



FIRE SERVICE INSPECTOR I

NFPA 1031, 2014 Edition

4.2.1 Prepare Inspection Reports

FINSP I -1
Revised 07/02/2017

Conduct a field inspection

Candidate: _____

Date: _____

Student#: _____

STANDARD: 4.2.1 NFPA 1031, 2014 Edition	TASK: Perform a field inspection. Prepare inspection reports, given agency policy and procedures, and observations from an assigned field inspection, so that the report is clear and concise and reflects the findings of the inspection in accordance with the applicable codes and standards and the policies of the jurisdiction.				
PERFORMANCE OUTCOME: The candidate shall perform a field inspection and prepare an inspection report. All steps must be correctly completed in order to pass this skill.					
RESOURCES REQUIRED: <ul style="list-style-type: none">• Single use occupancy• Inspection check list• Paper		<ul style="list-style-type: none">• Pen• Camera• Measuring tape• Ruler			
CONDITIONS: Given a single use occupancy the candidate shall demonstrate the ability to:					
No.	TASK STEPS	FIRST TEST		RETEST	
		Pass	Fail	Pass	Fail
1.	Follow agency policies/procedures for conducting field inspection.				
2.	Conduct field inspection.				
3.	Document findings, including notes, sketches, photographs etc.				
4.	Conduct a results interview with the building owner/occupant to discuss findings.				
5.	Prepare a report from the field inspection.				
6.	Report is clear and concise.				
7.	Applicable codes, standards, and agency policies are cited.				
8.	Report accurately reflects findings of the inspection.				

Proctor (Print & Sign)

Date

Candidate

Date

Re-Test Proctor

Date

Re-Test Candidate

Date

Proctor/Candidate Comments: _____



FIRE SERVICE INSPECTOR I

NFPA 1031, 2014 Edition

4.2.2 Recognize the Need for a Permit

FINSP I -2
Revised 07/02/2017

Recognize the Need for a Permit

Candidate: _____

Date: _____

Student#: _____

STANDARD: 4.2.2 NFPA 1031, 2014 Edition	TASK: Recognize the need for a permit, given a situation or condition, so that requirements for permits are communicated in accordance with the applicable codes and standards and the policies of the jurisdiction.				
PERFORMANCE OUTCOME: The candidate shall recognize the need for a permit. All steps must be correctly completed in order to pass this skill.					
RESOURCES REQUIRED: <ul style="list-style-type: none">• Scenario involving permits• National Fire Code of Canada• Computer					
CONDITIONS: Given a scenario, documentation, and the National Fire Code of Canada, the candidate shall demonstrate the ability to:					
No.	TASK STEPS	FIRST TEST		RETEST	
		Pass	Fail	Pass	Fail
1.	Recognize the need for a permit.				
2.	Determine what type of permit is required.				
3.	Write a letter to the concerned party indicating their need for a permit, and the proper steps they are to follow in order to apply for the permit.				
4.	Communicate verbally with the concerned party to ensure they understand why the permit is necessary and the steps they must follow to obtain the permit.				
5.	Ensure to follow the authority having jurisdiction's policies and procedures.				

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Date

Candidate

Date

Re-Test Proctor

Date

Re-Test Candidate

Date

Proctor/Candidate Comments: _____



FIRE SERVICE INSPECTOR I

NFPA 1031, 2014 Edition

4.2.3 Recognize the Need for a Plans Review

FINSP I -3
Revised 07/02/2017

Recognize the Need for a Plans Review

Candidate: _____

Date: _____

Student#: _____

STANDARD: 4.2.3 NFPA 1031, 2014 Edition	TASK: Recognize the need for a plans review, given a situation or condition, so that requirements for plans review are communicated in accordance with the applicable codes and standards and the policies of the jurisdiction.				
PERFORMANCE OUTCOME: The candidate shall recognize the need for a plans review. All steps must be correctly completed in order to pass this skill.					
RESOURCES REQUIRED: <ul style="list-style-type: none">• Scenario involving plans review• Computer					
CONDITIONS: Given a scenario involving plans review, the candidate shall demonstrate the ability to:					
No.	TASK STEPS	FIRST TEST		RETEST	
		Pass	Fail	Pass	Fail
1.	Recognize the need for a plans review.				
2.	Determine what type of plans review is required.				
3.	Write a letter to the concerned party indicating their need for a plans review.				
4.	Communicate verbally with the concerned party to ensure they understand why they need a plans review.				
5.	Advise the concerned party on how to proceed with obtaining a plans review.				
6.	Ensure to follow the authority having jurisdiction's policies and procedures.				

