

Office of the State Fire Commissioner



Entry Level Fire Training Curriculum Policy No. 2005 - 01

December 19, 2005
Revised April 1, 2014
Revised November 1, 2018

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I. Purpose:

This policy shall establish the policies and procedures to be used by the Pennsylvania State Fire Academy (PSFA) and Educational Training Agencies (ETAs) in the delivery of the Entry Level Fire Training Curriculum to emergency responders in Pennsylvania. This also serves as a reference for the fire service to determine appropriate levels of training and education for all fire service personnel.

- A. **There is no requirement (law) in the Commonwealth mandating Entry Level Fire Training for fire service personnel.**
- B. Each Fire Department/Company must decide which level of training their personnel should complete in order to be properly trained for their assigned duties. The final decision on the level of training always remains with the fire department/company and its officers.

- C. The Entry Level Fire Training Curriculum consists of five (5) separate levels (courses) of instruction, each a prerequisite for the next level (course). The General Plan of Instruction for each level is included in Attachment A. The levels are:

1st Level: Introduction to the Fire Service – ELIS

2nd Level: Fire Ground Support – ELFG

3rd Level: Exterior Firefighter – ELEF

4th Level: Interior Firefighter – ELIF

5th Level: Advanced Firefighter – ELAF

- D. When the first four (4) levels have been completed and the student meets all the required pre-requisites (including First Aid/CPR), they should be prepared to participate in the Office of the State Fire Commissioner's (OSFC) Voluntary Fire Service Certification program for national certification as a Firefighter I. The Office of the State Fire Commissioner (OSFC) is the certifying agency within the Commonwealth of Pennsylvania and the State Fire Academy is the administering agency for that certification. The previous levels are a prerequisite for the next level (course).
- E. When the fifth (5th) level (course) is completed and the student meets all the required pre-requisites (including Basic Vehicle Rescue Awareness and Operations), they should be prepared to participate in the OSFC Voluntary Fire Service Certification program for national certification as a Firefighter II. The previous fire training levels (courses), Essentials of Firefighting, or nationally certified Firefighter I are all acceptable prerequisites for the fifth level (course) – Advanced Firefighter (ELAF).
- F. The OSFC recommends that all new firefighters and firefighters with no previous training complete the ELIS, ELFG and ELEF levels (courses). Driver/Operators of fire apparatus should complete the ELIS and ELFG levels (courses) before taking other apparatus related training. Firefighters with interior fire suppression duties should complete the ELIF (level) course before performing interior suppression operations. Firefighters and officers wishing to expand or enhance their education and training should complete the ELAF (level).

II. Policies

- A. The minimum age for each course is as follows.

Introduction to the Fire Service – ELIS – 14 years old at start of course

Fire Ground Support – ELFG – 14 years old at start of course

Exterior Firefighter – ELEF – 14 years old at start of course

Interior Firefighter – ELIF – With or Without Live Fire – must be 18 prior to the start of the course.

Advanced Firefighter – ELAF – must be 18 prior to the start of the course

B. Instructors will verify the age of each student before a course starts. Students not meeting the above age requirements will not be permitted to participate in that level of training. The Child Labor Laws (CLL) has stipulations/prohibitions for Junior Firefighters participating in different types of training to include:

- a. Entering Immediately Dangerous to Life and Health (IDLH) situations or what the CLL calls hazardous atmospheres. Any use of live fire or smoke in conjunction with Self Contained Breathing Apparatus is considered a hazardous atmosphere and is excluded from permitted activities;
- b. Operation of most fire service power tools under the age of 18 is prohibited;
- c. Performing rooftop ventilation or any other work on any roof.

C. There is no “Full Course” certificate for the Entry Level Fire Training curriculum because it consists of different levels and each is offered as a separate course. Therefore, each of the levels (courses) in the curriculum will have its own certificate. Course titles and course codes for certificates of completion are as outlined in Section 1, subsection C of this document.

D. Certificates for the ELIF course shall read as follows based whether or not Live Fire is conducted as part of the course.

