
	<h1 style="margin: 0;">Pine-Strawberry Fire District</h1> <h2 style="margin: 0;">Employment Practices</h2> <h3 style="margin: 0;">2.9</h3>	
Subject: Performance Evaluations	Page: 1 of 5	
Board Approval Date: 12/19/2024	Effective Date: 01/03/2025	
Revision Approval Date: 04/17/2025	Revision Effective Date: 05/02/2025	
Board Chair Signature & Date:  4/17/2025		

I. POLICY:

It is the policy of the Pine-Strawberry Fire District (PSFD) to provide a process by which the job performance of each member is formally, regularly, and systematically reviewed and shared with members for the purpose of recognizing superior performance, supporting job performance which meets professional and District expectations, and provides guidance to improve performance in areas which do not meet established standards.

II. PURPOSE:

The purpose of this policy is to provide members a performance evaluation process that shall be managed to accomplish the following objectives:

- A. To provide members with full and accurate information and feedback concerning their performance.
- B. To identify performance elements in which members do well and those elements that require improvements.
 1. To establish plans to correct performance shortcomings and to establish goals for the upcoming performance period.
- C. To provide members with the opportunity to ask questions and/or give comments and feedback regarding their overall employment with the District.
- D. To identify performance expectations of the supervisor and the District based upon the District's Mission and established priorities.
- E. To facilitate planning for future training and promotional opportunities.

III. SCOPE:

This policy applies to the performance evaluations of all members, with the exception of the Fire Chief.

IV. GUIDELINES:

A. Evaluation Criteria:

1. All performance evaluations shall be completed on the approved "Performance Evaluation" form for the member's position.
2. NFPA standards of professional qualifications and the PSFD policies, procedures, and directives shall be used as basic guidelines for performance determination.
3. Principal considerations within the evaluation may include, but are not limited to: job knowledge, quality of work, initiative, attendance, teamwork, communication, adherence to policies and procedures, ability to execute position responsibilities and duties, etc.

B. Approval:

1. The Fire Chief shall review and approve all member performance evaluations.

V. PROCEDURES FOR PERFORMANCE EVALUATION PROCESS:

A. Each supervisor is responsible for conducting performance evaluations for each of their assigned subordinate members.

1. Evaluations should be conducted objectively; honestly; based upon previously outlined standards; and take into consideration previous evaluation, goals, and objectives.

B. Probationary Period Performance Evaluation:

1. All new and newly promoted members shall receive a performance evaluation quarterly during the probationary period to ensure that the member is progressing as expected during the probationary period, including:
 - a. A final evaluation at the completion of their probationary period.

C. Annual Performance Evaluation:

1. Performance evaluations will be conducted each year during the month of January.
 - a. Supervisors must complete the member's performance evaluation by January 31 and forward it to the Fire Chief for review.
 - b. The Fire Chief will review the member's performance evaluation and return it to the supervisor with comments, approval, or disapproval by February 7.

D. Performance Evaluation Discussion:

1. When the supervisor receives the performance evaluation back from the Fire Chief, the supervisor shall hold a discussion with the member regarding the performance evaluation.
 - a. The discussion shall be held at a prearranged time in a private location free from interruptions.
 - b. The discussion and completion of the performance evaluation must be completed by February 28.

E. Member's Signature:

1. The member shall be asked to acknowledge receipt of the performance evaluation by signing the form.
 - a. The member may provide comments if so desired.
 - b. If the member refuses to sign the form, the supervisor shall write in "Member Refuses to Sign" and initial and date the form.
 - c. Disagreements on ratings should be resolved at the lowest level possible, and the member may use the grievance procedures only if the perceived grievance meets criteria established in policy (Policy 3.10 Grievances Rights and Procedures).
2. The supervisor shall sign and date the form and forward it to the Fire Chief.
3. The Fire Chief shall sign and date the form, and have it filed in the member's personnel file.

F. Performance Ratings:

1. Evaluation Rating: Each section of the performance evaluation requires a rating based on the member's performance as compared to the organizational standards.

- a. The rating is provided to assist in developing consistency and in assigning the most appropriate measurement of the member's performance.

