New Jersey Division of Fire Safety
PRACTICAL SKILLS EXAMINATION REPORT

Office of Training and Certification

Skill Sheet #	Certification title
FO4-5	**Fire Officer 4 HUMAN RESOURCE MANAGEMENT** *MEMBER/EMPLOYEE INCENTIVE PROGRAM*

Applicant Information

Candidate name	DFS ID #	Course #

Evaluation

Standard:
NFPA 1021, 2020 Edition 7.2.5

Task
Evaluate an incentive program, given data, so that a determination is made regarding achievement of the desired results, and modify as necessary.

Conditions and Outcome
Given policies and procedures; available incentive programs; contractual agreements; local, State/Provincial, and Federal regulations, the student shall demonstrate the ability to communicate, to relate interpersonally to members, and to analyze programs.
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	Identify an evaluation method used for evaluating an incentive program.						
2	Identify incentive program utilization.						
3	Provide a description of the incentive program.						
4	Identify the goals of the incentive program.						
5	Provide a summary of the incentive program, including data, findings, conclusion and recommendations.						
6	Establish a timeframe to implement the incentive program.						
7	Present orally or in writing a summary of findings.						
	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