



RECIPROCIITY



Certification Division
2005 Update



Southern Maine Community College
Maine Fire Training & Education
2 Fort Road
South Portland, ME 04106
(207) 741-5555 www.mfte.org



From: Peter Rines, Curriculum & Certification Program Manager
To: Reciprocity Candidate
Date: 2005
Ref: Reciprocity

Thank you for contacting Maine Fire Training & Education reference to reciprocity. This program is designed to help firefighters that are looking to relocate to Maine.

Please fill out the enclosed application, make a copy of your certificate and mail it to us. We will review the material to see that it meets the standards. It will take us about 2 weeks to process the paperwork and get back to you with a reply. Also enclosed is a copy of the policy. This will allow you to review the procedure before you send in your paperwork. While we are not able to grant reciprocity to every firefighter, the majority of requests pose no problem.

If you have any questions please feel free to contact me.

Sincerely

A handwritten signature in black ink that reads 'Peter L. Rines'.

Peter Rines

Curriculum & Certification Program Manager

MFT&E/SMCC
Work (207) 741-5660
Pg (207) 750-9618
Hm (207) 882-9794
e-mail prines@verizon.net



RECIPROCITY POLICY

Peter Rines Curriculum & Certification Program Manager
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Work (207) 741-5660
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It has long been the standing policy of Maine Fire Training & Education to acknowledge the hard work of Firefighters from other states and accept Certification and grant reciprocity as long as the training is based on NFPA Pro-Qual standards. The following outline will help the firefighter who wishes to receive reciprocity from Maine. It should be noted that there are some cases that reciprocity cannot be granted, and there are a limited number of programs that this process applies to. M.F.T.&E. may also request additional information in order to make an informed decision. Any program that does not appear on this list will not be reviewed for reciprocity.

Firefighter I
Firefighter II
Fire Instructor I
Fire Officer I
Driver/Operator



The following steps will guide you the firefighter through the process, and aid the office in completing the request in a timely manner.

1. Mail cover memo along with the copy of the certificate to the above address.
(Make sure all current mailing information is included.)

NOTE: Certificates that were not issued by a state agency or DOD will not be reviewed.

2. The cover memo and certificate will be reviewed by the Curriculum and Certification Program Manager.
3. Applications meeting the standard will then be forwarded to the Certification office, those that do not will be returned to the applicant with a letter stating why.
4. The Certification office will then issue an invoice to the applicant (\$20.00 for each certification requested).

NOTE: Matriculated students enrolled in the Community College System will have this fee waived.

5. Once the fee has been received the Certificate will be mailed along with a receipt to the applicant.

APPEALS:

Once the application and certificate have been reviewed by MFT&E and has been determined not to meet the standard, the firefighter may appeal this decision to the State Fire Administrator. Forward to the State Fire Administrator a copy of the certificate in question and a letter stating why the firefighter thinks reciprocity should be granted. Within two weeks the State Administrator will make a ruling. The decision of the State Fire Administrator is final.



RECIPROCITY APPLICATION

NAME _____	SOC. SEC. # _____
ADDRESS _____	
TOWN _____	STATE _____ ZIP _____
F.D. POSITION _____	
E-MAIL _____	
TEL. # (Home) _____	(Work) _____

RECIPROCITY LEVEL APPLIED FOR

FIREFIGHTER I

OFFICE SECTION	
RECIPROCITY DENIED _____	RECIPROCITY GRANTED _____ DATE _____
TESTING COORDINATOR _____	

FIREFIGHTER II

OFFICE SECTION	
RECIPROCITY DENIED _____	RECIPROCITY GRANTED _____ DATE _____
TESTING COORDINATOR _____	

FIRE INSTRUCTOR I

OFFICE SECTION	
RECIPROCITY DENIED _____	RECIPROCITY GRANTED _____ DATE _____
TESTING COORDINATOR _____	

FIRE OFFICER I

OFFICE SECTION	
RECIPROCITY DENIED _____	RECIPROCITY GRANTED _____ DATE _____
TESTING COORDINATOR _____	

DRIVER/OPERATOR

OFFICE SECTION	
RECIPROCITY DENIED _____	RECIPROCITY GRANTED _____ DATE _____
TESTING COORDINATOR _____	