



Fire Inspector II
Performance Evaluation
Skill Sheets
2014 Ed. of NFPA 1031

Certification Criteria

Fire Inspector II



Pre-Requisites

- 18 years of age
- High School Diploma/GED
- Fire Inspector I Level as required by NFPA 1031 Chapter 4 2014 Ed.

Certification Requirements

To be issued certification as a **Fire Inspector II**, the candidate will:

- Show successful completion of the above pre-requisite requirements. This must be documented on file at the Tennessee Fire Commission.
- Complete required training hours (minimum 40) to meet NFPA 1031.
- Submit the Instructional JPR Verification Sheet
- Written Examination**
 - Perform to a minimum 70% competency on a 100-question multiple-choice examination for Fire Inspector II.
 - Retest after 14 days and within one year of your 1st written test date is allowed.
- Practical Examination**
 - Successfully complete a skills evaluation (2 skills sheets randomly selected by the TFFC), to a minimum of 70% competency and successful completion of all critical points.
 - Retest after 14 days and within one year of course end date is allowed.

Basis: Tennessee Commission on Firefighting Personnel Standards & Education, Rules Chapter 0360-03-.01: Requirements for Certified Fire Inspector II



TENNESSEE FIRE COMMISSION

Fire Inspector II

Instructional JPR Verification Sheet

Full Name: _____ **Fire Department:** _____

This Instructional JPR Verification Sheet is to be used in conjunction with the Tennessee Fire Commission Fire Inspector II Skill Sheets. These skills meet all the requirements of NFPA 1031, *Standard for Professional Qualifications for Fire Inspector and Plans Examiner*, 2014 edition. Each of these skills should be taught and assessed during the course. This form must be submitted by the Instructor for Certification.

Skill #	Primary Task	JPR(s) Covered
1	Process a Permit Application	5.2.1
2	Process a Plan Review Application	5.2.2
3	Investigate a Complex Complaint	5.2.3
4	Recommend Modifications to the Adopted Code	5.2.4
5	Recommend Policies & Procedures for the Delivery of Inspection Services	5.2.5
6	Calculate the Maximum Allowable Occupant Load	5.3.1, 5.4.2
7	Determine the Occupancy Classification of a Mixed-Use Building	5.3.2, 5.3.3, 5.4.1, 5.4.6
8	Evaluate Fire Protection Systems	5.3.4
9	Analyze Building Egress	5.3.5, 5.4.5
10	Evaluate Hazardous Conditions Involving Equipment, Processes & Operations	5.3.6
11	Evaluate Emergency Planning & Preparedness Procedures	5.3.7
12	Identify Code Compliance for Storage, Handling & Use of Flammable & Combustible Liquids & Gases	5.3.8
13	Identify Code Compliance for Storage, Handling & Use of Hazardous Materials	5.3.9
14	Determine Fire Growth Potential	5.3.10
15	Verify Compliance of Construction Documents	5.3.11
16	Verify Compliance of HVAC & Other Building Services	5.3.12
17	Review the Proposed Installation of Fire Protection Systems	5.4.3, 5.4.4
Course Location:		Course Dates:
Instructor Printed Name:		Instructor Signature:
Candidate Printed Name:		Candidate Signature:



Process a Permit Application

NFPA 1031, *Standard for Professional Qualifications for Fire Inspector and Plan Examiner, 2014*
Edition JPR reference 5.2.1

Fire Inspector II

Skill Sheet Fl Insp II - 01

Given a specific request, the candidate will process a permit application so that the application is evaluated and a permit is issued or denied in compliance with applicable codes, standards, and policies of the jurisdiction.

Expected time to complete skill(s) is 30 minutes

Performance Steps	Test		Retest	
Safely performs the following steps:	P	F	P	F
1. Reviews permit application				
2. Evaluates against codes, standards, and policy				
3. Approves or denies in accordance with codes, standards, or policy				
Candidate must successfully perform ALL steps including ALL CRITICAL POINTS	Score: __/3		Score: __/3	
Evaluator Notes				
Evaluator Print Name & Signature:		Date	Overall Skill Sheet Score	
			Pass__	Fail__
By my signature above, I verify that I am currently certified to the level I am testing				
Re-Test Evaluator Print Name & Signature:		Overall Skill Sheet Re-Test Score		
		Pass__	Fail__	
By my signature above, I verify that I am currently certified to the level I am testing				
Candidate Print Name & Signature:		Candidate: Print Name or Candidate #		
Note to Evaluator(s): By your signature above, you verify that you are qualified to serve as an Tennessee Fire Commission Evaluator, have followed TFFC Skills Testing Policy and have witnessed that the above candidate has tested the above skills in their entirety.				
Note to Student: Skill will end when you state or indicate to the evaluator that you have completed all the identified steps. Notify the evaluator at ANY time that you have a safety concern.				



