



FIRE PROTECTION BUREAU

FIRE INSPECTOR I - INSPECTOR

4.2 ADMINISTRATION
4.2 CORRESPONDENCE

EVALUATION SHEET: 4.2

Candidate: _____ **Date:** _____

Birth Date _____ **Last 4 digits of SS #** _____

STANDARD: 4.2 NFPA 1031, 2003 edition	TASK: Prepare written correspondence to communicate fire protection and prevention practices, given a common fire safety issue, so that correspondence is concise, accurately reflects applicable codes and standards, and is appropriate for intended audiences.
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PERFORMANCE OUTCOME: The candidate shall demonstrate code-related research and clearly express code requirements in writing.

CONDITIONS: Given written correspondence including a fire safety issue and provided with jurisdictional codes, standards, and policies.

No.	TASK STEPS	FIRST TEST		RETEST	
		Pass	Fail	Pass	Fail
1.	Identify fire safety issue in writing				
2.	Note appropriate fire protection and prevention practices				
3.	Include pertinent information				
4.	Write in a clear and legible fashion				
5.	Use spelling, grammar, and punctuation that is reasonably free of errors				
6.	Reference applicable codes and standards accurately, explain fire and life safety benefits and compliance with specific codes				
7.	Identify person preparing correspondence				
8.	Ensure correspondence is appropriate for given audience				

RETEST APPROVED BY: _____	RETEST EVALUATOR: _____
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Evaluator/Candidate Comments: _____

Evaluator (Print & Sign)	Date	Candidate	Date
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Re-Test Evaluator	Date	Re-Test Candidate	Date
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FIRE PROTECTION BUREAU

FIRE INSPECTOR I - INSPECTOR

4.2 ADMINISTRATION
4.2.1 INSPECTION REPORTS

EVALUATION SHEET: 4.2.1

Candidate: _____ **Date:** _____

Birth Date _____ **Last 4 digits of SS #** _____

STANDARD 4.2.1 NFPA 1031, 2003 edition	TASK: Prepare inspection reports, given observations from a field inspection, so that the report is clear and concise and accurately reflects the findings of the inspection in accordance with applicable codes and standards.				
PERFORMANCE OUTCOME: The candidate must demonstrate the ability to interpret codes and standards, write a report, and communicate in writing.					
CONDITIONS: Given an actual field inspection situation and local jurisdictional forms and provided with jurisdictional codes, standards, and policies.					
No.	TASK STEPS	FIRST TEST		RETEST	
		Pass	Fail	Pass	Fail
1.	Identify proper recipient of the notice				
2.	Report is clear, legible, and concise				
3.	Accurately reflects findings of inspection				
4.	Demonstrate appropriate use of applicable codes and standards				
5.	Note recommendations for corrections (if applicable)				
6.	Establish compliance time frame				
7.	Identify person preparing report				
RETEST APPROVED BY:		RETEST EVALUATOR:			

Evaluator/Candidate Comments: _____

Evaluator (Print & Sign)	Date	Candidate	Date
Re-Test Evaluator	Date	Re-Test Candidate	Date



FIRE PROTECTION BUREAU

FIRE INSPECTOR I - INSPECTOR

4.2 ADMINISTRATION
4.2.2 PERMITS

EVALUATION SHEER: 4.2.2

Candidate: _____ **Date:** _____

Birth Date _____ **Last 4 digits of SS #** _____

STANDARD: 4.2.2 NFPA 1031, 2003 Edition	TASK: Recognize the need for a permit, given a situation or condition, so that requirements for permits are communicated in accordance with the policies of the jurisdiction.				
PERFORMANCE OUTCOME: Candidate will demonstrate the ability to communicate verbally and in writing.					
CONDITIONS: Given a situation where a permit would be required according to written policies of the authority having jurisdiction and the fire code permit process.					
No.	TASK STEPS	FIRST TEST		RETEST	
		Pass	Fail	Pass	Fail
1.	Recognize the need for a permit in accordance with applicable codes and standards				
2.	Determine the type of permit required				
3.	Direct written communication to the proper responsible party				
4.	Communicate verbally and in writing why the permit is necessary				
5.	Advise party how to proceed with securing necessary permit				
6.	Adhere to the policies of the jurisdiction				
RETEST APPROVED BY: _____		RETEST EVALUATOR: _____			