Proctor (Print & Sign)

Date

Candidate

Date

Re-Test Proctor

Date

Re-Test Candidate

Date

Proctor/Candidate Comments: _____



FIRE SERVICE INSPECTOR I

NFPA 1031, 2014 Edition

4.2.4 Investigate Complaints

FINSP I -4

Revised 07/02/2017

Investigate Complaints

Candidate: _____

Date: _____

Student#: _____

STANDARD: 4.2.4 NFPA 1031, 2014 Edition		TASK: Investigate common complaints, given a reported situation or condition, so that complaint information is recorded, the authority having jurisdiction's approved process is initiated, and the complaint is resolved.			
PERFORMANCE OUTCOME: The candidate shall investigate a common complaint. All steps must be correctly completed in order to pass this skill.					
RESOURCES REQUIRED: <ul style="list-style-type: none">• Scenario involving a complaint• Paper		<ul style="list-style-type: none">• Pens• Camera• Computer			
CONDITIONS: Given a scenario involving a complaint, the candidate shall demonstrate the ability to:					
No.	TASK STEPS	FIRST TEST		RETEST	
		Pass	Fail	Pass	Fail
1.	Receive the complaint with attentiveness and concern.				
2.	Follow the organization's policy for receiving and processing complaints.				
3.	Record all pertinent information.				
4.	Research applicable codes and standards.				
5.	Perform an investigation to confirm the complaint.				
6.	Document any violations.				
7.	Discuss violations with the building owner/occupant and initiate the process for corrective action.				
8.	Write a report for the building owner/occupant citing the violation and the process for corrective action.				
9.	Document and record all actions.				
10.	Ensure to follow the authority having jurisdiction's policies and procedures.				

Proctor (Print & Sign)

Date

Candidate

Date

Re-Test Proctor

Date Re-Test

Candidate

Date

Proctor/Candidate Comments: _____



FIRE SERVICE INSPECTOR I

NFPA 1031, 2014 Edition

4.2.5 Identify Applicable Codes and Standards

FINSP I -5
Revised 07/02/2017

Identify Applicable Codes and Standards

Candidate: _____

Date: _____

Student#: _____

STANDARD: 4.2.5 NFPA 1031, 2014 Edition	TASK: Identify the applicable code or standard, given a fire protection, fire prevention, or life safety issue, so that the applicable document, edition and section are referenced.				
PERFORMANCE OUTCOME: The candidate shall identify the applicable code or standard, given a fire protection, fire prevention or life safety issue, so that the applicable document, edition and section are referenced. All steps must be correctly completed in order to pass this skill.					
RESOURCES REQUIRED: <ul style="list-style-type: none">• Scenario involving fire protection, fire prevention, or life safety issue• National Fire Code of Canada• National Building Code of Canada• Necessary standards as required by the scenario					
CONDITIONS: Given a scenario involving a fire protection, fire prevention, or life safety issue, the candidate shall demonstrate the ability to:					
No.	TASK STEPS	FIRST TEST		RETEST	
		Pass	Fail	Pass	Fail
1.	Identify the applicable code or standard for the situation presented.				
2.	Reference the proper document containing the code or standard for the situation presented.				
3.	Reference the proper edition of the document containing the code or standard for the situation presented.				
4.	Reference the correct section of the document containing the code or standard for the situation presented.				

Proctor (Print & Sign)

Date

Candidate

Date

Re-Test Proctor

Date

Re-Test Candidate

Date

Proctor/Candidate Comments: _____



FIRE SERVICE INSPECTOR I

NFPA 1031, 2014 Edition

4.2.6 Participate in Legal Proceedings

FINSP I -6
Revised 07/02/2017

Participate in Legal Proceedings

Candidate: _____

Date: _____

Student#: _____

STANDARD: 4.2.6 NFPA 1031, 2014 Edition	TASK: Participate in legal proceedings, given the findings of a field inspection report or a complaint, and consultation with legal counsel, so that all information is presented and the inspector's demeanor is professional.				
PERFORMANCE OUTCOME: The candidate shall participate in legal proceedings, given the findings of a field inspection report or a complaint, and consultation with legal counsel, so that all information is presented and the inspector's demeanor is professional. All steps must be correctly completed in order to pass this skill.					
RESOURCES REQUIRED: <ul style="list-style-type: none">• Scenario involving legal proceedings					
CONDITIONS: Given a scenario involving legal proceedings, the candidate shall demonstrate the ability to:					
No.	TASK STEPS	FIRST TEST		RETEST	
		Pass	Fail	Pass	Fail
1.	Review all files and notes regarding the proceedings prior to appearing in court.				
2.	Demonstrate professional courtroom dress and grooming.				
3.	Inform the court of the problem, legal requirements pertaining to the problem, and local procedures for non-compliance.				
4.	Confine testimony to facts of the case.				
5.	Demonstrate appropriate courtroom demeanour including, posture, mannerisms, composure, and confidence.				
6.	Demonstrate appropriate communication skills: <ul style="list-style-type: none">• Listen carefully• Respond to questions professionally• Maintain objectivity• Accurately convey facts• Testimony is consistent with documented facts				

Proctor (Print & Sign)

Date

Candidate

Date

Re-Test Proctor

Date Re-Test

Candidate

Date

Proctor/Candidate Comments: _____



FIRE SERVICE INSPECTOR I

NFPA 1031, 2014 Edition

4.3.1 Occupancy Classification

FINSP I -7
Revised 07/02/2017

Occupancy Classification

Candidate: _____

Date: _____

Student#: _____

STANDARD: 4.3.1 NFPA 1031, 2014 Edition	TASK: Identify the occupancy classification of a single-use occupancy, given a description of the occupancy and its use, so that the classification is made according to the applicable codes and standards.				
PERFORMANCE OUTCOME: The candidate shall identify the occupancy classification of a single-use occupancy, given a description of the occupancy and its use, so that the classification is made according to the applicable codes and standards. All steps must be correctly completed in order to pass this skill.					
RESOURCES REQUIRED: <ul style="list-style-type: none">• Single use occupancy description• National Fire Code of Canada• National Building Code of Canada					
CONDITIONS: Given a description of a single use occupancy, the National Fire Code of Canada, and the National Building Code of Canada, the candidate shall demonstrate the ability to:					
No.	TASK STEPS	FIRST TEST		RETEST	
		Pass	Fail	Pass	Fail
1.	Consider the use of the occupancy, and list observations regarding the occupancy.				
2.	Utilize appropriate code and standards to make the classification.				
3.	Correctly identify the occupancy classification.				

