



FIRE OFFICER I

NFPA 1021, 2009 Edition

4.2 Human Resource Management
4.2.3 Human Resource Management
Standard Area: Human Resource Management

JPR# FOI -3

Revised 2/25/2010

Candidate: _____ **Date:** _____

ID#: _____

STANDARD: 4.2.3 NFPA 1021, 2009 Edition		TASK: Direct unit members during a training evolution, given a company training evolution training policies and procedures, so that the evolution is performed safely, efficiently, and as directed			
PERFORMANCE OUTCOME: The Candidate will assume the role of a company officer conducting a training evolution for those under his command. The Candidate will communicate verbal instructions to the company, so that the evolution is safely and efficiently performed according to applicable policy and procedures.					
CONDITIONS: The Candidate will complete all elements of the assigned task. Include Candidate's narrative on task completion, forms, photos/drawings etc., department policy or procedure.					
EQUIPMENT REQUIRED: Company members, training equipment necessary to complete the assigned evolution. Policies and procedures.					
No.	TASK STEPS	FIRST TEST		RETEST	
		Pass	Fail	Pass	Fail
1.	Provide written or verbal instructions to the company members.				
2.	Conduct the evolution in a safe and efficient manner.				
3.	Ensure compliance with applicable policies and procedures.				
4.	Maximize learning by anticipating needs or problems.				
5.	Address improper methods or mistakes made by company members.				
6.	Successfully complete the training evolution.				

Proctor/Evaluator Comments: _____

_____ Proctor/Evaluator (Print & Sign)	_____ Date	_____ Candidate	_____ Date
_____ Re-Test Proctor/Evaluator (Print & Sign)	_____ Date	_____ Re-Test Candidate	_____ Date