



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, 2014 edition | TASK: Prepare inspection reports, given agency policy and procedures, and observations from an assigned 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 and policies and procedures of the jurisdiction |
|---|---|

PERFORMANCE OUTCOME: The candidate must demonstrate the ability to conduct a field inspection, interpret codes and standards, write a report, and communicate orally and 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. | Conduct a field inspection | | | | |
| 2. | Review findings of the inspection | | | | |
| 3. | Demonstrate appropriate use of applicable codes and standards | | | | |
| 4. | Prepare a clear, legible and concise inspection report | | | | |
| 5. | Identify proper recipient of the report | | | | |
| 6. | Communicate to the recipient the results of the inspection and the actions necessary to correct the deficiencies documented on the inspection report | | | | |
| 7. | Establish a compliance time frame | | | | |

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

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



FIRE INSPECTOR I – INSPECTOR

**4.2 ADMINISTRATION
 4.2.2 PERMITS**

EVALUATION SHEET: 4.2.2

Candidate: _____ **Date:** _____

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

| STANDARD: 4.2.2 NFPA 1031, 2014 edition | | TASK: 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 policies of the jurisdiction. | | | |
|--|--|---|--------------------------------|--------|------|
| PERFORMANCE OUTCOME: Candidate will demonstrate the ability to communicate verbally and in writing. | | | | | |
| CONDITIONS: Given a situation where a permit may 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 and policies of the jurisdiction | | | | |
| 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 the necessary permit | | | | |
| RETEST APPROVED BY: _____ | | | RETEST EVALUATOR: _____ | | |

Evaluator/Candidate Comments: _____

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



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, 2014 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 applicable codes and standards and the policies of the jurisdiction. | | | | |
|--|---|--------------------------------|------|--------|------|
| PERFORMANCE OUTCOME: The candidate will demonstrate the ability to communicate verbally and in writing. | | | | | |
| CONDITIONS: Given a situation where a plan review may be required according to the written policies of the jurisdiction and the fire code plan review requirements. | | | | | |
| No. | TASK STEPS | FIRST TEST | | RETEST | |
| | | Pass | Fail | Pass | Fail |
| 1. | Identify criteria for plan review according to the codes and standards and policies of the jurisdiction | | | | |
| 2. | Determine if the need for a plan review exists | | | | |
| 3. | State the rationale for the plan review verbally and in writing | | | | |
| 4. | Communicate the requirements to proceed with the plan review process verbally and in writing | | | | |
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| RETEST APPROVED BY: _____ | | RETEST EVALUATOR: _____ | | | |

Evaluator/Candidate Comments: _____

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



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, 2014 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. | | | | |
|---|---|--------------------------------|------|--------|------|
| PERFORMANCE OUTCOME: Candidate will investigate complaint, record appropriate information and initiate appropriate process to resolve the complaint. | | | | | |
| CONDITIONS: Given a reported situation or condition, a 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: _____

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



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#:** _____

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|---|--|--------------------------------|-------------|---------------|-------------|
| STANDARD: 4.2.5 NFPA 1031, 2014 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. | | | | |
| PERFORMANCE OUTCOME: Candidate will demonstrate the ability to identify and apply the codes and standards adopted by the jurisdiction. | | | | | |
| 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 edition of applicable code or standard | | | | |
| 3. | Reference the correct section of applicable code or standard | | | | |
| 4. | Properly apply the code or standard to a fire protection issue | | | | |
| RETEST APPROVED BY: _____ | | RETEST EVALUATOR: _____ | | | |

