



Office of Training  
and Certification

# New Jersey Division of Fire Safety

## BASIC PRACTICAL SKILLS EXAMINATION REPORT

Skill sheet #

**ARFF  
10-1**

Certification title

**AIRPORT FIREFIGHTING & RESCUE 6<sup>TH</sup>  
EDITION**

### Applicant Information

Candidate name

DFS ID #

Course #

### Evaluation

**Standard:**  
NFPA 1002 2017 & 1003  
2019 Editions

**9.1.1/4.2.2**

Perform a routine walk-around maintenance inspection of an ARFF apparatus. *[NFPA® 1002, 9.1.1]*

For this skills evaluation checklist, students will perform a walk-around routine maintenance inspection. This skill requires two firefighters: one to inspect and document results and one to assist. Remind students to always follow manufacturer's recommendations and local standard operating procedures (SOPs) when performing this objective. While more than one person may be involved with the inspection, all defects must be reported to a single lead person and documented.

Number	Task Steps	First Test		Retest #1		Retest #2	
		Pass	Fail	Pass	Fail	Pass	Fail
1	Set up the inspection area. Park the apparatus outdoors, if weather permits. If indoors, be sure that proper ventilation equipment is in place or doors are open to vent vehicle exhaust.						
2	Chock the vehicle's wheels.						
3	Begin inspection when approaching the vehicle. <b>a.</b> Look for readily apparent damage. <b>b.</b> Look beneath the vehicle for spots that indicate leakage. <b>c.</b> Look for unusual leaning that indicates chassis defects						
	<b>Front Left- and Right-Side Inspection</b>						
4	Check the side of the cab and mirrors for any damage.						
5	Check the cab doors to ensure that they are in proper working order. a. Ensure that the doors close tightly. b. Ensure that the latch works as it was designed and that it operates with little or no play. c. Check that all door and window glass is intact and clean.						
6	Check that all steps, platforms, handrails, and mirrors are securely mounted and not deformed.						
7	Check that the equipment in the rear portion of the cab						

	is all onboard and complete, in proper working order, and securely stowed.						
	<b>Apparatus Body</b>						
8	Note any obvious body damage that has occurred since the previous inspection.						
	<b>Tires and Wheels</b>						
9	<p>Check the condition of the tire/wheel assemblies on the side of the vehicle.</p> <ol style="list-style-type: none"> <li>Check that there are no missing, bent, or broken studs, lugs, or clamps.</li> <li>Ensure that lug nuts are tight.</li> <li>Check that there are no cracks or damage that would prevent the sealing of the tire to the rim.</li> <li>Check to see that front splash guards (mud flaps) are in place and secure.</li> <li>Check for unusual accumulations of brake dust, metal flake, and/or corroded metal flake accumulations or trails on the wheel or adjacent areas.</li> <li>Check that there are no trails of fluid on the wheel or tire indicating axle gear oil leaks.</li> </ol>						
10	<p>Visually inspect the suspension components found behind the front left and right wheels.</p> <ol style="list-style-type: none"> <li>Look for defects involving the torsion bars, springs, spring hangars, shackles, U-bolts, shock absorbers or mounting hardware.</li> <li>Check for springs with cracked, otherwise broken, or missing leaves.</li> <li>Check that there is no spring deflection when the vehicle is on a level surface.</li> </ol>						
11	Check that front tires are properly inflated using pressure gauge and checking the reading against pressure recommended by the apparatus manufacturer on the federally required apparatus GVWR sticker						
12	Check the front tire valve stems and valve stem caps for cracks or looseness.						
13	<p>Check the front tires.</p> <ol style="list-style-type: none"> <li>Check for proper tire type as listed on the sidewall of the tire and federally required GVWR sticker.</li> <li>Inspect the tread. Verify tread does not show excessive wear or damage.</li> <li>Check that there is no tread separation or excessive sidewall wear.</li> </ol>						

