



Office of Training  
and Certification

# New Jersey Division of Fire Safety

## BASIC PRACTICAL SKILLS EXAMINATION REPORT

Skill sheet #

**FO1-17**

Certificate title

**Fire Officer 1**

***SAFETY***

**CONDUCT AN INITIAL ACCIDENT INVESTIGATION**

### Applicant Information

Candidate name

DFS ID #

Course #

### Evaluation

**Standard:**  
**NFPA 1021, 2020 Edition**  
**4.7.2**

**Task**

Conduct an initial accident investigation so that the incident is documented and reports are processed in accordance with policies, procedures, and practices.

**Conditions and Outcome**

Given an actual or simulated incident, policies and procedures, and investigation forms, the candidate shall be able to conduct an initial accident investigation. **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
<b>1</b>	Conduct investigation interviews with applicable personnel to obtain facts.						
<b>2</b>	Utilize all available resources to document accident conditions.						
<b>3</b>	Identify factors contributing to accident.						
<b>4</b>	Document investigation information in writing.						
<b>5</b>	Make appropriate accident notifications according to policy, procedure and practices.						
<b>6</b>	Complete appropriate forms and process investigation reports according to policies, procedures and practices.						
<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 04/2021

Approved by NJ SME Committee 04/23/2021.