



Office of Training
and Certification

New Jersey Division of Fire Safety

BASIC PRACTICAL SKILLS EXAMINATION REPORT

Skill sheet #

FF1-16

Certification title

Firefighter 1
Tying a Figure Eight Knot

Applicant Information

Candidate name

DFS ID #

Course #

Evaluation

Standard:
NFPA 1001, 2019 Edition
Skill Drill 9-9
Fire Fighter I, 4.1.2,
4.3.20

Task

Tying a figure eight knot.

Conditions and Outcome

The candidate shall be provided with a section of life safety rope. The candidate shall be able to properly tie a figure eight knot, while wearing appropriate PPE.

Student must successfully pass all Task Steps with 100 percent to pass this skill sheet

Number	Task Steps	First Test		Retest #1		Retest #2	
		Pass	Fail	Pass	Fail	Pass	Fail
1	Form a bite in the rope and loop the working end completely around the standing part and back through the loop. When you pull the knot tight, it will have the shape of a figure eight.						
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	
Candidate signature & acknowledgement, Test #1		Candidate signature & acknowledgement, Retest #1		Candidate signature & acknowledgement, Retest #2			
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New Jersey Division of Fire Safety

BASIC PRACTICAL SKILLS EXAMINATION REPORT

Skill sheet #

FF1-17

Certification title

Firefighter 1
Tying a Figure Eight on a Bight

Applicant Information

Candidate name

DFS ID #

Course #

Evaluation

Standard:
NFPA 1001, 2019 Edition
Skill Drill 9-10
Fire Fighter I, 4.1.2,
4.3.20

Task

Tying a figure eight knot on a bight.

Conditions and Outcome

The candidate shall be provided with a section of life safety rope. The candidate shall be able to properly tie a figure eight knot on a bight, while wearing appropriate PPE

Student must successfully pass all Task Steps with 100 percent to pass this skill sheet

Number

Task Steps

First Test

Retest #1

Retest #2

Pass

Fail

Pass

Fail

Pass

Fail

1 Form a bight in the rope and tie a figure eight knot on a bite and secure with a safety knot to secure the loose end of the rope to the standing part.

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 #1**

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BASIC PRACTICAL SKILLS EXAMINATION REPORT

Skill sheet #

FF1-18

Certification title

Firefighter 1
Tying a Figure Eight Follow-Through

Applicant Information

Candidate name

DFS ID #

Course #

Evaluation

Standard:
NFPA 1001, 2019 Edition
Skill Drill 9-11
Fire Fighter I, 4.1.2,
4.3.20

Task

Tying a figure eight knot with a follow-through.

Conditions and Outcome

The candidate shall be provided with a section of life safety rope. The candidate shall be able to properly tie a figure eight knot with a follow-through, while wearing appropriate PPE.

Student must successfully pass all Task Steps with 100 percent to pass this skill sheet

Number	Task Steps	First Test		Retest #1		Retest #2	
		Pass	Fail	Pass	Fail	Pass	Fail
1	Tie a simple figure eight in the standing part of the rope, far enough back to make a loop. Leave this knot loose. Thread the working end through the opening or around the object and bring it back through the original figure eight knot in the opposite direction. Once the working end has been threaded through the knot, pull the knot tight. Secure the loose end with a safety knot.						
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	
Candidate signature & acknowledgement, Test #1		Candidate signature & acknowledgement, Retest #1		Candidate signature & acknowledgement, Retest #2			
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BASIC PRACTICAL SKILLS EXAMINATION REPORT

Skill sheet #

FF1-19

Certification title

Firefighter 1
Tying a Figure Eight Bend

Applicant Information

Candidate name

DFS ID #

Course #

Evaluation

Standard:
NFPA 1001, 2019 Edition
Skill Drill 9-12
Fire Fighter 1, 4.1.2,
4.3.20

Task

Tying a figure eight bend.

Conditions and Outcome

The candidate shall be provided with two sections of rope. The candidate shall be able to properly tie a figure eight bend, while wearing appropriate PPE.

