

National Certification Program Study Guide

November 2009



Fire Inspector I



NFPA 1031, Standard for Professional Qualifications for Fire Inspector and Plans Examiner, **2009 Edition**

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Introduction to Fire Inspector I Certification

Each individual seeking certification within the Kansas Fire & Rescue Training Institute, the University of Kansas, Certification System must submit an application and the appropriate fee to secure entrance into the system. **Candidates are given one year in which to complete the certification process.** Application forms may be downloaded at: <http://www.continuinged.ku.edu/fire/certification.php>.

A list of current fees may be obtained by calling 785-864-4790 or toll free 1-866-804-8841 or may be downloaded from <http://www.continuinged.ku.edu/fire/certification.php>. Purchase orders from cities or organizations will be accepted. Kansas Fire & Rescue Training Institute will not "bill" individuals for the certification fee. Checks or credit cards are accepted from individuals. Upon receipt of the application and fee, the candidate will be scheduled into a specific exam site as requested or the candidate may select an exam site from the schedule on the KUCE website.

Applicants may register for an exam site at the time of application by completing the appropriate block on the application form. Candidates requesting a specific test site should contact the Kansas Fire & Rescue Training Institute at 785-864-4790 or toll free 1-866-804-8841 to confirm that they have a reserved place at the exam.

Certification candidates are given two (2) attempts at each component, written and practical, **within the twelve month certification period.** If the candidate takes either component of the exam twice without passing, the candidate is required to resubmit a certification application form as well as an additional certification fee before being scheduled to retest a third time.

Candidates failing the written, skills, or oral exam are responsible for notifying Kansas Fire & Rescue Training Institute of their desire to retest and enroll at the next scheduled exam that has available space or they may come to the Kansas Fire & Rescue Training Institute in Lawrence, Kansas to take a retest. Written and skills exams will **not** be graded at the test site. Candidates may not take the written exam more than once per day.

Candidates are responsible for **all of the skills** required by the NFPA 1031, ***Standard for Professional Qualifications for Fire Inspector and Plans Examiner***, 2009 edition, during the practical exam. An exact list of specific skills is included in the study guide. **Candidates should be prepared to test on any skill listed in the standard.** The intent of this process is to insure that candidates are prepared to test on skills required by the NFPA 1031 – 2009 standard.

Candidates will test four practical skills. At the test site, candidates will complete Skill Stations 2 (*Investigate Common Complaints*) and 3 (*Participate in Legal Proceedings*). Candidates will then have two take home projects. One will be Skill Station 1 (*Inspect a Commercial Single-Use Occupancy Remodel or Addition Project*) and the other will be Skill Station 4 (*Inspect a School or Government Building*) or 5 (*Inspect a Commercial Enterprise*). Candidates will have **six (6) calendar months from the date of the written test to submit the completed take home projects.**

Practical skill exams are graded on a pass/fail basis. Candidates must successfully complete all skill stations at an exam site to receive a passing grade for the practical exam. Each candidate is allowed two (2) attempts at each station.

Candidates failing the practical exam are responsible for notifying Kansas Fire & Rescue Training Institute of their desire to retest by preregistering for another regularly scheduled exam. Candidates may not take the practical exam more than once per exam day.

An official picture ID (e.g., driver's license, military ID, etc.) must be shown for admittance to written and practical exams.

Certification Examination Instructions

Fire Inspector I

NFPA 1031 – 2009

Prerequisites:

Candidates seeking certification for Fire Inspector I within the Kansas Fire & Rescue Training Institute (KFRTI), the University of Kansas, must meet the following:

1. Residency and membership requirements as stated in Section 12, "Certification Policies" of the KFRTI National Certification Program Criteria and Procedures document published by Kansas Fire & Rescue Training Institute (available for download at <http://www.continuinged.ku.edu/fire/certification.php>.)
 2. Candidate must be competent in all objectives listed in NFPA 1031, **Standard for Professional Qualifications for Fire Inspector and Plans Examiner**, 2009 edition, Chapter 4.
 3. Successful completion of all parts of the Fire Inspector I certification exam will result in national certification as Fire Inspector Level I.
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Part I - Written Examination:

The Fire Inspector I written certification exam is based on **Requisite Knowledge** objectives listed in the NFPA 1031, **Standard for Professional Qualifications for Fire Inspector and Plans Examiner**, 2009 edition.