	<ul style="list-style-type: none"> <li>d. Be sure that there are no cuts or objects impaled in the tire.</li> <li>e. Check for bulges greater than 3/8 of an inch (10 mm) per NFPA® 1911 (2012).</li> <li>f. Check retread tires for tread separation.</li> <li>g. Make sure the splash guards are in place, properly attached, and in good condition.</li> </ul>						
	<b>Equipment Compartments</b>						
14	<p>Check all equipment compartments.</p> <ul style="list-style-type: none"> <li>a. Check that all equipment that is supposed to be in each compartment is actually there, properly stowed, and in operating condition.</li> <li>b. Check that compartment lights are operating.</li> <li>c. Ensure that compartment and equipment it contains are neat and clean.</li> <li>d. Make sure that each compartment door opens and closes properly and latches tightly.</li> </ul>						
	<b>Hose</b>						
15	Examine any hose stored in or on the side of the vehicle. Ensure that the hose is secure and properly stowed.						
16	<p>Check any auxiliary extinguishing agent systems.</p> <ul style="list-style-type: none"> <li>a. Check agent level.</li> <li>b. Check propellant pressure.</li> </ul>						
	<b>Exterior Equipment and Condition</b>						
17	Check that any equipment stored on the exterior of the vehicle is in good physical condition and is properly stowed.						
18	Ensure that the reflective striping on the side of the apparatus is in good condition.						
19	Second Firefighter: Operate the side warning light switch in the cab, calling out to inspecting firefighter when activated.						
20	Check the side-mounted warning lights. Make sure that they are functioning properly, that all bulbs are working, and that lenses are in place and not cracked or broken.						
	<b>Battery Condition</b> (If stored on apparatus side or rear)						
21	If the apparatus has unsealed batteries, carefully remove the caps and check the electrolyte (water) level.						
22	Add distilled water, or water recommended by the manufacturer, to cells if the electrolyte level is low.						

23	<p>Check all battery connections.</p> <ul style="list-style-type: none"> <li>a. Tighten any loose connections.</li> <li>b. Clean away any corrosion around terminals with a mixture of baking soda and water poured on the connections, scrubbed with a wire brush, and rinsed with clear water. If batteries are washed, dry batteries to prevent parasitic current.</li> <li>c. Clean road debris, dirt, dust, moisture from the top of the batteries to prevent any 'bleed' of current from terminal to terminal that can result in electronics issues.</li> </ul>						
24	Check the battery tie-downs, ensuring that the battery is held firmly in place.						
25	Check the built-in battery charger if the apparatus is so equipped, ensuring proper operation						
26	Check the rear bumper area for any undocumented damage.						
27	Second Firefighter: Operate all rear running and emergency light switches in the cab one at a time, calling out switch type to inspecting firefighter.						
28	Check all running and emergency lights as they are activated. Be sure that they are functioning properly, that all bulbs are working, and that lenses are in place and not cracked or broken. Check brake lights and reverse lights.						
29	Check that the rear compartment doors open and close properly.						
30	Check that any equipment stored on the outside of the rear of the apparatus is in proper working order and is securely stowed.						
31	Ensure that any towing attachments are free of defects.						
32	Test and inspect all on-board hydraulic, pneumatic and electric racks or devices for proper operation.						
	<b>Top Inspection</b>						
33	Check rear steps, handrails, and platforms for security and damage.						
34	Check foam tank level.						
35	Check water tank level.						
36	Check auxiliary tank level, if so equipped.						
37	Check roof mounted piping.						
38	Check roof mounted equipment.						
39	Check lights and light towers for damage and proper function.						
40	Check siren for damage and proper function.						
41	Check roof turret for damage and proper function.						
42	Visually check roof for damage or corrosion.						
	<b>Opposite Side Inspection</b>						

