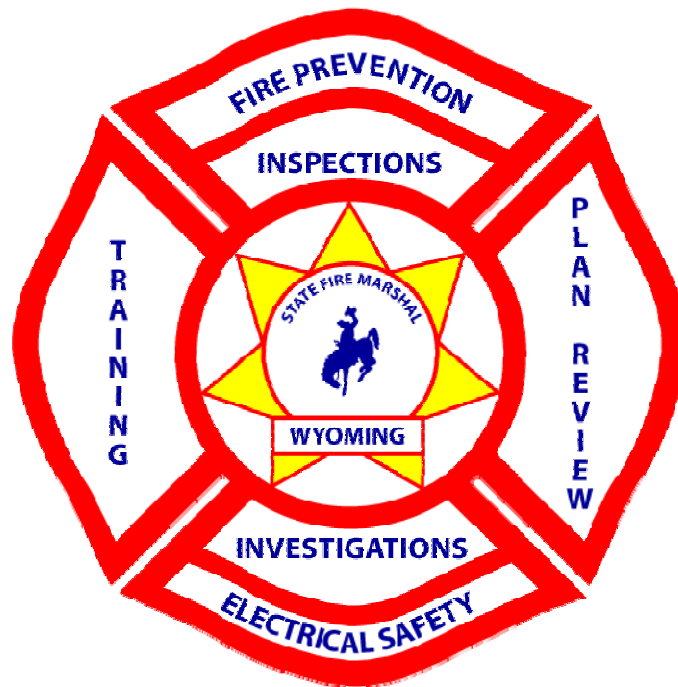


WYOMING FIREFIGHTERS CERTIFICATION SYSTEM



**WYOMING
FIRE INSPECTOR I / II / III
STANDARD**

**NFPA 1031
2009 Edition**

**WYOMING DEPARTMENT OF FIRE PREVENTION
AND ELECTRICAL SAFETY**



16 Firefighter Life Safety Initiatives

1. Define and advocate the need for a cultural change within the fire service relating to safety; incorporating leadership, management, supervision, accountability and personal responsibility. ***From top to bottom the culture of the fire service must change. You can change your behavior today. Lead by example and make a difference – be an agent of change.**
2. Enhance the personal and organizational accountability for health and safety throughout the fire service. *** Each fire service organization must promote safe practices; each individual must have the tools to be safe and adhere to safe practices at ALL TIMES.**
3. Focus greater attention on the integration of risk management with incident management at all levels, including strategic, tactical, and planning responsibilities. *** Learn the concept of “Risk Management,” ensure everyone understands the difference between acceptable risk and an unacceptable risk. Develop and implement a system to pre-identify unacceptable risk. GO and NO GO.**
4. All firefighters must be empowered to stop unsafe practices. *** Firefighters must be allowed to indentify and report unsafe practices. Be aware of safe practices and look for unsafe ones.**
5. Develop and implement national standards for training, qualifications, and certification (including regular recertification) that are equally applicable to all firefighters based on the duties they are expected to perform. *** Seek state and national certifications at all levels available to your department. Support refresher training, promote teaching new methods and improve skills which are used infrequently.**
6. Develop and implement national medical and physical fitness standards that are equally applicable to all firefighters, based on the duties they are expected to perform. ***Departments should establish and enforce SOP”s which support wellness. Adopt a “heart healthy” life style.**
7. Create a national research agenda and data collection system that relates to the initiatives. *** Encourage your department to participate in WFIRS. Support data gathering at your department.**
8. ***Utilize available technology wherever it can produce higher levels of health and safety.**
9. Thoroughly investigate all firefighter fatalities, injuries, and near misses. ***Implement investigation without delay.**
10. *** Grant programs should support the implementation of safe practices and/or mandate safe practices as an eligibility requirement.**
11. National standards for emergency response policies and procedures should be developed and championed. *** National standard for emergency response policy and procedures should be developed. At the local level – help adopt safe driving rules and enforce them – “arrive alive.”**
12. National protocols for response to violent incidents should be developed and championed. *** Fire and EMS workers deserve to have policies which will reduce their exposure to all threats of violence.**
13. Firefighters and their families must have access to counseling and psychological support. *** Firefighting is a high risk occupation, which can put firefighters and their families under extreme stress. They deserve access to mental health care.**
14. Public education must receive more resources and be championed as a critical fire and life safety program. *** Public education is a responsibility of all fire service personnel. It should not be reserved for one week in October. Make communicating the fire prevention message to the community a priority.**
15. Advocacy must be strengthened for the enforcement of fire code. *** Make sure all firefighters understand how sprinkler systems operate and the value they bring to reducing Line of Duty Death.**
16. Safety must be a primary consideration in the design of apparatus and equipment. *** Encourage your department to make safety the highest priority in equipment and apparatus purchases – as high as design and price.**



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EVERYONE GOES HOME[®]
FIREFIGHTER LIFE SAFETY INITIATIVES

16 Firefighter Life Safety Initiatives

The 16 initiatives, listed on the preceding page, address the 6 root causes of firefighter injuries, close calls, and Line of Duty Death.

1. Ineffective policies and procedures.
2. Ineffective decision making.
3. Lack of preparedness.
4. Ineffective leadership.
5. Lack of personal responsibility.
6. Extraordinary and unpredictable circumstances.

For more information on the

Courage to be safe So everyone goes home program

Contact the Department of Fire Prevention

Training Division

At 307-777-7288

Or

View the Courage to be Safe Drills on our website at: <http://wyofire.state.wy.us>

Wyoming Firefighters Certification Committee

The WFCC is an 11 member board, which consists of 8- members from the fire service; 1- member from the State Forestry Rural Training Officer, 1- member representing the State Fire Marshals Office, 1- member representing a college with an emergency services program. The committee members function as liaison between the fire service and the Wyoming State Fire Marshal. The committee also serves in an advisory capacity to consider needs and plans of the DFPES.

Please visit the SFMO website at

<http://wyofire.state.wy.us>

**For a current list of the members of the
Wyoming Firefighters Certification Committee**

Wyoming State Fire Marshal

Department of Fire Prevention and Electrical Safety

Please direct Wyoming Firefighter certification questions and comments to:

Certification Coordinator
DFPES-Training Division
Herschler Building 1 West
122 W. 25th Street
Cheyenne, Wyoming 82002

PH: (307) 777-7288

FAX: (307) 777-7119

Please visit our Web site at: <http://wyofire.state.wy.us>

TABLE OF CONTENTS

INTRODUCTION	1
FIRE INSPECTOR I CERTIFICATION REQUIREMENTS.....	2
ENTRANCE REQUIREMENTS FOR FIRE INSPECTOR I	2
PHYSICAL FITNESS REQUIREMENTS	2
DEPARTMENT TRAINING	3
WRITTEN OBJECTIVES	3
MANIPULATIVE OBJECTIVES	3
DEPARTMENT TRAINING RECORDS	3
DEPARTMENT TRAINING OFFICERS	4
DEPARTMENT “IN HOUSE” COMPREHENSIVE EXAMINATION	4
FIRE INSPECTOR II / III CERTIFICATION REQUIREMENTS	5
TRAINING COURSES	5
PROCESS FOR RECEIVING FIRE INSPECTOR II AND III	5
FIRE INSPECTOR I / II / III CERTIFICATION	6
FIRE INSPECTOR I CERTIFICATION CHECKLIST.....	7
FIRE INSPECTOR I MANIPULATIVE SKILL OBJECTIVES	8
ADMINISTRATION.....	8
FIELD INSPECTION.....	10
FIRE INSPECTOR II.....	19
ENTRANCE REQUIREMENTS FOR FIRE INSPECTOR II.....	19
FIRE INSPECTOR II CERTIFICATION CHECKLIST	19
FIRE INSPECTOR II MANIPULATIVE SKILL OBJECTIVES	20
ENTRANCE REQUIREMENTS FOR FIRE INSPECTOR III.....	32
FIRE INSPECTOR III MANIPULATIVE SKILL OBJECTIVES.....	33
APPENDIX A TRAINING RECORD	43
FIRE INSPECTOR I – TRAINING RECORD / IN-HOUSE COMPREHENSIVE EXAM 2009 EDITION.....	44
FIRE INSPECTOR II – TRAINING RECORD / IN-HOUSE COMPREHENSIVE EXAM 2009 EDITION	46
APPENDIX B IN-HOUSE PROCTOR INSTRUCTIONS	50
TESTER INSTRUCTIONS FOR “IN-HOUSE”	51
COMPREHENSIVE EXAMINATION	51
APPENDIX C CERTIFICATION FORMS.....	52
EXAMINATION REQUEST / CERTIFICATION REQUEST FORM.....	53

INTRODUCTION

The world we live in is changing so fast, and the many phases of the fire service are becoming so technical and complex that fire service training must be utilized to its maximum potential. Any overlap, fragmentation, and lack of basic structure must be eliminated. Standardization is the natural complement and necessity.

The fire service in Wyoming, through a state certification program, can meet the needs of future growth and establish uniformity through certification. We will then have more effective and efficient utilization of resources so as to provide the best possible fire protection service for all the citizens throughout the state of Wyoming.

Through these national standards and certification, firefighters and fire departments have a tool to measure specific levels of skills, abilities, and knowledge. The DFPES believes by participating in this certification program firefighters and fire departments will be better prepared to provide quality life safety and fire protection for their communities.

Through these national standards and certification, firefighters and fire departments have a tool to measure specific levels of skills, abilities and knowledge. The DFPES and the Wyoming Firefighters Certification Committee believe by participating in this certification program, firefighters and fire departments will be better prepared to provide quality life safety and fire protection for their communities.

FIRE INSPECTOR I CERTIFICATION REQUIREMENTS

The following certification requirements are based on the objectives listed in the National Fire Protection Association (NFPA) 1031, *Standard for Fire Inspector*, as verified and adopted by the Wyoming Firefighters Certification Committee (WFCC). Chapter 4 and the job performance requirements defined in sections 4.2 through 4.4. Additionally the Fire Inspector I candidate shall meet NFPA 472 -10, Hazardous Materials Responder at the Awareness Level.

Entrance Requirements for Fire Inspector I

In order to certify within the Wyoming Fire Inspector I program, departments/firefighters must fulfill the following requirements:

1. Complete department entrance requirements.
2. Certified Hazmat Awareness with the DFPES.
3. Set up and maintain department records.
4. Train on the required practical objectives.
5. Pass a department "In House" comprehensive examination.
6. Meet any other training requirements/prerequisites as defined by the DFPES.
7. Complete ICS-100: Introduction to ICS.
8. Complete ICS-200: Basic ICS.
9. Complete IS-700: NIMS, an Introduction.
10. Complete NFA Introduction to Fire Inspection: Principles & Practices.
11. Request Fire Inspector I certification.

