

**From:** Tonia Sakkas [mailto:tonia@davieslawyers.com.au]  
**Sent:** Thursday, 28 April 2016 9:24 AM  
**To:** Chambers - Ross J; Chambers - Wilson C  
**Cc:** John Tuck; Janine Young; Joanna Morgan; Amanda Loftus; Nicholas Papadimos; Luana Payne  
**Subject:** AM2014/202 - Fire Fighting Industry Award 2010 - UFU Witness Statement of Barry Thomas

Dear Associate,

We refer to the above mentioned matter.

The UFU filed a Witness Statement of Barry Thomas in this matter however the exhibit referred to in that Statement was not attached.

We have also made some corrections to Mr Thomas' Statement.

Please see **attached** by way of filing Statement of Barry Thomas and exhibits.

Regards

**TONIA SAKKAS**

PRINCIPAL

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**IN THE FAIR WORK COMMISSION**

**s. 156 - Four Year Modern Review**

**Fire Fighting Industry Award**

**Matter No. AM2014/202**

**WITNESS STATEMENT OF BARRY THOMAS**

I, Barry Thomas, of \_\_\_\_\_ Fire Station,

\_\_\_\_\_ in the State of \_\_\_\_\_ say as follows:

1. I am employed by the Country Fire Authority (**CFA**) as a Firefighter. I have been employed by the CFA for over ~~28~~ 39 years.
2. I currently hold the rank of Operations Officer. I have held this rank for approximately 5 years. Prior to my appointment as an Operations Officer, I held the rank of Senior Station Officer for approximately ~~5~~ 20 years. I currently hold the substantive position of Operations Officer at Corio Fire Station.
3. In my position as Operations Officer at Corio fire station my responsibilities include overall management of the fire station and various volunteer brigades that are attached to it.
- ~~4. I have been awarded a National Medal and a long service award. I have also been awarded the National Emergency Medal for my work in the 2009 campaign fires.~~
5. I am a member of the United Firefighters' Union of Australia – Victoria Branch (**UFU**) and have been for my entire career as a firefighter.
6. I am authorised by the UFU to make this statement on its behalf.

7. I am aware that this matter relates to the introduction of a clause to the Fire Fighting Industry Award that facilitates the introduction of part-time work to the Fire Fighting Industry Award 2010.
8. I oppose the introduction of part-time work into the CFA generally, and especially as part of the 10/14 roster and/or minimum staffing.
9. I have previously made a statement regarding the introduction of part time work that was provided ~~in relation~~ to the Fair Work Commission as part of a submission regarding the exposure draft for the Fire Fighting Award 2010.
10. I have reviewed the statement and can confirm that its contents remain true. I wish to adopt that statement for this matter. Annexed to this statement is a true copy of that statement marked **BT-1**.
11. I am aware that a number of options exist if Part-Time work was implemented.
12. As is apparent from my statement, I do not consider that any option for the introduction of part-time work is acceptable. In particular, I don't believe that part-time employment of firefighters would be safe where they form part of minimum crewing requirements on the 10/14 roster.
13. I do not believe that job-sharing would work for the same reasons that part-time work generally wouldn't. However, were part-time work to be implemented and firefighters were required to assume risks associated with it, the only conceivable way to manage that risk would be for part-time work to be performed on the basis of job-share, above minimum safe crewing requirements.

**Barry Thomas**  
**6-28 April 2016**

**FAIR WORK COMMISSION**

Matter No. AM2014/2012

s. 156 – Four Yearly Modern Award Review

**ATTACHMENT DK BT-1**

This is the exhibit marked **BT-1** referred to in the Statement of Brian Barry Thomas 6 April 2016.

**IN THE AUSTRALIAN INDUSTRIAL  
RELATIONS COMMISSION**

C No 37547 of 1997  
C No 31397 of 1998  
C No 31407 of 1998

**IN THE MATTER**  
of the *Victorian Firefighting Industry Employees*  
*Interim Award 1993 Division B*

**AND IN THE MATTER**  
of a Review pursuant to the  
*Workplace Relations and Other Legislation Amendments Act 1996*

**WITNESS STATEMENT OF BARRY THOMAS**

I, Barry Thomas, of \_\_\_\_\_, in the State of \_\_\_\_\_, state as follows:

**A. BACKGROUND**

1. I am a Fire Officer Grade 2 employed by the Country Fire Authority ('CFA') and permanently appointed to the Corio Fire Brigade.
2. I have been employed by the CFA since September 1976 when I commenced as a Day Worker Firefighter at North Geelong Fire Brigade. Since that time, I have gained promotion to the positions of Senior Firefighter, Station Officer Grade 1 and Station Officer Grade 2. At times I have performed higher duties as the Officer in Charge of both Norlane and Corio Fire Brigades.

3. I have worked at a number of different CFA fire stations including Norlane, North Geelong, Geelong City, Belmont, Warrnambool and Corio.
4. I have attended a number of CFA conducted training courses including hazardous materials handling in emergency situations, advanced fire protection, fire investigation, advanced fire investigation, incident control systems and teacher training.
5. I have also attained the Certificate of Fire Technology from Ballarat School of Mines. Now produced and shown to me and marked with the letters "BT1" is a copy of the certificate.
6. I am a qualified as a workplace assessor, having completed the module 'Conducting Assessment' as part of the Certificate IV in Workplace Training through University of Ballarat. Now produced and shown to me and marked with the letters "BT2" is a copy of the Statement of Achievement.
7. I am part of the Corio Management team. The Management Team is responsible for the management of the fire station. I have been involved on the interview panel for the recent appointment of Leading Firefighter at Corio Fire station. I was active in the development and remain active in the implementation of a new management structure currently on trial at Corio.
8. I am the Team Leader responsible for training at Corio Fire Station. Now produced and shown to me and marked with the letters "BT3" is a diagram illustrating the structure and functions of the Corio Management Team. The training function involves training of both CFA permanent staff and CFA

volunteers. There are 23 permanent firefighters and fire officers attached to Corio fire station and about 30 active volunteers.

9. I have been a member of the UFU since I commenced employment with the CFA. I have represented the UFU in a number of working parties and negotiations with the CFA. Some of the more significant matters I have been involved with include the conversion of day firefighters to shift firefighters in 1983-84; the establishment of a 38 hour week for firefighters; the reduction in hours of duty for CFA Station Officers from 72 to 56 and the establishment of a 38 hour base for Station Officers; the establishment of clauses in the Award prescribing Expenses and Relieving Allowances and the Rank Restructure Project. I was on the Victorian Branch Committee of Management ('BCOM') from 1979 to 1988. Each time I stood for election to BCOM there was a contested election and I was elected. I am no longer on BCOM as I did not stand for re-election to the 1989 committee.
10. I was introduced into rostering by being placed on a UFU roster sub committee in 1979. This committee looked at roster issues both within MFB and CFA. I have been actively involved in rostering since this time. As a result of my participation in that sub-committee I have obtained extensive knowledge and understanding of rostering principles. I represented the CFA in the rostering committee established in early 1991 to oversee the implementation of the 10/14 system for officers.
11. On behalf of the CFA I have provided verbal and written advice to a number of CFA officers throughout the State on rostering principles and practices. For example, in 1991 I was asked by the CFA to design a roster for the officers

which would better utilise existing manpower. I did that and the roster I designed was implemented in that year and officers have worked under it since.

12. I have also developed a computer generated rostering program to assist me in my rostering. The program was extensively utilised in the CFA including by rostering officers in Dandenong, Doveton, Chelsea, Springvale, Frankston, Shepparton and Morwell. The program, or a program similar to it, is used in many locations today. The program provides a spreadsheet detailing the work commitments and availability of individuals over a cycle of 88 weeks. From 1991 until 1995 I was also responsible for rostering in Region 7.
13. I have considerable expertise regarding rostering in the CFA and have maintained and improved my knowledge of rostering throughout my employment. I am still regularly asked by the UFU and the CFA to advise on matters concerning rostering. For example, I am currently assisting the CFA to resolve a problem relating to Alignment of Leave Cycles. The CFA is paying me at overtime rates for all travel and work on the project. Now produced and shown to me and marked with the letters "BT4" is a signed agreement confirming my involvement in this project.

## **B. THE PROFESSION**

### **B.1. Teamwork**

14. Being a firefighter or fire officer is a unique profession. My co-workers and I may at any time be subjected to dangers that are life threatening. As a matter of course we enter areas that we are trained to advise the public to leave. Now

produced and shown to me and marked with the letters "BT5" is a copy of an advertisement from a newspaper for CFA Firefighters. I agree with that part of the advertisement that states that a firefighter must:

"have excellent communication and interaction skills and have the ability to work under adverse physical situations involving for example heights, confined spaces, heat and poor visibility. The position will involve shift work and the potential to perform duties outside normal working hours. You may also be required to work in hostile environments which may be physically, mentally and emotionally demanding."

15. Now produced and shown to me and marked with the letters "BT6" is a copy of a document produced by the CFA called "Firefighter Application Information". I agree with that part of the document at page 2 that states:

"Firefighters work in teams in the front line saving lives and protecting property. As well as fighting fires Firefighters attend road and workplace accidents and chemical spills. A firefighter has personal integrity, is community orientated, accepts responsibility and enjoys working as part of a team."

I also agree that the duties listed on pages 2 and 6 of this document are performed by a firefighter.

16. Firefighters responding to any emergency rely heavily on teamwork to survive any situation that may become life threatening. The very basics of operations require firefighters to put their lives in the hands of other firefighters. For example, when entering a burning dwelling to effect a rescue, the only safe manner is for two firefighters to enter together. As stated in the Chief Officer's Standing Order, a copy of which is now produced and shown to me and

marked with the letters "BT7", it is the incident controllers responsibility to ensure personnel undertake tasks in a safe manner. In such a situation, a firefighter must trust that the incident controller has assessed the incident correctly and made the correct decisions. The pump operator must be able to keep the supply of water up to the branchman. The firefighters entering the building also want to know whether the other person entering with them is someone they can rely upon. Proper teamwork allows us to fight a fire "offensively" – we put our lives at risk to successfully perform an operation. If this teamwork and total reliance on my co-workers are not present I may find myself inside a burning building with nothing to protect me. Unlike most other professions, the consequences of a lack of teamwork may be fatal.

17. The significance of teamwork is magnified many times when it comes to industrial fires or incidents as the consequences of a fire can be catastrophic. As a firefighter located at Corio, I am responsible for responding to calls to the Shell Refinery and to many other industrial sites. In my experience, permanent firefighters attend calls to such places before volunteers. The staff first on scene are required to perform the more dangerous and difficult tasks.
18. For a major incident at Shell, for example, we will turn out four people. Two will be on the aerial appliance and two will be on the pump. In such a situation I would usually be one of the 2 on the pump. It is an essential part of my role that I leave the pumper and go to talk to the shift controller from Shell. The person left on the pump would effectively be the brigade control point.
19. With the limited initial resources we provide at a fire, I rely heavily on the person left on the appliance to perform the tasks we have trained together,

such as sourcing water supplies, ensuring that reserves of water are available, securing the scene, acting as a marshalling point for incoming resources and communicating with me on those issues he or she understands that I need to know.

**B.2. Teamwork and the 10/14 roster**

20. A crucial way that teamwork is developed so that we have optimum operational capacity is through the shift system. Each shift at a station is comprised of a group of firefighters who train and work together to develop the trust and knowledge of each other's abilities and reactions to pressure situations. Due to the amount of time each shift spends together, we effectively live "in each other's pockets."
21. Each shift has their own normal method of operation. I don't always need to give orders because I know how my co-workers will operate. When people work overtime or who otherwise aren't part of our roster work with us, I notice the difference in the method of operation. Working becomes less 'automatic' and the shift is commonly less effective for that reason.
22. Spending considerable amounts of time together is also integral to ensuring that the firefighters trust the person in command. Such trust and respect is developed over time and through continued contact with the firefighters on a shift.
23. I am prepared to put my life at risk and fight a fire "offensively" because I have full confidence that my coworkers are fully trained. I know this because I have trained them and trained with them. I spend a significant amount of "non-

fireground” time with my co-workers engaged in skills maintenance, debriefing and training.

24. Skills Maintenance is an important part of a Firefighter’s duties. This involves spending time on shift demonstrating skills that the Firefighter has already learned with the aim of ensuring that the Firefighter remains competent in those skills.
25. We will often spend time on shift debriefing and discussing issues arising out of a recent fire. By way of example, it is often the case that a spontaneous 5 minute discussion or drill can result in hours of discussions or drills as we attempt to ensure our skills are adequate. Performing such activities together gives me confidence in the skill levels of my co-workers.
26. Training involves a wide variety of subjects including short duration drills and lessons that require a definite outcome, such as Safety and Survival, where a Firefighter would be required to show that they could use a certain piece of equipment. Now produced and shown to me and marked with the letters “BT8” are documents detailing training completed at Corio Fire Brigade. As can be seen, such training involves all persons on the shift. Such training is organised on a station by station basis and is not part of an overall CFA strategy
27. As we are all working together on the same shift and reliant on each others’ skills and abilities, we are confident that essential tasks will be performed properly. For example, each day an extensive check of a truck is performed involving a thorough check of its equipment, removing ladders and jacking the

cabin of the appliance. This way, the people who will be driving and relying on the truck are the same ones who are attending to the appliance and thus the shift trusts that the work has been done properly.

28. Further, a significant amount of informal training occurs on shift. I and other more experienced firefighters ensure others are sufficiently trained and, where a deficiency is apparent, we encourage them to rectify it. We make sure everyone on the shift is committed to their job and "up to speed".

29. As we work in a team employed on the same shift and spending significant amounts of time together, we can assess a co-workers' needs and attitudes and take action to address problems. One such case was a leading firefighter on my shift who appeared to become stale in his approach to his job. This had nothing to do with his skill level. After discussion with him I was able to get him to perform higher duties as a fire officer at another fire station for a number of months. He returned to our shift with significantly improved morale. It is only possible to make such assessments because shift firefighters are working closely together. It is very difficult to "informally" assess the deficiencies of someone who is not working on the same shift full-time.

### **C. PROPOSED PART-TIME EMPLOYMENT**

30. The CFA's proposal for part-time employment would be detrimental to the CFA's ability to provide an effective fire service. Significant problems arise in relation to part-time employment of firefighting personnel. Below I address the operational problems which would arise: from implementing this proposal under the following headings:

- Defensive firefighting
- Training and Skills Maintenance
- Industrial Harmony
- Command

My statement also focuses on the proposed rationale for part-time firefighters, addressing:

- The absence of data supporting day or part-time firefighters
- So-called “peak demand” times
- Manning
- Training
- The current training needs of firefighters

From what I say at paragraphs 91 to 101 it is apparent that there is sufficient existing flexibility under current employment arrangements for the CFA to meet its perceived needs.

## **C.1. OPERATIONAL PROBLEMS**

### **C.1.1. “Defensive” firefighting**

31. Firefighters would be more cautious and concerned about their safety on the fireground working with a part-time employee than if they were working only with people on their shift. Firefighters are very alert to anything which might compromise their teamwork and affect the trust they have in their fellow firefighters. I have no doubt that firefighters would be more reluctant to put

themselves at risk when working with a part-time employee. This would greatly affect my operational capacity and that of my shift.

32. For example, as a Fire Officer responsible for assessing the situation at a burning dwelling I would have to consider the effect of having a part-time employee present. If this person working on the pumper were a part time employee then my focus would include his actions as well as the planning of the firefight as I would need to be mindful of the skills, experience and previous exposure of the part time employee. This would affect my willingness to leave the pumper and would not allow me to devote my full attention to planning the firefight. Firefighters would also have doubts regarding the competence of a part-time employee and would not view him of their team and would be less likely to put themselves in a life threatening situation.
33. I would choose to fight the fire "defensively". That is, we would not go inside and do a search. Instead we would fight the fire from outside of the building. This could endanger life if we were unaware someone was inside. It is very likely to result in increased property damage. There is greater likelihood of putting a fire out if we are working from inside. Simply put, the more defensive a firefight the greater the likelihood of serious injury or death of occupants or increased property damage.
34. A part-time employee who is not part of a 10/14 team and who has not had experience working with that team will affect the proper operation of that team. In such a situation, firefighters will be more reluctant to put themselves at risk.

### **C.1.2. Training and skills maintenance**

35. As detailed above, training is organised on a shift basis and occurs over a spread of hours which does not coincide with the proposed hours of employment for the part-time employees proposed by Mr Rees and Mr Davies in their statements of 23 July 1999.
36. Due to the hours of their work and the fact that they would not be spending all their working hours with one particular shift, a part-time employee who 'overlaps' shifts would not be exposed sufficiently to all of these aspects of skills maintenance. It would be extremely difficult to ensure that the part-time employee is at the required level of competence and receives sufficient skills maintenance training. Accordingly, if part-time employees are to 'straddle shifts' or work within a shift, it would be highly impractical if not impossible for each 10/14 shift to rearrange their skills maintenance training to ensure that the part-time employee was adequately trained. Even if it were so rearranged, it would entail an inefficient use of resources.
37. If the CFA is proposing that the part-time employee will have a separate training regime, and a full-time employee perform the duties of the part-time employee while the part-time employee engages in their 10 hours of training, this would also be an inefficient use of resources.
38. Further, shift meetings are a necessary part of our communication process in that they set the focus for the day or any following period. Shift meetings held on days or at times when a part timer were not on duty would see those part

timers not being aware of the shift focus. Many of these meetings are held on night shifts.

39. The part-time employees proposed by Mr Rees at paragraph 27 of his statement will spend 10 hours - almost half of their working hours - engaged in skills maintenance. Due to their proposed hours of work, they would not be attached to a particular shift and that shift's training schedule. Rearrangement of shift activities to meet part-time training needs would affect the ability of the full-time employees to train.

#### C.1.3. Industrial harmony

40. I consider that the introduction of a part-time roster system would negatively affect staff morale and industrial harmony. Based on my experience, as a shift manager I am concerned that CFA would not be able to continue let alone improve its current service delivery. I am well aware that our service delivery is directly related to the team environment and the employees willingness to achieve. If significant changes are introduced which affect those who deal with firefighting emergencies, it will inevitably lead to inefficiencies related to the negative effect such changes will have on employee morale.
41. It is inappropriate to introduce part-time employees if for no other reason than that employees would see it as contrary to their interests and needs as referred to above and this would negatively affect their performance and morale.

C.1.3.1. Consultation at Corio

42. Issues regarding the implementation of new staffing systems to meet perceived demands should be resolved through a full consultative process.
43. As Region 7 was listed on the documents given to us on 21/5/99 (referred to in paragraph 61 of this statement) as having 2 part time employees, on 23 June 1999 I spoke to Barry Foss, my Officer in Charge, in person and asked to meet with my Area Manager, Lex de Man to do with the issue of part-time employment. Barry Foss said he would arrange the meeting. I told him I was happy for him to be there. That meeting was held on 25 June 1999 at about 1500 hrs at region 7 Headquarters in Lex de Man's office and Barry Foss attended. I said that we had been told area managers wanted part-time employees. I said you're my area manager, what's going on. He told me that such an issue had been raised. He said he was approached by Brent Jones at Headquarters and asked if he (Lex De Man) could use part-timers. He said he told Brent Jones he could but that it was a very quick discussion. Lex de Man then told me he believed it would go through the appropriate discussion process. I understood this to mean that this proposal would be discussed with the union. There were other matters related to this issue also discussed at this meeting. In a later phone conversation dated 29 July 1999 I spoke to Lex de Man and told him that I was intending to give evidence in these proceedings and discussed with him what aspects of my conversation I could refer to in my evidence. He told me I could refer to that part of my discussion that I have reported in this paragraph.

44. As a shift manager and part of the management team at Corio it is reasonable to expect that I would have input at management level into any proposal that was planned to operate at or impact on the conditions of Corio employees.
45. I am not aware of any discussions regarding part-time employees that have taken place with my Officer in Charge regarding part time employees working across stations.
46. Paragraph 28 of Mr Russel Rees' statement of 23 July 1999 makes mention of training. I would expect as a team leader for training at Corio and the station's representative on the Region 7 Integrated Brigade Training Committee, that I would have some input into the effective delivery of training in the Corio brigade. This has not been discussed with me.
47. I am not sure why the CFA thinks it is appropriate to employ part-time firefighters in my region. I do not perceive any such need. For the reasons detailed above, I believe it is inappropriate to employ part-time firefighters in our region.

#### **C.1.4. Command**

48. The above operational problems are magnified if the part-time employee is a leading Firefighter or Fire Officer. Such a person occupies significant leadership roles and is required to manage, command and control those under them. A part-time person in a supervisory position who is not part of a shift would have very little exposure to other members of the shift. Those other members would also have different superiors depending on whether a part-time employee was working a particular shift, detracting from the efficiencies

and productivities of the 10/14 system. These problems are further exacerbated if the part-time employee is performing a relieving role and is not only moving between shifts but moving between stations.

**C.2. PROPOSED RATIONALE FOR PART-TIME AND DAY EMPLOYEES**

**C.2.1. Absence of data supporting part-time or day firefighters**

49. I have been part of the UFU team involved in negotiation for a Certified Agreement with the CFA. I have also been part of the UFU team on Award Simplification and have been in discussions with the CFA about this issue.
50. Some of the issues in dispute between the UFU and the CFA include:
- The level of staffing at CFA fire stations;
  - Whether the CFA may employ “day firefighters”; and
  - Whether the CFA may employ part-time firefighters.
51. During these discussions, I have asked the CFA representatives on numerous occasions to supply information on the proposed part time and day work so that the UFU can evaluate it.
52. On or about 28 April 1999, I attended a meeting at CFA Headquarters along with a number of members of the UFU team and several representatives of CFA. Mr Len Foster, the Chairman of CFA, was in attendance. He spoke about a number of matters. One of the matters he spoke about was staffing. He said that an analysis of staffing at stations was underway and that once it was resolved, the information would be shared with the UFU. He expressed

concern that given the State Budget was to be announced soon, and that this would have implications for staff, he wanted to explain to the UFU the methodology behind the staffing analysis as soon as possible. He explained further that the analysis was not finished but that trends were emerging which showed that more stations were needed, especially to the west of Melbourne. He also said that the CFA wanted to employ day firefighters and part-time firefighters. He finished by explaining that next week he would tell us that 18 to 20 firefighters would be employed in the near future.

53. I don't remember who asked the question, but someone from the UFU team asked how staffing levels would be determined. Mr Foster said this would be explained in more detail next week when the "LaTrobe Valley model" was explained to us. Towards the end of the meeting, UFU members asked more questions about staffing and other matters.
54. Now produced and shown to me and marked with the letters "BT9" is a copy of a transcript of a media conference addressed by Mr Len Foster on 6 May 1999. I was not in attendance at this conference and did not read this transcript until later, however the statements made by Mr Foster are generally in accordance with his statements to us 28 April.
55. On 11 May 1999, I attended a meeting at CFA Headquarters along with a number of members of the UFU team and several representatives of CFA. Mr Trevor Roche, Chief Officer, was in attendance. This was the meeting referred to on 28 April. I expected that at this meeting it would be explained to me what the LaTrobe Valley model was and how it related to the questions about staffing levels and part-time and day firefighters. Trevor Roche explained that

the LaTrobe Valley Pilot project was in its infancy. In the La Trobe Valley, he said, the CFA had collected various types of information about fire risks and other data and had developed a model for determining scientifically where stations should be located and how they should be resourced. He said that this was a long term project. He then said that in the short term another process was being used to determine these issues but that in the future these two processes would be pulled together. Mr Roche then introduced David Nicholls who gave a presentation regarding the LaTrobe Valley project. Now produced and shown to me and marked with the letters "BT10" are copies of Mr Nicholls' Powerpoint presentations. During the course of his presentation he said it would be at least one year before this system could be applied elsewhere. Mr Nicholls did not mention how this system related to staffing levels, part-time or day firefighters.

