



**Arab Fire Safety and Security Academy (AFSSAC)**  
**Plan Examiner I and II**  
NFPA 1031, 2014  
**Performance Test**

# **SKILL SHEET PACKAGE**

November 2016



**Arab Fire Safety and Security Academy (AFSSAC)**  
**Plan Examiner I and II**  
**NFPA 1031, 2014**  
**Performance Test**

## **PERFORMANCE TEST # 1**

### **PERFORMANCE STANDARD**

NFPA 1031; PT 7.2.1, 7.2.3, 7.2.4, 7.3.2, 7.3.3, 7.3.4

### **INSTRUCTIONS**

Plan Submittal reviews; Prepare report of findings and provide a letters to the plan submitters regarding deficiencies; Reading Scales & Measurements; Simple calculations; Reading plans; Identify symbols; Code references.

### **INSTRUCTOR/EXAMINER NOTES:**

*Acting as a Plan Examiner, prepare a report identifying code deficiencies derived from your observations of the plan submitted. Verify calculations are correct, scale is proper or plan, and proper symbols are used. Your writing ability are graded. You have 30 minutes to complete this task. You are reminded that this is an individual effort and ALL questions should be directed ONLY to the instructors.*

### **REQUIREMENTS:**

Candidates shall demonstrate the ability to prepare reports, given observations from a plan review, so that the report is clear concise, and accurately reflects the findings of the plan review in accordance with applicable codes and standards and the policies and procedures of the jurisdiction.



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## PERFORMANCE TEST # 1

Candidate's Name (Print & Sign): \_\_\_\_\_ Date \_\_\_\_\_

**Performance Checklist**

1 <sup>st</sup> Attempt		2 <sup>nd</sup> Attempt	
Pass	Fail	Pass	Fail

Writing Ability

- |  |       |       |       |       |
|--|-------|-------|-------|-------|
| 1. Use correct grammar and punctuation | ----- | ----- | ----- | ----- |
| 2. Use correct spelling                | ----- | ----- | ----- | ----- |
| 3. Use acceptable format               | ----- | ----- | ----- | ----- |
| 4. Use of clear, concise style         | ----- | ----- | ----- | ----- |

Content

- |  |       |       |       |       |
|--|-------|-------|-------|-------|
| 5. Use scale properly                                      | ----- | ----- | ----- | ----- |
| 6. List proper codes sections                              | ----- | ----- | ----- | ----- |
| 7. Describe corrective actions                             | ----- | ----- | ----- | ----- |
| 8. Use of student formatted report                         | ----- | ----- | ----- | ----- |
| 9. Verify Classification and Occupancy Type                | ----- | ----- | ----- | ----- |
| 10. Verifies Construction Type – appropriate for structure | ----- | ----- | ----- | ----- |

Performance rating of candidate on this standard:      **PASS** [    ]      **FAIL** [    ]

**Proctor Comments:**

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Proctor (Print & Sign): \_\_\_\_\_ Date \_\_\_\_\_

Re-Test Proctor (Print & Sign): \_\_\_\_\_ Date \_\_\_\_\_

Re-Test candidate (Print & Sign): \_\_\_\_\_ Date \_\_\_\_\_



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## **PERFORMANCE TEST # 2**

### **PERFORMANCE STANDARD**

NFPA 1031, PT 7.2.1, 7.2.3, 8.2.1, 8.2.2, 8.3.1

### **INSTRUCTIONS**

Plan Submittal, forms, checklists, review process, policies and procedures: Prepare policy for plan review, process plan for review, create and prepare checklist for plan review.

### **INSTRUCTOR/EXAMINER NOTES:**

*Acting as a Plan Examiner, prepare a report identifying code deficiencies derived from your observations of the plan submitted. Use the resources provided i.e, code books, reference guide if needed. Your writing ability will also be graded. You have 30 minutes to complete this task .You are reminded that this is an individual effort and ALL questions should be directed ONLY to the instructors.*

### **REQUIREMENTS:**

Candidates shall demonstrate the ability to design and implement a plan review process and checklist for a plan review. The process, reporting, policies and procedures of the review shall be clear and concise. Provide for a design concept submittal and subsequent approval or denied of the proposal. Provide in the process for identifying deficiencies, code section, standards, and references, in accordance with policies and procedures of the jurisdiction.



