



Arab Fire Safety and Security Academy (AFSSAC)
FIRE OFFICER I
PERFORMANCE STANDARDS
NFPA 1021, 2014 Edition

SKILL SHEET PACKAGE

Based on NFPA 1021: Standard for
Fire Officer I Professional Qualifications, 2014 Edition

June 2016



Arab Fire Safety and Security Academy (AFSSAC)
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Performance Test # 1

Tactical Emergency Scenario

PERFORMANCE STANDARD

The candidate, given the following picture scenario will develop an initial action plan, given size up information for an incident and assigned emergency response resources, so that resources are deployed to control the emergency.(NFPA 1021, 4.1.2)

INSTRUCTIONS

At this station, you will be required to complete a tactical scenario under emergency conditions. You will serve as the company officer of the first arriving unit and will assume command. You may not pass or transfer command to anyone else unless specifically directed to in the scenario provided. You will be provided with an emergency scenario and a list of responding assets.

EXAMINER NOTE

The Candidate will complete all elements of the assigned task. Include Candidate's narrative on task completion, forms, photos/drawings etc., department policy or procedure

PREPARATION & EQUIPMENT

Station uniform

Writing instruments



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Performance Test # 1

Candidate: _____ **Notes:** _____

Training Provider: _____

Test Site: _____

Examiner: _____

NFPA 1021, 4.1.2	<u>TEST</u>	<u>RETEST</u>
Performance Test # 1	Scored points	Scored points
Effectively communicate in writing using technology provided by the AHJ3pts		
Operate at all levels in the incident management system.....2pts		
Total Score		
RESULT	<input type="checkbox"/> pass <input type="checkbox"/> fail	<input type="checkbox"/> pass <input type="checkbox"/> fail

Required to pass:

Candidate must receive a mandatory score of 4out of 5 points for passing.

Proctor Comments:

Proctor (Print & Sign): _____ **Date** _____

Re-Test Proctor (Print & Sign): _____ **Date** _____

Re-Test candidate (Print & Sign): _____ **Date** _____



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Performance Test # 2

Emergency Ground Operations

PERFORMANCE STANDARD

Assign tasks or responsibilities to unit members, given an assignment at an emergency operation, so that the instructions are complete, clear, and concise; safety considerations are addressed; and the desired outcomes are conveyed. (NFPA 1021, 4.2.1)

INSTRUCTIONS

The Candidate will assume the role of company officer supervising the first-due fire company at a residence fire. Candidate will assign tasks or responsibilities in a complete, clear, and concise manner so that safety considerations are addressed and desired outcomes are conveyed. The candidate will then conduct a post-incident analysis of the incident using proper policies and procedures

EXAMINER NOTE

The Candidate will complete all elements of the assigned task. Include Candidate's narrative on task completion, forms, photos/drawings etc., department policy or procedure

PREPARATION & EQUIPMENT

Fire fighting equipment necessary to complete evolutions



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Performance Test # 2

Candidate: _____ **Notes:** _____

Training Provider: _____

Test Site: _____

Examiner: _____

NFPA 1021, 4.2.1	<u>TEST</u>	<u>RETEST</u>
Performance Test # 2	Scored points	Scored points
Assign tasks or responsibilities to unit-members at an emergency..... 1pts		
Condense instructions in an understandable way..... 1 pts		
Give instructions that are complete, clear, and concise.....2 pts		
Confirm understanding of assignments..... 1 pts		
Convey desired outcomes.....2 pts		
Efficiently utilize personnel and equipment available to the company.....2 pts		
Conduct a post-incident analysis using proper policies, forms and procedures..... 1 pts		
Total Score		
RESULT	<input type="checkbox"/> pass <input type="checkbox"/> fail	<input type="checkbox"/> pass <input type="checkbox"/> fail

Required to pass:

Candidate must receive a mandatory score of 9 out of 10 points for passing.

Proctor Comments:

Proctor (Print & Sign): _____ **Date** _____

Re-Test Proctor (Print & Sign): _____ **Date** _____

Re-Test candidate (Print & Sign): _____ **Date** _____



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Performance Test # 3

Station / Shift Management Part I

PERFORMANCE STANDARD

The fire officer candidate shall demonstrate the ability to assign tasks or responsibilities to unit members, given an assignment under non-emergency conditions at a station or other work location, so that the instructions are complete, clear, and concise; safety considerations are addressed; and the desired outcomes are conveyed. (NFPA 1021, 4.2.2)

INSTRUCTIONS

Based upon your completion of Human Resources - Skill 2-1, use a role play scenario to demonstrate the ability to verbally assign tasks or responsibilities to unit members, given an assignment under non-emergency conditions at a station or other work location, so that the instructions are complete, clear, and concise; safety considerations are addressed; and the desired outcomes are conveyed.

EXAMINER NOTE

This skill must be performed in a role play scenario.
It is suggested that you provide examinees with the policies and procedures of your department. If you are teaching this course at a non-departmental institution, acquire a fire department's policies and procedures or modification thereof to complete this skill.

PREPARATION & EQUIPMENT

Each candidate needs his/her completed Human Resources Management I Policies and procedures document(s)



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Performance Test # 3

Candidate: _____ **Notes:** _____

Training Provider: _____

Test Site: _____

Examiner: _____

NFPA 1021, 4.2.2	<u>TEST</u>		<u>RETEST</u>	
Performance Test # 3	Scored points		Scored points	
Delivers assignments in a clear, concise, and professional manner..... 1 pts				
Confirms each recipient's understanding of their assignment with a verbal response from the recipient..... 2 pts				
Addresses safety considerations..... 2 pts				
Delivers complete instructions..... 1 pts				
Conveys desired outcomes..... 2 pts				
Total Score				
RESULT	<input type="checkbox"/> pass	<input type="checkbox"/> fail	<input type="checkbox"/> pass	<input type="checkbox"/> fail

Required to pass:

Candidate must receive a mandatory score of 7 out of 8 points for passing.

Proctor Comments:

Proctor (Print & Sign): _____ **Date** _____

Re-Test Proctor (Print & Sign): _____ **Date** _____

Re-Test candidate (Print & Sign): _____ **Date** _____



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Performance Test # 4

Conduct Training Class

PERFORMANCE STANDARD

The fire officer candidate shall direct unit members during a training evolution, given a company training evolution and training policies and procedures, so that the evolution is performed safely, efficiently, and as directed. (NFPA 1021, 4.2.3)

INSTRUCTIONS

Using the policies and procedures provided, you shall demonstrate the proper method of directing unit members during a training evolution, given a company training evolution and training policies and procedures, so that the evolution is performed safely, efficiently, and as directed.

EXAMINER NOTE

It is suggested that you provide examinees with the policies and procedures of your department. If you are teaching this course at a non-departmental institution, acquire a fire department's policies and procedures or modification thereof to complete this skill. This skill must be performed in the presence of the instructors).