56. Mr James Hollyman then gave a presentation. He said that as the LaTrobe valley project was not complete, the CFA had collected various kinds of data in the "new career fire station" areas and that this – rather than the information collected in the LaTrobe valley study – was used to determine staffing levels. Now produced and shown to me and marked with the letters "BT11" is a copy of Mr Hollyman's presentation. I cannot remember who asked the question, but a UFU member asked how the data referred to led to the conclusion that certain numbers of firefighters were required at certain stations and on certain hours and conditions of employment. He said it followed an analysis of the availability of volunteers and discussions with brigades. It was apparent to me that, contrary to what was said on 28 April and 11 May, the system referred to by Mr Foster on 28 April was not used to determine the hours and conditions

of employment of the firefighters. In fact in relation to a direct question the Chief Officer replied that "professional judgement" had instead been used in determining staffing levels.

57. The first time that anyone from the CFA told me how many firefighters they wanted to employ on a part-time or day basis was on 21 May 1999 at a meeting between CFA and UFU representatives at Corio. The CFA representatives at that meeting gave us several documents. Now produced and shown to me and marked with the letters "BT12" are copies of those documents. These documents were discussed for several hours. I remember discussing with Mr Rees the employment of day workers at Eltham and explaining to him how the conditions of the award could provide the CFA with further flexibility. When questioned as to where the existing award was inflexible he had no answer. He said that other people tell him what to do. When asked if the matter was only to deal with cost, Mr McDonald, a representative of the CFA, intervened and said cost was important. I remember the UFU representatives pursuing the issue that "professional judgment" was not an acceptable way of establishing manning.

58. On the basis of the answers to my questions and those of other UFU representatives on a number of occasions, I am of the view that (1) the La Trobe valley model referred to by Mr Foster was not used to reach the conclusion that part-time and day firefighters were desirable, and (2) the method outlined by Mr Hollyman was not used to reach the conclusion that part-time and day firefighters were desirable, and (3) the CFA does not have

any data or scientific basis supporting their claims for part-time and day firefighters.

**C.2.2. “Peak Demand” times**

59. In his statement Russel Rees states his belief that part-time employment is necessary because of the perceived problems which arise because of the coincidence of “peak” call-out times with the changeover of shifts.
60. Assuming that Russell Rees is correct in his assessment of the “peak” call-out times, I consider that the current changeover of shifts in fact provides the optimal staffing structure for such times. In terms of fire response the time near the changeover of shifts is currently our most productive and efficient time. We effectively double our manpower. Our shifts currently change at 0800 hours and 1800 hours daily. At these times and up to 30 minutes either side of these hours the numbers available on station are greater than the normal minimum manning as staff attend or leave the station. At the change of shift the firefighting strength is doubled. If the on duty shift was out at a fire or call, there are a number of options open to the incident controller. Pursuant to the Award, he may:
- Bring onto the fire the oncoming shift and thus double the permanent staff strength at the fire.
  - Bring on the oncoming shift to the fire and dismiss all or part of the off going shift.

- Hold the oncoming shift at the station and thus provide a primary response from the station to another call.

61. I have never heard any suggestion from management or anybody else that changeover of shifts was a problem for the CFA. If it were a problem, which I don't believe it is, capacity exists to change existing rosters to solve the problem. In my experience such changeovers are not a problem; to the contrary, during changeover there are more firefighters available than at any other time.

### **C.2.3. Minimum number of employees**

62. I consider that prior to determining whether 'supplementary' part-time employees are appropriate, it is necessary to determine whether the existing 'core' complement of career staff is adequate.
63. In 1996 the CFA set its minimum number of employees at 278. At the time, I did not consider that this was a sufficiently high number of staff. I still consider this to be the case. In 1996 the UFU provided me with the information given to it by the CFA in relation to its proposal for a minimum number of employees. I analysed that information. It was apparent to me from that information that the CFA's calculations were in part based on a number of errors and that the minimum of 278 was clearly too low.

#### C.2.4. Minimum Manning

64. The CFA currently has minimum manning, at any one time, of 51 employees on shift. There is a minimum number of 278 employees to provide this manning across four shifts.
65. The inadequacy of current minimum manning can be demonstrated by reference to the situation at Corio. Corio Fire station is responsible for the area detailed on the map which is now produced and shown to me and marked with the letters "BT13". The Corio Urban Fire Brigade is located within the boundaries of the City of Greater Geelong and to the north of the Geelong CBD. The Corio Fire Brigade area is predominantly urban in nature and contains the majority of Geelong's industry. To the north & west of the Brigade area is the urban/rural interface. I have identified in the document now produced and shown to me and marked with the letters "BT14 the major non-residential areas of risk and related issues in the Corio fire district.
66. According to the Chief Officer's Standing Order 3.01, referred to in paragraph above, there is a preferred minimum of four firefighters at the scene of a fire or incident. Corio's minimum manning is one Fire Officer 2, one Leading Firefighter and two Firefighters.
67. I do not believe that this number of four is sufficient to perform a safe fire attack. When Corio responds to an alarm at Shell Refinery, for example, the volunteers are paged for the fire but for safety reasons they must respond to the Corio Fire Station. The response to the scene is therefore slower than the normal response where volunteers attend a fire in their own transport. As

stated previously the responding officer from Corio must seek out and meet with the Shift Controller from Shell. Further, all of the criteria listed in the Chief Officers Standing Order 3.01 at point 2.2 apply to Shell Refinery. Therefore this standing order requires the responding officer to appoint a Safety Officer. Our response of four would now be down to two firefighters to perform any firefighting operations. Similar conditions apply to any major industry or large complex or a difficult residential fire.

68. It is unwise to rely on volunteer attendance to provide sufficient manning in many situations. Unfortunately, there are sometimes problems in obtaining volunteer attendance. I now refer to three instances of such problems.
69. **Geelong Grammar School – 22 May 1999.** This call reporting this incident was received at 9:55am on Saturday 22 May 1999 a day and time which is outside of the proposed hours of employment of the part-time employees proposed by Mr Rees. This school is a large residential school on the extremity of the Corio fire district. Because of the distance from the station to the school, our response time to a fire would enable any fire to develop. This school has a large life risk and poor water supply for firefighting. The dormitory accommodation is in two storey old style buildings with high fuel loads. In the event of fire it would take a great deal of trained firefighters to conduct a search or internal firefight. On 22 May 1999, no volunteer responded to the call for their attendance. Now produced and shown to me and marked with the letters “BT15” is a copy of the fire report relating to this call.
70. **Grace McKellar – 9 June 1999.** The call reporting this incident was received at 5:59pm on Wednesday 9 June 1999, a time which is outside of the proposed

hours of employment of the part-time employees proposed by Mr Rees. Grace McKellar is a large aged care nursing home with many bed ridden patients. This call was to an alarm of fire caused by smoke from burnt toast setting of a smoke detector. Had this call been a fire there would have been insufficient firefighting crews to perform an evacuation and firefight. The supporting volunteer brigade also failed to respond. Now produced and shown to me and marked with the letters "BT16" is a copy of the fire report relating to this call.

71. **Residential address – 3 April 1999.** The call reporting this incident was received at 10:07 am on Saturday 3 April 1999, a day and time which is outside of the proposed hours of employment of the part-time employees proposed by Mr Rees. Upon arrival at the address it was apparent that the call was a malicious false-alarm. However, no volunteers responded to this call. Had this been a situation where we were required to perform a rescue, there would have been insufficient manpower to safely do so. Now produced and shown to me and marked with the letters "BT17" is a copy of the fire report relating to this call.

72. I do emphasise that these incidents are only examples. There are many other incidents that also occurred outside that "peak demand" time. These examples given above occurred outside of the times referred to by Russel Rees as "peak demand" times or outside of the days of work indicated to be performed by part-time employees.

73. The difficulty ensuring that volunteers are available is not confined to times other than "peak demand" times.

74. The fact that the CFA cannot rely upon volunteer response is illustrated by its decision in relation to the Lovely Banks Fire Station. Because there was a continuing inability to rely upon volunteer response in relation to Lovely Banks turnout area, the CFA has had to direct Corio to respond in the Lovely Banks area by providing two appliances from the Corio station. Now produced and shown to me and marked with the letters "BT18" is a Memorandum from Operations Officer Barry Foss regarding this matter.
75. There is no correlation between the so-called "peak demand" times and the times when there are insufficient firefighters on the fire ground. It is wrong to suggest that the problem of response is limited to when the most calls are received.
76. A presumed resolution of the problem of response during certain hours masks the real issue of response to all fires. Equally as important as the issue of "peak demand" -- if not more so -- is the issue of whether sufficient qualified people will turn out for any given call and whether they will turn out in time.
77. In instances outside of "peak demand" time where inadequate response occurs, I am of the opinion that proper 24 hour coverage is not being maintained. In other words, response is a "full-time" problem which does not lend itself to a "part-time" solution.

#### **C.2.5. Training**

78. One of the roles proposed by the CFA that a part-time employee at Shepparton would perform is training of volunteers. I believe that the training of

volunteers is an issue which should be addressed on a CFA wide basis. The CFA is currently having discussions with the UFU regarding current permanent firefighters training the CFA volunteers to Certificate 2 standard. I am involved in these discussions together with representatives of the CFA and the UFU.

79. Adequate training of volunteers to the CFA proposed standard will require many hours of work. I estimate that it will require 500 to 1000 hours to bring each volunteer up to this standard. The CFA and the UFU are still discussing the most appropriate ways of delivering this training. At no stage during these negotiations has it been suggested that this issue should be approached on a station by station basis, nor that it is a job especially suited to part-time employment, nor that the current rostering provisions would be an impediment to the effective delivery of this training.
80. I consider the discussions between the CFA and the UFU demonstrate that the CFA accepts that training of volunteers is an issue requiring considerable planning. Given the preliminary stage of the discussions between the UFU and the CFA towards developing such a plan, it is not appropriate to rely on the apparently perceived (but unresearched) need to train volunteers at one station as a reason for introducing part-time employment.
81. I agree with that part of Rees' statement at paragraph 7 of his statement where he refers to staff as a highly skilled workforce. I believe that the permanent firefighting staff as a group has the skills necessary to deliver the majority of outcomes necessary for the training of volunteers for the foreseeable future. However, I do not believe that one person can be employed to deliver the

necessary training needs. The effective delivery of training should be based on management having the resources necessary to release the appropriate people to deliver that training irrespective of whether or not the appropriate person is on day or night shift or some other agreed roster configuration.

82. Given the preliminary stage of discussions, I do not believe that CFA has accurately assessed its needs or outcomes in the Shepparton or any other area.
83. Through my involvement in training I have found that using shift personnel to deliver training to volunteers or the public is a productive method of management of resources. It not only delivers the required outcomes of training to our volunteer members and the public but also provides skills maintenance to our shift personnel. This cannot happen on an increasing scale for CFA without the introduction of staff that can regularly relieve 10/14 shift workers outside of day hours.

#### **C.2.6. The current training needs of career firefighters**

84. The current training needs of firefighters are not a justification for employing part-time firefighters. Although additional staff may be needed to meet these needs, current training needs of firefighters can be met by using the existing range of rosters.
85. For more than a year, I have been involved in discussions between the UFU and the CFA to align the annual leave of firefighters so that training needs could be properly met. Now produced and shown to me and marked with the letters "BT19" is a letter dated 14 August 1998 from WJ McIntosh, Deputy Chief Officer, Operations, to Dick Lowe, UFU, outlining the CFA's

**commitment** to align leave cycles in this manner. **The UFU then wrote to the CFA on 8 April 1999 seeking an assurance that the overtime required of firefighters (so that other firefighters would be “freed-up” to be trained) as part of the training process would not be used as a reason for introducing new types of employment. Now produced and shown to me and marked with the letters “ BT20” is a copy of that letter. Brent Jones of the CFA responded by letter of 3 June 1999 giving an undertaking that the process of ‘leave alignment’ is in no way connected to the creation or introduction of other types of employment within the CFA. Now produced and shown to me and marked with the letters “BT21” is a copy of that letter.**

86. **At no stage during these discussions about training existing firefighters did anyone from the CFA suggest that part-time firefighters were necessary, desirable or appropriate to perform training or relieving functions. The issue of part-time firefighters has not been mentioned in this context at all.**

### **C.3. EXISTING EMPLOYMENT FLEXIBILITY**

87. **Any assertion that full-time employees could not meet the CFA’s perceived needs is misleading. The CFA can currently employ firefighters on any one of the following bases:**

- **The 10/14 Roster system (Clause 8(a) of the Award)**
- **Employees Not subject to the 10/14 Roster (Clause 8(c))**
- **Special Duties Roster (Clause 10)**

88. It is misleading to suggest that CFA's business plan objectives cannot be met under current Award arrangements. I believe this to be an inappropriate tunnel vision view by CFA management. This tunnel vision view by CFA in relation to rostering has been typical since 1979.
89. I am of the "can do" philosophy and have spent many years both on behalf of the UFU and CFA altering perceptions and views to come up with systems that have the support of employees and provide positive outcomes for CFA.
90. For example, in about 1983 I was aware that local brigade management believed that staff above the minimum manning were exclusively for their local use. I was actively involved in changing that view so that relieving staff on fire stations became a resource available to CFA across all stations. This concept has progressed and continues today.
91. Management members who have had little exposure to rostering tend to look in isolation at a problem area instead of taking a broad view of using our resources to achieve a desired outcome.
92. One such case was in 1991 when I was asked by CFA to become involved in the rostering of station officers changing from a 56 hour per week to a 42 hour per week roster. (I had previously designed the leave system for the 56 hour roster.) CFA was of the view that the only cost efficient way of delivering its minimum manning was to use the Officer in Charge of the work location to relieve other staff. This was seen as being undesirable for both the OIC's and CFA. As a result of becoming aware of this problem, I designed a leave system that overcame the use of OIC's as part of the relieving component.

93. This system introduced significant change to the conditions of relieving officers in that hours of work were calculated over 88 weeks provided that the relieving officer followed the pattern as shown in the 1991 agreement. This showed that by adopting a wide focus on the organisation, a desired outcome can be achieved. This system is still in operation today.
94. The suggestions that the current system creates inefficiencies at Shepparton is a good example of the "tunnel vision" which does not look for solutions to perceived problems in a global fashion. It is clear that with committed discussion and negotiation some very positive flexible outcomes can be achieved.
95. I believe the CFA should explore the flexibility that can be achieved by looking at manning other than on the fire station in order to provide a coordinated approach to training and risk management. One of the aims of the 1991 rank restructure was to have a multi skilled workforce that could both work at station or regional office level. In accordance with the rank restructure aims, it would be appropriate for people in the headquarters to maintain their fireground skills and for those in the fire station to be able to do the work performed in headquarters. If this were done the fire station would have access to extra appropriately trained personnel. This would, for example, provide extra flexibility at a station such as Shepparton I understand that the regional headquarters and the fire station are next to each other.
96. Based on my experience I consider that if extra employees were made available under the "employees not subject to the 10/14 clause" then productivity would be much greater than under a day worker or part-time

system. The benefits available through employees working 'not subject to the 10/14 roster' would enable the management teams both station and regional to set priorities based on 24 hour manning.

97. On the basis of my experience, day workers or part-time workers as proposed by the CFA would not give the CFA the flexibility to provide relief for shift workers to be released from rostered duty to deliver training. The most productive method for rostering for special duties is to have shift workers above the minimum number required, and allow management station/ region to select the most appropriate person to deliver the outcomes. It would usually be the case that different employees will have the best skills to deliver different outcomes. And such an employee may have to be taken from either a day or a night shift. "Above strength" shift workers/ relievers will enable the CFA to facilitate a wider range of training and training times.

#### **D. CFA PROPOSED DAY FIREFIGHTERS**

98. There is a long history of dispute and industrial unrest surrounding the CFA's attempts to employ firefighters on a roster of hours not agreed to by CFA firefighting employees. Following is a brief summary of this history.
99. In 1972, the Fire-Fighters Wages Board (FFB) voted to introduce the 10/14 roster system. The FFB made no ruling in relation to the day work principle proposed at the time by the CFA. The CFA appealed to the Industrial Appeals Court ('IAC') seeking: (i) to overturn the FFB's introduction of the 10/14 roster; and (ii) to amend the FFB's determination in order to provide for the employment of permanent firefighters on day work. The Court retained the

10/14 roster but allowed for **the employment of day firefighters paid only at the base rate (i.e. without shift allowances).**

100. Between 1972 and 1982 the UFU State Committee of Management (SCM) passed numerous resolutions calling for the elimination of day firefighters. For example, on 10 May 1981, the UFU instituted policy calling for: "The abolition of day worker firefighters by having them up-graded to stand-by shift firefighters. This matter is to receive the highest priority by the Union and all CFA members are to be kept fully aware of the progress".
101. It is to be noted that persons employed as day firefighters at that time were not located at a station where there were firefighters on the 10/14 roster. They operated only out of stations where all other firefighters were day firefighters only.
102. I believe that the impetus for this policy was twofold: (a) day workers suffered from low morale; and (b) did not provide the 24hr coverage necessary to guard against the dangers of a one man turn out.
103. So far as the first impetus (a) is concerned, I consider the problem of morale arose because day workers' remuneration was less than that enjoyed by shift firefighters. Not only was the ordinary weekly remuneration less than that enjoyed by shift firefighters but the overtime payments were calculated on a time-and-a-half basis, as against double-time for shift firefighters. Day workers' lifestyle was also inferior to that enjoyed by shift firefighters.

104. When I was employed as a day Firefighter I worked within the hours of 0730 to 1830 Monday to Friday. My duties consisted primarily of cleaning, maintenance of equipment, personal training and emergency response.
105. I spent more time on duty but earned considerably less than my shift counterparts. I felt that because we received less pay we were not treated as equal to shift firefighters. I was treated like a second-class citizen in that I was given tasks to perform which shift-workers felt were beneath them.
106. In relation to the second impetus (b), the inability of day workers to provide 24hr coverage was an issue because it posed safety risks for firefighters and the public. In 1972, when the day worker clause was introduced, the CFA claimed that day firefighters would solve the problem of erratic volunteer turnout, at least in respect of day call outs.
107. However, at night or on the weekend the problem of volunteer unavailability was undiminished. If volunteers failed to respond to a call out at night or on the weekend, the lone permanent firefighter on duty would have to respond. This is the problem known as the "one man turnout".
108. On 28 May 1982, the CFA ceased regular weekend overtime for day workers. We regarded this move as a provocation and a dispute ensued. The dispute passed through many forums and elicited unsuccessful Government attempts at conciliation and arbitration.
109. In or about 1983 or 84 the dispute was resolved through the negotiation of a package which included the introduction of a 56hr week for officers, a more efficient regional manning system and the conversion of all day workers,

except those at Shepparton, to shift workers. Thus, the day workers at North Geelong, Norlane, Boronia and Doveton Brigades were up-graded to shift work. I was involved in the process of converting day workers to shift work.

110. In 1986, the day workers at the Shepparton Brigade were converted to a shift firefighters. As far as I am aware, since this time no-one has been employed under the Award by the CFA on a day basis being paid only the base rate.

**D.1. Special Duties Roster**

111. Another example of the industrial disharmony being caused by the CFA introducing without agreement a new roster system is the history of the introduction of the special duties roster.
112. On 21 December 1990, the Industrial Relations Commission of Victoria decided, amongst other things, to oversee a trial of 12 hr shifts at two stations as proposed by the CFA. The Shepparton and Boronia brigades were nominated. Both were stations where permanent firefighters were stationed. The parties were to monitor the trial and the results were to be reported to the Commission.
113. The UFU subsequently conducted a plebiscite of members in relation to the issue. Now produced and shown to me and marked with the letters "BT22" is a document dated 24 October 1990 detailing the results of that vote. As the CFA firefighters were unwilling to work these hours, a dispute in relation to this and other issues arose. The Commission intervened and on 8 March 1991 handed down its decision to postpone payment of a wage increase until the dispute was resolved.

114. The UFU and the CFA then commenced negotiations regarding alternatives to the 10/14 and the 12/12 roster.
115. Following considerable discussions, on 22 March 1991, the special duties roster was inserted, by consent, into the Award. This roster serves the same function as the day worker system, but provided parity with the 10/14 roster in terms of pay and conditions. Another flexibility mechanism introduced at around this time was the clause dealing with "Employees not subject to 10/14 roster", which provided for variation of duties and rostering at the same level of pay as the 10/14 roster. This is now clause 8(c) of the current Award.
116. I consider that the introduction by consent of the Special Duties Roster into the Award provided the CFA with considerable flexibility in its staffing arrangements. I am not aware that this roster has been tried on any shift station where firefighters are employed. The one station, Eltham, where it has been applied, has operated efficiently.
117. Award employees who work in regions work the flexible 'not subject to the 10/14 roster'. I am not aware that this roster has been tried on any shift station where firefighters are employed. The CFA has not provided Corio with sufficient manning to be able to trial such a rostering system at my station. I consider that this is because the CFA's primary focus in this regard is on providing minimal numbers on shift rather than on that shift meeting other outcomes such as training or risk management.

118. My experience has led me to believe that for a system of hours of employment to work effectively, it must have the support of the people who are working the system.
119. On the basis of my statements in the above paragraphs, if a new system of hours of employment was introduced without the CFA firefighters' staff consent, I believe that it would drastically affect the usual efficient performance of work.

#### **E. HIGHER DUTIES**

120. It is not acceptable to allow someone to act up more than one rank.
121. By allowing someone to act up more than one rank, that person will be taking on significant command and management responsibilities that they would not ordinarily exercise. Qualifications alone are no guarantee that someone will be able to perform a command or management role. To be promoted to Fire Officer level, an employee must have an excellent performance record in operational command and Brigade management. It is not appropriate to act a firefighter up to a level where they are required to have experience in command and management. Such a person could be required – almost immediately upon being acted up – to command a fireground operation. Doing so without proper experience is dangerous.
122. Further, in addition to this lack of experience, one could not expect firefighters to practice and maintain the skills 2 ranks above their existing rank which they would be called upon to exercise.

123. In terms of productivity it is essential given the nature of the industry to have a manning strategy that ensures the best people are available for command and control of fires or incidents. In terms of emergency management it is essential that those performing the management role demonstrate an excellent performance record in operational command and Brigade management areas. It is not appropriate to place cost before safety in emergency management by acting someone up more than one rank so that the cost to the CFA is less than if someone of the same level relieved the absent employee.

