



Office of Training
and Certification

New Jersey Division of Fire Safety

BASIC PRACTICAL SKILLS EXAMINATION REPORT

Skill sheet #

FO1-5

Certification title

Fire Officer 1
COMMUNITY AND GOVERNMENT RELATIONS
INITIATE ACTION ON A COMMUNITY NEED

Applicant Information

Candidate name

DFS ID #

Course #

Evaluation

Standard:
NFPA 1021, 2020 Edition
4.3.1

Task

Initiate action on a community need so that the need is addressed.

Conditions and Outcome

Given an actual or simulated situation regarding a fire and life safety issue in the community and using policies, procedures and/or practices. The candidate shall be able to demonstrate familiarity with public relations and the ability to communicate verbally while addressing a community need. **The candidate will complete this task with a minimum of 6 items answered correctly**

Number	Task Steps	First Test		Retest #1		Retest #2	
		Pass	Fail	Pass	Fail	Pass	Fail
1	Determine the content of a fire and life safety message to address the specific community need/fire and life safety hazard.						
2	Direct the message toward the specific hazard, showing the context of the problem and the desired behavior.						
3	Ensure the message appeals to positive motives.						
4	Develop the message to address the proper audience, policies, procedures and practices.						
5	Determine resources needed to communicate the message to the community.						
6	Establish a timeframe when the target audience will be receptive to the fire and life safety message.						
7	Schedule message delivery (time and location) for maximum effect.						
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