PREPARATION & EQUIPMENT

A written lesson plan (It is suggested that candidates teach an evolution for completing a TCFP Structural Fire Fighter skill, Chapter 1, TCFP Certification Curriculum Manual) Equipment and materials necessary for the lesson plan being used Policies and procedures document(s)



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Performance Test # 4

Candidate: _____ **Notes:** _____

Training Provider: _____

Test Site: _____

Examiner: _____

NFPA 1021, 4.2.3				
	<u>TEST</u>		<u>RETEST</u>	
Performance Test # 4	Scored points		Scored points	
Has all necessary supplies and equipment..... 1 pts				
Includes learner preparation step in lesson delivery..... 1 pts				
Properly conducts presentation step of the lesson..... 1 pts				
Provides for student application..... 1 pts				
Performs formative evaluation during lesson and remediation as needed 1 pts				
Performs summative evaluation..... 1 pts				
Training evolution is performed safely..... 2 pts				
Applicable policies and procedures are properly followed..... 2 pts				
Total Score				
RESULT	<input type="checkbox"/> pass	<input type="checkbox"/> fail	<input type="checkbox"/> pass	<input type="checkbox"/> fail

Required to pass:

Candidate must receive a mandatory score of 8 out of 10 points for passing.

Proctor Comments:

Proctor (Print & Sign): _____ **Date** _____

Re-Test Proctor (Print & Sign): _____ **Date** _____

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Performance Test # 5

Member Assistance

PERFORMANCE STANDARD

The fire officer candidate shall demonstrate the proper method of recommending action for member-related problems, given member assistance policies and procedures, so that the situation is identified and the actions taken are within the established policies and procedures. (NFPA 1021, 4.2.4)

INSTRUCTIONS

Using the policies and procedures provided, demonstrate the proper method of recommending action for member-related problems, given member assistance policies and procedures, so that the situation is identified and the actions taken are within the established policies and procedures.

EXAMINER NOTE

It is suggested that you use the policies and procedures of your department. If you are teaching this course at a non-departmental institution, acquire a fire department's policies and procedures or modification thereof to complete this skill. The skill may be completed either as a role-play or in written format as an in-class or take-home assignment. Instructors are encouraged to develop their own scenarios for this skill test.

PREPARATION & EQUIPMENT

Policies and procedures document(s)
Selected scenario



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Performance Test # 5

Candidate: _____ **Notes:** _____

Training Provider: _____

Test Site: _____

Examiner: _____

NFPA 1021, 4.2.4	<u>TEST</u>	<u>RETEST</u>
Performance Test #5	Scored points	Scored points
Identifies policy addressing the issue..... 1 pts		
Applies actions fairly, firmly, and equally..... 1 pts		
Correctly follows the policy process to resolve the issue..... 2 pts		
Recommends appropriate coaching, counseling or disciplinary actions, if justified.....1 pts		
Identifies actions to be taken if the situation is not corrected or reoccurs..... 2 pts		
Total Score		
RESULT	<input type="checkbox"/> pass <input type="checkbox"/> fail	<input type="checkbox"/> pass <input type="checkbox"/> fail

Required to pass:

Candidate must receive a mandatory score of 5 out of 7 points for passing.

Proctor Comments:

Proctor (Print & Sign): _____ **Date** _____

Re-Test Proctor (Print & Sign): _____ **Date** _____

Re-Test candidate (Print & Sign): _____ **Date** _____



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Performance Test # 5

Sample Activities

Example scenarios to assign:

1. A fire fighter is caught with a visitor at the station, while on-duty, at 3 a.m. Is this a violation of company rules? If so, describe actions to take and provide the policy addressing the issue?
2. A firefighter has pulled a personal vehicle into the engine bay to work on it. What are the rules pertaining to performing *personal* activities/work while on-duty? Is this allowable?
3. A firefighter does not show up for work and the firefighter to be relieved needs to leave to go to a part-time job. What is the shift change protocol? What happens to the individual who called in? What happens to the firefighter that was to be relieved?
4. An intoxicated off-duty firefighter becomes disorderly at a local night club and flats a fire department badge, trying to force some authority in the situation. What rules concerning off-duty conduct does the department have? Will the firefighter be reprimanded?



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Performance Test # 6

Administrative Actions

PERFORMANCE STANDARD

The fire officer candidate shall apply human resource policies and procedures, given an administrative situation requiring action, so that policies and procedures are followed. (NFPA 1021, 4.2.5)

INSTRUCTIONS

Use the policies and procedures provided to demonstrate the proper method of applying human resource policies and procedures, given an administrative situation requiring action, so that policies and procedures are followed.

EXAMINER NOTE

It is suggested that you use the policies and procedures of your department. If you are teaching this course at a non-departmental institution, acquire a fire department's policies and procedures or modification thereof to complete this skill. The skill may be completed either as a role-play or in written format as an in-class or take-home assignment. Instructors are encouraged to develop your own scenarios for this skill test.

PREPARATION & EQUIPMENT

Policies and procedures document(s)
Selected scenario



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Performance Test # 6

Candidate: _____ **Notes:** _____

Training Provider: _____

Test Site: _____

Examiner: _____

NFPA 1021, 4.2.5	<u>TEST</u>	<u>RETEST</u>
Performance Test # 6	Scored points	Scored points
Identifies policy addressing the issue 1 pts		
Applies actions fairly, firmly, and equally..... 1 pts		
Correctly follows the policy process to resolve the issue..... 2 pts		
Recommends appropriate coaching, counseling or disciplinary actions, if justified.....1 pts		
Identifies actions to be taken if the situation is not corrected or reoccurs..... 2 pts		
Total Score		
RESULT	<input type="checkbox"/> pass <input type="checkbox"/> fail	<input type="checkbox"/> pass <input type="checkbox"/> fail

Required to pass:

Candidate must receive a mandatory score of 5 out of 7 points for passing.

Proctor Comments:

Proctor (Print & Sign): _____ **Date** _____

Re-Test Proctor (Print & Sign): _____ **Date** _____

Re-Test candidate (Print & Sign): _____ **Date** _____



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Performance Test # 6

Sample Activities

Example scenarios to assign:

1. A firefighter always insists that the company be free at 10 a.m. to watch one of the soap operas on TV.
2. A company officer wants to swap time with another employee but the only person he can find to swap is a person who holds the rank of firefighter.
3. An off-duty firefighter was called to return to duty for a large structure fire but refused to return.
4. There is a firefighter who continually uses all of his/her sick leave as soon as it is accumulated.



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Performance Test # 7

Station / Shift Management Part II

PERFORMANCE STANDARD

The fire officer candidate shall demonstrate the ability to coordinate the completion of assigned tasks and projects by members, given a list of projects and tasks and the job requirements of subordinates, so that the assignments are prioritized, a plan for the completion of each assignment is developed, and members are assigned to specific tasks and supervised during the completion of the assignments. (NFPA 1021, 4.2.6)

INSTRUCTIONS

Using the policies, procedures, and other information provided, demonstrate the ability to coordinate the completion of assigned tasks and projects by members, given a list of projects and tasks and the job requirements of subordinates, so that the assignments are prioritized, a plan for the completion of each assignment is developed, and members are assigned to specific tasks and supervised during the completion of the assignments.