Proctor (Print & Sign)

Date

Candidate

Date

Re-Test Proctor

Date

Re-Test Candidate

Date

Proctor/Candidate Comments: _____



FIRE SERVICE INSPECTOR I

NFPA 1031, 2014 Edition

4.3.2 Compute Occupant Load

FINSP I -8

Revised 07/02/2017

Compute Occupant Load

Candidate: _____

Date: _____

Student#: _____

STANDARD: 4.3.2 NFPA 1031, 2014 Edition		TASK: Compute the allowable occupant load of a single use occupancy or portion thereof, given a detailed description of the occupancy, so that the calculated allowable occupant load is established in accordance with applicable codes and standards.			
PERFORMANCE OUTCOME: The candidate shall compute the allowable occupant load of a single use occupancy or portion thereof, given a detailed description of the occupancy, so that the calculated allowable occupant load is established in accordance with applicable codes and standards. All steps must be correctly completed in order to pass this skill.					
RESOURCES REQUIRED: <ul style="list-style-type: none">• Single use occupancy description• National Fire Code of Canada		<ul style="list-style-type: none">• National Building Code of Canada• Measuring tools• Calculator			
CONDITIONS: Given a description of a single use occupancy (or portion thereof), the National Fire Code of Canada, and the National Building Code of Canada, the candidate shall demonstrate the ability to:					
No.	TASK STEPS	FIRST TEST		RETEST	
		Pass	Fail	Pass	Fail
1.	Consider the use of the occupancy and assign the appropriate occupancy classification, using the appropriate codes and standards.				
2.	Use measuring tools if necessary to gather required information.				
3.	Make sketches as necessary to aid in determining occupant load.				
4.	Using appropriate codes and standards determine the correct occupant load factor.				
5.	Use proper occupant load formula to determine total occupant load.				
6.	Compare total occupant load to the total exit capacity.				
7.	Choose the lesser of the total occupant load or total exit capacity as the final occupant load				

Proctor (Print & Sign)

Date

Candidate

Date

Re-Test Proctor

Date

Re-Test Candidate

Date

Proctor/Candidate Comments: _____



FIRE SERVICE INSPECTOR I

NFPA 1031, 2014 Edition

4.3.3 Inspect Means of Egress

FINSP I -9

Revised 07/02/2017

Inspect Means of Egress

Candidate: _____

Date: _____

Student#: _____

STANDARD: 4.3.3 NFPA 1031, 2014 Edition	TASK: Inspect means of egress elements, given observations made during a field inspection of an existing building, so that means of egress elements are maintained in compliance with applicable codes and standards and deficiencies are identified, documented, and reported in accordance with the applicable codes and standards and the policies of the jurisdiction.				
PERFORMANCE OUTCOME: Inspect means of egress elements, given observations made during a field inspection of an existing building, so that means of egress elements are maintained in compliance with applicable codes and standards and deficiencies are identified, documented, and reported in accordance with the applicable codes and standards and the policies of the jurisdiction. All steps must be correctly completed in order to pass this skill.					
RESOURCES REQUIRED: <ul style="list-style-type: none">• Occupancy to inspect• National Fire Code of Canada		<ul style="list-style-type: none">• National Building Code of Canada• Measuring tools• Calculator			
CONDITIONS: Given an occupancy, the National Fire Code of Canada, and the National Building Code of Canada, the candidate shall demonstrate the ability to:					
No.	TASK STEPS	FIRST TEST		RETEST	
		Pass	Fail	Pass	Fail
1.	Inspect the means of egress and document (notes, sketches etc.) findings.				
2.	Ensure that means of egress are being maintained.				
3.	Measure travel distance.				
4.	Measure necessary components of means of egress (stairs, door width etc.) to use in exit capacity calculations.				
5.	Identify appropriate exit capacity factor.				
6.	Use proper exit capacity formula to determine total exit capacity.				

Proctor (Print & Sign)