1. Candidates are required to score a minimum of 70% on all written components.
2. The written certification exam has two parts:
 - a. The first test contains one hundred (100) true/false and multiple choice questions covering Fire Inspector Level I knowledge requirements as stated in NFPA 1031-2009. The candidate will be allowed two (2) hours to complete this portion of the exam.
 - b. The second test contains twenty-five (25) true/false and multiple choice questions covering Hazardous Materials Operations Level knowledge requirements as stated in NFPA 472-2008, JPRs 4.2.1 (Detecting the presence of Hazardous Materials/WMD), 4.2.2 (Surveying Hazardous Materials/WMD Incidents), and 4.2.3 (Collecting Hazard Information) as required by NFPA 1031-2009.
3. **NOTE:** Those candidates who have **previously** certified at the Hazardous Materials Operations Level are only required to pass the **first** test. All the requirements of the second test were included in that previous certification. Those candidates who have **not** previously certified at the Hazardous Materials Operations Level are required to pass **both** tests.

Part II - Practical Skills Examination:

The Fire Inspector I practical skills portion of the certification exam is based on **Requisite Knowledge** and **Requisite Skills** objectives listed in NFPA 1031, **Standard for Professional Qualifications for Fire Inspector and Plans Examiner**, 2009 edition.

1. Candidates will be required to score 100% on all evaluated skills, which are graded on a Pass/Fail basis.
 2. The skills evaluation forms are available as part of this study guide.
 3. A **Construction Checklist** for use with **Skill Station 1 (Inspect a Commercial Single-Use Occupancy Remodel or Addition Project)** is available for use by those candidates whose jurisdictions do not have an approved inspection checklist. A **Notice of Violation** for use with **Skill Station 4 (Inspect a School or Government Building)** or **5 (Inspect a Commercial Enterprise)** is available for use by those candidates whose jurisdictions do not have an approved inspection checklist. Both of these documents may be downloaded from the KFRTI web site at <http://www.continuinged.ku.edu/fire/certification.php> or by contacting KFRTI.
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References & Textbooks:

DOT, **Emergency Response Guidebook**, © 2008.

IFSTA, **Fire Inspection and Code Enforcement**, 7th edition, © 2009.

IFSTA, **Hazardous Materials for First Responders**, 3d edition, © 2004.