Student must successfully pass all Task Steps with 100 percent to pass this skill sheet

Number

Task Steps

First Test

Retest #1

Retest #2

1

Tie a figure eight near the end of one rope and thread the end of the second rope completely through the knot from the opposite end. Pull the knot tight. Tie a safety knot on the loose end of each rope to the standing part of the other.

Pass

Fail

Pass

Fail

Pass

Fail

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**

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BASIC PRACTICAL SKILLS EXAMINATION REPORT

Skill sheet #

FF1-20

Certification title

Firefighter 1 Tying a Bowline

Applicant Information

Candidate name

DFS ID #

Course #

Evaluation

Standard:
NFPA 1001, 2019 Edition
Skill Drill 9-13
Fire Fighter I, 4.1.2,
4.3.20

Task

Tying a bowline knot.

Conditions and Outcome

The candidate shall be provided with a section of utility rope. The candidate shall be able to properly tie a bowline knot while wearing appropriate PPE.

Student must pass 5 of 6 steps to pass this skill sheet.

Number	Task Steps	First Test		Retest #1		Retest #2	
		Pass	Fail	Pass	Fail	Pass	Fail
1	Make the desired sized loop and bring the working end back to the standing part.						
2	Form a small overhand loop in the standing part of the rope with the section close to the working end on top. Thread the working end up through this loop from the bottom.						
3	Pass the working end over the loop and around and under the standing part.						
4	Pass the working end back down through the same opening.						
5	Tighten the knot by holding the working end and pulling the standing part of the rope backward.						
6	Tie a safety knot in the working end of the rope.						
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
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BASIC PRACTICAL SKILLS EXAMINATION REPORT

Skill sheet #

FF1-21

Certification title

Firefighter 1
Tying a Water Knot

Applicant Information

Candidate name

DFS ID #

Course #

Evaluation

Standard:
NFPA 1001, 2019 Edition
Skill Drill 9-15
Fire Fighter I, 4.1.2,
4.3.20

Task

Tying a water knot.

Conditions and Outcome

The candidate shall be provided with a section of webbing. The candidate shall be able to properly tie a water knot using the webbing while wearing appropriate PPE.

Student must successfully pass all Task Steps with 100 percent to pass this skill sheet

Number	Task Steps	First Test		Retest #1		Retest #2	
		Pass	Fail	Pass	Fail	Pass	Fail
1	Tie an overhand knot in one end of the webbing, approximately 6 in. from the end and with the other end of the webbing, start retracing from the working end through the knot until approximately 6 in. is left on the other end. Tie an overhand knot on each tail as a safety						
Final Test Result for Entire Task							
Evaluator signature & comments, Test #1		Evaluator signature & comments, Retest #1		Evaluator signature & comments, Retest #2			
Evaluator signature		Evaluator signature		Evaluator signature			
Date		Date		Date			
Candidate signature & acknowledgement, Test #1		Candidate signature & acknowledgement, Retest #1		Candidate signature & acknowledgement, Retest #2			
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BASIC PRACTICAL SKILLS EXAMINATION REPORT

Skill sheet #

FF1-22

Certification title

Firefighter 1
Hoisting an Axe

Applicant Information

Candidate name

DFS ID #

Course #

Evaluation

Standard:
NFPA 1001, 2019 Edition
Skill Drill 9-16
Fire Fighter I, 4.1.2,
4.3.20

Task

Hoisting an axe using the rope.

Conditions and Outcome

The candidate shall be provided with a section of rope and an axe. The candidate shall be able to properly hoist an axe while wearing appropriate PPE.

Student must pass 4 of 5 steps to pass this skill sheet

Number	Task Steps	First Test		Retest #1		Retest #2	
		Pass	Fail	Pass	Fail	Pass	Fail
1	Tie the end of the hoisting rope around the handle of the axe near the head using either a figure eight on a bight or a clove hitch. Slip the knot down the handle from the end to the head.						
2	Loop the standing part of the rope under the head.						
3	Place the standing part of the rope parallel to the axe handle.						
4	Use one or two half hitches along the axe handle to keep the handle parallel to the rope.						
5	Communicate with the fire fighter above that the axe is ready to raise.						
Final Test Result for Entire Task							
Evaluator signature & comments, Test #1		Evaluator signature & comments, Retest #1		Evaluator signature & comments, Retest #2			
Evaluator signature		Evaluator signature		Evaluator signature		Evaluator signature	
Date		Date		Date		Date	
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BASIC PRACTICAL SKILLS EXAMINATION REPORT