The DFPES acknowledges the importance of and need for entrance requirements as listed in the NFPA 1001, *Standard on Fire Fighter Professional Qualifications*. Many agencies and departments have existing policies, regulations, etc. already in place regarding these requirements. The handling of entrance requirements is a **LOCAL MATTER**, outside the authority and jurisdiction of the DFPES. The DFPES will not check, test, evaluate or determine how individual agencies meet these requirements. Some departments have found it necessary to waive any type of entrance requirements due to their own special needs. As a local decision, this is permitted. However, due to the amount of physical, mental and emotional stress inherent in this profession, the **DFPES strongly recommends careful evaluation before altering or doing away with any existing entrance requirements.**

Physical Fitness Requirements

The requirements listed in NFPA 1001, Chapter 4 are:

1. Meet the minimum educational requirements established by the authority having jurisdiction.
2. Meet the medical requirements of NFPA 1582, *Comprehensive Occupational Medical Program for Fire Departments*.

3. Physical fitness requirements for entry-level personnel shall be developed and validated by the authority having jurisdiction. Physical fitness requirements shall be in compliance with applicable Equal Employment Opportunity regulations and other legal requirements.

DEPARTMENT TRAINING

The position of Fire Inspector is one which requires a high level of skill and knowledge. The training given to and received by the fire inspector candidates should be of the highest quality and degree. All training received must meet the requirements of NFPA 1031, *Standard for Fire Inspector*,

Written Objectives

The written objectives for Fire Inspector I are covered in the following text:

1. International Fire Service Training Association (IFSTA), *Fire Inspection and Code Enforcement*, 7th Edition.
2. 2006 - International Fire Code (IFC).

This textbook is available from various fire service bookstores.

A current list of textbook sources is available by calling the DFPES at (307) 777-7288 or 307-857-6820. The Wyoming Fire Service Library catalog is available at <http://wyofire.state.wy.us>.

There are numerous methods departments have used to help prepare their personnel for the written examination. Considering the high level of skill and knowledge required for Fire Inspector I, the DFPES recommends the candidate participate in a comprehensive class and receive instruction on both manipulative and written requirements.

Manipulative Objectives

Each of the manipulative skill objectives shall be completed swiftly, safely, and with competence as defined below:

- **Swiftly** – Each manipulative skill objective must be completed within the allotted time.
- **Safely** – Each manipulative skill objective must be completed safely. Actions that could injure individual or damage equipment are unacceptable. Equipment should be checked prior to skill testing or training to see that it is safe and functional.
- **Competence** – Each manipulative skill objective is performed in accordance with the Wyoming Standard. This includes performing the proper steps in sequence. Competence will be measured in accordance with the DFPES manipulative skill objectives.

Department Training Records

Each candidate shall have a training record on file with the department, which indicates whether he/she has trained on all manipulative skill objectives. This record shall be signed off or initialed by a department training officer. Training records must indicate the date, instructor, and total number of hours trained for each manipulative skill objective. Departments shall use the form provided in Appendix A.

Department Training Officers

For departments to enroll in certification process, it is necessary for the department to assign training officers. It is recommended departments assign at least two personnel as training officers to coordinate and provide certification training.

Department training officers shall be State Certified at the level they are teaching. For this standard, Fire Inspector I, the DFPES strongly recommends training officers/instructors for this level of certification be State Certified at Fire Service Instructor I.

Department training officers/instructors will be responsible for certification training. Their primary responsibility will be to teach, evaluate, and in-house test department personnel on the manipulative skill and evaluation requirements for each level of certification training.

Departments who **do not** have certified personnel to act as training officers for certification training should contact the DFPES at 307-777-7288 for assistance in setting up and monitoring certification training.

Department “In House” Comprehensive Examination

At the completion of the department’s manipulative skills training, the department is **required** to hold an “in-house” comprehensive examination for the level being trained. This is a comprehensive “In-House” examination conducted by the department training officers. This test is to ensure that skill mastery has been obtained from the beginning to the end of the training process, and to prepare participants for the state examination. Training officers may utilize other personnel to assist in administering the exam; however, all personnel assisting with the testing should be certified at the level they are “in-house” testing.

In House Test instructions for the examination are located in Appendix B. It is recommended candidates be given two attempts at any skill. **If they fail on the second try, then they have failed the evaluation and are required to go through additional training by the department trainer.** No training, teaching, or coaching is allowed during the test. After the evaluation, using the test to teach and train is recommended.

If skill weaknesses are evident, the department shall conduct additional training and hold a new department “in-house” comprehensive examination. Only those candidates who successfully pass the department’s skills “in-house” examination will be allowed to participate in the state certification exam. Department training records must show all candidates have successfully passed the “in-house” examination.

FIRE INSPECTOR II / III CERTIFICATION REQUIREMENTS

The skill level for Fire Inspector II and Fire Inspector III is focused on the fire service person who is in an inspection bureau or who is striving to be eligible for promotion. The following certification requirements are based on the objectives listed in the National Fire Protection Association (NFPA) 1031, *Standard for Fire Inspector*, as verified and adopted by the DFPES.

Training Courses

There is no set course to obtain Inspector II or III certification. Due to the nature of the requirements for Inspector II and III, training is received by on the job training and practical experience. This is documented by completing the Inspector II and III Training Record, contained within this standard, which will lead to the development of a Portfolio.

Process for Receiving Fire Inspector II and III

Candidates in the Wyoming Fire Inspector II and III program must successfully complete the Training Record contained within this standard.

Documentation must accompany the training record to provide the necessary proof that the candidate has met the requirements as outlined by NFPA 1031 and adopted by the DFPES.

There is no manipulative or written test for the Inspector II and III level. These are met through a Portfolio process.

FIRE INSPECTOR I / II / III CERTIFICATION

When all requirements for certification have been met, candidates are eligible to be certified. The Fire Chief/Head of Department may apply to the DFPES for certification for those candidates who have successfully completed the certification training/testing process. Request for state certification will be submitted to the DFPES using the **“Request for Certification” form provided in Appendix C**. The names are then checked against the official state records to ensure each individual listed has met all requirements.

Those candidates who have met the requirements are issued a certificate and patch. These are sent to the Fire Chief/Head of the Department for disbursement.

For more information on Wyoming Fire Inspector I / II / III certification contact the:

DFPES Certification Coordinator
Herschler Building 1 West
122 W. 25th Street
Cheyenne, WY 82002
307-777-7288
<http://wyofire.state.wy.us>

]

FIRE INSPECTOR I CERTIFICATION CHECKLIST

ENTRANCE REQUIREMENTS:

- Each candidate has met requirements listed in NFPA 1031, Chapter 4 or those established by the authority having jurisdiction.

DEPARTMENT TRAINING RECORDS:

- Each candidate has a training record on file with the department that shows:
 1. A learning experience in each manipulative skill objective.
 2. Dates of training.
 3. Initials of instructors.
 4. Total number of hours trained in each manipulative skill objective.

DEPARTMENT "IN HOUSE" COMPREHENSIVE EXAMINATION:

- Each participant has successfully completed an "In House" comprehensive examination.
- Results of exam are documented in department training records.

ADDITIONAL TRAINING/PREREQUISITE REQUIREMENTS:

- Each candidate is state certified through the DFPES at the Hazardous Materials Awareness level.
- Complete ICS-100: Introduction to ICS.
- Complete ICS-200: Basic ICS.
- Complete IS-700: NIMS, An Introduction.
- Complete NFA Introduction to Fire Inspection Principles and Practices.

FIRE INSPECTOR I – CERTIFICATION:

- Fire Chief/Head of Department request certification for candidates using the "Request for Certification" form.

FIRE INSPECTOR I MANIPULATIVE SKILL OBJECTIVES

ADMINISTRATION

NFPA 1031, 4.2.1, 4.2.5, 4.2.5(b), Courage to be Safe Drill, 3, 5, 7,

Skill 1: Prepare and complete an inspection report.

CONDITION: Given observations from a field inspection.

TIME: 20:00 minutes

APPLICANT PERFORMED THE FOLLOWING COMPETENCIES:

	<u>1st Att.</u>	<u>2nd Att.</u>
	Y N	Y N
1. Report is clear and concise.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
2. Report is accurate and reflects the findings of the inspection.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
3. Report is referenced to the applicable codes and standards.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>

PERFORMANCE RATING ON THIS SKILL:

	<u>PASS</u>	<u>FAIL</u>
First Attempt	<input type="checkbox"/>	<input type="checkbox"/>
Second Attempt	<input type="checkbox"/>	<input type="checkbox"/>

NFPA 1031, 4.2.2, Courage to be Safe Drill, 14

Skill 2: Recognize the need for a permit.

CONDITION: Given a situation or condition.

TIME: 15:00 minutes

APPLICANT PERFORMED THE FOLLOWING COMPETENCIES:

	<u>1st Att.</u>	<u>2nd Att.</u>
	Y N	Y N
1. Communicate requirements for permit.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
2. Verify permit is in accordance with codes and standards.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
3. Verify permit is in accordance with policies.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>

PERFORMANCE RATING ON THIS SKILL:

	<u>PASS</u>	<u>FAIL</u>
First Attempt	<input type="checkbox"/>	<input type="checkbox"/>
Second Attempt	<input type="checkbox"/>	<input type="checkbox"/>

NFPA 1031, 4.2.3, Courage to be Safe Drill, 14**Skill 3:** Recognize the need for plan review.**CONDITION:** Given a situation or condition.**TIME:** 15:00 minutes**APPLICANT PERFORMED THE FOLLOWING COMPETENCIES:**

	<u>1st Att.</u>	<u>2nd Att.</u>
	Y N	Y N
1. Communicate requirements for plan review.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
2. Verify plan review is in accordance with codes and standards.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
3. Verify plan review is in accordance with policies.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>

PERFORMANCE RATING ON THIS SKILL:

	<u>PASS</u>	<u>FAIL</u>
First Attempt	<input type="checkbox"/>	<input type="checkbox"/>
Second Attempt	<input type="checkbox"/>	<input type="checkbox"/>

NFPA 1031, 4.2.4, 4.2.5(b), Courage to be Safe Drill, 14**Skill 4:** Investigate common complaints.**CONDITION:** Given a reported situation or conditions that require an inspection.**TIME:** 20:00 minutes**APPLICANT PERFORMED THE FOLLOWING COMPETENCIES:**

	<u>1st Att.</u>	<u>2nd Att.</u>
	Y N	Y N
1. Receive complaint and record all information with regards to the complaint.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
2. Appropriate process or action is initiated following department policy.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
3. Actions taken reflect proper code enforcement for the authority having jurisdiction.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
4. Appropriate records and files are maintained to document actions taken to resolve complaint.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>

PERFORMANCE RATING ON THIS SKILL:

	<u>PASS</u>	<u>FAIL</u>
First Attempt	<input type="checkbox"/>	<input type="checkbox"/>
Second Attempt	<input type="checkbox"/>	<input type="checkbox"/>

NFPA 1031, 4.2.6, 4.2.6(b), Courage to be Safe Drill, 5, 7, 8,**Skill 6:** Testify at a legal proceeding.**CONDITION:** Given the findings of a field inspection or complaint and proper council provided from the authority having jurisdiction.**TIME:** 20:00 minutes**APPLICANT PERFORMED THE FOLLOWING COMPETENCIES:**

	<u>1st Att.</u> Y N	<u>2nd Att.</u> Y N
1. Prepare to participate in legal proceedings proper documentation and other information that would be required for the hearing process.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
2. Dress appropriately for the type of hearing or court.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
3. Maintain proper hearing/court demeanor both in action and during the communication process.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
4. Differentiate between facts and opinions.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>

PERFORMANCE RATING ON THIS SKILL:

	<u>PASS</u>	<u>FAIL</u>
First Attempt	<input type="checkbox"/>	<input type="checkbox"/>
Second Attempt	<input type="checkbox"/>	<input type="checkbox"/>

FIELD INSPECTION**NFPA 1031, 4.3.1, 4.3.1(b), Courage to be Safe Drill, 14****Skill 7:** Identify the occupancy classification of a single use structure.**CONDITION:** Given a description of the occupancy, its use, and appropriate reference materials.**TIME:** 10:00 minutes**APPLICANT PERFORMED THE FOLLOWING COMPETENCIES:**

	<u>1st Att.</u> Y N	<u>2nd Att.</u> Y N
1. Identify occupancy classification types.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
2. Identify applicable codes and standards for various occupancies.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
3. Determine the occupancy and locate appropriate reference.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>

PERFORMANCE RATING ON THIS SKILL:

	<u>PASS</u>	<u>FAIL</u>
First Attempt	<input type="checkbox"/>	<input type="checkbox"/>
Second Attempt	<input type="checkbox"/>	<input type="checkbox"/>

NFPA 1031, 4.3.2, 4.3.2(b), 4.3.15, 4.3.15(b), Courage to be Safe Drill, 14

Skill 8: Complete the allowable occupant load of a single-use occupancy or portion thereof.