EXAMINER NOTE

It is suggested that you provide examinees with the policies and procedures of your department. If you are teaching this course at a non-departmental institution, acquire a fire department's policies and procedures or modification thereof to complete this skill. Skill 2-2 is to be performed at the completion of this skill.

PREPARATION & EQUIPMENT

Human Resources -Skill 2 Activity Sheet
Policies and procedures document(s)



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Performance Test # 7

Activity sheet

Coordinating Projects

You are in charge of a station consisting of two engines, a ladder truck, and nine (9) people other than yourself. You are to design, assign, and coordinate activities, for the shift you are assigned, for the time frame given. The following contains personnel, assignments, and requests for you to consider while completing the assignment. There are also some general guidelines you must follow. Attach a narrative that describes the steps you take to complete the task. This activity is used to meet skill #'s 2-1 and 2-2.

Personnel

- | | |
|--------------------|---|
| 1. Yourself | Station Officer-in-Charge. |
| 2. Alfred Senger | Company Officer |
| 3. Kim Smith | Driver/Operator (Relief Company Officer) |
| 4. Joe Washington | Driver/Operator |
| 5. Richard Case | Driver/Operator |
| 6. Mike Prescott | Senior Firefighter (Relief Driver/Operator) |
| 7. Juan Ortiz | Senior Firefighter (Relief Driver/Operator) |
| 8. Joseph Grubbs | Firefighter |
| 9. Martin Wages | Firefighter |
| 10. Seth McDanials | Firefighter New Recruit |

Assignments

1. During the regular work week (Mon.-Fri.), a company of four must be sent to perform company inspections in the AM (4 Hrs.) or PM (4 Hrs.).
2. During the time frame given, each person must ride their territory at least twice again either AM or PM.
3. During the time frame given, there shall be at least ten (10) scheduled training sessions in either the AM or PM.
4. Annual fitness tests must be given and will take one eight (8) hour session. Everyone is required to take the test.



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Requests

1. Company Officer Senger requests to be off (vacation) the week of the 18th - 24th, to be married.
2. Driver/Operator Smith requests to be off (vacation) either the week of the 18th -24th, or the 27th-30th.
3. Fire fighter Prescott requests to be off (vacation) the week of the 6th - 9th.
4. Recruit McDanial requests to be off (vacation) during the time between the 24th -27th.
5. Chief wants the company to plant trees outside the station during one shift.
6. Mayor's aunt requests her new swimming pool be filled with water using a pumper and fire department hose.
7. A company of four (4) is requested to assist with a four (4) hour testing block in either the AM or PM during the time frame between the 12th - 15th.

Guidelines

1. There must be one (1) company officer and driver/operator at the station, while others are out on assignment, for response purposes. Those approved as reliefs are acceptable. You must maintain no less than three (3) people to an engine or truck company.
2. Must accomplish all assignments and as many of the requests as possible or have a valid, documented reason why it wasn't done within the days (shift) assigned.
3. Each individual must do their own work according to the shift they are assigned during class.
4. Provide a narrative that describes how you established priorities for the scheduling. Also, ensure you include in the narrative, how you intend to communicate the station and work assignments to all personnel involved.



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PT- 1 Activity

SUNDAY	MONDAY	TUESDAY	WEDESDAY	THURSDAY	FRIDAY	SATURDAY
C 28	A 29	B 30	C 31	A 01	B 02	C 03
A 04	B 05	C 06	A 07	B 08	C 09	A 10
B 11	C 12	A 13	B 14	C 15	A 16	B 17
C 18	A 19	B 20	C 21	A 22	B 23	C 24
A 25	B 26	C 27	A 28	B 29	C 30	A 31
B 01	C 02	A 03	B 04	C 05	A 06	B 07



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Performance Test # 7

Candidate: _____ **Notes:** _____

Training Provider: _____

Test Site: _____

Examiner: _____

NFPA 1021, 4.2.6)	<u>TEST</u>		<u>RETEST</u>	
Performance Test # 7	Scored points		Scored points	
Narrative shows evidence of establishing priorities concerns for guidelines first, assignments second, and requests last..... 2 pts				
Complete schedule of given assignments shows evidence of planning and coordination of activities by successfully adhering to most guidelines, assignments and requests. Those not met were justified by reasoning..... 2 pts				
Total Score				
RESULT	<input type="checkbox"/> pass	<input type="checkbox"/> fail	<input type="checkbox"/> pass	<input type="checkbox"/> fail

Required to pass:

Candidate must receive a mandatory score of 3 out of 4 points for passing.

Proctor Comments:

Proctor (Print & Sign): _____ **Date** _____

Re-Test Proctor (Print & Sign): _____ **Date** _____

Re-Test candidate (Print & Sign): _____ **Date** _____



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Performance Test # 8

Community Need

PERFORMANCE STANDARD

Initiate action on a community need, given policies and procedures, so that the need is addressed. (NFPA 1021, 4.3.1)

INSTRUCTIONS

Candidate will respond to a community need about a public education program (such as a CPR class, fire extinguisher class, fire safety class, or similar). Candidate will answer the need accurately, courteously, and in accordance with policies and procedures. Candidate will then deliver a public education program, given the target audience and topic.

EXAMINER NOTE

The Candidate will complete all elements of the assigned task. Include Candidate's narrative on task completion, forms, photos/drawings etc., department policy or procedure.

PREPARATION & EQUIPMENT

Audience
Materials need each topic



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Performance Test # 8

Candidate: _____ **Notes:** _____

Training Provider: _____

Test Site: _____

Examiner: _____

NFPA 1021, 4.3.1	<u>TEST</u>		<u>RETEST</u>	
Performance Test # 8	Scored points		Scored points	
Demonstrate understanding/compliance with policies and procedures.....1 pts				
Respond to the community need accurately and in a timely fashion1 pts				
Demonstrate the ability to coordinate and schedule a public education program.....1 pts				
Delivers a public education program that meets the need of the community.... 2 pts				
Delivers the public education program so that the intended message is conveyed clearly..... 2 pts				
Total Score				
RESULT	<input type="checkbox"/> pass	<input type="checkbox"/> fail	<input type="checkbox"/> pass	<input type="checkbox"/> fail

Required to pass:

Candidate must receive a mandatory score of 6 out of 7 points for passing.

Proctor Comments:

Proctor (Print & Sign): _____ **Date** _____

Re-Test Proctor (Print & Sign): _____ **Date** _____

Re-Test candidate (Print & Sign): _____ **Date** _____



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Performance Test # 9

Citizen Complaint / Concern

PERFORMANCE STANDARD

The fire officer candidate initiates action to a citizen's concern, given policies and procedures, so that the concern is answered or referred to the appropriate individual for action and all policies and procedures are complied with. (NFPA 1021, 4.3.2)

INSTRUCTIONS

Given a scenario, initiate action to a walk-in complaint, given policies and procedures, so that the concern is answered or referred to the appropriate individual for action and all policies and procedures are complied with.