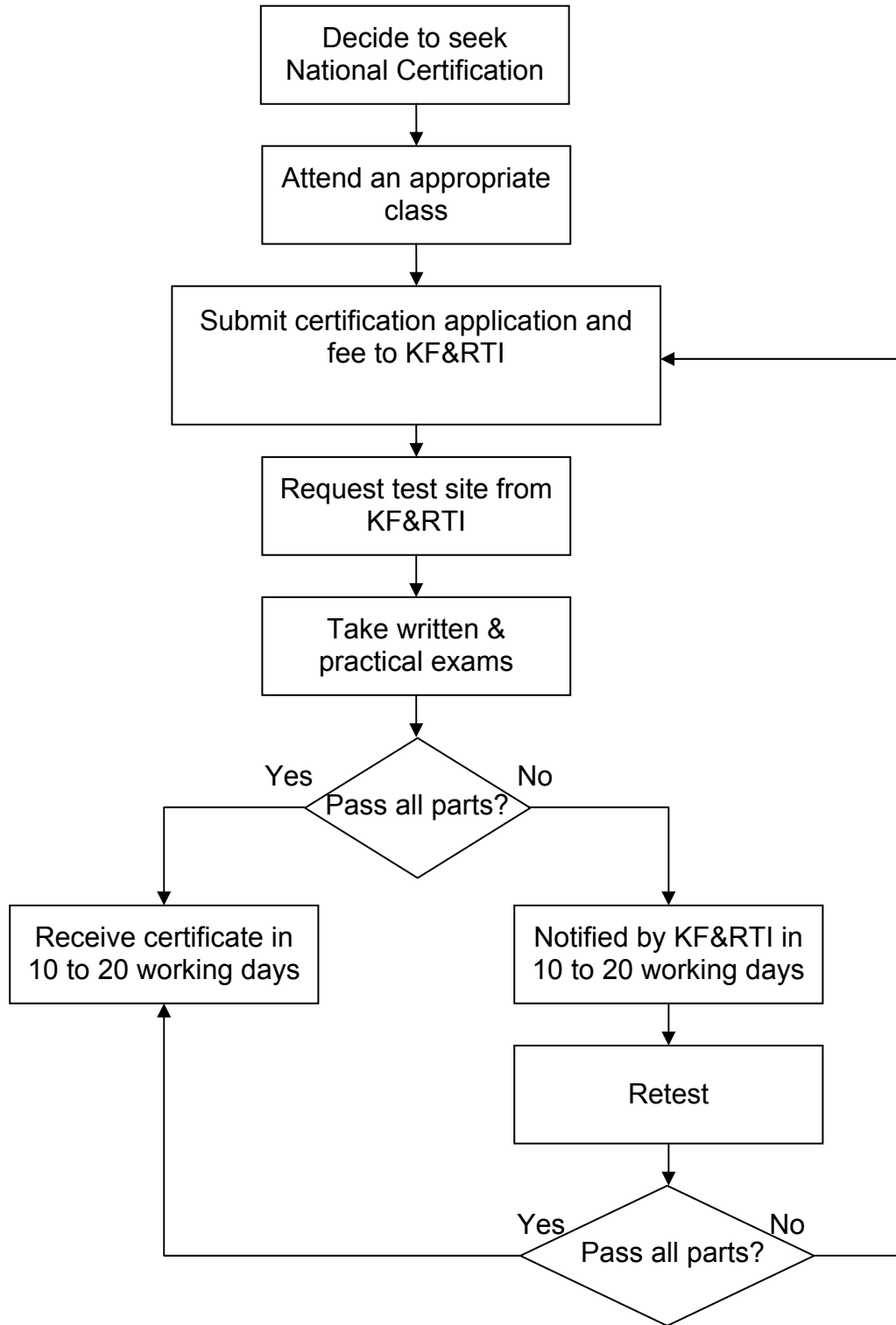
NFPA 472, **Standard for Competence of Responders to Hazardous Materials/Weapons of Mass Destruction Incidents**, 2008 edition.

NFPA 101, **Life Safety Code**, 2009 edition.

NFPA 1031, **Standard for Professional Qualifications for Fire Inspector and Plans Examiner**, 2009 edition.

NFPA 1500, **Standard on Fire Department Occupational Safety and Health Program**, 2007 edition.

Certification Flow Chart for Fire Inspector I



Fire Inspector I Written Exam Study Guidesheet

Standard: NFPA 1031, *Standard for Professional Qualifications for Fire Inspector and Plans Examiner*, 2009 edition.

Reference: IFSTA, *Fire Inspection and Code Enforcement*, 7th edition, © 2009.

The reading and study references listed below represent published references from which certification exam questions are taken.

