

Alaska Fire Standards Council Fire Officer I Training Record

Candidate Name: _____ ID#: _____

Training Officer Signature: _____
(When Training Completed)

NFPA 1021 (2003 Ed.)	Description	Date Trained	Date Tested	Date Evaluation Occurred and Passed		Initials	Comments
				Knowledge	Skill		
4.1 General							
4.11	Meets NFPA requirements of Firefighter II, and Instructor-I						
4.1.1	Have knowledge of: Department organization, SOPs, emergency operations, budget, record keeping, prevention, incident management, community demographics, leadership, management, labor/management policies						
4.1.2	Ability to communicate verbally and in writing, write reports, operate in an incident management system.						
4.2 Human Resource Management							
4.2	Utilize human resources to accomplish emergency and non emergency assignments safely and efficiently.						
4.2.1	Delegation: Assign tasks at an emergency that are complete, clear and concise; considering safety and conveying desired outcomes.						
4.2.2	Delegation: Assign tasks for non emergencies that are complete, clear, and concise; considering safety and conveying desired outcomes.						
4.2.3	Direct unit members in training evolutions, safely, as per department training policies and procedures.						
4.2.4	In accordance with member-assistance policies, recommend member-assistance action where deemed necessary.						
4.2.5	Apply human resources policies and procedures properly where administrative action is required.						
4.2.6	Coordinate/prioritize assignment of tasks/projects to members and follow-up to completion.						
4.3 Community and Government Relations							
4.3.1	Initiate action on a community need						
4.3.2	Initiate action to a citizen's concern						
4.3.3	Respond to a public inquiry						
4.3.4	Deliver a public education program						
4.4 Administration							
4.4.1	Implement new department policy at unit level.						
4.4.2	Execute routine unit-level administration functions: Reports logs, and files.						
4.4.3	Prepare a budget request						

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4.5 Inspection and Investigation							
4.5.1	Evaluate available information, observations, interviews, to determine fire cause, complete necessary reports, and the scene is secured.						
4.5.2	Secure an incident scene						
4.6 Emergency Service Delivery							
4.6.1	Develop a "Quick Action Plan" pre-incident plan according to policies and procedures						
4.6.2	Develop an initial action plan to assign and deploy resources.						
4.6.3	Implement action plan given resources, type of incident, and QAP.						
4.6.4	Develop and conduct a post incident analysis						
4.7 Safety							
4.7.1	Apply safety regulations at the unit level, including: Required reports, training, and member responsibilities.						
4.7.2	Conduct an initial accident investigation according to policies and procedures						
Projects							
4.6	Quick Access Preplan (QAP) Complete pre-incident plan with area map, site map, floor Plan, water flow requirements, etc...						
4.2	Conduct and document a counseling session with an employee. Scenario observed and evaluated.						
4.4.1	Develop an implementation plan for a Standard Operating Procedure based on a provided policy.						
4.6.2	Serve as initial Incident Commander for six (6) emergency incidents. Three of which may be classroom simulated (table top or simulation). Three of which shall be live emergency drills or actual emergency responses.						
4.7.2	Conduct an incident investigation and complete interviews, documentation and reports to meet policies and procedures.						
4.2. 4.3. 4.5. 4.6.	One randomly selected activity involving supervision, building construction, fire investigation, or fire prevention /education.						