

Access to the following documents from candidate's fire department:

- Department's staffing policy and procedures (including number of assigned members and training/certification requirements for each position)
- List of pay scales, job education/training, and certification requirements for each position
- Department's hiring policy
- Department's promotional policy
- Department's professional development model
- Department's training policy (including local, state/provincial, and federal mandates)
- Americans with Disabilities Act (ADA) policy
- Statistical call data for non-traditional request for service (e.g., lock-outs)
- Data showing call volume and types of calls for service area
- Department's Human Resources (HR) Record Management System (RMS) policy
- Department's budget program/policy
- Department's policy/procedure regarding the bid process
- List of current resources and stations
- Local community's demographics and diversity data (including population, ethnicity, age, household income levels, education levels, and average household size)
- Department's inspection program including statistical data for previous year
- List of employee benefits
- Response time benchmarks
- Projected growth of the community (census data)
- Policy, procedures, and/or applicable forms (e.g., a completed National Fire Incident Reporting System [NFIRS] form) from a recent multi-agency incident
- Time loss due to injury data in the last year
- List of contractual and/or mutual aid agreements
- City and/or department's emergency management plan
- Department's Member Assistance Program (MAP)
- Policy, procedure, and/or forms for an accident and injury statistics prevention program
- Department's demographic and diversity data (including ethnicity, age, and gender)
- Labor management policies and procedures (labor contracts)