Evaluator/Candidate Comments: _____

Evaluator (Print & Sign)	Date	Candidate	Date
Re-Test Evaluator	Date	Re-Test Candidate	Date



FIRE PROTECTION BUREAU

FIRE INSPECTOR I - INSPECTOR

4.2 ADMINISTRATION
4.2.3 PLAN REVIEW

EVALUATION SHEET: 4.2.3

Candidate: _____

Date: _____

Birth Date _____

Last 4 digits of SS # _____

STANDARD: 4.2.3 NFPA 1031, 2003 Edition	TASK: Recognize the need for plan review, given a situation or condition, so that requirements for plan reviews are communicated in accordance with the policies of the jurisdiction.				
PERFORMANCE OUTCOME: The candidate will demonstrate the requirements for plan reviews and communicate appropriately.					
CONDITIONS: Given a situation or condition of the fire code and applicable policies of the local jurisdiction.					
No.	TASK STEPS	FIRST TEST		RETEST	
		Pass	Fail	Pass	Fail
1.	Identify criteria for plan review according to local jurisdiction policies				
2.	Determine if the need for a plan review exists				
3.	Communicate requirements for plan review according to local jurisdiction policies				
4.	State rationale for the plan review verbally and in writing				
	a) Verbally: use clear, concise statement with proper grammar				
	b) Writing: use spelling, grammar, and punctuation reasonably free of errors				
RETEST APPROVED BY: _____		RETEST EVALUATOR: _____			

Evaluator/Candidate Comments: _____

Evaluator (Print & Sign)	Date	Candidate	Date
Re-Test Evaluator	Date	Re-Test Candidate	Date



FIRE PROTECTION BUREAU

FIRE INSPECTOR I - INSPECTOR

4.2 ADMINISTRATION
4.2.4 COMPLAINTS

EVALUATION SHEET: 4.2.4

Candidate: _____

Date: _____

Birth Date _____

Last 4 digits of SS # _____

STANDARD: 4.2.4 NFPA 1031, 2003 Edition	TASK: Investigate common complaints given a reported situation or condition, so that complaint information is recorded, the appropriate process is initiated, and the complaint is resolved.
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PERFORMANCE OUTCOME: Candidate will record appropriate information and initiate appropriate process.

CONDITIONS: Given a reported situation or condition, a generic complaint form, and local jurisdictional codes and standards. (Role playing will be included in #3)

No.	TASK STEPS	FIRST TEST		RETEST	
		Pass	Fail	Pass	Fail
1.	Investigating Complaints				
	a) Gather all pertinent information regarding complaint according to local policy				
	b) Identify authority having jurisdiction				
	c) Determine validity of complaint (violation/non-violation)				
	d) Identify and reference appropriate codes and/or standards for the violation				
2.	Recording Complaint Information				
	a) Complete required forms and documents correctly, according to local procedures				
	b) Process and route forms correctly				
3.	Compliance Initiation and Notification				
	a) Initiate compliance action (if required) per local enforcement procedures				
	b) Notify complainant of disposition				
	c) Properly document disposition				

RETEST APPROVED BY: _____

RETEST EVALUATOR: _____

Evaluator/Candidate Comments:

Evaluator (Print & Sign)	Date	Candidate	Date
Re-Test Evaluator	Date	Re-Test Candidate	Date



FIRE PROTECTION BUREAU

FIRE INSPECTOR I - INSPECTOR

4.2 ADMINISTRATION
4.2.5 CODES, STANDARDS

EVALUATION SHEET: 4.2.5

Candidate: _____

Date: _____

Birth Date _____

Last 4 digits of SS # _____

STANDARD: 4.2.5 NFPA 1031, 2003 Edition	TASK: Identify the applicable code or standard, given a fire protection, fire prevention, or life safety issue, so that the proper document, edition, and section are referenced.
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PERFORMANCE OUTCOME: Candidate will demonstrate the ability to make proper decisions and interpret codes.

CONDITIONS: Given the applicable codes and standards.