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**LIST OF EXHIBITS**

- 1 Certificate of Technology – Fire Technology, School of Mines and Industries Ballarat Limited
- 2 Conducting Assessment Certificate, University of Ballarat
- 3 Corio Management Diagram
- 4 Agreement of 6 August 1999
- 5 CFA Firefighters Job Advertisement
- 6 CFA Firefighter Application Information
- 7 Chief Officer's Standing Order 5.01
- 8 Sheets detailing skills maintenance training
- 9 REHAME Transcript of Mr Foster
- 10 Powerpoint presentation of Mr Nicholls
- 11 Presentation of Mr Hollyman
- 12 Documents relating to staffing produced by the CFA on 21 May 1999
- 13 Map of Corio fire station
- 14 Areas of Risk - Corio
- 15 Report, Geelong Grammar School, 22 May 1999
- 16 Report, Grace McKellar, 9 June 1999
- 17 Report, Residential Address, 3 April 1999
- 18 Memo From Barry Foss, 15 May 1999
- 19 Letter from WJ McIntosh, 14 August 1998
- 20 UFU letter of 8 April 1999
- 21 Brent Jones letter of 3 June 1999
- 22 Results of Plebiscite

**IN THE AUSTRALIAN INDUSTRIAL  
RELATIONS COMMISSION**

C No 37547 of 1997  
C No 31397 of 1998  
C No 31407 of 1998

**IN THE MATTER**  
of the *Victorian Firefighting Industry Employees*  
*Interim Award 1993 Division B*

**AND IN THE MATTER**  
of a Review pursuant to the  
*Workplace Relations and Other Legislation Amendments Act 1996*

**EXHIBIT "BT 1"**

**TO STATEMENT OF BARRY THOMAS**



**THE SCHOOL OF MINES AND INDUSTRIES BALLARAT LIMITED**

**BARRY DAVID THOMAS**

*has completed the requirements for the award of*

**CERTIFICATE OF TECHNOLOGY - FIRE TECHNOLOGY**

*A course accredited by the Victorian Post Secondary  
Education Accreditation Board.*



**General Manager,  
State Training Board**

**President of Council**

**Director**

**Secretary to Council**

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**EXHIBIT "BT 2."**

**TO STATEMENT OF BARRY THOMAS**

# UNIVERSITY *of* BALLARAT

SMB CAMPUS

## STATEMENT OF ACHIEVEMENT

*This is to certify that*

**Barry David Thomas**

*has successfully completed the following module*

## CONDUCTING ASSESSMENT

*in the course*

## **CERTIFICATE IV IN WORKPLACE TRAINING**

*accredited under the authority of the State Training Board*



.....  
Virginia Fenelon  
Manager – Further Education



.....  
John Kemp  
Chair - Board of Technical Studies

22nd July, 1998

.....  
Date of Issue

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**EXHIBIT "BT 3"**

**TO STATEMENT OF BARRY THOMAS**

**OPERATIONS****FUNCTIONS**

Operational Planning  
Operations Delivery  
Performance Monitoring  
Statistics  
Communications  
Maintenance  
Protective Equipment

**Special Projects****TEAM LEADER**

F.O. Ken Dickie

**VOLUNTEER LEADER**

LT. Jeff Holliday

**SHIFT REPS**

A C. Cleary  
B I. Lloyd  
C K. McKeegan  
D W. Elliott

**OTHER MEMBERS****RISK MANAGEMENT****FUNCTIONS**

Prevention  
Structural Environment  
Risk Management Plan  
Risk Profile  
Industrial Training  
O.H.& S.

**Special Projects****TEAM LEADER**

F.O. Ken Diamond

**VOLUNTEER LEADER**

LT. Daryl Charlton

**SHIFT REPS**

A N. Brown  
B R. Hotchin  
C R. Cullum  
D J. Poulter

**OTHER MEMBERS****TRAINING****FUNCTIONS**

Training Needs Analysis  
Career and Volunteer Training  
Programs  
Training Records  
Succession Planning  
Accreditations  
Training Resources

**Special Projects****TEAM LEADER**

F.O. Barry Thomas

**VOLUNTEER LEADER**

LT. Steve Waugh

**SHIFT REPS**

A G. Hope  
B Mountford  
C All  
D J. Poulter

**OTHER MEMBERS****FINANCE AND ADMIN****FUNCTIONS**

Budget Planning  
Administration Procedures  
Accounts  
Annual Contracts  
Business Planning  
Information Technology

**Special Projects****TEAM LEADER**

F.O. David Harrison

**VOLUNTEER LEADER**

SEC. Bryan Chiswell

**SHIFT REPS**

A D. Manson  
B W. Aylmer  
C W. Robertson  
D M. Crozier

**OTHER MEMBERS**

**IN THE AUSTRALIAN INDUSTRIAL  
RELATIONS COMMISSION**

C No 37547 of 1997  
C No 31397 of 1998  
C No 31407 of 1998

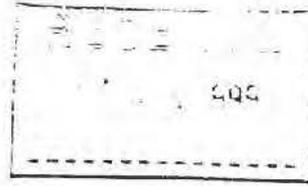
**IN THE MATTER**  
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**AND IN THE MATTER**  
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EXHIBIT "BT 4"

TO STATEMENT OF BARRY THOMAS

Our Ref: 89/229 'D06'  
Telephone: (03) 9262 8294  
Fax: (03) 9262 8322  
Your Ref: 2.1.23/4.19



6 August 1999

Mr Peter Marshall  
Branch Secretary  
United Firefighters Union (Victorian Branch)  
410 Brunswick Street  
FITZROY VIC 3065

Dear Peter

**Reference - Alignment of Leave Cycles Project**

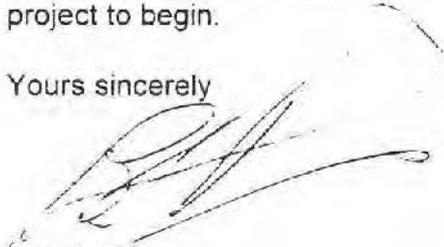
I refer to your letter of 26 July 1999.

CFA sought to include the reference to Barry Thomas and Michael Beilby to ensure no disagreement could arise in regard to the payment of overtime to Mr Thomas.

While CFA would prefer to have the words included, in order to progress the issue, I have signed the document on behalf of CFA and return a copy for your files.

Mr Beilby will be in touch with Mr Thomas to enable a mutually convenient time for the project to begin.

Yours sincerely

  
**Brent Jones**  
Director Human Resources

o:\current\lett-UFU\LeaveRos.2

Headquarters: 8 Lakeside Drive, Burwood East, Victoria  
Postal Address: PO Box 701, Mount Waverley, Victoria 3149  
Telephone: (03) 9262 8444 Fax: (03) 9264 8200

*Creating a safer community*

**Memorandum of Agreement between the United Firefighters Union and the Country Fire Authority. Alignment of Leave Cycles for Career Firefighters and Fire Officers.**

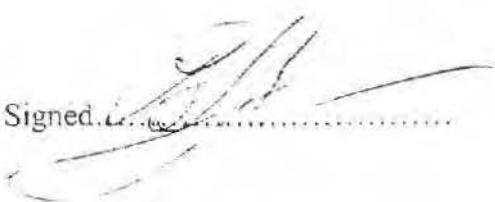
It is agreed that the information required by the CFA and UFUA to enable the parties to discuss matters relating to the alignment of Leave providing additional training will be gathered in the following manner and under the following arrangements.

- 1) Michael Bilby, the CFA Stats Officer and Barry Thomas will work together to develop an agreed methodology at CFA headquarters.
- 2) Michael Bilby and Barry Thomas will produce the data required to enable the CFA and UFUA to have all the information needed to evaluate the current leave system and proposed changes to leave to enable a greater amount of training to take place across all CFA Stations.
- 3) Recommendations to be made on the most appropriate Leave rostering method to be agreed by the CFA and UFUA.
- 4) Payment for Barry Thomas to be at overtime rates for all work and travel undertaken on the project except for hours worked on shift at Corio Station.
- 5) A Lap Top computer, appropriate software and material to be provided by the CFA to be used by Barry for the duration of the project.

Signed for and on behalf of  
United Firefighters Union of Australia  
Victoria Branch.

Signed for and on behalf of  
Country Fire Authority

Signed  .....

Signed  .....

Date 7-7-94 .....

Date 7-5-94 .....

**IN THE AUSTRALIAN INDUSTRIAL  
RELATIONS COMMISSION**

C No 37547 of 1997  
C No 31397 of 1998  
C No 31407 of 1998

**IN THE MATTER**  
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**AND IN THE MATTER**  
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**EXHIBIT "BT 5 "**

**TO STATEMENT OF BARRY THOMAS**



## **CFA FIREFIGHTERS**

**Provide high standard emergency response**

**Conduct community training and education programs**

**Undertake risk management duties**

**Salary Range – \$34k - \$38k**

CFA is one of the world's largest community safety and emergency service organisations. It has an extensive network of volunteers supported by career personnel who service the Victorian community. CFA invites applications from women and men, including those from non-English speaking backgrounds to apply for a limited number of full-time Firefighter (Reliever) positions.

As a pre-requisite, you must possess the required skills, behaviours and competencies of a Firefighter, as outlined in the Australian Fire Competency Standards equivalent to or above successful completion of a CFA recruit firefighter training program. You will most likely have previous experience as a Firefighter in a Fire Service.

In addition, you must have excellent communication and interaction skills and have the ability to work under adverse physical situations involving, for example heights, confined spaces, heat and poor visibility. The positions will involve shift work and the potential to perform duties outside normal working hours. You may also be required to work in hostile environments which may be physically, mentally and emotionally demanding.

As part of the selection process, you will therefore need to satisfy our pre-entry requirements including medical, physical and psychological tests.

A commitment to the provision of an integrated volunteer/career emergency service is mandatory.

Written applications addressing the above criteria should be forwarded to CFA Human Resources Department PO Box 701 Mt Waverley 3149 or by facsimile (03) 9262 8268 by 5.00pm on Friday 4 December 1998.

**PLEASE NOTE:**

**TELEPHONE ENQUIRIES WILL NOT BE ACCEPTED.**

**LATE APPLICATIONS WILL NOT BE ACCEPTED.**

For more information about the position, including a list of specific Australian Fire Competency Standards and a position description, refer to the Internet site [www.cfa.vic.gov.au](http://www.cfa.vic.gov.au)

 **Victoria ON THE MOVE**

LEED CFW17535

**IN THE AUSTRALIAN INDUSTRIAL  
RELATIONS COMMISSION**

C No 37547 of 1997  
C No 31397 of 1998  
C No 31407 of 1998

**IN THE MATTER**  
of the *Victorian Firefighting Industry Employees*  
*Interim Award 1993 Division B*

**AND IN THE MATTER**  
of a Review pursuant to the  
*Workplace Relations and Other Legislation Amendments Act 1996*

EXHIBIT "BT 6"

TO STATEMENT OF BARRY THOMAS



*Firefighter  
Application  
Information*

*Creating a safer community*



## APPLICATION INFORMATION

CFA is a community based emergency service organisation committed to protecting life and property through the highest standards of professionalism and team work. Its' role is to create a safer community for 2.5 million people in rural Victoria, provincial cities and outer metropolitan Melbourne.

A world leader in firefighting, road and workplace rescue, computer technology and communication systems is how CFA is known around Australia and overseas. Its people comprise an integrated team of 67,653 volunteer and 750 career staff.

Increasing demand for emergency services means that CFA is entering a period of growth. While putting more emphasis on helping the community to eliminate and reduce risk, CFA is boosting its ability to handle various kinds of emergencies.

### CFA CAREER STAFF

With approximately 750 staff CFA covers activities ranging from operational firefighting, working with communities on fire safety and prevention, training and development, administration, communications and mechanical support.

Some 280 career Firefighters, based at 20 Stations around outer metropolitan Melbourne and country Victoria, are highly trained to deal with many different types of emergencies. These include road accident rescue, hazardous materials incidents, trench and confined space rescues as well as structural and bush fires.

With new emphasis on fire prevention, CFA Regions and Brigades work to identifying communities at risk and assist them to become more self reliant in fire prevention strategies. In addition, CFA has many community education awareness programs in place.

CFA is also committed to extensive training of its staff and volunteers to ensure that they are up to date with the latest developments in fire prevention and suppression. As well, investment in new technology ensures that CFA has a state of the art communications system that enables rapid and efficient deployment of resources for incidents and emergencies.

It is important that CFA works closely with everyone in the community. This means working together with the Metropolitan Fire and Emergency Services Board, Victoria Police, Metropolitan Ambulance Service, Department of Natural Resources and Environment, State Emergency Service, Bureau of Meteorology, Red Cross, Local Government and many other organisations which assist in emergency situations. CFA attends more than 21,000 emergencies each year.

Most administrative and operations management staff are covered by an Australian Workplace Agreement (AWA) that provide flexible terms and conditions of employment. Personal Development Plans (PDP) are completed for staff on AWA's.

The PDP process is critical in providing data for linking performance, remuneration, career paths and succession planning for the ongoing future of CFA and its staff members.

## **A CAREER AS A CFA FIREFIGHTER (RELIEVER)**

A challenging and rewarding career is offered by CFA, with a high level of job satisfaction and the opportunity to create a safer community. Firefighters work in teams in the front line saving lives and protecting property. As well as fighting fires Firefighters attend road and workplace accidents and chemical spills. A Firefighter has personal integrity, is community orientated, accepts responsibility and enjoys working as a part of a team. The work of a CFA Firefighter (Reliever) also includes:

- ▶ Educating the community on fire prevention, suppression and safety
- ▶ Training of volunteer firefighters
- ▶ Operating communications equipment
- ▶ Training in the use of fire equipment
- ▶ Checking water supplies and Maintenance of firefighting equipment and Fire Stations
- ▶ Administrative duties

### **MINIMUM REQUIREMENTS**

Applicants must possess the following skills and attributes prior to applying.

#### **Education**

Applicants must have as a minimum successfully completed Year 12, or successfully completed Year 10 with either a Registered Trade Certificate, Defence Force qualification, Associate Diploma or Advanced Certificate and or other work/life experience.

#### **Health & Fitness**

Applicants must satisfy the CFA Medical Officer as to mental and physical fitness and must pass a physical agility/coordination.

#### **Citizenship**

To be eligible for entry into CFA, the applicant must be an Australian citizen or have been granted permanent residence in Australia.

#### **Licence Type**

Applicants must have a Non Probationary drivers licence with medium rigid (Light Truck) endorsement.

#### **Police Offences**

Applicants must be prepared to authorise a Police Record Check at the time of application. Should the check reveal a relevant criminal offence the application will be reviewed accordingly.

#### **First Aid Certificate**

Applicants must have completed a Level 2 First Aid Certificate or equivalent as a minimum.

Before your application is successful, you must pass all phases of entrance testing. The entrance testing consists of various educational testing, psychological testing, a Medical examination by a CFA Doctor, a physical fitness assessment, various work related performance tests and finally a formal interview.

## **FIREFIGHTER (RELIEVER) LEVEL 1**

The minimum Australian Fire Competencies (AFC) required for a Firefighter (Reliever) Level 1 are the Minimum Requirements plus:

<b>Module Number</b>	<b>Module Name</b>
1.01	Health & Fitness
1.02	Preparation & Maintenance Equipment
1.04	Driving vehicles 1
1.06	Occupational Hazards
1.07	Personal Protection 1
1.10	Building Structures
1.11	Fire Suppression 1
1.12A	Wildfire Behaviour 1
1.12B	Wildfire Suppression 1
1.14	Search & Rescue
1.15	Breathing Apparatus (Open circuit)
1.22	Fire Agency Awareness 1
1.24	Writing Skills for Work
2.03A	Drive Vehicles On Road (legislation)
2.04	Operate Pumps
2.05A	Emergency Life Support Techniques
2.06	Personal Protection 2
2.24	Fire Awareness 2

CFA Risk Management Training	}	Included in CFA
CFA Community education Program	}	Induction Training
CFA Career Development Program	}	

## **FIREFIGHTER (RELIEVER) LEVEL 2**

The minimum Australian Fire Competencies (AFC) required for a Firefighter (Reliever) Level 2 are the Minimum Requirements, all Firefighter (Reliever) Level 1 competencies plus:

<b>Module Number</b>	<b>Module Name</b>
1.05	Alarms and Sprinklers
1.08	Occupational Stress
1.09	Map Reading 1
1.19	Communication Systems
1.20	Computer Skills
1.21	Workplace Communication
2.02	Inspect and Test Equipment
2.05B	Operate Life Support Equipment
2.21	Fire prevention 1
2.22	Administration 1
2.12	Fire Behaviour
2.13	Fire Suppression 2
2.15A	Salvage and Overhaul
2.15B	Ventilation

## **FIREFIGHTER (RELIEVER) LEVEL 3**

The minimum Australian Fire Competencies (AFC) required for a Firefighter (Reliever) Level 3 are the Minimum Requirements, all Firefighter (Reliever) Level 1 and 2 competencies plus:

<b>Module Number</b>	<b>Module Name</b>
2.07	Occupational Hygiene
2.09	Building Evacuation Systems
2.11	Building Structures 2
2.16	Hazardous Materials 1
1.23	Work Team Communication
2.08	Detection and Suppression Systems
2.14	Atmospheric Monitoring
2.28	Wildfire Behaviour 2
2.29	Wildfire Suppression 2
2.20	Operate Specialist Appliances
2.33	Map Reading 2

## **FIREFIGHTER (RELIEVER) LEVEL 4 (CFA QUALIFIED FIREFIGHTER)**

The minimum Australian Fire Competencies (AFC) required for a Firefighter (Reliever) Level 4 are the Minimum Requirements, all Firefighter (Reliever) Level 1, 2 and 3 competencies plus:

<b>Module Number</b>	<b>Module Name</b>
2.03B	Drive Vehicles Off Road
2.03C	Recover Vehicles
2.25	Public Liaison
2.27	Present Information
2.31	Fire Science - Introductory A
2.32	Fire Science - Introductory B

### **LOCATION SPECIFIC SKILLS**

Firefighters at all levels may be required to also acquire and maintain specialised skills for specific locations in addition to those detailed above (i.e. Aerial Appliance).

### **PROGRESSION**

By successfully completing all relevant modules and on the job training Firefighters are eligible for progression from Firefighter Level 1 through to Firefighter Level 4 (Qualified Firefighter).

### **FIREFIGHTER (RELIEVER) POSITION DESCRIPTION**

Following is a position description for a CFA Firefighter (Reliever). All applicants must be able to develop and maintain proficiency in all firefighting skills (theoretical and practical) necessary for the provision of high standard of fire and rescue response.

<b>Position Title:</b> Firefighter	<b>Incumbent:</b>
<b>Department:</b> Operations	<b>Location:</b> Relevant Fire Station
<b>Reports To:</b> Leading Firefighter Fire Officer	<b>Position Reporting to this Position:</b> Nil
<p><b>Primary Purpose of the Position:</b></p> <p>Provide a high standard of emergency response, including a proactive approach to risk management, within a professional integrated career/volunteer emergency service.</p>	
<p><b>Key Result Areas:</b></p> <ul style="list-style-type: none"> <li>• Provide competent response capability to emergency situations consistent with the training and experience in a firefighting position.</li> <li>• Under supervision assist, or within their competence, conduct training and education sessions for volunteer, career personnel and the community.</li> <li>• Perform minor maintenance on operational equipment and in other areas as agreed between the parties.</li> <li>• Undertake risk management duties within their competence as required.</li> <li>• Provide support to and establish and maintain an effective working relationship with volunteer personnel.</li> <li>• Carry out administration duties.</li> <li>• Establish effective customer service relationship with community and industry.</li> <li>• Under supervision, provide operational support as required.</li> <li>• Establish and maintain a level of competence appropriate to the position.</li> </ul>	
<p><b>Key Selection Criteria:</b></p> <ul style="list-style-type: none"> <li>• Have demonstrated the requisite skills, behaviour and competencies, including the Australian Fire Competencies, to meet the requirements of the position.</li> <li>• Meet the entrance requirements for the position.</li> <li>• Ability to work under adverse circumstances e.g. heights, confined spaces, heat and poor visibility.</li> <li>• Possess good communication and interaction skills</li> </ul>	
<p><b>Other Relevant Information:</b></p> <ul style="list-style-type: none"> <li>• Position could involve shift work, may require working in hostile environments and may also be physically, mentally and emotionally demanding.</li> <li>• Incumbent may be required to perform duties outside normal hours.</li> <li>• All employees are responsible for both their own and co-workers health and safety in accordance with the Occupational Health and Safety Act 1985.</li> <li>• On a voluntary basis, maintain a level of physical fitness commensurate with the position.</li> </ul>	

**APPLYING TO CFA**

Written applications addressing the above criteria should be forwarded to CFA Human Resources Department PO Box 701 Mt Waverley Vic 3149 by 5pm on Friday 4 December 1998.

**PLEASE NOTE: TELEPHONE ENQUIRIES WILL NOT BE ACCEPTED.  
LATE APPLICATIONS WILL NOT BE ACCEPTED.**

**IN THE AUSTRALIAN INDUSTRIAL  
RELATIONS COMMISSION**

C No 37547 of 1997  
C No 31397 of 1998  
C No 31407 of 1998

**IN THE MATTER**  
of the *Victorian Firefighting Industry Employees*  
*Interim Award 1993 Division B*

**AND IN THE MATTER**  
of a Review pursuant to the  
*Workplace Relations and Other Legislation Amendments Act 1996*

**EXHIBIT "BT 7"**

**TO STATEMENT OF BARRY THOMAS**



## SAFETY OF FIRE CREWS

### INTRODUCTION

The safety of all firefighters at the scene of a fire or incident is of the paramount importance to all concerned, be they families, brigades and, indeed, the Country Fire Authority.

The arrival of the first appliance at a fire or incident is a critical time for those firefighters involved, as they must decide on the initial rescue and attack strategies to be implemented, bearing in mind the resources available to them. Firefighters arriving in subsequent appliances and private cars will provide the additional resources required to fully implement the determined plan of action.

To ensure the safety of the first arriving firefighters at a fire or incident this standing order will provide a general procedure for brigades whereby the safety of personnel is assured.

### 1 GENERAL REQUIREMENTS

- The officer in charge of a fire/incident is at all times responsible for the safety and action of all firefighters on the fireground.
- In the event of insufficient firefighters being in attendance when the appliance arrives, no actions which the officer in charge considers to be beyond the scope/capability of the equipment and personnel at the incident are to be undertaken.
- A firefighter should not be allocated tasks for which they are not equipped or competent to undertake.
- A firefighter shall at all times when on the fireground be dressed in the appropriate protective clothing, e.g. helmet, turnout coat/overalls, substantial footwear.
- When the preferred minimum of four firefighters are at the scene of a fire/incident there is no restriction placed on the activities that the officer in charge may direct them to undertake, other than the established procedural requirements for the safe operation of any equipment and/or appliance.

### 2 STRUCTURE FIRES

- In the event that there is a threat to life present prior to the arrival of the preferred minimum number of crew, a firefighter *in the company of another firefighter* may proceed into a structure, when in the opinion of the officer in charge there is *minimal threat* to the life and safety of the firefighters. Where available, breathing apparatus shall be worn.

## Chief Officer's Standing Orders



SO 5:01

Page 2 of 2

- A ladder may be used to effect a rescue provided there are sufficient personnel available to raise the ladder and, in the opinion of the officer in charge, there is minimal threat to the life and safety of the firefighters.
- The number and size of hose lines used for the initial attack on a fire/incident will be determined by the officer in charge and will be governed by the number of personnel available on the fireground. Hose lines of 63mm with a nozzle size exceeding 20mm or 600 litres per minute flow should not be used unless assistance to control the hose stream can be provided to the branchman.

### 3 RURAL FIRES

In the event of insufficient firefighters being on the first arriving tanker, and where the officer in charge considers the fire to be beyond the effective control of one attack line, the crew may attempt to suppress any portion of that fire until other tankers or crew arrive provided, in the opinion of the officer in charge, there is minimal threat to the life and safety of the firefighters.

### 4 HAZMAT INCIDENTS

In the event of insufficient crew being in attendance with the first arriving appliance, no entry should be made within what is considered by the officer in charge to be a contaminated zone/area.

When responding to fires and incidents whether they be structure or rural in nature, hazmat or road accident rescue, etc. the safety of the firefighter must be the first consideration. Therefore, the Officer in Charge (who may be any firefighter) should not direct that any attack/rescue be performed whereby the firefighters themselves are placed in a situation other than minimal threat. It is expected that "commonsense will always prevail" with the first arriving crew proceeding with utmost caution until further support arrives.

A handwritten signature in black ink, appearing to read 'Tom M. Roche', is written over a rectangular stamp. The stamp has a double-line border and contains the text 'T M Roche' and 'CHIEF OFFICER' in a bold, sans-serif font.