2. The Category Ratings are as follows:

0 - Consistently performs routine work below District standard:

Rating performance in this category means the member is consistently not meeting organizational or position standards and is performing at a level far below their job classification and experience level. This rating requires comments such as reasons, examples, or actions that show supervisor's justification. A plan of action is required to meet standards and expectations.

1 – Occasionally performs routine work below District standard:

Rating performance in this category means the member occasionally meets the organizational or position standards and is performing less than the bare minimum level for their job classification and experience level. This rating requires comments such as reasons, examples, or actions that show supervisor's justification. A plan of action is required to meet standards and expectations.

2 – Performs routine work in accordance with District standard:

Rating performance in this category means the member is meeting the organizational and position standards and is performing at an acceptable level for their job classification and experience level. Supervisor's comments are not required but can be documented for this rating.

3 - Frequently performs routine work above District standard:

Rating performance in this category means the member frequently performs at a level above organizational and position standards and is performing at a level that exceeds expectations for their job classification and experience level. This rating requires comments such as reasons, examples, or actions that show supervisor's justification.

4 – Consistently performs routine work above District standard:

Rating performance in this category means the member consistently performs at a level above organizational and position standards and is performing at a level that well exceeds expectations for their job classification and experience level. This rating requires comments such as reasons, examples, or actions that show supervisor's justification.

3. Final or overall performance ratings are calculated based on the numerical average of all performance rating categories (rounded to one decimal point).

G. Outside Employment Form:

1. As required elsewhere in policy (Policy 2.6 Conflict of Interest and Outside Employment), annual performance evaluations must include a review and renewal of all outside employment approvals.

H. Performance Evaluation Retention:

1. All evaluations shall be maintained in the member's personnel files.

I. Performance Evaluation Instructions Letter:

1. The Performance Evaluation Instructions Letter will be attached to the "Performance Evaluation" Form and is intended as a guide for completing the member's evaluations forms.
2. Supervisors should refer to policy (Policy 2.9 Performance Evaluation) for detailed instructions on the performance evaluation process, record keeping, and implementation.



PINE-STRAWBERRY FIRE DISTRICT

Firefighter Performance Evaluation

MEMBER'S NAME: _____ EVALUATION DATE: _____

EVALUATION TYPE: _____ Annual _____ Probationary _____ Special

Evaluation Rating: Each section of the performance evaluation requires a rating based on the member's performance as compared to the organizational standards. The rating is provided to assist in developing consistency and in assigning the most appropriate measurement of the member's performance.

0 - Consistently performs routine work below District standard: Rating performance in this category means the member is consistently not meeting organizational or position standards and is performing at a level far below their job classification and experience level. This rating requires comments such as reasons, examples, or actions that show supervisor's justification. A plan of action is required to meet standards and expectations.

1 - Occasionally performs routine work below District standard: Rating performance in this category means the member occasionally meets the organizational or position standards and is performing less than the bare minimum level for their job classification and experience level. This rating requires comments such as reasons, examples, or actions that show supervisor's justification. A plan of action is required to meet standards and expectations.

2 - Performs routine work in accordance with District standard: Rating performance in this category means the member is meeting the organizational and position standards and is performing at an acceptable level for their job classification and experience level. Supervisor's comments are not required but can be documented for this rating.

3 - Frequently performs routine work above District standard:
Rating performance in this category means the member frequently performs at a level above organizational and position standards and is performing at a level that exceeds expectations for their job classification and experience level. This rating requires comments such as reasons, examples, or actions that show supervisor's justification.

4 - Consistently performs routine work above District standard: Rating performance in this category means the member consistently performs at a level above organizational and position standards and is performing at a level that well exceeds expectations for their job classification and experience level. This rating requires comments such as reasons, examples, or actions that show supervisor's justification.

PERFORMANCE FACTORS	RATING
1. ROUTINE WORK: Station and apparatus maintenance; timely attendance at work, classes, and drills; quality of duty performance; assignments completed on a thorough and timely basis; shows pride, poise, and professionalism in work; strives for excellence in service and performance. Comments:	
2. FIREFIGHTER SKILLS: Ability to perform minimum company standards and follow standard operational procedures (SOP); use of tools and equipment; knowledge of fire ground operations; good judgment displayed at drills or emergencies; use of radio. Comments:	
3. MEDICAL AND RESCUE SKILLS: Knowledge of EMS protocols and procedures; use of medical equipment; good judgment displayed at training or emergencies; proficiency in patient care; maintain medical certification.	

