New Jersey Division of Fire Safety
BASIC PRACTICAL SKILLS EXAMINATION REPORT

Office of Training and Certification	**Skill sheet #** **IFBI-02**	**Certification title**	**Industrial Fire Brigade Incipient Member**

Applicant Information

Candidate name	DFS ID #	Course #

Evaluation

Standard: **NFPA 1081, 4.1.2.1** **2018 Edition**	**Task** The brigade member will simulate answering a Fire Station Telephone and or Intercom system, while providing information of the incident and or conditions.
	Conditions and Outcome Using a dispatcher's console radio, the brigade member will communicate with other personnel the nature of a simulated emergency, and provide information to others of the conditions.

Number	Task Steps	First Test		Retest #1		Retest #2	
		Pass	Fail	Pass	Fail	Pass	Fail
1	Determine immediately if the caller has an emergency.						
2	If there is an emergency, indicate the AHJ organization's S.O.P.s .						
3	Confirm the information from the caller. Focus on obtaining vital information from the caller.						
4	Determine if the information is accurate, and the nature of the incident.						
5	Speak clearly and keep the questions brief and to the point.						
6	Do not place any call on hold.						
7	Speak with general terminology relevant to an emergency in the facility.						
8	Confirm with the caller that the information has been received and that a response is being dispatched.						
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 #1**	
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