T M Roche  
CHIEF OFFICER

**IN THE AUSTRALIAN INDUSTRIAL  
RELATIONS COMMISSION**

C No 37547 of 1997  
C No 31397 of 1998  
C No 31407 of 1998

**IN THE MATTER**  
of the *Victorian Firefighting Industry Employees*  
*Interim Award 1993 Division B*

**AND IN THE MATTER**  
of a Review pursuant to the  
*Workplace Relations and Other Legislation Amendments Act 1996*

**EXHIBIT "BT 8"**

**TO STATEMENT OF BARRY THOMAS**

F 1/99

C.F.A. STATION STAFF TRAINING

January

BRIGADE: Corio

FOR WEEK ENDING - THURS 11

DATE	SUBJECT	INST	STUDENT		COMM. TIME	LESSON TIME		
			NAME	No.		TH	PRAC	PERIOD
29/1	BG 174	WR KHK	Ken McKeegan		1000hs		2.00	2.00
			Bill Robertson				2.00	2.00
29/1	COMB INCREMENT	GG	C. JORDAN		1000hr	2.5	2.5	5.00
			R. CULLUM				2.5	2.5
30/1	SAFETY & SURVIVAL		B. THOMAS		1700		0.30	
			W. ROBERTSON				0.30	0.30
30/1	S.O.D. HA		B. THOMAS		0930		0.15	
			C. JORDAN				0.15	0.15
30/1	EDU Accreditation	GG	C. Jordan		1400		.45	.45
30/1	CBAS Driving		C. Jordan		1445		.45	.45
30/1	Telebeam theory		J. Abbey		2145	1.0	1.0	
	+ HSO theory		K. Diamond			1.0	1.0	
			M. Snow			1.0	1.0	
			J. Poulter			1.0		1.0
30/1	Safety + Survival	MS	M. Snow		19.50	1.0	.30	
			K. Diamond			1.0	.30	
			J. Poulter			1.0	.30	1.5
22/2	S.O.D. First Aid	DM1	D. MANSUD		1000hrs		0.15min	0.15
			D. HARRISON				0.15	
			G. HORE				0.15	
			C. CLEARM				0.15	

CERTIFIED CORRECT

..... O.I.C. STATION  
 ..... O.I.C. REGION  
 ..... O.I.C. ZONE

TOTAL 14.0  
 CARRIED FWD. \_\_\_\_\_  
 PROG. TOTAL \_\_\_\_\_

# C.F.A. STATION STAFF TRAINING

BRIGADE: Cairo FOR WEEK ENDING — THURS 1/1

DATE	SUBJECT	INST	STUDENT		COMM. TIME	LESSON TIME		
			NAME	No.		TH	PRAC	PERIOD
✓ 1/1/80	BA PA94+		HARRISON		0900		.15	
			CLEARY				.15	
			HOPE				.15	
			ABBEY				.15	.15
✓ 2/1/80	Safety + Survival		K Dickson		1400	1.00	1.00	
			R Holden			1.00	1.00	2.00
✓ 2/1/80	TELECOM - PUMANS	GH	D Abbey		1300	1.00	2.00	
	AERIAL OPERATIONS		G. Hope			1.00	2.00	3.00
✓ 5/1	S.D.O new B/A		K McKeegan		0830		.15	.15
	S.D.O. TANKER		GASKIN		0915		.15	
	SAFETY DRILL		MCKEEGAN				.15	
			JORDAN				.15	
			CULLUM				.15	.15
✓ 5/1	MSC for EWP		C. JORDAN		1000	1.00		1.00
✓ 5/1	New B.A	CJ	C. JORDAN				.15	.15
✓ 6/1	SDD Whirling Psychrometer + BA VAN		R CULLUM		0900		.30	
			G GASKIN				.30	
			K. MCKEEGAN				.30	
			C. JORDAN				.30	.30
✓ 6/1	MSC for EWP		C JORDAN		1030	1.00	<del>0.45</del>	1.00
✓ 6/1	COMBINATION AERIALS		C. JORDAN		1330		.45	.45
✓ 6/1	TANKER DRAUGHTING		R. CULLUM		1330		.45	
			K. MCKEEGAN				.45	.45
✓ 6/1	Telebeam draughting		G GASKIN		10.15		2.0	2.0
			R CULLUM				2.0	
			K. MCKEEGAN				2.0	
			C. JORDAN				2.0	

CERTIFIED CORRECT .....

O.I.C. STATION .....

O.I.C. REGION .....

O.I.C. ZONE .....

TOTAL

CARRIED FWD.

PROG. TOTAL

12.0  
14.0  
26.0



# C.F.A. STATION STAFF TRAINING

BRIGADE: CORIO

FOR WEEK ENDING - THURS 1 1

DATE 1999	SUBJECT	INST	STUDENT		COMM. TIME	LESSON TIME		
			NAME	No.		TH	PRAC	PERIOD
6/1	SAFETY + SURVIVAL PRAC	RC	R. CULLUM + Va.		1430	1.0		1.0
6/1	CABA	K.M.M	Ken McKeegan		0900		.30	.30
5/1	TELECOM							
	Aerial pumping		G/O DIAMOND		1930		1.30	
			L.F.F. POWELL		1		"	
			S/F ELLIOT				"	
			G/F IROUW				"	
			F/F ABBEY				1.30	1.30
9/1	OFF ROAD DRIVING	SS	S. Scharf		1100	1.0		1.0
			D. MANSON					
			G. HOPE					
			C. CLEARLY					
9/1	POLICY + LEGISLATION	M.G	D. MANSON		1430	2.0		2.0
			M. CLOVER					
			C. CLEARLY					
			G. HOPE					
10/1	OFF ROAD DRIVING	S.S	S. Scharf		1030		1.30	
			C. CLEARLY					
			G. HOPE					
			D. MANSON					
			D. ABBEY					1.30
10/1	TELECOM - SITES		D. ABBEY		14.00		1.30	1.30
			S. SCHARF				.30	.30
10/1	SUPERVISING TEAMS	DM	D. MANSON		1430	3.0		3.0
11/1	TELECOM (PUMPING/SITING)	DM	D. MANSON		2030	B	1.5	1.5
			G. HOPE					
			D. ABBEY					

CERTIFIED CORRECT .....

O.I.C. STATION .....

O.I.C. REGION .....

O.I.C. ZONE .....

TOTAL

CARRIED FWD.

PROG. TOTAL

18.5  
27.5  
41.0

# C.F.A. STATION STAFF TRAINING JANUARY

BRIGADE: Corio

FOR WEEK ENDING - THURS 1/1

DATE 1989	SUBJECT	INST	STUDENT		COMM. TIME	LESSON TIME		
			NAME	No.		TH	PRAC	PERIOD
13/1	Tanker awareness	KMK	Robert Blair		10.30		01.00	01.00
			Matthew Mann				01.00	
13/1	PA94+BA	KMK	Ken McKeegan		13.30	1.00	1.00	<del>01.00</del>
			Brett Maguire			01.00	01.00	<del>01.00</del>
			Peter Mountford			01.00	01.00	02.00
13/1	COMBINATION		C JORDAN		10.00		5.00	
	SITING		R CULLUM				5.00	5.0
14/1	B.A. SUPPORT		R CULLUM		0830		.45	
			B MACUIRE				.45	.45
			P. MOUNTFORD				1.30	.30
14/1	E.W.P.		R CULLUM		1400		1.30	
			C JORDAN				1.30	1.30
14/1	Bushfire Safety + Survival lesson	KMK	K McKeegan		10.30	4.00		04.00
			B. Maguire					04.00
17/1	Teleboom. Sites	GH	D. Abbey		1420		1.30	
			C. Cleary				1.30	
			G Hope				1.30	1.30
18/1	S.D.O BAVan	GH	C. Cleary		0900		0.15	
			D. Manson				0.15	
			D. Abbey				0.15	
			G. Hope				0.15	0.15
21/1	BA SEARCH + RESCUE	GG	R. Cullum		1000		2.0	
	VICGRAN		W ROBERTSON				2.0	
			K. McKEEGAN				2.0	
			C. JORDAN				2.0	2.0

CERTIFIED CORRECT .....

O.I.C. STATION

O.I.C. REGION

O.I.C. ZONE

TOTAL 18.5

CARRIED FWD. 41.0

PROG. TOTAL 59.5

# C.F.A. STATION STAFF TRAINING *January*

BRIGADE:   CORIO  

FOR WEEK ENDING — THURS   1  

DATE	SUBJECT	INST	STUDENT		COMM. TIME	LESSON TIME		
			NAME	No.		TH	PRAC	PERIOD
21/1	GRASS FIRE ATTACK	GG	W. ROBERTSON		1330		3.0	
			R. GULLUM				3.0	
			K. McKEEGAN				3.0	
			C. JORDAN				3.0	3.0
22/1	COMBINATION PUMPER	RC	C. JORDAN				1.0	1.0
23/1	COMBINATION PUMPER.	RC	C. JORDAN			1.0		1.0
25/1	S.D.D. TELEBOOM OPERATING FOAM SYSTEMS	CC	D. HARRISON	0	0900		0.15	
			C. CLEARLY				0.15	
			G. HOPE				0.15	
			D. MANSON				0.15	
			D. ABBEY				0.15	0.15
26/1	S.D.D. COMBINATION SET-UP OF AERIAL AND DELIVER WATER	CC	C. CLEARLY		0845		.45	
			G. HOPE				.45	
			D. MANSON				.45	
			D. HARRISON				.45	.45
28/1	S.D.D. Type 4 pump 55-25, Monitor BAKUW Refill	M.C.	M. CROFT				.30	
			M. SNOW				.30	
			S. COOPER				.30	
28/1	Combination Pumper	GH	G. HOPE		1930		1.00	
			D. ABBEY				1.00	1.00
27/1	SUPERVISING TEAMS	DM	D. MANSON		2000	1.0		1.00
28/1	SUPERVISING TEAMS	DM	D. MANSON		1930	2.30		2.30

CERTIFIED CORRECT .....

O.I.C. STATION  
O.I.C. REGION  
O.I.C. ZONE

TOTAL	10.5
CARRIED FWD.	59.5
PROG. TOTAL	70.0

15 1/4 hrs

**TRAINING REPORT**

BRIGADE *CORIO*

INSTRUCTOR *Mark Croger*

DATE *06.01.99*

LOCATION OF INSTRUCTION *CORIO F/S*

NO. OF MEN \_\_\_\_\_ COMMENCEMENT TIME \_\_\_\_\_ HRS. DURATION \_\_\_\_\_ HRS. *30* MIN.

SUBJECT *SAFety + Survival Assessment*

TYPE OF LESSON. PRACTICAL  INFORMATION

FIRE FIGHTING EQUIPMENT USED.

*CORIO Tanker*

OTHER AIDS USED.

**MEMBERS RECEIVING INSTRUCTION**

NAME	P	V	NAME	P	V	NAME	P	V
<i>S. White</i>		<input checked="" type="checkbox"/>						

**REMARKS**

To be completed by Station Officer responsible for Training.

(Signed)

Date

O.I.C. Station

R.O.

(Training Wing Reports are to be attached to and forwarded with the Fortnightly Report of the Station Officer in Charge).

**TRAINING REPORT**

BRIGADE Corio

INSTRUCTOR F/F. Abbey

DATE 12.01.99.

LOCATION OF INSTRUCTION Corio F.S.

NO. OF MEN 8 COMMENCEMENT TIME 1940 HRS. DURATION 1 HRS.  MIN.

SUBJECT BA Familiarisation.

TYPE OF LESSON.

PRACTICAL

INFORMATION

FIRE FIGHTING EQUIPMENT USED.

B.A. PA94+

TRAINING Notes.

OTHER AIDS USED.

**MEMBERS RECEIVING INSTRUCTION**

NAME	P	V	NAME	P	V	NAME	P	V
<u>Lt. Charlton</u>		<input checked="" type="checkbox"/>						
<u>V/F BIANCHI</u>		<input checked="" type="checkbox"/>						
<u>V/F FIERKA.</u>		<input checked="" type="checkbox"/>						
<u>V/F HANLO</u>		<input checked="" type="checkbox"/>						
<u>V/F McPhail</u>		<input checked="" type="checkbox"/>						
<u>V/F PLATT.</u>		<input checked="" type="checkbox"/>						
<u>V/F PRICE</u>		<input checked="" type="checkbox"/>						
<u>V/F WHITE</u>		<input checked="" type="checkbox"/>						

**REMARKS**

To be completed by Station Officer responsible for Training.

(Signed) 

Date 12.1.99

O.I.C. Station

R.O.

(Training Wing Reports are to be attached to and forwarded with the Fortnightly Report of the Station Officer in Charge).

# COUNTRY FIRE AUTHORITY

## TRAINING REPORT

BRIGADE *Corio*

INSTRUCTOR *S/F Hope.*

DATE *12.1.99*

LOCATION OF INSTRUCTION *Corio F.S.*

NO. OF MEN *5*

COMMENCEMENT TIME *1940* HRS. DURATION ~~1~~ *1* HRS. *15* MIN.

SUBJECT

TYPE OF LESSON:

PRACTICAL

INFORMATION

FIRE FIGHTING EQUIPMENT USED.

*TRAILER PUMP.  
+ associated equipment.*

OTHER AIDS USED.

### MEMBERS RECEIVING INSTRUCTION

NAME	P	V	NAME	P	V	NAME	P	V
<i>JAKIN</i>		<input checked="" type="checkbox"/>						
<i>DAVIS.</i>		<input checked="" type="checkbox"/>						
<i>KING.</i>		<input checked="" type="checkbox"/>						
<i>MARTIN</i>		<input checked="" type="checkbox"/>						
<i>TAYLOR</i>		<input checked="" type="checkbox"/>						
<i>F/O SCHARF</i>	<input checked="" type="checkbox"/>							

### REMARKS

To be completed by Station Officer responsible for Training.

(Signed)

Date

O.I.C. Station

R.O.

(Training Wing Reports are to be attached to and forwarded with the Fortnightly Report of the Station Officer in Charge).

COUNTRY FIRE AUTHORITY

**TRAINING REPORT**

BRIGADE Corio INSTRUCTOR S/F Gavin Hope  
 DATE 19-01-99 LOCATION OF INSTRUCTION Corio F.S.  
 NO. OF MEN 7 COMMENCEMENT TIME 1940 HRS. DURATION 2 HRS. MIN.  
 SUBJECT Wildfire Safety & Survival

TYPE OF LESSON 155 PRACTICE  INFORMATION

FIRE FIGHTING EQUIPMENT USED.  
Nil

OTHER AIDS USED.  
White Board

**MEMBERS RECEIVING INSTRUCTION**

NAME	P	V	NAME	P	V	NAME	P	V
<u>C. Cleary</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>						
<u>D. Manson</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>						
<u>K. Harlow</u>	<input type="checkbox"/>	<input checked="" type="checkbox"/>						
<u>S. Price</u>	<input type="checkbox"/>	<input checked="" type="checkbox"/>						
<u>M. Mann</u>	<input type="checkbox"/>	<input checked="" type="checkbox"/>						
<u>A. Dimovski</u>	<input type="checkbox"/>	<input checked="" type="checkbox"/>						

REMARKS Instruction given on Corio Fire Brigade Safety & Survival Package. Candidates assessed.

To be completed by Station Officer responsible for Training.

(Signed) [Signature]

Date 19-1-99.

O.I.C. Station

R.O.

(Training Wing Reports are to be attached to and forwarded with the Fortnightly Report of the Station Officer in Charge).

COUNTRY FIRE AUTHORITY

**TRAINING REPORT**

BRIGADE Corio INSTRUCTOR Flo Simon Scharf  
 DATE 19/01/99 LOCATION OF INSTRUCTION ON STATION  
 NO. OF MEN 10 COMMENCEMENT TIME 1930 HRS. DURATION 2 HRS. - MIN.  
 SUBJECT Wild Fire BEHAVIOUR

TYPE OF LESSON. PRACTICAL  INFORMATION

FIRE FIGHTING EQUIPMENT USED.

NIL -

OTHER AIDS USED.

White board O.P. - 4 different coloured markers.

**MEMBERS RECEIVING INSTRUCTION**

NAME	P	V	NAME	P	V	NAME	P	V
<u>S. SCHARF</u>	<input checked="" type="checkbox"/>		<u>G. TAYLOR</u>		<input checked="" type="checkbox"/>			
<u>G. BIANCHI</u>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<u>R. THOMPSON</u>		<input checked="" type="checkbox"/>			
<u>D. COLE</u>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>						
<u>S. DAIRIN</u>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>						
<u>S. FIERLA</u>		<input checked="" type="checkbox"/>						
<u>K. HANLON</u>		<input checked="" type="checkbox"/>						
<u>P. MARTIN</u>		<input checked="" type="checkbox"/>						
<u>C. PLATT</u>		<input checked="" type="checkbox"/>						
<u>. PRICE</u>		<input checked="" type="checkbox"/>						
<u>D. RABRAS</u>		<input checked="" type="checkbox"/>						

REMARKS MEMBERS WERE GIVEN INSTRUCTION ON WILDFIRE BEHAVIOUR AS PER WILDFIRE & SUPPRESSION MANUAL 1.

To be completed by Station Officer responsible for Training.

(Signed)



13617

Date

19/01/99.

O.I.C. Station

R.O.

COUNTRY FIRE AUTHORITY

**TRAINING REPORT**

BRIGADE CORIO INSTRUCTORS PFF SNOW + QLF CROZKI  
 DATE 20.1.99 LOCATION OF INSTRUCTION \_\_\_\_\_  
 NO. OF ~~MEN~~ <sup>PERSONS</sup> 2 COMMENCEMENT TIME 14.00 HRS. DURATION 2 HRS. - MIN.  
 SUBJECT SAFETY + SURVIVAL PRACTICAL

TYPE OF LESSON. PRACTICAL  INFORMATION

FIRE FIGHTING EQUIPMENT USED.

TANKER

OTHER AIDS USED.

**MEMBERS RECEIVING INSTRUCTION**

NAME	P	V	NAME	P	V	NAME	P	V
<u>M. PENN</u>		<u>✓</u>						
<u>M. MANN</u>		<u>✓</u>						
<u>P. LANCASTER</u>		<u>✓</u>						

**REMARKS**  
SAFETY + SURVIVAL PRACTICAL  
CONDUCTED BY WORKPLACE ASSESSORS.

To be completed by Station Officer responsible for Training. (Signed) \_\_\_\_\_ Date \_\_\_\_\_  
 O.I.C. Station \_\_\_\_\_ R.O. \_\_\_\_\_

(Training Wing Reports are to be attached to and forwarded with the Fortnightly Report of the Station Officer in Charge).

# COUNTRY FIRE AUTHORITY

## TRAINING REPORT

BRIGADE Corio INSTRUCTOR S/F Gavin Hope  
 DATE 20-1-99 LOCATION OF INSTRUCTION Corio F.S.  
 NO. OF MEN 3 COMMENCEMENT TIME 1940 HRS. DURATION 2 HRS. MIN.  
 SUBJECT Safety & Survival Practical.

TYPE OF LESSON. PRACTICAL  INFORMATION

FIRE FIGHTING EQUIPMENT USED.  
Tanker 3-4L

OTHER AIDS USED.

### MEMBERS RECEIVING INSTRUCTION

NAME	P	V	NAME	P	V	NAME	P	V
<u>K. Hanten</u>		<input checked="" type="checkbox"/>						
<u>D. Manson</u>	<input checked="" type="checkbox"/>							

REMARKS Student assessed on Corio F.B. Safety + Survival Package.

To be completed by Station Officer responsible for Training.

(Signed) Gavin Hope

Date 20-1-99

O.I.C. Station

R.O.

(Training Wing Reports are to be attached to and forwarded with the Fortnightly Report of the Station Officer in Charge).

COUNTRY FIRE AUTHORITY

**TRAINING REPORT**

BRIGADE COBIO INSTRUCTOR F/O K MANN  
 DATE 26/01/99 LOCATION OF INSTRUCTION BRIGADE AREA  
 NO. OF MEN \_\_\_\_\_ COMMENCEMENT TIME 1930 HRS. DURATION 2 HRS. 0 MIN.  
 SUBJECT TANKER OPERATIONS

TYPE OF LESSON. PRACTICAL  INFORMATION

FIRE FIGHTING EQUIPMENT USED.

3-4 L TANKER

OTHER AIDS USED.

**MEMBERS RECEIVING INSTRUCTION**

NAME	P	V	NAME	P	V	NAME	P	V
<u>L. W. AYLMER</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>						
<u>S.F.P. MOUNTAIN</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>						
<u>C. PLATT</u>	<input type="checkbox"/>	<input checked="" type="checkbox"/>						
<u>S. PRICE</u>	<input type="checkbox"/>	<input checked="" type="checkbox"/>						
<u>S. MAKIN</u>	<input type="checkbox"/>	<input checked="" type="checkbox"/>						
<u>P. MARTIN</u>	<input type="checkbox"/>	<input checked="" type="checkbox"/>						
<u>R. THOMSON</u>	<input type="checkbox"/>	<input checked="" type="checkbox"/>						
<u>M. MANN</u>	<input type="checkbox"/>	<input checked="" type="checkbox"/>						
<u>A. ROUTLET</u>	<input type="checkbox"/>	<input checked="" type="checkbox"/>						

**REMARKS** PRACTICAL GRASS FIRE ATTACK SIMULATION.  
+ SAFETY + SURVIVAL DRILLS ..

To be completed by Station Officer responsible for Training. (Signed) K Mann Date 26/1/99

O.I.C. Station \_\_\_\_\_ R.O. \_\_\_\_\_

(Training Wing Reports are to be attached to and forwarded with the Fortnightly Report of the Station Officer in Charge).

# COUNTRY FIRE AUTHORITY

## TRAINING REPORT

BRIGADE COBIO

INSTRUCTOR Senior Firefighter Wayne Elliott

DATE 27.1.99

LOCATION OF INSTRUCTION ON STATION

NO. OF MEN 6

COMMENCEMENT TIME

HRS. DURATION

1 HRS. 30 MIN.

SUBJECT CFA radio trunking

TYPE OF LESSON.

PRACTICAL

INFORMATION

FIRE FIGHTING EQUIPMENT USED.

CFA radio

CFA Portable radio

OTHER AIDS USED.

### MEMBERS RECEIVING INSTRUCTION

NAME	P	V	NAME	P	V	NAME	P	V
<u>W Elliott</u>	<input checked="" type="checkbox"/>							
<u>K Diamond</u>	<input checked="" type="checkbox"/>							
<u>J Poulton</u>	<input checked="" type="checkbox"/>							
<u>M Sargent</u>	<input checked="" type="checkbox"/>							
<u>M Crozier</u>	<input checked="" type="checkbox"/>							
<u>J Cooper</u>	<input checked="" type="checkbox"/>							

REMARKS

refreshers using trunking on CFA radio.

To be completed by Station Officer responsible for Training.

(Signed) Wayne Elliott

Date 27.1.99

O.I.C. Station

R.O.



# C.F.A. STATION STAFF TRAINING

BRIGADE: CORIO FOR WEEK ENDING — THURS 1 1

DATE	SUBJECT	INST	STUDENT		COMM. TIME	LESSON TIME		
			NAME	No.		TH	PRAC	PERIOD
✓ 13/12	SAFETY & SURVIVAL		C JORDAN		10.45	2.30		
			K DICKIE			2.30		
			W ROBERTSON			2.30		
			R CULLUM			2.30		2.30
✓ 15/12	S.D.D. J.W. Sniffer	B.H	G. Hope		0930		0.15	
			P. Mottford				0.15	
			M Crozier				0.15	0.15
2	Teleboom Aerials S.D.D.		D. Munson		0845		0.15	
			G Hope				0.15	0.15
✓ 16/12	Type 4 Pumping S.D.D		C Gray		0845		0.15	0.15
✓ 17/12	Dangerous Goods / Shell.		D. Munson		1330	3.30		
			C Cleary			3.30		
			G Hope			3.30		
			D. Munson			3.30		3.30
✓ 18/12	TELEBOOM	M.C.	M. Crozier		1000	1 1/2 HR	1 HR	2 1/2
			J Cooper					
20/12	TELEBOOM		W. ROBERTSON		1300		0.45	
			R. CULLUM				0.45	0.45
✓ 20/12	Teleboom	MC	M. Crozier		1940	0.15	0.45	1 HR
			J Cooper					
21/12	Teleboom	MC	M. Crozier			30 min		30 min
			J Cooper					

CERTIFIED CORRECT

..... O.I.C. STATION

..... O.I.C. REGION

..... O.I.C. ZONE

TOTAL

CARRIED FWD.