Comments:	
4. SAFETY PRACTICES: Emergency and routine operation of equipment and apparatus; safe driving skills; wears correct safety gear and PPE; hazard identification; attitude to protect oneself and others through safe work practices; knows and follows safety procedures and practices. Comments:	
5. PHYSICAL FITNESS: Understands, supports, and participates in the District commitment to physical training; maintains level of fitness to meet demand of their position; passes the annual Physical Performance Assessment (PPA); annually passes the work capacity test (Pack Test). Comment:	
6. ATTITUDE: Demonstrates cooperative spirit, teamwork, and respect for others; openly supports organizational goals and management directives; models a positive, can-do outlook; shows sensitivity to intrapersonal relationships; maintains appropriate sense of humor. Comments:	
7. GENERAL CONDUCT: Complies with rules and regulations; accepts supervision, directions, and change; accepts responsibility for attitude, actions, and performance; shows interest in the job and maintaining District image; behaves professionally both on and off the job; does not take liberties with District time, money, or equipment; appropriate level of grooming/dress; uses PTO time appropriately; supports management, policies, and directives; provides feedback, opinions, and concerns properly and in a professional manner. Comment:	
8. DEPENDABILITY: Able to perform with minimal supervision; quality of work, routine duties, and special assignments; accuracy of work performed; can be counted on as a team member; is reliable; good attendance and is punctual; meets deadlines; follows through on assignments; responds to instructions and procedures. Comments:	
9. TEMPERAMENT: Effective under stress or emergency conditions; accepts directions, change, and constructive criticism; maintains consistent temperament, demonstrating emotional maturity. Comment:	
10. INITIATIVE: Enthusiasm for personal, professional, and organizational improvement; sets and enforces high yet attainable standards; identifies opportunities to improve systems, procedures, and performance; performs tasks when needed without prompting; maintains a high level of efficiency; puts forth extra effort. Comment:	
11. TRAINING: Attendance, attitude, and participation in training; retains information, understands instructions, prepares for class and drills, and passes tests or exercises; keeps up with trends and changes in fire and EMS, as well as in specific rank and/or position; shares knowledge with fellow members; requests to attend training that will improve his/her ability, performance, and necessity to the District and profession. Comment:	

12. COMMUNICATION: Able to communicate ideas, instructions, and information to others both verbally and in writing with proper use of grammar and punctuation; capable of public speaking and report-writing; communicates well in meetings or one-on-one situations; able to deliver concise communication, ensuring that the message is received and understood; communicates respectfully with others. Comment:	
13. CUSTOMER SERVICE: Demonstrates belief that customer needs come first; promptly responds to citizens' concerns and inquiries; solicits customer feedback in an effort to improve service; realizes and acts knowing his/her actions, attitude, and performance relates to the District community relations; participates and assists in community events to foster a positive view of the District within the community. Comment:	
ACCOMPLISHMENTS: List or describe accomplishments, new certifications, education, or activities.	
GOALS/OBJECTIVES: List specific goals and objectives, issues to be resolved, or projects to be accomplished.	
MEMBER'S COMMENTS: The member is invited and encouraged to express their opinions on their evaluation (may attach additional sheets if necessary).	

OUTSIDE EMPLOYMENT REVIEW AND APPROVAL: None Rated. Enter a Yes, No or N/A as applicable. Complies with and supports the outside employment notification and documentation requirement; completed and updated his/her outside employment form; his/her outside employment form was approved and on file. Comment:	
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RATING		
NUMBER OF CATEGORIES EVALUATED		
(Final score / numbers of categories evaluated equals final score) FINAL RATING		
Supervisor's Signature:	Date:	
The signature below of the member indicates that the evaluation has been reviewed with the member by the supervisor; it does not necessarily indicate agreement with the supervisor's evaluation or comments. The member has the opportunity to express their opinion of their evaluation and/or comments in the section provided for them above.		
Member's Signature:	Date:	
Fire Chief's Signature:	Date:	



PINE-STRAWBERRY FIRE DISTRICT

Engineer Performance Evaluation

MEMBER'S NAME: _____ EVALUATION DATE: _____

EVALUATION TYPE: _____ Annual _____ Probationary _____ Special

Evaluation Rating: Each section of the performance evaluation requires a rating based on the member's performance as compared to the organizational standards. The rating is provided to assist in developing consistency and in assigning the most appropriate measurement of the member's performance.