CONDITION: Given a description of the occupancy or portion thereof, its occupancy, field sketches and appropriate reference materials.

TIME: 10:00 minutes

APPLICANT PERFORMED THE FOLLOWING COMPETENCIES:

	<u>1st Att.</u>		<u>2nd Att.</u>	
	Y	N	Y	N
1. Identify occupancy classification.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Identify the occupant load factor.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Identify applicable codes and standards.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Use measuring tools.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Calculate occupant load of a structure or portion thereof.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

PERFORMANCE RATING ON THIS SKILL:

	<u>PASS</u>	<u>FAIL</u>
First Attempt	<input type="checkbox"/>	<input type="checkbox"/>
Second Attempt	<input type="checkbox"/>	<input type="checkbox"/>

NFPA 1031, 4.3.3, 4.3.3(b), 4.3.15, 4.3.15(b), Courage to be Safe Drill, 14

Skill 9: Inspect means of egress elements in a building.

CONDITION: Given observations from a field inspection report of an existing building, and appropriate reference materials.

TIME: 15:00 minutes

APPLICANT PERFORMED THE FOLLOWING COMPETENCIES:

	<u>1st Att.</u>		<u>2nd Att.</u>	
	Y	N	Y	N
1. Identify occupancy type.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Identify the occupant load factor.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Identify applicable codes and standards.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Identify egress elements.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Maintenance requirements of egress elements-exit access, exit enclosures, exit discharges, exit travel distances, stairways, ramps, doors, hardware, exit markings, and illumination.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Types of fire related construction.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

PERFORMANCE RATING ON THIS SKILL:

	<u>PASS</u>	<u>FAIL</u>
First Attempt	<input type="checkbox"/>	<input type="checkbox"/>
Second Attempt	<input type="checkbox"/>	<input type="checkbox"/>

NFPA 1031, 4.3.4, 4.3.4(b), 4.3.15, 4.3.15(b), Courage to be Safe Drill, 14

Skill 10: Verify the type of construction for an addition or remodeling project so that it is done in accordance with applicable codes and standards.

CONDITION: Given a field observation or a description of a project, materials being used, and appropriate reference materials.

TIME: 15:00 minutes

APPLICANT PERFORMED THE FOLLOWING COMPETENCIES:

	<u>1st Att.</u>		<u>2nd Att.</u>	
	Y	N	Y	N
1. Identify and classify the construction type, allowable area and height.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Identify the types of materials being used.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Determine that the materials meet applicable codes and standards.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Document that the project meets code and record it.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

PERFORMANCE RATING ON THIS SKILL:

	<u>PASS</u>	<u>FAIL</u>
First Attempt	<input type="checkbox"/>	<input type="checkbox"/>
Second Attempt	<input type="checkbox"/>	<input type="checkbox"/>

NFPA 1031, 4.3.5, 4.3.5(b), 4.3.15, 4.3.15(b), Courage to be Safe Drill, 14, 15

Skill 11: Determine the operational readiness of an existing fixed fire suppression system.

CONDITION: Given test documents and field observations.

TIME: 15:00 minutes

APPLICANT PERFORMED THE FOLLOWING COMPETENCIES:

	<u>1st Att.</u>		<u>2nd Att.</u>	
	Y	N	Y	N
1. Identify each type of fire protection system:				
Fixed fire sprinkler; dry chemical, Halon, CO2	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Automatic and booster pump systems	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Detection systems arranged to operate automatic systems	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sprinkler system: wet-pipe, dry-pipe, deluge, foam, preaction	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Identify if a system is operational.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Verify that valves are open and secure.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. System is sealed with proper gauge readings.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Inspection tags are in place.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Identify if maintenance records for a given system are properly documented.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Deficiencies are noted and documented.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

PERFORMANCE RATING ON THIS SKILL:

	<u>PASS</u>	<u>FAIL</u>
First Attempt	<input type="checkbox"/>	<input type="checkbox"/>
Second Attempt	<input type="checkbox"/>	<input type="checkbox"/>

NFPA 1031, 4.3.6, 4.3.6(b), 4.3.15, 4.3.15(b), Courage to be Safe Drill, 14, 15

Skill 12: Determine the operational readiness of and existing fixed fire detection and alarm system.

CONDITION: Given a system control panel, test documentation, field observations, and appropriate reference materials.

TIME: 15:00 minutes

APPLICANT PERFORMED THE FOLLOWING COMPETENCIES:

	<u>1st Att.</u>	<u>2nd Att.</u>
	Y N	Y N
1. Identify each type of fire detection and alarm system.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
2. Control panel is on with no trouble indications.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
3. Identify if maintenance records for a given system are properly documented.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
4. Deficiencies are noted and documented.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>

PERFORMANCE RATING ON THIS SKILL:

	<u>PASS</u>	<u>FAIL</u>
First Attempt	<input type="checkbox"/>	<input type="checkbox"/>
Second Attempt	<input type="checkbox"/>	<input type="checkbox"/>

NFPA 1031, 4.3.7, 4.3.7(b), 4.3.15, 4.3.15(b), Courage to be Safe Drill, 14, 15

Skill 13: Determine the operational readiness of an existing portable fire extinguisher.

CONDITION: Given a fire extinguisher, test documentation, and field observations.

TIME: 15:00 minutes

APPLICANT PERFORMED THE FOLLOWING COMPETENCIES:

	<u>1st Att.</u>	<u>2nd Att.</u>
	Y N	Y N
1. Identify type of fire extinguisher.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
2. Verify that extinguisher gauge has correct reading.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
3. Hose, nozzle, and safety pin are in working order.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
4. Extinguisher is tagged and hydrostatically tested.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
5. Extinguisher is located properly and marked.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
6. Identify if maintenance records are properly documented.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
7. Deficiencies are noted and documented.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>

PERFORMANCE RATING ON THIS SKILL:

	<u>PASS</u>	<u>FAIL</u>
First Attempt	<input type="checkbox"/>	<input type="checkbox"/>
Second Attempt	<input type="checkbox"/>	<input type="checkbox"/>

NFPA 1031, 4.3.8, 4.3.8(b), 4.3.15, 4.3.15(b), Courage to be Safe Drill, 14

Skill 14: Recognize and identify hazardous conditions involving equipment, processes, and operations.

CONDITION: Given a field observation and appropriate reference materials.

TIME: 15:00 minutes

APPLICANT PERFORMED THE FOLLOWING COMPETENCIES:

	<u>1st Att.</u>		<u>2nd Att.</u>	
	Y	N	Y	N
1. Identify acceptable practices while dealing with a dust hazard.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Identify acceptable practices in the use of kitchen hoods and ducts.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Identify acceptable practices for the use of dip tanks.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Identify acceptable practices for the use of spray painting.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Identify and document all deficiencies according to policy.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

PERFORMANCE RATING ON THIS SKILL:

	<u>PASS</u>	<u>FAIL</u>
First Attempt	<input type="checkbox"/>	<input type="checkbox"/>
Second Attempt	<input type="checkbox"/>	<input type="checkbox"/>

NFPA 1031, 4.3.9, 4.3.9(b), 4.3.15, 4.3.15(b), Courage to be Safe Drill, 14, 15

Skill 15: Compare an approved plan to an installed fire protection system.

CONDITION: Given an approved plan and field observations, and appropriate reference materials.

TIME: 20:00 minutes

APPLICANT PERFORMED THE FOLLOWING COMPETENCIES:

	<u>1st Att.</u>		<u>2nd Att.</u>	
	Y	N	Y	N
1. Identify the various types of fire protection symbols used for plans.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Understand various terminologies used for fire protection systems and plans.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Read plans and determine if fire protection systems are correct.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Identify any modifications to system and properly document.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

PERFORMANCE RATING ON THIS SKILL:

	<u>PASS</u>	<u>FAIL</u>
First Attempt	<input type="checkbox"/>	<input type="checkbox"/>
Second Attempt	<input type="checkbox"/>	<input type="checkbox"/>

NFPA 1031, 4.3.10, 4.3.10(b), 4.3.15, 4.3.15(b), Courage to be Safe Drill, 11, 12, 13

Skill 16: Verify that emergency planning and preparedness measures are in place and have been practiced.

CONDITION: Given a field observation, copies of emergency plans, records of exercises, and appropriate reference materials.

TIME: 20:00 minutes

APPLICANT PERFORMED THE FOLLOWING COMPETENCIES:

	<u>1st Att.</u>	<u>2nd Att.</u>
	Y N	Y N
1. Identify the type of occupancy and exiting requirements.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
2. Identify emergency evacuation requirements for various occupancies.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
3. Determine that planning and preparation for fire drills have allowed for proper announcements, response and standby personnel.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
4. Identify and document all deficiencies according to policy.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>

PERFORMANCE RATING ON THIS SKILL:

	<u>PASS</u>	<u>FAIL</u>
First Attempt	<input type="checkbox"/>	<input type="checkbox"/>
Second Attempt	<input type="checkbox"/>	<input type="checkbox"/>

NFPA 1031, 4.3.11, 4.3.11(b), 4.3.15, 4.3.15(b), Courage to be Safe Drill, 3, 5, 15

Skill 17: Inspect emergency access for an existing site.

CONDITION: Given a field observation, written description of site, and appropriate reference materials.

