

National Wildfire Suppression Association

Contractor Certification Program Guidelines



PROGRAM MANUAL

2014

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National Wildfire Suppression Association

Contractor Certification Program Guidelines

Program Goals:

The goal of this program is to provide NWSA member companies with an avenue to enhance their knowledge and give you the basic necessary tools and resources to ensure that you can comply with contract requirements.

Who can apply?

Anyone that is an current NWSA member and contracts with state, federal, local or private parties to provide fire suppression resources and/or emergency response resources.

Certification Process:

You must complete the attached application, pay the one time initiation fee of \$50.00 and attend the entire NWSA annual Conference in order to obtain your original certification. This must be done by the company owner.

What does this do for a company?

For each year that you maintain your Contractor Certification you will be awarded a Certificate documenting that.

If you use the NWSA database for your carding, your card will print out with your company name and “Professional Certified Contractor” on them.

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Maintaining your certification:

In order to maintain your certification you must remain a current NWSA Member and provide documentation to the NWSA Office showing at least 8 hours' worth of continuing education by a state accredited facility:

Examples are:

- Your workers compensation carrier training
- Your state OSHA training courses
- Accredited College (i.e. Business ethics course ect.)
- NWSA Annual Meeting

These must be attended by the company owner or a management personnel designated by the company owner.

You will receive a Certificate of Good Standing for each year that you qualify.

How do I submit my documentation?

- Obtain a Certificate or letter of completion from the sponsoring agency.
- Send a copy of that documentation to the NWSA office at:
NWSA
P.O. Box 330
Lyons, OR 97358
- You must send the documentation in by December 31st. to maintain standing for the following year.
- If you have any questions, please contact the NWSA office at 1-877-676-6972.

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NWSA Contractor Certification Program

Application Form:

Please complete the attached form and return it to the NWSA Office prior to the NWSA Annual Conference to register for the NWSA Contractor Certification Training:

Company Name: _____

Company Address: _____

Company Phone: _____

Company Email: _____

Amount Enclosed:

Initiation Fee \$50.00 per company _____

Grand Total Submitted: _____

Payment Options:

Credit Card Info:

Paid by Check No. _____

Card Type: Visa ___ MC___

Card No. _____ 3 Digit Code: _____

Name on Card: _____

Mailing Address: _____ Expiration Date: _____

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NWSA Contractor Certification Program

Continuing Education Submission Form

Company Name: _____

Person Attending the Course: _____

Position Held in Company: _____

Course Attended: _____

Sponsoring Agency of Course: _____

Date Completed: _____

Attached the certificate of Letter of Completion and submit to:

NWSA
P.O. Box 330
Lyons, OR 97358