



Office of Training
and Certification

New Jersey Division of Fire Safety

BASIC PRACTICAL SKILLS EXAMINATION REPORT

Skill Sheet #

FO1-1

Certification title

Fire Officer 1

***HUMAN RESOURCE MANAGEMENT
ASSIGN TASKS OR RESPONSIBILITIES TO UNIT
MEMBERS DURING EMERGENCY OPERATIONS***

Applicant Information

Candidate name

DFS ID #

Course #

Evaluation

Standard:
NFPA 1021, 2020 Edition
4.2.1

Task

Assign tasks or responsibilities to unit members during emergency operations so that the instructions are complete, clear, and concise; safety considerations are addressed; and the desired outcomes are conveyed.

Conditions and Outcome

Given an assignment during either an actual or simulated emergency operation situation, the candidate shall be able to condense instructions for frequently assigned unit tasks based upon training and standard operating procedures during emergency operations. **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	Assign tasks or responsibilities to unit members during emergency operations (actual or simulated)						
2	Give complete, clear, and concise instructions based on applicable training, standard operating procedures, and scenario						
3	Communicate desired outcomes to unit members according to scenario						
4	Confirm orders and desired outcomes are understood by members						
5	Address safety concerns appropriate to scenario						
6	Utilize personnel and/or equipment in an efficient manner.						
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