

OKCFD Rotation 2 Standard Operating Procedures (SOP) Practice Test (Sample)

Study Guide



Everything you need from our exam experts!

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Introduction

Preparing for a certification exam can feel overwhelming, but with the right tools, it becomes an opportunity to build confidence, sharpen your skills, and move one step closer to your goals. At Examzify, we believe that effective exam preparation isn't just about memorization, it's about understanding the material, identifying knowledge gaps, and building the test-taking strategies that lead to success.

This guide was designed to help you do exactly that.

Whether you're preparing for a licensing exam, professional certification, or entry-level qualification, this book offers structured practice to reinforce key concepts. You'll find a wide range of multiple-choice questions, each followed by clear explanations to help you understand not just the right answer, but why it's correct.

The content in this guide is based on real-world exam objectives and aligned with the types of questions and topics commonly found on official tests. It's ideal for learners who want to:

- Practice answering questions under realistic conditions,
- Improve accuracy and speed,
- Review explanations to strengthen weak areas, and
- Approach the exam with greater confidence.

We recommend using this book not as a stand-alone study tool, but alongside other resources like flashcards, textbooks, or hands-on training. For best results, we recommend working through each question, reflecting on the explanation provided, and revisiting the topics that challenge you most.

Remember: successful test preparation isn't about getting every question right the first time, it's about learning from your mistakes and improving over time. Stay focused, trust the process, and know that every page you turn brings you closer to success.

Let's begin.

How to Use This Guide

This guide is designed to help you study more effectively and approach your exam with confidence. Whether you're reviewing for the first time or doing a final refresh, here's how to get the most out of your Examzify study guide:

1. Start with a Diagnostic Review

Skim through the questions to get a sense of what you know and what you need to focus on. Your goal is to identify knowledge gaps early.

2. Study in Short, Focused Sessions

Break your study time into manageable blocks (e.g. 30 - 45 minutes). Review a handful of questions, reflect on the explanations.

3. Learn from the Explanations

After answering a question, always read the explanation, even if you got it right. It reinforces key points, corrects misunderstandings, and teaches subtle distinctions between similar answers.

4. Track Your Progress

Use bookmarks or notes (if reading digitally) to mark difficult questions. Revisit these regularly and track improvements over time.

5. Simulate the Real Exam

Once you're comfortable, try taking a full set of questions without pausing. Set a timer and simulate test-day conditions to build confidence and time management skills.

6. Repeat and Review

Don't just study once, repetition builds retention. Re-attempt questions after a few days and revisit explanations to reinforce learning. Pair this guide with other Examzify tools like flashcards, and digital practice tests to strengthen your preparation across formats.

There's no single right way to study, but consistent, thoughtful effort always wins. Use this guide flexibly, adapt the tips above to fit your pace and learning style. You've got this!

Questions

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- 1. On which day of each month shall the Station Officer conduct an inventory of each apparatus at their fire station?**
 - A. first day of each month**
 - B. last day of each month**
 - C. the second day of each month**
 - D. the third day of each month**

- 2. Which sentence is part of the vision statement?**
 - A. Service excellence achieved through cost-cutting measures**
 - B. We are Dedicated to Service Forged by Integrity and Professionalism Committed to Excellence**
 - C. Focus on property protection at all costs**
 - D. Rapid response regardless of safety**

- 3. Which relative is NOT listed as eligible for OKCFD flowers?**
 - A. Spouse of Employee**
 - B. Siblings of Employee**
 - C. Aunt of Employee**
 - D. Grandparents of Employee**

- 4. How often is each member's driver's license validity checked?**
 - A. Monthly**
 - B. Biannually**
 - C. Every 2 years**
 - D. Annually**

- 5. To whom should members report the loss or recovery of any department badge, identification card, manual, key, or equipment?**
 - A. Security Officer**
 - B. District Officer**
 - C. Supervisor**
 - D. Department Head**

