



Office of Training  
and certification

# New Jersey Division of Fire Safety

## *PRACTICAL SKILLS EXAMINATION REPORT*

Skill sheet#

**FM-28**

Certification Title

**Fire Official**  
*Mission Specific*  
**Mange Appeals Process**

### Applicant Information

Candidate name

DFS ID #

Course #

### Evaluation

**Standard:**  
NFPA 1037, 2016 Edition  
**5.2.5**

**Task**

The candidate will summarize the Fire Official duty to advise the client of time frame to appeal and assist in the process as needed.

**Conditions and Outcome**

The candidate will summarize the appeals process which usually starts with the FO and will assure that the option for formal appeal is provided with deadlines and cost. The fire official will prepare for and attend formal appeal meetings. **The candidate will complete this task with a minimum of 2 items answered correctly**

Number	Task Steps	First Test		Retest #1		Retest #2	
		Pass	Fail	Pass	Fail	Pass	Fail
1	Overview the appeal process from the fire official perspective						
2	Explain what information is necessary to assemble for the appeal						
3	Summarize the steps in the appeal process from the Fire Official perspective.						
<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 #2</b>	
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	

<b>Candidate signature</b>	<b>Date</b>	<b>Candidate signature</b>	<b>Date</b>	<b>Candidate signature</b>	<b>Date</b>
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