Evaluator/Candidate Comments: _____

Evaluator (Print & Sign) **Date** **Candidate** **Date**

Re-Test Evaluator **Date** **Re-Test Candidate** **Date**



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, 2014 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 and the inspector's demeanor is appropriate for the proceeding. | | | |
|--|---|--|--------------------------------|--------|------|
| PERFORMANCE OUTCOME: 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 an inspection or a complaint and consultation with legal counsel. | | | | | |
| No. | TASK STEPS | FIRST TEST | | RETEST | |
| | | Pass | Fail | Pass | Fail |
| 1. | Inform the court of the issue, legal requirements, and local procedures for non-compliance with the notice. | | | | |
| 2. | Demonstrate appropriate courtroom dress and grooming | | | | |
| 3. | Demonstrate appropriate courtroom demeanor | | | | |
| | a. Posture | | | | |
| | b. Mannerisms | | | | |
| | c. Composure | | | | |
| | d. Confidence | | | | |
| 4. | Demonstrate appropriate communication skills | | | | |
| | a. Listen carefully | | | | |
| | b. Respond to questions appropriately | | | | |
| | c. Use professional language | | | | |
| | d. Maintain objectivity | | | | |
| | e. Accurately convey facts | | | | |
| | f. Give testimony consistent with documented facts | | | | |
| RETEST APPROVED BY: _____ | | | RETEST EVALUATOR: _____ | | |

Evaluator/Candidate Comments: _____

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



FIRE INSPECTOR I – INSPECTOR

4.3 FIELD INSPECTION

EVALUATION SHEET: 4.3.1

4.3.1 OCCUPANCY CLASSIFICATION

Candidate: _____

Date: _____

Birth Date: _____

Last 4 digits of SS#: _____

| | | | | | |
|--|---|-------------------|--------------------------------|-------------|-------------|
| STANDARD: 4.3.1 NFPA 1031, 2014 edition | TASK: Identify the occupancy classification of 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. | | | | |
| PERFORMANCE OUTCOME: Candidate will demonstrate the ability to make observations and correct 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 operational features and the use of the occupancy | | | | |
| 2. | Determine the occupancy classification in accordance with the applicable codes and standards of the jurisdiction | | | | |
| RETEST APPROVED BY: _____ | | | RETEST EVALUATOR: _____ | | |

Evaluator/Candidate Comments: _____

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



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, 2014 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 calculate occupant loads, using measuring tools, a calculator and field sketches of the occupancy.

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 use of the occupancy | | | | |
| 2. | Measure the occupancy or portion thereof and make a field sketch of the area to be calculated | | | | |
| 3. | Determine proper occupant load factor using the codes and standards adopted by the jurisdiction | | | | |
| 4. | Calculate the allowable occupant load of the occupancy or portion thereof and document the findings | | | | |

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

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



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, 2014 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 applicable codes and standards and the policies of the jurisdiction. | | | |
|---|--|---|--------------------------|--------|------|
| PERFORMANCE OUTCOME: Candidate will demonstrate the ability to observe, identify deficiencies and report noted deficiencies so that means of egress elements of an existing building are maintained in accordance with applicable codes and standards of the jurisdiction. | | | | | |
| CONDITIONS: Given field observations and applicable codes and standards and policies of the jurisdiction. | | | | | |
| No. | TASK STEPS | FIRST TEST | | RETEST | |
| | | Pass | Fail | Pass | Fail |
| 1. | Inspect the means of egress elements of an existing building | | | | |
| 2. | Calculate travel distances to required exits | | | | |
| 3. | Determine if any changes have been made in the means of egress | | | | |
| 4. | Make sketches of exit patterns for future reference | | | | |
| 5. | Confirm compliance with applicable codes and standards | | | | |
| 6. | Identify and document deficiencies | | | | |
| 7. | Submit report in accordance with 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 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, 2014 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 verify 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 and review plans of an addition or remodel project | | | | |
| 2. | Verify the construction type of the addition or remodel | | | | |
| 3. | Determine if materials being used meet applicable codes and standards for the type of construction | | | | |
| 4. | Record construction type according to the policies of the jurisdiction | | | | |
| RETEST APPROVED BY: _____ | | | RETEST EVALUATOR: _____ | | |

Evaluator/Candidate Comments: _____

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



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#: _____

| <p>STANDARD: 4.3.5 NFPA 1031, 2014 edition</p> | <p>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.</p> | | | | |
|---|--|------------|---------------------------------------|--------|------|
| <p>PERFORMANCE OUTCOME: Candidate will demonstrate the ability to observe, make decisions, recognize problems, and read reports.</p> | | | | | |
| <p>CONDITIONS: Given test documentation and field observations.</p> | | | | | |
| No. | TASK STEPS | FIRST TEST | | RETEST | |
| | | Pass | Fail | Pass | Fail |
| 1. | Determine the operational readiness of fixed fire suppression systems | | | | |
| 2. | Verify that the test reports of fire suppression systems is current, properly documented and meets the requirements of the codes and standards of the jurisdiction | | | | |
| 3. | Document deficiencies according to the policies of the jurisdiction | | | | |
| 4. | Properly report the findings of the inspection | | | | |
| <p>RETEST APPROVED BY: _____</p> | | | <p>RETEST EVALUATOR: _____</p> | | |

