FIRE INSPECTOR I MENU SKILL PERFORMANCE CHECKLIST

Station A – Prepare Inspection Reports	**Test Date:**	**Candidate #:**
Reference NFPA 1031, Chapter 4 – 2009 Edition JPR 4.2 Administration - 4.2.1	**Test Site:**	

4.2.1 – Prepare inspection reports, given agency policy and procedures, and observations from an assigned field inspection, so that the report is clear and concise and reflects the findings of the inspection in accordance with the applicable codes and standards and the policies of the jurisdiction

Directions: Conduct a fire safety inspection of a single use occupancy and complete an inspection report which outlines the findings of the inspection. The report should be clear and concise and accurately reflect the findings of the inspection to include any deficiencies referenced to the appropriate codes and standards.

Performance Outcome: Pass/fail will be determined by 6 out of 6 items being performed correctly.

No.	**Task Steps**	**Initial Test**		**Retest**	
		Yes	**No**	**Yes**	**No**
1.	Follows agency policies/procedures for conducting field inspection				
2.	Conducts field inspection				
3.	Prepares a report of inspection				
4.	Utilizes observations from field inspection				
5.	Report is clear and concise				
6.	Report accurately reflects findings of the inspection				
7.	Applicable codes, standards and agency policies cited				
8.	Prepared report is complete and contains all essential information				

PASS ____	**PASS ____**
FAIL____	**FAIL____**

Evaluator Comments: _____

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Evaluator Signature: _____

Retest Evaluator Signature: _____

FIRE INSPECTOR I MENU SKILL PERFORMANCE CHECKLIST

Station B – Recognize Need for Permit	**Test Date:**	**Candidate #:**
Reference NFPA 1031, Chapter 4 – 2009 Edition JPR 4.2 Administration - 4.2.2	**Test Site:**	

4.2.2 – Recognize the need for a permit, given a situation or condition, so that requirements for permits are communicated in accordance with the applicable codes and standards and the policies of the jurisdiction.

Directions: Review the attached documentation/scenario. Using the International Fire Code determine whether a permit is required and if so, what specific type of permit. Draft a letter to the concerned party indicating the need for a permit and the proper steps to follow in order to apply for the permit according to your jurisdictions policies/procedures.

Performance Outcome: Pass/fail will be determined by 6 out of 6 items being performed correctly

No.	Task Steps	Initial Test		Retest	
		Yes	No	Yes	No
1.	Recognizes need for permit				
2.	Understands the type of permit required				
3.	Direct written communication to the proper responsible party				
4.	Communicates why the permit is necessary				
5.	Advises party how to proceed with securing necessary permit				
6.	Follows policies and procedures of the agency or jurisdiction				

PASS ____	**PASS ____**
FAIL____	**FAIL____**

Evaluator Comments: _____

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Evaluator Signature: _____

Retest Evaluator Signature: _____

FIRE INSPECTOR I MENU SKILL PERFORMANCE CHECKLIST

Station C – Need for Plan Review	**Test Date:**	**Candidate #:**
Reference NFPA 1031, Chapter 4 – 2009 Edition JPR 4.2 Administration - 4.2.3	**Test Site:**	

4.2.3 – Recognize the need for plan review, given a situation or condition, so that requirements for plan reviews are communicated in accordance with the applicable codes and standards and policies of the jurisdiction.

Directions: Given the attached scenario description determine whether a plan review is necessary, and if so, what type of review is required. Prepare a letter to the responsible party which indicates the need for the review and outlines the process to obtain a review based on the policies and procedures of the jurisdiction.

Performance Outcome: Pass/fail will be determined by 5 out of 5 items being performed correctly.

No.	Task Steps	Initial Test		Retest	
		Yes	No	Yes	No
1.	Recognize the need for plan review				
2.	Understand the type of plan review required				
3.	Communicate effectively orally and in writing to the proper responsible party why the plan review is necessary				
4.	Advise party how to proceed with obtaining plan review				
5.	Adheres to the policies and procedures of the agency or jurisdiction				

PASS ____	**PASS ____**
FAIL____	**FAIL____**

Evaluator Comments: _____

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Evaluator Signature: _____

Retest Evaluator Signature: _____

FIRE INSPECTOR I MENU SKILL PERFORMANCE CHECKLIST

Station D – Investigate Complaints	**Test Date:**	**Candidate #:**
Reference NFPA 1031, Chapter 4 – 2009 Edition JPR 4.2 Administration - 4.2.4	**Test Site:**	

4.2.4 – Investigate common complaints, given a reported situation or condition, so that complaint information is recorded, the AHJ – approved process is initiated, and the complaint is resolved.