Section Subject & NFPA Objective Number	Reading/Study Reference
Prepare inspection reports.	
4.2.1	pp. 14 – 17, 26 – 30, 719 – 746
Recognize the need for a permit.	
4.2.2	pp. 63 – 70
Recognize the need for a plan review.	
4.2.3	pp. 679 – 680
Investigate common complaints.	
4.2.4	pp. 20 – 21, 30 – 32, 37 – 57, 754 – 757
Identify applicable codes and standards.	
4.2.5	pp. 19, 23 – 25
Participate in legal proceedings.	
4.2.6	pp. 60 – 62
Identify the occupancy classification of a single-use occupancy.	
4.3.1	pp. 130 – 148
Compute the allowable occupant load of a single-use occupancy or portion thereof.	
4.3.2	pp. 278 – 280
Inspect means of egress elements.	
4.3.3	pp. 261 – 277
Verify the type of construction for an addition or remodeling project.	
4.3.4	pp. 121 – 129, 157 – 196, 201 – 256, 686 – 707, 711 – 713, 719 – 746
Determine the operational readiness of existing fixed fire suppression systems.	
4.3.5	pp. 49 – 50, 339 – 393
Determine the operational readiness of existing fire detection and alarm systems.	
4.3.6	pp. 445 – 466, 474 – 481
Determine the operational readiness of existing portable fire extinguishers.	
4.3.7	pp. 397 – 424
Recognize hazardous conditions involving equipment, processes, and operations.	
4.3.8	pp. 75 – 97, 485 – 521, 567 – 584

Compare an approved plan to an existing fire protection system.

4.3.9 pp. 424 – 440, 446 – 474, 686 – 707, 711 – 713

Verify that emergency planning and preparedness measures are in place and have been practiced.

4.3.10 pp. 748 – 754

Inspect emergency access for an existing site.

4.3.11 pp. 545 – 562

Verify code compliance for incidental storage, handling, and use of flammable and combustible liquids and gases.

4.3.12 pp. 620 - 673

Verify code compliance for incidental storage, handling, and use of hazardous materials.

4.3.13 pp. 584 – 615, 620 – 673

Recognize a hazardous fire growth potential in a building or space.

4.3.14 pp. 97 – 114, 485 – 521

Determine code compliance.

4.3.15 pp. 114 – 117, 513 – 518

Verify fire flows for a site.

4.3.16 pp. 299 – 335

Cumulative reading pages:

14 – 32, 37 – 57, 60 – 70, 75 – 117, 121 – 148, 157 – 196, 201 – 256, 261 – 280, 299 – 335, 339 – 393, 397 – 440, 445 – 481, 485 – 521, 545 – 562, 567 – 615, 620 – 673, 679 – 680, 686 – 707, 711 – 713, 719 – 757

Standard: NFPA 472, *Standard for Competence of Responders to Hazardous Materials/Weapons of Mass Destruction Incidents*, 2008 edition.

References: IFSTA, *Hazardous Materials for First Responders*, 3d edition, © 2004.
DOT, *Emergency Response Guidebook*, 2008 edition.

The reading and study references listed below represent published references from which certification exam questions are taken.

Section Subject & NFPA Competency Number	Reading/Study Reference
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Detecting the Presence of Hazardous Materials/WMD.

4.2.1 IFSTA pp. 9 – 14, 17, 22 – 28, 45 – 61, 95 – 109, 112 – 207, 216 – 218, 445 – 449, 458 – 460.
DOT pp. 1, 14 – 25, 352 – 354, 356 – 364.

Surveying Hazardous Materials/WMD Incidents.

4.2.2 IFSTA pp. 95 – 109, 202 – 203, 221.
DOT pp. 1, 6.

Collecting Hazard Information.

- 4.2.3 IFSTA pp. 208 – 214.
- DOT pp. 1 – 5, 7, 14 – 25.

Fire Inspector I Practical Skills Exam Study Guidesheet

Standard: NFPA 1031, *Standard for Professional Qualifications for Fire Inspector and Plans Examiner*, 2009 edition.

References: IFSTA, *Fire Inspection and Code Enforcement*, 7th edition, © 2009.
IFSTA, *Hazardous Materials for First Responders*, 3d edition, © 2004.
DOT, *Emergency Response Guidebook*, 2008 edition.

The reading and study references listed below represent published references from which certification exam skill sheets are derived.

