



**Fire Officer 1**  
**NFPA 1021, 2014 Edition**

Candidate: \_\_\_\_\_

Date: \_\_\_\_\_

Fire Department: \_\_\_\_\_

**1021-JPR-10**  
**Evaluation Format**  
**Project**

**STANDARD:** NFPA 1021, 4.5.1 and 4.5.1(B); 4.5.2 and 4.5.2(B);

**TOPIC:** Inspection and Investigation, pre plan

**TASK:** The Candidate describe the procedures of the Authority Having Jurisdiction (AHJ) for conducting fire inspections, given any of the following occupancies, so that all hazards, including hazardous materials are identified. The candidate will identify building construction, alarm and suppression systems, of a given occupancy list below so that a pre-plan is complete using the AHJ policies and forms.

- |                 |             |               |
|-----------------|-------------|---------------|
| Public Assembly | Educational | Institutional |
| Residential     | Business    | Industrial    |
| Manufacturing   | Storage     | Mercantile    |

**PERFORMANCE OUTCOME:** The Candidate will assume the role of a Company Officer and will conduct a fire inspection of one of the occupancies listed above. All findings of the inspection shall be documented in accordance with approved policies and procedures of the AHJ. In addition, the candidate will identify construction, alarm, detection, and suppression systems and develop a pre-incident plan for the occupancy in accordance with approved policies and procedures of the AHJ. Your facility must include alarm detection and suppression features.

**Conditions:** See attached assignment instructions

No.	TASK STEPS	Task Value	Project Score
1.	<b>Assignment # 1:</b> Attach an Inspection Verification Form from owner/occupant, while conducting the inspection	Pass / Fail	
2.	Provide a completed Fire Inspection document	Pass/Fail	
3.	All sections of the Inspection Form are completed	2	
4.	Inspection form is legible and signed off	2	
5.	<b>Assignment # 2:</b> Pre-incident Plan provided	Pass/Fail	
6.	All elements of pre-incident plan are completed according to policy, forms, drawings, etc.	3	
7.	Communicate effectively using written methods	1	
8.	Identify Construction, Alarm, Detection and Suppression systems in the occupancy	2	
	<b>Total</b>	<b>10</b>	

**Total Points Possible = 10**  
**Points Needed to Pass = 7**  
**Points Scored = \_\_\_\_\_**  
 **Pass**       **Fail**



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Evaluator/Candidate Comments: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
Evaluator (sign)

\_\_\_\_\_  
Candidate (sign)



## **Fire Officer 1 NFPA 1021, 2014 Edition**

**JPR #FOI-10**

### **Pre-Planning Assignment**

#### **Assignment One:**

Participants are to go into their community, using the Fire and Life Safety Inspection Report Form used by your department and conduct a fire inspection.

#### **Assignment Two:**

Based on the information you have collected in Assignment One, using the Pre-Incident Plan information provided below, develop a pre-incident plan for the occupancy, in accordance with approved policies and procedures of the Authority Having Jurisdiction.

Further to this, identification must be made of building construction, alarm, detection and suppression systems in the occupancy you have chosen of one of the following occupancies:

Public Assembly	Educational
Institutional	Residential
Business	Industrial
Manufacturing	Storage
Mercantile	

### **Pre-Plan Considerations**

#### **Building Information**

A written description of the building including the following;

- Complex/Building name and address
- Building construction, including;
  - Construction type i.e. non-combustible.
  - Wall construction i.e. concrete tilt-up.
  - Floor construction i.e. truss joist, plywood.
  - Roof construction i.e. steel truss.
  - Roof covering i.e. Q-deck & tar & gravel.
- Identify the number of floors i.e. 1 basement/2 floors.
- Roof access locations
- Number of designated Firefighter elevators and the emergency number for the elevator service company.
- Describe any areas that may present a hazard to firefighters. These may include;
  - Grease pits
  - Swimming pools

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- Sunken loading docks
- Mezzanines without railings or that have removable sections
- Stairs or doors that lead nowhere
- Self-locking doors that may prevent firefighters from accessing different floors from a stairwell

### **Emergency Contact**

At least three after-hour emergency contacts for each address and/or business unit is required. Please indicate the unit number, business name, person's name, and all contact numbers.

This contact should be the most readily available representative to allow access to the premises.

### **Hazardous Materials**

If hazardous materials are to be on the premises the location of the MSD sheets is to be noted. A list of the materials is to be submitted. It shall contain:

- Address and/or unit in which the materials are kept.
- Product name
- Quantity by volume

### **Drawings**

The views are to be on a template with the header containing the following information. (See sample attached)

- Oriented with North pointing to the top of the page.
- The complex/building name and address.
- The name of the current view. (UG1), (1st floor)
- The relevant construction description.
- Areas protected by sprinklers. (All), (None), (UG only)

### **Site Plan**

The site plan shows:

- The building and all roads and drivable areas suitable for fire apparatus.
- The roads show both sides and all relevant traffic medians that may affect access.
- At least one (1) city hydrant (the closest) and all private hydrants.
- The partial outline of the neighbouring buildings that could become exposures (within 50').
- Overhead wires that may hinder the use of an aerial device.
- Fences, hedges, retaining walls

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- A main entrance
- Gas shutoff
- Entrance to underground parking
- Fire department connections
- Overhead doors
- Skylights and roof hatches
- Fire walls (4 hour)
- Elevators
- Main electrical shut off
- Alarm reset and annunciators
- Firefighter hazard locations
- Addresses and/or unit numbers
- Outline of underground parking
- Storm drain locations

### **Underground Plan**

- Building footprint
- Electrical panels
- Room or area names or uses
- Parking ramps
- Exits
- Hazards
- Firefighting tools and appliances

### **Floor Plans**

- Building footprint
- Floor outline in bold
- Show all fire rated separations and their rating
- Show openings to all rooms
- Stairs, elevators etc.
- Electrical panels
- Room or area names or uses
- Hazards
- All partition walls
- Firefighting tools and appliances