No.	TASK STEPS	FIRST TEST		RETEST	
		Pass	Fail	Pass	Fail
1.	Identify the applicable code or standard				
2.	Reference the proper document containing code/standard				
3.	Reference the proper edition of applicable code or standard				
4.	Reference the correct section of applicable code or standard				

RETEST APPROVED BY: _____	RETEST EVALUATOR: _____
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Evaluator/Candidate Comments: _____

Evaluator (Print & Sign)	Date	Candidate	Date
Re-Test Evaluator	Date	Re-Test Candidate	Date



FIRE PROTECTION BUREAU

FIRE INSPECTOR I - INSPECTOR

4.2 ADMINISTRATION
4.2.6 LEGAL PROCEEDINGS

EVALUATION SHEET: 4.2.6

Candidate: _____

Date: _____

Birth Date _____

Last 4 digits of SS # _____

STANDARD: 4.2.6 NFPA 1031, 2003 Edition	TASK: Testify at legal proceedings, given the findings of a field inspection or a complaint and consultation with legal counsel, so that all information is presented accurately and the inspector's demeanor is appropriate for the proceeding.				
PERFORMANCE OUTCOME: The candidate will demonstrate the ability to testify at legal proceedings, presenting information accurately and displaying appropriate demeanor.					
CONDITIONS: Given facts and documentation of a specific case involving violations of local fire protection rules and preparation time.					
No.	TASK STEPS	FIRST TEST		RETEST	
		Pass	Fail	Pass	Fail
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 court-room demeanor				
	a) Posture				
	b) Mannerisms				
	c) Composure				
	d) Confidence				
4.	Demonstrate appropriate communication skills				
	a) Respond to questions appropriately				
	b) Maintain objectivity				
	c) Uses appropriate professional language				
	d) Avoid using jargon/idiomatic expressions and profanity				
	e) Accurately convey facts				
	f) Testimony is consistent with documented facts				
RETEST APPROVED BY: _____		RETEST EVALUATOR: _____			

Evaluator/Candidate Comments: _____

Evaluator (Print & Sign)	Date	Candidate	Date
Re-Test Evaluator	Date	Re-Test Candidate	Date



FIRE PROTECTION BUREAU

FIRE INSPECTOR I - INSPECTOR

4.3 FIELD INSPECTION
4.3.1 OCCUPANCY CLASSIFICATION

EVALUATION SHEET: 4.3.1

Candidate: _____

Date: _____

Birth Date _____

Last 4 digits of SS # _____

STANDARD: 4.3.1 NFPA 1031, 2003 Edition	TASK: Identify the occupancy classification of a single-use occupancy, given a description of the occupancy and its use, so that an accurate classification is made according to the applicable codes and standards.				
PERFORMANCE OUTCOME: The candidate will demonstrate the ability to make observations and proper decisions.					
CONDITIONS: Given a detailed description of single-use occupancy and applicable codes and standards.					
No.	TASK STEPS	FIRST TEST		RETEST	
		Pass	Fail	Pass	Fail
1.	Identify the occupancy classification of given occupancy				
2.	Utilize applicable codes and standards in classification to identify a section of the code that occupancy classification was found				
RETEST APPROVED BY: _____		RETEST EVALUATOR: _____			

Evaluator/Candidate Comments: _____

Evaluator (Print & Sign)	Date	Candidate	Date
Re-Test Evaluator	Date	Re-Test Candidate	Date



FIRE PROTECTION BUREAU

FIRE INSPECTOR I - INSPECTOR

4.3 FIELD INSPECTION
4.3.2 OCCUPANT LOAD

EVALUATION SHEET: 4.3.2

Candidate: _____

Date: _____

Birth Date _____

Last 4 digits of SS # _____

STANDARD: 4.3.2 NFPA 1031, 2003 Edition	TASK: 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.				
PERFORMANCE OUTCOME: Candidate will demonstrate the ability to mathematically calculate accurate occupant loads, identify occupancy factors related to various occupancy types, use measuring tools, make field sketches, and use a calculator.					
CONDITIONS: Given a detailed description of single-use occupancy and applicable codes and standards.					
No.	TASK STEPS	FIRST TEST		RETEST	
		Pass	Fail	Pass	Fail
1.	Use applicable codes and standards to establish occupant load				
2.	Measure the occupancy to establish occupant load				
3.	Utilize proper occupant load formula for calculation				
4.	Calculate allowable occupant load for single-use occupancy or portion thereof				
RETEST APPROVED BY: _____		RETEST EVALUATOR: _____			

