



Office of Training  
and Certification

# New Jersey Division of Fire Safety

## ***PRACTICAL SKILLS EXAMINATION REPORT***

Skill Sheet #

**FO3-16**

Certification title

**Fire Officer 3**  
**INSPECTIONS AND INVESTIGATIONS**  
***DEVELOP PLAN TO ADDRESS A FIRE SAFETY***  
***PROBLEM***

### Applicant Information

Candidate name

DFS ID #

Course #

### Evaluation

**Standard:**  
**NFPA 1021, 2020 Edition**  
**6.5.2**

**Task**

Develop a plan so that the approval for a new program, piece of legislation, form of public education, or fire safety code is facilitated.

**Conditions and Outcome**

Given department policies, procedures, codes and the reoccurring fire problem of exceeding occupancy load at a local business, the candidate shall demonstrate the ability to use evaluative methods, to use consensus-building techniques, to communicate orally and in writing, and to organize plans.

**The candidate will complete this task with a minimum of 3 items answered correctly**

Number

**Task Steps**

**First Test**

**Retest #1**

**Retest #2**

**Pass**

**Fail**

**Pass**

**Fail**

**Pass**

**Fail**

**1** Review gathered inspection data to determine trends of code violations or fire safety problem.

**2** Develop a plan that addresses trends and provides recommendations for improvement or elimination of program chosen. Circle type to be facilitated:

NEW PROGRAM      PIECE OF LEGISLATION  
FORM OF PUB-ED      FIRE SAFETY CODE

**3** Present written or verbal documentation for method used to address the fire safety problem utilizing consensus-building techniques

**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

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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