PROG. TOTAL

11 1/2  
29 3/4  
41 1/4

# C.F.A. STATION STAFF TRAINING

BRIGADE: \_\_\_\_\_

FOR WEEK ENDING — THURS 1 1

DATE	SUBJECT	INST	STUDENT		COMM. TIME	LESSON TIME		
			NAME	No.		TH	PRAC	PERIOD
22/12	SAFETY & SURVIVAL		K. DICKIE		1300	2:30		
			K. MANN			2:30		
			J. LLOYD			2:30		
			P. MOUNTFORD			2:30		02:30
22/12	SAFETY & SURVIVAL		B. THOMAS		2200	1:30		
			W. ROBERTSON			1:30		
			R. CULLUM			1:30		
			C. JORDAN			1:30		1:30
27/12	INSPECTION.		B. THOMAS		2000	<del>1:30</del>	1:00	
			W. ROBERTSON			1:00		
			R. CULLUM			1:00		
			C. JORDAN			1:00		1:00
21/12	EWP H30.		C. JORDAN		1330	1:00		1:00
13/12	SAFETY & SURVIVAL		B. THOMAS		1930	2:00		
			W. ROBERTSON			2:00		
			R. CULLUM			2:00		
			C. JORDAN			2:00		2:00
24/12	B.A. Van Gent Awning S.D.D.	GH	G. Hopz		0900		0:15	
			D. Harrison			0:15		
			M. Snow			0:15		
			D. Abbey			0:15		00:15
26/12	TELEBOOM.		C. Cleary		2000		0:30	
			<del>D. Abbey</del>			0:30		0:30

CERTIFIED CORRECT .....

O.I.C. STATION .....

O.I.C. REGION .....

O.I.C. ZONE .....

TOTAL

CARRIED FWD.

PROG. TOTAL

831
417
501

1798

# C.F.A. STATION STAFF TRAINING

BRIGADE: \_\_\_\_\_

FOR WEEK ENDING — THURS 1/1

DATE	SUBJECT	INST	STUDENT		COMM. TIME	LESSON TIME		
			NAME	No.		TH	PRAC	PERIOD
27/12	TELEBOOM	GH	G. Hope		1930		1-30	
	(Pumping, Foam, Cab-drill)		D. Abbey				1-30	1-30
28/12	TELEBOOM		CULLUM		0900		+25	
	S.D.D.		CROZIER				-25	
			JORDAN				+25	-30
28/12	TELEBOOM		CULLUM		1030		1-00	
	AERIALS		CROZIER				1-00	1-00
28/12	TELEBOOM		JORDAN		1430	+45	<del>45</del>	
	EWP		CULLUM			+45	<del>45</del>	-45
29/12	PUMPER SDD		JORDAN		0845		.30	
	LADDER PITCHING		CULLUM				.30	
	ROOF MONITOR		CROZIER				.30	
29/12	TANKER		THOMAS		1015		2-00	
	PRACTICAL DRILLS		CULLUM				2-00	
			JORDAN				2-00	
			CROZIER				2-00	2-00
29/12	HAZARDOUS RISK		THOMAS		1430		1-30	
	INSPECTIONS		CULLUM				1-30	
			CROZIER				1-30	
			JORDAN				1-30	1-30
'12	EWP THEORY		JORDAN		1300	1-30		1-30
29/12	TELEBOOM		POULTER		2000		1-30	
	AERIALS		COOPER				1-30	1-30
29/12	TANKER DRILL		THOMAS		2030		1-30	
	& SAFETY ASSESSMENT		JORDAN				1-30	
			CROZIER				1-30	
			CULLUM				1-30	1-30
31/12	<del>COLLUM</del> B/A.		CULLUM		1830		15	
	FAMILIARIZATION		CROZIER				15	
			CULLUM				15	15

CERTIFIED CORRECT .....

O.I.C. STATION .....

O.I.C. REGION .....

O.I.C. ZONE .....

TOTAL

CARRIED FWD.

PROG. TOTAL

11
11

**TRAINING REPORT**

BRIGADE Corio INSTRUCTOR D. MANSON  
 DATE 09-12-98 LOCATION OF INSTRUCTION CORIO STATION  
 NO. OF MEN 3 COMMENCEMENT TIME 1100 HRS. DURATION 2 HRS. 30 MIN.  
 SUBJECT PROBATIONARY MEMBER MODULES

TYPE OF LESSON. PRACTICAL  INFORMATION

FIRE FIGHTING EQUIPMENT USED.

SMALL GEAR ON TANKER

OTHER AIDS USED.

**MEMBERS RECEIVING INSTRUCTION**

NAME	P	V	NAME	P	V	NAME	P	V
D. MANSON	✓							
M. MANW	✓	✓						
R. BLAIR		✓						

**REMARKS**

To be completed by Station Officer responsible for Training.

(Signed) Dean Manson

Date 09-12-98

O.I.C. Station

R.O.

COUNTRY FIRE AUTHORITY

**TRAINING REPORT**

BRIGADE CORIO INSTRUCTOR D. HARRISSON  
 DATE 10/12/98 LOCATION OF INSTRUCTION CORIO STATION  
 NO. OF MEN 5 COMMENCEMENT TIME 1930 HRS. DURATION 1 HRS. 30 MIN.  
 SUBJECT PRACTICAL DRILLS

TYPE OF LESSON. PRACTICAL  INFORMATION

FIRE FIGHTING EQUIPMENT USED.

TYPE 4 PUMPER

OTHER AIDS USED.

**MEMBERS RECEIVING INSTRUCTION**

NAME	P	V	NAME	P	V	NAME	P	V
<u>D. HARRISSON</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>						
<u>D. MARSON</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>						
<u>G. HOPE</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>						
<u>B. FRENCH</u>	<input type="checkbox"/>	<input checked="" type="checkbox"/>						
<u>S. WAUGH</u>	<input type="checkbox"/>	<input checked="" type="checkbox"/>						

**REMARKS**

To be completed by Station Officer responsible for Training.

(Signed) D. Harrison

Date 10/12/98

O.I.C. Station

R.O.

# COUNTRY FIRE AUTHORITY

## TRAINING REPORT

BRIGADE Conio

INSTRUCTOR LIF J. POWLER

DATE 2/12/98

LOCATION OF INSTRUCTION Conio Fire District

NO. OF MEN 3

COMMENCEMENT TIME 2000 HRS. DURATION 1

HRS. 30 MIN.

SUBJECT TELEBOOM

TYPE OF LESSON.

PRACTICAL

INFORMATION

FIRE FIGHTING EQUIPMENT USED.

TELEBOOM

OTHER AIDS USED.

### MEMBERS RECEIVING INSTRUCTION

NAME	P	V	NAME	P	V	NAME	P	V
<u>D. CHARLTON</u>		<input checked="" type="checkbox"/>						
<u>C. PHATT</u>		<input checked="" type="checkbox"/>						
<u>P. MARTIN</u>		<input checked="" type="checkbox"/>						

### REMARKS

ASSIST WITH AERIAL OPERATIONS

To be completed by Station Officer responsible for Training.

(Signed)



Date 2/12/98

O.I.C. Station

R.O.

# C.F.A. STATION STAFF TRAINING

11/48

BRIGADE: \_\_\_\_\_ FOR WEEK ENDING — THURS 1/1

DATE	SUBJECT	INST	STUDENT		COMM. TIME	LESSON TIME		
			NAME	No.		TH	PRAC	PERIOD
✓ 01/11	Fireground drills		N. French		1330		2:00	
			J Paulter					
			W Elliott					
			M Crozier					2:00
✓ 03/11	B.A. VAN. S.D.D.		W. ROBERTSON		0900		.30	
	GENERATOR		C. JORDAN					
			K. McKEEGAN					.30
	Angus in Double Extension Ladder		W. Robertson		11:30		.20	<del>.15</del>
			C. Jordan				.20	
			K. McKeegan				.20	
✓ 3/1	ICC Kits		K. McKeegan		1400		2:00	2:00
			W. Robertson				2:00	
✓ 4/11	ICC KITS		K. Dickie		1330		2:00	
			I. Lloyd				2:00	
			W. Palmer				2:00	
			P. Mon-Ford				2:00	2:00
✓ 1/11	ICC KITS		D. Abbeys		1030		1:50	
			N. French				1:50	
			N. Brown				1:50	
			R. Hutchins				1:50	2:00
✓ 8/11	Driver Assessment		N FRENCH		0900		.45	
	BA Support		M CROZIER				.45	.45
✓ 8/11	Driver Training		N French		1000	.30	.30	
			Vol member			.30	.30	1:00

CERTIFIED CORRECT .....

..... O.I.C. STATION  
 ..... O.I.C. REGION  
 ..... O.I.C. ZONE

TOTAL 10 1/2  
 CARRIED FWD.  
 PROG. TOTAL 10 1/2

# C.F.A. STATION STAFF TRAINING

BRIGADE: \_\_\_\_\_ FOR WEEK ENDING — THURS 1 / 1

DATE	SUBJECT	INST	STUDENT		COMM. TIME	LESSON TIME		
			NAME	No.		TH	PRAC	PERIOD
8/11	TELEBOOM	WE	M. CROZIER		1030	1.30	45	
	teleboom <sup>DRIVER</sup> TRAINING	NF	M. CROZIER				45	.45
14/11	TELEBOOM	MS	D. ABBEY		1330		1 1/2	1.30
14/11	TELEBOOM		D. ABBEY		1610	<del>1.00</del>		1.00
15/11	CABA SDD.	PA	D. HARRISON		1000		.15	
			C. CLARY				.15	
			D. MATHSON				.15	
			D. ABBEY				.15	
			M. SNOW				.15	.15
1	TELEBOOM (SITING)	DM	M. SNOW					
			D. ABBEY		1400		1.30	1.30
16/11	DRAGER PAQ44		N. FRENCH		0850	.30		
			W. ELLIOT					
			M. SNOW					
			M. CROZIER			.30		.30
16/11	CREW LEADER	MS	M. SNOW		1400	1.00	1.00	
	ASSESSMENTS	MS	M. CROZIER			1.00	1.00	
			W. ELLIOT			1.00	1.00	
			N. FRENCH			1.00	1.00	2.00
18/11	SDD LIGHTING		W. ROBERTSON		0930		.15	
	PLANT (BRIGADE		K. McKEEGAN				.15	
	UTE)		R. CULLUM				.15	.15
18/11	DRIVING		N. FRENCH		2030		.30	
	BRIGADE UTE							.30

CERTIFIED CORRECT .....

O.I.C. STATION .....

O.I.C. REGION .....

O.I.C. ZONE .....

TOTAL

CARRIED FWD.

PROG. TOTAL

8 1/2  
 6 1/2  
 18 3/4

# C.F.A. STATION STAFF TRAINING

BRIGADE: \_\_\_\_\_ FOR WEEK ENDING — THURS 1 1

DATE	SUBJECT	INST	STUDENT		COMM. TIME	LESSON TIME		
			NAME	No.		TH	PRAC	PERIOD
✓ 18/11	FIRE PUMP MAINTENANCE		W. ELLIOTT		2000		3.00	3.00
✓ 19/11	I.C.S. UPDATE	R.P.	B. THOMAS		1000		4.30	
			R. COLLUM				4.30	
			K. McKEEGAN				4.30	
			W. ROBERTSON				4.30	4.30
✓ 20/11	Small gear & storage		B. THOMAS		1930		3.00	
			W. ROBERTSON				3.00	
			K. McKEEGAN				3.00	
			M. CROZIER				3.00	3.00
✓ 21/11	FIRE PROTECTION INSPECTION		N. FRENCH		1100		1.00	
			R. HITCHIN					1.00
✓ 21/11	FIRE PROTECTION REPORT		N. FRENCH		1400		1.00	
								1.00
✓ 24/11	OPERATIONAL PREPAREDNESS		D. HARRISON		0930	6.00		
			C. CLEARY					
			D. MANSON					
			D. KERSHAW					6.00
✓ 24/11	Foam Operations Hinc 3.4L		N. FRENCH		0830		.45	
			W. ELLIOTT					
			M. SNOW					
			J. COOPER				.45	.45
✓ 24/11	Fire Protection		N. FRENCH		1100		.45	.45

CERTIFIED CORRECT

..... O.I.C. STATION  
 ..... O.I.C. REGION  
 ..... O.I.C. ZONE

TOTAL	20
CARRIED FWD.	18 <sup>3/4</sup>
PROG. TOTAL	38 <sup>3/4</sup>

# C.F.A. STATION STAFF TRAINING

BRIGADE: \_\_\_\_\_ FOR WEEK ENDING — THURS 1 / 1

DATE	SUBJECT	INST	STUDENT		COMM. TIME	LESSON TIME		
			NAME	No.		TH	PRAC	PERIOD
✓ 24/11	J.F.A.I.P		N FRENCH		1330	2.00	2	2.00
✓ 24/11	DRAWING ASSESSMENT		N FRENCH		1600		1.00	1.00
✓ 25/11	COMMAND & CONTROL		N FRENCH		0830		.45	
			W ELLIOTT					
			M SNOW					
			J COOPER				1.45	.45
2/11	Public Relations Safety Talk		N FRENCH		1330		1.00	
			W ELLIOTT					
			M SNOW					
			J COOPER				1.00	1.00
✓ 25/11	Fire Protection		N FRENCH			1.00	1.00	2.00
✓ 23/11	Teleboom	Am.	D. Monson				1.30	
			M. Crozier				1.30	1.30
✓ 23/11	Finance Procedures		D. Horner			1.00		
			M. Crozier			1.00		1.00
1/11	Wildfire Behaviour		D. Monson		1930	1.00	1.00	
	Type 3.4L		C. Cleary			1.00	1.00	
			W. Robertson			1.00	1.00	2.00
✓ 25/11	Policy & Legislation		C. Cleary			2.00		
			D. Monson			2.00		2.00
✓ 24/11	TELEBOOM		W. ROBERTSON		1430		1.00	
			K. McKEEGAN				1.00	
			M. CROZIER				1.00	1.00
✓ 26/11	Public Relation		N FRENCH		1930	1.30		1.30

CERTIFIED CORRECT .....

O.I.C. STATION

O.I.C. REGION

O.I.C. ZONE

TOTAL

CARRIED FWD.

PROG. TOTAL

153  
383  
~~383~~  
541

11/98

# C.F.A. STATION STAFF TRAINING

BRIGADE: \_\_\_\_\_

FOR WEEK ENDING - THURS 1/1

DATE	SUBJECT	INST	STUDENT		COMM. TIME	LESSON TIME		
			NAME	No.		TH	PRAC	PERIOD
27/11	INTRODUCTION TO CONFINED SPACE RESCUE (SHELL)		B. THOMAS		1300	3:30		
			W. ROBERTSON			3:30		
			K. McKEEGAN			3:30		
			M. CROZIER			3:30		3:30
27/11	Safety & Survival Refresher - Exam		W. ELLIOTT			3:00		
			N. FRENCH			2:00		
			D. ABBEY			1:00		3:00
1/12	ICS UPDATE STAGING MANAGER		K. DICKIE		1000	05:00		
			W. AYLMER			05:00		
			P. MOUNTFORD			05:00		
			R. HOTTATION			05:00		05:00
29/11	SAFETY & SURVIVAL		K. DICKIE		1000	2:30		
			W. AYLMER			2:30		
			P. MOUNTFORD			2:30		
			R. HOTTATION			2:30		02:30
30/11	STAGING AREA MANAGER	RP	P. HARRISON		1000	4:00		
			N. BROWN			4:00		
			C. CLERK			4:00		
			D. MANSON			4:00		4:00
2/12	TELEBOOM PUMPING		W. ROBERTSON		10:30		0:45	
			D. ABBEY				0:45	0:45
2/12								

CERTIFIED CORRECT

..... O.I.C. STATION  
 ..... O.I.C. REGION  
 ..... O.I.C. ZONE

TOTAL  
 CARRIED FWD.  
 PROG. TOTAL

18 ~~3~~  
 54 ~~1~~  
 72 ~~1~~  
 72 ~~1~~

**TRAINING REPORT**

11/98

BRIGADE CORIO

INSTRUCTOR Q/F J. COOPER

DATE 5/11/98

LOCATION OF INSTRUCTION STATION

NO. OF MEN \_\_\_\_\_ COMMENCEMENT TIME 1320 HRS. DURATION 1 HRS. 30 MIN.

SUBJECT 34L TANKER, PUMP OPERATION

TYPE OF LESSON. PRACTICAL  INFORMATION

FIRE FIGHTING EQUIPMENT USED.

34L TANKER

OTHER AIDS USED.

**MEMBERS RECEIVING INSTRUCTION**

NAME	P	V	NAME	P	V	NAME	P	V
<u>D. COLE</u>		<input checked="" type="checkbox"/>						

**REMARKS**

To be completed by Station Officer responsible for Training.

(Signed) 

Date 5/11/98

O.I.C. Station

R.O.

(Training Wing Reports are to be attached to and forwarded with the Fortnightly Report of the Station Officer in Charge).

# COUNTRY FIRE AUTHORITY

## TRAINING REPORT

BRIGADE Corio INSTRUCTOR F/O FRENCH  
 DATE 24/1/98 LOCATION OF INSTRUCTION FIRE DISTRICT  
 NO. OF MEN 2 COMMENCEMENT TIME 1600 HRS. DURATION 1 HRS. 00 MIN.  
 SUBJECT Driving Assessment

TYPE OF LESSON. PRACTICAL  INFORMATION

FIRE FIGHTING EQUIPMENT USED.

Hino 3.4L

OTHER AIDS USED.

### MEMBERS RECEIVING INSTRUCTION

NAME	P	V	NAME	P	V	NAME	P	V
<u>D COLE</u>		<input checked="" type="checkbox"/>						
<u>N FRENCH</u>	<input checked="" type="checkbox"/>							

REMARKS

Procedure

Member assessed for 4W Driving & Stall

To be completed by Station Officer responsible for Training.

(Signed)



Date 24/1/98

O.I.C. Station

R.O.

(Training Wing Reports are to be attached to and forwarded with the Fortnightly Report of the Station Officer in Charge).

# COUNTRY FIRE AUTHORITY

## TRAINING REPORT

BRIGADE CORIO INSTRUCTOR F/O FRENCH  
 DATE 16<sup>th</sup> NOV 98 LOCATION OF INSTRUCTION ON Station  
 NO. OF MEN 2 COMMENCEMENT TIME 1345 HRS. DURATION 1 HRS. 30 MIN.  
 SUBJECT Operation of Hino 3.4 L.

TYPE OF LESSON. PRACTICAL  INFORMATION

FIRE FIGHTING EQUIPMENT USED.

Hino 3.4 L.

OTHER AIDS USED.

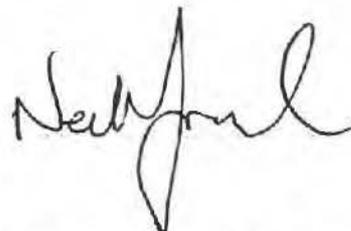
### MEMBERS RECEIVING INSTRUCTION

NAME	P	V	NAME	P	V	NAME	P	V
<u>D COLE</u>		<input checked="" type="checkbox"/>						
<u>N FRENCH</u>	<input checked="" type="checkbox"/>							

REMARKS Assessment on above appliance

To be completed by Station Officer responsible for Training.

(Signed)



Date 16/11/98

O.I.C. Station

R.O.

COUNTRY FIRE AUTHORITY

**TRAINING REPORT**

BRIGADE CORIO INSTRUCTOR C. CLEARY / C. PLATT  
 DATE 24 11 94 LOCATION OF INSTRUCTION CORIO F.S.  
 NO. OF MEN \_\_\_\_\_ COMMENCEMENT TIME \_\_\_\_\_ HRS. DURATION 2 HRS. 00 MIN.  
 SUBJECT WILDFIRE STRATEGY AND TACTICS &  
TANKER OPERATIONS

TYPE OF LESSON. PRACTICAL  INFORMATION   
 FIRE FIGHTING EQUIPMENT USED.  
3.4L TANKER O.H.P + LESSON BRIEF.

OTHER AIDS USED.

**MEMBERS RECEIVING INSTRUCTION**

NAME	P	V	NAME	P	V	NAME	P	V
Lt. CHARLTON		/	V/F'S PRICE		/			
V/F'S BIANCHI		/	" THOMSON		/			
" DAKIN		/	" COLE		/			
" FIERKA		/	Q/LF MANSON	/				
" <del>XXXXXXXX</del>		/	L/F ROBERTSON	/				
" HANLON		/	SIF CLEARY	/				
" HETHERINGTON		/						
" MCPHAIL		/						
" MARTIN		/						
" PLATT		/						

REMARKS INCLUDED S.D.D'S OF EMERGENCY PUMP OPERATIONS &  
KNAPSACK MAINTENANCE.

To be completed by Station Officer responsible for Training. (Signed) G. Cleary - Date 24 11 98  
 O.I.C. Station \_\_\_\_\_ R.O. \_\_\_\_\_

(Training Wing Reports are to be attached to and forwarded with the Fortnightly Report of the Station Officer in Charge).

COUNTRY FIRE AUTHORITY

**TRAINING REPORT**

BRIGADE CORW INSTRUCTOR F/O K-DICKIE  
 DATE 29/11/98 LOCATION OF INSTRUCTION ON STATION  
 NO. OF MEN 1 COMMENCEMENT TIME 1000 HRS. DURATION 1 HRS. 15 MIN.  
 SUBJECT B/A VAN

TYPE OF LESSON. PRACTICAL  INFORMATION

FIRE FIGHTING EQUIPMENT USED.

OTHER AIDS USED.

**MEMBERS RECEIVING INSTRUCTION**

NAME	P	V	NAME	P	V	NAME	P	V
D. CHARLTON		✓						

REMARKS INTRODUCTION ON VEHICLE # / PROCEDURES & COMPRESSOR OPERATION

To be completed by Station Officer responsible for Training. (Signed) [Signature] Date 29/11/98

O.I.C. Station R.O.

(Training Wing Reports are to be attached to and forwarded with the Fortnightly Report of the Station Officer in Charge).

COUNTRY FIRE AUTHORITY

TRAINING REPORT

BRIGADE CORIO INSTRUCTOR F/O K. DICKIE  
 DATE 30/1/98 LOCATION OF INSTRUCTION ON STATION  
 NO. OF MEN 1 COMMENCEMENT TIME 1900 HRS. DURATION 2 HRS. 45 MIN.  
 SUBJECT B/A VAN

TYPE OF LESSON. PRACTICAL  INFORMATION

FIRE FIGHTING EQUIPMENT USED.

OTHER AIDS USED.

MEMBERS RECEIVING INSTRUCTION

NAME	P	V	NAME	P	V	NAME	P	V
<u>D. CHARLTON</u>		<input checked="" type="checkbox"/>						

REMARKS COMPRESSOR OPERATIONS / ~~SET~~ SITING / DUTIES OF OPERATORS

To be completed by Station Officer responsible for Training. (Signed) [Signature] Date 30/1/98  
 O.I.C. Station R.O.

(Training Wing Reports are to be attached to and forwarded with the Fortnightly Report of the Station Officer in Charge).

COUNTRY FIRE AUTHORITY

**TRAINING REPORT**

BRIGADE Corio INSTRUCTOR F/O French  
 DATE 01 Nov LOCATION OF INSTRUCTION Fire District  
 NO. OF MEN 6 COMMENCEMENT TIME 1330 HRS. DURATION 2 HRS. — MIN.  
 SUBJECT Fireground Drills

TYPE OF LESSON. PRACTICAL  INFORMATION

FIRE FIGHTING EQUIPMENT USED.

Type pump C.A.B.A  
Teleboom

OTHER AIDS USED.

**MEMBERS RECEIVING INSTRUCTION**

NAME	P	V	NAME	P	V	NAME	P	V
<u>N French</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>						
<u>J Poulter</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>						
<u>W Elliott</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>						
<u>M Craigie</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>						
<u>S Waugh</u>	<input type="checkbox"/>	<input checked="" type="checkbox"/>						
<u>P Martin</u>	<input type="checkbox"/>	<input checked="" type="checkbox"/>						

REMARKS Fireground drills - Rescue, Firefighting and Oil Spill.