Evaluator/Candidate Comments: _____

Evaluator (Print & Sign)	Date	Candidate	Date
Re-Test Evaluator	Date	Re-Test Candidate	Date



FIRE PROTECTION BUREAU

FIRE INSPECTOR I - INSPECTOR

4.3 FIELD INSPECTION
4.3.3 MEANS OF EGRESS

EVALUATION SHEET: 4.3.3

Candidate: _____

Date: _____

Birth Date _____

Last 4 digits of SS # _____

STANDARD: 4.3.3 NFPA 1031, 2003 Edition	TASK: 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 all deficiencies are identified, documented, and reported in accordance with the policies of the jurisdiction.				
PERFORMANCE OUTCOME: Candidate will demonstrate the ability to observe and recognize problems, calculate, and make basic decisions related to means of egress, use measuring tools, make field sketches, and write reports.					
CONDITIONS: Given personal observations or field observations for the means of egress for an existing building, policies of the jurisdiction, and use applicable codes and standards.					
No.	TASK STEPS	FIRST TEST		RETEST	
		Pass	Fail	Pass	Fail
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.	Submit report in accordance with policies of jurisdiction				
RETEST APPROVED BY: _____		RETEST EVALUATOR: _____			

Evaluator/Candidate Comments: _____

Evaluator (Print & Sign)	Date	Candidate	Date
Re-Test Evaluator	Date	Re-Test Candidate	Date



FIRE PROTECTION BUREAU

FIRE INSPECTOR I - INSPECTOR

4.3 FIELD INSPECTION

EVALUATION SHEET: 4.3.4

4.3.4 TYPE OF CONSTRUCTION

Candidate: _____

Date: _____

Birth Date _____

Last 4 digits of SS # _____

STANDARD: 4.3.4 NFPA 1031, 2003 Edition	TASK: Verify the type of construction for an addition or remodeling project, given observations or description of the project and the materials being used, so that the construction type is classified and recorded in accordance with the applicable codes and standards and the policies of the jurisdiction.				
PERFORMANCE OUTCOME: Candidate will classify the type of construction for an addition or remodeling project.					
CONDITIONS: Given field observations or description of the project and materials being used to classify and record the construction type in accordance with applicable codes, standards, and policies of the jurisdiction.					
No.	TASK STEPS	FIRST TEST		RETEST	
		Pass	Fail	Pass	Fail
1.	Make field observations or use project description				
2.	Classify type of construction of addition or remodeling project				
3.	Record construction type in accordance with applicable codes				
4.	Record construction type according to policies of jurisdiction				
5.	Determine if materials being used meet applicable codes and standards				
RETEST APPROVED BY: _____		RETEST EVALUATOR: _____			

Evaluator/Candidate Comments: _____

Evaluator (Print & Sign)	Date	Candidate	Date
Re-Test Evaluator	Date	Re-Test Candidate	Date



FIRE PROTECTION BUREAU

FIRE INSPECTOR I - INSPECTOR

4.3 FIELD INSPECTION

EVALUATION SHEET: 4.3.5

4.3.5 FIXED FIRE SUPPRESSION SYSTEMS

Candidate: _____

Date: _____

Birth Date _____

Last 4 digits of SS # _____

STANDARD: 4.3.5 NFPA 1031, 2003 Edition	TASK: Determine the operational readiness of existing fixed fire suppression systems, given test documentation and field observations, so that the system(s) is in an operational state, maintenance is documented, and all deficiencies are identified, documented, and reported in accordance with the policies of the jurisdiction.				
PERFORMANCE OUTCOME: Candidate will demonstrate the ability to observe, make decisions, recognize problems, and read reports.					
CONDITIONS: Given inspection report, and applying the policies of the jurisdiction and applicable codes and standards.					
No.	TASK STEPS	FIRST TEST		RETEST	
		Pass	Fail	Pass	Fail
1.	Determine operational readiness of fixed suppression system				
2.	Verify documentation of maintenance and testing				
3.	Identify and document deficiencies according to policies of jurisdiction				
4.	Submit report in accordance with policies of jurisdiction				
RETEST APPROVED BY: _____		RETEST EVALUATOR: _____			