Date

Candidate

Date

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Date

Re-Test Candidate

Date

Proctor/Candidate Comments: _____



FIRE SERVICE INSPECTOR I

NFPA 1031, 2014 Edition

4.3.5 Verify Operational Readiness of Fixed Suppression Systems

FINSP I -11
Revised 10/02/2017

Verify Operational Readiness of Fixed Suppression Systems

Candidate: _____

Date: _____

Student#: _____

STANDARD: 4.3.5 NFPA 1031, 2014 Edition	TASK: Determine the operational readiness of existing fixed suppression systems, given test documentation and field observations, so that the systems are in an operational state, maintenance is documented, and deficiencies are identified, documented, and reported in accordance with the applicable codes and standards and the policies of the jurisdiction.				
PERFORMANCE OUTCOME: Determine the operational readiness of existing fixed suppression systems, given test documentation and field observations, so that the systems are in an operational state, maintenance is documented, and deficiencies are identified, documented, and reported in accordance with the applicable codes and standards and the policies of the jurisdiction. All steps must be correctly completed in order to pass this skill.					
RESOURCES REQUIRED: <ul style="list-style-type: none">Fixed suppression systemNational Fire Code of Canada			<ul style="list-style-type: none">National Building Code of CanadaApplicable standardsTest documentation		
CONDITIONS: Given a fixed suppression system, test documentation, the National Fire Code of Canada, the National Building Code of Canada, and applicable standards, the candidate shall demonstrate the ability to:					
No.	TASK STEPS	FIRST TEST		RETEST	
		Pass	Fail	Pass	Fail
1.	Review test documentation of the fixed suppression system.				
2.	Conduct a field inspection of the fixed suppression system.				
3.	Verify that maintenance and documentation of the fixed suppression system is in accordance with applicable codes and standards.				
4.	Identify any deficiencies of the fixed suppression system, based on applicable codes and standards.				
5.	Document and report any deficiencies of the fixed suppression system, in accordance with the policies of the jurisdiction.				
6.	Determine operational readiness of the fixed suppression system, based on applicable codes and standards.				

Proctor (Print & Sign)

Date

Candidate

Date

Re-Test Proctor

Date Re-Test

Candidate

Date

Proctor/Candidate Comments: _____



FIRE SERVICE INSPECTOR I

NFPA 1031, 2014 Edition

4.3.6 Verify Operational Readiness of Detection and Alarm Systems

FINSP I -12
Revised 10/02/2017

Verify Operational Readiness of Detection and Alarm Systems

Candidate: _____

Date: _____

Student#: _____

STANDARD: 4.3.6 NFPA 1031, 2014 Edition	TASK: Determine the operational readiness of existing fire detection and alarm systems, given test documentation and field observations, so that the systems are in an operational state, maintenance is documented, and deficiencies are identified, documented, and reported in accordance with the applicable codes and standards and the policies of the jurisdiction.				
PERFORMANCE OUTCOME: Determine the operational readiness of existing fire detection and alarm systems, given test documentation and field observations, so that the systems are in an operational state, maintenance is documented, and deficiencies are identified, documented, and reported in accordance with the applicable codes and standards and the policies of the jurisdiction. All steps must be correctly completed in order to pass this skill.					
RESOURCES REQUIRED: <ul style="list-style-type: none">• Fire detection and alarm system• National Fire Code of Canada			<ul style="list-style-type: none">• National Building Code of Canada• Applicable standards• Test documentation		
CONDITIONS: Given a fire detection and alarm system, test documentation, the National Fire Code of Canada, the National Building Code of Canada, and applicable standards, the candidate shall demonstrate the ability to:					
No.	TASK STEPS	FIRST TEST		RETEST	
		Pass	Fail	Pass	Fail
1.	Review test documentation of the fire detection and alarm system.				
2.	Conduct a field inspection of the fire detection and alarm system.				
3.	Verify that maintenance and documentation of the fire detection and alarm system is in accordance with applicable codes and standards.				
4.	Identify any deficiencies of the fire detection and alarm system, based on applicable codes and standards.				
5.	Document and report any deficiencies of the fire detection and alarm system, in accordance with the policies of the jurisdiction.				
6.	Determine operational readiness of the fire detection and alarm system, based on applicable codes and standards.				

Proctor (Print & Sign)

Date

Candidate

Date

Re-Test Proctor

Date Re-Test

Candidate

Date

Proctor/Candidate Comments: _____



FIRE SERVICE INSPECTOR I

NFPA 1031, 2014 Edition

4.3.7 Verify Operational Readiness of Portable Fire Extinguishers

FINSP I -13
Revised 10/02/2017

Verify Operational Readiness of Portable Fire Extinguishers

Candidate: _____

Date: _____

Student#: _____

STANDARD: 4.3.7 NFPA 1031, 2014 Edition	TASK: Determine the operational readiness of existing portable fire extinguishers, given test documentation and field observations, so that the equipment is in an operational state, maintenance is documented, and deficiencies are identified, documented, and reported in accordance with the applicable codes and standards and the policies of the jurisdiction.				
PERFORMANCE OUTCOME: Determine the operational readiness of existing portable fire extinguishers, given test documentation and field observations, so that the equipment is in an operational state, maintenance is documented, and deficiencies are identified, documented, and reported in accordance with the applicable codes and standards and the policies of the jurisdiction. All steps must be correctly completed in order to pass this skill.					
RESOURCES REQUIRED: <ul style="list-style-type: none">• Portable fire extinguishers• National Fire Code of Canada			<ul style="list-style-type: none">• National Building Code of Canada• Applicable standards• Test documentation		
CONDITIONS: Given portable fire extinguishers, test documentation, the National Fire Code of Canada, the National Building Code of Canada, and applicable standards, the candidate shall demonstrate the ability to:					
No.	TASK STEPS	FIRST TEST		RETEST	
		Pass	Fail	Pass	Fail
1.	Review test/maintenance documentation of the portable fire extinguishers.				
2.	Conduct a field inspection of the portable fire extinguishers, ensuring type, size, amount, and location of extinguishers are in accordance with applicable codes and standards.				
3.	Verify that maintenance and documentation of the portable fire extinguishers are in accordance with applicable codes and standards.				
4.	Identify any deficiencies of the portable fire extinguishers, based on applicable codes and standards.				
5.	Document and report any deficiencies of the portable fire extinguishers, in accordance with the policies of the jurisdiction.				
6.	Determine operational readiness of the portable fire extinguishers, based on applicable codes and standards.				

