



Office of Training  
and Certification

# New Jersey Division of Fire Safety

## BASIC PRACTICAL SKILLS EXAMINATION REPORT

Skill sheet #

**HMT-49**

Certification title

**Hazardous Material Technician**

### Applicant Information

Candidate name

DFS ID #

Course #

### Evaluation

#### Standard:

NEPA 1072, 2017 edition  
7.4.3.2

#### Task

#### Apply a sleeve, jacket, clamp, or wrap to a leak.

#### Conditions and Outcome

This skill involves the use of actual or simulated hazardous materials samples, hazardous materials can cause serious injury or fatality. While wearing the appropriate PPE and taking the appropriate safety precautions, demonstrate the following general skill steps; specific hazmat incidents may differ in procedure. **Special Note: Specific procedures will vary depending on the equipment used. Always follow the manufacturer's instructions for complete directions.**

Number	Task Steps	First Test		Retest #1		Retest #2	
		Pass	Fail	Pass	Fail	Pass	Fail
1	Ensure proper product control techniques is chosen.						
2	Ensure that all responders involved in the control function are wearing appropriate PPE for applying a sleeve, jacket, clamp, or wrap to a leak and that appropriate hand tools have been selected.						
3	Select a location to efficiently and safely apply a sleeve, jacket, clamp or wrap to a leak.						
4	Avoid direct contact with the hazardous material to the extent possible.						
5	Determine the location of the leak.						
6	Attempt to position container so that the location of the leak is in the uppermost position.						
7	Apply the sleeve, jacket , clamp or other wrap to control the leak.						
8	Decontaminate tools.						
9	Advance to decontamination line for decontamination.						
10	Inspect and maintain tools and equipment as per local SOPs and manufacturers recommendations.						
11	Complete required reports and supporting documentation.						
<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
Candidate signature & acknowledgement, Test #1		Candidate signature & acknowledgement, Retest #1		Candidate signature & acknowledgement, Retest #1	

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Form DFS-HMT-SS-49

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Office of Training  
and Certification

# New Jersey Division of Fire Safety

## BASIC PRACTICAL SKILLS EXAMINATION REPORT

Skill sheet #

**HMT-50**

Certification title

**Hazardous Material Technician**

### Applicant Information

Candidate name

DFS ID #

Course #

### Evaluation

#### Standard:

NFPA 1072, 2017 edition  
7.4.3.4

#### Task

**Conduct liquid transfer operations involving a leaking non-pressure container.**

#### Conditions and Outcome

This skill involves the use of actual or simulated hazardous materials samples, hazardous materials can cause serious injury or fatality. While wearing the appropriate PPE and taking the appropriate safety precautions, demonstrate the following general skill steps; specific hazmat incidents may differ in procedure. **Special Note: Specific procedures will vary depending on the equipment used. Always follow the manufacturer's instructions for complete directions.**

Number	Task Steps	First Test		Retest #1		Retest #2	
		Pass	Fail	Pass	Fail	Pass	Fail
1	Ensure proper product control techniques is chosen.						
2	Ensure that all responders involved in the control function are wearing appropriate PPE for performing liquid transfer operation and that appropriate hand tools have been selected.						
3	Select a location to efficiently and safely perform the liquid transfer operation.						
4	Protect exposures and personnel.						
5	Follow safety procedures.						
6	Minimize / avoid hazards.						
7	Complete hazards monitoring requirements.						
8	Ensure recovery container is compatible with liquid product.						
9	Recognize the need to suppress vapors.						
10	Bond and ground containers following steps taught in previous skill steps.						
11	Use approved liquid transfer method to transfer product to recovery container.						
12	Decontaminate tools.						
13	Advance to decontamination line for decontamination.						
14	Inspect and maintain tools and equipment as per local SOPs and manufacturers recommendations.						
15	Complete required reports and supporting documentation.						
<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 #1</b>	
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Office of Training  
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# New Jersey Division of Fire Safety

## BASIC PRACTICAL SKILLS EXAMINATION REPORT

Skill sheet #

**HMT-51**

Certification title

**Hazardous Material Technician**

### Applicant Information

Candidate name

DFS ID #

Course #

### Evaluation

#### Standard:

NEPA 1072, 2017 edition  
7.4.3.4

#### Task

#### Bond and ground a container.

#### Conditions and Outcome

This skill involves the use of actual or simulated hazardous materials samples, hazardous materials can cause serious injury or fatality. While wearing the appropriate PPE and taking the appropriate safety precautions, demonstrate the following general skill steps; specific hazmat incidents may differ in procedure.

