

## REGISTRATION APPLICATION (EAP 3/15/12)

Name \_\_\_\_\_

Company \_\_\_\_\_

Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Home Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Home # \_\_\_\_\_

Work # \_\_\_\_\_

Last four of social security # \_\_\_\_\_

Registration is limited.

**\$150 per student paid prior to first day of class.**

No cash will be accepted. Checks or money orders should be made payable to: The Fire Science Institute and mailed to:

The Fire Science Institute  
John Jay College of Criminal Justice  
555 West 57th Street, Room 603  
New York, NY 10019

No confirmation will be mailed.

Cancellations received less than two weeks prior to the scheduled course date will be subject to a 20% administrative charge. Registrants who do not cancel or attend forfeit the entire fee, and the fee may not be applied to the next scheduled class. Substitutions, however, may be made for that class before the first class only. A \$30.00 service fee will be charged for all returned checks.

### FOR ADDITIONAL INFORMATION, PLEASE CONTACT:

Victoria Pitcavage  
Director  
Office of Protection Management  
John Jay College of Criminal Justice  
Phone: 212.237.8650  
Fax: 212.237.8648  
Email: [Vpitcavage@jjay.cuny.edu](mailto:Vpitcavage@jjay.cuny.edu)  
Website: [www.jjay.cuny.edu/fsi](http://www.jjay.cuny.edu/fsi)

# THE FIRE SCIENCE INSTITUTE

## EMERGENCY ACTION PLAN

### Directors Program

March 15 & 20, 2012

8:20 AM – 1:00 PM

**JOHN  
JAY** COLLEGE  
OF  
CRIMINAL  
JUSTICE

CU  
NY

## **THE CURRICULUM INCLUDES THE FOLLOWING:**

- Local Law 26 RCNY Title 3 Rule 6-02
- Building Evacuation Concepts
- Building Communication and Announcement
- Weapons of Mass Destruction
- Building Ventilation Options
- HazMat Incidents
- Human Services and Occupants with Special Needs
- On Site Examination Information

## **INSTRUCTORS:**

- Dennis Crichton  
Chief, Fire Department, City of New York
- Paul Mallery  
Captain (ret.), Fire Department, City of New York
- John J. Murphy  
Chief (ret.), Leonia Fire Department

## **PROGRAM SCHEDULE:**

**MARCH 15 & 20, 2012**  
**8:20 AM – 1:00 PM**

### **PLEASE REPORT AT 8:20 THE FIRST DAY OF CLASS TO:**

555 West 57th Street  
New York City, NY 10019  
Room 615/616

Transportation information: #1, 9, A, B, C, or D Train  
to West 59th St. at Columbus Circle

## **THE FIRE SCIENCE INSTITUTE**

Fire departments across the country are preparing for new, high risk situations while striving to maintain basic preparedness. The Fire Science Institute helps professionals in the firefighting field meet new challenges while continuing to prepare the next generation of personnel. The Institute hosts educational programs for professionals, educators and researchers. Basic training programs have included test preparation for the written and physical exam for the Fire Department, City of

New York (FDNY); the FDNY's cadet training program; and a program integrating college students into the fire service. Specialized programs are developed for public and private agencies and include the Fire Safety Directors Program for high rise buildings, hotels, and hospitals; arson-related Juvenile Firesetters Program for the FDNY Fire Marshals; Train The Trainer Programs for the health and safety instructors of the New York State Professional Firefighters Association and the Uniformed Fire Officers Association of New York City; and Building Operation, Maintenance, and Recordkeeping (Recertification Course). In addition, the Institute has established itself as a certification agency for a variety of specialists and officials.

## **EMERGENCY ACTION PLAN (EAP) DIRECTOR**

A Fire Safety/ Emergency Action Plan Director of the building is designated to implement the Emergency Action Plan during fire/non-fire emergencies. To be an EAP Director, one must possess a Certificate of Fitness as a Fire Safety Director in their building.

The Emergency Action Plan program is a two day, nine hour program, designed to prepare candidates for the Fire Department, City of New York Certificate of Fitness (F59) as an Emergency Action Plan Director as well as give the students the required knowledge to carry out their EAP plan in their building when and if it becomes necessary.

Rules of the City of New York (RCNY 6-02 dated April 6, 2006) is a direct result of Local Law 26 and requires the owners of all office buildings and spaces that meet the definition of Occupancy Group E, as set forth in the New York City Building Code, to submit an Emergency Action Plan to the FDNY for acceptance. This rule requires that the buildings Fire Safety Directors who are designated on the buildings approved EAP plans, become the designated FS/EAP Director. After receiving a Certificate of Completion from The Fire Science Institute, the applicant must take a computer based test (CBT) at Fire Prevention and additionally pass an on site examination. After passing the on site exam, a Certificate of Fitness will be issued by the FDNY.