TIME: 15:00 minutes

APPLICANT PERFORMED THE FOLLOWING COMPETENCIES:

	<u>1st Att.</u>	<u>2nd Att.</u>
	Y N	Y N
1. Identify the type of occupancy and applicable codes and standards.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
2. Identify emergency access requirements to all areas of a structure of property.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
3. Use measuring devices to determine distances.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
4. Identify and document all deficiencies according to policy.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>

PERFORMANCE RATING ON THIS SKILL:

	<u>PASS</u>	<u>FAIL</u>
First Attempt	<input type="checkbox"/>	<input type="checkbox"/>
Second Attempt	<input type="checkbox"/>	<input type="checkbox"/>

NFPA 1031, 4.3.12, 4.3.12(b), 4.3.15, 4.3.15(b), Courage to be Safe Drill, 5, 11, 14, 15

Skill 18: Verify code compliance for incidental storage, handling, and use of flammable and combustible liquids and gases.

CONDITION: Given a field observation and inspection guidelines, and appropriate reference materials.

TIME: 15:00 minutes

APPLICANT PERFORMED THE FOLLOWING COMPETENCIES:

	<u>1st Att.</u> Y N	<u>2nd Att.</u> Y N
1. Identify flammable and combustible liquids and gases by:		
Classifications	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
Properties	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
Labeling	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
Storage	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
Handling	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
2. Identify proper use of incidental amounts of flammable, combustible liquids and gases.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
3. Identify and document all deficiencies according to policy.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>

PERFORMANCE RATING ON THIS SKILL:

	<u>PASS</u>	<u>FAIL</u>
First Attempt	<input type="checkbox"/>	<input type="checkbox"/>
Second Attempt	<input type="checkbox"/>	<input type="checkbox"/>

NFPA 1031, 4.3.13, 4.3.13(b), 4.3.15, 4.3.15(b), Courage to be Safe Drill, 5, 11, 14, 15

Skill 19: Verify code compliance for incidental storage, handling, and use of hazardous materials.

CONDITION: Given a field observation and inspection guidelines, and appropriate reference materials.

TIME: 15:00 minutes

APPLICANT PERFORMED THE FOLLOWING COMPETENCIES:

	<u>1st Att.</u> Y N	<u>2nd Att.</u> Y N
1. Identify hazardous materials found in many occupancies (other than in "Hazardous" or Group H).	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
2. Identify and determine appropriate amounts of hazardous materials to be found in:		
Wholesale/retail setting	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
Use for maintenance purposes or operation of equipment	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
3. Identify and document all deficiencies according to policy.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>

PERFORMANCE RATING ON THIS SKILL:

	<u>PASS</u>	<u>FAIL</u>
First Attempt	<input type="checkbox"/>	<input type="checkbox"/>
Second Attempt	<input type="checkbox"/>	<input type="checkbox"/>

NFPA 1031, 4.3.14, 4.3.14(b), 4.3.15, 4.3.15(b), Courage to be Safe Drill, 3**Skill 20:** Recognize a hazardous fire growth potential in a building or space.**CONDITION:** Given a field observation and appropriate reference materials.**TIME:** 15:00 minutes**APPLICANT PERFORMED THE FOLLOWING COMPETENCIES:**

	<u>1st Att.</u> Y N	<u>2nd Att.</u> Y N
1. Identify flame spread and smoke ratings of contents:		
Interior finishes	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
Building construction elements	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
Decorations	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
Decorative materials	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
Furnishings	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
2. Identify safe housekeeping practices for an occupancy being inspected.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
3. Identify and document all deficiencies according to policy.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>

PERFORMANCE RATING ON THIS SKILL:

	<u>PASS</u>	<u>FAIL</u>
First Attempt	<input type="checkbox"/>	<input type="checkbox"/>
Second Attempt	<input type="checkbox"/>	<input type="checkbox"/>

NFPA 1031, 4.3.15, 4.3.15(b), Courage to be Safe Drill, 3, 14**Skill 21:** Determine code compliance.**CONDITION:** Given the codes, standards, policies and a fire protection issue.**TIME:** 30:00 minutes**APPLICANT PERFORMED THE FOLLOWING COMPETENCIES:**

	<u>1st Att.</u> Y N	<u>2nd Att.</u> Y N
1. Identify fire protection issue.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
2. Identify applicable codes and standards.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
3. Identify and document all deficiencies according to policy.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>

PERFORMANCE RATING ON THIS SKILL:

	<u>PASS</u>	<u>FAIL</u>
First Attempt	<input type="checkbox"/>	<input type="checkbox"/>
Second Attempt	<input type="checkbox"/>	<input type="checkbox"/>

NFPA 1031, 4.3.16, 4.3.16(b), Courage to be Safe Drill, 3, 15

Skill 22: **Verify fire flows for a site.**

CONDITION: Given fire flow test results and water supply data.

TIME: 3:00 minutes

APPLICANT PERFORMED THE FOLLOWING COMPETENCIES:

	<u>1st Att.</u>	<u>2nd Att.</u>
	Y N	Y N
1. Open petcock on pitot tube and drain air chamber, close petcock.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
2. Measure orifice size and record.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
3. Completely open and flush hydrant.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
4. Edge blade into stream.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
5. Place opening in pitot blade in the center of the stream and held away from the orifice at a distance approximately half the diameter of the orifice.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
6. Take velocity pressure reading.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
7. Record reading.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
8. Close hydrant and secure caps.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>

PERFORMANCE RATING ON THIS SKILL:

	<u>PASS</u>	<u>FAIL</u>
First Attempt	<input type="checkbox"/>	<input type="checkbox"/>
Second Attempt	<input type="checkbox"/>	<input type="checkbox"/>

FIRE INSPECTOR II

Entrance Requirements for Fire Inspector II

The following certification requirements are based on the objectives listed in the National Fire Protection Association (NFPA) 1031, *Standard for Fire Inspector Professional Qualifications*, as verified and adopted by the Wyoming Firefighters Certification Committee (WFCC). The Fire Inspector II shall meet the job performance requirements defined in Chapter 4 and Sections 5.2 through 5.4; these requirements reflect the minimum requirements as found in NFPA 1031.

In order to certify within the Wyoming **Fire Inspector II** program, firefighters must fulfill the following requirements:

1. Meet pre-requisite requirement of Certification at the Hazmat Awareness level.
2. Certified as an Inspector I.
3. Provide documentation to the Certification Office as required by this standard. This completed documentation will constitute the Certification Portfolio.
4. Complete ICS-100: Introduction to ICS.
5. Complete ICS-200: Basic ICS.
6. Complete IS-700: NIMS, An Introduction.
7. Request Fire Inspector II certification.

FIRE INSPECTOR II CERTIFICATION CHECKLIST

ENTRANCE REQUIREMENTS:

- Each candidate has met requirements listed in NFPA 1031, Chapter 5 or those established by the authority having jurisdiction.

DEPARTMENT TRAINING RECORDS:

- Each candidate has completed the Inspector II criteria form with accompanying documentation.
1. All requirements met.
 2. Appropriate documentation for each item as required.

ADDITIONAL TRAINING/PREREQUISITE REQUIREMENTS:

- Candidate is state certified through the DFPES at the Fire Inspector I and Awareness level.
- Complete ICS-100: Introduction to ICS.
- Complete ICS-200: Basic ICS.
- Complete IS-700: NIMS, an Introduction.

FIRE INSPECTOR II CERTIFICATION:

- Fire Chief/Head of Department request certification for candidates using the "Request for Certification" form. Provide documentation to the Certification Office as required by this standard. This completed documentation will constitute the Certification Portfolio.

FIRE INSPECTOR II MANIPULATIVE SKILL OBJECTIVES

ADMINISTRATION

NFPA 1031, 5.2.1 Courage to be Safe Drill, 14, 15

Skill 1: Process a permit application.

CONDITION: Given a specific request .

TIME: Up to 30 minutes to present

APPLICANT PERFORMED THE FOLLOWING COMPETENCIES:

	<u>1st Att.</u>	<u>2nd Att.</u>
	Y N	Y N
1. Evaluate the application.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
2. Determine the permit is issued or denied in accordance with applicable codes, standards, policies and procedures of the jurisdiction.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
3. Document findings.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>

PERFORMANCE RATING ON THIS SKILL:

	<u>PASS</u>	<u>FAIL</u>
First Attempt	<input type="checkbox"/>	<input type="checkbox"/>
Second Attempt	<input type="checkbox"/>	<input type="checkbox"/>

NFPA 1031, 5.2.2 Courage to be Safe Drill, 14, 15

Skill 2: Process a plan review application

CONDITION: Given a specific request.

TIME: Up to 30 minutes to present

APPLICANT PERFORMED THE FOLLOWING COMPETENCIES:

	<u>1st Att.</u>	<u>2nd Att.</u>
	Y N	Y N
1. The application is evaluated.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
2. Determine the application is processed in accordance with applicable codes, standards, policies and procedures of the jurisdiction.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
3. Document findings.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>

PERFORMANCE RATING ON THIS SKILL:

	<u>PASS</u>	<u>FAIL</u>
First Attempt	<input type="checkbox"/>	<input type="checkbox"/>
Second Attempt	<input type="checkbox"/>	<input type="checkbox"/>

NFPA 1031, 5.2.3 Courage to be Safe Drill, 7, 8**Skill 3:** Investigate complex complaints.**CONDITION:** Given a reported situation or condition.**TIME:** Up to 30 minutes to present**APPLICANT PERFORMED THE FOLLOWING COMPETENCIES:**

	<u>1st Att.</u>		<u>2nd Att.</u>	
	Y	N	Y	N
1. Record complaint information.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Initiate investigation process.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Follow through until complaint is resolved.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Document findings.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

PERFORMANCE RATING ON THIS SKILL:

	<u>PASS</u>	<u>FAIL</u>
First Attempt	<input type="checkbox"/>	<input type="checkbox"/>
Second Attempt	<input type="checkbox"/>	<input type="checkbox"/>

NFPA 1031, 5.2.4 Courage to be Safe Drill, 7, 14, 15**Skill 4:** Recommend modification to codes and standards of the jurisdiction.**CONDITION:** Given a fire safety issue.**TIME:** Up to 30 minutes to present**APPLICANT PERFORMED THE FOLLOWING COMPETENCIES:**

	<u>1st Att.</u>		<u>2nd Att.</u>	
	Y	N	Y	N
1. Identify the modifications to the code and standards.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Set up review committee to identify the proposed codes and standards are correctly written and address the problem, need or deficiency.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Follow through until modifications have been approved or denied.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Document process.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

PERFORMANCE RATING ON THIS SKILL:

	<u>PASS</u>	<u>FAIL</u>
First Attempt	<input type="checkbox"/>	<input type="checkbox"/>
Second Attempt	<input type="checkbox"/>	<input type="checkbox"/>

NFPA 1031, 5.2.5 Courage to be Safe Drill, 7, 14, 15

Skill 5: Recommend policies and procedures for the delivery of inspection services.

CONDITION: Given management objectives.

TIME: Up to 30 minutes to present

APPLICANT PERFORMED THE FOLLOWING COMPETENCIES:

	<u>1st Att.</u>	<u>2nd Att.</u>
	Y N	Y N
1. Propose policies and procedures for the delivery of inspections services.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
2. Set up review committee to indentify the proposed policies and procedures are correctly written within the policy of the jurisdiction and the due process of the law is being followed.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
3. Follow through with implementation of policies and procedures in the field so that inspections are being conducted in accordance with the new policy and procedures.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
4. Document process.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>

PERFORMANCE RATING ON THIS SKILL:

	<u>PASS</u>	<u>FAIL</u>
First Attempt	<input type="checkbox"/>	<input type="checkbox"/>
Second Attempt	<input type="checkbox"/>	<input type="checkbox"/>

FIELD INSPECTIONS

NFPA 1031, 5.3.1 Courage to be Safe Drill, 7, 14

Skill 6: Compute the maximum allowable occupant load of a multi-use building.