Skill sheet #

FF1-23

Certification title

Firefighter 1
Hoisting a Pike Pole

Applicant Information

Candidate name

DFS ID #

Course #

Evaluation

Standard:
NFPA 1001, 2019 Edition
Skill Drill 9-17
Fire Fighter I, 4.1.2,
4.3.20

Task

Hoisting a pike pole using the rope

Conditions and Outcome

The candidate shall be provided with a section of rope and a pike pole. The candidate shall be able to properly hoist a pike pole while wearing appropriate PPE.

Student must successfully pass all Task Steps with 100 percent to pass this skill sheet

Number	Task Steps	First Test		Retest #1		Retest #2	
		Pass	Fail	Pass	Fail	Pass	Fail
1	Place a clove hitch over the bottom of the handle and secure it close to the bottom of the handle. Leave enough length of rope below the clove hitch for a tag line while raising the pike pole.						
2	Place a half hitch around the handle above the clove hitch to keep the rope parallel to the handle.						
3	Slip a second half hitch over the handle and secure it near the head of the pike pole.						
4	Communicate with the fire fighter above that the pike pole is ready to raise.						
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		
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BASIC PRACTICAL SKILLS EXAMINATION REPORT

Skill sheet #

FF1-24

Certification title

Firefighter 1
Hoisting a Ladder

Applicant Information

Candidate name

DFS ID #

Course #

Evaluation

Standard:
NFPA 1001, 2019 Edition
Skill Drill 9-18
Fire Fighter I, 4.1.2,
4.3.20

Task

Properly hoist the ladder using the rope.

Conditions and Outcome

The candidate shall be provided with a section of rope and a ladder. The candidate shall be able to properly hoist a ladder while wearing appropriate PPE.

Student must pass 4 of 5 steps to pass this skill sheet

Number	Task Steps	First Test		Retest #1		Retest #2	
		Pass	Fail	Pass	Fail	Pass	Fail
1	Tie a figure eight on a bight to create a loop.						
2	The loop should be approximately 3 or 4 ft (1–1.3 m) in diameter and large enough to fit around both ladder beams.						
3	Pass the rope between two beams of the ladder, three or four rungs from the top. Pull the end of the loop under the rungs and toward the tip at the top of the ladder.						
4	Place the loop around the top tip of the ladder.						
5	Pull on the running end of the rope to remove the slack from the rope. Attach a tag line to the bottom rung of the ladder to stabilize it as it is being hoisted. Communicate with the fire fighter above that the ladder is ready to be raised. Hold on to the tag line to stabilize the bottom of the ladder as it is being hoisted.						
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	
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BASIC PRACTICAL SKILLS EXAMINATION REPORT

Skill sheet #

FF1-25

Certification title

Firefighter 1

Hoisting a Charged Hose Line

Applicant Information

Candidate name

DFS ID #

Course #

Evaluation

Standard:
NFPA 1001, 2019 Edition
Skill Drill 9-19
Fire Fighter I, 4.1.2,
4.3.20

Task

Properly hoist the charged hose line

Conditions and Outcome

The candidate shall be provided with a section of utility rope and a charged hose line. The candidate shall be able to properly hoist a charged hose line while wearing appropriate PPE.

