CAL FIRE

San Mateo Santa Cruz Unit
ICS Position Qualifications System Form

Name: _____

ICS Position: _____

Step #1
I am requesting to be Certified as:

☐**TRAINEE (T)**

☐ **Attach a copy of your Certificate, any pre-requisites, and the PTB for the ICS position being requested.**
☐**Have your Battalion Chief sign this form.**

Battalion Chief's Signature: _____

Step #2
☐**Send this form along with documentation to the CZU Training Battalion.**

Training Officer's Signature: _____

Step #3
Entered into ERD/ROSS as TRAINEE by ECC on:

Return to CZU Training Battalion

Step #4
☐**QUALIFIED (Q) from a TRAINEE (T)**
(Individual must be qualified in any prerequisite positions and successfully complete the required training.)

☐Attach a copy of your Certificate for the ICS position being requested.
☐**Have Battalion Chief sign this form.**

☐Attach copies of Incident Personnel Performance Rating (ICS-225) completed for each trainee assignment.
☐Attach a copy of the completed Position Task Book.

☐**QUALIFIED (Q)** **(for ICS positions not requiring Trainee Assignments)**
(Individual must be qualified in any prerequisite positions and successfully complete the required training.)

☐Attach a copy of your Certificate for the ICS position being requested.
☐**Have your Battalion Chief sign this form.**

☐**CURRENCY UPDATE (Complete Name and ICS Position; skip steps 1-3, & 7)**

☐Attach supporting documentation: ROSS printout of assignment, ICS Form 225 (Incident Personnel Performance Rating) or IAP/204
☐**Have your Battalion Chief sign this form.**

Battalion Chief's Signature: _____

Step #5
☐**Send this form along with documentation to the CZU Training Battalion.**

Step #6

Training Officer's Signature: _____

Step #7

Unit Chief Certification (ICS 100-300 Level):
                    or
Region Chief Certification (ICS 400 Level):

Return to CZU Training Battalion

Step #8
Entered into ERD/ROSS as QUALIFIED by ECC on:

Return to CZU Training Battalion

In accordance with CDF 4039 Policy