EXAMINER NOTE

This skill must be performed with a role player.
The candidate should NOT have prior knowledge of the details of the scenario. It is suggested that you provide examinees with the policies and procedures of your department. If you are teaching this course at a non-departmental institution, acquire a fire department's policies and procedures or modification thereof to complete this skill.

PREPARATION & EQUIPMENT

Policies and procedures concerning responsive action to citizen concerns.
Selected scenarios
Role player



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Performance Test # 9

Candidate: _____ **Notes:** _____

Training Provider: _____

Test Site: _____

Examiner: _____

NFPA 1021, 4.3.2	<u>TEST</u>	<u>RETEST</u>
Performance Test #9	Scored points	Scored points
Responses reflect appropriate fact finding1 pts		
Uses appropriate voice tone, grammar, and vocabulary1 pts		
Demonstrates a familiarity with public relations and interpersonal relationships2 pts		
Answers the citizen's concern or refers the concern to the appropriate individual for action2 pts		
Complies with all applicable policies and procedures 1 pts		
Total Score		
RESULT	<input type="checkbox"/> pass <input type="checkbox"/> fail	<input type="checkbox"/> pass <input type="checkbox"/> fail

Required to pass:

Candidate must receive a mandatory score of 6 out of 7 points for passing.

Proctor Comments:

Proctor (Print & Sign): _____ **Date** _____

Re-Test Proctor (Print & Sign): _____ **Date** _____

Re-Test candidate (Print & Sign): _____ **Date** _____



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Performance Test # 9

Example scenarios to assign:

Scenario 1

Mr. Maureen Burke stops by the station to voice a complaint. Every time she goes to the grocery store the fire truck is there and parked in the fire lane.

Scenario 2

Mr. Mike McCleod stops by the station to complain about some fire fighters under your command. Three or four days ago, Mr. McCleod stopped in a local hardware store where the on-duty fire fighters were also shopping. Mr. McCleod stated that the fire fighters were walking through the store in uniform with their shirt tails out and using foul language. Mr. McCleod was himself offended, but was most upset because this occurred within earshot of his 9-year-old daughter.

Scenario 3

The man who lives across the street from your station just came in to complain about noise from the fire station. He states that every morning he is awakened at 7 a.m. to the noise of the fire trucks checking their sirens.

Scenario 4

A citizen just came in with a question regarding a recent fire at his neighbor's home. He questions why the fire fighters cut a hole in the roof when the fire was clearly in the house, not in the attic.

Scenario 5

Mrs. Campbell came to the station to complain about the firemen she sees every day sitting in chairs in front of the fire station. She thinks the firemen are lazy and should have something to do.



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Performance Test # 10

Public Inquiry

PERFORMANCE STANDARD

The fire officer candidate will respond to a public inquiry, given the policies and procedures, so that the inquiry is answered accurately, courteously, and in accordance with applicable policies and procedures. (NFPA 1021, 4.3.3)

INSTRUCTIONS

Given policies and procedures and a scenario, respond to a public inquiry so that the inquiry is answered accurately, courteously, and in accordance with applicable policies and procedures.

EXAMINER NOTE

It is suggested that you provide examinees with the policies and procedures of your department. If you are teaching this course at a non-departmental institution, acquire a fire department's policies and procedures or modification thereof to complete this skill. Misspellings and improper grammar, wording, formats, etc., are intentional inclusions in the letters to test responses to such letters that might be received as a fire officer

PREPARATION & EQUIPMENT

Policies and procedures concerning responsive action to citizen concerns.
Selected scenarios



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Performance Test # 10

Candidate: _____ **Notes:** _____

Training Provider: _____

Test Site: _____

Examiner: _____

NFPA 1021, 4.3.3	<u>TEST</u>	<u>RETEST</u>
Performance Test # 10	Scored points	Scored points
Responses reflect appropriate fact finding 1 pts		
Uses appropriate written communications skills 2 pts		
Demonstrates a familiarity with public relations and interpersonal relationships 2 pts		
Written response is accurate 2 pts		
Written response is courteous 1 pts		
Complies with all applicable policies and procedures 1 pts		
Total Score		
RESULT	<input type="checkbox"/> pass <input type="checkbox"/> fail	<input type="checkbox"/> pass <input type="checkbox"/> fail

Required to pass:

Candidate must receive a mandatory score of 7 out of 9 points for passing.

Proctor Comments:

Proctor (Print & Sign): _____ **Date** _____

Re-Test Proctor (Print & Sign): _____ **Date** _____

Re-Test candidate (Print & Sign): _____ **Date** _____



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Performance Test # 10

Example scenarios to assign:

Scenario 1

The Chief received a letter from Mrs. Ann Hafler regarding an EMS called that was made on October 14.

I'm writing this letter to let you know how proud I am of our fire department and to be a part of this city. On October 14 my son was in the backyard playing when I heard him screaming. He had fallen out of a tree and broke his leg. I'm sorry I did not get the names of the firefighters, but I would like for you to let them know how much I appreciate the fine work they did. They acted in such a professional manner and had everything under control when the ambulance arrived. One of them even called back later to see if everything was okay. I really feel good about our firefighters and emergency response personnel in our city

Scenario 2

The following letter was written to the Chief regarding an automobile accident.

Dear Chief,

Last Friday I saw something that truly disturbed me. It was around 2:30 in the morning and I was on my way home. Apparently there was an accident on High Way 7 and Spruce Road. There was a fire truck with all the lights flashing and blaring. The way it parked was ridiculous in my opinion.

It was parked in such a way that 1 1/2 lanes were blocked and allowed only 1 lane to pass by going each way. It was even difficult to see the wrecked car until I rolled by the scene, The fire truck should have been on the shoulder rather than right in front of the accident. I would ask that you inform your fire truck drivers on how to park a fire truck so they don't stop the traffic.

Sincerely,

Mr.



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Performance Test # 11

Public Inquiry Departmental Policy

PERFORMANCE STANDARD

Implement a new departmental policy at the unit level, given a new departmental policy, so that the policy is communicated to and understood by unit members. (NFPA 1021, 4.4.1)

INSTRUCTIONS

You will be given a new departmental safety policy. Produce an action plan for implementing the policy which includes procedures for completing required reports, conducting in-service training, and conveying member responsibilities. After producing the action plan, communicate the policy to members and assure their understanding of the policy.

EXAMINER NOTE

It is suggested that you provide examinees with a safety policy from your department which requires reports and in-service training. If you are teaching this course at a non-departmental institution or if your department does not have a policy which meets the above criteria, create or acquire a fire department policy or modification thereof that meets the criteria to complete this skill.