43	Repeat Step 20 through Step 4 as applicable (from rear corner to front corner) for the side that has not yet been inspected.						
	<b>Front Inspection</b>						
44	Approach the front of the vehicle noting any body damage not present in previous inspections.						
45	Look beneath the vehicle noting any obvious damage to brakes, front axle, steering system, or pump piping (if present). Note any loose, bent, worn, damaged, or missing parts.						
46	Check that the windshield is free of defects and clean.						
47	Check that the wiper blades are held appropriately against the windshield, are intact, and are in good condition.						
48	Start the apparatus engine, or hook the apparatus to the electrical charging system.						
49	Second Firefighter: Operate all front running and emergency light switches in the cab one at a time, calling out switch type to inspecting firefighter.						
50	Check all front running and emergency lights as they are reactivated, ensuring that they are functioning properly, all bulbs are working, and that lenses are in place and not cracked or broken.						
51	Visually inspect any audible warning devices on the front of the vehicle (electric siren speakers, mechanical sirens, and air horns).						
	<b>Emergency Equipment on Front Bumper Area</b>						
52	Check bumper turret (if so equipped). a. Check that air/hydraulic lines are intact. b. If equipped with a low attack nozzle, make sure that it freely goes up and down in a normally functioning manner.						
53	Check that any front-loaded hose is properly loaded and secure for road travel. a. Check that nozzles are clean and in place. b. If a variable pattern/flow nozzle is used; the pattern adjustment moves freely and the bail opens and closes with ease.						
	<b>Documentation</b>						
54	Document the inspection and any maintenance actions, and report any deficiencies per local policy.						
<b>Final Test Result for Entire Task</b>							

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Form DFS-SS-1 10/12 Approved by NJ SME Committee on 4/01/2022



Office of Training  
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# New Jersey Division of Fire Safety

## BASIC PRACTICAL SKILLS EXAMINATION REPORT

Skill sheet #

**ARFF  
10-2**

Certification title

**AIRPORT FIREFIGHTING & RESCUE 6<sup>TH</sup>  
EDITION**

### Applicant Information

Candidate name

DFS ID #

Course #

### Evaluation

**Standard:**  
NFPA 1002, 2017 Edition

Perform an engine compartment inspection and routine preventative maintenance of an ARFF apparatus. *[NFPA® 1002, 9.1.1]*

**9.1.1**

For this skills evaluation checklist, students will perform engine compartment inspection and routine preventive maintenance. This skill sheet assumes students are performing this inspection and routine maintenance following the in-cab inspection.

Number	Task Steps	First Test		Retest #1		Retest #2	
		Pass	Fail	Pass	Fail	Pass	Fail
	<b>Prepare for Inspection</b>						
1	Shut down the apparatus. Chock wheels, if necessary						
	<b>Leaks</b>						
2	Inspect the condition of all hoses and hydraulic lines for leaking fluids. These include antifreeze, water, windshield wiper fluid, oil, fuel, transmission fluid, hydraulic fluid, power steering fluid, and/or battery fluid.						
	<b>Engine (Crankcase) Oil</b>						
3	Determine the oil level by using the dipstick.						
4	Add oil through the fill port on the engine block, if necessary. Consult the operator's manual for the proper type of oil and fill parameters.						
	<b>Engine Air Filter</b>						
5	Inspect the air intake system for signs of damage or dirt buildup.						
6	Note any obvious body damage that has occurred since the previous inspection.						
	Change the air filter if the air filter restriction gauge indicates excessive resistance per the manufacturer's recommendations. Be sure to follow instructions in the operator's manual and fire department policy.						
	<b>Exhaust System</b>						
7	Inspect the exhaust system for damage, recording any damage found on inspection form.						
8	Test the rain cap on the exhaust system (if so equipped), ensuring that it operates freely.						
	<b>Radiator Coolant</b>						