Directions: Given the attached scenario, list the steps necessary in investigating the complaint following your agencies policies/procedures, reference any applicable policies, codes or standards used in investigating the complaint, and prepare written correspondence outlining the necessary steps to correct any deficiencies.

Performance Outcome: Pass/fail will be determined by 6 out of 6 items being performed correctly.

No.	**Task Steps**	**Initial Test**		**Retest**	
		Yes	**No**	**Yes**	**No**
1.	Receive complaint with attentiveness and concern				
2.	Record the complaint information for future reference				
3.	Research applicable codes and standards				
4.	Perform and investigation to confirm situation				
5.	Resolve complaint based on policies, codes and standards				
6.	Communicate effectively orally and in writing				

PASS ____	**PASS ____**
FAIL____	**FAIL____**

Evaluator Comments: _____

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Evaluator Signature: _____

Retest Evaluator Signature: _____

FIRE INSPECTOR I MENU SKILL PERFORMANCE CHECKLIST

Station E – Identify Applicable Codes/Standards	**Test Date:**	**Candidate #:**
Reference NFPA 1031, Chapter 4 – 2009 Edition JPR 4.2 Administration - 4.2.5	**Test Site:**	

4.2.5 – Identify the applicable code or standard, given a fire protection, fire prevention, or life safety issue, so that the applicable document, edition and section are referenced.

Directions: Given the attached scenario, identify the applicable code or standard for the situation including the proper edition and section.

Performance Outcome: Pass/fail will be determined by 4 out of 4 items being performed correctly.

No.	**Task Steps**	**Initial Test**		**Retest**	
		Yes	**No**	**Yes**	**No**
1.	Identify the applicable code or standard for the situation presented				
2.	Reference the proper document containing code or standard				
3.	Reference the proper edition of applicable code or standard				
4.	Reference the correct section of the applicable code or standard				

PASS ____	**PASS ____**
FAIL____	**FAIL____**

Evaluator Comments: _____

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Evaluator Signature: _____

Retest Evaluator Signature: _____

FIRE INSPECTOR I MENU SKILL PERFORMANCE CHECKLIST

Station F – Participate in Legal Proceedings	**Test Date:**	**Candidate #:**
Reference NFPA 1031, Chapter 4 – 2009 Edition JPR 4.2 Administration - 4.2.6	**Test Site:**	

4.2.6 – Participate in legal proceedings, given the findings of a field inspection report or a complaint and consultation with legal counsel, so that all information is presented and the inspector's demeanor is professional.

Directions: Given a scenario involving a fire safety issue and a written inspection report, assume the role of the Fire Inspector I in a courtroom scenario. Outline the nature of the issue or issues for the court, referencing any applicable codes or standards and respond to questions regarding the issue appropriately so that the procedures for non-compliance are outlined in accordance with the policies and procedures of the jurisdiction.

Performance Outcome: Pass/fail will be determined by 4 out of 4 items being performed correctly.

No.	**Task Steps**	**Initial Test**		**Retest**	
		Yes	**No**	**Yes**	**No**
1.	Inform the court of the problem, legal requirements and local procedures for non-compliance with the notice				
2.	Demonstrate appropriate courtroom dress and grooming				
3.	Demonstrate appropriate courtroom demeanor • Posture • Mannerisms • Composure • Confidence				
4.	Demonstrate appropriate communication skills • Respond to questions appropriately • Maintain objectivity • Uses appropriate professional language • Avoid using jargon/idiomatic expressions and profanity • Accurately conveys facts • Testimony is consistent with documented facts				

PASS ____	**PASS ____**
FAIL____	**FAIL____**

Evaluator Comments: _____

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Evaluator Signature: _____

Retest Evaluator Signature: _____

FIRE INSPECTOR I MENU SKILL PERFORMANCE CHECKLIST

Station G – Occupancy Classification	**Test Date:**	**Candidate #:**
Reference NFPA 1031, Chapter 4 – 2009 Edition JPR 4.3 Field Inspection - 4.3.1	**Test Site:**	

4.3.1 – Identify the occupancy classification of a single use occupancy, given a description of the occupancy and its use, so that the classification is made according to the applicable codes and standards.

Directions: Using the attached occupancy use and description determine the occupancy classification based on applicable codes and standards.