Evaluator/Candidate Comments: _____

Evaluator (Print & Sign)	Date	Candidate	Date
Re-Test Evaluator	Date	Re-Test Candidate	Date



FIRE PROTECTION BUREAU

FIRE INSPECTOR I - INSPECTOR

4.3 FIELD INSPECTION

EVALUATION SHEET: 4.3.6

4.3.6 FIRE DETECTION AND ALARM SYSTEMS

Candidate: _____

Date: _____

Birth Date _____

Last 4 digits of SS # _____

STANDARD: 4.3.6 NFPA 1031, 2003 Edition	TASK: 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 all deficiencies are identified, documented, and reported in accordance with the policies of the jurisdiction.				
PERFORMANCE OUTCOME: Candidate will demonstrate the ability to observe, make decisions, recognize problems, and read reports.					
CONDITIONS: Given inspection report, and applying the policies of the jurisdiction and applicable codes and standards.					
No.	TASK STEPS	FIRST TEST		RETEST	
		Pass	Fail	Pass	Fail
1.	Determine the operational readiness of detection/alarm system				
2.	Verify documentation of maintenance and testing				
3.	Identify and document deficiencies according to policies of jurisdiction				
4.	Submit report in accordance with policies of jurisdiction				
RETEST APPROVED BY: _____		RETEST EVALUATOR: _____			

Evaluator/Candidate Comments: _____

Evaluator (Print & Sign)	Date	Candidate	Date
Re-Test Evaluator	Date	Re-Test Candidate	Date



FIRE PROTECTION BUREAU

FIRE INSPECTOR I - INSPECTOR

4.3 FIELD INSPECTION

EVALUATION SHEET: 4.3.7

4.3.7 PORTABLE FIRE EXTINGUISHERS

Candidate: _____

Date: _____

Birth Date _____

Last 4 digits of SS # _____

STANDARD: 4.3.7 NFPA 1031, 2003 Edition	TASK: 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 all deficiencies are identified, documented, and reported in accordance with the policies of the jurisdiction.				
PERFORMANCE OUTCOME: Candidate will demonstrate the ability to observe, make decisions, recognize problems, and read reports.					
CONDITIONS: Given inspection report, and applying the policies of the jurisdiction and applicable codes and standards.					
No.	TASK STEPS	FIRST TEST		RETEST	
		Pass	Fail	Pass	Fail
1.	Determine operational readiness of portable fire extinguishers				
2.	Verify documentation of maintenance and testing				
3.	Through field observations, verify proper type and location of fire extinguishers				
4.	Identify and document deficiencies according to policies of jurisdiction				
5.	Submit report in accordance with policies of jurisdiction				
RETEST APPROVED BY: _____		RETEST EVALUATOR: _____			

Evaluator/Candidate Comments: _____

Evaluator (Print & Sign)	Date	Candidate	Date
Re-Test Evaluator	Date	Re-Test Candidate	Date



FIRE PROTECTION BUREAU

FIRE INSPECTOR I - INSPECTOR

4.3 FIELD INSPECTION
4.3.8 HAZARDOUS CONDITIONS

EVALUATION SHEET: 4.3.8

Candidate: _____

Date: _____

Birth Date _____

Last 4 digits of SS # _____

STANDARD: 4.3.8 NFPA 1031, 2003 Edition	TASK: Recognize hazardous conditions involving equipment, processes, and operations (given field information), so that the equipment, processes, or operations are conducted and maintained in accordance with applicable codes and standards and all deficiencies are identified and reported in accordance with the policies of the jurisdiction.				
PERFORMANCE OUTCOME: The candidate will recognize hazardous materials, equipment, processes, or operations; identify, document, and communicate all applicable codes, standards, and policies of the jurisdiction.					
CONDITIONS: Given field observations involving one of the following – dust collection; kitchen hood and ducts; dip tanks; spray painting; and flammable and combustible liquids storage, dispensing, and use – using applicable codes, standards, policies, procedures, and forms and a knowledge of hazards classification and prevention practices.					
No.	TASK STEPS	FIRST TEST		RETEST	
		Pass	Fail	Pass	Fail
1.	Identify hazardous materials, equipment, processes, and operations				
2.	Identify and document specific applicable codes, standards, and policies of the jurisdiction				
3.	Quantities over exempt are referred appropriately				
4.	Amounts over exempt are referred appropriately				
RETEST APPROVED BY:		RETEST EVALUATOR:			