Student must successfully pass all Task Steps with 100 percent to pass this skill sheet

Number	Task Steps	First Test		Retest #1		Retest #2	
		Pass	Fail	Pass	Fail	Pass	Fail
1	Make sure that the nozzle is completely closed and secure. An unsecured handle (known as the bail) could get caught on something as the hose is being hoisted, and the nozzle could open suddenly. Use a clove hitch, 1 to 2 ft (0.3 to 0.6 m) behind the nozzle, to tie the end of the hoisting rope around a charged hose line. Use a safety knot to secure the loose end of the rope below the clove hitch.						
2	Make a bight in the rope even with the nozzle shut-off handle, which must be in the forward (completely off) position. Insert the bight through the handle opening and slip it over the end of the nozzle. When the bight is pulled tight, it will create a half hitch and secure the handle in the off position while the charged hose line is hoisted. Communicate with the fire fighter above that the hose line is ready to hoist.						
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	
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New Jersey Division of Fire Safety

BASIC PRACTICAL SKILLS EXAMINATION REPORT

Skill sheet #

FF1-26

Certification title

Firefighter 1

Hoisting an Uncharged Hose Line

Applicant Information

Candidate name

DFS ID #

Course #

Evaluation

Standard:
NFPA 1001, 2019 Edition
Skill Drill 9-20
Fire Fighter I, 4.1.2,
4.3.20

Task

Properly hoist the uncharged hose line.

Conditions and Outcome

The candidate shall be provided with a section of utility rope and an uncharged hose line with nozzle. The candidate shall be able to properly hoist an uncharged hose line while wearing appropriate PPE.

Student must pass 4 of 5 steps to pass this skill sheet

Number	Task Steps	First Test		Retest #1		Retest #2	
		Pass	Fail	Pass	Fail	Pass	Fail
1	Fold about 3 ft (1 m) of hose back on itself and place the nozzle on top of the hose.						
2	Tie a clove hitch around both the nozzle and the hose and tighten it securely. The clove hitch should hold both the nozzle and the hose.						
3	Tie a half hitch around the hose about 1 ft (30 cm) from the nozzle. Tie a second half hitch around the hose about 1 ft above the first half hitch.						
4	Tie a safety knot around the nozzle and the hose below the clove hitch.						
5	Communicate with the fire fighter above that the hose line is ready to hoist. Hoist the hose with the fold at the top and the nozzle pointing down.						
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
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BASIC PRACTICAL SKILLS EXAMINATION REPORT

Skill sheet #

FF1-27

Certification title

Firefighter 1
Hoisting an Exhaust Fan

Applicant Information

Candidate name

DFS ID #

Course #

Evaluation

Standard:
NFPA 1001, 2019 Edition
Skill Drill 9-21
Fire Fighter I, 4.1.2,
4.3.20

Task

Properly hoist the exhaust fan.

Conditions and Outcome

The candidate shall be provided with a section of utility rope and an exhaust fan. The candidate shall be able to properly hoist an exhaust fan while wearing appropriate PPE.

Student must successfully pass all Task Steps with 100 percent to pass this skill sheet

Number	Task Steps	First Test		Retest #1		Retest #2	
		Pass	Fail	Pass	Fail	Pass	Fail
1	Tie a figure eight knot in the rope about 3 ft from the working end of the rope.						
2	Loop the working end of the rope around the fan handle and back to the figure eight knot.						
3	Secure the rope by tying a figure eight follow-through by threading the working end back through the first figure eight in the opposite direction.						
4	Attach a tag line to the fan for better control. Communicate with the fire fighter above that the exhaust fan is ready to hoist.						
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			
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BASIC PRACTICAL SKILLS EXAMINATION REPORT

Skill sheet #

FF1-28

Certification title

Firefighter 1
Forcing Entry into an Inward-Opening Door

Applicant Information

Candidate name

DFS ID #

Course #

Evaluation

Standard:
NFPA 1001, 2019 Edition
Skill Drill 10-1
Fire Fighter I, 4.3.4
Mandatory
Option - A

Task

Force entry on an inward-facing door using provided equipment

Conditions and Outcome

The candidate shall be provided with an inward-opening door, Halligan tool, flathead axe, and a partner. Ensure candidate is wearing proper PPE: boots, pants, hood, gloves, helmet, and eye protection. The candidate shall be able to force entry on an inward-facing door using equipment provided.

Student must pass 5 of 6 steps to pass this skill sheet.