ELIF “with live fire” certificate states: “**Interior Firefighter**”

ELIF “without live fire” certificate states: “**Interior Firefighter–No Live Fire**”

E. Retesting of final written exams for any Entry Level Fire Training curriculum course may be done by the instructor of record. Two retests of the final exam are permitted. Retests will be conducted at the convenience of the instructor and the ETA; and, in accordance with ETA testing procedures.

- F. For Entry Level Fire Training courses only, a written test may be read to a student if the student produces valid documented evidence from a school district, or reading education specialist, attesting to their inability to read. The test may be read to the student by an official ETA representative.
- G. Facial hair **is** permitted for the following courses;
 - Introduction to the Fire Service – ELIS
 - Fire Ground Support – ELFG
- H. Facial hair **is not** permitted for the following courses and the students/ participants must be clean shaven the first day of class;
 - Exterior Firefighter – ELEF
 - Interior Firefighter – ELIF
 - Advanced Firefighter – ELAF
- I. Students will be required to have one copy of the current edition of the **Student Text** and **Skill Book** per student (must remain in possession of the student throughout the entire course).
- J. Skill Books will be published by the PSFA and distributed by the sponsoring ETA. Policies on lost or damaged skill books will be handled by the ETA in conjunction with the PSFA.
- K. Attendance at class sessions at a minimum of 80% of the course hours are required in order to complete each course in the Entry Level curriculum. The 80% is per course **not** 80 % of the total curriculum hours.
- L. A signed-off Student Skills Book is record of successful course completion. Course Instructors of Record will only sign-off a Student's Skills Book if the student shows competence in all the course skills, meets attendance requirements, and successfully passes the final written exam. Any skills missed during class absence(s) requires the student to arrange with the instructor(s) to make-up those skills for documentation in his/her skill book.
 - a. **No Student Skills Book at the first day of a class;** if the student is progressing from one level (course) to another and does not have his/her skill book or a course certificate to prove course pre-requisites, they will not be permitted to continue in the course. The course instructor shall refuse the student entry into the class and send the student home. If the student does have a completed course certificate from the pre-requisite course, the course instructor may accept this in lieu of the signed skills book. Each ETA may, if

they wish, permit the student to enroll in the succeeding class session if the student presents their skills book. However, the first session will be considered absent hours and counts against total attendance hours.

- b. **Lost skills book** – It will be the student's responsibility to obtain a new skills book. They must also contact the instructor of record for each course that they had previously completed, and get original instructor signatures. An ETA transcript indicating that previous course(s) has been completed must be attached to the sign-off page and may be used in lieu of the original instructor signatures. In all cases, it will be the student's responsibility to obtain a new skills book with original instructor signatures or obtain an ETA transcript for proof of completion.

III. Procedures

- A. The Interior Firefighter ELIF course certificate may be used to satisfy the Structural Burn prerequisite for Firefighter I Certification Testing. Certificates with the course title of "Interior Firefighter – No Live Fire" will **not** be accepted for meeting the prerequisite.
- B. All Hazardous Materials instruction previously imbedded in the Delmar "Entry Level" curriculum has been removed from the updated "Entry Level Fire Training" program and is now conducted as stand-alone classes with separate Hazardous Materials Awareness (HMA) and Hazardous Materials Operations (HMO) certificates issued for each class.
 - a. HMA should be taken between 1st level (ELIS) and the 2nd level (ELFG) and is a prerequisite for ELFG
 - b. HMO should be taken between the 3rd level (ELEF) and the 4th level (ELIF) and is a prerequisite for ELIF
- C. The hazardous materials content in the Fire Ground Support level prior to January 2013 course only satisfied the hazardous materials awareness prerequisite for Firefighter I certification testing. The course title on the certificate must read Fire Ground Support – ELFG in order for the certificate to be used for FF-I certification testing.
- D. No course in the Entry Level Fire Training curriculum shall be used to meet the vehicle rescue prerequisites for certification testing for Firefighter II.

- E. Two (2) National Incident Management System (NIMS) courses required by Presidential Directive No. 5 are now included in the training program and are completed by the student on-line at <http://training.fema.gov/is/nims.asp>. The courses are:
 - a. IS-100 – Introduction to Incident Command System (ICS-100 current version)
 - b. IS-700 – NIMS: An Introduction (IS-700 current version)
 - c. ICS-100 and IS-700 must be completed prior to beginning Exterior Firefighter and are a prerequisite for ELEF
 - d. Previous 100 and 700 level course certificates will also be accepted.