CONDITION: Given a field observations or a description of its uses.

TIME: Up to 30 minutes to present

APPLICANT PERFORMED THE FOLLOWING COMPETENCIES:

	<u>1st Att.</u>	<u>2nd Att.</u>
	Y N	Y N
1. Compute the maximum allowable occupant load calculation is in accordance with applicable codes and standards.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
2. Document process.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>

PERFORMANCE RATING ON THIS SKILL:

	<u>PASS</u>	<u>FAIL</u>
First Attempt	<input type="checkbox"/>	<input type="checkbox"/>
Second Attempt	<input type="checkbox"/>	<input type="checkbox"/>

NFPA 1031, 5.3.2 Courage to be Safe Drill, 7, 14**Skill 7:** Identify the occupancy classifications of a mixed-use building.**CONDITION:** Given a description of the uses of the building.**TIME:** Up to 30 minutes to present**APPLICANT PERFORMED THE FOLLOWING COMPETENCIES:**

	<u>1st Att.</u>	<u>2nd Att.</u>
	Y N	Y N
1. Classify each area of use in accordance with applicable codes and standards.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
2. Document process.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>

PERFORMANCE RATING ON THIS SKILL:

	<u>PASS</u>	<u>FAIL</u>
First Attempt	<input type="checkbox"/>	<input type="checkbox"/>
Second Attempt	<input type="checkbox"/>	<input type="checkbox"/>

NFPA 1031, 5.3.3 Courage to be Safe Drill, 7, 14**Skill 8:** Evaluate the building.**CONDITION:** Given an approved plan, a description of a building, or observations of Construction features.**TIME:** Up to 30 minutes to present**APPLICANT PERFORMED THE FOLLOWING COMPETENCIES:**

	<u>1st Att.</u>	<u>2nd Att.</u>
	Y N	Y N
1. Evaluate the building's area, height, occupancy classification and construction type to identify they are in accordance with applicable codes and standards.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
2. Documents findings.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>

PERFORMANCE RATING ON THIS SKILL:

	<u>PASS</u>	<u>FAIL</u>
First Attempt	<input type="checkbox"/>	<input type="checkbox"/>
Second Attempt	<input type="checkbox"/>	<input type="checkbox"/>

NFPA 1031, 5.3.4 Courage to be Safe Drill, 7, 14**Skill 9:** Evaluate fire protection systems and equipment.**CONDITION:** Given field observations of the facility and documentation, the hazards protected and the system specifications.**TIME:** Up to 30 minutes to present**APPLICANT PERFORMED THE FOLLOWING COMPETENCIES:**

	<u>1st Att.</u> Y N	<u>2nd Att.</u> Y N
1. Identify and evaluate the fire protection systems provided are approved for the occupancy or hazard being protected.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
2. Document findings.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>

PERFORMANCE RATING ON THIS SKILL:

	<u>PASS</u>	<u>FAIL</u>
First Attempt	<input type="checkbox"/>	<input type="checkbox"/>
Second Attempt	<input type="checkbox"/>	<input type="checkbox"/>

NFPA 1031, 5.3.5 Courage to be Safe Drill, 3, 7, 14**Skill 10:** Analyze the egress elements of a building or portion of a building.**CONDITION:** Given observations made during a field inspection.**TIME:** Up to 30 minutes to present**APPLICANT PERFORMED THE FOLLOWING COMPETENCIES:**

	<u>1st Att.</u> Y N	<u>2nd Att.</u> Y N
1. Identify means of egress elements are provided and located in accordance with applicable codes and standards.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
2. Identify all deficiencies are identified, documented and reported in accordance with the policies of the jurisdiction.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
3. Document finds.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>

PERFORMANCE RATING ON THIS SKILL:

	<u>PASS</u>	<u>FAIL</u>
First Attempt	<input type="checkbox"/>	<input type="checkbox"/>
Second Attempt	<input type="checkbox"/>	<input type="checkbox"/>

NFPA 1031, 5.3.6 Courage to be Safe Drill, 3, 7, 14**Skill 11:** Evaluate hazardous conditions involving equipment.**CONDITION:** Given field observations and documentations.**TIME:** Up to 30 minutes to present**APPLICANT PERFORMED THE FOLLOWING COMPETENCIES:**

	<u>1st Att.</u> Y N	<u>2nd Att.</u> Y N
1. Identify that the equipment, processes, or operations are installed in accordance with applicable codes and standards.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
2. Identify that all deficiencies are identified, documented, and reported in accordance with the policies of the jurisdiction.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
3. Document findings.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>

PERFORMANCE RATING ON THIS SKILL:

	<u>PASS</u>	<u>FAIL</u>
First Attempt	<input type="checkbox"/>	<input type="checkbox"/>
Second Attempt	<input type="checkbox"/>	<input type="checkbox"/>

NFPA 1031, 5.3.7 Courage to be Safe Drill, 3,7, 14**Skill 12:** Evaluate emergency planning and preparedness procedures.**CONDITION:** Given existing or proposed plans and procedures and applicable codes and standards**TIME:** Up to 30 minutes to present**APPLICANT PERFORMED THE FOLLOWING COMPETENCIES:**

	<u>1st Att.</u> Y N	<u>2nd Att.</u> Y N
1. Evaluate emergency planning and preparedness procedures to determine compliance with policies of the jurisdiction.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
2. Document findings.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>

PERFORMANCE RATING ON THIS SKILL:

	<u>PASS</u>	<u>FAIL</u>
First Attempt	<input type="checkbox"/>	<input type="checkbox"/>
Second Attempt	<input type="checkbox"/>	<input type="checkbox"/>

NFPA 1031, 5.3.8 Courage to be Safe Drill, 3, 7, 14

Skill 13: **Verify code compliance for storage, handling, and use of flammable and combustible liquids and gases.**

CONDITION: Given field observations and inspection guidelines from the authority having jurisdiction.

TIME: Up to 30 minutes to present

APPLICANT PERFORMED THE FOLLOWING COMPETENCIES:

	<u>1st Att.</u> Y N	<u>2nd Att.</u> Y N
1. Verify that deficiencies are identified, documented, and reported in accordance with the applicable codes and standards and the policies of the jurisdiction.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
2. Documents findings.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>

PERFORMANCE RATING ON THIS SKILL:

	<u>PASS</u>	<u>FAIL</u>
First Attempt	<input type="checkbox"/>	<input type="checkbox"/>
Second Attempt	<input type="checkbox"/>	<input type="checkbox"/>

NFPA 1031, 5.3.9 Courage to be Safe Drill, 3, 7, 14

Skill 14: **Verify code compliance for storage, handling, and use of flammable and combustible liquids and gases.**

CONDITION: Given field observations or plans.

TIME: Up to 30 minutes to present

APPLICANT PERFORMED THE FOLLOWING COMPETENCIES:

	<u>1st Att.</u> Y N	<u>2nd Att.</u> Y N
1. Verify deficiencies are identified, documented, and reported in accordance with the applicable codes and standards and the policies of the jurisdiction.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
2. Document findings.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>

PERFORMANCE RATING ON THIS SKILL:

	<u>PASS</u>	<u>FAIL</u>
First Attempt	<input type="checkbox"/>	<input type="checkbox"/>
Second Attempt	<input type="checkbox"/>	<input type="checkbox"/>

NFPA 1031, 5.3.10 Courage to be Safe Drill, 3, 7, 14

Skill 15: Determine fire growth potential in a building or space.

CONDITION: Given field observations or plans

TIME: Up to 30 minutes to present

APPLICANT PERFORMED THE FOLLOWING COMPETENCIES:

	<u>1st Att.</u> Y N	<u>2nd Att.</u> Y N
1. Evaluate for compliance the contents, interior finish, and construction elements.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
2. Identify and document that deficiencies are corrected in accordance with the applicable codes and standards and the policies of the jurisdiction.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
3. Document findings.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>

PERFORMANCE RATING ON THIS SKILL:

	<u>PASS</u>	<u>FAIL</u>
First Attempt	<input type="checkbox"/>	<input type="checkbox"/>
Second Attempt	<input type="checkbox"/>	<input type="checkbox"/>

NFPA 1031, 5.3.11 Courage to be Safe Drill, 3, 7, 14

Skill 16: Verify compliance with construction documents.

CONDITION: Given a performance-based design.

TIME: Up to 30 minutes to present

APPLICANT PERFORMED THE FOLLOWING COMPETENCIES:

	<u>1st Att.</u> Y N	<u>2nd Att.</u> Y N
1. Verify compliance of life safety systems and that building services equipment is installed, inspected, and tested to perform as described in the engineering documents and the operations and maintenance manual that accompanies the design.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
2. Identify and document deficiencies reported in accordance with the applicable codes and standards and the policies of the jurisdiction.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
3. Document findings.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>

PERFORMANCE RATING ON THIS SKILL:

	<u>PASS</u>	<u>FAIL</u>
First Attempt	<input type="checkbox"/>	<input type="checkbox"/>
Second Attempt	<input type="checkbox"/>	<input type="checkbox"/>

NFPA 1031, 5.3.12 Courage to be Safe Drill, 3, 7, 14

Skill 17: Verify code compliance of heating, ventilation, air conditioning, and other building service equipment and operations.

CONDITION: Given field observations.

TIME: Up to 30 minutes to present

APPLICANT PERFORMED THE FOLLOWING COMPETENCIES:

	<u>1st Att.</u> Y N	<u>2nd Att.</u> Y N
1. Verify that the systems and other equipment are maintained in accordance with applicable codes and standards.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
2. Identify and document deficiencies reported in accordance with the applicable codes and standards and the policies of the jurisdiction.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
3. Document findings.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>

PERFORMANCE RATING ON THIS SKILL:

	<u>PASS</u>	<u>FAIL</u>
First Attempt	<input type="checkbox"/>	<input type="checkbox"/>
Second Attempt	<input type="checkbox"/>	<input type="checkbox"/>

PLAN REVIEW

NFPA 1031, 5.4.1 Courage to be Safe Drill, 3, 7, 14

Skill 18: Classify the occupancy.

CONDITION: Given a set of plans, specifications, and a description of a building.

TIME: Up to 30 minutes to present

APPLICANT PERFORMED THE FOLLOWING COMPETENCIES:

	<u>1st Att.</u> Y N	<u>2nd Att.</u> Y N
1. The classification is made in accordance with the applicable codes and standards and the policies of the jurisdiction.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
2. Document findings.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>

PERFORMANCE RATING ON THIS SKILL:

	<u>PASS</u>	<u>FAIL</u>
First Attempt	<input type="checkbox"/>	<input type="checkbox"/>
Second Attempt	<input type="checkbox"/>	<input type="checkbox"/>

NFPA 1031, 5.4.2 Courage to be Safe Drill, 3, 7, 14

Skill 19: Compute the maximum allowable occupant load.

