

**INSTRUCTIONS FOR FIRE DEPARTMENT  
VOLUNTEER FIRE ASSISTANCE (VFA) TIME SHEET  
SOUTH CAROLINA FORESTRY COMMISSION**

1. Enter Fireman's Name (first/last)
2. Wildland Fire Training: Enter Date, Course Title, and Hours for each Fireman.

Courses approved are:

- I-100 Incident Command System (ICS)
- I-200 Incident Command System (ICS)
- S-190 Introduction to Wildland Fire Behavior
- S-130 Wildland Firefighter Training
- S-131 Advanced Wildland Firefighter Training
- S-211 Portable Pumps and Water Use
- S-212 Wildfire Power Saws
- S-215 Fire Operations in the Wildland Urban Interface

Available through the Fire Academy:

- Course 1181 Wildland Firefighting for Structural Firefighters
- Course 1182 Wildland/Urban Interface (WUI) Operations for Structural Firefighters

**NOTE: Copies of Certificates must be attached for documentation purposes.**

3. Wildland Fire Equipment Construction: Enter Date, Equipment Type, and Hours worked for each Fireman. Construction of pumper unit for Brush Truck, repair, and modifications needed to convert a truck to a Brush Truck, installation of slip-on (skid) unit and connections to make it operational.
4. Fire Department Official Approval: The Chief, or a designated Time Officer for the Fire Department, must sign off for each Fireman's time. The Fire Department can go back to April 1, 2013 and document time for Wildland Fire Training and Wildland Fire Equipment Construction. Keep this Time Sheet on file at the Fire Department until it is asked for by the Forestry Commission. If a fire department receives a grant, a copy of the Time Sheet will have to be submitted to the Forestry Commission along with a Claim for Reimbursement for a Volunteer Fire Assistance NFP Grant.