Section Subject & NFPA Objective Number	Referenced Skill Sheets
Prepare inspection reports.	
4.2.1 Conduct a field inspection.	KFRTI 1, 4, 5
Apply codes and standards.	KFRTI 1, 4, 5
Communicate orally.	KFRTI 1, 4, 5
Communicate in writing.	KFRTI 1, 4, 5
Recognize the need for a permit.	
4.2.2 Communicate orally.	KFRTI 1
Communicate in writing.	KFRTI 1
Recognize the need for plan review.	
4.2.3 Communicate orally.	KFRTI 1
Communicate in writing.	KFRTI 1
Investigate common complaints.	
4.2.4 Apply codes and standards.	KFRTI 2
Communicate orally.	KFRTI 2
Communicate in writing.	KFRTI 2
Recognize problems.	KFRTI 2
Resolve problems.	KFRTI 2
Identify the applicable code or standard.	
4.2.5 Apply codes and standards.	KFRTI 1, 2, 3, 4, 5
Participate in legal proceedings.	
4.2.6 Maintain a professional courtroom demeanor.	KFRTI 3
Communicate orally.	KFRTI 3
Listen.	KFRTI 3
Differentiate facts from opinions.	KFRTI 3
Identify the occupancy classification of a single-use occupancy.	
4.3.1 Make observations.	KFRTI 1
Make correct decisions.	KFRTI 1
Compute the allowable occupant load of a single-use occupancy, or portion thereof.	
4.3.2 Calculate occupant loads.	KFRTI 1
Identify occupancy factors related to various occupancy classifications.	KFRTI 1
Use measuring tools.	KFRTI 1
Make field sketches.	KFRTI 1

Inspect means of egress elements.

- | | | |
|-------|------------------------------------------------------|---------|
| 4.3.3 | Observe and recognize problems. | KFRTI 4 |
| | Calculate occupant loads. | KFRTI 4 |
| | Make basic decisions related to the means of egress. | KFRTI 4 |
| | Use measuring tools. | KFRTI 4 |
| | Make field sketches. | KFRTI 4 |

Verify the type of construction for an addition or remodeling project.

- | | | |
|-------|----------------------------|---------|
| 4.3.4 | Read plans. | KFRTI 1 |
| | Make decisions. | KFRTI 1 |
| | Apply codes and standards. | KFRTI 1 |

Determine the operational readiness of existing fixed fire suppression systems.

- | | | |
|-------|---------------------|---------|
| 4.3.5 | Make observations. | KFRTI 4 |
| | Make decisions. | KFRTI 4 |
| | Recognize problems. | KFRTI 4 |
| | Read reports. | KFRTI 4 |

Determine the operational readiness of existing fire detection and alarm systems.

- | | | |
|-------|---------------------|---------|
| 4.3.6 | Make observations. | KFRTI 4 |
| | Make decisions. | KFRTI 4 |
| | Recognize problems. | KFRTI 4 |
| | Read reports. | KFRTI 4 |

Determine the operational readiness of existing portable fire extinguishers.

- | | | |
|-------|---------------------|---------|
| 4.3.7 | Make observations. | KFRTI 4 |
| | Make decisions. | KFRTI 4 |
| | Recognize problems. | KFRTI 4 |
| | Read reports. | KFRTI 4 |

Recognize hazardous conditions involving equipment, processes, and operations.

- | | | |
|-------|------------------------------------|---------|
| 4.3.8 | Make observations. | KFRTI 5 |
| | Communicate orally and in writing. | KFRTI 5 |
| | Apply codes and standards. | KFRTI 5 |
| | Recognize problems. | KFRTI 5 |
| | Make decisions. | KFRTI 5 |

Compare an approved plan to an existing fire protection system.

- | | | |
|-------|--------------------------------------------------------|---------|
| 4.3.9 | Read and comprehend plans for fire protection systems. | KFRTI 4 |
| | Make observations. | KFRTI 4 |
| | Communicate orally and in writing. | KFRTI 4 |
| | Apply codes and standards. | KFRTI 4 |
| | Recognize problems. | KFRTI 4 |
| | Make decisions. | KFRTI 4 |

Verify that emergency planning and preparedness measures are in place and have been practiced.

