

Suggested Reference Material:

The Career Equipment Fleet Manager, Association of Equipment Management Professionals. Reference that you are taking an EVT exam to be eligible for member price of \$195.00 from 970-384-0510 or www.AEMP.org

NFPA reference listed below - National Fire Protection Association (800) 344-3555 or www.nfpa.org

1901, **Standard for Automotive Fire Apparatus**, 2003 edition

1911, **Standard for the Inspection, Maintenance, Testing, and Retirement of In-Service Automotive Fire Apparatus** 2007 edition

KKK-A-1822F **Federal Specification for the Star-of-Life Ambulance**, download for no charge at

<http://www.ntea.com/WorkArea/showcontent.aspx?id=1352>

OSHA Publications: Online order form for OSHA Publications- <http://www.osha.gov/pls/publications/publication.html> or call 202-693-1999

#3084 *Chemical Hazard Communication*,

#3186 *Model Plans and Programs for the OSHA Bloodborne Pathogens and Hazard Communications Standard*..

LEARNING OBJECTIVES

Section A

The Manager shall understand the principles stated in **The Career Equipment Fleet Manager**

1. Benchmarking Chapter
 - a. Definition
 - b. Business Practice

2. Human Resource Chapter
 - a. ADA
 - b. Discipline
 - c. Sexual Harassment
 - d. EEOC
 - e. Employment Law
 - f. Motivation
 - g. Performance Evaluation
 - h. Personnel Management
 - i. Fair Labor Standards Act (FLSA)
 - j. Discrimination
 - k. Quid Pro Quo
 - l. Training
 - m. Duty to investigate

3. Shop/Facilities Management Chapter
 - a. Diagnosing Problems
 - b. Empowering
 - c. Ethics
 - d. Failure Analysis
 - e. Job Assignments
 - f. On-the-Job Training
 - g. Productivity
 - h. Quality Control
 - i. Record Keeping
 - j. Regulations/Dot Bureau of Motor Carrier Safety
 - k. Scheduling
 - l. Serving Customers
 - m. Task Assignment
 - n. PMI / Driver / Technician
 - o. Road calls
 - p. Reports
 - q.
 - r. Unscheduled maintenance cost
 - s. Vehicle availability
 - t. Maintenance controls
 - u. Overtime
 - v. Work standards
 - w. Repair authorization

4. Outsourcing Chapter
 - a. Reasons outsourcing fails

5. Preventive Maintenance Chapter
 - a. Preventative/Scheduled Maintenance
 - b. Unscheduled Maintenance
 - c. Failure Analysis

6. Specifications Chapter
 - a. Specification Writing
 - b. Tires/Fuel
 - c. Automatic Transmissions
 - d. Diesel Engine/Gasoline Engines
 - e. Road calls
 - f. Air brake dryers
 - g. Considerations for specifications

7. Safety Chapter
 - a. Emergency Evacuation Plan
 - b. Personnel Protective Equipment
 - c. Fire Extinguishers
 - d. Lock out/Tag out
 - e. Forklift Operator Training
 - f. Alcohol concentration
 - g. Retention of records

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- 8. Environmental Chapter
 - a. Hazardous Materials
 - b. Hazardous Waste
 - c. EPA
 - d. Fuel Storage Tank Regulations
 - e. Containers
 - f. Toxic Wastes
 - g. Reactive Waste
 - h. Employee Environmental Training
 - i. Hazardous Communication Program
 - j. Shop Ventilation
 - k. Material Safety Data Sheets
 - l. Hazardous waste generator
- 9. Parts Management
 - a. Vendor managed inventory (VMI)

Section B

- 1. The Manager shall understand the requirements for Fire Apparatus as stated by **NFPA**

- 1.1 **NFPA 1901**

- a. Definitions
 - (1) Authority Having Jurisdiction (AHJ)
 - (2) Load Management System
- b. Requirements
 - (1) Acceptance tests
 - (2) Acceleration test
 - (3) Certification test
 - (4) Braking System GVWR

- 1.2 **NFPA 1911**

- a. Pump Test requirements
 - (1) Service test
 - (2) Gauges
 - (3) Flow equipment
 - (4) Pump Vacuum Test
- b. Intake Reliefs

- 1.3 **NFPA 1911**

- a. Preventive Maintenance
- b. Documentation
- c. Operational Tests
- d. Out of Service Criteria
- e. Qualification of Personnel
- f. Safety

Section C

- 1. The Manager shall understand the requirements for Ambulances as stated in ***KKK Federal Specifications for Star of Life Ambulance***

- a. Payload
- b. Radio Frequency Interference
- c. Emergency Lighting
- d. Load Managers
- e. Chassis and Module Power

Section D

- 1. The Manager shall understand the requirements as stated by **OSHA**

- a. Bloodborne pathogens
- b. Hazardous Materials
- c. Right to Know