



FIRE OFFICER I

NFPA 1021, 2020 Edition

JPR #FOI-1

Candidate: _____ **Date:** _____

Candidate #: _____

| STANDARD: 4.2.1 and 4.2.1(B) | TASK: Assign tasks or responsibilities to unit members, given an assignment at an emergency incident, so that the instructions are complete, clear, and concise; safety considerations are addressed; and the desired outcomes are conveyed. | | | |
|---|--|------------|------------------|--------------|
| Topic Area: Human Resource Management | | | | |
| NFPA 1021, 2020 Edition | | | | |
| PERFORMANCE OUTCOME: The candidate will assume the role of Company Officer supervising other firefighters at an emergency scene. The candidate will assign specific tasks or responsibilities to unit members at an emergency incident. They will verbally assign specific tasks and/or responsibilities to each firefighter. Establish an order of priority of tasks and a timeline for completion. | | | | |
| CONDITIONS: This skill must be performed in front of the Evaluator. | | | | |
| EQUIPMENT REQUIRED: Scenario, simulated emergency scene and standard operating procedures. | | | | |
| REFERENCE: IFSTA Company Officer, 6th Edition. | | | | |
| No. | Task Steps | Task Value | First Test Score | Retest Score |
| | The Candidate demonstrates | | | |
| 1.(a) | Ensures instructions are condensed for frequently assigned unit tasks | 1.5 | | |
| 1. (b) | Tasks are assigned based on training and standard operating procedures | 1.5 | | |
| 2. | Assign tasks or responsibilities to unit members during an emergency incident | Pass/Fail | | |
| 3. | Instructions are complete, clear and concise | 2.0 | | |
| 4. | Safety Considerations are addressed | 2.0 | | |
| 5. | Desired outcomes are conveyed | 2.0 | | |
| 6. | Assignments are prioritized | 1.0 | | |
| 7. | Verbally states that members are supervised during tasks | 1.0 | | |
| 8. | Timeline for completion is identified | 1.0 | | |
| TOTAL | | 12 | | |



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JPR #FOI-1

Total Points Possible = 12

Total Points Needed to Pass = 9

Total Points Scored = _____

1 Pass **1 Fail**

Proctor/Candidate Comments:

Proctor Signature

Date

Candidate Signature

Date

Re-Test Proctor

Date

Re-Test Candidate

Date



FIRE OFFICER I

NFPA 1021, 2020 Edition

JPR #FOI-2

Candidate: _____ **Date:** _____

Candidate #: _____

| | |
|--|--|
| STANDARD: 4.2.2 and 4.2.2 (B) 4.2.6 and 4.2.6 (B) | TASK: The candidate will assign tasks or responsibilities to unit members, given an assignment under nonemergency 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. |
| Topic Area: Human Resource Management NFPA 1021, 2020 Edition | The Candidate will 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 both supervised during and held accountable for the completion of the assignments. |

PERFORMANCE OUTCOME: The candidate will assume the role of Company Officer supervising other firefighters at a station and assign specific tasks and resources to each individual firefighter, provide for adequate supervision and safety considerations, so that the assignment is completed. Make a written plan of what specific tasks and resources are assigned to each firefighter. Establish an order of priority of tasks and a timeline for completion. The company will remain run-ready at all times.

CONDITIONS: This skill must be submitted to the Evaluator.

EQUIPMENT REQUIRED: Simulated non-emergency condition at work location; standard operating procedures; list of projects and tasks, list of job requirements of subordinates; and writing/technology equipment.

REFERENCE: IFSTA Company Officer, 6th Edition.

| No. | Task Steps | Task Value | First Test Score | Retest Score |
|--------------|--|-------------|------------------|--------------|
| 1. | Assign tasks or responsibilities to unit members during a non-emergency incident | 2.0 | | |
| 2. | Instructions are complete, clear and concise | 2.0 | | |
| 3. | Safety Considerations are addressed | 2.0 | | |
| 4. | Desired outcomes are conveyed | 1.0 | | |
| 5. | Assignments are prioritized | 2.0 | | |
| 6. | Members are supervised during tasks | 1.0 | | |
| TOTAL | | 10.0 | | |