PREPARATION & EQUIPMENT

An example "new" safety policy to implement. (Examples: Backing of Apparatus Policy, Rapid Intervention Team, Establishing a Rehabilitation)



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Performance Test # 11

Candidate: _____ **Notes:** _____

Training Provider: _____

Test Site: _____

Examiner: _____

NFPA 1021, 4.4.1	<u>TEST</u>	<u>RETEST</u>
Performance Test # 11	Scored points	Scored points
Includes procedures for completing required report in the action plan1 pts		
Includes procedures for conducting in-service training in the action plan.....1 pts		
Includes procedures for conveying member responsibilities in the action plan ...1 pts		
Communicates the new policy to members in a clear manner 2 pts		
Checks for member understanding of the new policy 2 pts		
Total Score		
RESULT	<input type="checkbox"/> pass <input type="checkbox"/> fail	<input type="checkbox"/> pass <input type="checkbox"/> fail

Required to pass:

Candidate must receive a mandatory score of 5 out of 7 points for passing.

Proctor Comments:

Proctor (Print & Sign): _____ **Date** _____

Re-Test Proctor (Print & Sign): _____ **Date** _____

Re-Test candidate (Print & Sign): _____ **Date** _____



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Performance Test # 12

Administrative Functions

PERFORMANCE STANDARD

The fire officer candidate will execute routine unit-level administrative functions, given forms and record management systems, so that the reports and logs are complete and files are maintained in accordance with policies and procedures. (NFPA 1021, 4.4.2)

INSTRUCTIONS

Using the information sheet and the policies and procedures provided, you shall demonstrate the proper method of executing routine unit-level administrative functions, given forms and record management systems, so that the reports and logs are complete and files are maintained in accordance with policies and procedures.

EXAMINER NOTE

It is suggested that you provide examinees with the policies and procedures of your department. If you are teaching this course at a non-departmental institution, acquire a fire department's policies and procedures or modification thereof to complete this skill.

PREPARATION & EQUIPMENT

NFIRS, TEXFIRS or departmental report form from the jurisdiction
Skill 10 Incident Information sheet
Policies and procedures document(s)



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Performance Test # 12

Candidate: _____ **Notes:** _____

Training Provider: _____

Test Site: _____

Examiner: _____

NFPA 1021, 4.4.2	<u>TEST</u>	<u>RETEST</u>
Performance Test # 12	Scored points	Scored points
Uses the NFIRS, TEXFIRS or departmental report form 2 pts		
Produces a report that is typed or print is clear and legible.....2 pts		
Places pertinent information on the report.....2 pts		
Writing is in third person 2 pts		
Signs report..... 1 pts		
Total Score		
RESULT	<input type="checkbox"/> pass <input type="checkbox"/> fail	<input type="checkbox"/> pass <input type="checkbox"/> fail

Required to pass:

Candidate must receive a mandatory score of 8 out of 9 points for passing.

Proctor Comments:

Proctor (Print & Sign): _____ **Date** _____

Re-Test Proctor (Print & Sign): _____ **Date** _____

Re-Test candidate (Print & Sign): _____ **Date** _____



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Performance Test # 12

Information needed to complete the reports for Skill 10:

1. Date- TODAY Incident # 4758 Unit#12

Vehicle-1994 Oldsmobile Cutlass Value \$4,500 Damage \$3,500

VIN 1G3AM470542 Color Blue

Tag No. TX. HTH-512

Owner Billy Smith 123 Pine Rd. Soteriou, TX 79900

Time:12:35 pm Arrival 1:15 pm In-service 1:45pm

Fire reported by: E-911 reported that a Tim Rash was driving down Turner Rd.
owner stopped him and told him to call 911.

Responder: You're Dept with one staffed engine with standard attack policy used; 1
Police Jim Jones.

Owner stated that he had been working on fuel system, went on test drive. After about 5 miles, smoke started boiling from under the hood. I opened hood and the carburetor was burning. Car was a totaled loss.

2. Date- TODAY Incident # 6204

Unit # 83 Sunny Day Apts. 104 Brooks St. Symolonberg, TX Apts E-1

Occupant: Tom Snoot Owner: Smith Reality 123 Warrenton, TX 39900

Time:12:35 pm Arrival 1:15 pm In-service 3.00pm

Fire reported by: E-911 reported that Bob Kelly Apt F-1 saw smoke coming from
bedroom window. Occupant at work during fire

Responder: You're Dept with 2 staffed engines, 1 Aerial, 2 Rescue Units, 1 Chief & 1 Police Jim Jones. Local Volunteer Dept. assisted Used 2-1 1/2" lines , front door was locked, fire in bedroom, origin trash can, working smoke detector battery type, Tom did smoke; Bob stated that he had been working on his car when Tom left for work, he then went on test drive. Came back home and saw smoke coming from Tom's apt window. Value \$525,000 Damage \$35,000



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Performance Test # 13

Budget Request

PERFORMANCE STANDARD

Prepare a budget request, given a need and budget forms, so that the request is in the proper format and is supported with data. (NFPA 1021, 4.4.3)

INSTRUCTIONS

Candidate will create a budget request using the proper forms, procedures, and supporting data. Then to be submitted to the proper budget coordinator

EXAMINER NOTE

The Candidate will complete all elements of the assigned task. Include candidate's narrative on task completion, forms, photos/drawings etc., department policy or procedure.

PREPARATION & EQUIPMENT

Specific facility. Pen/pencil, paper. Necessary budget forms or reports. Budget planning policy and procedures. Uniform or other credentials to ensure proper identification to business owners/occupants when obtaining supporting budget data. Computer, if applicable



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Performance Test # 13

Candidate: _____ **Notes:** _____

Training Provider: _____

Test Site: _____

Examiner: _____

NFPA 1021, 4.4.3	<u>TEST</u>	<u>RETEST</u>
Performance Test # 13	Scored points	Scored points
Obtain proper request forms and procedures..... 1 pts		
Research revenue sources for budget 2 pts		
Obtain supporting data to the budget request..... 2 pts		
Develop and organize an outlined budget plan..... 1 pts		
Produce completed plan using the appropriate forms and Reports.....1 pts		
Submit complete budget packet to proper budget coordinator.....2 pts		
Total Score		
RESULT	<input type="checkbox"/> pass <input type="checkbox"/> fail	<input type="checkbox"/> pass <input type="checkbox"/> fail

Required to pass:

Candidate must receive a mandatory score of 8 out of 9 points for passing.

Proctor Comments:

Proctor (Print & Sign): _____ **Date** _____

Re-Test Proctor (Print & Sign): _____ **Date** _____

Re-Test candidate (Print & Sign): _____ **Date** _____



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Performance Test # 14

Organization

PERFORMANCE STANDARD

Explain the purpose of each management component of the organization, given an organization chart, so that the explanation is current and accurate and clearly identifies the purpose and mission of the organization. (NFPA, 4.4.4)

INSTRUCTIONS

The fire officer candidate shall explain the purpose of each management component as identified on the Department's Organizational Chart provided and include the purpose and mission of the department.

EXAMINER NOTE

The Candidate will complete all elements of the assigned task. Include candidate's narrative on task completion, department policy or procedure.