**Special Note: Specific procedures will vary depending on the equipment used. Always follow the manufacturer's instructions for complete directions.**

Number	Task Steps	First Test		Retest #1		Retest #2	
		Pass	Fail	Pass	Fail	Pass	Fail
1	Ensure proper product control techniques is chosen.						
2	Ensure that all responders involved in the control function are wearing appropriate PPE for preforming bonding and grounding operations.						
3	Select a location to efficiently and safely perform the bonding and grounding operation.						
4	Establish ground field. Check resistance between grounding rod and earth.						
5	Bond the containers. Check the resistance between bonding clamp and container.						
6	Ground the containers.						
7	If necessary, decontaminate tools and advance to decontamination line for decontamination.						
8	Notify the Incident Commander of the complete objective.						
9	Inspect and maintain tools and equipment as per local SOPs and manufacturers recommendations.						
10	Complete required reports and supporting documentation.						
<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
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# New Jersey Division of Fire Safety

## BASIC PRACTICAL SKILLS EXAMINATION REPORT

Skill sheet #

**HMT-52**

Certification title

**Hazardous Material Technician**

### Applicant Information

Candidate name

DFS ID #

Course #

### Evaluation

#### Standard:

NFPA 1072, 2017 edition  
7.4.3.2

#### Task

**Perform remote valve shutoff or activate emergency shutoff device.**

#### Conditions and Outcome

This skill involves the use of actual or simulated hazardous materials samples, hazardous materials can cause serious injury or fatality. While wearing the appropriate PPE and taking the appropriate safety precautions, demonstrate the following general skill steps; specific hazmat incidents may differ in procedure. **Special Note: Specific procedures will vary depending on the equipment used. Always follow the manufacturer's instructions for complete directions.**

Number	Task Steps	First Test		Retest #1		Retest #2	
		Pass	Fail	Pass	Fail	Pass	Fail
1	Ensure proper product control techniques is chosen.						
2	Ensure that all responders involved in the control function are wearing appropriate PPE for performing remote valve shutoff operations.						
3	Identify and locate the emergency remote control valve and/or emergency shutoff device.						
4	Operate the remote control valve and or emergency shutoff device properly.						
5	If necessary, decontaminate tools and advance to decontamination line for decontamination.						
6	Notify the Incident Commander of the completed objective.						
7	Inspect and maintain tools and equipment as per local SOPs and manufacturers recommendations.						
8	Complete required reports and supporting documentation.						
<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
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 #

**HMT-53**

Certification title

**Hazardous Material Technician**

### Applicant Information

Candidate name

DFS ID #

Course #

### Evaluation

#### Standard:

NFPA 1072, 2017 edition  
7.4.3.2

#### Task

**Tighten or close leaking valves, closures, packing glands, and or fittings.**

#### Conditions and Outcome

This skill involves the use of actual or simulated hazardous materials samples, hazardous materials can cause serious injury or fatality. While wearing the appropriate PPE and taking the appropriate safety precautions, demonstrate the following general skill steps; specific hazmat incidents may differ in procedure. **Special Note: Specific procedures will vary depending on the equipment used. Always follow the manufacturer's instructions for complete directions.**

Number	Task Steps	First Test		Retest #1		Retest #2	
		Pass	Fail	Pass	Fail	Pass	Fail
1	Ensure proper product control techniques is chosen.						
2	Ensure that all responders involved in the control function are wearing appropriate PPE for performing tightening or closing of leaking valves, closures, packing glands, and or fittings and that appropriate hand tools have been selected.						
3	Select a location to perform tightening and closing operations efficiently and safely.						
4	Remove obstructions from container if possible.						
5	Attempt to position container so that valve is in the uppermost position.						
6	If the container is disconnected from a process and can be reconnected, reconnect and gently open and close the valve stem to dislodge foreign matter from the seat using the valve handle or a wrench.						
7	Tighten or close leaking valves, closures, packing glands, and or fittings as appropriate.						
8	Decontaminate tools.						
9	Advance to decontamination line to decontamination.						
7	Inspect and maintain tools and equipment as per local SOPs and manufacturers recommendations.						
8	Complete required reports and supporting documentation.						
<b>Final Test Result for Entire Task</b>							

Evaluator signature & comments, Test #1		Evaluator signature & comments, Retest #1		Evaluator signature & comments, Retest #2	
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<b>Candidate signature &amp; acknowledgement, Test #1</b>		<b>Candidate signature &amp; acknowledgement, Retest #1</b>		<b>Candidate signature &amp; acknowledgement, Retest #1</b>	
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# New Jersey Division of Fire Safety

## BASIC PRACTICAL SKILLS EXAMINATION REPORT

Skill sheet #

**HMT-54**

Certification title

**Hazardous Material Technician**

### Applicant Information

Candidate name

DFS ID #

Course #

### Evaluation

#### Standard:

**NFPA 1072, 2017 edition  
7.4.3.2**

#### Task

#### Cap a pressurized leak.

#### Conditions and Outcome

This skill involves the use of actual or simulated hazardous materials samples, hazardous materials can cause serious injury or fatality. While wearing the appropriate PPE and taking the appropriate safety precautions, demonstrate the following general skill steps; specific hazmat incidents may differ in procedure. **Special Note: Specific procedures will vary depending on the equipment used. Always follow the manufacturer's instructions for complete directions.**

