



Office of Training  
and Certification

# New Jersey Division of Fire Safety

## BASIC PRACTICAL SKILLS EXAMINATION REPORT

Skill sheet #

**FI 2-6**

Certification title

**Fire Instructor 2**  
**PROGRAM MANAGEMENT**  
**ACQUIRE TRAINING SOURCES**

### Applicant Information

Candidate name

DFS ID #

Course #

### Evaluation

**Standard:**  
**NFPA 1041, 2019 Edition**  
**5.2.4**

**IFSTA 9<sup>th</sup> Ed.**  
**Skill Sheet 14-2**

**Task**

Acquire training sources, given an identified need so that the resources are obtained within established timelines, budget constraints, and according to agency policy

**Conditions and Outcome**

Using actual or simulated departmental training goals, agency budget policy, and current resources and given an identified need and timeline, the candidate will acquire training resources, so the resources are obtained within the established timelines, budget constraints, and according to agency policy. **The candidate will complete this task with a minimum of 2 items answered correctly**

Number	Task Steps	First Test		Retest #1		Retest #2	
		Pass	Fail	Pass	Fail	Pass	Fail
<b>1</b>	Document training resources required for course according to departmental policy						
<b>2</b>	Document the time frame to acquire resources						
<b>3</b>	Document that resources are within established budget						
<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

Form DFS-SS-1, 10/12

Originally Approved by NJ SME Committee 12/3/2013.

Renumbered, Aligned to 9<sup>th</sup> Edition of 1041, and Approved NJ SME Committee 12/13/2019.