Performance Outcome: Pass/fail will be determined by 4 out of 4 items being performed correctly.

No.	**Task Steps**	**Initial Test**		**Retest**	
		Yes	**No**	**Yes**	**No**
1.	Identify occupancy classification of given occupancy using information from scenario or observations				
2.	Consider use of occupancy in making occupancy classification				
3.	Utilizes appropriate codes and standards in making classification				
4.	Correct occupancy classification determined based on applicable codes and standards				

PASS ____	**PASS ____**
FAIL____	**FAIL____**

Evaluator Comments: _____

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Evaluator Signature: _____

Retest Evaluator Signature: _____

FIRE INSPECTOR I MENU SKILL PERFORMANCE CHECKLIST

Station H – Compute Occupant Load	**Test Date:**	**Candidate #:**
Reference NFPA 1031, Chapter 4 – 2009 Edition JPR 4.3 Field Inspection - 4.3.2	**Test Site:**	

4.3.2 – Compute the allowable occupant load of a single use occupancy or portion thereof, given a detailed description of the occupancy, so that the calculated allowable occupant load is established in accordance with applicable codes and standards.

Directions: Given the attached detailed description of a single use occupancy (or portion thereof) or an actual field situation from an inspection, calculate the allowable occupant load in accordance with applicable codes and standards.

Performance Outcome: Pass/fail will be determined by 4 out of 6 items being performed correctly.

No.	**Task Steps**	**Initial Test**		**Retest**	
		Yes	**No**	**Yes**	**No**
1.	Calculate allowable occupant load for single use occupancy				
2.	Use given description of occupancy to establish occupant load				
3.	Use applicable codes and standards to establish occupant load				
4.	Utilize proper occupant load formula for calculation				
5.	Utilizes measuring tools as necessary to assist in determining occupancy load calculations				
6.	Makes field sketches as necessary to assist in determining occupancy load calculations				

PASS ____	**PASS ____**
FAIL____	**FAIL____**

Evaluator Comments: _____

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Evaluator Signature: _____

Retest Evaluator Signature: _____

FIRE INSPECTOR I MENU SKILL PERFORMANCE CHECKLIST

Station I – Inspect Means of Egress	**Test Date:**	**Candidate #:**
Reference NFPA 1031, Chapter 4 – 2009 Edition **JPR 4.3 Field Inspection - 4.3.3**	**Test Site:**	

4.3.3 – Inspect means of egress elements, given observations made during a field inspection of an existing building, so that means of egress elements are maintained in compliance with applicable codes and standards and deficiencies are identified, documented, and reported in accordance with the applicable codes and standards and the policies of the jurisdiction.

Directions: Given a scenario or situation from an actual field inspection inspect means of egress elements so that means of egress elements are maintained in compliance with applicable codes and standards, and any deficiencies are identified, documented and reported in accordance with applicable codes and standards.

Performance Outcome: Pass/fail will be determined by 6 out of 8 items being performed correctly.

No.	Task Steps	Initial Test		Retest	
		Yes	No	Yes	No
1.	Make personal observations or use given field observations				
2.	Inspect means of egress elements for an existing building				
3.	Ensure that means of egress are being maintained				
4.	Confirm compliance with applicable codes and standards				
5.	Identify and document deficiencies				
6.	Report deficiencies in accordance with agency policies				
7.	Utilizes measuring tools as necessary to assist in determining means of egress calculations				
8.	Makes field sketches as necessary to assist in determining means of egress calculations				

PASS ____	**PASS ____**
FAIL____	**FAIL____**

Evaluator Comments: _____

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Evaluator Signature: _____

Retest Evaluator Signature: _____

FIRE INSPECTOR I MENU SKILL PERFORMANCE CHECKLIST

Station J – Construction Type/Remodeling Project	**Test Date:**	**Candidate #:**
Reference NFPA 1031, Chapter 4 – 2009 Edition JPR 4.3 Field Inspection - 4.3.4	**Test Site:**	

4.3.4 – Verify the type of construction for an addition or remodeling project, given field observations or a description of the project and the materials being used, so that the construction type is identified and recorded in accordance with the applicable codes and standards and policies of the jurisdiction.

Directions: Given the attached scenario description or observations from an actual field inspection of a remodeling project, verify the type of construction so that it is identified and recorded in accordance with the policies of the jurisdiction. Determine if materials being used meet applicable codes and standards.

Performance Outcome: Pass/fail will be determined by 5 out of 5 items being performed correctly.