Number	Task Steps	First Test		Retest #1		Retest #2	
		Pass	Fail	Pass	Fail	Pass	Fail
1	Ensure proper product control techniques is chosen.						
2	Ensure that all responders involved in the control function are wearing appropriate PPE for capping operations and that appropriate hand tools have been selected.						
3	Select a location to efficiently and safely perform capping operations.						
4	Remove obstructions from container if possible.						
5	Attempt to position container so that valve is in the uppermost position.						
6	If the container is disconnected from a process and can be reconnected, reconnect and gently open and close the valve stem to dislodge foreign matter from the seat using the valve handle or a wrench.						
7	Tighten or close leaking valves, closures, packing glands, and or fittings as appropriate.						
8	If leak persists, apply capping kit as per manufacturer's instructions.						
8	Decontaminate tools.						
9	Advance to decontamination line to decontamination.						
7	Inspect and maintain tools and equipment as per local SOPs and manufacturers recommendations.						
8	Complete required reports and supporting documentation.						
<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 #1</b>	
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# New Jersey Division of Fire Safety

## BASIC PRACTICAL SKILLS EXAMINATION REPORT

Skill sheet #

**HMT-55**

Certification title

**Hazardous Material Technician**

### Applicant Information

Candidate name

DFS ID #

Course #

### Evaluation

#### Standard:

NFPA 1072, 2017 edition  
7.4.3.3

#### Task

**Over-pack a non-bulk container and or radioactive materials package.**

#### Conditions and Outcome

This skill involves the use of actual or simulated hazardous materials samples, hazardous materials can cause serious injury or fatality. While wearing the appropriate PPE and taking the appropriate safety precautions, demonstrate the following general skill steps; specific hazmat incidents may differ in procedure. **Special Note: Specific procedures will vary depending on the equipment used. Always follow the manufacturer's instructions for complete directions.**

Number	Task Steps	First Test		Retest #1		Retest #2	
		Pass	Fail	Pass	Fail	Pass	Fail
1	Ensure proper product control techniques is chosen.						
2	Ensure that all responders involved in the control function are wearing appropriate PPE for performing over-packing operations and that appropriate hand tools have been selected.						
3	Select a location to efficiently and safely perform over-packing operations.						
4	Avoid direct contact with the hazardous material to the extent possible, including residue on the patched container or package.						
5	Place the damaged container or package in appropriate position using safe lifting techniques.						
6	Using a wedge, place the container or package onto a board or piece of pipe using a safe lifting technique.						
7	With the damaged container or package resting on the board or pipe, position the over-pack container so it's open top slides under the damaged container or package by several inches.						
8	As over-pack container is held in place, team members grasp the top of the damaged container or package and roll / slides it on to the pipe into the over-pack container.						
9	Lift the over-pack container into an upright position using safe lifting techniques and attach the over-pack container lid.						
10	Close the over-pack container per manufacturer's instructions.						
11	Mark and label the over-pack container according to appropriate regulations and AHJ's / SOPs.						
12	Decontaminate tools.						

<b>9</b>	Advance to decontamination line to decontamination.						
<b>7</b>	Inspect and maintain tools and equipment as per local SOPs and manufacturers recommendations.						
<b>8</b>	Complete required reports and supporting documentation.						
<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
Candidate signature & acknowledgement, Test #1		Candidate signature & acknowledgement, Retest #1		Candidate signature & acknowledgement, Retest #1	
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# New Jersey Division of Fire Safety

## BASIC PRACTICAL SKILLS EXAMINATION REPORT

Skill sheet #

**HMT-56**

Certification title

**Hazardous Material Technician**

### Applicant Information

Candidate name

DFS ID #

Course #

### Evaluation

#### Standard:

NFPA 1072, 2017 edition  
7.4.3.3

#### Task

**Over-pack a non-bulk container and or radioactive materials package. Rolling Slide-in-Method**

#### Conditions and Outcome

This skill involves the use of actual or simulated hazardous materials samples, hazardous materials can cause serious injury or fatality. While wearing the appropriate PPE and taking the appropriate safety precautions, demonstrate the following general skill steps; specific hazmat incidents may differ in procedure. **Special Note: Specific procedures will vary depending on the equipment used. Always follow the manufacturer's instructions for complete directions.**