To be completed by Station Officer responsible for Training. (Signed) N French Date 01 11 98  
 O.I.C. Station R.O.

(Training Wing Reports are to be attached to and forwarded with the Fortnightly Report of the Station Officer in Charge).

COUNTRY FIRE AUTHORITY

**TRAINING REPORT**

BRIGADE CORIO INSTRUCTOR Q/L/F EMMETT  
 DATE 27/1/98 LOCATION OF INSTRUCTION ON STATION  
 NO. OF MEN 2 COMMENCEMENT TIME 1930 HRS. DURATION 3 HRS. 00 MIN.  
 SUBJECT Safety + Survival Refresher

TYPE OF LESSON. PRACTICAL  INFORMATION

FIRE FIGHTING EQUIPMENT USED.

Hino 3.4 L

OTHER AIDS USED.

**MEMBERS RECEIVING INSTRUCTION**

NAME	P	V	NAME	P	V	NAME	P	V
<u>J HOLLIDAY</u>		<input checked="" type="checkbox"/>						
<u>B LANCASTER</u>		<input checked="" type="checkbox"/>						

REMARKS Members were assessed for Safety + survival Pre-summer.

To be completed by Station Officer responsible for Training.

(Signed) Malcolm Elliott

Date 27/1/98

O.I.C. Station

R.O.

# COUNTRY FIRE AUTHORITY

## TRAINING REPORT

BRIGADE CORIO INSTRUCTOR F/O French  
 DATE 08/11/98 LOCATION OF INSTRUCTION FIRE DISTRICT  
 NO. OF ~~MEN~~ <sup>PEOPLE</sup> 2 COMMENCEMENT TIME 1000 HRS. DURATION 1 HRS. 00 MIN.  
 SUBJECT DRIVER TRAINING

TYPE OF LESSON. PRACTICAL  INFORMATION

FIRE FIGHTING EQUIPMENT USED.

Station Vehicle

OTHER AIDS USED.

### MEMBERS RECEIVING INSTRUCTION

NAME	P	V	NAME	P	V	NAME	P	V
<u>B LANCASTER</u>		<input checked="" type="checkbox"/>						
<u>N FRENCH</u>	<input checked="" type="checkbox"/>							

REMARKS Member displayed her knowledge and ability in driving of vehicle

To be completed by Station Officer responsible for Training. (Signed) Nelly French Date 08/11/98  
 O.I.C. Station R.O.

(Training Wing Reports are to be attached to and forwarded with the Fortnightly Report of the Station Officer in Charge).

# COUNTRY FIRE AUTHORITY

## TRAINING REPORT

BRIGADE COKIO

INSTRUCTOR JOHN WILSON ITIM  
GREAT ROBINS GAWWANE

DATE 17/11/98

LOCATION OF INSTRUCTION COKIO

NO. OF MEN 18 COMMENCEMENT TIME 1930 HRS. DURATION 1 HRS. 30 MIN.

SUBJECT CIS AWARENESS

TYPE OF LESSON.

PRACTICAL

INFORMATION

FIRE FIGHTING EQUIPMENT USED.

OTHER AIDS USED.

### MEMBERS RECEIVING INSTRUCTION

NAME	P	V	NAME	P	V	NAME	P	V
<u>P. HARRISON</u>			<u>C. BIANCHI</u>					
<u>C. CLEARY</u>			<u>A. HETHBRINGTON</u>					
<u>ALAN D. ABSEY</u>			<u>S. BAKIN</u>					
<u>P. MOUNTFORD</u>			<u>J. LUGG</u>					
<u>C. PLATT</u>			<u>R. THOMSON</u>					
<u>S. WAUGH</u>			<u>J. HOLIDAY</u>					
<u>A. DIMITROV</u>			<u>D. CHARLTON</u>					
<u>P. COLE</u>			<u>S. PRICE</u>					
<u>D. RABAS</u>								
<u>P. MARTIN</u>								

### REMARKS

To be completed by Station Officer responsible for Training.

(Signed) David Harris

Date 24/11/98

O.I.C. Station

R.O.

# COUNTRY FIRE AUTHORITY

## TRAINING REPORT

BRIGADE Corio INSTRUCTOR S/JF Elliott  
 DATE 18<sup>th</sup> Nov 98 LOCATION OF INSTRUCTION ON STATION  
 NO. OF MEN 2 COMMENCEMENT TIME 2000 HRS. DURATION 3 HRS. 00 MIN.  
 SUBJECT FIRE PLUG MAINTENANCE.

TYPE OF LESSON. PRACTICAL  INFORMATION

FIRE FIGHTING EQUIPMENT USED.

OTHER AIDS USED.

### MEMBERS RECEIVING INSTRUCTION

NAME	P	V	NAME	P	V	NAME	P	V
W ELLIOTT	✓							
S WAUGH		✓						

REMARKS Maintained fire plug maps

To be completed by Station Officer responsible for Training.

(Signed) *S/JF Elliott*

Date 18/11/98.

O.I.C. Station

R.O.

# COUNTRY FIRE AUTHORITY

## TRAINING REPORT

BRIGADE CORIO INSTRUCTOR Q FF SNOW  
 DATE 25.11.98 LOCATION OF INSTRUCTION CORIO FS  
 NO. OF <sup>PEOPLE</sup> MEN 2 COMMENCEMENT TIME 2030 HRS. DURATION 2 HRS 30 MIN.  
 SUBJECT CAREER DEVELOPMENT

TYPE OF LESSON. PRACTICAL  INFORMATION

FIRE FIGHTING EQUIPMENT USED.

OTHER AIDS USED.

COMPUTER

### MEMBERS RECEIVING INSTRUCTION

NAME	P	V	NAME	P	V	NAME	P	V
<u>TAYLOR . G</u>		<input checked="" type="checkbox"/>						

### REMARKS

To be completed by Station Officer responsible for Training.

(Signed)



Date

27/11/98

O.I.C. Station

R.O.

# C.F.A. STATION STAFF TRAINING

10/98

BRIGADE:       JURIO       FOR WEEK ENDING — THURS       11      

DATE	SUBJECT	INST	STUDENT		COMM. TIME	LESSON TIME		
			NAME	No.		TH	PRAC	PERIOD
2/10	AERIAL #		B THOMAS		0845		45	
	PUMPING SDD		K M'KEECHAN				45	
	TELEBOOM		C JORDAN				45	
			R COLLUM				45	45
2/10	CanBO SITING	RC	R. COLLUM		1500		2:30	
			C. JORDAN				2:30	2:30
2/10	OHS EWP		C JORDAN			30	<del>30</del>	30
2/10	TELEBOOM	-	W. ELLIOT				2:00	
	Aerials		M. CROZIER				2:00	
			M SNOW				2:00	2:00
2/10	TELEBOOM	✓	W. ELLIOT				0:30	
	CASIN DRILL		M. CROZIER				0:30	0:30
4/10	Teleboom	I.L.	I. Lloyd		10:30		3:00	
	Aerials		M Crozier				3:00	3:00
05/10	Teleboom	K.M	K Mann		20:00		2:00	
	Aerials		I Lloyd				2:00	
			J. Potter				2:00	
			M Crozier				2:00	2:00
05/10	INCIDENT PREPLANNING	CC	C. CLEARY		13:30	3:00		3:00
	TELEBOOM - AERIALS	NB	N. BROWN		09:00	<del>3:00</del>	0:30	0:30
06/10	INCIDENT PREPLANNING	CC	C CLEARY		13:30	3:00		3:00
	TELEBOOM		D. ABBY					
7/10	BA VAN		M. SNOW		14:00		1:00	
	DRIVING		M. CROZIER		14:00		1:00	1:00
							3 1/2	

CERTIFIED CORRECT ..... ..... .....	O.I.C. STATION ..... O.I.C. REGION ..... O.I.C. ZONE .....	TOTAL 18 3/4 CARRIED FWD. PROG. TOTAL 18 5/4
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# C.F.A. STATION STAFF TRAINING

BRIGADE: CORIO FOR WEEK ENDING — THURS 1/1

DATE	SUBJECT	INST	STUDENT		COMM. TIME	LESSON TIME		
			NAME	No.		TH	PRAC	PERIOD
9/10	COMBINATION TRAINING		C JORDAN		1000		2.00	
			R COLLUM				2.00	2.00
9/10	S.D.O. B/A VAN		C JORDAN		0830		.15	
	TRAILER GENERATOR		R COLLUM				.15	
			K MCKEEGAN				.15	.15
10/10	S.D.O. AIRBIB6		B THOMAS		0920		.30	
			K MCKEEGAN				.30	
			I. LLOYD				.30	
			R. COLLUM				.30	.30
11/10	K. Dickie		Incident Preplanning		11.00	3.00		
	I. Lloyd		" "			3.00		
	W. Pothner		" "			3.00		
	A. Mills		" "			3.00		3.00
12/10	K. Dickie		Evacuation Drill		09.30	1.15		
	I. Lloyd		" "			1.15		
	W. Pothner		" "			1.15		
	A. Mills		" "			1.15		1.15
11/10	TELEBOOM FAMILIARISATION		W. ROBERTSON		1930		1.00	
			W. AYLMER				1.00	1.00
15/10	Teleboom familiarisation	WE	Wayne Elliott		10.00		2.00	2.00
		PRAC	M. Crozier					
	Teleboom jumping	WE	Wayne Elliott		1300		2.00	2.00
			M. Crozier					
	Teleboom Driver Training + sitting	WE	Wayne Elliott					
			M. Crozier		0930		.30	.30
			J. Pothner					
			K. Diamond					

CERTIFIED CORRECT .....

O.I.C. STATION .....

O.I.C. REGION .....

O.I.C. ZONE .....

TOTAL

CARRIED FWD.

PROG. TOTAL

12 1/2
18 3/4
31 1/4

# C.F.A. STATION STAFF TRAINING

BRIGADE: Corio

FOR WEEK ENDING — THURS 19/10/98

DATE	SUBJECT	INST	STUDENT		COMM. TIME	LESSON TIME		
			NAME	No.		TH	PRAC	PERIOD
17/10	Operational Preparedness Shell Oil Refinery	R/O Barry	F/O B Thomas		2000 hrs	✓		2 1/2 hrs
			L/F W Robertson					
			S/F K McKeegan					
			S/F C Jordan					
19/10	OPERATIONAL PREPAREDNESS SHELL REFINERY	<del>R/O Barry</del> R/O Green	K. DICKIE		0930	2:00		2:00
			I. LLOYD			2:00		
			W. AYLMER			2:00		
			R. HOTCHIN			2:00		
	INSPECTION SHELL REFINERY		K. DICKIE		1330		1:30	
			W. AYLMER				1:30	
			I. LLOYD				1:30	
			R. HOTCHIN				1:30	01:30
20/10	PA 94 PLUS C.A.B.A.	P.F.D.	K. DICKIE		0900	2:30		
			W. AYLMER			2:30		
			I. LLOYD			2:30		
			R. HOTCHIN			2:30		02:30
	VEHICLE STOWAGE TELEBOM / COMB / TYPE 3 PUMPER.		K. DICKIE		1330		3:00	
			W. AYLMER				3:00	
			I. LLOYD				3:00	
			R. HOTCHIN				3:00	3:00
21/10	PA 94 + CABA		K. DICKIE		1930		1:00	
			I. LLOYD				1:00	1:00
			W. AYLMER		2030		1:00	
			R. HOTCHIN				1:00	1:00

CERTIFIED CORRECT .....

O.I.C. STATION .....

O.I.C. REGION .....

O.I.C. ZONE .....

TOTAL

CARRIED FWD.

PROG. TOTAL

13 1/2
31 1/4
44 3/4

# C.F.A. STATION STAFF TRAINING

BRIGADE: \_\_\_\_\_

FOR WEEK ENDING — THURS 29/10/98

DATE	SUBJECT	INST	STUDENT		COMM. TIME	LESSON TIME		
			NAME	No.		TH	PRAC	PERIOD
23/10	C.A.B.A PA941	JM <sup>c</sup>	N. FRENCH		1330	1-45		
			J. POWLER					
			W. ELLIOTT					
			M. CROZIER			1-45		1-45
25/10	TELEBOOM		W. ROBERTSON		1400		1-00	
			P. MOUNTFORD				1-00	
			K. M <sup>c</sup> KEEGAN				1-00	1-00
25/10	Teleboom		K. M <sup>c</sup> Keegan		1500	30		
	Pump + Foam Operations		P. Mountford			.30		.30
26/10	C.A.B.A. P.A.94	J.M <sup>c</sup>	B. THOMAS		1000	1-45		
			W. ROBERTSON			1-45		
			K. M <sup>c</sup> KEEGAN			1-45		
			D. ABBEY			1-45		1-45
26/10	Teleboom		N French		1900	2-00		2-00
25/10	Region Foam Inventory		W ELLIOTT		1900	1-00		
			J POWLER			1-00		
			M CROZIER			1-00		1-00
25/10	REFRACTOMETER		W ELLIOTT				.30	
			M CROZIER				.30	.30
23/10	TELEBOOM	J.P.	J. POWLER				.45	
	DRIVE TRAINING		M. CROZIER				.45	.45

CERTIFIED CORRECT .....

O.I.C. STATION .....

O.I.C. REGION .....

O.I.C. ZONE .....

TOTAL

CARRIED FWD.

PROG. TOTAL

9 3/4  
44 3/4  
54

# C.F.A. STATION STAFF TRAINING

BRIGADE: \_\_\_\_\_ FOR WEEK ENDING — THURS 1 / 1

DATE	SUBJECT	INST	STUDENT		COMM. TIME	LESSON TIME		
			NAME	No.		TH	PRAC	PERIOD
27/10	INCIDENTS PLANNING		K. DICKIE		1030	3:00		
			J. LLOYD			3:00		
			W. AYLMER			3:00		
			P. MOUNTFORD			3:00		03:00
28/10	INCIDENT PLANNING		K. DICKIE		1030	3:00		
			J. LLOYD			3:00		
			W. AYLMER			2:00		
			P. MOUNTFORD			3:00		03:00
	INSPECTION		K. DICKIE		1500		1:00	
	LARA LPH TERMINAL		J. LLOYD				1:00	
			W. AYLMER				1:00	
			P. MOUNTFORD				1:00	01:00
27/10	SAFETY & SURVIVAL		B. THOMAS		1930	2:15		
			W. ROBERTSON			2:15		
			K. McKEEGAN			2:15		
			N. BROWN			2:15		2:15
27/10	SDD TELEBOOM		N. FRENCH		0915		.15	
	AIRLINE EQUIP		J. POWELL					
			M. CROZIER					
			P. MOUNTFORD				.15	.15
31/10	TELEBOOM		N. FRENCH				1:30	
	AERIAL + PUMPING		M. CROZIER				1:30	1:30
31/10	HOSE CARE & MAINTENANCE		J. POWELL				2:00	2:00

CERTIFIED CORRECT .....	O.I.C. STATION		TOTAL	13
.....	O.I.C. REGION		CARRIED FWD.	54
.....	O.I.C. ZONE		PROG. TOTAL	67



90291  
0/98

COUNTRY FIRE AUTHORITY

3

TRAINING REPORT

BRIGADE CORIO

INSTRUCTOR LIF J POWLTER

DATE 24/10/98

LOCATION OF INSTRUCTION CORIO FIRE DISTRICT

NO. OF MEN 1 COMMENCEMENT TIME 1330 HRS. DURATION 1 HRS. — MIN.

SUBJECT DRAWER TRAINING

TYPE OF LESSON.

PRACTICAL

INFORMATION

FIRE FIGHTING EQUIPMENT USED.

3.4L HIMO TANKER

OTHER AIDS USED.

MEMBERS RECEIVING INSTRUCTION

NAME	P	V	NAME	P	V	NAME	P	V
D. COLE		✓						

REMARKS

To be completed by Station Officer responsible for Training.

(Signed)

Date 26/10/98

O.I.C. Station

R.O.

(Training Wing Reports are to be attached to and forwarded with the Fortnightly Report of the Station Officer in Charge).

## COUNTRY FIRE AUTHORITY

TRAINING REPORT

BRIGADE COMO INSTRUCTOR B. THOMAS  
 DATE 27/10/98 LOCATION OF INSTRUCTION COMO STATION  
 NO. OF MEN COMMENCEMENT TIME 1930 HRS. DURATION 2 HRS. 10 MIN.  
 SUBJECT SAFETY & SURVIVAL

TYPE OF LESSON. PRACTICAL  INFORMATION

FIRE FIGHTING EQUIPMENT USED.

OTHER AIDS USED.

MEMBERS RECEIVING INSTRUCTION

NAME	P	V	NAME	P	V	NAME	P	V
S. WAUGH		✓	S. PRICE		✓			
<del>E. HOLIDAY</del>		✓	D. LABBAS		✓			
D. CHARLTON		✓	R. THOMPSON		✓			
G. BIANCHI		✓	A. DIMOVSKI		✓			
S. DAIKIN		✓	G. DAVIS		✓			
D. DAVIS		✓						
B. FIERKA		✓						
S. Mc PHAIL		✓						
P. MARTIN		✓						
C. PLATT		✓						

REMARKS

To be completed by Station Officer  
responsible for Training.

(Signed)



Date

27/10/98

O.I.C. Station

R.O.

(Training Wing Reports are to be attached to and forwarded with the  
Fortnightly Report of the Station Officer in Charge).

**IN THE AUSTRALIAN INDUSTRIAL  
RELATIONS COMMISSION**

C No 37547 of 1997  
C No 31397 of 1998  
C No 31407 of 1998

**IN THE MATTER**  
of the *Victorian Firefighting Industry Employees*  
*Interim Award 1993 Division B*

**AND IN THE MATTER**  
of a Review pursuant to the  
*Workplace Relations and Other Legislation Amendments Act 1996*

**EXHIBIT "BT 9"**

**TO STATEMENT OF BARRY THOMAS**

**COUNTRY FIRE AUTHORITY MEDIA CONFERENCE  
6TH MAY, 1999.**

**ADDRESSES BY:**

**LEN FOSTER, COUNTRY FIRE AUTHORITY CHAIRMAN  
MINISTER FOR POLICE AND EMERGENCY SERVICES BILL  
McGRATH.**

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**LEN FOSTER - COUNTRY FIRE AUTHORITY:**

Ladies and gentleman, can I welcome you to the CFA and also thank you for making the long and arduous trip to Burwood. I do appreciate that.

The announcement today by the minister will be to, in effect, be informing you of some very significant infrastructure and personnel changes impacting on the CFA. The minister will do that. But perhaps as a preamble to that, I'd like to make a few comments.

CFA itself is not generally recognised in Melbourne as being the major urban firefighting service that it is. Most people would understand that it is a world leader in wild fire, and what we are going to demonstrate to you today is that it is a world leader in urban structural firefighting as well.

## FOSTER CONT/D:

The CFA itself protects two point four million Victorians. It also protects about fifteen million square kilometres of Victoria, and in the outer metropolitan area of Melbourne, responds to some twenty-four thousand incidents per year.

What you'll be shown today, immediately after the minister has made his statement, is an analysis of the material that we use and the programs that we use to determine resource allocation, risk analysis and, eventually, the location of all of our assets.

I regard it as being leading technology, and it's probably quite appropriate - today being, or this week, being Science Week - that we're able to expose you to this very, very modern technology. Technology that no other emergency service throughout Australia actually utilises.

What the data and the techniques demonstrate is that CFA in its area of responsibility is undergoing very significant change. It will demonstrate demographic change, population density, the changing infrastructure requirements of the CFA and the like.

What I'm absolutely delighted about in being able to explain this to you today, is that it does demonstrate that the CFA bases its decisionmaking on hard data and not on intuition and even on experience. We are approaching infrastructure manning in a very business like approach.

## FOSTER CONT/D:

The chief officer, Trevor Roche, is up the back; will be available to give you a presentation on the data and the techniques that we use to gather and analyse the data immediately after the minister's presentation.

There's been a lot of speculation and discussion in recent times about the CFA's ability to meet its own benchmarks, which are internationally and nationally accepted benchmarks. We will be able to show you today that the CFA reaches and achieves its benchmark performance to the ninety-two per cent of a benchmark requirement of ninety per cent ... percentile. Just to re-emphasise that, CFA's benchmark requirement for response is ninety per cent of our nationally accepted benchmarks. State wide we are achieving that benchmark ninety-two per cent of the time. In other words, in excess of the benchmark itself.

Because there has been a lot of conjecture and comment about the CFA's ability to accept this, we have undertaken an independent audit using William Mercer, the international audit company, to have our data verified. That has now been completed, and I am very pleased to say that the independent audit has demonstrated that our material is accurate. And that should end the argument about statistics.

When I, however, start looking at the data and received advice from the chief officer, it's clear in areas of the outer metropolitan area of Melbourne, things do not remain static. And as population changes, the demographics change, the CFA

**FOSTER CONT/D:**

has to be able to be flexible enough to meet the requirements of its response benchmarks.

The result of the analysis, we were able to make recommendations to government some time ago now, to the effect the CFA in these areas did require additional resourcing and infrastructure to make sure that we were able to maintain these benchmarks in the future. And the minister will be making a statement as to that effect in a few moments.

In talking about the data in the CFA, it is absolutely imperative that we know what the CFA is. And the CFA is quite a unique model of emergency service presentation in delivery, even within Australia. We are one of the few organisations where we have a rural-urban focus, and a very, very large number of volunteers supported by career or paid personnel.

And I might add - and I can be factual in making this statement - the model that we use in Victoria is the envy of most emergency service organisations throughout the rest of Australia. We are flexible with our sixty-seven thousand volunteer base; we are able to adjust our resourcing requirements and service delivery according to the local environment.

However, as pressures mount, that volunteer base need to be supported in an incremental way by career personnel. And in an EBA that we signed with the union in 1996, we have the ability to incrementally increase the resourcing levels of our career or

**FOSTER CONT/D:**

paid fire stations, and the minister will make comments about the number of additional people that we're going to be putting into these stations in the future.

The other very, very interesting thing about the CFA is that we are much, much more than a suppression or response organisation. One thousand two hundred and sixty brigades of the CFA actually provide a response capability, but also a whole range of community education, risk management analysis and other community services. Indeed, we at the CFA believe that our flexible model, which is ... which has no counterpart, certainly in Victoria, is the very, very best indeed.

Now, I would ... after those few introductory comments, I'd invite the Minister for Police and Emergency Services, Mr Bill McGrath, to make an announcement about the CFA resourcing levels. Minister Bill McGrath.

**BILL McGRATH - MINISTER FOR EMERGENCY SERVICES:**

Well, thank you very much, chairman, Mr Len Foster and, of course, all other people here and including the chief fire officer, Trevor Roche, and members of the media, thank you very much for coming to this very important announcement today.

You would be all aware that in the last day or so we have announced the overall state budget and, of course, as has been explained on many occasions, there was a process that all ministers having responsibility for various agencies have to go

**McGRATH CONT/D:**

through, and present to the budget expenditure review committee reasons why there should be financial increases in given areas of responsibility.

And so therefore we are today here. Bearing in mind that the Country Fire Authority is funded by a combination of levies on fire insurance premiums and a contribution from the state government, a process to go through and result in being able to make these announcements today which will lead to a greater commitment from the CFA and government to ensure the safety of our communities. And in this area, that safety extends very strongly to both the fire prevention strategies and also the fire suppression that is needed from time to time, as the chairman outlined to you, the number of calls that the CFA responds to.

And might I say to you that it is very, very pleasing that that independent audit of the call-out responses are, indeed, measuring up very adequately to the benchmarks, which vindicates the government's introduction of the Intergraph BEST system where we now have all emergency services through that single Bureau of Emergency Services Telecommunications system. And it is producing a fantastic response on behalf of ambulances, police, Metropolitan Fire Brigade, Country Fire Authority and the State Emergency Service.