IV. Delegation of Program Management

- A. The Pennsylvania State Fire Commissioner delegates ongoing management and implementation of this policy to authorized staff of the program involved unless or until withdrawn. Specific responsibilities are placed upon the Fire Academy Administrator, Assistant Administrator, the Field Supervisors, and the staff of the PA State Fire Academy.

V. Instructors

- A. Suppression instructors shall serve as the Instructor of Record for all courses in the Entry Level Training Program.
- B. Only Suppression Instructors shall be permitted to instruct in the Interior (ELIF) and Advanced Firefighter (ELAF) courses.
- C. Non-suppression Instructor(s) can serve as Assistant Instructors / Guest Lecturers during the following levels (courses):
 - a. Introduction to the Fire Service – ELIS
 - b. Fire Ground Support – ELFG
 - c. Exterior Firefighter – ELEF
- D. To Instruct as a Guest Lecturer, Non-suppression Instructors must have an expertise in the subject matter being taught in the current lesson. Under this provision, Non-suppression Instructors cannot be used to solve staffing issues. The intent is to allow the ETA the discretion to bring in subject matter experts to teach specific lessons. i.e. Rope Instructor to teach Ropes and Knots. This does not absolve the ETA from ensuring that the lesson is being presented as

indicated by the approved lesson plan and materials provided by the State Fire Academy.

- E. To perform as an Assistant Instructor, Non-suppression Instructors must be approved by the State Fire Academy to instruct in the Entry Level Training Program. This is accomplished by completing the application (Attachment B) with supporting documentation that meets the follow criteria:
 - a. Submit a detail resume listing the instructor's experience, education and training, and other information that the instructor believes qualifies them to instruct within the ELIS, ELFG and ELEF courses. Resume must show a minimum of 100 hours of documented structural fire suppression training.
 - b. Be certified at the Firefighter II; National Board on Fire Service Professional Qualifications (NBFSPQ) or International Fire Service Accreditation Congress (IFSAC).
 - c. Attend a specific instructor development course (train-the-rainer) or course updates prior to instructing within specific courses.
 - d. As a Non-suppression Instructor. Teach under the supervision of a qualified Suppression Instructor accredited as a Lead Instructor for the Entry Level Training Program.
 - e. Meet all federal, state and ETA requirements appropriate for the position and the course of instruction to be presented.
 - f. Receive written approval from the Instructor Review Committee and the PA State Fire Academy Administrator. The list of approved Non-suppression Instructors will be shared with the ETA system.
- F. Hours of a program taught using Non-suppression Instructors may not total more than 50% of total instructional staff hours in the program.
- G. When more than 1 Instructor is required for a program, at least 1 Suppression Level Instructor must be present and instructing in the program.
- H. If you are a Non-suppression instructor as part of a High School/Career/ Technical Center program for credit approved by the Department of Education, you may serve as the lead instructor for the following levels and must meet the same qualifications as listed above:
 - i. Introduction to the Fire Service – ELIS
 - ii. Fire Ground Support – ELFG
 - iii. Exterior Firefighter – ELEF

VI. Authority

Title 35 Health and Safety as amended.

VII. Supersedes

This OSFC Entry Level Fire Training Curriculum Policy #2005 - 01 revised November 1, 2018 supersedes and rescinds any and all other policies and memorandums related to the Entry Level (previously Delmar) Curriculum of the OSFC.

VIII. Duration of Instructor Policy

This Curriculum Policy shall remain in effect until superseded or suspended.

Thomas G. Cook
Acting Administrator
State Fire Academy
Office of the State Fire Commissioner

Bruce Trego
Acting State Fire Commissioner
Office of the State Fire Commissioner

Attachment A

General Plan of Instruction (EL14)

All levels (courses) of the Entry Level Fire Training Program prepare the student for the skill competencies required for the Firefighter I and Firefighter II certification process. These courses can also be used, in whole or part, as refresher training. The levels (courses) are based on the textbook *Essentials of Fire Fighting and Fire Department Operations, Sixth Edition* by the International Fire Service Training Association (IFSTA).