Evaluator/Candidate Comments: _____

Evaluator (Print & Sign)	Date	Candidate	Date
Re-Test Evaluator	Date	Re-Test Candidate	Date



FIRE PROTECTION BUREAU

FIRE INSPECTOR I - INSPECTOR

4.3 FIELD INSPECTION
4.3.9 APPROVED PLANS

EVALUATION SHEET: 4.3.9

Candidate: _____

Date: _____

Birth Date _____

Last 4 digits of SS # _____

STANDARD: 4.3.9 NFPA 1031, 2003 Edition	TASK: Compare an approved plan to an installed 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 policies of the jurisdiction.		
PERFORMANCE OUTCOME: The candidate will recognize, identify, and communicate modifications to an installation when compared to approved plans.			
CONDITIONS: Given approved plans and field observations, using applicable codes, standards, policies, procedures, and forms.			
No.	TASK STEPS	FIRST TEST	RETEST
		Pass	Fail
		Pass	Fail
1.	Identify deficiencies of an installation when compared to an approved plan		
2.	Communicate modifications in a manner that facilitates correction		
RETEST APPROVED BY: _____		RETEST EVALUATOR: _____	

Evaluator/Candidate Comments: _____

Evaluator (Print & Sign)	Date	Candidate	Date
Re-Test Evaluator	Date	Re-Test Candidate	Date



FIRE PROTECTION BUREAU

FIRE INSPECTOR I - INSPECTOR

4.3 FIELD INSPECTION

EVALUATION SHEET: 4.3.10

4.3.10 EMERGENCY PLANNING & PREPAREDNESS

Candidate: _____

Date: _____

Birth Date _____

Last 4 digits of SS # _____

STANDARD: 4.3.10 NFPA 1031, 2003 Edition	TASK: 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 all deficiencies are identified, documented, and reported in accordance with the policies of the jurisdiction.				
PERFORMANCE OUTCOME: Candidate will demonstrate the ability to identify the emergency evacuation requirements contained in the applicable codes and standards and interpret plans and reports.					
CONDITIONS: Given emergency plans, field observations, documentation of practice/training exercises of emergency plan, policies of the jurisdiction, and applicable codes and standards.					
No.	TASK STEPS	FIRST TEST		RETEST	
		Pass	Fail	Pass	Fail
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.	Submit reports according to policies of the jurisdiction				
RETEST APPROVED BY: _____		RETEST EVALUATOR: _____			

Evaluator/Candidate Comments:

Evaluator (Print & Sign)	Date	Candidate	Date
Re-Test Evaluator	Date	Re-Test Candidate	Date



FIRE PROTECTION BUREAU

FIRE INSPECTOR I - INSPECTOR

4.3 FIELD INSPECTION
4.3.11 EMERGENCY ACCESS

EVALUATION SHEET: 4.3.11

Candidate: _____

Date: _____

Birth Date _____

Last 4 digits of SS # _____

STANDARD: 4.3.11 NFPA 1031, 2003 Edition	TASK: Inspect emergency access for a site, given field observations, so that the required access for emergency responders is maintained or so that deficiencies are identified, documented, and corrected in accordance with the applicable codes, standards, and policies of the jurisdiction.		
PERFORMANCE OUTCOME: The candidate will demonstrate the ability to identify the emergency access requirements contained in the applicable codes and standards, observe, make decisions, and use measuring tools.			
CONDITIONS: Given field observations, using applicable codes, standards, policies, procedures, forms, and approved site plans.			
No.	TASK STEPS	FIRST TEST	RETEST
		Pass	Fail
1.	Identify emergency access requirements		
2.	Identify deficiencies in the installed access according to applicable codes, standards, and local jurisdiction		
RETEST APPROVED BY: _____		RETEST EVALUATOR: _____	

Evaluator/Candidate Comments: _____

Evaluator (Print & Sign)	Date	Candidate	Date
Re-Test Evaluator	Date	Re-Test Candidate	Date