CONDITION: Given a floor plan of a building or portion of the building.

TIME: Up to 30 minutes to present

APPLICANT PERFORMED THE FOLLOWING COMPETENCIES:

	<u>1st Att.</u> Y N	<u>2nd Att.</u> Y N
1. Calculate the occupant load is in accordance with applicable codes and standards.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
2. Document findings.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>

PERFORMANCE RATING ON THIS SKILL:

	<u>PASS</u>	<u>FAIL</u>
First Attempt	<input type="checkbox"/>	<input type="checkbox"/>
Second Attempt	<input type="checkbox"/>	<input type="checkbox"/>

NFPA 1031, 5.4.3 Courage to be Safe Drill, 7, 14, 15

Skill 20: Review the proposed installation of fire protection systems.

CONDITION: Given shop drawings and system specifications for a process or operation.

TIME: Up to 30 minutes to present

APPLICANT PERFORMED THE FOLLOWING COMPETENCIES:

	<u>1st Att.</u> Y N	<u>2nd Att.</u> Y N
1. Review the system for code compliance.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
2. Installed in accordance with the approved drawings and all deficiencies are identified, documented, and reported in accordance with the policies of the jurisdiction.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
3. Document findings.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>

PERFORMANCE RATING ON THIS SKILL:

	<u>PASS</u>	<u>FAIL</u>
First Attempt	<input type="checkbox"/>	<input type="checkbox"/>
Second Attempt	<input type="checkbox"/>	<input type="checkbox"/>

NFPA 1031, 5.4.4 Courage to be Safe Drill, 7, 14, 15**Skill 21:** Review the installation of fire protection systems.**CONDITION:** Given an installed system, shop drawings, and system specifications for a process or operation.**TIME:** Up to 30 minutes to present**APPLICANT PERFORMED THE FOLLOWING COMPETENCIES:**

	<u>1st Att.</u> Y N	<u>2nd Att.</u> Y N
1. The fire protection system is reviewed for code compliance.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
2. Installed in accordance with the approved drawings, and deficiencies are identified, documented, and reported in accordance with the applicable codes and standards and the policies of the jurisdiction.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
3. Document findings.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>

PERFORMANCE RATING ON THIS SKILL:

	<u>PASS</u>	<u>FAIL</u>
First Attempt	<input type="checkbox"/>	<input type="checkbox"/>
Second Attempt	<input type="checkbox"/>	<input type="checkbox"/>

NFPA 1031, 5.4.5 Courage to be Safe Drill, 7,14, 15**Skill 22:** Verify that means of egress elements are provided.**CONDITION:** Given a floor plan of a building or portion of a building**TIME:** Up to 30 minutes to present**APPLICANT PERFORMED THE FOLLOWING COMPETENCIES:**

	<u>1st Att.</u> Y N	<u>2nd Att.</u> Y N
1. Verify that all elements are identified and checked against applicable codes And standards and deficiencies are discovered and communicated in accordance with the policies of the jurisdiction.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
2. Document findings.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>

PERFORMANCE RATING ON THIS SKILL:

	<u>PASS</u>	<u>FAIL</u>
First Attempt	<input type="checkbox"/>	<input type="checkbox"/>
Second Attempt	<input type="checkbox"/>	<input type="checkbox"/>

NFPA 1031, 5.4.6 Courage to be Safe Drill, 7, 14, 15**Skill 23:** **Verify the construction type of a building or portion thereof.****CONDITION:** Given a set of approved plans and specifications.**TIME:** Up to 30 minutes to present**APPLICANT PERFORMED THE FOLLOWING COMPETENCIES:**

	<u>1st Att.</u> Y N	<u>2nd Att.</u> Y N
1. Verify that the construction type complies with the approved plans and applicable codes and standards.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
2. Document findings.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
<hr/> PERFORMANCE RATING ON THIS SKILL:		
First Attempt	<input type="checkbox"/>	<input type="checkbox"/>
Second Attempt	<input type="checkbox"/>	<input type="checkbox"/>

FIRE INSPECTOR III

Entrance Requirements for Fire Inspector III

The following certification requirements are based on the objectives listed in the National Fire Protection Association (NFPA) 1031, Chapter 6, *Standard for Fire Inspector Professional Qualifications*, as verified and adopted by the Wyoming Firefighters Certification Committee (WFCC). The Fire Inspector III shall meet the job performance requirements defined in Chapter 5 and Sections 6.2 and 6.3; these requirements reflect the minimum requirements as found in NFPA 1031.

In order to certify within the Wyoming **Fire Inspector III** program, departments/firefighters must fulfill the following requirements:

1. Be certified as an Inspector II with the DFPES.
2. Provide documentation to the Certification Office as required by this standard. This completed documentation will constitute the Certification Portfolio.
3. Complete ICS-100: Introduction to ICS.
4. Complete ICS-200: Basic ICS.
5. Complete IS-700: NIMS, an Introduction.
6. Request Fire Inspector III certification.

INSPECTOR III CERTIFICATION CHECKLIST

ENTRANCE REQUIREMENTS:

- Each candidate has met requirements listed in NFPA 1031, Chapter 6 or those established by the authority having jurisdiction.

DEPARTMENT TRAINING RECORDS:

- Each candidate has completed the Inspector III criteria form with accompanying documentation.
1. All requirements met.
 2. Appropriate documentation for each item as required.

ADDITIONAL TRAINING/PREREQUISITE REQUIREMENTS:

- Candidate is state certified through the DFPES at the Fire Inspector II.
- Complete ICS-100: Introduction to ICS.
- Complete ICS-200: Basic ICS.
- Complete IS-700: NIMS, an Introduction.

FIRE INSPECTOR III– CERTIFICATION:

- Fire Chief/Head of Department request certification for candidates using the “Request for Certification” form. Provide documentation to the Certification Office as required by this standard. This completed documentation will constitute the Certification Portfolio.

FIRE INSPECTOR III MANIPULATIVE SKILL OBJECTIVES

ADMINISTRATION

NFPA 1031, 6.2.1 Courage to be Safe Drill, 7, 14

Skill 1: **Generate written correspondence related to the issuance of appeals.**

CONDITION: Given a request for an appeal.

TIME: Up to 30 minutes to present

APPLICANT PERFORMED THE FOLLOWING COMPETENCIES:

	<u>1st Att.</u>	<u>2nd Att.</u>
	Y N	Y N
1. Generate written correspondence so that the resulting document clearly addresses the issue and is appropriate for the intended audience.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
2. Document process.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>

PERFORMANCE RATING ON THIS SKILL:

	<u>PASS</u>	<u>FAIL</u>
First Attempt	<input type="checkbox"/>	<input type="checkbox"/>
Second Attempt	<input type="checkbox"/>	<input type="checkbox"/>

NFPA 1031, 6.2.2 Courage to be Safe Drill, 7, 14

Skill 2: **Facilitate code adoption and modification processes.**

CONDITION: Given fire loss data and a demonstrated need or deficiency.

TIME: Up to 30 minutes to present

APPLICANT PERFORMED THE FOLLOWING COMPETENCIES:

	<u>1st Att.</u>	<u>2nd Att.</u>
	Y N	Y N
1. Facilitate code adoption so that the modification is written to address the identified need or deficiency.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
2. Document findings.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>

PERFORMANCE RATING ON THIS SKILL:

	<u>PASS</u>	<u>FAIL</u>
First Attempt	<input type="checkbox"/>	<input type="checkbox"/>
Second Attempt	<input type="checkbox"/>	<input type="checkbox"/>

NFPA 1031, 6.2.3 Courage to be Safe Drill, 7, 14**Skill 3:** Evaluate the impact of proposed codes, ordinances, and other legislation.**CONDITION:** Given draft documents.**TIME:** Up to 30 minutes to present**APPLICANT PERFORMED THE FOLLOWING COMPETENCIES:**

	<u>1st Att.</u> Y N	<u>2nd Att.</u> Y N
1. Evaluate the impact of the proposal on fire safety and code enforcement activities is documented.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
2. Document findings.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>

PERFORMANCE RATING ON THIS SKILL:

	<u>PASS</u>	<u>FAIL</u>
First Attempt	<input type="checkbox"/>	<input type="checkbox"/>
Second Attempt	<input type="checkbox"/>	<input type="checkbox"/>

NFPA 1031, 6.2.4 Courage to be Safe Drill, 7, 14, 15**Skill 4:** Develop policies and procedures for the administration of inspection functions.**CONDITION:** Given management objectives.**TIME:** Up to 30 minutes to present**APPLICANT PERFORMED THE FOLLOWING COMPETENCIES:**

	<u>1st Att.</u> Y N	<u>2nd Att.</u> Y N
1. The policies are in accordance with the legal obligations of the jurisdiction.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
2. Document findings.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>

PERFORMANCE RATING ON THIS SKILL:

	<u>PASS</u>	<u>FAIL</u>
First Attempt	<input type="checkbox"/>	<input type="checkbox"/>
Second Attempt	<input type="checkbox"/>	<input type="checkbox"/>

NFPA 1031, 6.2.5 Courage to be Safe Drill, 7, 14**Skill 5:** Propose technical reference material acquisition.**CONDITION:** Given a scope of responsibility, budget limitations, and specific code-related issues.**TIME:** Up to 30 minutes to present**APPLICANT PERFORMED THE FOLLOWING COMPETENCIES:**

	<u>1st Att.</u>	<u>2nd Att.</u>
	Y N	Y N
1. Acquire technical resources matching specific needs.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
2. Document findings.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>

PERFORMANCE RATING ON THIS SKILL:

	<u>PASS</u>	<u>FAIL</u>
First Attempt	<input type="checkbox"/>	<input type="checkbox"/>
Second Attempt	<input type="checkbox"/>	<input type="checkbox"/>

NFPA 1031, 6.2.6 Courage to be Safe Drill, 7, 14**Skill 6:** Enforce permit regulations.**CONDITION:** Given a report of a violation & applicable codes and standards & policies of the jurisdiction.**TIME:** Up to 30 minutes to present**APPLICANT PERFORMED THE FOLLOWING COMPETENCIES:**

	<u>1st Att.</u>	<u>2nd Att.</u>
	Y N	Y N
1. So that enforcement actions are taken in accordance with the applicable codes & standards the policies of the jurisdiction & the violation is mitigated.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
2. Document findings.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>

PERFORMANCE RATING ON THIS SKILL:

	<u>PASS</u>	<u>FAIL</u>
First Attempt	<input type="checkbox"/>	<input type="checkbox"/>
Second Attempt	<input type="checkbox"/>	<input type="checkbox"/>

NFPA 1031, 6.2.7 Courage to be Safe Drill, 7, 14**Skill 7:** Initiate legal action related to a fire code violation.**CONDITION:** Given a description of a violation and a legal opinion.**TIME:** Up to 30 minutes to present**APPLICANT PERFORMED THE FOLLOWING COMPETENCIES:**

	<u>1st Att.</u> Y N	<u>2nd Att.</u> Y N
1. The action taken is in accordance with the policies of the jurisdiction and due process of law is followed.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
2. Document findings.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>

