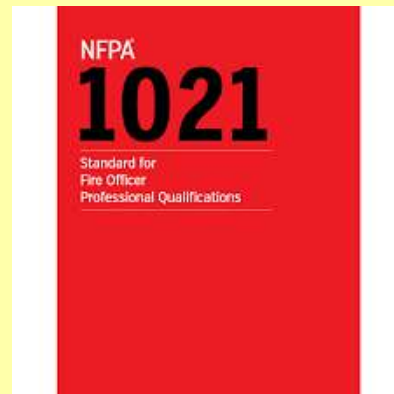
- Section I: Leadership
- Section II: Supervision

#### Chapter #3: Quiz and Test

#### Skills Evaluation Assessment 3-1

#### Post-Session Q &A

14:30 – End of Day 1



10:00 - 10:15 | Coffee Break

12:00 - 12:30 Lunch Break



mithun.siddartha@biiworld.com



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## PRESENTATIONS:

### Day 2:

08:30 - Review of Day 1

#### Session 4: Human Resources Management

- Section I: The Planning Process
- Section II: Organizational Policies
- Section III: Behavior Management

#### Chapter #4: Quiz and Test Skills

Evaluation Assessment 4-1, 4 - 2  
& 4 - 3

#### Session 5: Communication

- Section I: Interpersonal Communication
- Section II: Listening Skills
- Section III: Oral Communication
- Section IV: Written Communication
- Section V: Communicating in Emergency Situations

#### Chapter #5: Quiz and Test

Skills Evaluation Assessment 5- 1 to 5 - 2

#### Session 6: Administrative Functions

- Section I: Customer Service Concept & Community Relations
- Section III: Policies and Procedures
- Section V: Records Management

#### Chapter #6: Quiz and Test

Skills Evaluation Assessment 6-1 to 6-6

#### Post-Session Q &A

14:30 – End of Day 2

10: 00 - 10:15 | Coffee Break

### Day 3:

08:30 - Review of Day 2

#### Session 7: Occupational Safety, Health and Wellness

- Section I: Safety Regulations, Standards, Policies, and Procedures
- Section II: Basic Workplace Safety
- Section III: Safety, Health, and Wellness
- Section IV: PPE Selection, Care, and Maintenance
- Section V: Fire and Emergency Services Health and Safety Resources

#### Chapter #7: Quiz and Test

Skills Evaluation Assessment 7-1 to 7 - 3

#### Session 8: Company-Level Training

- Section I: Four-Step Method of Instruction
- Section II: Lesson Plans
- Section III: Methods of Training

#### Chapter #8: Quiz and Test

Skills Evaluation Assessment 8-1

#### Post-Session Q &A

14:30 – End of Day 3

12: 00 - 12:45 | Lunch Break



# PRESENTATIONS:

## Day 4:

**08:30 - Review of Day 3**

### **Session 9: Building Construction and Fire Behavior**

- Section I: Ordinances, Codes, and Standards
- Section II: Building Construction Types
- Section III: Occupancy Classifications
- Section IV: Fire Protection Systems
- Section V: Fire Dynamics
- Section VI: Reaction of Building Construction to Fire

#### **Chapter #9: Quiz and Test**

### **Session 10: Pre-incident Planning and Company-Level Fire Inspections**

- Section I: Pre-Incident Planning
- Section II: First Responder Inspections

#### **Chapter #10: Quiz and Test**

**Skill Sheet Assessments 10-1 to 10-2**

### **Session 11: Delivery of Emergency Services**

- Section I: Incident Management
- Section II: Incident Priorities
- Section III: Life Safety
- Section IV: Incident Stabilization
- Section V: Property and Environmental Conservation
- Section VI: Post-incident Activities

#### **Chapter #11: Quiz and Test**

**Skill Sheet Assessments 11-1 to 11-3**

### **Final Course Examination**

#### **Written Exam Information**

- Questions: 100
- Type of Questions: Multiple Choice
- Minimum Score: 70
- Time Allowed for Exam: 2 hours

#### **Post-Session Q &A**

**14:30 – End of Day 5 & Course**

10:00 - 10:15 | Coffee Break

12:00 - 12:45 Lunch Break





Please complete this form and send it back to  
**mithun.siddartha@biiworld.com**

**Event Code: OL HS 05**

## 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 ☐

The secured payment link will be shared/sent

WIRE TRANSFER OR BANK 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:

Name: .....

Date: .....

Signature: .....

## Company/Organisation Detail

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

### Training Fee Only\*

**1 Delegate Fee** ☐ **USD 1299 per delegate\***

**3 & above Delegate Fee** ☐ **USD 1099 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 future training programs of BII World (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 canceled 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:

- BII World LTD will refund full payment to the client within 15 business days.
- 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.

- The client can attend the course on the postponed dates.
- 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 written 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 sealed 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, penalize, 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.