PREPARATION & EQUIPMENT

Organizational Chart
Policies and Procedures Documents
Pen/Pencil and Paper
Use Computer if available



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Performance Test # 14

Candidate: _____ **Notes:** _____

Training Provider: _____

Test Site: _____

Examiner: _____

	<u>TEST</u>	<u>RETEST</u>
NFPA 1021, 4.4.4	Scored points	Scored points
Performance Test # 14		
Identify the purpose of each management component.....1 pts		
Verbally explain the purpose of the organization 2 pts		
Communicate verbally in a clear and concise manner..... 2 pts		
Total Score		
RESULT	<input type="checkbox"/> pass <input type="checkbox"/> fail	<input type="checkbox"/> pass <input type="checkbox"/> fail

Required to pass:

Candidate must receive a mandatory score of 4 out of 5 points for passing.

Proctor Comments:

Proctor (Print & Sign): _____ **Date** _____

Re-Test Proctor (Print & Sign): _____ **Date** _____

Re-Test candidate (Print & Sign): _____ **Date** _____



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Performance Test # 15

Incident Response Data

PERFORMANCE STANDARD

Explain the needs and benefits of collecting incident response data, the goals and mission of the organization, so that incident reports are timely and accurate [NFPA 1021, 4.4.5]

INSTRUCTIONS

The fire officer candidate shall explain the needs and benefits of collecting incident response so that incident reports are timely and accurate.

EXAMINER NOTE

The Candidate will complete all elements of the assigned task. Include candidate's narrative on task completion, department policy or procedure.

PREPARATION & EQUIPMENT

Agency's Records and Management Directive
Policies and Procedures Document (s)
NFIRS forms
Pen/Pencil and Papers
Use Computer if available



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Performance Test # 15

Candidate: _____ **Notes:** _____

Training Provider: _____

Test Site: _____

Examiner: _____

NFPA 1021, 4.4.5	<u>TEST</u>	<u>RETEST</u>
Performance Test # 15	Scored points	Scored points
Verbally explains knowledge of incident response data.....2pts		
Verbally explains the needs and benefits of collecting incident response data...2 pts		
Verbally explains the reason why incident response reports should be timely and accurate 1 pts		
Verbally explain the purpose of the organization.....1 pts		
Verbally explain the missions of the organization.....2 pts		
Communicates verbally in a clear and concise manner.....2 pts		
Total Score		
RESULT	<input type="checkbox"/> pass <input type="checkbox"/> fail	<input type="checkbox"/> pass <input type="checkbox"/> fail

Required to pass:

Candidate must receive a mandatory score of 8 out of 10 points for passing.

Proctor Comments:

Proctor (Print & Sign): _____ **Date** _____

Re-Test Proctor (Print & Sign): _____ **Date** _____

Re-Test candidate (Print & Sign): _____ **Date** _____



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Performance Test # 16

Preliminary Fire Cause / Investigation

PERFORMANCE STANDARD

Describe the procedures of the AHJ for conducting fire inspections, given any of the following occupancies, so that all hazards, including hazardous materials, are identified, approved forms are completed, and approved. [NFPA 1021, 4.5.1]

INSTRUCTIONS

The fire officer candidate shall describe the procedures of inspecting an industrial facility (factory) so the all hazards, hazardous materials present, are identified, approved inspections form are completed, and any approved action initiated.

EXAMINER NOTE

The Candidate will complete all elements of the assigned task. Include candidate's narrative on task completion, department policy or procedure.

PREPARATION & EQUIPMENT

Policies and Procedures Document (s)
Copy of the approved Building Code
Copy of the approved Fire Code
Copy of the approved inspection form
Pen/Pencil and Papers
Use Computer if available



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Performance Test # 16

Candidate: _____ **Notes:** _____

Training Provider: _____

Test Site: _____

Examiner: _____

NFPA 1021, 4.5.1	<u>TEST</u>	<u>RETEST</u>
Performance Test # 16	Scored points	Scored points
Inspects a factory or reviews a previous factory inspection 1 pts		
Identify policies addressing the inspection procedures..... 1 pts		
Identify building and occupancy fire and life safety hazards according to the fire code 2 pts		
Identify hazardous materials present and permits on file according to the fire code2 pts		
Identifies detection and protection systems present1 pts		
Completes inspection forms provided.....1 pts		
Completes a notice of code violation for each hazard identified.....2 pts		
Demonstrates a clear, concise, and accurate writing style..... 2 pts		
Total Score		
RESULT	<input type="checkbox"/> pass <input type="checkbox"/> fail	<input type="checkbox"/> pass <input type="checkbox"/> fail

Required to pass:

Candidate must receive a mandatory score of 8 out of 10 points for passing.

Proctor Comments:

Proctor (Print & Sign): _____ **Date** _____

Re-Test Proctor (Print & Sign): _____ **Date** _____

Re-Test candidate (Print & Sign): _____ **Date** _____



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Performance Test # 17

Secure Incident Scene

PERFORMANCE STANDARD

Identify construction, alarm, and suppression features that contribute to or prevent the spread of fire, heat, and smoke throughout the building to another, given an occupancy, and the policies and forms of the AHJ, so that a pre-incident plan for any of the following occupancies is developed. [NFPA 1021, 4.5.2]

INSTRUCTIONS

The fire officer candidate shall develop a pre-incident plan for an industrial occupancy (factory). The plan shall identify construction, alarm, detection, and suppression features that contribute to or prevent the spread of fire, heat, and smoke throughout the building to another. You will be graded on your evaluation methods and your writing ability.

EXAMINER NOTE

The Candidate will complete all elements of the assigned task. Include candidate's narrative on task completion, department policy or procedure.

PREPARATION & EQUIPMENT

Copy of the approved pre-incident plan form
Policies and Procedures Document (s)
Copy Building Code and Fire Code
Copy of NFPA 1620- Pre-Incident Planning Guide
Inspection report from a previous inspection on the factory
Pen/Pencil and Papers
Use Computer if available



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Performance Test # 17

Candidate: _____ **Notes:** _____

Training Provider: _____

Test Site: _____

Examiner: _____

NFPA 1021, 4.5.2	<u>TEST</u>	<u>RETEST</u>
Performance Test # 17	Scored points	Scored points
Reviews a previous factory inspection report.....1 pts		
Identify building construction classification of the factory.....2 pts		
Identifies detection, alarm, and suppression systems.....1 pts		
Identifies fuel load of the factory.....2 pts		
Evaluates the risk of firefighters.....1 pts		
Completes a pre-incident plan using the appropriate forms.....1 pts		
Demonstrates a clear, concise, and accurate writing style.....2 pts		
Total Score		
RESULT	<input type="checkbox"/> pass <input type="checkbox"/> fail	<input type="checkbox"/> pass <input type="checkbox"/> fail

Required to pass:

Candidate must receive a mandatory score of 8 out of 10 points for passing.