So with all of those things in mind, I think it is very much a success story. And it's very pleasing, in that debate and negotiations that goes on, when Mr Foster talks about the

**McGRATH CONT/D:**

geographic information system. And that system is not foreign to me, because we've been using it now in our farming practices for the last two to three years. And it is an incredible piece of technology, and what it has enabled us, the Country Fire Authority, to do through its mapping process is overlay and look at those growth areas around the outer metropolitan area, and analyse fully where they indeed feel there is need for greater presence and a greater responsibility from the CFA on behalf of government to that wider community.

So it is very, very pleasing today that I am able to be here to announce that back in 1997 we put in place the first twenty-seven community support facilitators, and these facilitators worked with the various brigades to ensure that there were various fire prevention strategies, working with the local community, and saw also the encouragement for people to participate in a volunteer capacity within their local Country Fire Authority brigade.

And from that point of view, that first initial injection of twenty-seven community support facilitators has proved so successful that today we're enabled to announce an increase of a further thirty-two community support facilitators who will take positions in various brigades right around the whole of Victoria. And once again, ensuring that enormously efficient and successful fire prevention and suppression system continues to set the pace among all jurisdictions here in Australia.



**McGRATH CONT/D:**

And I of course travel the Western Highway pretty often between Melbourne and Horsham, so I'm certainly aware of that great corridor out at Caroline Springs, Burnside, where the billboards are telling us that twenty-five thousand people will be located in that particular corridor within a very short space of time. And the explosion of new homes and new dwellings, new schools, sporting ovals and so on is quite incredible when you see the expansion of those sort of housing estates over a few months' period.

Coupled with that, those new fire stations, will be eight new firefighting vehicles to go into those areas, and nineteen new operational people who will work directly at those five stations to support the volunteer component of the service.

So from that point of view I believe that we do have, indeed, a very, very positive story in which to tell here today. I could say to you that indeed I am very, very pleased, regardless of a suggestion in today's press, that the cooperation between the Metropolitan Fire Service and the Country Fire Authority is indeed very, very good. And where there are mutual aid responsibilities on outer urban fringe areas, that management has indeed been positive, and it is in the overall best interests of the wider community to see that good cooperation between the Metropolitan Fire Service and the Country Fire Authority.

So a very, very positive story here today. I'm sure that as you go around and have a greater identification of the geographic

**McGRATH CONT/D:**

information system and how the decisions were made to place given fire brigades and stations of a given area, are put into place, because it is quite an intriguing story. And it needs to be publicised so that we can give the community that sense of wellbeing that, indeed, their lives and their properties are, indeed, very, very well protected indeed by very efficient emergency services in this state. And I cannot express that point strong enough, that the wellbeing of the community is enhanced here today by this announcement, and there should be a very, very good sense of wellbeing in our community with the way our emergency services can respond to a given emergency. And the CFA is no exception in the partnership that they play with all other emergency services to give that sense of security and confidence to the wider community right across the whole of Victoria.

Thank you very much, and I hope you appreciate the announcement today from myself and the chairman of the CFA, Mr Foster. Thank you.

If you have any questions, Mr Foster is happy to join me. Any questions from you, the media? No questions, good.

**FEMALE REPORTER:**

Is this an election sweetener?

**McGRATH:**

No, no. This is not an election sweetener. As we say, there is a process ... you know, was my first point. There is a process that we go through on an annual basis leading up to the budget expenditure review committee. This is part of that overall process, and the result would have been the same regardless of when the next election may be held.

**MALE REPORTER:**

Will the new stations operate for twenty-four hours?

**McGRATH:**

I understand the one at Caroline Springs, Burnside, is going to be a full twenty-four hour fire station. Mr Foster?

**FOSTER:**

All CFA brigades and stations are twenty-four hours throughout the state. Urban brigades, we respond in all of those situations twenty-four hours a day within our benchmarks.

**MALE REPORTER:**

And will the eight per cent of people at the moment who aren't going to get the fire brigade there on time, can you satisfy them in the future with a benchmark of a hundred?

**FOSTER:**

The international and national benchmark is to the ninetieth percentile, and I would like to be able to say to you that we can predict storms, lightning and earthquakes. We can't do that. So

**FOSTER CONT/D:**

the ninetieth percentile is being selected for very, very good reasons, and we're there meeting that international benchmark.

**MALE REPORTER:**

Industrially, how will this be handled? Any problems with MFB response, that sort of thing?

**McGRATH:**

No, I think, as I explained to you, that there's very, very good cooperation between the Metropolitan Fire Service and the CFA, and we'll be handling it very well from an industrial point of view and ... well, I would see very much smooth implementation.

**FOSTER:**

If I could add to that, Minister, this has been an incremental development of resourcing for the CFA. And in 1996 the United Firefighters Union and the CFA signed an enterprise bargain agreement which allows the flexible manning in these new stations. So I'm delighted with that outcome, and I believe the union will be working cooperatively with us to make sure that that the CFA resources are supplemented.

**FEMALE REPORTER:**

You mentioned firefighter safety ...

**FOSTER:**

I don't think I mentioned firefighter safety at all. But if you have a question about it, I'd be delighted to help you.

**FEMALE REPORTER:**

Will this new announcement affect the firefighters' safety?

**FOSTER:**

Oh look, the CFA has safety as an absolute ... at a premium, and the highest ... well, every effort is made to ensure safety. All CFA brigades operate under the chief officer's standing orders, which implies safety is maintained. The addition of what we call career firefighters to this area will simply supplement an excellent system now.

**McGRATH:**

Question down the back. Okay.

**QUESTION on MFB firefighters' ban on being volunteers.**

**FOSTER:**

Yeah, we were absolutely shocked when we heard that that ban was in place because, in effect, the ban on MFB firefighters being volunteers, in my view, just flies in the face of what volunteers and community service is all about. And I had no doubt that would just be a passing phase.

**QUESTION on whether new positions will be voluntary.**

**FOSTER:**

Oh no. The nineteen new positions are CFA pay operational personnel. They will be working hand in glove with our volunteers, as they do in the other manned stations that we have around the state.

**McGRATH:**

Well, thank you all very much and I hope you enjoy your further explanation with the chief fire officer. I think Trevor Roche is going to take charge of that. Thank you.

**FOSTER:**

And I think we have arranged at this point a presentation of the geographical information system material, as I understand it Mark, and the chief officer will be standing ready and able. Thank you.

**END OF SEGMENT**

**IN THE AUSTRALIAN INDUSTRIAL  
RELATIONS COMMISSION**

C No 37547 of 1997  
C No 31397 of 1998  
C No 31407 of 1998

**IN THE MATTER**  
of the *Victorian Firefighting Industry Employees*  
*Interim Award 1993 Division B*

**AND IN THE MATTER**  
of a Review pursuant to the  
*Workplace Relations and Other Legislation Amendments Act 1996*

**EXHIBIT "BT 10"**

**TO STATEMENT OF BARRY THOMAS**

**LA TROBE VALLEY RISK ASSESSMENT PROJECT**

Presentations to  
 Council, Fire Authority, Fire  
 and Emergency Services  
 17 May 1997  
 22 November 1997

**Project Purpose**

- Old Hazard Assessment System Deficient
- Incorporate All Risk Types (Structural, Wildfire, Transport, Air Hazards)
- Address Land Use And Demographic Change
- Repeatable Methodology Producing Consistent Results
- Objective And Quantifiable To Monitor Performance
- Increased Risk Assessment Method Based On NZS 360
- Increase Risk Awareness Within Area, Regions, Brigades

**Information System**

- Available to All Fire Units
- Consistent Approach to All Units
- Consistent in Terms of Technology & Commercial
- Consistent in Terms of Data Collection
- Consistent in Terms of Reporting

**Strategic Relationships**

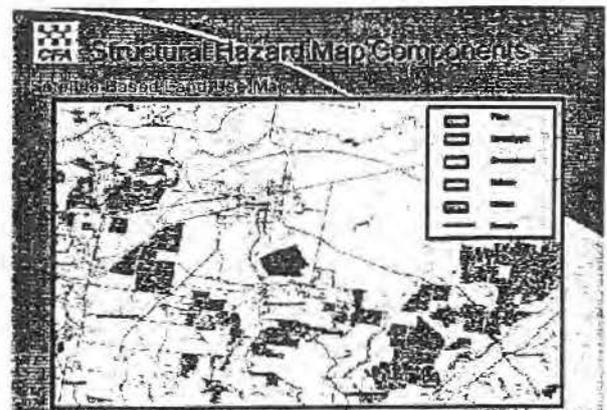
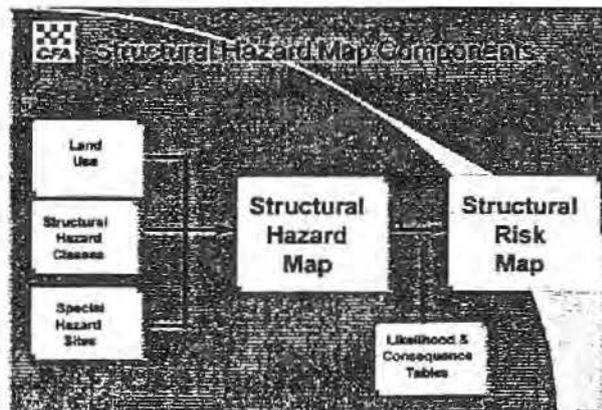
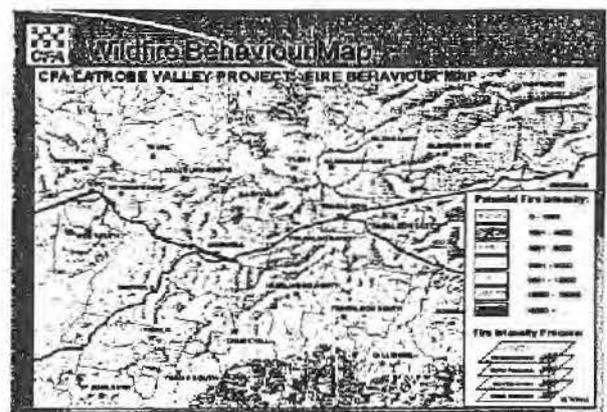
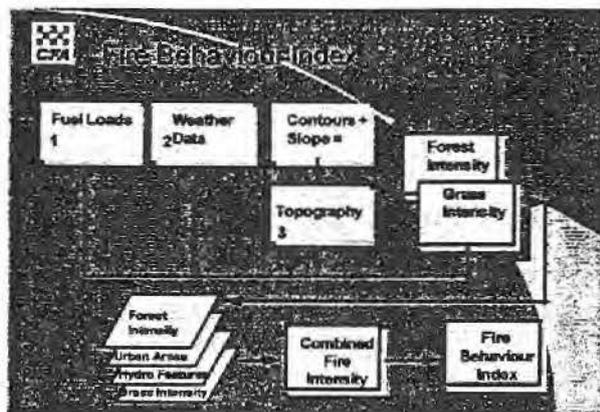
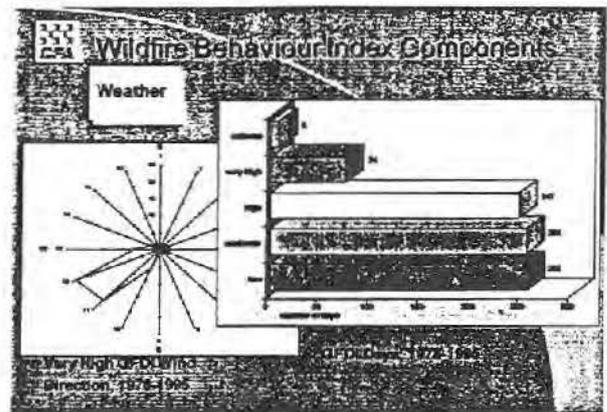
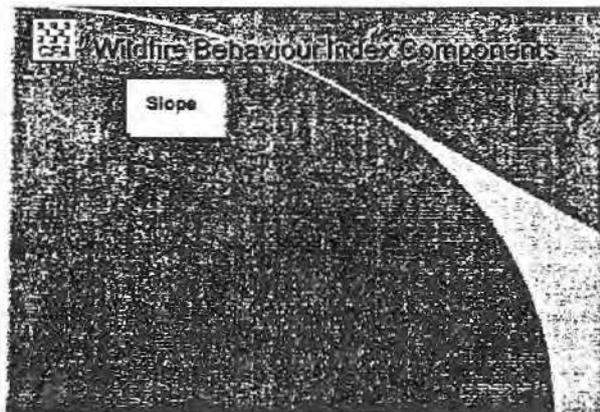
Develop Area Risk Treatment Plans

**Information Systems Approach**

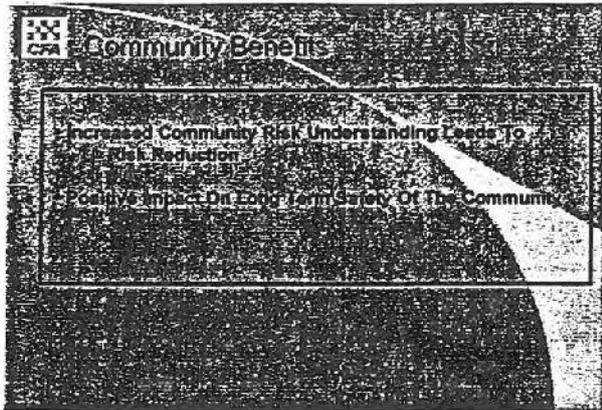
**Core Data For Decision Making**

- LAND USE
  - Land Use Mapping, Satellite Data, Local Photos, etc.
- DEMOGRAPHIC
  - Age, Income, etc.
- LOCATION OF RISK
  - Area based Risk Assessments
  - Special Risk Locations
- EXISTING INFRASTRUCTURE AND EQUIPMENT
  - Equipment, Brigade Locations, Resources, etc.
- HISTORICAL INCIDENT
  - Fire and Incident Occurrences, FIRE DATA
- GROWTH AND DEVELOPMENT
  - Structures, Buildings, Risk Assessment, etc.
- Other Planning Strategy, Abolition Planning









**IN THE AUSTRALIAN INDUSTRIAL  
RELATIONS COMMISSION**

C No 37547 of 1997

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**EXHIBIT "BT ) ) "**

**TO STATEMENT OF BARRY THOMAS**

**IN THE AUSTRALIAN INDUSTRIAL  
RELATIONS COMMISSION**

C No 37547 of 1997  
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**EXHIBIT "BT 12"**

**TO STATEMENT OF BARRY THOMAS**

## Current Career Fire Stations

<b>Issue</b>	<b>Permanent Part Time (Supplementary)</b>	<b>Day Worker Minimum Manning</b>	<b>Day Worker Supplementary</b>
<b>Why</b>	<ul style="list-style-type: none"> <li>•These positions will perform or enable shift workers to perform within or outside the fire district</li> <li>▸ Training - indiv</li> <li>▸ Community work</li> <li>▸ Industry training</li> <li>▸ Intervention programs</li> <li>▸ Specialist duties</li> <li>▸ Projects/working parties</li> <li>▸ Career development</li> <li>▸ Volunteer Training</li> </ul>	<ul style="list-style-type: none"> <li>•Daytime response needs</li> <li>•Volunteer availability</li> <li>•Facilitates shift workers doing in or out fire district:                             <ul style="list-style-type: none"> <li>▸ Training - indiv</li> <li>▸ Community work</li> <li>▸ Industry training</li> <li>▸ Intervention programs</li> <li>▸ Specialist duties</li> <li>▸ Projects/working parties</li> <li>▸ Career development</li> <li>▸ Volunteer Training</li> <li>▸ Response</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>•Facilitates shift workers doing in or out fire district:                             <ul style="list-style-type: none"> <li>▸ Training - indiv</li> <li>▸ Community work</li> <li>▸ Industry training</li> <li>▸ Intervention programs</li> <li>▸ Specialist duties</li> <li>▸ Projects/working parties</li> <li>▸ Career development</li> <li>▸ Volunteer Training</li> <li>▸ Response</li> </ul> </li> </ul>
<b>How</b>	Award/EBA CFA employee Normal recruitment process - In/Out Operational Status	Award/EBA CFA employee Normal recruitment process - In/Out Operational Status	Award/EBA CFA employee Normal recruitment process - In/Out Operational Status
<b>Where</b>	Region 7 Region 22	Eitham Morwell	Wodonga Wangaratta Boronia
<b>Nos (Exclud Relief)</b>	4 (2 in each of these positions)	2	3
<b>When</b>	99/2000	99/2000	99/2000
<b>Reporting Relationship</b>	Region HQ (OM)	OIC Stations	(OM)
<b>Duties</b>	Agreed existing P.D.	Agreed existing P.D.	Agreed existing P.D.
<b>Classification</b>	All (to be determined by Region)	All (to be determined by Region)	All (to be determined by Region)
<b>Grades</b>	Pro rata base rate for classification	Base rate for classification	Base rate for classification
<b>Hours</b>	Min of 20 hours per week	38 hrs per week	38 hrs per week
<b>Leave</b>	Pro rata 4 weeks	4 weeks	4 weeks
<b>Public Holidays</b>	Take as fall	As they fall or substitute day	Take as fall
<b>Skills Maintenance</b>	Skills maintenance will be equivalent of full time classification agreed program	Skills maintenance will be equivalent of full time classification agreed program	Skills maintenance will be equivalent of full time classification agreed program
<b>Min prerequisites for employment</b>	As per classification agreed key selection criteria	As per classification agreed key selection criteria	As per classification agreed key selection criteria
<b>Relief</b>	Not required	Will be replaced with another day worker or 10/14 person of the classification or qualified to perform role.	Not required

Country Fire Authority

Attachment B

1. Current Career Fire Station Minimum Numbers Profile During Life of Enterprise Bargaining Agreement Mark 2

Reg	Station	Total Personnel 08/14					Day Positions		Permanent Part-Time		Total
		FO2	FO1	LFF	FF	Total	Min. Man	Supplementary	Min. Man	Supplementary	
2	Bendigo	6 8		8 8	14 14	28 28	Min. Man		Min. Man	(Regional Based)	28 28
6	Warrumbungle X		5 8			5 8					5 8
7	Bairnsdale		5 8		5 8	10 10					10 10
	Casto	6 8		6 8	11 11	23 23					23 23
	Geelong City	5 8	6 8	8 8	15 15	54 34				2	35 34
8	Chelms		5 8			5 8					5 8
	Dandenong	5 8	2 7	8 8	20 20	40 40					40 40
	Dryden		5 8	4 4	5 8	14 14					14 14
	Frankston	5 8		4 4	11 11	20 20					20 20
	Springvale		5 8	4 4	5 8	14 14					14 14
10	Marvell X		5 8			5 8		1			6 8
	Traralgon		5 8			5 8					5 8
13	Sorella		5 8	6 8	6 8	17 17		1			18 18
	Traralgon X		5 8			5 8					6 8
16	Bellair	5 8		8 8	14 14	27 27					27 27
18	Mildura X		5 8			5 8					5 8
22	Shepparton		5 8		6 8	11 11				2	12 12
23	Warragamba X		5 8			5 8		1			6 8
24	Wodonga X		5 8			5 8		1			6 8
	<b>Total</b>	<b>32</b>	<b>78</b>	<b>96</b>	<b>112</b>	<b>278</b>	<b>1</b>	<b>4</b>	<b>0 8</b>	<b>4</b>	<b>285 288</b>

32 78 96 112 278

Note 1 - CFA will commence recruitment action when actual 12/14 numbers reach 282 (i.e. 4 above establishment of 278).

Positions in excess of 278 will be Firefighters (Relievers). They will be appointed to Stations to suit CFA requirements. Further, they will be subject to order of transfer to fill a vacant position if there are no suitable applicants.

Note 2 - For the purposes of calculation, the four permanent part-time positions equate to two full-time equivalents.

Note 3 - The sixth FO2 position at Casto will be filled when the number of FOs at Bendigo reduces from seven to six.

2. Minimum Numbers Profile of New Career Fire Stations During Life of Enterprise Bargaining Agreement Mark 2

Reg	Station	LFF		FF	Total
		No's			
		Rooster			
4	Perth	1	Day		1
13	Sorella	1	Day		1
	Warrandyte X	2	Day		2
14	Caroline Springs	2	Day		2
	Craigburn	2	Afternoon/Evening		2
	Hillside	2	Day		2
	Hoppers Crossing X	2	Afternoon/Evening		2
	Relievers	3	As Required		3
	Supplementary	3	As Required		3
	<b>Total</b>	<b>18</b>	<b>18</b>	<b>0</b>	<b>36</b>

Hillside

**IN THE AUSTRALIAN INDUSTRIAL  
RELATIONS COMMISSION**

C No 37547 of 1997

C No 31397 of 1998

C No 31407 of 1998

**IN THE MATTER**  
of the *Victorian Firefighting Industry Employees*  
*Interim Award 1993 Division B*

**AND IN THE MATTER**  
of a Review pursuant to the  
*Workplace Relations and Other Legislation Amendments Act 1996*

**EXHIBIT "BT 13"**

**TO STATEMENT OF BARRY THOMAS**

**IN THE AUSTRALIAN INDUSTRIAL  
RELATIONS COMMISSION**

C No 37547 of 1997  
C No 31397 of 1998  
C No 31407 of 1998

**IN THE MATTER**  
of the *Victorian Firefighting Industry Employees*  
*Interim Award 1993 Division B*

**AND IN THE MATTER**  
of a Review pursuant to the  
*Workplace Relations and Other Legislation Amendments Act 1996*

EXHIBIT "BT 14"

TO STATEMENT OF BARRY THOMAS

# A Description of Corio Fire Brigade District

The Corio Urban Fire Brigade is located within the boundaries of the City of Greater Geelong and to the north of the Geelong CBD.

The Corio Fire Brigade area is predominantly urban in nature and contains the majority of Geelong's industry. To the north & west of the Brigade area is the urban/rural interface.

## *1. Industrial*

The Brigade area contains some of the states major risks. The Geelong Shell refinery is the largest refinery in Victoria and is classified, as the CFA's only class one risk, other major storage facilities include Terminals. The bulk storage & handling facility houses four Horton pressure spheres with a total capacity of 17060 cubic meters. The product currently allocated for storage is Vinyl Chloride Monomer. The site also has nine conventional tanks for general use. These tanks may house vegetable oils, industrial chemicals, petrochemicals and petroleum products and have a total capacity of 9000 cubic meters. These chemicals are mostly received from ships berthing at Refinery Pier and are piped to the storage tanks.

Other major industrial risks included:

- BHP Wire Mill
- BHP Tyre Cord Manufacturing
- Ford Motor Company -Main Plant
  - Product Engineering
  - Casting Plant
- Shell Gas Plant
- Elgas recharge & distribution centre
- Geelong Wool Combing Plant
- Incitec
- Clariant
- Fletcher Chemicals
- Pilkingtons
- Midway Wood Chipping
- Herds Meat Works
- Corio Bay Freezers
- Barrett Burston Maltings
- Vic Grain

This facility can hold up to 800,000 tonnes of product in both vertical & horizontal bins and sheds. This facility now also stores and handles woodchips.

The Brigade area also has numerous Spinning & Weaving Industries. These include:

- Classweave
- Riverside Textiles
- Filigree Textiles

## *2. Terminal Stations*

The Moorabool & Geelong electrical transmission terminal stations are both primary responses for the Corio fire brigade.

### ***3. Schools***

The Brigade has two major boarding schools within the area. The Geelong Grammar School and Kardina College. The Geelong Grammar School campus accommodates over 500 boarding students living in ten separate accommodation houses on the property. The buildings are mostly older in construction with no fire suppression systems fitted. The risk is further exacerbated by the isolated location of the campus and poor water supplies.

Both schools also have day students further increasing pupil numbers.

There are also:

- Seven secondary school campuses.
- Seventeen primary schools
- Twelve pre-school centres
- One regional education centre

### ***4. Residential Care***

#### **Grace McKellar Centre.**

Is a two hundred & fifty bed, twelve ward geriatric hospital. The facility also includes Hillary Blakiston House, which is a psycho-geriatric ward of about 50 beds and Percy Baxter Lodge which is a five-ward annexe. This facility also offers many day services that increase patient numbers dramatically.