No.	Task Steps	Initial Test		Retest	
		Yes	No	Yes	No
1.	Make field observations or use project descriptions				
2.	Classify type of construction or addition or remodeling project				
3.	Record construction type in accordance with applicable codes				
4.	Record construction type in accordance with agency policies				
5.	Determine if materials being used meet applicable codes and standards				

PASS ____	**PASS ____**
FAIL____	**FAIL____**

Evaluator Comments: _____

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Evaluator Signature: _____

Retest Evaluator Signature: _____

FIRE INSPECTOR I MENU SKILL PERFORMANCE CHECKLIST

Station K – Fixed Suppression Systems	**Test Date:**	**Candidate #:**
Reference NFPA 1031, Chapter 4 – 2009 Edition **JPR 4.3 Field Inspection - 4.3.5**	**Test Site:**	

4.3.5 – Determine the operational readiness of existing fixed suppression systems, given test documentation and field observations, so that the systems are in an operational state, maintenance is documented, and deficiencies are identified, documented, and reported in accordance with the applicable codes and standards and the policies of the jurisdiction.

Directions: Using the attached scenario description or observations from a field inspection of an installed fixed suppression system determine the operational readiness of the system in accordance with applicable codes and standards. Document and report any deficiencies according to agency policies/procedures.

Performance Outcome: Pass/fail will be determined by 6 out of 6 items being performed correctly.

No.	Task Steps	Initial Test		Retest	
		Yes	No	Yes	No
1.	Determine operational readiness of fixed suppression system				
2.	Use test documentation to determine operational readiness				
3.	Use field observations to determine operational readiness				
4.	Verify documentation of maintenance and testing of system				
5.	Identify and document deficiencies according to policies of jurisdiction				
6.	Report deficiencies in accordance with policies of jurisdiction				

PASS ____	**PASS ____**
FAIL____	**FAIL____**

Evaluator Comments: _____

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Evaluator Signature: _____

Retest Evaluator Signature: _____

FIRE INSPECTOR I MENU SKILL PERFORMANCE CHECKLIST

Station L – Detection and Alarm Systems	**Test Date:**	**Candidate #:**
Reference NFPA 1031, Chapter 4 – 2009 Edition **JPR 4.3 Field Inspection - 4.3.6**	**Test Site:**	

4.3.6 - Determine the operational readiness of existing fire detection and alarm systems, given test documentation and field observations, so that the systems are in an operational state, maintenance is documented, and deficiencies are identified, documented, and reported in accordance with the applicable codes and standards and the policies of the jurisdiction.

Directions: Using the attached scenario description or observations from a field inspection of an installed detection and alarm system determine the operational readiness of the system in accordance with applicable codes and standards. Document and report any deficiencies according to agency policies/procedures.

Performance Outcome: Pass/fail will be determined by 6 out of 6 items being performed correctly.

No.	Task Steps	Initial Test		Retest	
		Yes	No	Yes	No
1.	Determine operational readiness of the detection/alarm system				
2.	Use test documentation to determine operational readiness				
3.	Use field observations to determine operational readiness				
4.	Verify documentation of maintenance and testing of system				
4.	Identify and document deficiencies according to policies of jurisdiction				
5.	Report deficiencies in accordance with policies of jurisdiction				

PASS ____	**PASS ____**
FAIL____	**FAIL____**

Evaluator Comments: _____

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Evaluator Signature: _____

Retest Evaluator Signature: _____

FIRE INSPECTOR I MENU SKILL PERFORMANCE CHECKLIST

Station M – Portable Fire Extinguishers	**Test Date:**	**Candidate #:**
Reference NFPA 1031, Chapter 4 – 2009 Edition **JPR 4.3 Field Inspection - 4.3.7**	**Test Site:**	

4.3.7 - Determine the operational readiness of existing portable fire extinguishers, given field observations and test documentation, so that the equipment is in an operational state, maintenance is documented, and deficiencies are identified, documented, and reported in accordance with the applicable codes and standards and the policies of the jurisdiction.

Directions: Using the attached scenario description or observations from a field inspection determine the operational readiness of any portable fire extinguishers in accordance with applicable codes and standards. Document and report any deficiencies according to agency policies/procedures.

Performance Outcome: Pass/fail will be determined by 5 out of 5 items being performed correctly.

