



Office of Training
and Certification

New Jersey Division of Fire Safety

BASIC PRACTICAL SKILLS EXAMINATION REPORT

Skill sheet #

FO1-20

Certificate title

**Fire Officer I
SAFETY**

CONDUCT AN INITIAL ACCIDENT INVESTIGATION

Applicant Information

Candidate name

DFS ID #

Course #

Evaluation

Standard:
NFPA 1021, 2009 Edition
4.7.2

Task

Conduct an initial accident investigation so that the incident is documented and reports are processed in accordance with policies and procedures

Conditions and Outcome

Given an actual or simulated incident, policies and procedures, and investigation forms, the candidate shall be able to conduct an initial accident investigation. **The candidate will complete this task with a minimum of 5 items answered correctly**

Number	Task Steps	First Test		Retest #1		Retest #2	
		Pass	Fail	Pass	Fail	Pass	Fail
1	Conduct investigation interviews with applicable personnel to obtain facts						
2	Utilize all available resources to document accident conditions						
3	Identify factors contributing to accident						
4	Document investigation information in writing						
5	Make appropriate accident notifications according to policy						
6	Complete appropriate forms and process investigation reports according to policies and procedures						
Final Test Result for Entire Task							

Evaluator signature & comments, Test #1		Evaluator signature & comments, Retest #1		Evaluator signature & comments, Retest #2	
Evaluator signature	Date	Evaluator signature	Date	Evaluator signature	Date
Candidate signature & acknowledgement, Test #1		Candidate signature & acknowledgement, Retest #1		Candidate signature & acknowledgement, Retest #2	
By my signature below I acknowledge I have read and understood the evaluation results and evaluator comments		By my signature below I acknowledge I have read and understood the evaluation results and evaluator comments		By my signature below I acknowledge I have read and understood the evaluation results and evaluator comments	
Candidate signature	Date	Candidate signature	Date	Candidate signature	Date

Form DFS-SS-1 10/12

Approved by NJ SME Committee 12/3/2013.