Evaluator/Candidate Comments: _____

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



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, 2014 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 applicable codes and standards and the policies of the jurisdiction. | | | |
|--|--|---|--------------------------|--------|------|
| PERFORMANCE OUTCOME: Candidate will demonstrate the ability to observe, make decisions, recognize problems, and read reports. | | | | | |
| CONDITIONS: Given test documentation and field observations. | | | | | |
| No. | TASK STEPS | FIRST TEST | | RETEST | |
| | | Pass | Fail | Pass | Fail |
| 1. | Determine the operational readiness of detection/alarm systems | | | | |
| 2. | Verify that the test reports of fire detection and alarm systems is current, properly documented and meets the requirements of the codes and standards of the jurisdiction | | | | |
| 3. | Document deficiencies according to the policies of the jurisdiction | | | | |
| 4. | Properly report the findings of the inspection | | | | |
| RETEST APPROVED BY: | | | RETEST EVALUATOR: | | |

Evaluator/Candidate Comments: _____

Evaluator (Print & Sign) **Date** **Candidate** **Date**

Re-Test Evaluator **Date** **Re-Test Candidate** **Date**



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, 2014 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 test documentation and field observations. | | | | | |
| No. | TASK STEPS | FIRST TEST | | RETEST | |
| | | Pass | Fail | Pass | Fail |
| 1. | Determine operational readiness of portable fire extinguishers | | | | |
| 2. | Verify that the test results of portable fire extinguishers is current, properly documented and meets the requirements of the codes and standards of the jurisdiction | | | | |
| 3. | Document deficiencies according to the policies of the jurisdiction | | | | |
| 4. | Properly report the findings of the inspection | | | | |
| | | | | | |
| RETEST APPROVED BY: | | | RETEST EVALUATOR: | | |

Evaluator/Candidate Comments: _____

Evaluator (Print & Sign) **Date** **Candidate** **Date**

Re-Test Evaluator **Date** **Re-Test Candidate** **Date**



FIRE INSPECTOR I – INSPECTOR

4.3 FIELD INSPECTION

EVALUATION SHEET: 4.3.8

4.3.8 HAZARDOUS CONDITIONS

Candidate: _____

Date: _____

Birth Date: _____

Last 4 digits of SS#: _____

| <p>STANDARD: 4.3.8 NFPA 1031, 2014 edition</p> | <p>TASK: 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 all deficiencies are identified, documented and reported in accordance with the applicable codes and standards and the policies of the jurisdiction.</p> | | | | |
|---|---|------------|---------------------------------------|--------|------|
| <p>PERFORMANCE OUTCOME: The candidate will demonstrate the ability to observe, recognize problems and make decisions regarding hazardous conditions involving equipment, processes and operations.</p> | | | | | |
| <p>CONDITIONS: Given field observations and the applicable codes and standards and policies of the jurisdiction, and a scenario using one of the following processes or operations: dust collection; kitchen hood and duct system; dip tank operation; welding operation, spray painting operation; or flammable or flammable liquids storage.</p> | | | | | |
| No. | TASK STEPS | FIRST TEST | | RETEST | |
| | | Pass | Fail | Pass | Fail |
| 1. | Identify the hazardous conditions related to equipment, process or operation | | | | |
| 2. | Determine compliance of the equipment, process or operation with the codes and standards and policies of the jurisdiction | | | | |
| 3. | Document deficiencies according to the policies of the jurisdiction | | | | |
| 4. | Properly report the findings of the inspection | | | | |
| <p>RETEST APPROVED BY: _____</p> | | | <p>RETEST EVALUATOR: _____</p> | | |

Evaluator/Candidate Comments: _____

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



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, 2014 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 applicable codes and standards of the policies of the jurisdiction. |
|---|--|

PERFORMANCE OUTCOME: Candidate will demonstrate the ability to read plans, recognize problems, make decisions and apply the codes and standards of the jurisdiction.

