



Office of Training
and Certification

New Jersey Division of Fire Safety

BASIC PRACTICAL SKILLS EXAMINATION REPORT

Skill sheet #
FO1-3

Certification Title

Fire Officer 1

***HUMAN RESOURCE MANAGEMENT
DIRECT UNIT MEMBERS DURING A TRAINING
EVOLUTION***

Applicant Information

Candidate name

DFS ID #

Course #

Evaluation

Standard:
NFPA 1021, 2020 Edition
4.2.3

Task

Direct unit members during a training evolution so that the evolution is performed in accordance with safety plans, efficiently, and as directed

Conditions and Outcome

Given an actual or simulated company training evolution and training policies and procedures, the candidate shall be able to issue guided directions to unit members during a training evolution. **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 Communicate clear, concise, and understandable directions to unit members during training evolution(s).

2 Conduct evolutions in a safe manner.

3 Ensure compliance with applicable policies, procedures, and practices.

4 Maximize learning by anticipating needs or problems.

5 Address improper methods or mistakes and correct promptly (if applicable).

6 Complete evolution appropriately according to scenario and applicable policies, procedures, and practices.

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