Total Points Possible = 10

Total Points Needed to Pass = 7

Total Points Scored = _____

1 Pass **1 Fail**



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JPR #FOI-2

Proctor/Candidate Comments:

Proctor Signature

Date

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Re-Test Candidate

Date



FIRE OFFICER I

NFPA 1021, 2020 Edition

JPR #FOI-3

Candidate: _____ **Date:** _____

Candidate #: _____

| STANDARD: 4.2.3 and 4.2.3(B), | TASK: The candidate will direct unit members during a training evolution, given a company training evolution and training policies and procedures, so that the evolution is performed in accordance with safety plans, efficiently, and as directed. | | | |
|--|---|------------|------------------|--------------|
| Topic Area: Human Resource Management | | | | |
| NFPA 1021, 2020 Edition | | | | |
| PERFORMANCE OUTCOME: The candidate will direct unit members during a training evolution, so that the evolution is performed in accordance with safety plans, efficiently and as directed. | | | | |
| CONDITIONS: This skill must be performed in front of the Evaluator. | | | | |
| EQUIPMENT REQUIRED: Training evolution; training policies and procedures; and writing/technology instruments | | | | |
| REFERENCE: IFSTA Company Officer, 6th Edition. | | | | |
| No. | Task Steps | Task Value | First Test Score | Retest Score |
| | The Instructor Candidate demonstrates | | | |
| 1. | Distribute issue-guided directions | 2.0 | | |
| 2. | Safety plans are followed and verbalized | 3.0 | | |
| 3. | Direct unit members during a training evolution | 3.0 | | |
| 4. | Followed policies and procedures provided | 2.0 | | |
| TOTAL | | 10 | | |

Total Points Possible = 10

Total Points Needed to Pass = 7

Total Points Scored = _____

1 Pass

1 Fail



FIRE OFFICER I

NFPA 1021, 2020 Edition

JPR #FOI-3

Proctor/Candidate Comments:

Proctor Signature

Date

Candidate Signature

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Re-Test Proctor

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Re-Test Candidate

Date



FIRE OFFICER I

NFPA 1021, 2020 Edition

JPR #FOI-4

Candidate: _____ **Date:** _____

Candidate #: _____

| STANDARD: 4.2.4 and 4.2.4(B); 4.2.5 and 4.2.5(B) | TASK: The candidate will recommend action for member-related problems, given a member with a situation requiring assistance and the member assistance policies and procedures, so that the situation is identified and the actions taken are within the established policies and procedures. | | | |
|--|---|------------|------------------|--------------|
| Topic Area: Human Resource Management NFPA 1021, 2020 Edition | The candidate will apply human resource policies and procedures, given an administrative situation requiring action, so that policies and procedures are followed. | | | |
| PERFORMANCE OUTCOME: The candidate will identify action on how to handle a member-related problem; write a letter to a member requiring assistance; and prepare a memo to the Fire Chief recommending a course of action for the member-related problem, so that the situation is identified and the actions taken are within the established policies and procedures. The candidate will apply Human Resource Policies and Procedures, so that policies and procedures are followed. | | | | |
| CONDITIONS: This skill must be submitted to the Evaluator. | | | | |
| EQUIPMENT REQUIRED: Situation involving a member requiring assistance; member assistance policies and procedures; human resource policies and procedures; and writing/ technology instruments | | | | |
| REFERENCE: IFSTA Company Officer, 6th Edition. | | | | |
| No. | Task Steps | Task Value | First Test Score | Retest Score |
| The Candidate demonstrates | | | | |
| 1. | Completes Memo to the Fire Chief and a letter to the member | Pass/Fail | | |
| 2. | Identify member assistance policies and procedures | 2.0 | | |
| 3. | Recommends a course of action for a member in need of assistance | Pass/Fail | | |
| 4. | Identify signs and symptoms of member-related problem | 1.0 | | |
| 5. | Demonstrates the ability to communicate and to relate interpersonally | 2.0 | | |
| 6. | Use of correct grammar, spelling usage and formatting | 1.0 | | |
| 7. | Human Resource policies and procedures are applied in the letter | 1.0 | | |
| 8. | Provides recommendations for a course of action to member | 2.0 | | |
| 9. | Recommendations are clear | 1.0 | | |
| TOTAL | | 10 | | |