No.	Task Steps	Initial Test		Retest	
		Yes	No	Yes	No
1.	Determine operational readiness of portable fire extinguishers				
2.	Use test and maintenance documentation to determine operational readiness				
3.	Use field observations to verify proper type, size and location of fire extinguishers				
4.	Identify and document deficiencies according to policies of jurisdiction				
5.	Report deficiencies in accordance with policies of jurisdiction				

PASS ____	**PASS ____**
FAIL____	**FAIL____**

Evaluator Comments: _____

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Evaluator Signature: _____

Retest Evaluator Signature: _____

FIRE INSPECTOR I MENU SKILL PERFORMANCE CHECKLIST

Station N – Hazardous Conditions	**Test Date:**	**Candidate #:**
Reference NFPA 1031, Chapter 4 – 2009 Edition **JPR 4.3 Field Inspection - 4.3.8**	**Test Site:**	

4.3.8 – Recognize hazardous conditions involving equipment, processes, and operations, given field observations, so that the equipment, processes, or operations are conducted and maintained in accordance with applicable codes and standards and deficiencies are identified, documented, and reported in accordance with the applicable codes and standards and the policies of the jurisdiction.

Directions: Using the attached scenario description or observations from a field inspection identify hazardous conditions involving equipment, processes and operations so that they are conducted in accordance with applicable codes and standards and any deficiencies are identified, documented and reported according to agency policies/procedures.

Performance Outcome: Pass/fail will be determined by 7 out of 7 items being performed correctly.

No.	Task Steps	Initial Test		Retest	
		Yes	No	Yes	No
1.	Identify hazardous materials, equipment, processes and operations				
2.	Identify and document specific applicable codes, standards and policies of the jurisdiction involving given situation				
3.	Verify equipment is being maintained and operated in accordance with applicable codes and standards				
4.	Verify processes or operations are being maintained and operated in accordance with applicable codes and standards				
5.	Quantities/amounts over exempt are referred appropriately				
6.	Identify and document deficiencies according to policies				
7.	Report deficiencies according to policies of the jurisdiction				

PASS ____	**PASS ____**
FAIL____	**FAIL____**

Evaluator Comments: _____

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Evaluator Signature: _____

Retest Evaluator Signature: _____

FIRE INSPECTOR I MENU SKILL PERFORMANCE CHECKLIST

Station O – Plan Comparison – Installed System	**Test Date:**	**Candidate #:**
Reference NFPA 1031, Chapter 4 – 2009 Edition JPR 4.3 Field Inspection - 4.3.9	**Test Site:**	

4.3.9 – Compare an approved plan to an existing fire protection system, given approved plans and field observations, so that any modifications to the system are identified, documented, and reported in accordance with the applicable codes and standards and the policies of the jurisdiction.

Directions: Using the attached documents compare the "approved plan" to the "as built/installed" plan, noting any changes or deficiencies. Prepare a report listing the changes/deficiencies in accordance with your agencies policies/procedures.

Performance Outcome: Pass/fail will be determined by 4 out of 4 items being performed correctly.

No.	Task Steps	Initial Test		Retest	
		Yes	No	Yes	No
1.	Compare approved plans to an installed fire protection system				
2.	Identify any modifications to the systems				
3.	Document any modifications to the systems accordingly				
4.	Report modifications as necessary given agency policies				

PASS ____	**PASS ____**
FAIL____	**FAIL____**

Evaluator Comments: _____

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Evaluator Signature: _____

Retest Evaluator Signature: _____

FIRE INSPECTOR I MENU SKILL PERFORMANCE CHECKLIST

Station P – Emergency Planning/Preparedness	**Test Date:**	**Candidate #:**
Reference NFPA 1031, Chapter 4 – 2009 Edition **JPR 4.3 Field Inspection - 4.3.10**	**Test Site:**	

4.3.10 – Verify that emergency planning and preparedness measures are in place and have been practiced, given field observations, copies of emergency plans, and records of exercises, so that plans are prepared and exercises have been performed in accordance with applicable codes and standards and deficiencies are identified, documented, and reported in accordance with the applicable codes and standards and the policies of the jurisdiction.

Directions: Given the attached scenario description or observations from an actual field inspection assure emergency planning and preparedness measures are in place and have been practiced so that plans are prepared and exercises have been performed in accordance with applicable codes and standards. Identify, document and report any deficiencies in accordance with the policies/procedures of your jurisdiction.

Performance Outcome: Pass/fail will be determined by 6 out of 6 items being performed correctly.