- 6. Which unit's minimum staffing includes a Sergeant or above?**
- A. ALS Squads**
 - B. HazMat 5**
 - C. Water Rescue Team**
 - D. Rescue 6**
- 7. What document is used to announce and document promotions, transfers, separations, and commendations?**
- A. Memorandum**
 - B. Cover Sheet**
 - C. Personnel Orders**
 - D. Reports**
- 8. To accommodate operational flexibility, who may be used as a Company Officer on apparatus with a minimum staffing of one for a limited time, consistent with the applicable collective bargaining agreement?**
- A. any firefighter, if qualified**
 - B. a District Officer**
 - C. a volunteer supervisor**
 - D. a senior firefighter with ten years of service**
- 9. Within the department, which position serves as the Exposure Control Officer (ECO)?**
- A. Battalion Chief of EMS**
 - B. Fire Chief**
 - C. Deputy Chief of Operations**
 - D. Station Officer**
- 10. Which unit must include a Paramedic among its minimum staffing?**
- A. ALS Engine**
 - B. BLS Engine**
 - C. Water Rescue Team**
 - D. ALS Squad**

Answers

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1. A
2. B
3. C
4. D
5. C
6. A
7. C
8. A
9. A
10. A

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Explanations

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1. On which day of each month shall the Station Officer conduct an inventory of each apparatus at their fire station?

- A. first day of each month**
- B. last day of each month
- C. the second day of each month
- D. the third day of each month

Inventory checks are most effective when there is a clear, fixed point at the start of the cycle. Conducting the inventory on the first day of each month sets an official, fresh record of all apparatus, so any discrepancies can be identified and addressed promptly and the current status is ready for planning, maintenance, and restocking throughout the month. Doing it at the end of the month would push discrepancies into the next cycle and can miss updates from month-end changes, while picking the middle days can disrupt the regular cadence and handover routines. The first day aligns the monthly record with the start of operations, making the process orderly and timely.

2. Which sentence is part of the vision statement?

- A. Service excellence achieved through cost-cutting measures
- B. We are Dedicated to Service Forged by Integrity and Professionalism Committed to Excellence**
- C. Focus on property protection at all costs
- D. Rapid response regardless of safety

Vision statements describe the future the organization aims to create and the values it will uphold. The sentence that proclaims dedication to service forged by integrity and professionalism, committed to excellence, is forward-looking and aspirational. It states who the organization wants to be and the standard it strives for, signaling a long-term, ideal state. The other options read as tactical priorities or rules for current operations—cost-cutting, aggressive property protection, or rapid response without fully considering safety—rather than a guiding future vision. So this sentence best fits what a vision statement aims to convey.

3. Which relative is NOT listed as eligible for OKCFD flowers?

- A. Spouse of Employee
- B. Siblings of Employee
- C. Aunt of Employee**
- D. Grandparents of Employee

Eligibility for OKCFD flowers is determined by a defined roster of relatives. Spouse of the employee, siblings of the employee, and grandparents of the employee are included in that roster, while an aunt is not. An aunt is a collateral relative (sibling of a parent) and not part of the listed categories, so she isn't eligible for OKCFD flowers. If the policy were broader to include more relatives, that would be stated, but with the current roster, the aunt doesn't qualify.

4. How often is each member's driver's license validity checked?

- A. Monthly**
- B. Biannually**
- C. Every 2 years**
- D. Annually**

Regular credential verification helps ensure everyone who operates a vehicle on duty is legally qualified. Driver licenses have expiration dates and statuses can change due to renewals, suspensions, or revocations, so keeping records current is essential for safety and compliance. Checking licenses annually hits a practical balance: it's frequent enough to catch expirations or status changes in time to address them before they impact operations, while not overburdening administrative resources. This cadence also aligns with typical record-keeping and renewal workflows, making it easier to issue reminders and update rosters. Frequent monthly checks would be wasteful, and checking every two years could allow licenses to lapse or statuses to change for long periods without notice. A biannual schedule risks gaps, whereas annually maintains currency and readiness for deployment.

5. To whom should members report the loss or recovery of any department badge, identification card, manual, key, or equipment?

- A. Security Officer**
- B. District Officer**
- C. Supervisor**
- D. Department Head**

When a department asset like a badge, ID card, manual, key, or equipment is lost or recovered, the immediate action is to report it to your supervisor. This keeps the report in the proper line of authority, so the right procedures are triggered quickly—security measures are updated, replacement or reissue is arranged, and an incident record is created. The supervisor is responsible for the unit's assets and for coordinating with security or facilities to handle the loss or recovery, ensuring accountability and a smooth, fast response. Reporting directly to higher-level roles like the Security Officer, District Officer, or Department Head can delay the necessary actions or bypass the normal chain of command. The supervisor is the first point of contact to initiate the process and keep everything documented and on track.