CONDITIONS: Given approved plans and field observations, using applicable codes, standards, policies of the jurisdiction.

| No. | TASK STEPS | FIRST TEST | | RETEST | |
|-----|---|------------|------|--------|------|
| | | Pass | Fail | Pass | Fail |
| 1. | Compare the observations made of an existing fire protection system with the approved plan of the system | | | | |
| 2. | Determine if modifications were made to the fire protection system | | | | |
| 3. | Determine the level of compliance of the existing fire protection system with the applicable codes and standards and policies of the jurisdiction | | | | |
| 4. | Document deficiencies according to the policies of the jurisdiction | | | | |
| 5. | Properly report the findings of the inspection | | | | |

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

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



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, 2014 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 applicable codes and standards and 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 of the jurisdiction, and interpret plans and reports. | | | | | |
| CONDITIONS: Given emergency plans, field observations, documentation of practice/training exercises of emergency plan, and applicable codes and standards and policies of the jurisdiction. | | | | | |
| 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 the codes and standards of the jurisdiction | | | | |
| 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 the applicable codes and standards and policies of the jurisdiction | | | | |
| 6. | Properly report the findings of the inspection | | | | |
| 7. | Determine that deficiencies have been corrected | | | | |
| RETEST APPROVED BY: _____ | | RETEST EVALUATOR: _____ | | | |

Evaluator/Candidate Comments: _____

Evaluator (Print & Sign) **Date** **Candidate** **Date**

Re-Test Evaluator **Date** **Re-Test Candidate** **Date**



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, 2014 edition | | TASK: Inspect emergency access for an existing site, given field observations, so that the required access for emergency responders is maintained and 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 | Pass | Fail |
| 1. | Identify emergency access requirements for a given location | | | | |
| 2. | Inspect the site for compliance with the codes and standards and policies of the jurisdiction using the approved plans and measuring tools | | | | |
| 3. | Document deficiencies according to the policies of the jurisdiction | | | | |
| 4. | Properly report the findings of the inspection | | | | |
| 5. | Determine that deficiencies have been corrected | | | | |
| RETEST APPROVED BY: | | | RETEST EVALUATOR: | | |

Evaluator/Candidate Comments: _____

Evaluator (Print & Sign) **Date** **Candidate** **Date**

Re-Test Evaluator **Date** **Re-Test Candidate** **Date**



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#: _____

| <p>STANDARD: 4.3.12 NFPA 1031, 2014 edition</p> | <p>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.</p> | | | | |
|---|---|---------------------------------------|------|--------|------|
| <p>PERFORMANCE OUTCOME: Candidate will demonstrate the ability to observe, communicate, interpret codes, recognize problems, and make decisions.</p> | | | | | |
| <p>CONDITIONS: Given field observations, and applicable codes and standards and policies of the jurisdiction.</p> | | | | | |
| 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 policies of the jurisdiction to determine compliance | | | | |
| 4. | Identify, document, and report deficiencies according to codes, standards, and policies of the jurisdiction | | | | |
| <p>RETEST APPROVED BY: _____</p> | | <p>RETEST EVALUATOR: _____</p> | | | |

Evaluator/Candidate Comments: _____

Evaluator (Print & Sign) **Date** **Candidate** **Date**

Re-Test Evaluator **Date** **Re-Test Candidate** **Date**



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, 2014 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. | Identify codes, standards and policies of the jurisdiction to determine code compliance | | | | |
| 3. | Identify, document, and report deficiencies according to codes, standards, and policies of the jurisdiction | | | | |
| RETEST APPROVED BY: _____ | | | RETEST EVALUATOR: _____ | | |

Evaluator/Candidate Comments: _____

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



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, 2014 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 applicable codes and standards and 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, applicable codes and standards and policies of the jurisdiction.

| No. | TASK STEPS | FIRST TEST | | RETEST | |
|-----|--|------------|------|--------|------|
| | | Pass | Fail | Pass | Fail |
| | SAFE HOUSEKEEPING | | | | |
| 1. | Recognize a condition in the course of an inspection that presents a fire hazard | | | | |
| 2. | Identify the codes and standards and policies of the jurisdiction that applies to the hazardous conditions found | | | | |
| 3. | Document the hazardous conditions in accordance with the policies of the jurisdiction | | | | |
| 4. | Properly report the findings of the inspection | | | | |

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

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



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, 2014 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: Candidate will demonstrate the ability to observe, communicate, interpret codes, recognize hazardous conditions, and make decisions.