9	Determine whether the antifreeze is at the proper level mark inside the reservoir. a. Remove the cap on the antifreeze fill port or look through the sight glass, if one is provided. b. Read the coolant level correctly.						
10	Add coolant, using the type approved by apparatus manufacturer, until amount reaches proper level mark per operator's manual guidelines						
11	Check the radiator hoses, recording any leaks or undue wear in apparatus log or on maintenance form.						
12	Remove any debris, such as leaves or trash, resting against the radiator or air intake.						
	<b>Cooling Fan</b>						
13	Inspect the cooling fan, recording any cracks or missing blades in apparatus log or on maintenance form.						
	<b>Windshield Washer Fluid</b>						
14	Check the windshield washer fluid level.						
15	Add windshield washer fluid if tank is less than half full.						
	<b>Battery Condition</b>						
16	If the apparatus has unsealed batteries, carefully remove the caps and check the electrolyte (water) level.						
17	Add distilled water, or water recommended by the manufacturer, to cells if the electrolyte level is low.						
18	Check all battery connections. a. Tighten any loose connections. b. Clean away any corrosion around terminals with a mixture of baking soda and water poured on the connections, scrubbed with a wire brush, and rinsed with clear water. If batteries are washed, dry batteries to prevent parasitic current. c. Clean road debris, dirt, dust, moisture from the top of the batteries to prevent any 'bleed' of current from terminal to terminal that can result in electronics issues.						
19	Check the battery tie-downs, ensuring that the battery is held firmly in place.						
20	Check the built-in battery charger if the apparatus is so equipped, ensuring proper operation.						
	<b>Automatic Transmission Fluid Level</b>						
21	Check the automatic transmission fluid level and condition on the dipstick, sight glass, and/or electronic						



	readout according to manufacturer instructions and fire department policy.						
22	Add fluid to the automatic transmission if the reading on the dipstick or readout indicates that the fluid is low. Be sure to add the proper type and amount per operator's manual.						
	<b>Power Steering Fluid Level</b>						
23	Check the manufacturer's indicator marks to determine the power steering fluid level according to manufacturer instructions and fire department policy. Report any drop in levels.						
24	Add fluid if the reading indicates that the fluid is low. Make sure to add the proper type and amount according to the operator's manual.						
	<b>Brake Fluid (Hydraulic Brake Systems)</b>						
25	Check the level of the brake fluid in the master brake cylinder, following the procedure outlined in the operator's manual.						
26	Add fluid if the fluid is low. Be sure to add the proper type and amount per operator's manual.						
	<b>Air System</b>						
27	<p>Check for leaks in the system.</p> <ul style="list-style-type: none"> <li>a. With the air system at normal operating pressure and the engine shut off, walk around the apparatus and listen for leaks.</li> <li>b. On air tanks not equipped with automatic drains, any accumulated condensation should be drained. If the wet tank has excessive amounts of water the air dryer desiccant may need to be replaced and/or the system needs to be serviced by an AHJ approved Emergency Vehicle Technician.</li> </ul>						
	<b>Belts</b>						
28	Check all engine compartment belts for tightness and excessive wear. These belts include water pump, air compressor, fan, alternator, etc.						
	<b>Electrical Wiring</b>						
29	<p>Check the electrical wiring in the engine compartment.</p> <ul style="list-style-type: none"> <li>a. Look for frayed, cracked, loose, or otherwise worn wiring.</li> <li>b. Record any wiring problems in the apparatus log or on maintenance forms.</li> </ul> <p>Refer any wiring problems to a mechanic for correction</p>						
	<b>Steering Linkage</b>						
30	Check the general condition of the steering						

	linkage. a. Check for looseness and free play. Report any excessive free play. b. Check for missing fasteners.						
	<b>Fuel System</b>						
31	Store the apparatus with a minimum fuel tank level required by local SOP/Gs.						
32	Check for any leaks.						
33	Check the fuel system filters for any indication of contamination, water or debris via the filter sight bowls.						
34	Inspect fuel tank mounting straps for security and corrosion.						
	<b>Documentation</b>						
35	Document the inspection and any maintenance actions and report any deficiencies per local policy.						
<b>Final Test Result for Entire Task</b>							