Process a Plan Review Application

Reference source: NFPA 1031, *Standard for Professional Qualifications for Fire Inspector and Plan Examiner*, 2014 Edition JPR reference 5.2.2

Fire Inspector II

Skill Sheet Fl Insp II - 02

Given a request, the candidate will process a plan review application, so that it is evaluated and processed in accordance with applicable codes, standards and policies of the jurisdiction.

Expected time to complete skill(s) 30 minutes

Performance Steps	Test		Retest	
Safely performs the following steps:	P	F	P	F
1. Communicates orally on matters related to code requirements				
2. Communicates in writing on matters related to code requirements				
3. Applies policies and procedures of the jurisdiction to the review process				
Candidate must successfully perform ALL steps including ALL CRITICAL POINTS	Score: __/3		Score: __/3	
Evaluator Notes				
Evaluator Print Name & Signature:	Date	Overall Skill Sheet Score		
		Pass___	Fail___	
By my signature above, I verify that I am currently certified to the level I am testing				
Re-Test Evaluator Print Name & Signature:	Overall Skill Sheet Re-Test Score			
		Pass___	Fail___	
By my signature above, I verify that I am currently certified to the level I am testing				
Candidate Print Name & Signature:	Candidate: Print Name or Candidate #			
Note to Evaluator(s): By your signature above, you verify that you are qualified to serve as an Tennessee Fire Commission Evaluator, have followed TFFC Skills Testing Policy and have witnessed that the above candidate has tested the above skills in their entirety.				
Note to Student: Skill will end when you state or indicate to the evaluator that you have completed all the identified steps. Notify the evaluator at ANY time that you have a safety concern.				



Investigate a Complex Complaint

NFPA 1031, *Standard for Professional Qualifications for Fire Inspector and Plan Examiner*, 2014
Edition JPR reference 5.2.3

Fire Inspector II

Skill Sheet Fl Insp II - 3

Given a reported situation or condition, the candidate will record the information, initiate the investigative process and resolve the complaint in accordance with the applicable codes and standards and policies of the jurisdiction.

Expected time to complete skill(s) is 30 minutes

Performance Steps		Test		Retest	
Safely performs the following steps:		P	F	P	F
1. Interpret codes and standards as they relate to the situation or condition					
2. Recognizes problems and issues within the complaint					
3. Refers complaints to other agencies when applicable					
Candidate must successfully perform ALL steps including ALL CRITICAL POINTS		Score: __/3		Score: __/3	
Evaluator Notes					
Evaluator Print Name & Signature:		Date	Overall Skill Sheet Score		
			Pass ___	Fail ___	
By my signature above, I verify that I am currently certified to the level I am testing					
Re-Test Evaluator Print Name & Signature:		Overall Skill Sheet Re-Test Score			
		Pass ___	Fail ___		
By my signature above, I verify that I am currently certified to the level I am testing					
Candidate Print Name & Signature:		Candidate: Print Name or Candidate #			
Note to Evaluator(s): By your signature above, you verify that you are qualified to serve as an Tennessee Fire Commission Evaluator, have followed TFFC Skills Testing Policy and have witnessed that the above candidate has tested the above skills in their entirety.					
Note to Student: Skill will end when you state or indicate to the evaluator that you have completed all the identified steps. Notify the evaluator at ANY time that you have a safety concern.					



Recommend Modifications to the Adopted Code

NFPA 1031, *Standard for Professional Qualifications for Fire Inspector and Plan Examiner*, 2014
Edition JPR reference 5.2.4

Fire Inspector II

Skill Sheet Fl Insp II - 04

Given a fire safety issue, the candidate will recommend modifications to the adopted code so that the modifications address the problem, need or deficiency.

Expected time to complete skill(s) is 30 minutes

Performance Steps	Test		Retest	
Safely performs the following steps:	P	F	P	F
1. Recognizes the problem with a fire safety issue				
2. Collects and develops potential solutions that will address the fire safety issue				
3. Identifies cost/risk benefit with the recommended modifications				
4. Presents recommendations in writing with applicable code references				
Candidate must successfully perform 3/4 steps including ALL CRITICAL POINTS	Score: ___/4		Score: ___/4	
Evaluator Notes				
Evaluator Print Name & Signature:		Date	Overall Skill Sheet Score	
			Pass ___	Fail ___
By my signature above, I verify that I am currently certified to the level I am testing				
Re-Test Evaluator Print Name & Signature:		Overall Skill Sheet Re-Test Score		
		Pass ___	Fail ___	
By my signature above, I verify that I am currently certified to the level I am testing				
Candidate Print Name & Signature:		Candidate: Print Name or Candidate #		
Note to Evaluator(s): By your signature above, you verify that you are qualified to serve as an Tennessee Fire Commission Evaluator, have followed TFFC Skills Testing Policy and have witnessed that the above candidate has tested the above skills in their entirety.				
Note to Student: Skill will end when you state or indicate to the evaluator that you have completed all the identified steps. Notify the evaluator at ANY time that you have a safety concern.				



Recommend Policies & Procedures for the Delivery of Inspection Services

NFPA 1031, *Standard for Professional Qualifications for Fire Inspector and Plan Examiner*, 2014
Edition JPR reference 5.2.5

Fire Inspector II

Skill Sheet Fl Insp II - 05

Given management objectives, the candidate will recommend policies and procedures for the delivery of inspection services so that inspections are conducted in accordance with the policies of the jurisdiction and due process of the law is followed.

Expected time to complete skill(s) is 30 minutes

Performance Steps	Test		Retest	
Safely performs the following steps:	P	F	P	F
1. Identifies approved construction methods and materials related to fire safety				
2. Reads and interprets construction plans and specifications				
3. Conducts research in preparing recommended policies and procedures				
4. Makes decisions on recommended policies and procedures				
5. Recognizes problems and potential problems				
6. Educates inspection personnel				
7. Resolves conflicts				
Candidate must successfully perform 5/7 steps including ALL CRITICAL POINTS	Score: __/7		Score: __/7	
Evaluator Notes				
Evaluator Print Name & Signature:		Date	Overall Skill Sheet Score	
			Pass ___	Fail ___
By my signature above, I verify that I am currently certified to the level I am testing				
Re-Test Evaluator Print Name & Signature:		Overall Skill Sheet Re-Test Score		
		Pass ___ Fail ___		
By my signature above, I verify that I am currently certified to the level I am testing				
Candidate Print Name & Signature:		Candidate: Print Name or Candidate #		
Note to Evaluator(s): By your signature above, you verify that you are qualified to serve as an Tennessee Fire Commission Evaluator, have followed TFFC Skills Testing Policy and have witnessed that the above candidate has tested the above skills in their entirety.				
Note to Student: Skill will end when you state or indicate to the evaluator that you have completed all the identified steps. Notify the evaluator at ANY time that you have a safety concern.				



Calculate the Maximum Allowable Occupant Load

NFPA 1031, *Standard for Professional Qualifications for Fire Inspector and Plan Examiner*, 2014
Edition JPR reference 5.3.1, 5.4.2

Fire Inspector II

Skill Sheet Fl Insp II - 06

Given field observations or a description of its uses, the candidate will calculate the maximum allowable occupant load of a multi-use building so that the maximum allowable occupant load is in accordance with applicable codes and standards.

Expected time to complete skill(s) is 30 minutes

Performance Steps	Test		Retest	
Safely performs the following steps:	P	F	P	F
1. Correctly calculates occupant loads				
2. Identifies occupancy factors related to various occupancy classifications				
3. Properly uses measuring tools				
4. Demonstrates the ability to identify standard symbols and read plans				
5. Demonstrates the ability to use a calculator				
Candidate must successfully perform 4/5 steps including ALL CRITICAL POINTS	Score: ___/5		Score: ___/5	
Evaluator Notes				
Evaluator Print Name & Signature:		Date	Overall Skill Sheet Score	
			Pass ___	Fail ___
By my signature above, I verify that I am currently certified to the level I am testing				
Re-Test Evaluator Print Name & Signature:		Overall Skill Sheet Re-Test Score		
		Pass ___ Fail ___		
By my signature above, I verify that I am currently certified to the level I am testing)				
Candidate Print Name & Signature:		Candidate: Print Name or Candidate #		
Note to Evaluator(s): By your signature above, you verify that you are qualified to serve as an Tennessee Fire Commission Evaluator, have followed TFFC Skills Testing Policy and have witnessed that the above candidate has tested the above skills in their entirety.				
Note to Student: Skill will end when you state or indicate to the evaluator that you have completed all the identified steps. Notify the evaluator at ANY time that you have a safety concern.				



Determine the Occupancy Classification of a Mixed Use Building

NFPA 1031, *Standard for Professional Qualifications for Fire Inspector and Plan Examiner*, 2014
Edition JPR reference 5.3.2, 5.3.3, 5.4.1 and 5.4.6

Fire Inspector II

Skill Sheet Fl Insp II - 07

Given an approved set of plans, the candidate will identify the occupancy classification and construction type of a mixed-use building, construction features and description of the uses, so that each area is classified in accordance with proper codes, standards and policy..

Expected time to complete skill(s) is 30 minutes

Performance Steps	Test		Retest	
Safely performs the following steps:	P	F	P	F
1. Demonstrate the ability to interpret code requirements				
2. Demonstrate the ability to recognize building uses that fall into each occupancy classification				
3. Demonstrate the ability to identify standard symbols and read plans				
4. Identify characteristics of each type of building construction				
Candidate must successfully perform 3/4 steps including ALL CRITICAL POINTS	Score: __/4		Score: __/4	
Evaluator Notes				
Evaluator Print Name & Signature:		Date	Overall Skill Sheet Score	
			Pass ___	Fail ___
By my signature above, I verify that I am currently certified to the level I am testing				
Re-Test Evaluator Print Name & Signature:			Overall Skill Sheet Re-Test Score	
			Pass ___	Fail ___
By my signature above, I verify that I am currently certified to the level I am testing				
Candidate Print Name & Signature:		Candidate: Print Name or Candidate #		
Note to Evaluator(s): By your signature above, you verify that you are qualified to serve as an Tennessee Fire Commission Evaluator, have followed TFFC Skills Testing Policy and have witnessed that the above candidate has tested the above skills in their entirety.				
Note to Student: Skill will end when you state or indicate to the evaluator that you have completed all the identified steps. Notify the evaluator at ANY time that you have a safety concern.				



Evaluate Fire Protection Systems

NFPA 1031, *Standard for Professional Qualifications for Fire Inspector and Plan Examiner*, 2014
Edition JPR reference 5.3.4

Fire Inspector II

Skill Sheet Flnsp II - 08

Given field observations of the facility and documentation, the candidate will evaluate fire protection systems and equipment provided for life safety and property protection, the hazards protected and system specifications so the fire protection systems provided are approved for the occupancy or hazard being protected.

Expected time to complete skill(s) is 30 minutes

Performance Steps		Test		Retest	
Safely performs the following steps:		P	F	P	F
1. Recognize problems related to the fire protection systems					
2. Uses codes and standards					
3. Reads reports, plans and specifications					
Candidate must successfully perform ALL steps including ALL CRITICAL POINTS		Score: __/3		Score: __/3	
Evaluator Notes					
Evaluator Print Name & Signature:		Date	Overall Skill Sheet Score		
			Pass ___	Fail ___	
By my signature above, I verify that I am currently certified to the level I am testing					
Re-Test Evaluator Print Name & Signature:		Overall Skill Sheet Re-Test Score			
		Pass ___	Fail ___		
By my signature above, I verify that I am currently certified to the level I am testing					
Candidate Print Name & Signature:		Candidate: Print Name or Candidate #			
Note to Evaluator(s): By your signature above, you verify that you are qualified to serve as an Tennessee Fire Commission Evaluator, have followed TFFC Skills Testing Policy and have witnessed that the above candidate has tested the above skills in their entirety.					
Note to Student: Skill will end when you state or indicate to the evaluator that you have completed all the identified steps. Notify the evaluator at ANY time that you have a safety concern.					



Analyze Building Egress

NFPA 1031, *Standard for Professional Qualifications for Fire Inspector and Plan Examiner, 2014*
Edition JPR reference 5.3.5 and 5.4.5

Fire Inspector II

Skill Sheet Fl Insp II - 09

Given field observations, the candidate will analyze the egress elements of a building or portion of a building so that means of egress elements are provided and located in accordance with applicable codes and standards. Deficiencies are identified, documented and reported in accordance with the policies of the jurisdiction.

Expected time to complete skill(s) is 30 minutes

Performance Steps	Test		Retest	
Safely performs the following steps:	P	F	P	F
1. Calculate egress requirements				
2. Identify standard symbols and Read plans				
3. Make decisions related to the adequacy of egress				
Candidate must successfully perform ALL steps including ALL CRITICAL POINTS	Score: __/3		Score: __/3	
Evaluator Notes				
Evaluator Print Name & Signature:		Date	Overall Skill Sheet Score	
			Pass ___	Fail ___
By my signature above, I verify that I am currently certified to the level I am testing				
Re-Test Evaluator Print Name & Signature:		Overall Skill Sheet Re-Test Score		
		Pass ___ Fail ___		
By my signature above, I verify that I am currently certified to the level I am testing				
Candidate Print Name & Signature:		Candidate: Print Name or Candidate #		
Note to Evaluator(s): By your signature above, you verify that you are qualified to serve as an Tennessee Fire Commission Evaluator, have followed TFFC Skills Testing Policy and have witnessed that the above candidate has tested the above skills in their entirety.				
Note to Student: Skill will end when you state or indicate to the evaluator that you have completed all the identified steps. Notify the evaluator at ANY time that you have a safety concern.				



Evaluate Hazardous Conditions Involving Equipment, Processes & Operations

NFPA 1031, *Standard for Professional Qualifications for Fire Inspector and Plan Examiner*, 2014
Edition JPR reference 5.3.6

Fire Inspector II

Skill Sheet Fl Insp II - 10

Given field observations and documentation, the candidate will evaluate hazardous conditions involving equipment, processes and operations to ensure that they are installed in accordance with applicable codes and standards and deficiencies are identified, documented and reported in accordance with the policies of the jurisdiction.

Expected time to complete skill(s) is 30 minutes

Performance Steps	Test		Retest	
	P	F	P	F
Safely performs the following steps:				
1. Observes hazardous conditions				
2. Communicates the hazardous conditions				
3. Interprets the applicable code as it relates to the hazardous condition				
4. Recognizes problems that lead to hazardous conditions				
5. Makes decisions that the equipment, operations and/or processes are installed according to applicable codes and standards				
Candidate must successfully perform 4/5 steps including ALL CRITICAL POINTS	Score: ___/5		Score: ___/5	
Evaluator Notes				
Evaluator Print Name & Signature:		Date	Overall Skill Sheet Score	
			Pass ___	Fail ___
By my signature above, I verify that I am currently certified to the level I am testing				
Re-Test Evaluator Print Name & Signature:		Overall Skill Sheet Re-Test Score		
		Pass ___ Fail ___		
By my signature above, I verify that I am currently certified to the level I am testing				
Candidate Print Name & Signature:		Candidate: Print Name or Candidate #		
Note to Evaluator(s): By your signature above, you verify that you are qualified to serve as an Tennessee Fire Commission Evaluator, have followed TFFC Skills Testing Policy and have witnessed that the above candidate has tested the above skills in their entirety.				
Note to Student: Skill will end when you state or indicate to the evaluator that you have completed all the identified steps. Notify the evaluator at ANY time that you have a safety concern.				



Evaluate Emergency Planning & Preparedness Procedures

NFPA 1031, *Standard for Professional Qualifications for Fire Inspector and Plan Examiner*, 2014
Edition JPR reference 5.3.7

Fire Inspector II

Skill Sheet Fl Insp II - 11

Given existing or proposed plans, the candidate will evaluate the emergency planning and preparedness procedures so that compliance is determined.

Expected time to complete skill(s) is 20 minutes

Performance Steps	Test		Retest	
Safely performs the following steps:	P	F	P	F
1. Evaluate existing or proposed emergency planning and preparedness procedures				
2. Compare the submitted emergency planning and preparedness procedures with the applicable codes and standards of the jurisdiction				
3. Make determination if the emergency planning and preparedness procedures are compliant				
Candidate must successfully perform ALL steps including ALL CRITICAL POINTS	Score: __/3		Score: __/3	
Evaluator Notes				
Evaluator Print Name & Signature:		Date	Overall Skill Sheet Score	
			Pass ___	Fail ___
By my signature above, I verify that I am currently certified to the level I am testing				
Re-Test Evaluator Print Name & Signature:		Overall Skill Sheet Re-Test Score		
		Pass ___	Fail ___	
By my signature above, I verify that I am currently certified to the level I am testing				
Candidate Print Name & Signature:		Candidate: Print Name or Candidate #		
Note to Evaluator(s): By your signature above, you verify that you are qualified to serve as an Tennessee Fire Commission Evaluator, have followed TFFC Skills Testing Policy and have witnessed that the above candidate has tested the above skills in their entirety.				
Note to Student: Skill will end when you state or indicate to the evaluator that you have completed all the identified steps. Notify the evaluator at ANY time that you have a safety concern.				



Identify Code Compliance for Storage, Handling & Use of Flammable & Combustible Liquids & Gases

NFPA 1031, *Standard for Professional Qualifications for Fire Inspector and Plan Examiner*, 2014
Edition JPR reference 5.3.8

Fire Inspector II

Skill Sheet Fl Insp II - 12

Given field observations and inspection guidelines from the authority having jurisdiction (AHJ), the candidate will verify code compliance for storage, handling, and use of flammable and combustible liquids and gases, so that deficiencies are identified, documented and reported.

Expected time to complete skill(s) is 30 minutes

Performance Steps	Test		Retest	
Safely performs the following steps:	P	F	P	F
1. Identify fire hazards associated with processes or operations utilizing combustible or flammable liquids				
2. Observe, communicate, and interpret codes as they relate to the storage, handling and use of flammable and combustible liquids and gases				
3. Recognize problems related to the storage, handling and use of flammable and combustible liquids and gases				
4. Demonstrate the ability to make decisions related to the compliance of the storage, handling and use of flammable and combustible liquids and gases				
Candidate must successfully perform 3/4 steps including ALL CRITICAL POINTS	Score: ___/4		Score: ___/4	
Evaluator Notes				
Evaluator Print Name & Signature:		Date	Overall Skill Sheet Score	
			Pass ___	Fail ___
By my signature above, I verify that I am currently certified to the level I am testing				
Re-Test Evaluator Print Name & Signature:		Overall Skill Sheet Re-Test Score		
		Pass ___ Fail ___		
By my signature above, I verify that I am currently certified to the level I am testing				
Candidate Print Name & Signature:		Candidate: Print Name or Candidate #		
Note to Evaluator(s): By your signature above, you verify that you are qualified to serve as an Tennessee Fire Commission Evaluator, have followed TFFC Skills Testing Policy and have witnessed that the above candidate has tested the above skills in their entirety.				
Note to Student: Skill will end when you state or indicate to the evaluator that you have completed all the identified steps. Notify the evaluator at ANY time that you have a safety concern.				



Identify Code Compliance for Storage, Handling & Use of Hazardous Materials

NFPA 1031, *Standard for Professional Qualifications for Fire Inspector and Plan Examiner, 2014*
Edition JPR reference 5.3.9

Fire Inspector II

Skill Sheet Fl Insp II - 13

Given field observations and inspection guidelines from the authority having jurisdiction (AHJ), the candidate will verify code compliance for storage, handling, and use of hazardous materials, so that deficiencies are identified, documented and reported.

Expected time to complete skill(s) is 30 minutes

Performance Steps	Test		Retest	
Safely performs the following steps:	P	F	P	F
1. Identify fire hazards associated with processes or operations utilizing hazardous materials				
2. Observe, communicate, and interpret codes as they relate to the storage, handling and use of hazardous materials				
3. Recognize problems related to the storage, handling and use of hazardous materials				
4. Demonstrate the ability to make decisions related to the compliance of the storage, handling and use of hazardous materials				
Candidate must successfully perform 3/4 steps including ALL CRITICAL POINTS	Score: ___/4		Score: ___/4	
Evaluator Notes				
Evaluator Print Name & Signature:		Date	Overall Skill Sheet Score	
			Pass ___	Fail ___
By my signature above, I verify that I am currently certified to the level I am testing				
Re-Test Evaluator Print Name & Signature:		Overall Skill Sheet Re-Test Score		
		Pass ___ Fail ___		
By my signature above, I verify that I am currently certified to the level I am testing				
Candidate Print Name & Signature:		Candidate: Print Name or Candidate #		
Note to Evaluator(s): By your signature above, you verify that you are qualified to serve as an Tennessee Fire Commission Evaluator, have followed TFFC Skills Testing Policy and have witnessed that the above candidate has tested the above skills in their entirety.				
Note to Student: Skill will end when you state or indicate to the evaluator that you have completed all the identified steps. Notify the evaluator at ANY time that you have a safety concern.				



Determine Fire Growth Potential

NFPA 1031, *Standard for Professional Qualifications for Fire Inspector and Plan Examiner, 2014*
Edition JPR reference 5.3.10

Fire Inspector II

Skill Sheet Flnsp II - 14

Given field observations or plans, the candidate will determine the fire growth potential in a building or space so that the contents, interior finish and construction elements are evaluated for compliance and deficiencies are identified, documented and corrected in accordance with the applicable codes and standards and policies of the jurisdiction.

Expected time to complete skill(s) is 30 minutes

Performance Steps	Test		Retest	
Safely performs the following steps:	P	F	P	F
1. Observe the fire growth potential in a building or space				
2. Communicate the code compliance and deficiencies if applicable				
3. Interpret the codes and standards as they relate to the contents, interior finish and construction elements				
4. Recognize hazardous conditions				
5. Make decisions on code compliance of the contents, interior finish and construction elements				
Candidate must successfully perform 4/5 steps including ALL CRITICAL POINTS	Score: __/5		Score: __/5	
Evaluator Notes				
Evaluator Print Name & Signature:		Date		Overall Skill Sheet Score
				Pass____ Fail____
By my signature above, I verify that I am currently certified to the level I am testing				
Re-Test Evaluator Print Name & Signature:		Overall Skill Sheet Re-Test Score		
		Pass____ Fail____		
By my signature above, I verify that I am currently certified to the level I am testing				
Candidate Print Name & Signature:		Candidate: Print Name or Candidate #		
Note to Evaluator(s): By your signature above, you verify that you are qualified to serve as an Tennessee Fire Commission Evaluator, have followed TFFC Skills Testing Policy and have witnessed that the above candidate has tested the above skills in their entirety.				
Note to Student: Skill will end when you state or indicate to the evaluator that you have completed all the identified steps. Notify the evaluator at ANY time that you have a safety concern.				



Verify Compliance of Construction Documents

NFPA 1031, *Standard for Professional Qualifications for Fire Inspector and Plan Examiner, 2014*
Edition JPR reference 5.3.11

Fire Inspector II

Skill Sheet Fl Insp II - 15

Given a performance based design, the candidate will verify compliance with construction documents so that life safety systems and building services equipment are installed, inspected and tested to perform as described in the engineering documents and the operations and maintenance manual. Deficiencies are identified, documented and reported in accordance with the applicable codes and standards and the policies of the jurisdiction.

Expected time to complete skill(s) is 30 minutes

Performance Steps		Test		Retest	
Safely performs the following steps:		P	F	P	F
1. Interpret the applicable codes and standards as they relate to the life safety systems and building services					
2. Witness life safety systems and building services tests					
3. Document findings with the life safety systems and building services					
4. Determine compliance with the testing and maintenance of the life safety systems and building services					
Candidate must successfully perform 3/4 steps including ALL CRITICAL POINTS		Score: __/4		Score: __/4	
Evaluator Notes					
Evaluator Print Name & Signature:		Date	Overall Skill Sheet Score		
			Pass ___	Fail ___	
By my signature above, I verify that I am currently certified to the level I am testing					
Re-Test Evaluator Print Name & Signature:		Overall Skill Sheet Re-Test Score			
		Pass ___		Fail ___	
By my signature above, I verify that I am currently certified to the level I am testing					
Candidate Print Name & Signature:		Candidate: Print Name or Candidate #			
Note to Evaluator(s): By your signature above, you verify that you are qualified to serve as an Tennessee Fire Commission Evaluator, have followed TFFC Skills Testing Policy and have witnessed that the above candidate has tested the above skills in their entirety.					
Note to Student: Skill will end when you state or indicate to the evaluator that you have completed all the identified steps. Notify the evaluator at ANY time that you have a safety concern.					



Verify Compliance of HVAC & other Building Services

NFPA 1031, *Standard for Professional Qualifications for Fire Inspector and Plan Examiner, 2014*
Edition JPR reference 5.3.12

Fire Inspector II

Skill Sheet Fl Insp II - 16

Given field observations, the candidate will verify code compliance of heating, ventilation, air conditioning and other building services so that they are maintained in accordance with applicable codes and standards. Deficiencies are identified, documented and reported in accordance with the policies of the jurisdiction.

Expected time to complete skill(s) is 30 minutes

Performance Steps	Test		Retest	
Safely performs the following steps:	P	F	P	F
1. Interpret the applicable codes and standards as they relate to the heating, ventilation, air conditioning and other building services				
2. Recognize problems related to the maintenance, installation or testing of the heating, ventilation, air conditioning and other building services				
3. Document findings with the heating, ventilation, air conditioning and other building services				
4. Observe and determine compliance with the testing and maintenance of the heating, ventilation, air conditioning and other building services				
Candidate must successfully perform 3/4 steps including ALL CRITICAL POINTS	Score: ___/4		Score: ___/4	
Evaluator Notes				
Evaluator Print Name & Signature:		Date	Overall Skill Sheet Score	
			Pass ___	Fail ___
By my signature above, I verify that I am currently certified to the level I am testing				
Re-Test Evaluator Print Name & Signature:		Overall Skill Sheet Re-Test Score		
		Pass ___	Fail ___	
By my signature above, I verify that I am currently certified to the level I am testing				
Candidate Print Name & Signature:		Candidate: Print Name or Candidate #		
Note to Evaluator(s): By your signature above, you verify that you are qualified to serve as an Tennessee Fire Commission Evaluator, have followed TFFC Skills Testing Policy and have witnessed that the above candidate has tested the above skills in their entirety.				
Note to Student: Skill will end when you state or indicate to the evaluator that you have completed all the identified steps. Notify the evaluator at ANY time that you have a safety concern.				



Review the Proposed Installation of Fire Protection Systems

NFPA 1031, *Standard for Professional Qualifications for Fire Inspector and Plan Examiner*, 2014
Edition JPR reference 5.4.3, 5.4.4

Fire Inspector II

Skill Sheet Flnsp II - 17

Given shop drawings and system specifications for a process or operation, the candidate will review the proposed installation of fire protection systems for code compliance and installation in accordance with the approved drawings. Deficiencies are identified, documented and reported in accordance with the applicable codes and standards and the policies of the jurisdiction.

Expected time to complete skill(s) is 30 minutes

Performance Steps	Test		Retest	
Safely performs the following steps:	P	F	P	F
1. Interpret the applicable codes and standards as they relate to the installation of fire protection systems				
2. Read shop drawings and basic floor plans to determine code compliance				
3. Identify symbols used in floor plans and shop drawings				
4. Make determination if fire protection system is compliant with the applicable codes				
Candidate must successfully perform 3/4 steps including ALL CRITICAL POINTS	Score: __/4		Score: __/4	
Evaluator Notes				
Evaluator Print Name & Signature:	Date	Overall Skill Sheet Score		
		Pass ___	Fail ___	
By my signature above, I verify that I am currently certified to the level I am testing				
Re-Test Evaluator Print Name & Signature:		Overall Skill Sheet Re-Test Score		
		Pass ___	Fail ___	
By my signature above, I verify that I am currently certified to the level I am testing				
Candidate Print Name & Signature:		Candidate: Print Name or Candidate #		
Note to Evaluator(s): By your signature above, you verify that you are qualified to serve as an Tennessee Fire Commission Evaluator, have followed TFFC Skills Testing Policy and have witnessed that the above candidate has tested the above skills in their entirety.				
Note to Student: Skill will end when you state or indicate to the evaluator that you have completed all the identified steps. Notify the evaluator at ANY time that you have a safety concern.				