0 - Consistently performs routine work below District standard: Rating performance in this category means the member is consistently not meeting organizational or position standards and is performing at a level far below their job classification and experience level. This rating requires comments such as reasons, examples, or actions that show supervisor's justification. A plan of action is required to meet standards and expectations.

1 - Occasionally performs routine work below District standard: Rating performance in this category means the member occasionally meets the organizational or position standards and is performing less than the bare minimum level for their job classification and experience level. This rating requires comments such as reasons, examples, or actions that show supervisor's justification. A plan of action is required to meet standards and expectations.

2 - Performs routine work in accordance with District standard: Rating performance in this category means the member is meeting the organizational and position standards and is performing at an acceptable level for their job classification and experience level. Supervisor's comments are not required but can be documented for this rating.

3 - Frequently performs routine work above District standard:
Rating performance in this category means the member frequently performs at a level above organizational and position standards and is performing at a level that exceeds expectations for their job classification and experience level. This rating requires comments such as reasons, examples, or actions that show supervisor's justification.

4 - Consistently performs routine work above District standard: Rating performance in this category means the member consistently performs at a level above organizational and position standards and is performing at a level that well exceeds expectations for their job classification and experience level. This rating requires comments such as reasons, examples, or actions that show supervisor's justification.

PERFORMANCE FACTORS	RATING
1. ROUTINE WORK: Station and apparatus maintenance; timely attendance at work, classes, and drills; quality of duty performance; assignments completed on a thorough and timely basis; shows pride, poise, and professionalism in work; strives for excellence in service and performance. Comments:	
2. FIREFIGHTER SKILLS: Ability to perform minimum company standards and follow standard operational procedures (SOP); use of tools and equipment; knowledge of fire ground operations; good judgment displayed at drills or emergencies; use of radio. Comments:	
3. MEDICAL AND RESCUE SKILLS: Knowledge of EMS protocols and procedures; use of medical equipment; good judgment displayed at training or emergencies; proficiency in patient care; maintain medical	

<p>certification.</p> <p>Comments:</p>	
<p>4. SAFETY PRACTICES: Emergency and routine operation of equipment and apparatus; safe driving skills; wears correct safety gear and PPE; hazard identification; attitude to protect oneself and others through safe work practices; knows and follows safety procedures and practices.</p> <p>Comments:</p>	
<p>5. PHYSICAL FITNESS: Understands, supports, and participates in the District commitment to physical training; maintains level of fitness to meet demand of their position; passes the annual Physical Performance Assessment (PPA); annually passes the work capacity test (Pack Test).</p> <p>Comment:</p>	
<p>6. ATTITUDE: Demonstrates cooperative spirit, teamwork, and respect for others; openly supports organizational goals and management directives; models a positive, can-do outlook; shows sensitivity to intrapersonal relationships; maintains appropriate sense of humor.</p> <p>Comments:</p>	
<p>7. GENERAL CONDUCT: Complies with rules and regulations; accepts supervision, directions, and change; accepts responsibility for attitude, actions, and performance; interest in the job and maintaining District image; behaves professionally both on and off the job; does not take liberties with District time, money, or equipment; appropriate level of grooming/dress; uses PTO time appropriately; supports management, policies, and directives; provides feedback, opinions, and concerns properly and in a professional manner.</p> <p>Comment:</p>	
<p>8. DEPENDABILITY: Able to perform with minimal supervision; quality of work, routine duties, and special assignments; accuracy of work performed; can be counted on as a team member; is reliable; good attendance and is punctual; meets deadlines; follows through on assignments; responds to instructions and procedures.</p> <p>Comments:</p>	
<p>9. TEMPERAMENT: Effective under stress or emergency conditions; accepts directions, change, and constructive criticism; maintains consistent temperament, demonstrating emotional maturity.</p> <p>Comment:</p>	
<p>10. INITIATIVE: Enthusiasm for personal, professional, and organizational improvement; sets and enforces high yet attainable standards; identifies opportunities to improve systems, procedures, and performance; performs tasks when needed without prompting; maintains a high level of efficiency; puts forth extra effort.</p> <p>Comment:</p>	
<p>11. TRAINING: Attendance, attitude, and participation in training; retains information, understands instructions, prepares for class and drills, and passes tests or exercises; keeps up with trends and changes in fire and EMS, as well as in specific rank and/or position; shares knowledge with fellow members; requests to attend training that will improve his/her ability, performance, and necessity to the District and profession.</p>	