The MSA for these programs lists the prerequisites and describes the student Equipment/Supplies needed for all of the sessions: Pen/pencil, Notebook, the Essentials textbook and the student Entry Level Skills workbook (must remain in possession of the student throughout the entire course). Helmet, gloves, turnout coat and pants, boots, protective hood, and protective eyewear (safety glasses or goggles) required for all classes. SCBA is required for levels (courses) 2-5. All classes will be held with a recommended class maximum of thirty students unless approved by PSFA.

Firefighter I Competencies	Course Title	Delmar (EL13) Hours	IFSTA (EL14) Hours	Lecture Hours	Lab Hours
ELIS - Level 1	Introduction to Fire Service	16	16	10	6
ELFS - Level 2	Fire Ground Support	32	32	12	20
ELEF - Level 3	Exterior Firefighter	56	52	16	36
ELIF - Level 4	Interior Firefighter	40	40	12	28
Total Hours Level 1 -4		144	140	50	90
NIMS	100 & 700 (On-Line)				
HMA	Hazardous Materials Awareness	7	4	4	0
HMO	Hazardous Materials Operations	24	24	12	12
Total Hours Hazardous Materials		31	28	16	12
Total Hours Level 1 -4 with HazMat		175	168	66	102
Firefighter II Competencies	Course Title	Total Hours	IFSTA (EL14) Hours	Lecture Hours	Lab Hours
ELAF - Level 5	Advanced Firefighter	0	24	10	14
Total Hours Level 5		0	24	10	14
Total Hours Level 1 -5 with HazMat		175	192	76	116

Additionally, NIMS 100 and 700, are required by Presidential directive. This is accomplished via the EMI online site.

General Plan of Instruction (EL14)

“Introduction to the Fire Service” (ELIS), is designed to equip entry level firefighters with basic knowledge, skills, and abilities to begin their fire service career. Four (4) skill sheets are required. A twenty-five (25) question exam containing a balance of true/false and multiple choice questions will be administered at the conclusion of the program. These exams will be generated by the Educational Training Agency conducting the course with the student being required to have a minimum passing score of 70% for Certificate issuance.

Proposed Time	Content	Lec	Lab
1.0	Orientation and Class Logistics	1.0	0.0
4.0	Orientation and Fire Service History	4.0	0.0
4.0	Personal Protective Clothing and Ensembles	2.0	2.0
3.0	Tools and Emergency Lighting	1.0	2.0
3.0	Firefighter Safety; Work Areas and Backing Apparatus	1.0	2.0
1.0	Summary, Review and Evaluation	1.0	0.0
16.0		10.0	6.0

“Fireground Support” (ELFG), is designed to equip entry level firefighters with basic knowledge, skills, and abilities as they relate to fire ground emergency scene operations. Fifteen (15) skill sheets are required. A fifty (50) question exam containing a balance of true/false and multiple choice questions will be administered at the conclusion of the program. These exams will be generated by the Educational Training Agency conducting the course with the student being required to have a minimum passing score of 70% for Certificate issuance.

Proposed Time	Content	Lec	Lab
0.5	Orientation and Class Logistics	0.5	0.0
2.0	Fire Behavior	2.0	0.0
1.0	Building Construction - Structure Collapse	1.0	0.0
6.0	Fire Hose	1.0	5.0
6.0	Water Supply	1.5	4.5
3.0	Communications	1.0	2.0
6.0	Ropes and Knots	2.0	4.0
6.0	SCBA	1.5	4.5
1.5	Summary, Review and Evaluation	1.5	0.0
32.0		12.0	20.0

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"Exterior Firefighter" (ELEF), is designed to equip the entry level firefighters with the basic knowledge, skills, and abilities as they relate to exterior fire ground operations. Eleven (11) skill sheets are required. A seventy-five (75) question exam containing a balance of true/false and multiple-choice questions will be administered at the conclusion of the program. These questions will be generated by the Educational Training Agency conducting the course with the student being required to have a minimum passing score of 70% for the Certificate issuance.