PERFORMANCE RATING ON THIS SKILL:

	<u>PASS</u>	<u>FAIL</u>
First Attempt	<input type="checkbox"/>	<input type="checkbox"/>
Second Attempt	<input type="checkbox"/>	<input type="checkbox"/>

NFPA 1031, 6.2.8 Courage to be Safe Drill, 7**Skill 8:** Recommend a program budget.**CONDITION:** Given organizational goals, budget guidelines, and organizational needs.**TIME:** Up to 30 minutes to present**APPLICANT PERFORMED THE FOLLOWING COMPETENCIES:**

	<u>1st Att.</u> Y N	<u>2nd Att.</u> Y N
1. Recommend a program budget so that overall program needs are addressed.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
2. Document findings.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>

PERFORMANCE RATING ON THIS SKILL:

	<u>PASS</u>	<u>FAIL</u>
First Attempt	<input type="checkbox"/>	<input type="checkbox"/>
Second Attempt	<input type="checkbox"/>	<input type="checkbox"/>

NFPA 1031, 6.2.9 Courage to be Safe Drill, 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16**Skill 9:** Evaluate inspection reports and completed forms and checklists.**CONDITION:** Given applicable codes, standards, policies, and procedures of the jurisdiction.**TIME:** Up to 30 minutes to present**APPLICANT PERFORMED THE FOLLOWING COMPETENCIES:**

	<u>1st Att.</u> Y N	<u>2nd Att.</u> Y N
1. Evaluate reports, forms and checklist so that the information is correct, clear, and concise.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
2. Document findings.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>

PERFORMANCE RATING ON THIS SKILL:

	<u>PASS</u>	<u>FAIL</u>
First Attempt	<input type="checkbox"/>	<input type="checkbox"/>
Second Attempt	<input type="checkbox"/>	<input type="checkbox"/>

FIELD INSPECTIONS**NFPA 1031, 6.3.1 Courage to be Safe Drill, 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16****Skill 10:** Assess alternative methods to adjust occupant loads.**CONDITION:** Given a description of an area, building, or portion of a building & its intended use.**TIME:** Up to 30 minutes to present**APPLICANT PERFORMED THE FOLLOWING COMPETENCIES:**

	<u>1st Att.</u> Y N	<u>2nd Att.</u> Y N
1. So that the occupant load is in accordance with applicable codes and standards.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
2. Document findings.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>

PERFORMANCE RATING ON THIS SKILL:

	<u>PASS</u>	<u>FAIL</u>
First Attempt	<input type="checkbox"/>	<input type="checkbox"/>
Second Attempt	<input type="checkbox"/>	<input type="checkbox"/>

NFPA 1031, 6.3.2 Courage to be Safe Drill, 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16**Skill 11:** Evaluate corrective measures.**CONDITION:** Given a list of means of egress deficiencies in a building and the proposed correction.**TIME:** Up to 30 minutes to present**APPLICANT PERFORMED THE FOLLOWING COMPETENCIES:**

	<u>1st Att.</u> Y N	<u>2nd Att.</u> Y N
1. So that each deficiency and its proposed correction are evaluated for compliance with applicable codes and standards.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
2. All deficiencies are identified, documented, and reported in accordance with the policies of the jurisdiction.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
3. Document findings.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>

PERFORMANCE RATING ON THIS SKILL:

	<u>PASS</u>	<u>FAIL</u>
First Attempt	<input type="checkbox"/>	<input type="checkbox"/>
Second Attempt	<input type="checkbox"/>	<input type="checkbox"/>

NFPA 1031, 6.3.3 Courage to be Safe Drill, 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16**Skill 12:** Evaluate the construction type required for an addition or remodeling project.**CONDITION:** Given a description of the building and its use.**TIME:** Up to 30 minutes to present**APPLICANT PERFORMED THE FOLLOWING COMPETENCIES:**

	<u>1st Att.</u> Y N	<u>2nd Att.</u> Y N
1. So that the construction type is evaluated based on applicable codes and standards and all deficiencies are identified, documented, and reported in accordance with the policies of the jurisdiction.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
2. Document findings.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>

PERFORMANCE RATING ON THIS SKILL:

	<u>PASS</u>	<u>FAIL</u>
First Attempt	<input type="checkbox"/>	<input type="checkbox"/>
Second Attempt	<input type="checkbox"/>	<input type="checkbox"/>

NFPA 1031, 6.3.4 Courage to be Safe Drill, 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16

Skill 13: Evaluate alternative protection measures of equipment, operations, and processes.

CONDITION: Given deficiencies noted during a field inspection of a facility and proposed alternative methods.

TIME: Up to 30 minutes to present

APPLICANT PERFORMED THE FOLLOWING COMPETENCIES:

	<u>1st Att.</u> Y N	<u>2nd Att.</u> Y N
1. So that the equipment, process, or operation is provided with a level of protection that is in compliance with the intent of applicable codes and standards.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
2. Document findings.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>

PERFORMANCE RATING ON THIS SKILL:

	<u>PASS</u>	<u>FAIL</u>
First Attempt	<input type="checkbox"/>	<input type="checkbox"/>
Second Attempt	<input type="checkbox"/>	<input type="checkbox"/>

NFPA 1031, 6.3.5 Courage to be Safe Drill, 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16

Skill 14: Evaluate fire protection plans and practices.

CONDITION: Given a field report describing a facility housing a complex process or operation.

TIME: Up to 30 minutes to present

APPLICANT PERFORMED THE FOLLOWING COMPETENCIES:

	<u>1st Att.</u> Y N	<u>2nd Att.</u> Y N
1. So that the fire growth potential for all areas is determined and the level of protection is appropriate to the hazard and in accordance with the applicable codes and standards and the policies of the jurisdiction.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
2. Document findings.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>

PERFORMANCE RATING ON THIS SKILL:

	<u>PASS</u>	<u>FAIL</u>
First Attempt	<input type="checkbox"/>	<input type="checkbox"/>
Second Attempt	<input type="checkbox"/>	<input type="checkbox"/>

NFPA 1031, 6.3.6 Courage to be Safe Drill, 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16

Skill 15: **Recommend criteria for the development of emergency planning and procedures.**

CONDITION: Given a description of a building and its use.

TIME: Up to 30 minutes to present

APPLICANT PERFORMED THE FOLLOWING COMPETENCIES:

	<u>1st Att.</u> Y N	<u>2nd Att.</u> Y N
1. So that plans and procedures are in accordance with the applicable codes and standards and the policies of the jurisdiction.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
2. Document findings.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>

PERFORMANCE RATING ON THIS SKILL:

	<u>PASS</u>	<u>FAIL</u>
First Attempt	<input type="checkbox"/>	<input type="checkbox"/>
Second Attempt	<input type="checkbox"/>	<input type="checkbox"/>

NFPA 1031, 6.3.7 Courage to be Safe Drill, 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16

Skill 16: **Evaluate compliance alternatives for the storage, handling, and use of hazardous materials.**

CONDITION: Given field inspection reports and proposed compliance alternatives.

TIME: Up to 30 minutes to present

APPLICANT PERFORMED THE FOLLOWING COMPETENCIES:

	<u>1st Att.</u> Y N	<u>2nd Att.</u> Y N
1. So that the hazardous materials are provided with a level of safety that is in accordance with the intent of applicable codes and standards and the policies of the jurisdiction.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
2. Document findings.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>

PERFORMANCE RATING ON THIS SKILL:

	<u>PASS</u>	<u>FAIL</u>
First Attempt	<input type="checkbox"/>	<input type="checkbox"/>
Second Attempt	<input type="checkbox"/>	<input type="checkbox"/>

NFPA 1031, 6.3.8 Courage to be Safe Drill, 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16

Skill 17: Evaluate compliance alternatives for the storage, handling, and use of flammable or combustible liquids and gasses.

CONDITION: Given field inspection reports and proposed compliance alternatives.

TIME: Up to 30 minutes to present

APPLICANT PERFORMED THE FOLLOWING COMPETENCIES:

	<u>1st Att.</u> Y N	<u>2nd Att.</u> Y N
1. So that the storage, handling, and use is provided with a level of safety that is in accordance with the intent of applicable codes and standards and the policies of the jurisdiction.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
2. Document findings.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>

PERFORMANCE RATING ON THIS SKILL:

	<u>PASS</u>	<u>FAIL</u>
First Attempt	<input type="checkbox"/>	<input type="checkbox"/>
Second Attempt	<input type="checkbox"/>	<input type="checkbox"/>

NFPA 1031, 6.3.9 Courage to be Safe Drill, 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16

Skill 18: Witness an acceptance test for an integrated fire protection system.

CONDITION: Given approved shop drawings, test protocols, and an installed system.

TIME: Up to 30 minutes to present

APPLICANT PERFORMED THE FOLLOWING COMPETENCIES:

	<u>1st Att.</u> Y N	<u>2nd Att.</u> Y N
1. So that system performance can be evaluated for compliance, and deficiencies are identified, documented, and reported in accordance with the applicable codes and standards and the policies of the jurisdiction.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
2. Document findings.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>

PERFORMANCE RATING ON THIS SKILL:

	<u>PASS</u>	<u>FAIL</u>
First Attempt	<input type="checkbox"/>	<input type="checkbox"/>
Second Attempt	<input type="checkbox"/>	<input type="checkbox"/>

NFPA 1031, 6.3.10 Courage to be Safe Drill, 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16

Skill 19: Develop emergency access criteria.

CONDITION: Given the jurisdiction’s emergency fire apparatus and fire suppression practices.

TIME: Up to 30 minutes to present

APPLICANT PERFORMED THE FOLLOWING COMPETENCIES:

	<u>1st Att.</u> Y N	<u>2nd Att.</u> Y N
1. So that fire suppression services can be delivered in accordance with the policies of the jurisdiction.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
2. Document findings.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>

PERFORMANCE RATING ON THIS SKILL:

	<u>PASS</u>	<u>FAIL</u>
First Attempt	<input type="checkbox"/>	<input type="checkbox"/>
Second Attempt	<input type="checkbox"/>	<input type="checkbox"/>

NFPA 1031, 6.3.11 Courage to be Safe Drill, 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16

Skill 20: Evaluate compliance with construction documents.

CONDITION: Given a performance-based design.

