



*In Service Since 1948*

## **MEMORANDUM OF AGREEMENT**

Maine Fire Service Institute (“MFSI”), a department of Southern Maine Community College, and the (Agency Name) enter into this Memorandum of Agreement governing the terms and conditions under which a regional fire training program is managed and delivered for the following (Departments, or Region).

### **The parties agree as follows:**

1. **MFSI** will provide Lead Instructors and Program Management.
2. **MFSI** will provide, textbooks, online learning content, training props and other equipment in support of the success of this program.
3. **MFSI** will work to provide a fixed fire training facility to conduct live fire training operations as close as feasible to the program.
4. **MFSI** will provide certification skills and written testing at the conclusion of the program.
5. **Department or Region** shall assign an Agency Coordinator to assist MFSI staff in a successful program delivery.
6. **Department or Region** shall provide fire apparatus, apparatus operators, support personnel, equipment, and classroom with proper technology to meet today’s training environment.
7. **Department or Region** shall work to procure a location for extrication activities, including sufficient cars for proper skills training and an acquired structure for training activities such as ventilation, overhaul, search and rescue, self-rescue and other key skills.
8. **Departments** will ensure all critical equipment is tested and compliant with the Maine Bureau of Labor Compliance Directives (i.e. SCBAs, hose, appliances, ladders, and apparatus).
9. **Departments** shall ensure that all candidates attending this program have serviceable, compliant personal protective equipment, are covered by but not drawing workers’ compensation and are compliant with the respiratory standard, which includes medical clearance, current fit test and no facial hair in the seal area of their SCBA face piece.
10. **This agreement** shall be mutually adhered to and all efforts to work collaboratively shall be executed.

### **(Regional) Representative:**

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

### **SMCC/Maine Fire Service Institute Representative:**

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