Proposed Time	Content	Lec	Lab
0.5	Orientation and Class Logistics	0.5	0.0
5.0	SCBA	1.0	4.0
1.0	Fire Behavior	1.0	0.0
2.0	Building Construction	2.0	0.0
4.0	Fire Extinguishers	2.0	2.0
6.0	Forcible Entry	2.0	4.0
16.0	Ladders	4.0	12.0
16.0	Fire Streams/Hose line Advancement	2.0	14.0
1.5	Summary, Review and Evaluation	1.5	0.0
52.0		16.0	36.0

"Interior Firefighter" (ELIF), is designed to equip entry level firefighters with basic knowledge, skills, and abilities as they relate to interior fire ground operations. Nine (9) skill sheets are required. A one hundred question (100) exam containing a balance of true/false and multiple choice questions will be administered at the conclusion of the program. These exams will be generated by the Educational Training Agency (ETA) conducting the course with the instructor grading the exam and sending it to the ETA. The student is required to have a minimum passing score of 70% for certificate issuance.

Proposed Time	Content	Lec	Lab
0.5	Registration and Orientation	0.5	0.0
1.0	SCBA	0.0	1.0
5.5	Search and Rescue Procedures/Firefighter Survival	1.5	4.0
8.0	Ventilation	2.0	6.0
8.0	Exterior Fire Control and Utility Control	2.0	6.0
5.0	Loss Control	1.0	4.0
2.0	Origin and Cause	1.0	1.0
8.0	Interior Fire Control (Suppression)	2.0	6.0
2.0	Summary, Review and Evaluation	2.0	0.0
40.0		12.0	28.0

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“Advanced Firefighter” (ELAF), is designed to equip seasoned entry level firefighters with basic knowledge, skills, and abilities as they relate to advanced fire ground operations. Nine (9) skill sheets are required. A minimum of a fifty (50) question exam containing a balance of true/false and multiple choice questions will be administered at the conclusion of the program. These exams will be generated by the Educational Training Agency (ETA) conducting the course with the instructor grading the exam and sending it to the ETA. The student is required to have a minimum passing score of 70% for certificate issuance.

Proposed Time	Content	Lec	Lab
0.5	Orientation and Class Logistics	0.5	0.0
1.0	Building Construction	1.0	0.0
3.0	Fire Safety Surveys/Fire and Life Safety Presentation	1.0	2.0
3.0	Generators, Lighting Equip. and Introduction to Technical Rescue	1.0	2.0
3.0	Fire Protection Systems and Service Testing of Hose	1.0	2.0
6.0	Fire Control Combustible Liquid Foam and Flammable Gas Fires	2.0	4.0
4.0	Coordinating Fire Ground Operations Communications	1.0	3.0
2.0	Advanced Origin, Cause and Arson	1.0	1.0
1.5	Summary, Review and Evaluation	1.5	0.0
24.0		10.0	14.0



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Entry Level Fire Training - Introduction to Fire Service (ELIS)

Proposed Time	Content	IFSTA Instructor Guide	Power Point Slides	IFSTA Student Guide	Skill Sheets
1.0	Orientation and Class Logistics	N/A	N/A	N/A	
4.0	Orientation and Fire Service History	Chapter 1 (pages 1-47)	0-56	Pages 6 - 41	
4.0	Personal Protective Clothing and Ensembles	Chapter 6 (pages 1 - 43)	0-43	Pages 256 - 280	1
3.0	Tools and Emergency Lighting	Chapter 11 (pages 20-47); Chapter 10 (pages 1-11)	24-56, 0-11	Pages 581-596; 476-484	1
3.0	Firefighter Safety; Work Areas and Backing Apparatus	Chapter 2 (1-61)	0-75	Pages 42 - 87	2
1.0	Summary, Review and Evaluation	N/A	N/A		
16.0					4

Entry Level Fire Training - Fire Ground Support (ELFG)

Proposed Time	Content	IFSTA Instructor Guide	Power Point Slides	IFSTA Student Guide	Skill Sheets
0.5	Orientation and Class Logistics	N/A	N/A		
2.0	Fire Behavior	Chapter 5 (pages 1-37)	0-47	Pages 204 - 233	
1.0	Building Construction - Structure Collapse	Chapter 4 (pages 1-35)	0-31	Pages 130 - 157	
6.0	Fire Hose	Chapter 15 (pages 1-61)	0-76	Pages 812-855, 861-871	6
6.0	Water Supply	Chapter 14 (pages 1-39) Chapter 15 (pages 61-68)	0-49	Pages 780-804, 855 - 861	2
3.0	Communications	Chapter 3 (pages 1-32)	0-33	Pages 92-123	1
6.0	Ropes and Knots	Chapter 8 (pages 1-49)	0-106	Pages 366 - 396	3
6.0	SCBA	Chapter 6 (pages 47-59; pages 66-79)	44-77, 88-111	Pages 281-296; 303-311	3
1.5	Summary, Review and Evaluation	N/A	N/A		
32.0					15