Proctor (Print & Sign)

Date

Candidate

Date

Re-Test Proctor

Date

Re-Test Candidate

Date

Proctor/Candidate Comments: _____



FIRE SERVICE INSPECTOR I

NFPA 1031, 2014 Edition

4.3.8 Recognize Hazardous Conditions

FINSP I -14
Revised 10/02/2017

Recognize Hazardous Conditions

Candidate: _____

Date: _____

Student#: _____

STANDARD: 4.3.8 NFPA 1031, 2014 Edition	TASK: Recognize hazardous conditions involving equipment, processes, and operations, given field observations, so that the equipment, processes, or operations are conducted and maintained in accordance with applicable codes and standards and deficiencies are identified, documented, and reported in accordance with the applicable codes and standards and the policies of the jurisdiction.				
PERFORMANCE OUTCOME: Recognize hazardous conditions involving equipment, processes, and operations, given field observations, so that the equipment, processes, or operations are conducted and maintained in accordance with applicable codes and standards and deficiencies are identified, documented, and reported in accordance with the applicable codes and standards and the policies of the jurisdiction. All steps must be correctly completed in order to pass this skill.					
RESOURCES REQUIRED: <ul style="list-style-type: none">Hazardous condition, process, or operationNational Fire Code of Canada			<ul style="list-style-type: none">National Building Code of CanadaApplicable standards		
CONDITIONS: Given a hazardous condition, process, or operation, the National Fire Code of Canada, the National Building Code of Canada, and applicable standards, the candidate shall demonstrate the ability to:					
No.	TASK STEPS	FIRST TEST		RETEST	
		Pass	Fail	Pass	Fail
1.	Identify hazardous materials, equipment, processes and/or operations.				
2.	Identify and document specific applicable codes, standards and policies of the jurisdiction involving the given situation.				
3.	Verify equipment, processes, or operations are being maintained and operated in accordance with applicable codes and standards.				
4.	Identify and document deficiencies according to applicable codes and standards.				
5.	Report deficiencies according to policies of the jurisdiction.				

Proctor (Print & Sign)

Date

Candidate

Date

Re-Test Proctor

Date

Re-Test Candidate

Date

Proctor/Candidate Comments: _____



FIRE SERVICE INSPECTOR I

NFPA 1031, 2014 Edition

4.3.9 Plan Comparison – Installed System

FINSP I -15
Revised 10/02/2017

Plan Comparison – Installed System

Candidate: _____

Date: _____

Student#: _____

STANDARD: 4.3.9 NFPA 1031, 2014 Edition	TASK: Compare an approved plan to an existing fire protection system, given approved plans and field observations, so that any modifications to the system are identified, documented, and reported in accordance with the applicable codes and standards and the policies of the jurisdiction.				
PERFORMANCE OUTCOME: Compare an approved plan to an existing fire protection system, given approved plans and field observations, so that any modifications to the system are identified, documented, and reported in accordance with the applicable codes and standards and the policies of the jurisdiction. All steps must be correctly completed in order to pass this skill.					
RESOURCES REQUIRED: <ul style="list-style-type: none">• Fire protection system plans• Existing fire protection system		<ul style="list-style-type: none">• National Fire Code of Canada• National Building Code of Canada• Applicable standards			
CONDITIONS: Given fire protection system plans, an existing fire protection system, the National Fire Code of Canada, the National Building Code of Canada, and applicable standards, the candidate shall demonstrate the ability to:					
No.	TASK STEPS	FIRST TEST		RETEST	
		Pass	Fail	Pass	Fail
1.	Compare approved plans to the installed fire protection system.				
2.	Conduct a field inspection of the fire protection system.				
3.	Identify and document modifications to the system.				
4.	Verify modifications are in accordance with applicable codes and standards.				
5.	Report modifications according to policies of the jurisdiction.				

Proctor (Print & Sign)