Proctor Comments:

Proctor (Print & Sign): _____ **Date** _____

Re-Test Proctor (Print & Sign): _____ **Date** _____

Re-Test candidate (Print & Sign): _____ **Date** _____



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Performance Test # 18

Evaluate Information, Secure

PERFORMANCE STANDARD

Secure an incident scene, given rope or barrier tape, so that unauthorized persons can recognize the perimeters of the scene, are kept from restricted areas, and all evidence or potential evidence is protected from damage or destruction. (NFPA 1021, 4.5.3)

INSTRUCTIONS

Using the information sheet and the policies and procedures provided, you shall demonstrate the ability to evaluate available information, given a fire incident, observations, and interviews of first-arriving members and other individuals involved in the incident, so that a preliminary cause of the fire is determined, reports are completed, and, if required, the scene is secured and all pertinent information is turned over to an investigator. You will then secure an incident scene, given rope or barrier tape, so that unauthorized persons can recognize the perimeters of the scene, are kept from restricted areas, and all evidence or potential evidence is protected from damage or destruction.

EXAMINER NOTE

You are encouraged to create your own scenarios for this exercise.

PREPARATION & EQUIPMENT

Scenario which will allow the completion of all grading elements
Policies and procedures document(s)



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Performance Test # 18

Candidate: _____ **Notes:** _____

Training Provider: _____

Test Site: _____

Examiner: _____

NFPA 1021, 4.5.3	<u>TEST</u>	<u>RETEST</u>
Performance Test # 18	Scored points	Scored points
Salvage & overhaul continued only to extinguish remaining fire 1 pts		
Unnecessary personnel kept out of evidence area..... 2 pts		
Protects potential evidence.....2 pts		
Conducts interviews of first arriving members.....2 pts		
Secures the scene, if necessary.....1 pts		
Requests investigator, if necessary.....1 pts		
Total Score		
RESULT	<input type="checkbox"/> pass <input type="checkbox"/> fail	<input type="checkbox"/> pass <input type="checkbox"/> fail

Required to pass:

Candidate must receive a mandatory score of 8 out of 9 points for passing.

Proctor Comments:

Proctor (Print & Sign): _____ **Date** _____

Re-Test Proctor (Print & Sign): _____ **Date** _____

Re-Test candidate (Print & Sign): _____ **Date** _____



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Performance Test # 18

EXAMPLE SCENARIO

Have the student read the following scenario and complete a report detailing their simulated procedures for identifying and preserving evidence, and securing the fire scene.

Scenario: You are the company officer on a four man engine company that has responded to a residence fire. After the fire, Fire Fighter Jones calls you to the room where the fire has apparently originated. He explains that while shoveling debris for salvage and overhaul in the room he noticed a liquor bottle containing some liquid and a partially burned cloth in it. Further investigation uncovers pieces of another liquor bottle that has been broken. It appears that the point of origin is the location of the broken bottle. Another member of your company, Fire Fighter Smith, discovers another liquor bottle with liquid and a cloth in it outside the building near the room of origin. There are footprints in a flower bed that lead from Fire Fighter Smith's discovery to a fence in the rear of the property. As you study the scene, additional companies and several volunteers arrive at the scene.

Additional information: The fire investigator for the department is out of town, and all chief officers are involved with a major incident on the other side of the city. You are in charge. The building is still considered "hot" and there are still some smoke emissions in the room of origin and in the attic area. You have just received a radio transmission requesting your manpower at the incident across town as soon as possible.

Be sure to complete or address the following items in your report:

Salvage & overhaul are continued only to extinguish remaining fire

Keep unnecessary personnel out of evidence area

Protect potential evidence

Conduct interviews of first arriving members

Secure the scene, if necessary

Request an investigator, if necessary



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Performance Test # 19

Pre-incident Plan

PERFORMANCE STANDARD

Develop an initial action plan, given size-up information for an incident and assigned emergency response resources, so that resources are deployed to control the emergency. (NFPA 1021, 4.6.1)

INSTRUCTIONS

Using the policies and procedures provided, develop an initial action plan from the given size-up and assigned resources information, so that resources are deployed to control the emergency. You will then implement that plan, assigning tasks and/or responsibilities to unit members so that:

1. instructions are complete, clear, and concise;
2. safety considerations are addressed; and
3. desired outcomes are conveyed.

EXAMINER NOTE

It is suggested that you provide examinees with the policies and procedures of your department. If you are teaching this course at a non-departmental institution, acquire a fire department's policies and procedures or modification thereof to complete this skill.

PREPARATION & EQUIPMENT

Instructor developed scenario information including size-up and assigned resources information Policies and procedure document(s)



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Performance Test # 19

Candidate: _____ **Notes:** _____

Training Provider: _____

Test Site: _____

Examiner: _____

NFPA 1021, 4.6.1	<u>TEST</u>	<u>RETEST</u>
Performance Test # 19	Scored points	Scored points
Develops an initial action plan which adequately addresses size up information..... 2 pts		
Develops an initial action plan which will adequately deploy assigned resources 2 pts		
Implements an action plan so that resources are deployed to mitigate the situation.....2 pts		
Delivers instructions that are complete, clear, and concise.....2 pts		
Addresses safety consideration2 pts		
Conveys desired outcomes to unit members.....2 pts		
Assigns tasks appropriately2 pts		
Total Score		
RESULT	<input type="checkbox"/> pass <input type="checkbox"/> fail	<input type="checkbox"/> pass <input type="checkbox"/> fail

Required to pass:

Candidate must receive a mandatory score of 12 out of 14 points for passing.

Proctor Comments:

Proctor (Print & Sign): _____ **Date** _____

Re-Test Proctor (Print & Sign): _____ **Date** _____

Re-Test candidate (Print & Sign): _____ **Date** _____



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Performance Test # 20

Incident Action Plan

PERFORMANCE STANDARD

Implement an action plan at an emergency operation, given assigned resources, type of incident, and a preliminary plan, so that resources are deployed to mitigate the situation. (NFPA 1021, 4.6.2)

Develop and conduct a post-incident analysis, given a single unit incident and post-incident analysis policies, procedures, and forms, so that all required critical elements are identified and communicated, and the approved forms are completed and processed in accordance with policies and procedures. (NFPA 1021, 4.6.3)

INSTRUCTIONS

Using the information sheet and the policies and procedures provided, you shall demonstrate the ability to evaluate available information, given a fire incident, observations, and interviews of first-arriving members and other individuals involved in the incident, so that a preliminary cause of the fire is determined, reports are completed, and, if required, the scene is secured and all pertinent information is turned over to an investigator. You will then secure an incident scene, given rope or barrier tape, so that unauthorized persons can recognize the perimeters of the scene, are kept from restricted areas, and all evidence or potential evidence is protected from damage or destruction.

EXAMINER NOTE

You are encouraged to create your own scenarios for this exercise.

PREPARATION & EQUIPMENT

Scenario which will allow the completion of all grading elements
Policies and procedures document(s)



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Performance Test # 20

Candidate: _____ **Notes:** _____

Training Provider: _____

Test Site: _____

Examiner: _____

NFPA 1021; 4.6.2, 4.6.3				
	<u>TEST</u>		<u>RETEST</u>	
Performance Test # 20	Scored points		Scored points	
Salvage & overhaul continued only to extinguish remaining fire..... 1 pts				
Unnecessary personnel kept out of evidence area2 pts				
Protects potential evidence.....2 pts				
Conducts interviews of first arriving members2 pts				
Secures the scene, if necessary.....1 pts				
Requests investigator, if necessary.....1 pts				
Total Score				
RESULT	<input type="checkbox"/> pass	<input type="checkbox"/> fail	<input type="checkbox"/> pass	<input type="checkbox"/> fail

Required to pass:

Candidate must receive a mandatory score of 7 out of 9 points for passing.