6. Which unit's minimum staffing includes a Sergeant or above?

- A. ALS Squads**
- B. HazMat 5**
- C. Water Rescue Team**
- D. Rescue 6**

The staffing rule being tested is that supervising roles are built into the minimum crew for certain high-need units. Advanced life support squads are structured so that at least one supervisor—specifically a Sergeant or higher—is included in the minimum staffing. This supervisor presence ensures proper patient care decisions, scene safety, and adherence to protocols under pressure, since ALS operations involve complex medical interventions and coordination with other responding units. Other units have different leadership structures that don't require a Sergeant as the minimum. HazMat teams are led by specialized officers and technicians with a focus on expertise and incident management, while Water Rescue and Rescue units operate under an officer in charge or other leadership roles appropriate to their specialty. Because none of those specify a Sergeant as the baseline minimum, the ALS Squad is the one where the minimum includes a Sergeant or above.

7. What document is used to announce and document promotions, transfers, separations, and commendations?

- A. Memorandum**
- B. Cover Sheet**
- C. Personnel Orders**
- D. Reports**

Promotions, transfers, separations, and commendations are formal changes to a service member's status, and the action must be issued as an official directive. The instrument that both announces and records these actions is the personnel orders. They specify who is affected, what action is taken, the effective date, and the authority behind it, and they become part of the service member's official records. Other documents don't enact these changes: a memorandum is typically just an internal note, a cover sheet is merely a front page, and reports convey information without authorizing personnel actions.

8. To accommodate operational flexibility, who may be used as a Company Officer on apparatus with a minimum staffing of one for a limited time, consistent with the applicable collective bargaining agreement?

- A. any firefighter, if qualified**
- B. a District Officer**
- C. a volunteer supervisor**
- D. a senior firefighter with ten years of service**

The idea being tested is that when a fire company must operate with minimal staff for a short period, leadership on the apparatus can be assumed by any firefighter who is qualified to perform the Company Officer duties, as allowed by the collective bargaining agreement. The critical point is qualification, not rank or tenure. If a firefighter has the appropriate training and authority to act as a Company Officer, they can step into that leadership role to keep incident command effective and the crew safe, even when only one person is aboard. This flexibility is what the collective bargaining agreement typically envisions: it allows the organization to maintain incident leadership by someone who is trained to do the job, rather than limiting the role to a specific rank or to a particular person. A District Officer or a volunteer supervisor might not be available or authorized to fill that role on a backstep basis, and simply being the most senior firefighter does not automatically confer the authority or the required qualifications.

9. Within the department, which position serves as the Exposure Control Officer (ECO)?

- A. Battalion Chief of EMS**
- B. Fire Chief**
- C. Deputy Chief of Operations**
- D. Station Officer**

Exposure control focuses on protecting responders from infectious hazards, managing exposure reporting, medical evaluation, training, and the use of appropriate PPE across EMS operations. The Battalion Chief of EMS is the best fit for this role because they oversee EMS policies, training, and coordination across all EMS units, giving them the authority and focus needed to implement an exposure control program department-wide. The Fire Chief oversees department-wide administration, the Deputy Chief of Operations directs overall tactical operations, and a Station Officer supervises on-scene or station-level activities; none of these positions specifically concentrate on the medical exposure control program across EMS services.

10. Which unit must include a Paramedic among its minimum staffing?

- A. ALS Engine**
- B. BLS Engine**
- C. Water Rescue Team**
- D. ALS Squad**

Paramedics provide the advanced life support needed to start critical care the moment responders arrive. The ALS Engine is the frontline response for medical calls and must be able to deliver ALS immediately. Having a Paramedic in its minimum staffing ensures airway management, IV/IO access, medication administration, and rhythm interpretation can begin at once, improving patient stability and transport decisions. The other units are either focused on basic life support, specialized rescue scenarios, or have different staffing models, so they don't universally require a paramedic as part of their minimum crew. That's why the ALS Engine is the unit that must include a Paramedic among its minimum staffing.

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Next Steps

Congratulations on reaching the final section of this guide. You've taken a meaningful step toward passing your certification exam and advancing your career.

As you continue preparing, remember that consistent practice, review, and self-reflection are key to success. Make time to revisit difficult topics, simulate exam conditions, and track your progress along the way.

If you need help, have suggestions, or want to share feedback, we'd love to hear from you. Reach out to our team at hello@examzify.com.

Or visit your dedicated course page for more study tools and resources:

<https://okcfdrotation2sop.examzify.com>

We wish you the very best on your exam journey. You've got this!

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