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**PERFORMANCE TEST # 2**

Candidate's Name (Print & Sign): \_\_\_\_\_ Date \_\_\_\_\_

**Performance Checklist**

1 <sup>st</sup> Attempt		2 <sup>nd</sup> Attempt	
Pass	Fail	Pass	Fail

Writing Ability

1. Use correct grammar and punctuation
2. Use correct spelling
3. Use acceptable format
4. Use of clear, concise style

-----	-----	-----	-----
-----	-----	-----	-----
-----	-----	-----	-----
-----	-----	-----	-----

Content

5. Identify deficiencies
6. List proper codes sections
7. Describe corrective actions
8. Properly formatted report
9. Advised of alternative method
10. Mechanism for resolution/ time frame for compliance

-----	-----	-----	-----
-----	-----	-----	-----
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-----	-----	-----	-----
-----	-----	-----	-----

Performance rating of candidate on this standard: **PASS** [   ] **FAIL** [   ]

**Proctor Comments:**

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Proctor (Print & Sign): \_\_\_\_\_ Date \_\_\_\_\_

Re-Test Proctor (Print & Sign): \_\_\_\_\_ Date \_\_\_\_\_

Re-Test candidate (Print & Sign): \_\_\_\_\_ Date \_\_\_\_\_



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## **PERFORMANCE TEST # 3**

### **PERFORMANCE STANDARD**

NFPA 1031, PT 7.2.1, 7.2.2, 7.2.3, 7.2.4, 7.3.1, 7.3.9, 8.3.5

### **INSTRUCTIONS**

Plan Submittal reviews; Prepare report of findings and provide a letters to the plan submitters regarding deficiencies found in fire protection and life safety system. Identify items as if they would be used in a legal proceeding. Be sure to provide alternative solutions if warranted.

### **INSTRUCTOR/EXAMINER NOTES:**

*Acting as a Plan Examiner, prepare a report identifying code deficiencies derived from your observations of the plan submitted. Use the resources provided i.e, code books, reference guide if needed. Your writing ability will also be graded. You have 30 minutes to complete this task .You are reminded that this is an individual effort and ALL questions should be directed ONLY to the instructors.*

### **REQUIREMENTS:**

Candidates shall demonstrate the ability to prepare reports, given observations from a plan review, so that the report is clear concise, and accurately reflects the findings of the plan review in accordance with applicable codes and standards and the policies and the procedures of the jurisdiction.



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## PERFORMANCE TEST # 3

Candidate's Name (Print & Sign): \_\_\_\_\_ Date \_\_\_\_\_

**Performance Checklist**

1 <sup>st</sup> Attempt		2 <sup>nd</sup> Attempt	
Pass	Fail	Pass	Fail

Writing Ability

- |  |       |       |       |       |
|--|-------|-------|-------|-------|
| 1. Use correct grammar and punctuation | ----- | ----- | ----- | ----- |
| 2. Use correct spelling                | ----- | ----- | ----- | ----- |
| 3. Use acceptable format               | ----- | ----- | ----- | ----- |
| 4. Use of clear, concise style         | ----- | ----- | ----- | ----- |

Content

- |   |       |       |       |       |
|---|-------|-------|-------|-------|
| 5. Identify deficiencies                                | ----- | ----- | ----- | ----- |
| 6. List proper codes sections                           |       |       |       |       |
| 7. Describe corrective actions                          | ----- | ----- | ----- | ----- |
| 8. Use of student formatted report                      | ----- | ----- | ----- | ----- |
| 9. Advised of alternative method                        | ----- | ----- | ----- | ----- |
| 10. Mechanism for resolution/ time frame for compliance | ----- | ----- | ----- | ----- |

Performance rating of candidate on this standard:    **PASS** [    ]    **FAIL** [    ]

**Proctor Comments:**

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Proctor (Print & Sign): \_\_\_\_\_ Date \_\_\_\_\_

Re-Test Proctor (Print & Sign): \_\_\_\_\_ Date \_\_\_\_\_

Re-Test candidate (Print & Sign): \_\_\_\_\_ Date \_\_\_\_\_



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## **PERFORMANCE TEST # 4**

### **PERFORMANCE STANDARD**

NFPA 1031, PT 7.2.4, 7.3.2, 7.3.3, 7.3.4, 7.3.5, 8.3.9

### **INSTRUCTIONS**

Plan Submittal reviews; Prepare report of findings and provide a letters to the plan submitters regarding deficiencies found in fire protection and life safety system, construction classification, type is suitable, occupancy, adequate egress elements.