Evaluator signature & comments, Test #1		Evaluator signature & comments, Retest #1		Evaluator signature & comments, Retest #2	
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# New Jersey Division of Fire Safety

## BASIC PRACTICAL SKILLS EXAMINATION REPORT

Skill sheet #

**ARFF  
10-3**

Certification title

**AIRPORT FIREFIGHTING & RESCUE 6<sup>TH</sup>  
EDITION**

### Applicant Information

Candidate name

DFS ID #

Course #

### Evaluation

**Standard:**  
NFPA 1002, 2017 Edition

**9.1.1**

Perform an in-cab operational inspection of an ARFF apparatus. *[NFPA® 1002, 9.1.1]*

For this skills evaluation checklist, students will perform an in-cab operational inspection. Remind students to always follow manufacturer's recommendations and local standard operating procedures (SOPs) when performing all procedures.

Number	Task Steps	First Test		Retest #1		Retest #2	
		Pass	Fail	Pass	Fail	Pass	Fail
	<b>Cab</b>						
1	Park the apparatus outdoors, if weather permits.						
2	Set up the inspection area. If indoors, be sure that proper ventilation equipment is in place or doors are open to vent vehicle exhaust.						
3	Chock the vehicle's wheels.						
4	Mount the vehicle cab safely.						
5	Check the seatbelts/restraints. <ul style="list-style-type: none"> <li>a. Be sure that they are securely mounted and operate freely without binding.</li> <li>b. Make certain that the webbing is not damaged, cut, or frayed.</li> <li>c. Check that the buckles open and close freely.</li> </ul>						
6	Check that the mirrors are not missing or broken.						
7	Make sure that the tilt/telescopic steering wheel is in a suitable position and is functioning correctly.						
8	Turn off all accessory electrical switches.						
9	Start the vehicle.						
10	Run the engine at low idle per local SOP/Gs until it has warmed to its operating temperature.						
	<b>Dashboard Gauges</b>						
11	Make sure that all gauges below are functioning in the normal operating range: <ul style="list-style-type: none"> <li>a. Speedometer/odometer</li> <li>b. Tachometer</li> </ul>						

	<ul style="list-style-type: none"> <li>c. Oil pressure</li> <li>d. Fuel gauge</li> <li>e. Ammeter and/or voltmeter</li> <li>f. Air pressure</li> <li>g. Coolant temperature</li> <li>h. Vacuum gauge</li> <li>i. Hydraulic pressure gauge</li> <li>j. Transmission oil temperature gauge</li> <li>k. Engine/Pump hour gauge</li> <li>l. DEF tank full (2010 and newer SCR equipped diesel engines)</li> <li>m. DPF indicator lamp OFF (2007 and newer diesel engines)</li> <li>n. Extinguishing agent gauges</li> </ul>						
12	Check that the speedometer is at or very near zero with the apparatus parked.						
13	Make sure that the fuel gauge reads at least three quarters full or in accordance with departmental SOP/Gs.						
14	Check that all other gauges register within limits specified in operator's manual.						
	<b>Control Operations</b>						
15	<p>Briefly operate all controls in the cab, checking each system below:</p> <ul style="list-style-type: none"> <li>a. Electrical equipment switches</li> <li>b. Turn signal switches</li> <li>c. High beam headlight switches</li> <li>d. Heating and air-conditioning controls</li> <li>e. Radio controls</li> <li>f. Public address systems (if so equipped)</li> <li>g. Audible warning device controls (sirens, auto warning horns, air horns, back-up alarms, seat belt fastening indicators, door open indicators, etc.)</li> </ul> <p><b>CAUTION:</b> Before testing audible warning devices, don appropriate hearing protection. Do not test the operation of audible warning devices indoors or if anyone is standing in front of or near the apparatus. This can cause hearing damage to that person. Test these devices when no one else is in a position to be harmed.</p> <ul style="list-style-type: none"> <li>h. Controls for any computer equipment in the cab (mobile data terminal [MDT], mobile computer terminal [MCT], etc.)</li> <li>i. Windshield wiper controls (check fluid</li> </ul>						

