

DUTIES AND RESPONSIBILITIES

4131

(No. 12 June 2010)

The CAL FIRE SubJAC functions much like the CFFJAC but rather than serving as a committee for the California fire service, its oversight is limited to CAL FIRE. It meets to make recommendations to CAL FIRE, CDF Firefighters and CFFJAC regarding apprenticeship matters. The responsibilities of SubJAC are to:

- Set the minimum standards of training, education, and experience credit for apprentices.
- Recommend procedures to improve the operation of the apprenticeship program.
- Hear appeals and complaints pertaining to apprenticeship training program issues.
- Review requests for apprentice training substitutions.
- Review training records for employees Blanketed-In to CAL FIRE employment for the purpose of determining the employee's status in the JAC program.

Additional CAL FIRE SubJAC duties are to:

- Review and make recommendations on Training & Development assignments into the classifications of FF II, FAE and FC.
- Review training records for employees Blanketed-In to CAL FIRE employment and make recommendations for those who will not hold an apprentice classification.
- Set the minimum standards of training for Open List exam Fire Captains
- Review training records for Open List exam Fire Captains, and transfer Captains and make recommendations for individual training plans. These plans will be tracked by CFFJAC.

See Exhibit: [CAL FIRE SubJAC and JAC Coordinators](#)

[\(see next section\)](#)

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[\(see Forms or Forms Samples\)](#)