- | | | |
|--------|-------------------------------------------------------------------------------------------------|---------|
| 4.3.10 | Identify the emergency evacuation requirements contained in the applicable codes and standards. | KFRTI 4 |
| | Interpret plans. | KFRTI 4 |
| | Interpret reports. | KFRTI 4 |

Inspect emergency access for an existing site.

- | | | |
|--------|---------------------------------------------------------------------------------------------|---------|
| 4.3.11 | Identify the emergency access requirements contained in the applicable codes and standards. | KFRTI 5 |
| | Make observations. | KFRTI 5 |
| | Make decisions. | KFRTI 5 |
| | Use measuring tools. | KFRTI 5 |

Verify code compliance for incidental storage, handling, and use of flammable and combustible liquids and gases.

- | | | |
|--------|------------------------------------|---------|
| 4.3.12 | Make observations. | KFRTI 5 |
| | Communicate orally and in writing. | KFRTI 5 |
| | Apply codes and standards. | KFRTI 5 |
| | Recognize problems. | KFRTI 5 |
| | Make decisions. | KFRTI 5 |

Verify code compliance for incidental storage, handling, and use of hazardous materials.

- | | | |
|--------|------------------------------------|---------|
| 4.3.13 | Make observations. | KFRTI 5 |
| | Communicate orally and in writing. | KFRTI 5 |
| | Apply codes and standards. | KFRTI 5 |
| | Recognize problems. | KFRTI 5 |
| | Make decisions. | KFRTI 5 |

Recognize a hazardous fire growth potential in a building or space.

- | | | |
|--------|------------------------------------|---------|
| 4.3.14 | Make observations. | KFRTI 5 |
| | Communicate orally and in writing. | KFRTI 5 |
| | Apply codes and standards. | KFRTI 5 |
| | Recognize hazardous conditions. | KFRTI 5 |
| | Make decisions. | KFRTI 5 |

Determine code compliance.

- | | | |
|--------|------------------------------------|---------|
| 4.3.15 | Make observations. | KFRTI 5 |
| | Communicate orally and in writing. | KFRTI 5 |
| | Apply codes and standards. | KFRTI 5 |
| | Recognize hazardous conditions. | KFRTI 5 |
| | Make decisions. | KFRTI 5 |

Verify fire flows for a site.

- | | | |
|--------|----------------------------------------|------------|
| 4.3.16 | Use a Pitot tube. | KFRTI 4, 5 |
| | Use gauges. | KFRTI 4, 5 |
| | Use other data gathering devices. | KFRTI 4, 5 |
| | Calculate and graph fire flow results. | KFRTI 4, 5 |

Skill Set: Inspect a Commercial Single-Use Occupancy Remodel or Addition Project

OBJECTIVE: NFPA 1031-2009, Chapter 4, Sections 4.2.1, 4.2.2, 4.2.3, 4.2.5, 4.3.1, 4.3.2, and 4.3.4

REFERENCE: IFSTA, Fire Inspection and Code Enforcement, 7th edition, © 2009.

KNOWLEDGE: pp. 14 – 17, 19, 23 – 30, 63 – 70, 121 – 148, 157 – 196, 201 – 256, 278 – 280, 679 – 680,
686 – 707, 711 – 713, 719 – 746

IFSTA, Hazardous Materials for First Responders, 3d edition, © 2004.

KNOWLEDGE: pp. 9 – 14, 17, 22 – 28, 45 – 61, 95 – 109, 112 – 214, 216 – 218, 221, 445 – 449, 458 – 460

DOT, Emergency Response Guidebook, 2008 edition.

KNOWLEDGE: pp. 1 – 7, 14 – 25, 352 – 354, 356 – 364

Candidate Equipment Required: Station uniform, writing instruments, applicable local codes & ordinances (or NFPA 101, Life Safety Code, 2009 edition).

Evaluator Equipment Required: None.