No.	Task Steps	Initial Test		Retest	
		Yes	No	Yes	No
1.	Verify that an emergency preparedness plan is in place				
2.	Review written plan as it applies to codes and standards				
3.	Review documentation of emergency plan exercises				
4.	Use field observations to confirm emergency preparedness				
5.	Identify and document deficiencies in the emergency plan according to policies of the jurisdiction				
6.	Report deficiencies according to the policies of the jurisdiction				

PASS ____	**PASS ____**
FAIL____	**FAIL____**

Evaluator Comments: _____

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Evaluator Signature: _____

Retest Evaluator Signature: _____

FIRE INSPECTOR I MENU SKILL PERFORMANCE CHECKLIST

Station Q – Emergency Site Access	**Test Date:**	**Candidate #:**
Reference NFPA 1031, Chapter 4 – 2009 Edition JPR 4.3 Field Inspection - 4.3.11	**Test Site:**	

4.3.11 – Inspect emergency access for an existing site, given field observations, so that the required access for emergency responders is maintained and deficiencies are identified, documented and corrected in accordance with the applicable codes, standards, and policies of the jurisdiction.

Directions: Using the attached scenario description or observations from an actual field inspection inspect emergency access to an existing site, assuring that access for emergency responders is maintained and any deficiencies are identified, documented and corrected in accordance with applicable codes, standards and policies of the jurisdiction.

Performance Outcome: Pass/fail will be determined by 5 out of 5 items being performed correctly.

No.	Task Steps	Initial Test		Retest	
		Yes	No	Yes	No
1.	Identify emergency access requirements based on scenario/situation				
2.	Determine if required emergency access is being maintained				
3.	Identify deficiencies with site access according to applicable codes, standards and local jurisdiction policies				
4.	Document any deficiencies according to codes, standards, policies				
5.	Assure deficiencies are corrected according to codes, standards, policies				

PASS ____	**PASS ____**
FAIL____	**FAIL____**

Evaluator Comments: _____

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Evaluator Signature: _____

Retest Evaluator Signature: _____

FIRE INSPECTOR I MENU SKILL PERFORMANCE CHECKLIST

Station R – Code Compliance/Incidental Storage	**Test Date:**	**Candidate #:**
Reference NFPA 1031, Chapter 4 – 2009 Edition **JPR 4.3 Field Inspection - 4.3.12**	**Test Site:**	

4.3.12 – Verify code compliance for incidental storage, handling and use of flammable and combustible liquids and gases, given field observations and inspection guidelines from the Authority Having Jurisdiction (AHJ), so that applicable codes and standards are addressed and deficiencies are identified, documented, and reported in accordance with the applicable codes and standards and the policies of the jurisdiction.

Directions: Using the attached scenario description or observations from an actual field inspection verify code compliance for incidental storage, handling and use of flammable and combustible liquids and gases so that applicable codes and standards are addressed. Identify, document and report any deficiencies in accordance with the applicable codes, standards and policies of the jurisdiction.

Performance Outcome: Pass/fail will be determined by 6 out of 6 items being performed correctly.

No.	Task Steps	Initial Test		Retest	
		Yes	No	Yes	No
1.	Use observations or scenario information to determine issues related to code compliance for incidental storage of flammables/combustibles				
2.	Verify code compliance for storage, handling and use of flammable and combustible liquids				
3.	Verify code compliance for storage, handling and use of flammable and combustible gases				
4.	Identify applicable codes, standards and guidelines used to determine compliance				
5.	Identify any deficiencies according to codes, standards and guidelines				
6.	Document and report deficiencies according to jurisdiction policies				

PASS ____	**PASS ____**
FAIL____	**FAIL____**

Evaluator Comments: _____

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Evaluator Signature: _____

Retest Evaluator Signature: _____

FIRE INSPECTOR I MENU SKILL PERFORMANCE CHECKLIST

Station S – Code Compliance/Haz Mat	**Test Date:**	**Candidate #:**
Reference NFPA 1031, Chapter 4 – 2009 Edition **JPR 4.3 Field Inspection - 4.3.13**	**Test Site:**	

4.3.13 - Verify code compliance for incidental storage, handling and use of hazardous materials, given field observations, so that applicable codes and standards for each hazardous material encountered are addressed and deficiencies are identified, documented, and reported in accordance with the applicable codes and standards and the policies of the jurisdiction.

Directions: Using the attached scenario description or observations from an actual field inspection verify code compliance for incidental storage, handling and use of hazardous materials so that applicable codes and standards are addressed. Identify, document and report any deficiencies in accordance with the applicable codes, standards and policies of the jurisdiction.