Date

Candidate

Date

Re-Test Proctor

Date

Re-Test Candidate

Date

Proctor/Candidate Comments: _____



FIRE SERVICE INSPECTOR I

NFPA 1031, 2014 Edition

4.3.11 Inspect Emergency Site Access

FINSP I -17
Revised 10/02/2017

Inspect Emergency Site Access

Candidate: _____

Date: _____

Student#: _____

STANDARD: 4.3.11 NFPA 1031, 2014 Edition	TASK: Inspect emergency access for an existing site, given field observations, so that the required access for emergency responders is maintained and deficiencies are identified, documented and corrected in accordance with the applicable codes, standards, and policies of the jurisdiction.				
PERFORMANCE OUTCOME: Inspect emergency access for an existing site, given field observations, so that the required access for emergency responders is maintained and deficiencies are identified, documented and corrected in accordance with the applicable codes, standards, and policies of the jurisdiction. All steps must be correctly completed in order to pass this skill.					
RESOURCES REQUIRED: <ul style="list-style-type: none">• Scenario or occupancy involving emergency access• National Fire Code of Canada		<ul style="list-style-type: none">• National Building Code of Canada• Applicable standards			
CONDITIONS: Given a scenario or an occupancy involving emergency access, the National Fire Code of Canada, the National Building Code of Canada, and applicable standards, the candidate shall demonstrate the ability to:					
No.	TASK STEPS	FIRST TEST		RETEST	
		Pass	Fail	Pass	Fail
1.	Conduct a field inspection of the occupancy.				
2.	Measure applicable emergency access components.				
3.	Identify the emergency access requirements based on applicable codes, standards, and local jurisdiction policies.				
4.	Determine if emergency access is being maintained according to applicable codes, standards, and local jurisdiction policies.				
5.	Identify and document any deficiencies with emergency access according to applicable codes, standards, and local jurisdiction policies.				
6.	Assure deficiencies are corrected according to codes, standards and policies.				

Proctor (Print & Sign)

Date

Candidate

Date

Re-Test Proctor
Proctor/Candidate Comments:

Date

Re-Test Candidate

Date



FIRE SERVICE INSPECTOR I

NFPA 1031, 2014 Edition

4.3.12 Verify Code Compliance for Incidental Storage

FINSP I -18
Revised 10/02/2017

Verify Code Compliance for Incidental Storage

Candidate: _____

Date: _____

Student#: _____

STANDARD: 4.3.12 NFPA 1031, 2014 Edition	TASK: Verify code compliance for incidental storage, handling and use of flammable and combustible liquids and gases, given field observations and inspection guidelines from the Authority Having Jurisdiction (AHJ), so that applicable codes and standards are addressed and deficiencies are identified, documented, and reported in accordance with the applicable codes and standards and the policies of the jurisdiction.				
PERFORMANCE OUTCOME: Verify code compliance for incidental storage, handling and use of flammable and combustible liquids and gases, given field observations and inspection guidelines from the Authority Having Jurisdiction (AHJ), so that applicable codes and standards are addressed and deficiencies are identified, documented, and reported in accordance with the applicable codes and standards and the policies of the jurisdiction. All steps must be correctly completed in order to pass this skill.					
RESOURCES REQUIRED: <ul style="list-style-type: none">• Scenario or occupancy involving incidental storage, handling and use of flammable and combustible liquids and gases• National Fire Code of Canada			<ul style="list-style-type: none">• National Building Code of Canada• Applicable standards		
CONDITIONS: Given a scenario or an occupancy involving incidental storage, handling and use of flammable and combustible liquids and gases, the National Fire Code of Canada, the National Building Code of Canada, and applicable standards, the candidate shall demonstrate the ability to:					
No.	TASK STEPS	FIRST TEST		RETEST	
		Pass	Fail	Pass	Fail
1.	Conduct a field inspection of the occupancy following the inspections guidelines set out by the AHJ.				
2.	Identify applicable codes and standards in regards to the storage, handling, and use of flammable and combustible liquids and gases.				
3.	Identify any code compliance deficiencies in regards to storage, handling, and use of flammable and combustible liquids and gases.				
4.	Document and report deficiencies according to jurisdictional policies.				

Proctor (Print & Sign)

Date

Candidate

Date

Re-Test Proctor

Date

Re-Test Candidate

Date

Proctor/Candidate Comments: _____



FIRE SERVICE INSPECTOR I

NFPA 1031, 2014 Edition

4.3.13 Verify Code Compliance for Incidental Storage of Hazardous Materials

FINSP I -19
Revised 10/02/2017

Verify Code Compliance for Incidental Storage of Hazardous Materials

Candidate: _____

Date: _____

Student#: _____

STANDARD: 4.3.13 NFPA 1031, 2014 Edition	TASK: Verify code compliance for incidental storage, handling and use of hazardous materials, given field), so that applicable codes and standards are addressed and deficiencies are identified, documented, and reported in accordance with the applicable codes and standards and the policies of the jurisdiction.				
PERFORMANCE OUTCOME: Verify code compliance for incidental storage, handling and use of hazardous materials, given field observations, so that applicable codes and standards are addressed and deficiencies are identified, documented, and reported in accordance with the applicable codes and standards and the policies of the jurisdiction. All steps must be correctly completed in order to pass this skill.					
RESOURCES REQUIRED: <ul style="list-style-type: none">• Scenario or occupancy involving hazardous materials• National Fire Code of Canada		<ul style="list-style-type: none">• National Building Code of Canada• Applicable standards			
CONDITIONS: Given a scenario or an occupancy involving incidental storage, handling and use of hazardous materials, the National Fire Code of Canada, the National Building Code of Canada, and applicable standards, the candidate shall demonstrate the ability to:					
No.	TASK STEPS	FIRST TEST		RETEST	
		Pass	Fail	Pass	Fail
1.	Conduct a field inspection of the occupancy.				
2.	Identify applicable codes and standards in regards to the storage, handling, and use of hazardous materials.				
3.	Identify any code compliance deficiencies in regards to storage, handling, and use of hazardous materials.				
4.	Document and report deficiencies according to jurisdictional policies.				