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JPR #FOI-4

Total Points Possible = 10

Total Points Needed to Pass = 7

Total Points Scored = _____

Pass

Fail

Proctor/Candidate Comments:

Proctor Signature

Date

Candidate Signature

Date

Re-Test Proctor

Date

Re-Test Candidate

Date



FIRE OFFICER I

NFPA 1021, 2020 Edition

JPR #FOI-5

Candidate: _____ **Date:** _____

Candidate #: _____

| | |
|--|--|
| STANDARD: 4.3.1 and 4.3.1(B); 4.3.2 and 4.3.2(B); 4.3.3, 4.3.3(A) and 4.3.3(B) | TASK: The candidate will implement a community risk reduction (CRR) plan at the unit level, given an AHJ CRR plan, and policies and procedures, so that a community need is addressed. |
| Topic Area: Community and Government Relations NFPA 1021, 2020 Edition | The candidate will initiate action to a citizen's concern, given policies and procedures, so that the concern is answered or referred to the correct individual for action and all policies and procedures are complied with. The candidate will respond to a public inquiry, given policies and procedures, so that the inquiry is answered accurately, courteously and in accordance with applicable policies and procedures. |

PERFORMANCE OUTCOME: The candidate will initiate action to a citizen's concern, so that the concern is answered or referred to the correct individual for action and all policies and procedures are complied with. In addition, the candidate will respond to the public inquiry, showing the ability to relate interpersonally and to respond to public inquiries courteously and in accordance with applicable policies and procedures. The candidate will show a familiarity with public relations and the ability to communicate verbally.

CONDITIONS: This skill must both submitted and presented to the Evaluator.

EQUIPMENT REQUIRED: Citizen's concern/public inquiry, policies and procedures and writing/technology equipment

REFERENCE: IFSTA Company Officer, 6th Edition.

| No. | Task Steps | Task Value | First Test Score | Retest Score |
|-------|--|------------|------------------|--------------|
| | The Candidate demonstrates: | | | |
| 1.(a) | Verbally respond to the citizen addressing their public inquiry. | Pass/Fail | | |
| 1.(b) | Address citizens concern | 2.0 | | |
| 1.(c) | Relates Interpersonally | 1.0 | | |
| 1.(d) | Communicates courteously | 1.0 | | |
| 1.(e) | Follows department policies and procedures | 1.0 | | |
| 2.(a) | Letter written to the Fire Chief recommending initiating an action to address a community need or concern. | Pass/Fail | | |
| 2.(b) | Address the need to implement a Community Risk Reduction (CRR) plan | 2.0 | | |
| 2.(b) | Address action(s) that should be taken while referring to departmental policy | 1.0 | | |



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| | | | | |
|--------------|---|-----------|--|--|
| 2.(c) | Address the concern, Identify the community need or respond to public inquiry | 2.0 | | |
| 2.(d) | Identify methods to inform the general public | 1.0 | | |
| 2.(e) | Identify community demographics | 1.0 | | |
| 2.(f) | Use of correct grammar, spelling usage and formatting | 1.0 | | |
| 2.(g) | Recommendations are clear | 1.0 | | |
| 3. | Informs the citizens of the Fire Departments intended actions | Pass/Fail | | |
| TOTAL | | 12 | | |

Total Points Possible = 12

Total Points Needed to Pass = 9

Total Points Scored = _____

1 Pass

1 Fail

Proctor/Candidate Comments:

Proctor Signature

Date

Candidate Signature

Date

Re-Test Proctor

Date

Re-Test Candidate

Date



FIRE OFFICER I

NFPA 1021, 2020 Edition

JPR #FOI-6

Candidate: _____ **Date:** _____

Candidate #: _____

| STANDARD: 4.4.1, 4.4.1(A) and 4.4.1(B) Topic Area: Community and Government Relations NFPA 1021, 2020 Edition | TASK: The candidate will recommend changes to existing departmental policies and/or 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. | | | |
|--|--|------------|------------------|--------------|
| PERFORMANCE OUTCOME: The candidate will write a recommendation of changes to existing departmental policies and/or implement a new departmental policy at the unit level, so that the policy is communicated to and understood by unit members. | | | | |
| CONDITIONS: This skill must be submitted to the Evaluator. | | | | |
| EQUIPMENT REQUIRED: Departmental policy and writing/technology equipment | | | | |
| REFERENCE: IFSTA Company Officer, 6th Edition. | | | | |
| No. | Task Steps | Task Value | First Test Score | Retest Score |
| | The Candidate demonstrates; | | | |
| 1. | Complete Implementation Action Plan | 2.0 | | |
| 2. | Outline how policy will be communicated and how understanding by unit members will be verified | 2.0 | | |
| 3. | Action Plan provides an effective implementation method | 2.0 | | |
| 4. | Issues identified by Fire Chief are addressed in a positive manner | 2.0 | | |
| 5. | Complete Memorandum to the Chief | | | |
| 6. | Use of correct sentence structure and paragraphing | 1.0 | | |
| 7. | Recommendations are Clear | 1.0 | | |
| TOTAL | | 10 | | |

Total Points Possible = 10

Total Points Needed to Pass = 7

Total Points Scored = _____

1 Pass

1 Fail



FIRE OFFICER I

NFPA 1021, 2020 Edition

JPR #FOI-6

Proctor/Candidate Comments:

Proctor Signature

Date

Candidate Signature

Date

Re-Test Proctor

Date

Re-Test Candidate

Date



FIRE OFFICER I

NFPA 1021, 2020 Edition

JPR #FOI-7

Candidate: _____ **Date:** _____

Candidate #: _____

| STANDARD: 4.4.2 and 4.4.2(B) 4.4.5 and 4.4.5(B) 4.6.3 and 4.6.3(B) | TASK: The 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. | | | |
|---|--|------------|------------------|--------------|
| Topic Area: Administration NFPA 1021, 2020 Edition | <p>The candidate will explain the needs and benefits of collecting incident response data, given the goals and mission of the organization, so that incident response reports are timely and accurate.</p> <p>The candidate will 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.</p> | | | |
| PERFORMANCE OUTCOME: The Candidate, given a single unit incident, will develop and conduct a post-incident analysis, so that all required critical elements are identified and communicated, and the approved forms are completed and processed in accordance with policies and procedures | | | | |
| The candidate will complete a Fire Incident Report Form in order to execute routine unit-level administrative functions, so that the report and logs are complete and files are maintained in accordance with policies and procedures. | | | | |
| The Candidate will write a narrative to explain the needs and benefits of collecting incident response data, so that incident response reports are timely and accurate. | | | | |
| CONDITIONS: This skill must be submitted to the Evaluator. | | | | |
| EQUIPMENT REQUIRED: Single unit incident; post-incident analysis policies, procedures and forms; Fire Incident Report Form from FES; policy and procedures; goals and mission of the organization; writing/technology instruments | | | | |
| REFERENCE: IFSTA Company Officer, 6th Edition. | | | | |
| No. | Task Steps | Task Value | First Test Score | Retest Score |
| | The Candidate demonstrates one of the following; | | | |
| 1. | One: Develop and conduct a post-incident analysis | 6.0 | | |
| 2. | Identify strategies used | 2.0 | | |
| 3. | Identified items for improvement | 2.0 | | |



FIRE OFFICER I

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JPR #FOI-7

| | | | | |
|--------------|--|-----------|--|--|
| 4. | Two: Complete Fire Incident Report Form from FES | 2.0 | | |
| 6. | Form is legible and accurate | 2.0 | | |
| 7. | Form has all applicable areas completed | 2.0 | | |
| 8. | Form is signed off | 2.0 | | |
| 9. | Reports are completed in a timely manner | 2.0 | | |
| 10. | Three: Provide narrative explaining importance of collecting Incident Response Data | 5.0 | | |
| 11. | Identified importance of collecting incident response data | 3.0 | | |
| 12. | Correct grammar and sentence structure | 1.0 | | |
| 13. | Correct paragraphing | 1.0 | | |
| | | | | |
| TOTAL | | 10 | | |

Total Points Possible = 10

Total Points Needed to Pass = 7

Total Points Scored = _____

1 Pass

1 Fail

Proctor/Candidate Comments:

Proctor Signature

Date

Candidate Signature

Date

Re-Test Proctor

Date

Re-Test Candidate

Date



FIRE OFFICER I

NFPA 1021, 2020 Edition

JPR #FOI-8

Candidate: _____ **Date:** _____

Candidate #: _____

| STANDARD: 4.4.3, 4.4.3(A) and 4.4.3(B) | TASK: The candidate will prepare a budget request, given a unit level need, so that the request is in the proper format and is supported with data. | | | |
|--|--|------------|------------------|--------------|
| Topic Area: Administration NFPA 1021, 2020 Edition | | | | |
| PERFORMANCE OUTCOME: The candidate will prepare a budget request, so that the request is in the proper format and is supported with data. | | | | |
| CONDITIONS: This skill must be submitted to the Evaluator. | | | | |
| EQUIPMENT REQUIRED: Budget need; budget forms; budget data; written/technology instruments | | | | |
| REFERENCE: IFSTA Company Officer, 6th Edition. | | | | |
| No. | Task Steps | Task Value | First Test Score | Retest Score |
| | The Candidate demonstrates | | | |
| 1. | Memo to Fire Chief on formal budget request | Pass/Fail | | |
| 2. | Budget Request Form is completed | 2.0 | | |
| 3. | Revenue sources identified | 1.0 | | |
| 4. | Budget process followed | 1.0 | | |
| 5. | Budget has supported data | 2.0 | | |
| 6. | Use of correct grammar, spelling usage and formatting | 1.0 | | |
| 7. | Use of correct sentence structure and paragraphing | 1.0 | | |
| 8. | Recommendations are clear | 2.0 | | |
| 9. | Provide necessary supporting data | 2.0 | | |
| TOTAL | | 12 | | |

Total Points Possible = 12

Total Points Needed to Pass = 9

Total Points Scored = _____

1 Pass **1 Fail**



FIRE OFFICER I

NFPA 1021, 2020 Edition

JPR #FOI-8

Proctor/Candidate Comments:

Proctor Signature

Date

Candidate Signature

Date

Re-Test Proctor

Date

Re-Test Candidate

Date



FIRE OFFICER I

NFPA 1021, 2020 Edition

JPR #FOI-9

Candidate: _____ **Date:** _____

Candidate #: _____

| STANDARD: 4.4.4 and 4.4.4(B); | TASK: The Candidate will 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. | | | |
|--|--|------------|------------------|--------------|
| Topic Area: Administration NFPA 1021, 2020 Edition | PERFORMANCE OUTCOME: The Candidate will explain the purpose of each management component of the organization, so that the explanation is current and accurate and clearly identifies the purpose and mission of the organization. | | | |
| CONDITIONS: This skill must be verbally explained to the Evaluator. | | | | |
| EQUIPMENT REQUIRED: Organization chart | | | | |
| REFERENCE: IFSTA Company Officer, 6th Edition. | | | | |
| No. | Task Steps | Task Value | First Test Score | Retest Score |
| | The Candidate demonstrates | | | |
| 1. | Identify and explain the purpose of each management component | 2.0 | | |
| 2. | Identify the purpose of the organization | 2.0 | | |
| 3. | Identify the mission of the organization | 2.0 | | |
| TOTAL | | 6.0 | | |

Total Points Possible = 6

Total Points Needed to Pass = 5

Total Points Scored = _____

1 Pass

1 Fail



FIRE OFFICER I
NFPA 1021, 2020 Edition

JPR #FOI-9

Proctor/Candidate Comments:

Proctor Signature

Date

Candidate Signature

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Re-Test Proctor

Date

Re-Test Candidate

Date



FIRE OFFICER I

NFPA 1021, 2020 Edition

JPR #FOI-10

Candidate: _____ **Date:** _____

Candidate #: _____

| | | | | | | | | | | | | | |
|--|---|-----------------|-------------|---------------|----------------------------|-------------|------------|---------------|------------|------------|--------------------|-------------------|--|
| <p>STANDARD: 4.5.1 and 4.5.1(B); 4.5.2 and 4.5.2(B);</p> <p>Topic Area: Inspection and Investigation</p> <p>NFPA 1021, 2020 Edition</p> | <p>TASK: The Candidate 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 action initiated:</p> <table border="1"><tr><td>Assembly</td><td>Educational</td></tr><tr><td>Health Care</td><td>Detention and Correctional</td></tr><tr><td>Residential</td><td>Mercantile</td></tr><tr><td>Business</td><td>Industrial</td></tr><tr><td>Storage</td><td>Unusual Structures</td></tr><tr><td>Mixed Occupancies</td><td></td></tr></table> | Assembly | Educational | Health Care | Detention and Correctional | Residential | Mercantile | Business | Industrial | Storage | Unusual Structures | Mixed Occupancies | |
| Assembly | Educational | | | | | | | | | | | | |
| Health Care | Detention and Correctional | | | | | | | | | | | | |
| Residential | Mercantile | | | | | | | | | | | | |
| Business | Industrial | | | | | | | | | | | | |
| Storage | Unusual Structures | | | | | | | | | | | | |
| Mixed Occupancies | | | | | | | | | | | | | |
| | <p>The Candidate will identify construction, alarm detection and suppression features that contribute to or prevent the spread of fire, heat and smoke throughout the building or from one 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:</p> <table border="1"><tr><td>Public Assembly</td><td>Educational</td></tr><tr><td>Institutional</td><td>Residential</td></tr><tr><td>Business</td><td>Industrial</td></tr><tr><td>Manufacturing</td><td>Storage</td></tr><tr><td>Mercantile</td><td>Special Properties</td></tr></table> | Public Assembly | Educational | Institutional | Residential | Business | Industrial | Manufacturing | Storage | Mercantile | Special Properties | | |
| Public Assembly | Educational | | | | | | | | | | | | |
| Institutional | Residential | | | | | | | | | | | | |
| Business | Industrial | | | | | | | | | | | | |
| Manufacturing | Storage | | | | | | | | | | | | |
| Mercantile | Special Properties | | | | | | | | | | | | |
| <p>PERFORMANCE OUTCOME: The Candidate will assume the role of a Company Officer and will conduct a fire inspection of one of the occupancies listed above. All findings of the inspection shall be documented in accordance with approved policies and procedures of the AHJ. In addition, the candidate will identify construction, alarm, detection, and suppression systems and develop a pre-incident plan for the occupancy in accordance with approved policies and procedures of the AHJ. Your facility must include alarm detection and suppression features.</p> | | | | | | | | | | | | | |
| <p>CONDITIONS: This skill must be submitted to the Evaluator.</p> | | | | | | | | | | | | | |
| <p>EQUIPMENT REQUIRED: Occupancies, policies and forms of the AHJ; writing/technology instruments</p> | | | | | | | | | | | | | |
| <p>REFERENCE: IFSTA Company Officer, 6th Edition.</p> | | | | | | | | | | | | | |



FIRE OFFICER I

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JPR #FOI-10

| No. | Task Steps | Task Value | First Test Score | Retest Score |
|--------------|---|------------|------------------|--------------|
| | The Candidate demonstrates | | | |
| 1. | Attach an Inspection Verification Form from owner/occupant, while conducting the inspection | 1.0 | | |
| 2. | Provide a completed Fire Inspection document | Pass/Fail | | |
| 3. | All sections of the Inspection Form are completed | 2.0 | | |
| 4. | Inspection form is legible and signed off | 2.0 | | |
| 5. | Pre-incident Plan provided | Pass/Fail | | |
| 6. | All elements of pre-incident plan are completed according to policy, forms, drawings, etc. | 2.0 | | |
| | Communicate effectively using written methods | 1.0 | | |
| | Identified Construction, Alarm, Detection and Suppression systems in the occupancy | 2.0 | | |
| TOTAL | | 10 | | |

Total Points Possible = 10

Total Points Needed to Pass = 7

Total Points Scored = _____

1 Pass

1 Fail

Proctor/Candidate Comments:

Proctor Signature

Date

Candidate Signature

Date

Re-Test Proctor

Date

Re-Test Candidate

Date



FIRE OFFICER I

NFPA 1021, 2020 Edition

JPR #FOI-11

Candidate: _____ **Date:** _____

Candidate #: _____

| | |
|---|---|
| STANDARD: 4.5.3 and 4.5.3(B) | TASK: The candidate will direct unit personnel to secure an incident scene, given rope or barrier tape, so that unauthorized persons can recognize the perimeters of the scene and are kept from restricted areas, and all evidence or potential evidence is protected from damage or destruction. |
| Topic Area: Inspection and Investigation NFPA 1021, 2020 Edition | |

PERFORMANCE OUTCOME: The candidate will read an incident scene, then provide an explanation of how to secure this scene, so that unauthorized persons can recognize the perimeters of the scene and are kept from restricted areas, and all evidence or potential evidence is protected from damage or destruction.

