



Fire Officer 1
NFPA 1021, 2014 Edition

Candidate: _____

Date: _____

Fire Department: _____

1021-JPR-11
Evaluation Format
Project

STANDARD: NFPA 1021, 4.7.1 and 4.7.1(B); and 4.7.2 and 4.7.2(B);
TOPIC: Health and Safety Accident Investigation
TASK: The Candidate will conduct an initial accident investigation, given an incident and investigation form, so that the incident is documented and reports are processed in accordance with policies and procedures of AHJ.
PERFORMANCE OUTCOME: The Candidate will act as a company officer to conduct an initial accident investigation, so that the incident is documented and reports are processed in accordance with policies and procedures of AHJ. The Candidate will further apply safety regulations at the unit level, so that required reports are completed, in-service training is conducted and member responsibilities are conveyed.
CONDITIONS: See attached assignment instructions

No.	TASK STEPS	Task Value	Project Score
1.	Assignment # 1: Complete Accident/Investigation Form	Pass/Fail	
2.	Gather information and conduct an interview	2	
3.	Identify hazards associated with member actions	2	
4.	Form must be legible and accurate	2	
5.	Form must be signed	1	
6.	Identify factors contributing to accident	2	
7.	Suggest changes to regulations	2	
8.	Make appropriate accident notifications according to policy of AHJ	2	
9.	Identify personnel and or equipment involved	1	
10.	Assignment # 2: Memorandum to Fire Chief recommending in- service training	Pass/Fail	
11.	Identify management and member responsibilities in maintaining health and safety in the work setting provided	2	
12.	Recommendations for in-service training are outlined	2	
	Total	18	

Total Points Possible = 18

Points Needed to Pass = 13

Points Scored = _____

Pass **Fail**



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Evaluator/Candidate Comments: _____

Evaluator (sign)

Candidate (sign)



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Scenario

During the month of February, Firefighter Strong, while returning the truck to the station, made impact with the fire hall bay door. The Chief, at that time, discussed safe driving practices with Firefighter Strong, who admitted that he did back up the vehicle without using a spotter. The Chief reminded Firefighter Strong of the departmental policies and procedures regarding the use of a spotter.

It is now 2:00 p.m. on a Thursday in April. The Highlands Fire/Rescue Department is returning from a minor alarm. As Company Officer, you leave the vehicle before it is positioned in the fire hall bay to return to the office to complete required paperwork. Suddenly, you hear a loud crashing sound coming from the fire hall bay area. You immediately leave your office to find that the pumper truck has backed into the fire hall bay door. Upon arrival, you noticed that there is a large dent in the tailboard step of the pumper, the front bumper of the support vehicle and the passenger side mirror is on the ground. The driver was Firefighter Strong, who was re-positioning the apparatus (backing-up), when he came in contact with the support vehicle. Witnesses to this incident were Firefighter Lynch and Firefighter Penny. You immediately inform Firefighter Strong that you have to investigate this accident. Firefighter Strong appears to be distraught about the incident.

It is departmental policy that the Fire Chief meet with Firefighter Strong, along with municipal occupational health and safety personnel because this is the second incident within six months. Departmental policy clearly stated that if a driver has a second accident within six months, completion of NFPA 1002 testing – Driver portion for operating an emergency vehicle, is mandatory. It is also mandatory that all incidents be reported to the Fire Chief (with a copy going to the Mayor) for investigation and further actions.



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Assignment One:

Upon reading the above information, complete an Accident /Investigation form used by your department.

The Proctor will play the role of the Firefighter Strong who had experienced the accident. It will be your responsibility to interview the Proctor to obtain information necessary to complete the accident report form.

Candidates:

Each candidate will be provided a schedule time to interview the Proctor who acts as Firefighter Strong.

Assignment Two:

Based on the information in the above scenario, provide a memorandum to the Fire Chief making recommendations for the type of in-service training that you feel is needed as a result of your investigation.

Be sure to outline the management and member responsibilities in maintaining health and safety in the work setting provided.