Number	Task Steps	First Test		Retest #1		Retest #2	
		Pass	Fail	Pass	Fail	Pass	Fail
1	Look for any safety hazards as you evaluate the door. Inspect the door for the location and number of locks and their mechanisms.						
2	Insert the adze end of the Halligan tool into the space between the door and the door jamb about 6 in. above or below the door lock. Push up or down on the tool to rotate the adze and to create a gap (or crease) in the door.						
3	Insert the fork end of the tool into the gap between the door and the door frame.						
4	Instruct a second fire fighter to drive the fork in forcefully with a flat-head axe. Keep constant pressure on the tool and move the tool away from the door as it is being driven in. The tool is set when the arch of the fork is even with the inside edge of the door/doorstop and is perpendicular to the door.						
5	When the Halligan tool is set, push the tool sharply inward toward the center of the door to create maximum force and force open the door.						
6	Maintain control of the door when it opens by hooking the door with the adze end of the Halligan.						
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
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Candidate signature	Date	Candidate signature	Date	Candidate signature	Date
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Office of Training and
Certification

Skill sheet #

FF1-29

Certification title

Firefighter 1
Forcing Entry into an Outward-Opening Door

Applicant Information

Candidate name

DFS ID #

Course #

Evaluation

Standard:
NFPA 1001, 2019 Edition
Skill Drill 10-2
Fire Fighter I, 4.3.4
Mandatory
Option - B

Task

Force entry on an outward-opening door using provided equipment.

Conditions and Outcome

The candidate shall be provided with an outward-opening door, Halligan tool, flathead axe, and a partner. Ensure candidate is wearing proper PPE: boots, pants, hood, gloves, helmet, and eye protection. The candidate shall be able to force entry on an outward-opening door using equipment provided.

Student must successfully pass all Task Steps with 100 percent to pass this skill sheet

Number	Task Steps	First Test		Retest #1		Retest #2	
		Pass	Fail	Pass	Fail	Pass	Fail
1	Size up the door, looking for any safety hazards. Determine the number and location of locks and the locking mechanism. Place the adze end of the Halligan tool in the space between the door and the door jamb. Gap the door by rocking the tool up and down to spread the door from the door jamb.						
2	Set the tool and pry the door out by pulling on the Halligan tool so the adze can be driven in past the door jamb. Be careful not to bury the tool in the door jamb. Strike the Halligan tool to drive the adze end of the tool past the door jamb.						
3	Force the door by pulling the Halligan tool away from the door. Control the door to limit ventilation of the fire and to prevent it from closing behind you.						
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

Form DFS-SS-1, 10/12

Approved by NJ SME Committee 11/20/2020

Updated by NJ SME Committee 3/8/2021, Revised 4/27/2022



Office of Training
and Certification

New Jersey Division of Fire Safety

BASIC PRACTICAL SKILLS EXAMINATION REPORT

Skill sheet #

FF1-30

Certification title

Firefighter 1

Forcing Entry Using a K Tool

Applicant Information

Candidate name

DFS ID #

Course #

Evaluation

Standard:
NFPA 1001, 2019 Edition
Skill Drill 10-8
Fire Fighter I, 4.3.4

Task

Force entry on a doorway using the K tool.

Conditions and Outcome

The candidate shall be provided with a K tool and locking mechanism for a doorway. Ensure candidate is wearing proper PPE: boots, pants, hood, gloves, helmet, and eye protection. The candidate shall be able to force entry on a door using a K tool.

Student must successfully pass all Task Steps with 100 percent to pass this skill sheet

Number	Task Steps	First Test		Retest #1		Retest #2	
		Pass	Fail	Pass	Fail	Pass	Fail
1	Size up the door and lock area, checking for any safety hazards. Determine which type of lock is used, whether it is regular or heavy-duty construction, and whether the lock cylinder has a case-hardened collar, which may hamper proper cutting. Place the K tool over the face of the lock cylinder, noting the location of the keyway.						
2	Place the adze end of the Halligan tool or similar prying tool into the slot on the face of the K tool. Using a flat-head axe or similar striking tool, strike the end of the prying tool to drive the K tool farther onto the lock cylinder.						
3	Pry up on the tool to remove the lock cylinder and expose the locking mechanism. Using the small tools that come with the K tool, turn the locking mechanism to open the lock. The lock should release, allowing you to open the door.						
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	
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