Proctor (Print & Sign)

Date

Candidate

Date

Re-Test Proctor

Date

Re-Test Candidate

Date

Proctor/Candidate Comments: _____



FIRE SERVICE INSPECTOR I

NFPA 1031, 2014 Edition

4.3.14 Recognize Fire Growth Potential

FINSP I -20
Revised 10/02/2017

Recognize Fire Growth Potential

Candidate: _____

Date: _____

Student#: _____

STANDARD: 4.3.14 NFPA 1031, 2014 Edition	TASK: Recognize a hazardous fire growth potential in a building or space, given field observations, so that the hazardous conditions are identified, documented, and reported in accordance with the applicable codes and standards and policies of the jurisdiction.				
PERFORMANCE OUTCOME: Recognize a hazardous fire growth potential in a building or space, given field observations, so that the hazardous conditions are identified, documented, and reported in accordance with the applicable codes and standards and policies of the jurisdiction. All steps must be correctly completed in order to pass this skill.					
RESOURCES REQUIRED: <ul style="list-style-type: none">• Scenario or occupancy hazardous fire growth potential• National Fire Code of Canada• National Building Code of Canada• Applicable standards					
CONDITIONS: Given a scenario or an occupancy involving hazardous fire growth potential, the National Fire Code of Canada, the National Building Code of Canada, and applicable standards, the candidate shall demonstrate the ability to:					
No.	TASK STEPS	FIRST TEST		RETEST	
		Pass	Fail	Pass	Fail
1.	Conduct a field inspection of the occupancy.				
2.	Identify and document conditions contributing to the potentially hazardous fire growth situation.				
3.	Identify applicable codes and standards to determine compliance.				
4.	Document and report deficiencies according to jurisdictional policies.				

Proctor (Print & Sign)

Date

Candidate

Date

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Date

Proctor/Candidate Comments: _____



FIRE SERVICE INSPECTOR I

NFPA 1031, 2014 Edition

4.3.15 Determine Code Compliance

FINSP I -21
Revised 10/02/2017

Determine Code Compliance

Candidate: _____

Date: _____

Student#: _____

STANDARD: 4.3.15 NFPA 1031, 2014 Edition		TASK: Determine code compliance, given the codes, standards, and policies of the jurisdiction and a fire protection issue, so that the applicable codes, standards and policies are identified and compliance is determined.			
PERFORMANCE OUTCOME: Determine code compliance, given the codes, standards, and policies of the jurisdiction and a fire protection issue, so that the applicable codes, standards and policies are identified and compliance is determined. All steps must be correctly completed in order to pass this skill.					
RESOURCES REQUIRED: <ul style="list-style-type: none">• Scenario or occupancy to inspect• National Fire Code of Canada• National Building Code of Canada• Applicable standards					
CONDITIONS: Given a scenario or an occupancy to inspect, the National Fire Code of Canada, the National Building Code of Canada, and applicable standards, the candidate shall demonstrate the ability to:					
No.	TASK STEPS	FIRST TEST		RETEST	
		Pass	Fail	Pass	Fail
1.	Conduct a field inspection of the occupancy.				
2.	Identify and document violations/deficiencies with applicable codes and standards.				
3.	Conduct a post inspection interview with the owner/occupant and discuss violation/deficiencies.				
4.	Write a report documenting findings, ensuring applicable codes and standards are properly referenced.				

Proctor (Print & Sign)

Date

Candidate

Date

Re-Test Proctor

Date

Re-Test Candidate

Date

Proctor/Candidate Comments: _____



FIRE SERVICE INSPECTOR I

NFPA 1031, 2014 Edition

4.3.16 Verify Fire Flows

FINSP I -22
Revised 10/02/2017

Verify Fire Flows

Candidate: _____

Date: _____

Student#: _____

STANDARD: 4.3.16 NFPA 1031, 2014 Edition	TASK: Verify fire flows for a site, given fire flow test results and water supply data, so that required fire flows are in accordance with applicable codes and standards and deficiencies are identified, documented, and reported in accordance with the applicable codes and standards and the policies of the jurisdiction.				
PERFORMANCE OUTCOME: Verify fire flows for a site, given fire flow test results and water supply data, so that required fire flows are in accordance with applicable codes and standards and deficiencies are identified, documented, and reported in accordance with the applicable codes and standards and the policies of the jurisdiction. All steps must be correctly completed in order to pass this skill.					
RESOURCES REQUIRED: <ul style="list-style-type: none"> Scenario or occupancy involving fire flows National Fire Code of Canada National Building Code of Canada Applicable standards 					
CONDITIONS: Given a scenario or an occupancy involving fire flows, the National Fire Code of Canada, the National Building Code of Canada, and applicable standards, the candidate shall demonstrate the ability to:					
No.	TASK STEPS	FIRST TEST		RETEST	
		Pass	Fail	Pass	Fail
1.	Assure use of personal protective equipment.				
2.	Locate personnel at test hydrant and all flow hydrants to be used.				
3.	Remove cap from test hydrant and attach pressure gauge cap with the petcock in the open position.				
4.	Assure all remaining caps are snug and open hydrant by turning the operating nut several times.				
5.	Once air has escaped and a steady stream of water is flowing, close the petcock and fully open the hydrant.				
6.	Read and record static pressure on test hydrant pressure gauge.				
7.	Remove cap(s) from the outlets(s) on the flow hydrants.				
8.	Check and record the hydrant coefficient and actual inside diameter of the hydrant orifice.				
9.	Open flow hydrants as necessary.				
10.	Record velocity pressure of flow hydrants using pitot gauge.				
11.	Record residual pressure on test hydrant.				
12.	Slowly close the flow hydrants, assure drainage and replace caps.				
13.	Check the pressure gauge on the test hydrant for a return to normal operating pressure, then close the hydrant.				