FIRE PROTECTION BUREAU

FIRE INSPECTOR I - INSPECTOR

4.3 FIELD INSPECTION

EVALUATION SHEET: 4.3.12

4.3.12 FLAMMABLE & COMBUSTIBLE LIQUIDS & GASES

Candidate: _____

Date: _____

Birth Date _____

Last 4 digits of SS # _____

STANDARD: 4.3.12 NFPA 1031, 2003 Edition	TASK: 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, so that applicable codes and standards are addressed and all deficiencies are identified, documented, and reported in accordance with the policies of the jurisdiction.				
PERFORMANCE OUTCOME: Candidate will demonstrate the ability to observe, communicate, interpret codes, recognize problems, and make decisions.					
CONDITIONS: Given field observations, guidelines and policies of the jurisdiction, and applicable codes and standards.					
No.	TASK STEPS	FIRST TEST		RETEST	
		Pass	Fail	Pass	Fail
1.	Verify code compliance for storage, handling, and use of flammable and combustible liquids				
2.	Verify code compliance for storage, handling, and use of flammable and combustible gases				
3.	Identify codes, standards, and guidelines to determine compliance				
4.	Identify, document, and report deficiencies according to codes, standards, guidelines				
RETEST APPROVED BY: _____		RETEST EVALUATOR: _____			

Evaluator/Candidate Comments:

Evaluator (Print & Sign)	Date	Candidate	Date
Re-Test Evaluator	Date	Re-Test Candidate	Date



FIRE PROTECTION BUREAU

FIRE INSPECTOR I - INSPECTOR

4.3 FIELD INSPECTION
4.3.13 HAZARDOUS MATERIALS

EVALUATION SHEET: 4.3.13

Candidate: _____

Date: _____

Birth Date _____

Last 4 digits of SS # _____

STANDARD: 4.3.13 NFPA 1031, 2003 Edition	TASK: 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 properly addressed and all deficiencies are identified, documented, and reported in accordance with the policies of the jurisdiction.				
PERFORMANCE OUTCOME: Candidate will demonstrate the ability to observe, communicate, interpret codes, recognize problems, and make decisions.					
CONDITIONS: Given field observations, policies of the jurisdiction, and applicable codes and standards.					
No.	TASK STEPS	FIRST TEST		RETEST	
		Pass	Fail	Pass	Fail
1.	Verify code compliance for storage, handling, and use of hazardous materials				
2.	Determine code compliance				
3.	Identify, document, and report deficiencies according to codes, standards, policies				
RETEST APPROVED BY: _____		RETEST EVALUATOR: _____			

Evaluator/Candidate Comments: _____

Evaluator (Print & Sign)	Date	Candidate	Date
Re-Test Evaluator	Date	Re-Test Candidate	Date



FIRE PROTECTION BUREAU

FIRE INSPECTOR I - INSPECTOR

4.3 FIELD INSPECTION
4.3.14 FIRE GROWTH

EVALUATION SHEET: 4.3.14

Candidate: _____

Date: _____

Birth Date _____

Last 4 digits of SS # _____

STANDARD: 4.3.14 NFPA 1031, 2003 Edition	TASK: 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 policies of the jurisdiction.		
PERFORMANCE OUTCOME: Candidate will demonstrate the ability to observe, communicate, interpret codes, recognize hazardous conditions, and make decisions.			
CONDITIONS: Given a scenario, field observations, policies of the jurisdiction, and applicable codes and standards.			
No.	TASK STEPS	FIRST TEST	RETEST
		Pass	Fail
		Pass	Fail
	SAFE HOUSEKEEPING		
1.	Recognize and state potential for hazardous fire growth		
2.	Identify and document conditions contributing to this potential situation		
3.	Report conditions contributing to this potential situation		
4.	Adhere to policies of the jurisdiction		
RETEST APPROVED BY: _____		RETEST EVALUATOR: _____	

Evaluator/Candidate Comments: _____

Evaluator (Print & Sign)	Date	Candidate	Date
Re-Test Evaluator	Date	Re-Test Candidate	Date