### **INSTRUCTOR/EXAMINER NOTES:**

*Acting as a Plan Examiner, prepare a report identifying code deficiencies derived from your observations of the plan submitted. Use the resources provided i.e, code books, reference guide if needed. Your writing ability will also be graded. You have 30 minutes to complete this task .You are reminded that this is an individual effort and ALL questions should be directed ONLY to the instructors.*

### **REQUIREMENTS:**

Candidates shall demonstrate the ability to prepare reports, given observations from a plan review, so that the report is clear concise, and accurately reflects the findings of the plan review in accordance with applicable codes and standards and the policies and the procedures of the jurisdiction.





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## PERFORMANCE TEST # 4

Candidate's Name (Print & Sign): \_\_\_\_\_ Date \_\_\_\_\_

**Performance Checklist**

1 <sup>st</sup> Attempt		2 <sup>nd</sup> Attempt	
Pass	Fail	Pass	Fail

Writing Ability

- |  |       |       |       |       |
|--|-------|-------|-------|-------|
| 1. Use correct grammar and punctuation | ----- | ----- | ----- | ----- |
| 2. Use correct spelling                | ----- | ----- | ----- | ----- |
| 3. Use acceptable format               | ----- | ----- | ----- | ----- |
| 4. Use of clear, concise style         | ----- | ----- | ----- | ----- |

Content

- |   |       |       |       |       |
|---|-------|-------|-------|-------|
| 5. Identify deficiencies                                | ----- | ----- | ----- | ----- |
| 6. List proper codes sections                           |       |       |       |       |
| 7. Describe corrective actions                          | ----- | ----- | ----- | ----- |
| 8. Use of student formatted report                      | ----- | ----- | ----- | ----- |
| 9. Advised of alternative method                        | ----- | ----- | ----- | ----- |
| 10. Mechanism for resolution/ time frame for compliance | ----- | ----- | ----- | ----- |

Performance rating of candidate on this standard: **PASS** [ ] **FAIL** [ ]

**Proctor Comments:**

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Proctor (Print & Sign): \_\_\_\_\_ Date \_\_\_\_\_

Re-Test Proctor (Print & Sign): \_\_\_\_\_ Date \_\_\_\_\_

Re-Test candidate (Print & Sign): \_\_\_\_\_ Date \_\_\_\_\_



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## **PERFORMANCE TEST # 5**

### **PERFORMANCE STANDARD**

NFPA 1031, PT 7.3.6, 7.3.7, 8.3.9

### **INSTRUCTIONS**

Plan Submittal reviews; Prepare report of findings and provide a letters to the plan submitters regarding deficiencies found in a report of the required fire flow, hydrant installation and emergency apparatus access, as well as the elements of egress which may be effected.

### **INSTRUCTOR/EXAMINER NOTES:**

*Acting as a Plan Examiner, prepare a report identifying code deficiencies derived from your observations of the plan submitted. Use the resources provided i.e, code books, reference guide if needed. Your writing ability will also be graded. You have 30 minutes to complete this task .You are reminded that this is an individual effort and ALL questions should be directed ONLY to the instructors.*

### **REQUIREMENTS:**

Candidates shall demonstrate the ability to prepare reports, given observations from a plan review, so that the report is clear concise, and accurately reflects the findings of the plan review in accordance with applicable codes and standards and the policies and the procedures of the jurisdiction.



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## PERFORMANCE TEST # 5

Candidate's Name (Print & Sign): \_\_\_\_\_ Date \_\_\_\_\_

**Performance Checklist**

1 <sup>st</sup> Attempt		2 <sup>nd</sup> Attempt	
Pass	Fail	Pass	Fail

Writing Ability

- |  |       |       |       |       |
|--|-------|-------|-------|-------|
| 1. Use correct grammar and punctuation | ----- | ----- | ----- | ----- |
| 2. Use correct spelling                | ----- | ----- | ----- | ----- |
| 3. Use acceptable format               | ----- | ----- | ----- | ----- |
| 4. Use of clear, concise style         | ----- | ----- | ----- | ----- |

Content

- |   |       |       |       |       |
|---|-------|-------|-------|-------|
| 5. Identify deficiencies                                | ----- | ----- | ----- | ----- |
| 6. List proper codes sections                           |       |       |       |       |
| 7. Describe corrective actions                          | ----- | ----- | ----- | ----- |
| 8. Use of student formatted report                      | ----- | ----- | ----- | ----- |
| 9. Advised of alternative method                        | ----- | ----- | ----- | ----- |
| 10. Mechanism for resolution/ time frame for compliance | ----- | ----- | ----- | ----- |