Entry Level Fire Training - Exterior Firefighter (ELEF)

Proposed Time	Content	IFSTA Instructor Guide	Power Point Slides	IFSTA Student Guide	Skill Sheets
0.5	Orientation and Class Logistics	N/A	N/A		
5.0	SCBA	Chapter 6 (pages 63-65)	78-87	Pages 297-302	1
1.0	Fire Behavior	Chapter 5 (38-65)	48-86	Pages 234-254	
2.0	Building Construction	Chapter 4 (pages 35-83)	32-69	Pages 157-189	
4.0	Fire Extinguishers	Chapter 7 (pages 1-37)	0-73	Pages 336-359	1
6.0	Forcible Entry	Chapter 11 (pages 1-19; 48-110)	0-23, 57-126	Pages 570-580; 596-624	1
16.0	Ladders	Chapter 12 (1-75)	0-133	Pages 650-689	6
16.0	Fire Streams/Hoseline Advancement	Chapter 16 (pages 1-46), Chapter 15 (pages 71-82)	0-72, 77-96	Pages 940-966, Pages 862-872	2
1.5	Summary, Review and Evaluation				
52.0					11



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Entry Level Fire Training - Interior Firefighter (ELIF)					
Proposed Time	Content	IFSTA Instructor Guide	Power Point Slides	IFSTA Student Guide	Skill Sheets
0.5	Registration and Orientation	N/A	N/A		
1.0	SCBA	Chapter 6 (pages 78-94)	115-127	Pages 312-316	
5.5	Rescue Procedures/Firefighter Survival	Chapter 9 (1-73)	0-116	Pages 418-458	2
8.0	Ventilation	Chapter 13 (pages 1-74)	0-98	Pages 728-764	2
8.0	Fire Control and Utility Control	Chapter 17 (1-106)	0-153	Pages 1000-1057	3
5.0	Loss Control	Chapter 18 (1-54)	0-77	Pages 1100-1124	1
2.0	Origin and Cause	Chapter 19 (1-32)	0-56	Pages 1142-1164	1
8.0	Fire Control (Suppression)	Chapter 17 (1-106)	0-153	Pages 1000-1057	
2.0	Summary, Review and Evaluation				
40.0					9

Entry Level Fire Training - Advanced Firefighter (ELAF)					
Proposed Time	Content	IFSTA Instructor Guide	Power Point Slides	IFSTA Student Guide	Skill Sheets
0.5	Orientation and Class Logistics				
1.0	Building Construction	Chapter 4 (1-27)	0-23	Pages 190-203	
3.0	Fire Safety Surveys/Fire and Life Safety Presentation	Chapter 21 (1-38)	0-45	Pages 1240-1260	3
3.0	Generators, Lighting Equip. and Technical Rescue	Chapter 10 (6-9) (66-96)	0-15 73-124	Pages 484-486, 531-549	1
3.0	Fire Protection Systems and Service Testing of Hose	Chapter 15 (1-8) Chapter 20 (1-53)	0-11 1-66	Pages 872-874, 1177-1216	1
6.0	Fire Control Combustible Liquid Foam and Flammable Gas Fires	Chapter 16-17 (1-45) Chapter 17 (23-28)	0-52 17-27-23	Pages (967-987), 1068-1077	2
4.0	Coordinating Fire Ground Operations Communications	Chapter 17 (6-22) (28-43) Chapter 3 (1-16)	1-26 36-54 0-14	Pages 1057-1068, 116-123	1
2.0	Advanced Origin, Cause and Arson	Chapter 19 (5-19)	0-20	Pages 1165-1172	1
1.5	Summary, Review and Evaluation				
24.0					9