Comment:	
12. COMMUNICATION: Able to communicate ideas, instructions, and information to others both verbally and in writing with proper use of grammar and punctuation; capable of public speaking and report-writing; communicates well in meetings or one-on-one situations; able to deliver concise communication, ensuring that the message is received and understood; communicates respectfully with others. Comment:	
13. CUSTOMER SERVICE: Demonstrates belief that customer needs come first; promptly responds to citizens' concerns and inquiries; solicits customer feedback in an effort to improve service; realizes and acts knowing his/her actions, attitude, and performance relates to the District community relations; participates and assists in community events to foster a positive view of the District within the community. Comment:	
14. FIRE GROUND HYDRAULICS: Has good working knowledge of fire hydraulics; quickly able to calculate correct pressure and flow; maintains effective fire streams. Comment:	
15. DRIVING: Has knowledge of current traffic laws as they pertain to emergency apparatus; drives apparatus safely and effectively in both emergency and non-emergency situations; able to maneuver and place apparatus as necessary. Comment:	
16. FIRE PUMPS AND ACCESSORIES: Understands the principles of operation of fire pumps and accessories; able to operate pumps and accessories efficiently during drills and emergency incidents; able to perform routine pump maintenance; knowledge of foam and foam proportioning systems. Comments:	
17. EDUCATIONAL METHODOLOGY: Able to train subordinates, prepare curriculum and lesson plans, and deliver classes; training effectiveness as exhibited by performance of crew. Comments:	
ACCOMPLISHMENTS: List or describe accomplishments, new certifications, education, or activities.	
GOALS/OBJECTIVES: List specific goals and objectives, issues to be resolved, or projects to be accomplished.	

MEMBER'S COMMENTS: The member is invited and encouraged to express their opinions on their evaluation (may attach additional sheets if necessary).

OUTSIDE EMPLOYMENT REVIEW AND APPROVAL:

None Rated: Enter a Yes, No, or N/A as applicable.

Complies with and supports the outside employment notification and documentation requirement; completed and updated his/her outside employment form; his/her outside employment form was approved and on file.

Comment:

		RATING	
		NUMBER OF CATEGORIES EVALUATED	
		(Final score / numbers of categories evaluated equals final score) FINAL RATING	
Supervisor's Signature:		Date:	
The signature below of the member indicates that the evaluation has been reviewed with the member by the supervisor; it does not necessarily indicate agreement with the supervisor's evaluation or comments. The member has the opportunity to express their opinion of their evaluation and/or comments in the section provided for them above.			
Member's Signature:		Date:	
Fire Chief's Signature:		Date:	



PINE-STRAWBERRY FIRE DISTRICT

Captain Performance Evaluation

MEMBER'S NAME: _____ EVALUATION DATE: _____

EVALUATION TYPE: _____ Annual _____ Probationary _____ Special

Evaluation Rating: Each section of the performance evaluation requires a rating based on the member's performance as compared to the organizational standards. The rating is provided to assist in developing consistency and in assigning the most appropriate measurement of the member's performance.

0 - Consistently performs routine work below District standard: Rating performance in this category means the member is consistently not meeting organizational or position standards and is performing at a level far below their job classification and experience level. This rating requires comments such as reasons, examples, or actions that show supervisor's justification. A plan of action is required to meet standards and expectations.