Proctor Comments:

Proctor (Print & Sign): _____ **Date** _____

Re-Test Proctor (Print & Sign): _____ **Date** _____

Re-Test candidate (Print & Sign): _____ **Date** _____



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Performance Test # 21

Develop and Implement Planning, Assign Tasks

PERFORMANCE STANDARD

Apply safety regulations at the unit level, given safety policies and procedures, so that required reports are completed, in-service training is conducted, and member responsibilities are conveyed. (NFPA 1021, 4.7.1)

INSTRUCTIONS

You will be given a new departmental safety policy. Produce an action plan for implementing the policy which includes procedures for completing required reports, conducting in-service training, and conveying member responsibilities. After producing the action plan, communicate the policy to members and assure their understanding of the policy

EXAMINER NOTE

It is suggested that you provide examinees with a safety policy from your department which requires reports and in-service training. If you are teaching this course at a non-departmental institution or if your department does not have a policy which meets the above criteria, create or acquire a fire department policy or modification thereof that meets the criteria to complete this skill.

PREPARATION & EQUIPMENT

An example "new" safety policy to implement. (Examples: Backing of Apparatus Policy, Rapid Intervention Team, Establishing a Rehabilitation)



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Performance Test # 21

Candidate: _____ **Notes:** _____

Training Provider: _____

Test Site: _____

Examiner: _____

NFPA 1021, 4.7.1	<u>TEST</u>	<u>RETEST</u>
Performance Test # 21	Scored points	Scored points
Includes procedures for completing required reports in the action plan.....1 pts		
Includes procedures for conducting in-service training in the action plan.....1 pts		
Includes procedures for conveying member responsibilities in the action plan...2 pts		
Communicates the new policy to members in a clear manner.....2 pts		
Checks for member understanding of the new policy.....2 pts		
Total Score		
RESULT	<input type="checkbox"/> pass <input type="checkbox"/> fail	<input type="checkbox"/> pass <input type="checkbox"/> fail

Required to pass:

Candidate must receive a mandatory score of 6 out of 8 points for passing.

Proctor Comments:

Proctor (Print & Sign): _____ **Date** _____

Re-Test Proctor (Print & Sign): _____ **Date** _____

Re-Test candidate (Print & Sign): _____ **Date** _____



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Performance Test # 22

Develop a Pre-incident Plan

PERFORMANCE STANDARD

The fire officer candidate will conduct an initial accident investigation, given an incident and investigation forms, so that the incident is documented and reports are processed in accordance with policies and procedures. (NFPA 1021, 4.7.2)

INSTRUCTIONS

Using the information, forms, and policies and procedures provided, develop a pre-incident plan, given an assigned facility and preplanning policies, procedures, and forms, so that all required elements are identified and the appropriate forms are completed and processed in accordance with policies and procedures.

EXAMINER NOTE

Develop your own scenarios for completing this skill. It is suggested that you provide examinees with the policies, procedures, and forms of your department. If you are teaching this course at a non-departmental institution, acquire a fire department's policies, procedures, and forms or modification thereof to complete this skill.

PREPARATION & EQUIPMENT

Facility to assign
Pre-planning policies, procedures, and forms



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Performance Test # 22

Candidate: _____ **Notes:** _____

Training Provider: _____

Test Site: _____

Examiner: _____

NFPA 1021, 4.7.2	<u>TEST</u>	<u>RETEST</u>
Performance Test # 22	Scored points	Scored points
Plan indicates construction type and features.....1 pts		
Plan indicates fire protection features1 pts		
Plan indicates water supplies.....2 pts		
Plan indicates fire loading.....2 pts		
Plan indicates property conservation priorities.....1 pts		
Plan indicates life safety features2 pts		
Plan indicates utilities2 pts		
Plan is neat and understandable..... 1 pts		
Total Score		
RESULT	<input type="checkbox"/> pass <input type="checkbox"/> fail	<input type="checkbox"/> pass <input type="checkbox"/> fail

Required to pass:

Candidate must receive a mandatory score of 10 out of 12 points for passing.

Proctor Comments:

Proctor (Print & Sign): _____ **Date** _____

Re-Test Proctor (Print & Sign): _____ **Date** _____

Re-Test candidate (Print & Sign): _____ **Date** _____



Arab Fire Safety and Security Academy (AFSSAC)
FIRE OFFICER I
PERFORMANCE STANDARDS
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Performance Test # 23

Safety

PERFORMANCE STANDARD

The fire officer candidate will explain the benefits of being physically and medically capable of performing assigned duties and effectively functioning during peak physical demand activities, given current fire service trends and agency policies, so that the need to participate in wellness and fitness programs is explained to members. [NFPA 1021, 4.7.3]

INSTRUCTIONS

Using the information available in IFSTA Company Officer, 4th edition, Chapter 10, and National statistics on death and injury causes, the fire officer candidate shall explain the benefits of being physically fit and medically capable of performing duties and effectively functioning during peak physical demand activities.

EXAMINER NOTE

It is suggested that you provide examinees with the policies and procedures of your department on safety, health, wellness and fitness, and United States Fire Administration (USFA) and NFPA annual statistics on death and injuries while engaged in emergency services activities.

PREPARATION & EQUIPMENT

National Death and Injury Statistics from the USFA and from NFPA
Policies and Procedures Document(s)
NFPA 1500 Standard on Fire Department Occupational Safety and Health Program



Arab Fire Safety and Security Academy (AFSSAC)
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Performance Test # 23

Candidate: _____ **Notes:** _____

Training Provider: _____

Test Site: _____

Examiner: _____

NFPA 1021, 4.7.3	<u>TEST</u>	<u>RETEST</u>
Performance Test # 23	Scored points	Scored points
Locate and describe the intent of NFPA 1500, Chapter 10 1 pts		
Describe the components of a wellness and fitness program.....1 pts		
States Management support of a wellness and fitness program.....1 pts		
Reinforce the organization`s goals to reduce on the job injuries by implementing a wellness and fitness program.....1 pts		
Delivers a two (2) minute presentation on an aspect of a fire service-related and wellness program.....2 pts		
Total Score		
RESULT	<input type="checkbox"/> pass <input type="checkbox"/> fail	<input type="checkbox"/> pass <input type="checkbox"/> fail

Required to pass:

Candidate must receive a mandatory score of 5 out of 6 points for passing.

Proctor Comments:

Proctor (Print & Sign): _____ **Date** _____

Re-Test Proctor (Print & Sign): _____ **Date** _____

Re-Test candidate (Print & Sign): _____ **Date** _____