The Brigade area includes an:

- RSL retirement village
- Six nursing homes, some of which are older buildings in their construction.
- A number of Human Services Residential Care homes. These are for the care of disabled & mentally handicapped persons, these facilities are usually manned by one employee during the night
- Salvation Army, Half Way house
- Mercy Family care, home for juvenile "wards of the state".
- Bethany, Family violence retreat.

### ***5. Entertainment Complexes.***

Some of the premises in this area would include:

Norlane Waterworld Pool & Family Fitness Centre  
The Arena Sports & Entertainment Centre (600 stadium capacity)  
The Spinks Entertainment Complex  
Gaming Venues (nine)  
Corio Life Be In It Centre  
Stead Park Sports Complex  
Numerous Ethnic Clubs  
Beckley Park Trotting & Greyhound Complex

## ***6. Retail***

### **Corio Village Shopping Centre**

Is a major retail complex with four major retail outlets and eighty speciality stores.

Other retail outlets in the Brigade area include:

Bunnings  
Harvey Norman  
Rays Tent City  
Billy Guyatts  
Mitre 10

There are also fourteen strip shopping centres.

## ***7. Transport***

The Princess Hwy splits the Brigade area, which is the main route between Melbourne, Geelong & the Western District. The National Rail line also passes through the area along with the Geelong / Melbourne rail link. The Overland to Adelaide also passes through.

The North Geelong rail yards are a major distribution centre and this accounts for the large number of transport distribution companies in the area.

## ***8. Shipping***

The Brigade area has five berthing facilities:

<b>Lascelles Wharf:</b>	3 Berth
<b>Refinery Pier:</b>	4 Berth
<b>Vic Grain:</b>	4 Berth
<b>Corio Quay North:</b>	3 Berth
<b>Corio Quay South:</b>	2 Berth

Rippleside also has Tug berthing facilities & a ship repair yard.

## ***9. Tourism***

Five motels and one major Caravan Park exist in the area. The caravan park has approximately 90% permanent occupancy.

**IN THE AUSTRALIAN INDUSTRIAL  
RELATIONS COMMISSION**

C No 37547 of 1997

C No 31397 of 1998

C No 31407 of 1998

**IN THE MATTER**  
of the *Victorian Firefighting Industry  
Interim Award 1993 Division*

*Outsiders hours  
for part  
times*

**AND IN THE MATTER**  
of a Review pursuant to the  
*Workplace Relations and Other Legislation Amendments Act 1996*

**EXHIBIT "BT 15"**

**TO STATEMENT OF BARRY THOMAS**

**IN THE AUSTRALIAN INDUSTRIAL  
RELATIONS COMMISSION**

C No 37547 of 1997  
C No 31397 of 1998  
C No 31407 of 1998

**IN THE MATTER**  
of the *Victorian Firefighting Industry Employees*  
*Interim Award 1993 Division B*

**AND IN THE MATTER**  
of a Review pursuant to the  
*Workplace Relations and Other Legislation Amendments Act 1996*

**EXHIBIT "BT 16"**

**TO STATEMENT OF BARRY THOMAS**



# Primary Report

Report Date 09/06/1999 06:55

Incident No: 0761604

Incident Address: 45 BALLARAT ROAD GEELONG NORTH 3215

Brigade No: 7625 CORIO

Brigade Area: Own Brigade

Brigade Report No: 1157

Incident Type: False alarm or false call; insuff info to classify

Call Received: 09/06/1999 05:59:45

Brigade Advised: 09/06/1999 06:00:16

Stop: 09/06/1999 06:13:14

Hazard Class: 2 - Medium Urban

Map Ref - AMG Zone: 55 AMG E: 2-662-00 AMG N: 57-773-00

Territory: CFA

How Call Detected: Automatic Detection System

How Call Reported: 000 - CAD dispatch centre received call

Occupants Name: GRACE MCKELLAR

Type Of Occupant: State Government

Type Of Owner: State Government

General Property Use: Medical care complex

Fixed Property Use: Care of the aged with nursing staff, e.g. nursing home

Action Taken: Investigation only

Problems Encountered: No Problems encountered

Weather: Clear

Electricity: Not notified

Gas: Not notified

Water: Not notified

Police: Not notified

Ambulance: Not notified

SES: Not notified

Other Fire Services: Not notified

EPA: Not notified

Govn. Welfare Agencies: Not notified

Charitable Support Agencies: Not notified

Other Agencies: Not notified

Shire/Council/Municipality: Not notified

Formal Fire Investigation: No

Report Approved By: F/O 2 BARRY THOMAS (7862)

Entry Date/Time: 09/06/1999 06:52:38

Comments: CAD event: 990601360

Burnt toast in Hillary Blakiston Wing. Kitchen door propped open and exhaust fan not in use. NOTE 1: Geelong West Brigade failed to respond. NOTE 2: No Volunteers responded.

**IN THE AUSTRALIAN INDUSTRIAL  
RELATIONS COMMISSION**

C No 37547 of 1997

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**IN THE MATTER**  
of the *Victorian Firefighting Industry Employees*  
*Interim Award 1993 Division B*

**AND IN THE MATTER**  
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EXHIBIT "BT 17"

TO STATEMENT OF BARRY THOMAS



Incident No: 0758394  
Incident Address: 64 DONNYBROOK RD NORLANE 3214  
Brigade No: 7625 CORIO  
Brigade Area: Own Brigade  
Brigade Report No: 1030  
Incident Type: Telephone- malicious false alarm  
Call Received: 03/04/1999 10:07:05  
Brigade Advised: 03/04/1999 10:07:33  
Stop: 03/04/1999 10:15:43  
Hazard Class: 2 - Medium Urban  
Map Ref - AMG Zone: 55 AMG E: 2-680-00 AMG N: 57-805-00  
Territory: CFA  
How Call Detected: Agency/person raising alarm undetermined  
How Call Reported: 000 - CAD dispatch centre received call  
Occupants Name: N/A  
Type Of Occupant: Private  
Type Of Owner: Private  
General Property Use: Dwelling complex (one-family and two-family)  
Fixed Property Use: One-family dwelling: year round use  
Action Taken: Investigation only  
Problems Encountered: No Problems encountered  
Weather: Clear  
Electricity: Not notified  
Gas: Not notified  
Water: Not notified  
Police: Not notified  
Ambulance: Not notified  
SES: Not notified  
Other Fire Services: Not notified  
EPA: Not notified  
Govn. Welfare Agencies: Not notified  
Charitable Support Agencies: Not notified  
Other Agencies: Not notified  
Shire/Council/Municipality: Not notified  
Formal Fire Investigation: No  
Report Approved By: F/O 2 BARRY THOMAS (7862)  
Entry Date/Time: 04/04/1999 14:24:05  
Comments: CAD event: 990400436  
hoax call from phone box at Sparks Rd and Waitara Grove. NOTE: No  
Volunteers responde to this call.

**IN THE AUSTRALIAN INDUSTRIAL  
RELATIONS COMMISSION**

C No 37547 of 1997  
C No 31397 of 1998  
C No 31407 of 1998

**IN THE MATTER**  
of the *Victorian Firefighting Industry Employees*  
*Interim Award 1993 Division B*

**AND IN THE MATTER**  
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**EXHIBIT "BT 18"**

**TO STATEMENT OF BARRY THOMAS**

# MEMORANDUM



**TO:** All Staff  
**FROM:** Operations Officer Barry Foss  
**SUBJECT:** Support to Lovely Banks  
**DATE:** 15 May 1999

**File No:**

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As a result of the inability of Lovely Banks to guarantee a response capability, a decision has been made by the Regional Management Team for Corio to respond two appliances in support of lovely Banks, where necessary.

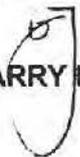
Lovely Banks has been advised of this procedure at last weeks Annual meeting.

The Acting Regional Officer was to ascertain an appropriate method of facilitating this change with IBV, however this has not yet been forthcoming.

In the absence of this procedure, the Corio Duty Officer shall determine if a two appliance response is deemed necessary. The advice to Vicfire (if questioned) shall be that this a local support arrangement.

In the event that the call could be of an extended nature and/or the distance of travel is significant, then a step up from Geelong City to Corio shall be requested.

When a more formal arrangement is in place I will advise all concerned asap.

  
**BARRY FOSS**

**IN THE AUSTRALIAN INDUSTRIAL  
RELATIONS COMMISSION**

C No 37547 of 1997

C No 31397 of 1998

C No 31407 of 1998

**IN THE MATTER**  
of the *Victorian Firefighting Industry Employees*  
*Interim Award 1993 Division B*

**AND IN THE MATTER**  
of a Review pursuant to the  
*Workplace Relations and Other Legislation Amendments Act 1996*

**EXHIBIT "BT 19"**

**TO STATEMENT OF BARRY THOMAS**

Our Ref: WM:\kh-O:\DATA\AMOS\OPS\UNION\14AUG98.LTR  
Enquires: W J McIntosh  
Telephone: (03) 9262 8308  
Fax: (03) 9262 8397  
Your Ref:



14 August 1998

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-----  
AUG 1998  
-----  
419dl

Mr Dick Lowe  
Senior Industrial Officer  
United Fire Fighters Union  
410 Brunswick Street  
FITZROY VIC 3065

Dear Dick

### Re: CFA Alignment of Annual Leave

The CFA as you are aware has formulated a revised annual leave roster as provided for in the Firefighters and Fire Officers Certified Agreement of December 1996.

At the last meeting of UFU and CFA representatives on 31 July 1998, a number of issues were raised by the UFU representatives present. These are clarified below for the information of the working party and the UFU BCOM meeting of 19 August 1998.

#### **CFA Proposal**

##### **1. Introduction**

Consistent with Clause 10.3 of the Firefighters and Fire Officers Certified Agreement 1996 the CFA has determined that it intends to align leave cycles of Fire Officers and Firefighters across the CFA in order to enable "maximum availability of workers for work at a particular time, providing an opportunity for additional training to take place".

Consultation related to this proposition has been on going since 13 February 1998 and a number of meetings have been held to explore the various aspects of the proposition. Implementation has been withheld on two (2) occasions to enable further discussions on certain aspects.

##### **1.1 The Annual Leave Roster**

The roster itself involves a continuous roster of 18 weeks worked by Fire Officers and Firefighters followed by 4 weeks leave. Leave entitlements do not change.

By the use of relievers the roster then allows a 2 week break in each cycle where all personnel are available. Consistent with the objective of the proposal this provides the opportunity for the CFA to schedule additional training and development activities to benefit both the CFA and individual.

Headquarters: 8 Lakeside Drive, Burwood East, Victoria  
Postal Address: PO Box 701, Mount Waverley, Victoria. 3149  
Telephone: (03) 9262 8444 Fax: (03) 9264 6200

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### **1.2 *Reasons Supporting the Two Week Break Option***

Originally the CFA proposed a roster which resulted in a four week break within a 44 week cycle. However, arising from the consultation, Mr Thomas of the UFU suggested that the two week break option should be seriously considered. CFA then researched the suggestion and found that it was the most beneficial to both CFA and the employee. Essentially the advantages were ones concerning training and development. Briefly these advantages are detailed below;

- In the CFA today we use a variety of learning strategies which are dependent upon the individual, the topic and its contents;
- A large component of training is to be self paced, delivered at the local level and available 365 day a year through the use of flexible training packages;
- Competency based training is designed to be modular and normally around 16 - 20 week blocks;
- The two week block built into the proposed rostering system will enable assessment, workshops, special developmental program, tutorials, practical training away from home locations, where appropriate, to be better planned and focussed in advance to make best use of the time available without impacting on station time;
- Will better facilitate the formal qualification process;
- We will know in advance who will be available for skills development or maintenance activities;
- Research shows that self paced interactive training is more time efficient and retention is much improved.
- The two week option provides opportunities on a more regular basis which is more beneficial than the alternative proposal. In the latter case if the employee's personal circumstances prevented training from occurring then the individual may not receive training for a considerable time.

### **2. *Impact on employees***

The alignment of annual leave rosters will progressively be introduced from 6 November 1998. While this alignment is occurring;

- Current Award annual leave entitlements are not affected.
- Any person who has programmed personal commitments based on current leave projections will not be disadvantaged. CFA will stand by these leave commitments.
- Leave banks that drop into negative balance due to the change will be carried by the CFA.

Dependent on the leave translations across the state it has been calculated that on average each staff member will move approximately 4 weeks in 95 % of cases. In some cases little movement is required.

To illustrate this, an analysis of the impact at three (3) stations (Geelong City, Corio and Belmont) in Region 7 is provided below. Please note that this analysis is a worst case scenario.

<b>Roster affect on staff - Region 7</b>		
Less than 1 week change	10	14 %
Leave moves +/- 1 week to +/- 4 weeks	18	26 %
Leave moves +/- 4 to +/- 8 weeks	31	44 %
Leave moves +/- over 8 weeks	11	16 %
<b>Total</b>	<b>70</b>	<b>100 %</b>

### **Conclusion**

Given the CFA intends to progressively implement the leave dates from 6 November 1998 the CFA has a responsibility to begin communication with its Managers, Firefighters and Fire Officers in early September so all personnel have sufficient notice to enable a smooth transition to the new annual leave roster. It is envisaged that the transition will take approximately 6 months before all staff are in their new "home" leave positions.

It is our belief that your members and our staff members will gain considerable benefits for their training needs and on going career development by the introduction of this new annual leave roster.

The CFA is willing to consider a joint communication strategy on the implementation of this proposal if the UFU supports such an approach. Your early advice in this regard would be appreciated.

If you desire further information or clarification please contact me at CFA Headquarters on 9262 8308.

Yours sincerely



**W J McIntosh**  
**DEPUTY CHIEF OFFICER (OPERATIONS)**

**IN THE AUSTRALIAN INDUSTRIAL  
RELATIONS COMMISSION**

C No 37547 of 1997  
C No 31397 of 1998  
C No 31407 of 1998

**IN THE MATTER**  
of the *Victorian Firefighting Industry Employees*  
*Interim Award 1993 Division B*

**AND IN THE MATTER**  
of a Review pursuant to the  
*Workplace Relations and Other Legislation Amendments Act 1996*

**EXHIBIT "BT 20"**

**TO STATEMENT OF BARRY THOMAS**



# United Firefighters Union Victorian Branch

410 Brunswick Street  
Fitzroy Victoria 3065  
Australia

Phone: (03) 9419 3811

Fax: (03) 9419 9258

Our ref: 17.3.4

April 8<sup>th</sup> 1999.

Mr Brent Jones  
Director Human Resources  
Country Fire Authority  
P.O. Box 701  
MOUNT WAVERLY. 3149

MAILED

Attention: W.McIntosh and I McDonald.

Dear Brent,

## RE Alignment of Annual Leave Provisions Firefighters and Fire Officers

Further to our meeting of 1 April 1999 regarding the proposal of the CFA to align leave entitlements under the provisions of clause 10.3 of the Certified Agreement.

To enable the union to give the CFA's proposal prompt consideration we would request the following information.

The names of those employees who are to be affected by the proposed changes. The dates their leave is due to be taken and the proposed dates.

The amount of training provided by the CFA off Station at Fiskville during the 1997/1998 financial year.

The amount of training provided by the CFA off station at other venues for the same period, such dates are not to include periods of relieving at regions or head office.

The same data for the Period 1 July 1993 – 30 June 1994.

The amount of training proposed for the 1999/2000 financial year.

The Union recognises that should the changes as proposed occur then the numbers of spare employees available for operational duties at other periods may be reduced. This may lead to overtime being required for operational duties that would not have been required if the proposed changes to leave did not occur. The Union therefore requires a written undertaking that such increases in the need for additional overtime will not be used as a reason to introduce types of employment other than full time employees.

The provision of the following data will enable the parties to estimate the possible impact of the changes proposed and the amount of overtime that may be required:

- The last three normal programmed leave dates for each employee.

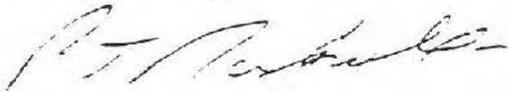
The analysis could be undertaken by Barry Thomas who has the required skills to undertake this task. Should this be acceptable then we should discuss arrangements to ensure that Barry has the equipment and time to undertake the work required.

The amount of additional Training will need to be agreed by the parties. There will need to be a process for monitoring the actual provision of additional Training provided.

Any final agreement will need to be reduced to writing signed by the parties and lodged with the Commission as part of the enterprise agreement.

I look forward to your response on these matters so we can work towards providing additional training opportunities for our members.

Yours sincerely,



Peter Marshall  
Branch Secretary.

**IN THE AUSTRALIAN INDUSTRIAL  
RELATIONS COMMISSION**

C No 37547 of 1997  
C No 31397 of 1998  
C No 31407 of 1998

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**EXHIBIT "BT 21"**

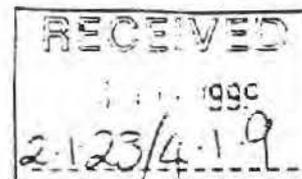
**TO STATEMENT OF BARRY THOMAS**



3 June 1999

Mr. Peter Marshall  
Branch Secretary  
United Firefighters Union  
410 Brunswick Street,  
FITZROY, 3065

Attention: D.Lowe



Dear Peter,

**Re: Alignment of Fire Officers and Firefighters Annual Leave**

Further to your letter of 8 April we have collated a certain amount of the information you have requested. As foreshadowed at our last meeting this has taken a considerable amount of time and effort to co-ordinate.

The following information is attached for your consideration:

1. Names of employees who will be affected by proposed changes.
2. Fiskville training data for 1997/98 Financial Year
3. Fiskville training data for 1993/94 Financial Year
4. South Eastern Training Ground data for 1997/98 Financial Year

The information you sought on training proposal for 1999/2000 is still being finalised and will be tabled when we next meet.

The CFA gives an undertaking that the process of 'leave alignment' is in no way connected to the creation or introduction of other types of employment within CFA. Further, it is accepted by the CFA that a transition period to align leave will cause some overtime at CFA career fire stations.

It would be appreciated if you would contact Ian MacDonald on 9262 8331 when you are in a position to progress this matter.

Yours sincerely,



**Brent Jones**  
Director Human Resources

Headquarters: 8 Lakeside Drive, Burwood East, Victoria  
Postal Address: PO Box 701, Mount Waverley, Victoria, 3149  
Telephone: (03) 9262 8444 Fax: (03) 9264 6200

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**CFA CAREER STATION STAFF AFFECTED BY LEAVE ALIGNMENT**

STATION	SURNAME	FIRSTNAME	ID
Ballarat City	Phillips	Ian	
	Gardner	Matthew	
	McGill	Geoffrey	
	Fradd	Terence	
	Collins	Neville	
Belmont	Constable	Rowan	
	Crompton	Ross	
Bendigo	Greenaway	William	
	Brown	Peter	
	Lindsay	Robert	
	Ellis	George	
	Vecht	Dirk	
Chelsea	Stephens	Mark	
Corio	Thomas	Barry	
	Dickie	Kenneth	
Dandenong	Crosthwaite	Sean	
Eltham	Gough	Simon	
Frankston	Harbrow	Garry	
	Lia	Matthew	
	Hoppner	Thomas	
Geelong City	Beswicke	Ian	
	Brown	Geoffrey	
	Wilkinson	David	
	Cayzer	Ewan	
	Higgins	Peter	
	Wright	Maxwell	
Mildura	Kellet	Ian	
Morwell	Bodinnar	David	
Shepparton	Dullard	James	
Springvale	Hill	Gregory	
	Paterson	Gregory	
	Glass	Ian	
Traralgon	Jopling	Mark	
Wangaratta	Scragg	Paul	
Warmambool	Ferguson	David	
Wodonga	Boland	Ronald	

<b>CFA CAREER STATION STAFF TRAINING</b>				
<b>Fiskville 1993-94</b>				
<b>Course Title</b>	<b>Duration (Days)</b>	<b>Number of Courses</b>	<b>Number of Staff</b>	
OFF ROAD DRIVING	4	1	3	4 DAYS
ON ROAD DRIVING	4	2	1	8 DAYS
ICS	5	5	45	25 DAYS
TRENCH RESCUE	2	2	5	4 DAYS
HAZMAT PRACTICAL	5	3	12	15 DAYS
HAZMAT ADVANCED	5	3	14	15 DAYS
FIRE INVESTIGATION Intro.	5	3	4	15 DAYS
FIRE INVESTIGATION Adv.	6	2	4	12 DAYS
FIREFIGHTER LEVEL 2	4	1	9	4 DAYS
POSITIVE PRESSURE VENTILATION	1	8	17	8 DAYS
FIRST AID LEVEL 2	4	2	18	8 DAYS
INSTRUCTIONAL TECHNIQUES	10	1	12	10 DAYS
			<b>TOTAL</b>	<b>128 DAYS</b>

<b>CFA CAREER STATION STAFF TRAINING</b>					
<b>Fiskville 1997-98</b>					
<b>Course Title</b>	<b>Duration (Days)</b>	<b>Number of Courses</b>	<b>Number of Staff</b>		
OFF ROAD DRIVING	4	2	2	8	DAYS
ICS-404	5	9	28	45	DAYS
TRENCH RESCUE	5	2	11	10	DAYS
HAZMAT OPERATOR	5	3	14	15	DAYS
HAZMAT TECHNICIAN	5	1	15	5	DAYS
FOREST FIREFIGHTING	5	2	13	10	DAYS
PLANTATION FIREFIGHTING	5	2	4	10	DAYS
CONFINED SPACE RESCUE	4	3	9	12	DAYS
FIRE INVESTIGATION - Intro.	5	3	5	15	DAYS
FIRE INVESTIGATION - Adv.	5	1	3	5	DAYS
FIREFIGHTER LEVEL 2	4	4	26	16	DAYS
			<b>TOTAL</b>	<b>151</b>	<b>DAYS</b>

<b>CFA CAREER STATION STAFF TRAINING</b>				
South Eastern Training Ground 1997-98				
<b>Date</b>	<b>Representation</b>	<b>Number of staff</b>	<b>Duration</b>	<b>Course Title</b>
5-Jul-97	B Platoon - Reg 8	8	4 hours	
26-Jul-97	C Platoon - Reg 8	6	4 hours	
16-Aug-97	A Platoon - Reg 8	10	4 hours	
30-Aug-97	B Platoon - Reg 8	8	4 hours	
13-Sep-97	C Platoon - Reg 8	8	4 hours	
27-Sep-97	D Platoon - Reg 8	10	4 hours	
18-Oct-97	A Platoon - Reg 8	8	4 hours	
18/19-Oct-9	Reg 8 & 13	4	3 days	RAR
8-Nov-97	C Platoon - Reg 8	8	4 hours	
26-Apr-98		2	8 hours	Trench Rescue
3-May-98		3	8 hours	Trench Rescue
7-Jun-98		2	24 hours	CS Rescue
				<b>TOTAL</b>
				<b>TOTAL</b>

32 HRS

24 HRS

40 HRS

32 HRS

32 HRS

40 HRS

32 HRS

96 HRS

32 HRS

16 HRS

24 HRS

48 HRS

448 HRS

56 DAYS

**IN THE AUSTRALIAN INDUSTRIAL  
RELATIONS COMMISSION**

C No 37547 of 1997

C No 31397 of 1998

C No 31407 of 1998

**IN THE MATTER**

of the *Victorian Firefighting Industry Employees  
Interim Award 1993 Division B*

**AND IN THE MATTER**

of a Review pursuant to the  
*Workplace Relations and Other Legislation Amendments Act 1996*

EXHIBIT "BT 22"

TO STATEMENT OF BARRY THOMAS

October 24, 1990

**12/12 SHIFT STRUCTURE -  
RESULTS OF PLEBISCITE**

Ballots Distributed: 187  
Ballots Returned: 163

**Voting:**

Supporting the proposal to trial a 12/12 shift  
Structure at Boronia and Shepparton: 1

Rejecting the proposal to trail a 12/12 shift  
Structure at Boronia and Shepparton: 150

Informal: 12

**Total: 163**