1 - Occasionally performs routine work below District standard: Rating performance in this category means the member occasionally meets the organizational or position standards and is performing less than the bare minimum level for their job classification and experience level. This rating requires comments such as reasons, examples, or actions that show supervisor's justification. A plan of action is required to meet standards and expectations.

2 - Performs routine work in accordance with District standard: Rating performance in this category means the member is meeting the organizational and position standards and is performing at an acceptable level for their job classification and experience level. Supervisor's comments are not required but can be documented for this rating.

3 - Frequently performs routine work above District standard:
Rating performance in this category means the member frequently performs at a level above organizational and position standards and is performing at a level that exceeds expectations for their job classification and experience level. This rating requires comments such as reasons, examples, or actions that show supervisor's justification.

4 - Consistently performs routine work above District standard: Rating performance in this category means the member consistently performs at a level above organizational and position standards and is performing at a level that well exceeds expectations for their job classification and experience level. This rating requires comments such as reasons, examples, or actions that show supervisor's justification.

PERFORMANCE FACTORS	RATING
1. ROUTINE WORK: Station and apparatus maintenance; timely attendance at work, classes, and drills; quality of duty performance; assignments completed on a thorough and timely basis; shows pride, poise, and professionalism in work; strives for excellence in service and performance. Comments:	
2. FIREFIGHTER SKILLS: Ability to perform minimum company standards and follow standard operational procedures (SOP); use of tools and equipment; knowledge of fire ground operations; good judgment displayed at drills or emergencies; use of radio. Comments:	
3. MEDICAL AND RESCUE SKILLS: Knowledge of EMS protocols and procedures; use of medical	

<p>equipment; good judgment displayed at training or emergencies; proficiency in patient care; maintain medical certification.</p> <p>Comments:</p>	
<p>4. SAFETY PRACTICES: Emergency and routine operation of equipment and apparatus; safe driving skills; wears correct safety gear and PPE; hazard identification; attitude to protect oneself and others through safe work practices; knows and follows safety procedures and practices.</p> <p>Comments:</p>	
<p>5. PHYSICAL FITNESS: Understands, supports, and participates in the District commitment to physical training; maintains level of fitness to meet demand of their position; passes the annual Physical Performance Assessment (PPA); annually passes work capacity test (Pack Test).</p> <p>Comment:</p>	
<p>6. ATTITUDE: Demonstrates cooperative spirit, teamwork, and respect for others; openly supports organizational goals and management directives; models a positive, can-do outlook; shows sensitivity to intrapersonal relationships; maintains appropriate sense of humor.</p> <p>Comments:</p>	
<p>7. GENERAL CONDUCT: Complies with rules and regulations; accepts supervision, directions, and change; accepts responsibility for attitude, actions, and performance; interest in the job and maintaining District image; behaves professionally both on and off the job; does not take liberties with District time, money, or equipment; appropriate level of grooming/dress; uses PTO time appropriately; supports management, policies, and directives; provides feedback, opinion and concerns properly and in a professional manner.</p> <p>Comment:</p>	
<p>8. DEPENDABILITY: Able to perform with minimal supervision; quality of work, routine duties, and special assignments; accuracy of work performed; can be counted on as a team member; is reliable; good attendance and is punctual; meets deadlines; follows through on assignments; responds to instructions and procedures.</p> <p>Comments:</p>	
<p>9. TEMPERAMENT: Effective under stress or emergency conditions; accepts directions, change, and constructive criticism; maintains consistent temperament, demonstrating emotional maturity.</p> <p>Comment:</p>	
<p>10. INITIATIVE: Enthusiasm for personal, professional, and organizational improvement; sets and enforces high yet attainable standards; identifies opportunities to improve systems, procedures, and performance; performs tasks when needed without prompting; maintains a high level of efficiency; puts forth extra effort.</p> <p>Comment:</p>	
<p>11. TRAINING: Attendance, attitude, and participation in training; retains information, understands instructions, prepares for class and drills, and passes test or exercises; keeps up with trends and changes in fire and EMS, as well as in specific rank and/or position; shares knowledge with fellow members; requests to attend</p>	