	reservoir in cab) j. Window defroster controls k. Load management system l. Pump m. Turret controls n. Turret valves o. Drive system interlock control						
	<b>Steering Wheel</b>						
16	Check steering wheel free play, noting in apparatus log or on inspection form insufficient or excessive free play. Schedule repair with a certified mechanic if there is inappropriate free play (excess play that does not result in the actual movement of the vehicle's front tires).						
	<b>Air Brake System</b>						
17	With engine off, wheels chocked, transmission in neutral, full air tanks, and parking brake released, press brake pedal to floor.						
18	Note any sounds of air leaking, position of needles. After one minute, air pressure should not drop more than 3 psi (20 kPa) for straight-chassis vehicles or 4 psi (30 kPa) for tractor-drawn aerial apparatus.						
19	With engine off and master switch on, pump brake pedal continually to lower air tank pressure. Warning light and buzzer should activate before 60 psi (420 kPa).						
20	After Step 20 is complete, with parking brake released, continue to pump brake pedal until air brake control sets automatically by the button popping out.						
21	Start engine and let air pressure build up to normal.						
22	When the needle stops climbing, the air compressor has cut out.						
23	Apply the brake pedal, lowering the pressure in the tanks by 5 to 10 psi (35-70 kPa) increments stopping at 85 psi (595 kPa). Ensure the air gauge needle begins to indicate a pressure increase following the test.						
	<b>Documentation</b>						
24	Document the inspection and any maintenance actions, and report any deficiencies per local policy.						
<b>Final Test Result for Entire Task</b>							

Evaluator signature & comments, Test #1		Evaluator signature & comments, Retest #1		Evaluator signature & comments, Retest #2	
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# New Jersey Division of Fire Safety

## BASIC PRACTICAL SKILLS EXAMINATION REPORT

Skill sheet #

**ARFF  
10-4**

Certification title

**AIRPORT FIREFIGHTING & RESCUE 6<sup>TH</sup>  
EDITION**

### Applicant Information

Candidate name

DFS ID #

Course #

### Evaluation

**Standard:**  
NFPA 1002, 2017 Edition

**9.1.1**

Perform a daily operational check on an ARFF apparatus. *[NFPA® 1002, 9.1.1]*

For this skills evaluation checklist, students will perform daily apparatus inspections. Always follow manufacturer's recommendations and local standard operating procedures (SOPs) when performing all procedures. Firefighters must properly wear appropriate PPE when performing this skill.

Number	Task Steps	First Test		Retest #1		Retest #2	
		Pass	Fail	Pass	Fail	Pass	Fail
	<b>NOTE:</b> This skill sheet provides general guidelines for inspections. Ensure the apparatus is in a proper location and all safety precautions are followed before beginning this skill. Always follow manufacturer's recommendations and local SOP/Gs.						
1	Proceed to daily operational check site.						
2	Engage the pump.						
3	Make sure all gauges and valves on the in-cab pump panel are in working order.						
4	Operate turrets to flow water. Check all turret functions in accordance with manufacturers' instructions. a. Test roof/HRET and bumper turrets (if applicable) for proper operation and full range of motion. b. Test to ensure that the length and pattern of discharge conform to the specifications in the operator's manual						
5	Test windshield coolant system.						
6	Deploy and operate handlines.						
7	Reservice the vehicle. If water was used from the onboard water tank, refill the tank.						
8	If required by local SOP/Gs, completely drain water from fire pump, discharges, and all booster lines to prevent unnecessary damage caused from water freezing in cold climate conditions.						
9	Document the inspection and any maintenance						

	actions and report any deficiencies per local policy. a. List any damage, discrepancies, or missing items. B. Report damage, discrepancies, or missing items to appropriate personnel.						
<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
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