Performance Outcome: Pass/fail will be determined by 5 out of 5 items being performed correctly.

No.	Task Steps	Initial Test		Retest	
		Yes	No	Yes	No
1.	Use observations or scenario information to determine issues related to code compliance for incidental storage of hazardous materials				
2.	Verify code compliance for storage, handling and use of hazardous materials				
3.	Identify applicable codes, standards and guidelines to determine compliance				
4.	Identify any deficiencies according to codes, standards and guidelines				
5.	Document and report deficiencies according to jurisdiction policies				

PASS ____	**PASS ____**
FAIL____	**FAIL____**

Evaluator Comments: _____

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Evaluator Signature: _____

Retest Evaluator Signature: _____

FIRE INSPECTOR I MENU SKILL PERFORMANCE CHECKLIST

Station T – Fire Growth Potential	**Test Date:**	**Candidate #:**
Reference NFPA 1031, Chapter 4 – 2009 Edition **JPR 4.3 Field Inspection - 4.3.14**	**Test Site:**	

4.3.14 – Recognize a hazardous fire growth potential in a building or space, given field observations, so that the hazardous conditions are identified, documented, and reported in accordance with the applicable codes and standards and the policies of the jurisdiction.

Directions: Using the attached scenario description or observations from an actual field inspection recognize any hazardous fire growth potential so that the hazardous conditions are identified, documented and reported in accordance with the applicable codes, standards and policies of the jurisdiction.

Performance Outcome: Pass/fail will be determined by 5 out of 5 items being performed correctly.

No.	Task Steps	Initial Test		Retest	
		Yes	No	Yes	No
1.	Recognize hazardous fire growth potential given a scenario or field observations				
2.	Identify and document conditions contributing to the potential situation				
3.	Identify applicable codes, standards and guidelines to determine compliance				
4.	Identify remedies for the hazardous conditions				
5.	Document and report deficiencies in accordance with jurisdiction policies				

PASS ____	**PASS ____**
FAIL____	**FAIL____**

Evaluator Comments: _____

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Evaluator Signature: _____

Retest Evaluator Signature: _____

FIRE INSPECTOR I MENU SKILL PERFORMANCE CHECKLIST

Station U – Code Compliance	**Test Date:**	**Candidate #:**
Reference NFPA 1031, Chapter 4 – 2009 Edition **JPR 4.3 Field Inspection - 4.3.15**	**Test Site:**	

4.3.15 – Determine code compliance, given the codes, standards, and policies of the jurisdiction and a fire protection issue, so that the applicable codes, standards and policies are identified and compliance is determined.

Directions: Using the attached scenario description or observations from an actual field inspection verify code compliance for a specific fire protection issue so that the applicable codes and policies are identified, and compliance is determined. Prepare written correspondence to the responsible party outlining the issue, referencing the appropriate codes and standards, and any acceptable ways to correct the deficiency or problem.

Performance Outcome: Pass/fail will be determined by 8 out of 8 items being performed correctly.

No.	Task Steps	Initial Test		Retest	
		Yes	No	Yes	No
1.	Identify fire safety issue in writing				
2.	Note appropriate fire protection and prevention practices				
3.	List acceptable ways to correct deficiency/problem				
4.	Include all pertinent information				
5.	Correspondence is clear and legible				
6.	Spelling, grammar and punctuation appropriate				
7.	Applicable codes and standards referenced appropriately				
8.	Deficiencies reported according to codes, standards, policies of agency				

PASS ____	**PASS ____**
FAIL____	**FAIL____**

Evaluator Comments: _____

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Evaluator Signature: _____

Retest Evaluator Signature: _____

FIRE INSPECTOR I MENU SKILL PERFORMANCE CHECKLIST

Station V – Flow Testing	**Test Date:**	**Candidate #:**
Reference NFPA 1031, Chapter 4 – 2009 Edition **JPR 4.3 Field Inspection - 4.3.16**	**Test Site:**	

4.3.16 – Verify fire flows for a site, given fire flow test results and water supply data, so that required fire flows are in accordance with applicable codes and standards and deficiencies are identified, documented, and reported in accordance with the applicable codes and standards and the policies of the jurisdiction.

Directions: Given flow test equipment and an installed water distribution system, verify fire flows for a site so that the results are documented accordingly and the fire flow is confirmed as being in accordance with applicable codes and standards. Identify, document and report any deficiencies in accordance with the applicable policies and procedures of the jurisdiction.

Performance Outcome: Pass/fail will be determined by 15 out of 15 items being performed correctly.