Performance rating of candidate on this standard: **PASS** [ ] **FAIL** [ ]

**Proctor Comments:**

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Proctor (Print & Sign): \_\_\_\_\_ Date \_\_\_\_\_

Re-Test Proctor (Print & Sign): \_\_\_\_\_ Date \_\_\_\_\_

Re-Test candidate (Print & Sign): \_\_\_\_\_ Date \_\_\_\_\_



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## **PERFORMANCE TEST # 6**

### **PERFORMANCE STANDARD**

NFPA 1031, PT 7.2.3, 7.3.1, 7.3.5, 8.3.1, 8.3.5, 8.3.9, 8.3.10, 8.3.12

### **INSTRUCTIONS**

Plan Submittal reviews; Prepare report of findings and provide a letters to the plan submitters regarding deficiencies of a performance based design concept, verify adequate egress, and special storage.

### **INSTRUCTOR/EXAMINER NOTES:**

*Acting as a Plan Examiner, prepare a report identifying code deficiencies derived from your observations of the plan submitted. Use the resources provided i.e, code books, reference guide if needed. Your writing ability will also be graded. You have 30 minutes to complete this task .You are reminded that this is an individual effort and ALL questions should be directed ONLY to the instructors.*

### **REQUIREMENTS:**

Candidates shall demonstrate the ability to prepare reports, given observations from a plan review, so that the report is clear concise, and accurately reflects the findings of the plan review in accordance with applicable codes and standards and the policies and the procedures of the jurisdiction.



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## PERFORMANCE TEST # 6

Candidate's Name (Print & Sign): \_\_\_\_\_ Date \_\_\_\_\_

**Performance Checklist**

1 <sup>st</sup> Attempt		2 <sup>nd</sup> Attempt	
Pass	Fail	Pass	Fail

Writing Ability

- |  |       |       |       |       |
|--|-------|-------|-------|-------|
| 1. Use correct grammar and punctuation | ----- | ----- | ----- | ----- |
| 2. Use correct spelling                | ----- | ----- | ----- | ----- |
| 3. Use acceptable format               | ----- | ----- | ----- | ----- |
| 4. Use of clear, concise style         | ----- | ----- | ----- | ----- |

Content

- |   |       |       |       |       |
|---|-------|-------|-------|-------|
| 5. Identify deficiencies                                | ----- | ----- | ----- | ----- |
| 6. List proper codes sections                           |       |       |       |       |
| 7. Describe corrective actions                          | ----- | ----- | ----- | ----- |
| 8. Use of student formatted report                      | ----- | ----- | ----- | ----- |
| 9. Advised of alternative method                        | ----- | ----- | ----- | ----- |
| 10. Mechanism for resolution/ time frame for compliance | ----- | ----- | ----- | ----- |

Performance rating of candidate on this standard: **PASS** [ ] **FAIL** [ ]

**Proctor Comments:**

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Proctor (Print & Sign): \_\_\_\_\_ Date \_\_\_\_\_

Re-Test Proctor (Print & Sign): \_\_\_\_\_ Date \_\_\_\_\_

Re-Test candidate (Print & Sign): \_\_\_\_\_ Date \_\_\_\_\_



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## **PERFORMANCE TEST # 7**

### **PERFORMANCE STANDARD**

NFPA 1031, PT 7.2.1, 7.2.4, 7.3.1, 7.3.3, 7.3.10, 8.3.3, 8.3.6, 8.3.9

### **INSTRUCTIONS**

Plan Submittal reviews; Prepare report of findings and provide a letters to the plan submitters regarding deficiencies in a life safety system or fire protection, pre-engineered systems and equipment, alternative methods of compliance, adequate egress, flammable and or combustible liquids.

### **INSTRUCTOR/EXAMINER NOTES:**

*Acting as a Plan Examiner, prepare a report identifying code deficiencies derived from your observations of the plan submitted. Use the resources provided i.e, code books, reference guide if needed. Your writing ability will also be graded. You have 30 minutes to complete this task .You are reminded that this is an individual effort and ALL questions should be directed ONLY to the instructors.*

### **REQUIREMENTS:**

Candidates shall demonstrate the ability to prepare reports, given observations from a plan review, so that the report is clear concise, and accurately reflects the findings of the plan review in accordance with applicable codes and standards and the policies and the procedures of the jurisdiction.