CONDITIONS: Given a fire safety issue and provided with the codes and standards and policies of the jurisdiction.

| No. | TASK STEPS | FIRST TEST | | RETEST | |
|-----|---|------------|------|--------|------|
| | | Pass | Fail | Pass | Fail |
| 1. | Determine that a fire protection issue exists | | | | |
| 2. | Identify the codes and standards and policies of the jurisdiction that apply to the fire protection issue | | | | |
| 3. | Determine if the fire protection issue is in compliance with the codes and standards and policies of the jurisdiction | | | | |
| 4. | Document deficiencies in accordance with the policies of the jurisdiction | | | | |
| 5. | Properly report the findings of the inspection | | | | |

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

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



FIRE INSPECTOR I – INSPECTOR

4.3 FIELD INSPECTION
4.3.16 FIRE FLOWS

EVALUATION SHEET: 4.3.16
Skill Sheet: A

Candidate: _____

Date: _____

Birth Date: _____

Last 4 digits of SS#: _____

| STANDARD: 4.3.16 NFPA 1031 2014 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 codes and standards and policies of the jurisdiction. | | | | |
|---|--|--------------------------------|------|--------|------|
| PERFORMANCE OUTCOME: The candidate shall verify fire flows for a given site, determine flow available at the desired residual pressure , and document the results | | | | | |
| CONDITIONS: Given fire flow test results and water supply data, Universal Water Flow Test Summary Sheet (p. 333 7 th Edition IFSTA Fire Inspection and Code Enforcement), codes, standards, and policies of the jurisdiction. | | | | | |
| No. | TASK STEPS | FIRST TEST | | RETEST | |
| | | Pass | Fail | Pass | Fail |
| 1. | Demonstrate the use of a Pitot tube and gauge to conduct a fire flow tests | | | | |
| 2. | Compute Fire Flow test results by mathematical computation: | | | | |
| a. | Determine (h r) factor (pressure drop to residual pressure) according to table provided | | | | |
| b. | Determine (h f) factor (pressure drop during test) according to table provided | | | | |
| c. | Multiply (Q f) (flow during test) by correct (h r) factor from table | | | | |
| d. | Divide figure determined from line 3 by correct (h f) factor from table provided= Qr | | | | |
| e. | Qr (flow available at desired residual pressure) determined correctly | | | | |
| f. | Document and report any deficiencies | | | | |
| g. | Read the gpm available at 20 psi (140 kPa) and record the figure (reading represents total available water that can be relied upon) | | | | |
| h. | 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 INSPECTOR I – INSPECTOR

4.3 FIELD INSPECTION
4.3.16 FIRE FLOWS

EVALUATION SHEET: 4.3.16
Skill Sheet: B

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

| STANDARD: 4.3.16 NFPA 1031 2014 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 determine flow available at the desired residual pressure, and document results | | | | | |
| CONDITIONS: Given fire flow test results and water supply data, Uniform Flow Test Summary Sheet (page 329 7 th Edition IFSTA Fire Inspection and Code Enforcement) and codes and standards and policies of the jurisdiction | | | | | |
| No. | TASK STEPS | FIRST TEST | | RETEST | |
| | | Pass | Fail | Pass | Fail |
| 1. | Demonstrate the use of a Pitot tube and gauge to conduct a fire flow test | | | | |
| 2. | Compute Fire Flow test results thru graphical analysis: | | | | |
| a. | Determine which GPM (L/min) scale should be used | | | | |
| b. | Locate and plot the static pressure on the vertical scale at 0 GPM (L/min) | | | | |
| c. | Locate the total water flow measured during the test on the chart | | | | |
| d. | Locate the residual pressure noted during the test on the chart | | | | |
| e. | Draw a straight line from the static pressure point through the residual pressure point on the water-flow scale | | | | |
| f. | Read the GPM (L/min) at 20 psi (137 kPa) and record the figure | | | | |
| RETEST APPROVED BY: _____ | | | RETEST EVALUATOR: _____ | | |

Evaluator/Candidate Comments: _____

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