<p>training that will improve his/hers ability, performance, and necessity to the District and profession.</p> <p>Comment:</p>	
<p>12. COMMUNICATION: Able to communicate ideas, instructions, and information to others both verbally and in writing with proper use of grammar and punctuation; capable of public speaking and report-writing; communicates well in meetings or one-on-one situations; able to deliver concise communication, ensuring that the message is received and understood; communicates respectfully with others.</p> <p>Comment:</p>	
<p>13. CUSTOMER SERVICE: Demonstrates belief that customer needs come first; promptly responds to citizens' concerns and inquiries; solicits customer feedback in an effort to improve service; realizes and acts knowing his/her actions, attitude, performance relates to the District community relations; participates and assists in community events to foster a positive view of the District within the community.</p> <p>Comment:</p>	
<p>14. FIRE GROUND HYDRAULICS: Has good working knowledge of fire hydraulics; quickly able to calculate correct pressure and flow; maintains effective fire streams.</p> <p>Comment:</p>	
<p>15. DRIVING: Has knowledge of current traffic laws as they pertain to emergency apparatus; drives apparatus safely and effectively in both emergency and non-emergency situations; able to maneuver and place apparatus as necessary.</p> <p>Comment:</p>	
<p>16. FIRE PUMPS AND ACCESSORIES: Understands the principles of operation of fire pumps and accessories; able to operate pumps and accessories efficiently during drills and emergency incidents; able to perform routine pump maintenance; knowledge of foam and foam proportioning systems.</p> <p>Comments:</p>	
<p>17. MECHANICAL KNOWLEDGE: Understands operational theories of gas and diesel engines and related apparatus sub-assemblies; able to diagnose and make minor repairs on apparatus; able to perform accurate truck checks and document findings.</p> <p>Comments:</p>	
<p>18. AREA FAMILIARITY: Has good working geographical knowledge of the District; knows how to use map system effectively.</p> <p>Comments:</p>	
<p>19. MANAGEMENT SKILLS: Use of management principles such as planning, organizing, directing, coordinating of personnel, equipment, and activities; capable of effective follow-up, meeting deadlines, and productivity; development of systems and processes that organize workflow to assure efficiency and effectiveness.</p> <p>Comments:</p>	
<p>20. SUPERVISORY SKILLS: Able to recognize, investigate, and resolve conflicts and infractions of</p>	

<p>policies in a positive, productive manner; proper use and administration of discipline; able to assist subordinates in goal setting and professional development; proper delivery of performance evaluation.</p> <p>Comments:</p>	
<p>21. LEADERSHIP SKILLS: Leads by example in a manner that positively contributes to the District's overall goals; able to influence others in a positive fashion; understands the importance of and commitment to providing a harmonious environment based on mutual respect and trust; functions as a mentor for members; able to motivate.</p> <p>Comments:</p>	
<p>22. EDUCATIONAL METHODOLOGY: Able to train subordinates, prepare curriculum and lesson plans, and deliver classes; training effectiveness as exhibited by performance of crew.</p> <p>Comments:</p>	
<p>ACCOMPLISHMENTS: List or describe accomplishments, new certifications, education, or activities.</p>	
<p>GOALS/OBJECTIVES: List specific goals and objectives, issues to be resolved, or projects to be accomplished.</p>	
<p>MEMBER'S COMMENTS: The member is invited and encouraged to express their opinions on their evaluation (may attach additional sheets if necessary).</p>	

<p>OUTSIDE EMPLOYMENT REVIEW AND APPROVAL:</p> <p>None Rated. Enter a Yes, No or N/A as applicable.</p> <p>Complies with and supports the outside employment notification and documentation requirement; completed and updated his/her outside employment form; his/her outside employment form was approved and on file.</p> <p>Comment:</p>	
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RATING		
NUMBER OF CATEGORIES EVALUATED		
(Final score / numbers of categories evaluated equals final score) FINAL RATING		
Supervisor's Signature:	Date:	
<p>The signature below of the member indicates that the evaluation has been reviewed with the member by the supervisor; it does not necessarily indicate agreement with the supervisor's evaluation or comments. The member has the opportunity to express their opinion of their evaluation and/or comments in the section provided for them above.</p>		
Member's Signature:	Date:	
Fire Chief's Signature:	Date:	