

Fire Officer II Schedule
Michigan Department of Labor & Economic Growth
Bureau of Fire Services
Office of Fire Fighter Training
P.O. Box 30700, Lansing, MI 48909
517-241-8847

Authority: 1966 PA 291

START DATE		COURSE NUMBER			
CLASSROOM FACILITY		STREET ADDRESS		CITY	
Instructor (Last Name, First Name)	Session	Subject		Start Time	Date
	S-1	Government Agencies: Influence and Impact on Fire Service Organizations			
	S-2	Application of Effective Report Writing Skills to Fire Service Communications			
	S-3	Human Resource Management: The Fire Officer's Role in Maximizing Personnel Performance			
	S-4	The Supervisory Role in Managing Affirmative Action Issues			
	S-5	The Responsibility of the Fire Officer in the Budgetary Process			
	S-6	Supervisor and Subordinate Interaction: Conducting and Evaluation and Appraisal Process			
	S-7	Information and Data Technology Systems: Management and Fire Services Applications			
	S-8	Occupational Safety and Health Issues: A Supervisory Approach to the Exposure Reporting Process			
	S-9	The Company Officer's Role in Fire Safety and Injury Prevention Education			
	S-10	The Company Officer's Role in Conducting Inspections, Identifying Hazards, Addressing Violations and Determining Origin and Preliminary Cause			
	S-11	Organizational Communications and the Company Level Supervisor - Engaging the Public's Support			
	S-12	Supervising Multi-Unit Response Operations - Part I: The Strategic Planning Process			
	S-13	Supervising Multi-Unit Response Operations - Part II: Application of Pre-incident Planning and Resource Deployment to Working Incidents			
	S-14	Practical Application of Strategies and Tactics to Tabletop Scenarios			
	S-15	Final Written Examination (<i>Schedule with Training Coordinator before submitting</i>)			

The Department of Labor & Economic Growth will not discriminate against any individual or group because of race, sex, religion, age, national origin, color, marital status, disability or political beliefs. If you need help with reading, writing, hearing, etc., under the Americans with Disabilities Act, you may make your needs known to this agency.

Instructions for Fire Officer II Schedule

Electronic Completion - This form may be completed electronically and printed. In order to save your completed form, you must have the full version of Adobe Acrobat.

General Information

- The Course Manager is responsible for submitting the BFS-236 Fire Officer II Schedule with the BFS-110 Course Application to the Region Supervisor, **6 weeks prior to the course start date.**
- Illegible or incomplete schedules will be returned.

Start Date - Enter course start date as listed on the BFS-110 Course Application.

Classroom Facility - Enter Name of Facility, Street Address and City.

Instructor - Enter instructor for EACH session.

Testing

- **Before** submitting this form, you **MUST** schedule the final examination with your Training Coordinator.
- The final examination must be administered in its entirety on the date scheduled.

Mail or fax the completed form to your Region Supervisor

<p>Deward Beeler Region 1 Supervisor Office of Fire Fighter Training 1504 W. Washington St Marquette, MI 49855</p> <p>Telephone: 906-226-4170 Fax: 906-228-2453 email: beelerd@michigan.gov</p>	<p>Gary Crum Region 2 Supervisor Office of Fire Fighter Training 2922 Fuller Ave, NE Ste 114 Grand Rapids, MI 48607</p> <p>Telephone: 616-447-2689 Fax: 616-447-2668 email: crumg@michigan.gov</p>
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