CONDITIONS: This skill must be verbally presented to the Evaluator.

EQUIPMENT REQUIRED: Simulated scenario of an incident scene; writing/technology instruments

REFERENCE: IFSTA Company Officer, 6th Edition.

| No. | Task Steps | Task Value | First Test Score | Retest Score |
|--------------|---|------------|------------------|--------------|
| | The Candidate demonstrates | | | |
| 1. | Identify fire and life safety hazards | 1.0 | | |
| 2. | Establish perimeters at an incident scene | 1.0 | | |
| 3. | Identified evidence | 1.0 | | |
| 4. | Identified importance of Fire Scene Security | 2.0 | | |
| 5. | Salvage and Overhaul plan identified | 1.0 | | |
| 6. | Show indication of evidence preservation | 2.0 | | |
| 7. | Identify method(s) to secure scene until investigator arrives | 2.0 | | |
| | | | | |
| TOTAL | | 10 | | |

Total Points Possible = 10

Total Points Needed to Pass = 7

Total Points Scored = _____

1 Pass **1 Fail**



FIRE OFFICER I

NFPA 1021, 2020 Edition

JPR #FOI-11

Proctor/Candidate Comments:

Proctor Signature

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Re-Test Candidate

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FIRE OFFICER I

NFPA 1021, 2020 Edition

JPR #FOI-12

Candidate: _____ **Date:** _____

Candidate #: _____

| STANDARD: 4.6.1 and 4.6.1(B); 4.6.2 and 4.6.2(B); | TASK: The Candidate 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. | | | |
|---|---|------------|------------------|--------------|
| Topic Area: Emergency Scene Delivery NFPA 1021, 2020 Edition | The Candidate will 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 | | | |
| PERFORMANCE OUTCOME: The Candidate will develop an initial action plan, so that resources are deployed to control the emergency. The Candidate will implement an action plan at an emergency operation, so that resources are deployed to mitigate the situation | | | | |
| CONDITIONS: This skill must be presented to the Evaluator. | | | | |
| EQUIPMENT REQUIRED: Size-up information for an incident; assigned emergency response resources; type of incident; preliminary plan; and writing/technology instruments | | | | |
| REFERENCE: IFSTA Company Officer, 6th Edition. | | | | |
| No. | Task Steps | Task Value | First Test Score | Retest Score |
| | The Candidate demonstrates | | | |
| 1. | Incident Action Plan Developed | Pass/Fail | | |
| 2. | Describe emergency scene size-up conditions | 1.0 | | |
| 3. | Hazards are identified | 2.0 | | |
| 4. | Implement an initial action plan | 2.0 | | |
| 5. | Incident management system implemented | 1.0 | | |
| 6. | Makes provisions for accountability for emergency personnel | 1.0 | | |
| 7. | Deploys resources to mitigate the situation | 1.0 | | |
| 8. | Allocate resources | 1.0 | | |
| 9. | Notification provided to activate local emergency plan, including localized evacuation procedures | 2.0 | | |
| 10. | Manage scene safety | 1.0 | | |
| | | | | |
| TOTAL | | 12 | | |

Total Points Possible = 12

Total Points Needed to Pass = 9

Total Points Scored = _____

1 Pass **1 Fail**



FIRE OFFICER I

NFPA 1021, 2020 Edition

JPR #FOI-12

Proctor/Candidate Comments:

Proctor Signature

Date

Candidate Signature

Date

Re-Test Proctor

Date

Re-Test Candidate

Date



FIRE OFFICER I

NFPA 1021, 2020 Edition

JPR #FOI-13

Candidate: _____ **Date:** _____

Candidate #: _____

| STANDARD: 4.7.1 and 4.7.1(B); 4.7.2 and 4.7.2(B); and | TASK: The Candidate will apply safety regulations at the unit level, given safety policies, procedures, and standards, so that required report are completed, in-service training is conducted, and member responsibilities are conveyed. | | | |
|--|--|------------|------------------|--------------|
| Topic Area: Health and Safety NFPA 1021, 2020 Edition | The Candidate will conduct an initial accident investigation, given an incident and investigation process, so that the incident is documented and reports are processed in accordance with policies and procedures of the AHJ. | | | |
| PERFORMANCE OUTCOME: The Candidate will act as a company office to conduct an initial accident investigation, so that the incident is documented and reports are processed in accordance with policies and procedures of AHJ. The Candidate will further apply safety regulations at the unit level, so that required reports are completed, in-service training is conducted and member responsibilities are conveyed. | | | | |
| CONDITIONS: This skill must be submitted to the Evaluator. | | | | |
| EQUIPMENT REQUIRED: Incident and investigation form; safety policies and procedures; writing/technology instruments. | | | | |
| REFERENCE: IFSTA Company Officer, 6th Edition. | | | | |
| No. | Task Steps | Task Value | First Test Score | Retest Score |
| | The Candidate demonstrates | | | |
| 1. | One: Complete Accident/Investigation Form | Pass/Fail | | |
| 2. | Gather Information and Conduct an Interview | 2.0 | | |
| 3. | Identify hazards associated with member actions | 2.0 | | |
| 4. | Form must be legible and accurate | 2.0 | | |
| 5. | Form must be signed | 1.0 | | |
| 6. | Identify factors contributing to accident | 2.0 | | |
| 7. | Suggest changes to regulations | 2.0 | | |
| 8. | Make appropriate accident notifications according to policy of AHJ | 2.0 | | |
| 9. | Two: Memorandum to Fire Chief recommending in-service training | Pass/Fail | | |
| 10. | Identify management and member responsibilities in maintaining health and safety in the work setting provided | 2.0 | | |
| 11. | Recommendations for In-service training are outlined | 2.0 | | |
| | | | | |
| TOTAL | | 18 | | |



FIRE OFFICER I

NFPA 1021, 2020 Edition

JPR #FOI-13

Total Points Possible = 18

Total Points Needed to Pass = 13

Total Points Scored = _____

1 Pass

1 Fail

Proctor/Candidate Comments:

Proctor Signature

Date

Candidate Signature

Date

Re-Test Proctor

Date

Re-Test Candidate

Date



FIRE OFFICER I

NFPA 1021, 2020 Edition

JPR #FOI-14

Candidate: _____ **Date:** _____

Candidate #: _____

| STANDARD: 4.7.3 and 4.7.3(B) | TASK: The 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. | | | |
|---|---|------------|------------------|--------------|
| Topic Area: Health and Safety NFPA 1021, 2020 Edition | PERFORMANCE OUTCOME: The Candidate will complete a case study on the national death and injuries documented in the fire service and how fire service safety and wellness initiatives can help prevent these issues. Show examples of how the organization is improving this issue and what improvements could be made to current programs in the organization. | | | |
| CONDITIONS: This skill submitted to the Evaluator. | | | | |
| EQUIPMENT REQUIRED: Access to national death and injuries information and or related documents; and writing/technology equipment | | | | |
| REFERENCE: IFSTA Company Officer, 6th Edition. | | | | |
| No. | Task Steps | Task Value | First Test Score | Retest Score |
| | The Candidate demonstrates | | | |
| 1. | Identifies the issues causing death and injuries in the fire service | 2.0 | | |
| 2. | Identifies fire service safety and wellness initiatives | 1.0 | | |
| 3. | The ability to communicate | 1.0 | | |
| 4. | Explain the benefits of being physically capable of performing assigned duties | 2.0 | | |
| 5. | Explain the benefits of being mentally capable of performing assigned duties | 2.0 | | |
| 6. | Indicates implications of a health and safety and a wellness program for member morale | 1.0 | | |
| 7. | Identifies the impact to the department when a member is unable to perform their duties | 1.0 | | |
| | | | | |
| TOTAL | 10 | | | |

Total Points Possible = 10

Total Points Needed to Pass = 7

Total Points Scored = _____

1 Pass **1 Fail**



FIRE OFFICER I

NFPA 1021, 2020 Edition

JPR #FOI-14

Proctor/Candidate Comments:

Proctor Signature

Date

Candidate Signature

Date

Re-Test Proctor

Date

Re-Test Candidate

Date