No.	Task Steps	Initial Test		Retest	
		Yes	No	Yes	No
1.	Assure proper use of personal protective equipment				
2.	Personnel located at test hydrant and all flow hydrants as necessary				
3.	Remove cap from test hydrant and attach pressure gauge				
4.	Assure all remaining caps are snug and open hydrant				
5.	Bleed air from pressure gauge using petcock (if applicable)				
6.	Read and record static pressure on test hydrant pressure gauge				
7.	Remove cap(s) from the outlet(s) on the flow hydrants				
8.	Check and record the hydrant coefficient				
9.	Open flow hydrants as necessary				
10.	Record velocity pressure of flow hydrants using pitot gauge				
11.	Record residual pressure on test hydrant				
12.	Slowly close the flow hydrants, assure drainage and replace caps				
13.	Close test hydrant and replace caps				
14.	Record all results				
15.	Were all skills completed in a safe manner				

PASS ____	**PASS ____**
FAIL____	**FAIL____**

Evaluator Comments: _____

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Evaluator Signature: _____

Retest Evaluator Signature: _____

FIRE INSPECTOR I MENU SKILL PERFORMANCE CHECKLIST

Station W – Fire Flow Test Computation – Graphical Analysis	**Test Date:**	**Candidate #:**
Reference NFPA 1031, Chapter 4 – 2009 Edition JPR 4.3 Field Inspection - 4.3.16	**Test Site:**	

4.3.16 – Verify fire flows for a site, given fire flow test results and water supply data, so that required fire flows are in accordance with applicable codes and standards and deficiencies are identified, documented, and reported in accordance with the applicable codes and standards and the policies of the jurisdiction.

Directions: Given the attached scenario description and water supply data, determine flow results and graph them accordingly on the paper provided in order to determine available fire flow in GPM at 20 psi residual pressure. Verify flow results are in accordance with the applicable codes and standards. Any deficiencies should be identified, documented and reported according to agency policies and procedures.

Performance Outcome: Pass/fail will be determined by 8 out of 8 items being performed correctly.

No.	Task Steps	Initial Test		Retest	
		Yes	No	Yes	No
1.	Determine which GPM scale should be utilized				
2.	Locate and plot the static pressure on the vertical scale at 0 GPM				
3.	Locate the total water flow measured during the test on the chart				
4.	Locate the residual pressure noted during the test on the chart				
5.	Plot the residual pressure above the total water flow measured				
6.	Draw a straight line from the static pressure point through the residual pressure point on the water flow scale				
7.	Read the GPM available at 20 psi residual and record the figure				
8.	Identify deficiencies, document and report in accordance with policies and procedures of the jurisdiction				

PASS ____	**PASS ____**
FAIL____	**FAIL____**

Evaluator Comments: _____

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Evaluator Signature: _____

Retest Evaluator Signature: _____

FIRE INSPECTOR I MENU SKILL PERFORMANCE CHECKLIST

Station X – Fire Flow Test Computation – Mathematical Method	**Test Date:**	**Candidate #:**
Reference NFPA 1031, Chapter 4 – 2009 Edition JPR 4.3 Field Inspection - 4.3.16	**Test Site:**	

4.3.16 – Verify fire flows for a site, given fire flow test results and water supply data, so that required fire flows are in accordance with applicable codes and standards and deficiencies are identified, documented, and reported in accordance with the applicable codes and standards and the policies of the jurisdiction.

Directions: Given the attached scenario and water supply data, mathematically compute the available fire flow for the site. Verify the fire flow is appropriate for the site given applicable codes and standards. Identify, document and report any deficiencies in accordance with the applicable policies and procedures of the jurisdiction.

Performance Outcome: Pass/fail will be determined by 6 out of 6 items being performed correctly.

No.	Task Steps	Initial Test		Retest	
		Yes	No	Yes	No
1.	Determine the h r factor (pressure drop to residual pressure) according to the table provided				
2.	Determine the h f factor(pressure drop during test) according to the table provided				
3.	Multiply Qf (flow during test) ty correct h r factor from table provided				
4.	Divide figure determined from line 3 by correct h f factor from table provided = Qr				
5.	Qr (flow available at desired residual pressure) determined correctly				
6.	Identify deficiencies, document and report in accordance with policies and procedures of the jurisdiction				

PASS ____	**PASS ____**
FAIL____	**FAIL____**

Evaluator Comments: _____

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Evaluator Signature: _____

Retest Evaluator Signature: _____