Number	Task Steps	First Test		Retest #1		Retest #2	
		Pass	Fail	Pass	Fail	Pass	Fail
1	Ensure proper product control techniques is chosen.						
2	Ensure that all responders involved in the control function are wearing appropriate PPE for performing over-packing operations and that appropriate hand tools have been selected.						
3	Select a location to efficiently and safely perform over-packing operations.						
4	Avoid direct contact with the hazardous material to the extent possible, including residue on the patched container or package.						
5	Place the damaged container or package in appropriate position using safe lifting techniques.						
6	With the damaged container or package on its side, position the over-pack container at approximately 30 degrees to the base of the damaged container or package.						
7	Ensure that the area in front of the container or package is clear of obstructions.						
8	Roll both containers or over-pack container so that the damaged container or package is inserted into the over-pack container.						
9	Repeat steps 5-8 to get majority of container or package into the over-pack container.						
10	Lift the over-pack container into an upright position using safe lifting techniques and attach the over-pack container lid.						
11	Close the over-pack container per manufacturer's instructions.						
12	Mark and label the over-pack container according to appropriate regulations and AHJ's / SOPs.						

<b>13</b>	Decontaminate tools.						
<b>14</b>	Advance to decontamination line to decontamination.						
<b>15</b>	Inspect and maintain tools and equipment as per local SOPs and manufacturers recommendations.						
<b>16</b>	Complete required reports and supporting documentation.						
<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
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# New Jersey Division of Fire Safety

## BASIC PRACTICAL SKILLS EXAMINATION REPORT

Skill sheet #

**HMT-57**

Certification title

**Hazardous Material Technician**

### Applicant Information

Candidate name

DFS ID #

Course #

### Evaluation

#### Standard:

NFPA 1072, 2017 edition  
7.4.3.3

#### Task

**Over-pack a non-bulk container and or radioactive materials package. Slip Over Method**

#### Conditions and Outcome

This skill involves the use of actual or simulated hazardous materials samples, hazardous materials can cause serious injury or fatality. While wearing the appropriate PPE and taking the appropriate safety precautions, demonstrate the following general skill steps; specific hazmat incidents may differ in procedure. **Special Note: Specific procedures will vary depending on the equipment used. Always follow the manufacturer's instructions for complete directions.**

Number	Task Steps	First Test		Retest #1		Retest #2	
		Pass	Fail	Pass	Fail	Pass	Fail
1	Ensure proper product control techniques is chosen.						
2	Ensure that all responders involved in the control function are wearing appropriate PPE for performing over-packing operations and that appropriate hand tools have been selected.						
3	Select a location to efficiently and safely perform over-packing operations.						
4	Avoid direct contact with the hazardous material to the extent possible, including residue on the patched container or package.						
5	Stand the damaged container or package using safe lifting techniques.						
6	Turn over-pack container upside down and place over the damaged container or package.						
7	With the damaged container or package inside the over-pack container, carefully lay the over-pack container on its side.						
8	Lift the over-pack container into an upright position using safe lifting techniques and attach the over-pack container lid.						
9	Close the over-pack container per manufacturer's instructions.						
10	Mark and label the over-pack container according to appropriate regulations and AHJ's / SOPs.						
11	Decontaminate tools.						
12	Advance to decontamination line to decontamination.						
13	Inspect and maintain tools and equipment as per local SOPs and manufacturers recommendations.						



<b>14</b>	Complete required reports and supporting documentation.						
<b>Final Test Result for Entire Task</b>							

Evaluator signature & comments, Test #1		Evaluator signature & comments, Retest #1		Evaluator signature & comments, Retest #2	
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# New Jersey Division of Fire Safety

## BASIC PRACTICAL SKILLS EXAMINATION REPORT

Skill sheet #

**HMT-58**

Certification title

**Hazardous Material Technician**

### Applicant Information

Candidate name

DFS ID #

Course #

### Evaluation

#### Standard:

NFPA 1072, 2017 edition  
7.5.1, 7.6.1

#### Task

#### Participate in a post incident critique

#### Conditions and Outcome

This skill involves the use of actual or simulated hazardous materials samples, hazardous materials can cause serious injury or fatality. While wearing the appropriate PPE and taking the appropriate safety precautions, demonstrate the following general skill steps; specific hazmat incidents may differ in procedure. **Special Note: Specific procedures will vary depending on the equipment used. Always follow the manufacturer's instructions for complete directions.**

Number	Task Steps	First Test		Retest #1		Retest #2	
		Pass	Fail	Pass	Fail	Pass	Fail
1	Provide assistance in scheduled incident debriefings and critiques.						
2	Communicate operational observations at debriefings and critiques.						
3	Report and document (using proper ICS forms) incident operations.						
4	Complete, forward, and file required reports, records, and supporting documents.						
Final Test Result for Entire Task							

Evaluator signature & comments, Test #1		Evaluator signature & comments, Retest #1		Evaluator signature & comments, Retest #2	
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