14.	Open the petcock valve to prevent a vacuum on the pressure gauge.				
15.	Remove the pressure gauge cap.				
16.	Check for proper drainage of the hydrant and replace and secure the hydrant cap.				
17.	Record all tests.				
18.	Determine if fire flows are in accordance with applicable codes and standards.				
19.	Identify, document and report any deficiencies in accordance with applicable codes and standards, and the policies of the jurisdiction.				

<hr/> Proctor (Print & Sign)	<hr/> Date	<hr/> Candidate	<hr/> Date
<hr/> Re-Test Proctor	<hr/> Date	<hr/> Re-Test Candidate	<hr/> Date

Proctor/Candidate Comments: _____



FIRE SERVICE INSPECTOR I

NFPA 1031, 2014 Edition

4.3.16 Fire Flow Computation – Graphical Analysis

FINSP I -23

Revised 10/02/2017

Fire Flow Computation – Graphical Analysis

Candidate: _____

Date: _____

Student#: _____

STANDARD: 4.3.16 NFPA 1031, 2014 Edition	TASK: Verify fire flows for a site, given fire flow test results and water supply data, so that required fire flows are in accordance with applicable codes and standards and deficiencies are identified, documented, and reported in accordance with the applicable codes and standards and the policies of the jurisdiction.				
PERFORMANCE OUTCOME: Verify fire flows for a site, given fire flow test results and water supply data, so that required fire flows are in accordance with applicable codes and standards and deficiencies are identified, documented, and reported in accordance with the applicable codes and standards and the policies of the jurisdiction. All steps must be correctly completed in order to pass this skill.					
RESOURCES REQUIRED: <ul style="list-style-type: none">• Scenario or occupancy involving fire flows• Universal water flow test summary sheet			<ul style="list-style-type: none">• National Fire Code of Canada• National Building Code of Canada• Applicable standards		
CONDITIONS: Given a scenario or an occupancy involving fire flows, universal water flow test summary sheet, the National Fire Code of Canada, the National Building Code of Canada, and applicable standards, the candidate shall demonstrate the ability to:					
No.	TASK STEPS	FIRST TEST		RETEST	
		Pass	Fail	Pass	Fail
1.	Determine which gpm (L/min) scale to use.				
2.	Locate and plot the static pressure on the vertical scale at 0 gpm (0 L/min).				
3.	Locate the total water flow measured during the test on the chart.				
4.	Locate the residual pressure noted during the test on the chart.				
5.	Plot the residual pressure above the total water flow measured.				
6.	Draw a straight line from the static pressure point through the residual pressure point on the water flow scale.				
7.	Read the gpm (L/min) available at 20 psi (140 KPa) residual and record the figure.				
8.	Identify deficiencies, document and report in accordance with policies and procedures of the jurisdiction.				

Proctor (Print & Sign)

Date

Candidate

Date

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Re-Test Candidate

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Proctor/Candidate Comments:



FIRE SERVICE INSPECTOR I

NFPA 1031, 2014 Edition

4.3.16 Fire Flow Test Computation – Mathematical Method

FINSP I -24
Revised 10/02/2017

Fire Flow Test Computation – Mathematical Method

Candidate: _____

Date: _____

Student#: _____

STANDARD: 4.3.16 NFPA 1031, 2014 Edition	TASK: Verify fire flows for a site, given fire flow test results and water supply data, so that required fire flows are in accordance with applicable codes and standards and deficiencies are identified, documented, and reported in accordance with the applicable codes and standards and the policies of the jurisdiction.				
PERFORMANCE OUTCOME: Verify mathematically fire flows for a site, given fire flow test results and water supply data, so that required fire flows are in accordance with applicable codes and standards and deficiencies are identified, documented, and reported in accordance with the applicable codes and standards and the policies of the jurisdiction. All steps must be correctly completed in order to pass this skill.					
RESOURCES REQUIRED: <ul style="list-style-type: none">• Scenario or occupancy involving fire flows• Water supply data• Table for computing fire flow tests			<ul style="list-style-type: none">• National Fire Code of Canada• National Building Code of Canada• Applicable standards		
CONDITIONS: Given a scenario or an occupancy involving fire flows, the following formula, water supply data, table for computing fire flow tests, the National Fire Code of Canada, the National Building Code of Canada, and applicable standards, the candidate shall demonstrate the ability to calculate:					
No.	TASK STEPS	FIRST TEST		RETEST	
		Pass	Fail	Pass	Fail
1.	$Q_r = (Q_f \times h_r^{0.54}) \div h_f^{0.54}$ <p>Where: Q_r = Flow available at desired residual pressure Q_f = Flow during test h_r = Pressure drop to residual pressure (normal operating pressure minus required residual pressure) h_f = Pressure drop during test (normal operating pressure minus residual pressure during flow test)</p>				
2.	Identify deficiencies, document and report in accordance with policies and procedures of the jurisdiction.				

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Date

Candidate

Date

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Date

Re-Test Candidate

Date

Proctor/Candidate Comments: