

FIRE OFFICER I COMPETENCY EVALUATION

JPR Task: Emergency Incident Management	Candidate Name:
	D.O.B.: / /

Skill No. 1-1

PERFORMANCE CRITERIA AND INSTRUCTIONS

INSTRUCTIONS TO THE MONITOR/EVALUATOR

Candidates shall be provided with the following:

- 1. Proper location in which to perform.
- 2. The candidate shall be given the necessary scenario to allow for the assignment and completion of tasks given personnel at an emergency scene.
- 3. The candidate shall be given the instructions below before beginning the tasks.

INSTRUCTIONS TO THE CANDIDATE

"The officer candidate, acting as a company officer and given necessary background materials of the first-due fire company at a simulated emergency, shall task as necessary to meet all

1. Candidate establishes incident command and initiates an incident action plan according to training and standard operating procedures. 2. Analyzes emergency scene conditions, ensures safety of personnel (identify safety hazards). 3. Orally assigns all appropriate resources (divisions, sectors, or groups). 4. Orally assigns incident response task. 5. Confirms incident tasks are received and are complete, clear, and concise. 6. Indicates desired outcomes. 7. Activates the emergency plan, including evacuation procedures. 8. Collects necessary incident response data. 9. Completes an incident report in a timely and accurate manner. 10. Terminates incident operations. TOTALS Comments: Test Date:// PASS FAIL CANDIDATE MUST COMPLETE STEPS TOTAL TO PASS SKILL NFPA 1021: 2014 Edition 4.1.2, 4.2.1, 4.2.6, 4.4.5 EVALUATOR 2:/ Signature Print Last Name 4.6.1, 4.6.2, 4.7.1		PERFORMANCE		Yes	No
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ENTUCKY FIRE COMMISSION

KENTUCKY COMMISSION ON FIRE PROTECTION PERSONNEL STANDARDS AND EDUCATION



FIRE OFFICER I COMPETENCY EVALUATION

JPR Task: Non-En	nergency	Candidate Na	ame:			
Persor	nnel Management	D.O.B.: /	/			
Skill No. 1-2	PERFORMANCE (CRITERIA AND INST	RUCTIONS			
	INSTRUCTIONS TO THE MO	NITOR/EVALUATOR				
	Candidates shall be provide	d with the following:				
	ation in which to perform.					
	ate shall be given the necessary		assignment and			
· ·	f tasks given personnel at a non-					
3. The candid	ate shall be given the instructior	ns below before beginning	the tasks.			
]
	INSTRUCTIONS TO TI	HE CANDIDATE				
"Given a scen	ario of non-emergency duties, t	he officer candidate shall	coordinate prior	ritize		
	monitor duties to achieve the d		coordinate, prior	itize,		
delegate allu	monitor daties to achieve the d	esirea outcomes.				
	PERFORMA	ANCE				
	1 21 11 01 11111			Yes	No	
1. Candidate establish	nes list of necessary tasks.					Ī
	nd delegate to duty personnel.					t
3. Duties delegated in	a clear, concise, and precise ma	anner.				Î
	ersonnel to complete assigned ta					ľ
	vises to ensure completion of as	•				
	ary reports and/or logs as require	ed by department				
policies or procedu	res.					
				 		T
			TOTALS			
Comments:						Ц
Comments.						•
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NFPA 1021: 2014 Edition 4.1.2, 4.2.2, 4.2.6

Test Date: ___/___/

Location: _____

LEAD EVALUATOR: /
Signature

CANDIDATE MUST COMPLETE
STEPS TOTAL TO PASS SKILL

Print Last Name

EVALUATOR 2:

FAIL

PASS

EVALUATOR 3:

Rev. 4/2016



FIRE OFFICER I COMPETENCY EVALUATION



JPR Task: Personn	el Management	Candidate Name:
During	Fraining	D.O.B.: / /
Skill No. 1-3	PERFORMANO	CE CRITERIA AND INSTRUCTIONS

INSTRUCTIONS TO THE MONITOR/EVALUATOR

Candidates shall be provided with the following:

- 1. Proper location in which to perform.
- 2. The candidate shall be given a health and safety lesson plan with department policies and procedures so that safety hazards are identified as the basis of a training evolution.

INSTRUCTIONS TO THE CANDIDATE

"The officer candidate shall be given safety policies and procedures and shall apply safety regulations so that required reports are completed, in-service training is conducted, and

	PERFOR	MANCE				
4.0 11.1 11.1 11.1				Ī	Yes	No
 Candidate shall identify one of the control of the co			ploto a training aval	ution		
3. Informs all training personnel				ution.		
4. Monitors training to ensure co				lations		
and addresses issues as nece		ics, procedu	co, and salety legul	lations		
5. Candidate shall ensure that th		is completed	d to the satisfaction	of		
policy and procedure.	g					
6. Conveys member responsibili	ies verbally and in	writing.				
				-	-	-
				-		
			TC	OTALS		
			10	TALO		
Comments:						
Test Date:/	PASS	FAIL	CANDIDATE MUS	T COMPLETE		6
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	LEAD EVALUAT	OR:		/		
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KENTUCKY COMMISSION ON FIRE PROTECTION PERSONNEL STANDARDS AND EDUCATION



STATE FIRE COMPMISSION FIRE	OFFICER I CO	MPETEN	CY EVALUATION		
JPR Task: Human Resour Personnel Mar			Candidate Name: D.O.B.: / /		
Skill No. 1-4	PERFORMANCE	CRITERIA	A AND INSTRUCTIONS		
1. Proper location in w 2. The candidate shall scenario to allow fo the employee assist	be provided with the r the recognition, idea ance for a given situance for a given situance for a given situance for a given a scenario, sha	necessary pontification, and tion. THE CAND	ollowing: licies and procedures and ad need for implementation o		
1. Candidate will establish app 2. Identifies the appropriate po 3. Provides subordinate with a and addresses issues as ne 4. Completes all appropriate no 5. Maintains a mature, respons to the subordinate.	licy and/or procedure opropriate guidance o cessary. otifications and reports	for supervisor to meet the n r assistance f s for the giver	eeds of a subordinate. or the given situation a scenario.	Yes	No
Comments:					
Test Date:/ Location:	PASS	FAIL	CANDIDATE MUST COMPLE STEPS TOTAL TO PASS SKII		5
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STATE FIRE RESCUE TRAINING	RE OFFICER I COM	IPETENCY EVALU	ATION	
JPR Task: Perform Pu	olic Relations	Candidate Nar D.O.B.: /	ne:	
Skill No. 1-5	PERFORMANCE (CRITERIA AND INSTR	UCTIONS	
Proper location The candidate s member of the	STRUCTIONS TO THE MO Candidates shall be provide in which to perform. hall be provided with the appropriate to a provided with the appropriate that the second provided with the second	d with the following: opropriate scenario to mee in need of assistance.		
<u>.</u>	NSTRUCTIONS TO TH	HE CANDIDATE		
	riate scenario, the officer c the needs of a member of	-		he
	PERFORMA	ANCE		
2. Identifies the need and t3. Responds to the need a4. Coordinates and schedule	r address a member of the content of the content of the appropriate policy and/or ccurately and within a timely alles meetings to meet the new helpfulness and respect at a tereports.	r procedure for the need. / manner. eeds of their community or o		es No
		•	TOTALS	
Comments:				
Test Date://	PASS F		UST COMPLETE TO PASS SKILL	6
NFPA 1021: 2014 Edition	LEAD EVALUATOR EVALUATOR 2:	: Signature	/ Print La	ast Name

EVALUATOR 3:

Rev. 4/2016



FIRE OFFICER I COMPETENCY EVALUATION



	Department Policy ief Personnel	Candidate Name: D.O.B.: / /		
Skill No. 1-6	PERFORMANCE C	RITERIA AND INSTRUCTIONS		
	INSTRUCTIONS TO THE MON Candidates shall be provided			
2. The candida procedures	•	oper materials, documents, policies, y policy or procedural change by both		
		TE CANDIDATE terations and/or updates to policies or is to departmental subordinates by bot	h written	
	PERFORMA	NCE		
Candidate shall idea			Yes	No
Candidate shall idea Completes, in writin	PERFORMA Intify a policy or procedural changing, the policy or procedural changing.	e.	Yes	No
2. Completes, in writin	ntify a policy or procedural change	e. e by memorandum or letter.	Yes	No
2. Completes, in writin3. Verbally addresses	ntify a policy or procedural changing, the policy or procedural changing.	e by memorandum or letter. nge of policy or procedure.	Yes	No
2. Completes, in writin3. Verbally addresses4. Relays all informatio5. Completes the policinal	ntify a policy or procedural changing, the policy or procedural changing subordinates on the required cha	e. e by memorandum or letter. nge of policy or procedure. ositive attitude and compliance. ance with department policy	Yes	No
2. Completes, in writin3. Verbally addresses4. Relays all informatio5. Completes the policinal	ntify a policy or procedural changing, the policy or procedural change subordinates on the required change in a manner as to promote a poly or procedural change in according	e. e by memorandum or letter. nge of policy or procedure. ositive attitude and compliance. ance with department policy	Yes	No
2. Completes, in writin3. Verbally addresses4. Relays all informatio5. Completes the policinal	ntify a policy or procedural changing, the policy or procedural change subordinates on the required change in a manner as to promote a poly or procedural change in according	e by memorandum or letter. nge of policy or procedure. ositive attitude and compliance. ance with department policy nt of records.	Yes	No

		т	OTALS	
Comments:				_
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Test Date://	PASS FA	AIL CANDIDATE MUS	ST COMPLETE 5	
Location:		STEPS TOTAL TO	PASS SKILL	
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Rev. 4/2016



KENTUCKY FIRE COMMISSION STATE FIRE RESCUE TRAINING FIRE	OFFICER I COMP	ETENCY EVALUATION	N	The ent
JPR Task: Prepare Budge and Brief Perso		Candidate Name: D.O.B.: / /		
Skill No. 1-7	PERFORMANCE CF	RITERIA AND INSTRUCTI	ONS	
1. Proper location in w 2. The candidate shall l materials to comple	oe provided with research te a budget request for fu	with the following:		
INS	TRUCTIONS TO THE	E CANDIDATE		
I		request, based upon the given ry forms and documents."	research and	
	PERFORMAN	CE		
 Candidate shall obtain neces Obtains necessary forms and Organizes a budget plan. Completes necessary forms Compiles a budget packet for 	d documents. and documents.		Yes	No
		ТОТА	LS	
Comments:				
Test Date://	PASS FAI	L CANDIDATE MUST CO		5
NFPA 1021: 2014 Edition 4.1.2, 4.4.3	EVALUATOR 2: EVALUATOR 3:	Signature /	Print Last N	lame

ENTUCKY FIRE COMMISSION

KENTUCKY COMMISSION ON FIRE PROTECTION PERSONNEL STANDARDS AND EDUCATION



FIRE OFFICER I COMPETENCY EVALUATION

 JPR Task: Identify Department Mission, Command
 Candidate Name:

 Structure and Positional Functions
 D.O.B.: / /

Skill No. 1-8

PERFORMANCE CRITERIA AND INSTRUCTIONS

INSTRUCTIONS TO THE MONITOR/EVALUATOR

Candidates shall be provided with the following:

- 1. Proper location in which to perform.
- 2. The candidate shall be a general departmental organizational chart, mission statement, policies, procedures, and guidelines.
- 3. The candidate shall be given the instructions below before beginning the tasks.

INSTRUCTIONS TO THE CANDIDATE

"The officer candidate shall identify the department command structure, explain the purpose of each component, and identify the departmental mission."

	PERFORMANCE					
			1	Yes	No	P
Candidate shall identify and e. A. Elected officials	xplain the departmental structi D. Firefighters	ire as related to:				
B. Chief Officers	E. Support Staff					
C. Company Officers						
2. Identifies the functions of man						ĺ
3. Identifies the roles and respon		e department.				
4. Identifies and communicates t	he mission statement.					i
			TOTALC			1
			TOTALS			
Comments:			-	-		
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ENTUCKY FIRE COMMISSION

KENTUCKY COMMISSION ON FIRE PROTECTION PERSONNEL STANDARDS AND EDUCATION



FIRE OFFICER I COMPETENCY EVALUATION

JPR Task: Inspection Duties	Candidate Name:
-	D.O.B.: / /

Skill No. 1-9 PERFORMANCE CRITERIA AND INSTRUCTIONS

INSTRUCTIONS TO THE MONITOR/EVALUATOR

- Candidates shall be provided with the following:
- 1. Proper location in which to perform.
- 2. The candidate shall be provided with the proper materials, equipment, and documents to complete a fire prevention inspection and pre-incident survey of a facility.
- 3. The candidate shall be given the instructions below before beginning the tasks.

INSTRUCTIONS TO THE CANDIDATE

"The fire officer candidate, given a situation and necessary tools and equipment, shall conduct a fire inspection and pre-incident survey, recording all pertinent information."

	PE	RFORMANCE		Yes	No
1. Candidate shall of	btain proper document	ation necessary to comple	te a fire prevention	163	140
	of the following occupa		o p. o . o		
A. Assembly	D. Residential	G. Storage	J. Detention		
B. Educational	E. Mercantile	H. Unusual Structure	K. Industrial		
C. Health Care	F. Business	I. Mixed Use			
	uired inspection docum				
		ation necessary to comple	te a pre-incident survey		
	wing occupancies:				
A. Assembly	D. Residential	G. Storage	J. Detention		
B. Educational	E. Mercantile	H. Unusual Structure	K. Industrial		
C. Health Care	F. Business	I. Mixed Use			
4. Verbalizes the init					
	appearance and deme				
	uired pre-incident surve	ey documents.			
7. Verbalizes the exi					
8. Maintains all docu	ments according to po	licy and procedures.			
			TOTALS		
Comments:				•	
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FIRE OFFICER I COMPETENCY EVALUATION

JPR Task: Scene Security	Candidate Name:
	D.O.B.: / /

Skill No. 1-10

PERFORMANCE CRITERIA AND INSTRUCTIONS

INSTRUCTIONS TO THE MONITOR/EVALUATOR

Candidates shall be provided with the following:

- 1. Proper location in which to perform.
- 2. The candidate shall be provided a real or simulated incident scene, scene control devices, and other pertinent equipment.
- 3. The candidate shall be given the instructions below before beginning the tasks.

INSTRUCTIONS TO THE CANDIDATE

"The officer candidate, given a scenario, devices and equipment, shall properly secure the given incident scene and assist in the investigation as appropriate."

	PERFORMANCE		Yes	No
1. Candidate secures incident		orized entry and	Tes	140
determines the need for inve	•			
2. Identifies potential evidence				
3. Identifies the need for, and r		investigator.		
4. Maintains scene integrity un	•			
5. Relays pertinent information				
6. Completes appropriate writte	•			
7. Verbalizes releasing scene				
8. Terminates fire department	-			
9. Terminates incident operation	ons.			
		TOTALS	5	
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Rev. 4/2016				

NTUCKY FIRE COMMISSION

KENTUCKY COMMISSION ON FIRE PROTECTION PERSONNEL STANDARDS AND EDUCATION



FIRE OFFICER I COMPETENCY EVALUATION

JPR Task: Accident Investigation	Candidate Name:
_	D.O.B.: / /

Skill No. 1-11

PERFORMANCE CRITERIA AND INSTRUCTIONS

INSTRUCTIONS TO THE MONITOR/EVALUATOR

Candidates shall be provided with the following:

- 1. Proper location in which to perform.
- 2. The candidate shall be given a case-study or simulated accident scenario causing injury to fire department personnel. Candidate shall be provided with appropriate reports, documents, policies, procedures, guidelines and equipment

INSTRUCTIONS TO THE CANDIDATE

"The officer candidate, given a scenario and required data, shall complete the initial accident investigation to include all required reports and documents."

	PERFORMANCE		Yes	No
1 Candidate determines the n	eed for an accident investigation	on		
Notifies appropriate individu				
3. Notifies appropriate individu				
for further investigation.		3 ,		
4. Utilizes appropriate resource	es and equipment to document	incident and conditions.		
5. Conducts witness interviews				
6. Identifies contributing factors	s to the accident.			
7. Completes the appropriate r	eports, statements, and docum	nents according to policy.		
		TOTALS		
Comments:				<u>!</u>
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Rev. 4/2016				

EENTUCKY FIRE COMMISSION

KENTUCKY COMMISSION ON FIRE PROTECTION PERSONNEL STANDARDS AND EDUCATION



FIRE OFFICER I COMPETENCY EVALUATION

JPR Task: Develop and Implement a Candidate Name: _
Health and Wellness Program D.O.B.: / /

Skill No. 1-12

PERFORMANCE CRITERIA AND INSTRUCTIONS

INSTRUCTIONS TO THE MONITOR/EVALUATOR

Candidates shall be provided with the following:

- 1. Proper location in which to perform.
- 2. The candidate shall be provided with national death and injury statistics, departmental policies and procedures.
- 3. The candidate shall be given the instructions below before beginning the tasks.

INSTRUCTIONS TO THE CANDIDATE

"The officer candidate, given appropriate health and wellness initiatives, national statistics, policies and procedures, shall act as the fire department Health and Safety Officer to develop

	PERFOR	MANCE			
				Yes	No
1. Candidate shall evaluate giv	en initiatives and sta	atistics to ass	sist in a departmental health		
and safety program.					
2. Compiles research material					
3. Develops and implements in	itiatives within the d	epartment th	reough written and		
verbal communication.					
4. Completes appropriate report	ts and documents a	s required b	y policy and procedure.		
			TOTALS		
Comments:					
Test Date:/	PASS	FAIL	CANDIDATE MUST COMPLET	E	4
Location:			STEPS TOTAL TO PASS SKIL	.L	
		•			
	LEAD EVALUAT	OR:	/		
NFPA 1021: 2014 Edition			Signature F	Print Last N	ame
4.1.2, 4.7.3	EVALUATOR 2:		/		
	EVALUATOR 3:		/		
Rev. 4/2016					