FIRE PROTECTION BUREAU

FIRE INSPECTOR I - INSPECTOR

4.3 FIELD INSPECTION
4.3.15 CODE COMPLIANCE

EVALUATION SHEET: 4.3.15

Candidate: _____

Date: _____

Birth Date _____

Last 4 digits of SS # _____

STANDARD: 4.3.15 NFPA 1031, 2003 edition	TASK: 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 determined.				
PERFORMANCE OUTCOME: The candidate shall demonstrate code-related research, determine code compliance and clearly express proper code requirements in writing.					
CONDITIONS: Given a fire safety issue and provided with jurisdictional codes, standards, and policies.					
No.	TASK STEPS	FIRST TEST		RETEST	
		Pass	Fail	Pass	Fail
1.	Identify fire safety issue in writing				
2.	Note appropriate fire protection and prevention practices				
3.	Include pertinent information				
4.	Writing is clear and legible				
5.	Spelling, grammar, and punctuation reasonably free of errors				
6.	Reference applicable codes and standards accurately and explain fire and life safety benefits and complying with specific codes				
7.	Report any deficiencies according to codes, standards, and policies				
RETEST APPROVED BY: _____		RETEST EVALUATOR: _____			

Evaluator/Candidate Comments: _____

Evaluator (Print & Sign)	Date	Candidate	Date
Re-Test Evaluator	Date	Re-Test Candidate	Date



FIRE PROTECTION BUREAU

FIRE INSPECTOR I - INSPECTOR

4.3 FIELD INSPECTION
4.3.16 (A) FIRE FLOWS

EVALUATION SHEET: 4.3.16 (A)

Candidate: _____

Date: _____

Birth Date _____

Last 4 digits of SS # _____

STANDARD: 4.3.16 (A) NFPA 1031 2003 edition	TASK: Verify fire flows for a site so that required fire flows are in accordance with applicable codes and standards and all deficiencies are identified, documented, and reported in accordance with the policies of the jurisdiction.				
PERFORMANCE OUTCOME: The candidate shall verify fire flows for a given site and document and report any deficiencies.					
CONDITIONS: Given fire flow test results and water supply data, Universal Water Flow Test Summary Sheet (p. 220 IFSTA Inspector), codes, standards, and policies of the jurisdiction.					
No.	TASK STEPS	FIRST TEST		RETEST	
		Pass	Fail	Pass	Fail
	Compute Fire Flow test results thru graphical analysis:				
1.	Determine which gpm (L/min) scale should be used				
2.	Locate and plot the static pressure on the vertical scale at 0gpm (L/min)				
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 on the water flow scale				
7.	Read the gpm available at 20 psi (140 kPa) and record the figure (reading represents total available water that can be relied upon)				
8.	Identify deficiencies, document and report in accordance with policies and procedures of the jurisdiction.				
RETEST APPROVED BY: _____		RETEST EVALUATOR: _____			

Evaluator/Candidate Comments: _____

Evaluator (Print & Sign)	Date	Candidate	Date
Re-Test Evaluator	Date	Re-Test Candidate	Date



FIRE PROTECTION BUREAU

FIRE INSPECTOR I - INSPECTOR

4.3 FIELD INSPECTION
4.3.16 (B) FIRE FLOWS

EVALUATION SHEET: 4.3.16 (B)

Candidate: _____

Date: _____

Birth Date _____

Last 4 digits of SS # _____

STANDARD: 4.3.16 (B) NFPA 1031 2003 edition	TASK: Verify fire flows for a site so that required fire flows are in accordance with applicable codes and standards and all deficiencies are identified, documented, and reported in accordance with the policies of the jurisdiction				
PERFORMANCE OUTCOME: The candidate shall verify fire flows for a given site, determine flow available at desired residual pressure, and document and report any deficiencies					
CONDITIONS: Given table from p. 224 IFSTA Inspector, Qf (flow during test), h@ pressure drop to residual pressure, h(f) pressure drop during test					
No.	TASK STEPS	FIRST TEST		RETEST	
		Pass	Fail	Pass	Fail
	Compute Fire Flow test results by mathematical computation:				
1.	Determine h r factor (pressure drop to residual pressure) according to table provided				
2.	Determine h f factor (pressure drop during test) according to table provided				
3.	Multiply Qf (flow during test) by 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.	Document and report any deficiencies				
RETEST APPROVED BY: _____		RETEST EVALUATOR: _____			

Evaluator/Candidate Comments: _____

Evaluator (Print & Sign)	Date	Candidate	Date
Re-Test Evaluator	Date	Re-Test Candidate	Date