



Office of Training  
and Certification

# New Jersey Division of Fire Safety

## BASIC PRACTICAL SKILLS EXAMINATION REPORT

Skill sheet #

**FO1-7**

Certification title

**Fire Officer I**  
**COMMUNITY AND GOVERNMENT RELATIONS**  
**INITIATE ACTION ON A COMMUNITY NEED**

### Applicant Information

Candidate name

DFS ID #

Course #

### Evaluation

**Standard:**  
**NFPA 1021, 2009 Edition**  
**4.3.1**

**Task**  
Initiate action on a community need so that the need is addressed

**Conditions and Outcome**  
Given an actual or simulated situation regarding a fire and life safety issue in the community and a set of policies and procedures The candidate shall be able to demonstrate familiarity with public relations and the ability to communicate verbally while addressing a community need. **The candidate will complete this task with a minimum of 6 items answered correctly**

Number	Task Steps	First Test		Retest #1		Retest #2	
		Pass	Fail	Pass	Fail	Pass	Fail
<b>1</b>	Determine the content of a fire and life safety message to address the specific community need/fire and life safety hazard						
<b>2</b>	Direct the message toward the specific hazard, showing the context of the problem and the desired behavior						
<b>3</b>	Ensure the message appeals to positive motives						
<b>4</b>	Develop the message to address the proper audience, policies, and procedures						
<b>5</b>	Determine resources needed to communicate the message to the community						
<b>6</b>	Establish a timeframe when the target audience will be receptive to the fire and life safety message						
<b>7</b>	Schedule message delivery (time and location) for maximum effect						
<b>Final Test Result for Entire Task</b>							

Evaluator signature & comments, Test #1		Evaluator signature & comments, Retest #1		Evaluator signature & comments, Retest #2	
Evaluator signature	Date	Evaluator signature	Date	Evaluator signature	Date
<b>Candidate signature &amp; acknowledgement, Test #1</b>		<b>Candidate signature &amp; acknowledgement, Retest #1</b>		<b>Candidate signature &amp; acknowledgement, Retest #2</b>	
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