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**PERFORMANCE TEST # 7**

Candidate's Name (Print & Sign): \_\_\_\_\_ Date \_\_\_\_\_

**Performance Checklist**

1 <sup>st</sup> Attempt		2 <sup>nd</sup> Attempt	
Pass	Fail	Pass	Fail

Writing Ability

- |  |       |       |       |       |
|--|-------|-------|-------|-------|
| 1. Use correct grammar and punctuation | ----- | ----- | ----- | ----- |
| 2. Use correct spelling                | ----- | ----- | ----- | ----- |
| 3. Use acceptable format               | ----- | ----- | ----- | ----- |
| 4. Use of clear, concise style         | ----- | ----- | ----- | ----- |

Content

- |   |       |       |       |       |
|---|-------|-------|-------|-------|
| 5. Identify deficiencies                                | ----- | ----- | ----- | ----- |
| 6. List proper codes sections                           |       |       |       |       |
| 7. Describe corrective actions                          | ----- | ----- | ----- | ----- |
| 8. Use of student formatted report                      | ----- | ----- | ----- | ----- |
| 9. Advised of alternative method                        | ----- | ----- | ----- | ----- |
| 10. Mechanism for resolution/ time frame for compliance | ----- | ----- | ----- | ----- |

Performance rating of candidate on this standard: **PASS** [ ] **FAIL** [ ]

**Proctor Comments:**

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Proctor (Print & Sign): \_\_\_\_\_ Date \_\_\_\_\_

Re-Test Proctor (Print & Sign): \_\_\_\_\_ Date \_\_\_\_\_

Re-Test candidate (Print & Sign): \_\_\_\_\_ Date \_\_\_\_\_



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## **PERFORMANCE TEST # 8**

### **PERFORMANCE STANDARD**

NFPA 1031, PT 7.3.6

### **INSTRUCTIONS**

Interpret hydrant flow graph results, examine fire hydrant for spacing, location, emergency vehicle access, evaluate plans for fire safety systems, and specifications, fire protection construction features, evaluate assemblies and elements of construction for fire protection features, verify alternative methods for code compliance.

### **INSTRUCTOR/EXAMINER NOTES:**

*Acting as a Plan Examiner, prepare a report identifying code deficiencies derived from your observations of the plan submitted. Use the resources provided i.e, code books, reference guide if needed. Your writing ability will also be graded. You have 30 minutes to complete this task .You are reminded that this is an individual effort and ALL questions should be directed ONLY to the instructors.*

### **REQUIREMENTS:**

Candidates shall demonstrate the ability to prepare reports, given observations from a plan review, so that the report is clear concise, and accurately reflects the findings of the plan review in accordance with applicable codes and standards and the policies and the procedures of the jurisdiction.





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## PERFORMANCE TEST # 8

Candidate's Name (Print & Sign): \_\_\_\_\_ Date \_\_\_\_\_

**Performance Checklist**

1 <sup>st</sup> Attempt		2 <sup>nd</sup> Attempt	
Pass	Fail	Pass	Fail

Writing Ability

- |  |       |       |       |       |
|--|-------|-------|-------|-------|
| 1. Use correct grammar and punctuation | ----- | ----- | ----- | ----- |
| 2. Use correct spelling                | ----- | ----- | ----- | ----- |
| 3. Use acceptable format               | ----- | ----- | ----- | ----- |
| 4. Use of clear, concise style         | ----- | ----- | ----- | ----- |

Content

- |   |       |       |       |       |
|---|-------|-------|-------|-------|
| 5. Identify deficiencies                                | ----- | ----- | ----- | ----- |
| 6. List proper codes sections                           |       |       |       |       |
| 7. Describe corrective actions                          | ----- | ----- | ----- | ----- |
| 8. Use of student formatted report                      | ----- | ----- | ----- | ----- |
| 9. Advised of alternative method                        | ----- | ----- | ----- | ----- |
| 10. Mechanism for resolution/ time frame for compliance | ----- | ----- | ----- | ----- |

Performance rating of candidate on this standard: **PASS** [ ] **FAIL** [ ]

**Proctor Comments:**

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Proctor (Print & Sign): \_\_\_\_\_ Date \_\_\_\_\_

Re-Test Proctor (Print & Sign): \_\_\_\_\_ Date \_\_\_\_\_

Re-Test candidate (Print & Sign): \_\_\_\_\_ Date \_\_\_\_\_