TIME: Up to 30 minutes to present

APPLICANT PERFORMED THE FOLLOWING COMPETENCIES:

	<u>1st Att.</u> Y N	<u>2nd Att.</u> Y N
1. So that life safety systems and building services equipment are installed, inspected, and tested to perform as described in the engineering documents.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
2. The operations and maintenance manual that accompanies the design and all deficiencies are identified, documented, and reported in accordance with the policies of the jurisdiction.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
3. Document findings.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>

PERFORMANCE RATING ON THIS SKILL:

	<u>PASS</u>	<u>FAIL</u>
First Attempt	<input type="checkbox"/>	<input type="checkbox"/>
Second Attempt	<input type="checkbox"/>	<input type="checkbox"/>

APPENDIX A TRAINING RECORD

FIRE INSPECTOR I – TRAINING RECORD / IN-HOUSE COMPREHENSIVE EXAM 2009 Edition

NAME: _____ SSN: ___ - ___ - ____ DEPARTMENT: _____

SECTION	TRAINING RECORD			IN-HOUSE COMP. EXAM			MANIPULATIVE SKILL - DEMONSTRATE
	DATE	INST	HRS	DATE	INST	P/F	
General							Meet job performance requirements defined in Sections 4.2 through 4.4 and Section 4.2 of NFPA 472.
Administration							1. Prepare and complete an inspection report.
							2. Recognize the need for a permit.
							3. Recognize the need for a plan review.
							4. Investigate common complaints.
							5. Identify applicable code or standard.
							6. Participate at a legal proceeding.
Field Inspection							7. Identify the occupancy classification of a single use structure.
							8. Compute the allowable occupant load of a single-use occupancy or portion thereof.
							9. Inspect means of egress elements in a building.
							10. Verify the type of construction for an addition or remodel.
							11. Determine operational readiness of a fixed fire suppression system.
							12. Determine operational readiness of existing fire detection and alarm systems.
							13. Determine operational readiness of a portable fire extinguisher.
							14. Recognize hazardous conditions involving equipment, processes, and operations.
							15. Compare an approved plan to existing fire protection system.
							16. Verify that emergency planning and preparedness measures are in place and practiced.

FIRE INSPECTOR I – TRAINING RECORD / IN-HOUSE COMPREHENSIVE EXAM 2009 Edition

SECTION	TRAINING RECORD			IN-HOUSE COMP. EXAM			SECTION
	DATE	INST	HRS	DATE	INST	P/F	
Field Inspection							17. Inspect emergency access for an existing site.
							18. Verify code compliance for incidental storage, handling, and use of flammable and combustible liquids and gases.
							19. Verify code compliance for incident storage, handling and use of hazardous materials.
							20. Recognize a hazardous fire growth potential in a building or space.
							21. Determine code compliance.
							22. Verify fire flows for a site.

FIRE INSPECTOR II – TRAINING RECORD / IN-HOUSE COMPREHENSIVE EXAM 2009 Edition

NAME: _____ SSN: ___ - ___ - ____ DEPARTMENT: _____

SECTION	TRAINING RECORD			IN-HOUSE COMP. EXAM			MANIPULATIVE SKILL - DEMONSTRATE
	DATE	INST	HRS	DATE	INST	P/F	
General							Meet job performance requirements defined in Chapter 4 and Sections 5.2 through 5.4.
Administration							1. Process a permit application.
							2. Process a plan review application.
							3. Investigate complex complaints.
							4. Recommend modifications to the adopted codes and standards of the jurisdiction.
							5. Recommend policies and procedures for the delivery of inspection services.
Field Inspection							6. Compute the maximum allowable occupant load of a multi-use building.
							7. Identify occupancy classifications of a mixed-use building.
							8. Evaluate a building's area, height, occupancy classification, and construction type.
							9. Evaluate fire protection systems and equipment provided for life safety and property protection.
							10. Analyze egress elements of a building or portion of a building.
							11. Evaluate hazardous conditions involving equipment, process, and operations.
							12. Evaluate emergency planning and preparedness procedures.

FIRE INSPECTOR II – TRAINING RECORD / IN-HOUSE COMPREHENSIVE EXAM 2009 Edition

SECTION	TRAINING RECORD			IN-HOUSE COMP. EXAM			SECTION
	DATE	INST	HRS	DATE	INST	P/F	
Field Inspection							13. Verify code compliance for storage, handling, and use of flammable and combustible liquids and gases.
							14. Evaluate code compliance for the storage, handling and use of hazardous materials.
							15. Determine fire growth potential in a building or space.
							16. Verify compliance with construction documents.
							17. Verify code compliance of heating, ventilation, air conditioning, and other building service equipment and operations.
Plan Review							18. Classify the occupancy.
							19. Compute the maximum allowable occupant load.
							20. Review the proposed installation of fire protection systems.
							21. Review the installation of fire protection systems.
							22. Verify that means of egress elements are provided.
						23. Verify the construction type of a building or portion thereof.	

FIRE INSPECTOR III – TRAINING RECORD / IN-HOUSE COMPREHENSIVE EXAM 2009 Edition
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NAME: _____ SSN: ___ - ___ - ____ DEPARTMENT: _____

SECTION	TRAINING RECORD			IN-HOUSE COMP. EXAM			MANIPULATIVE SKILL - DEMONSTRATE
	DATE	INST	HRS	DATE	INST	P/F	
General							Meet job performance requirements defined in Chapter 5 and Sections 6.2 through 6.3.
Administration							1. Generate written correspondence related to the issuance of appeals.
							2. Facilitate code adoption and modification processes.
							3. Evaluate the impact of proposed codes, ordinances and other legislation.
							4. Develop policies and procedures for the administration of inspection functions.
							5. Propose technical reference material acquisition.
							6. Enforce permit regulations.
							7. Initiate legal action related to a fire code violation.
							8. Recommend a program budget.
Field Inspection							9. Evaluate inspection reports and completed forms and checklists.
							10. Assess alternative methods to adjust occupant loads.
							11. Evaluate corrective measures.
							12. Evaluate the construction type required for an addition or remodeling project.
							13. Evaluate alternative protection measures of equipment, operations, and processes.
							14. Evaluate fire protection plans and practices.
							15. Recommend criteria for the development of emergency planning and procedures.

FIRE INSPECTOR III – TRAINING RECORD / IN-HOUSE COMPREHENSIVE EXAM 2009 Edition

SECTION	TRAINING RECORD			IN-HOUSE COMP. EXAM			SECTION
	DATE	INST	HRS	DATE	INST	P/F	
Field Inspection							16. Evaluate compliance alternatives for the storage, handling, and use of hazardous materials.
							17. Evaluate compliance alternatives for the storage, handling, and use of flammable or combustible liquids and gases.
							18. Witness and acceptance test for an integrated fire protection system.
							19. Develop emergency access criteria.
							20. Evaluate compliance with construction documents.

APPENDIX B IN-HOUSE PROCTOR INSTRUCTIONS

Tester Instructions for “In-House” Comprehensive Examination

As the training officers for your department you are authorized by the DFPES to conduct the 100% skills test for this level of certification. You must be certified to the level you are testing, i.e., if you’re FFII you can test FFI and FFII, Awareness and HM Operations.

***PRIOR TO CONDUCTING TEST, REVIEW TRAINING RECORDS**

It is important that before doing this “In-House” exam that the candidate has completed training in all areas for the level being tested.

***SAFETY OFFICER SELECTED AND BRIEFED**

Select a Safety Officer to assist you during the test. This person, if possible, should not be taking the same test that is being given. The Safety Officer will not assist with the testing process. The Safety Officer is there to protect CANDIDATES from injury during the testing process. The Safety Officer shall be in a position to observe all students and ensure their safety at all times during the testing procedure.

By using the following instructions you will be able to evaluate the skill being tested and determine the candidate’s readiness for the State “Spot Check” exam.

1. Keep in mind this is a **test** and there should be **no coaching or training** during the testing process. If a candidate fails to perform a skill, it will count as a first attempt failure and they will be given a second attempt. If they fail a second time they need to be retrained on that skill and tested again. Only **qualified** candidates that have passed with **100%** should be allowed to take the State SPOT CHECK exam.
2. Before beginning the testing process meet with all candidates and review the testing process. Explain that this is a **test** and that the same process being used for the “In-House” will be used during the state exam.
3. Designate a secure location for the candidates to remain in while the “In-House” exam is conducted. This location should be away from the area where the exam is being conducted.
4. If possible, separate your testing stations so candidates cannot observe each other during the test.
5. To evaluate a candidate’s performance, use the following as a guide.
 - a. the skill is completed in the allotted time,
 - b. competence is shown by completing all performance criteria,
 - c. safety is shown while completing the skill.
6. At each test station the tester will read the **SKILL** to be demonstrated, the **CONDITIONS** to be met and the **TIME** limit to complete each skill. This information is contained in the skill section of each standards packet. Do this with each student as they come to each testing station. Ask for any questions. As each skill is tested and completed sign it off in the section provided on the candidates training record. By conducting the “In-House” test in this manner, you will prepare your candidates to successfully pass the state “spot check” exam. This will also assure training records are current and that only those who are truly prepared take the state certification examination.

APPENDIX C CERTIFICATION FORMS

Wyoming Department of Fire Prevention & Electrical Safety

EXAMINATION REQUEST / CERTIFICATION REQUEST FORM

Please complete all information on BOTH sides of this form and return to the DFPES at least **30 days prior** to the requested examination date. A separate request **MUST** be made for each level of certification exam desired and for each exam date. Phone Number: 307-777-7288. FAX: 307-777-7119

Department Information

Department Name: _____

Examination Request for Written / Skills – Circle the appropriate level

- WRITTEN Examination: FF I FF II HMA HMO ADO –Aerial ADO –Pumper Fire Officer I
Fire Instructor I Fire Inspector I Fire Investigator
- MANIPULATIVE Examination: FF I FF II HMO ADO –Aerial ADO –Pumper Fire Officer I,
Fire Instructor I

Requested Date and Time: _____

Number taking Written Examination: _____ Number taking Manipulative exam: _____

Examination Location: _____

Street Address: _____ City/State: _____ Zip: _____

By your signature below we acknowledge that training records exist to support that each individual who will attend the exam has received a learning experience in each subject area required for testing and has met all other requirements for the level being examined for as specified in the Certification Policy and Procedures. Department requesting the above exam, will have appropriate space and safe accommodations and equipment for all written and manipulative skills.

Fire Chief/Head of Department (Signature)

Training Officer (Signature)

Fire Chief/Head of Department (typed/printed)

Training Officer (type/printed)

Department Mailing Address

Daytime Phone Number

Second contact number

Certification Request

The following department or agency requests that the Department of Fire Prevention & Electrical Safety certify the individuals listed on reverse side of this form. **NOTE: The original "Training Record" of the individuals must be sent with this form - if the "Training Record" has not been presented to the DFPES during a "Spot Check Skills" testing event. Please keep a copy of the "Training Record" for your files.**

Department Name _____

By my signature below, I attest that the individuals listed on the reverse side of this form have completed all requirements for certification as defined in the Wyoming Firefighters Policy and Procedures Manual.

Fire Chief/Head of Department (Signature)

Fire Chief/Head of Department (typed/Printed)

Department Mailing Address

Daytime Phone Number

Second contact number

Department Name: _____ Date: _____

Type or print names of participants who will be requesting certification.

APPLICANT NAME	LEVEL REQUESTED
1. _____	_____
2. _____	_____
3. _____	_____
4. _____	_____
5. _____	_____
6. _____	_____
7. _____	_____
8. _____	_____
9. _____	_____
10. _____	_____
11. _____	_____
12. _____	_____
13. _____	_____
14. _____	_____
15. _____	_____
16. _____	_____
17. _____	_____
18. _____	_____
19. _____	_____
20. _____	_____
21. _____	_____
22. _____	_____
23. _____	_____
24. _____	_____

Send Request form to:
 Department of Fire Prevention And Electrical Safety
 122 W. 25th Street, Herschler 1 West,
 Cheyenne, WY 82002
 Attention: Certification Coordinator