Read To Candidate

At this station, as a take home project, you will be required to inspect a commercial single-use occupancy remodel or addition project within your jurisdiction.

The inspection must be performed so that all deficiencies are discovered, noted, and communicated in your inspection report. To complete this station, you may use a locally adopted code or the current NFPA 101, Life Safety Code, 2009 edition. If you choose to use a building code other than NFPA 101, you must include copies of the pages of the code that you reference in your report. Select three items that are not in compliance and draft a written communication to the owner indicating what is wrong and what actions need to be taken to bring the elements into compliance.

You may use locally adopted inspection forms or the inspection form at the end of this study guide.

Ensure that you complete **all portions** of this station. You must complete this station in **six (6) calendar months** from the date of the written portion of the Inspector I certification test.

To pass this station, you must **successfully complete 100% of the steps**.

1st Attempt 2nd Attempt
P F P F

Skill Steps

Section 4.2.1 – Prepare inspection reports.

- | | | | | |
|-----|-----|-----|-----|--------------------------------|
| ___ | ___ | ___ | ___ | 1. Conduct a field inspection. |
| ___ | ___ | ___ | ___ | 2. Apply codes and standards. |
| ___ | ___ | ___ | ___ | 3. Communicate orally. |
| ___ | ___ | ___ | ___ | 4. Communicate in writing. |

Section 4.2.2 – Recognize the need for a permit.

- | | | | | |
|-----|-----|-----|-----|----------------------------|
| ___ | ___ | ___ | ___ | 5. Communicate orally. |
| ___ | ___ | ___ | ___ | 6. Communicate in writing. |

Section 4.2.3 – Recognize the need for plan review.

- | | | | | |
|-----|-----|-----|-----|----------------------------|
| ___ | ___ | ___ | ___ | 5. Communicate orally. |
| ___ | ___ | ___ | ___ | 6. Communicate in writing. |

(Continued)

Section 4.2.5 – Identify the applicable code or standard.

___ ___ ___ ___ 7. Apply codes and standards.

Section 4.3.1 – Identify the occupancy classification of a single-use occupancy.

___ ___ ___ ___ 10. Make observations.
___ ___ ___ ___ 11. Make correct decisions.

Section 4.3.2 – Compute the allowable occupant load of a single-use occupancy, or portion thereof.

___ ___ ___ ___ 12. Calculate occupant loads.
___ ___ ___ ___ 13. Identify occupancy factors related to various occupancy classifications.
___ ___ ___ ___ 14. Use measuring tools.
___ ___ ___ ___ 15. Make field sketches.

Section 4.3.4 – Verify the type of construction for an addition or remodeling project.

___ ___ ___ ___ 16. Read plans.
___ ___ ___ ___ 17. Make decisions.
___ ___ ___ ___ 18. Apply codes and standards.

Candidate's Name: _____ **Station: P** ___ **F** ___

Evaluator's Signature: _____ **Date:** _____

Skill Set: Investigate Common Complaints

OBJECTIVE: NFPA 1031-2009, Chapter 4, Sections 4.2.4 and 4.2.5

REFERENCE: IFSTA, Fire Inspection and Code Enforcement, 7th edition, © 2009.
KNOWLEDGE: pp. 19 – 21, 23 – 25, 30 – 32, 37 – 57, 754 - 757

Candidate Equipment Required: Station uniform, writing instruments.

Evaluator Equipment Required: NFPA 101, Life Safety Code, 2009 edition.

Read To Candidate

At this station, you will be required to investigate a common complaint and identify the applicable code or standard.

You will be given a scenario of a complaint registered by a citizen. You will be given factual background information upon which to base your investigation and the NFPA 101, Life Safety Code, 2009 edition. You will then investigate the complaint and resolve the issue, citing the applicable portion(s) of NFPA 101, and compose written correspondence to the complainant explaining your resolution.

Keep your answers brief and complete. The answers you submit must be your own work. You will be graded on your assignment of tasks and/or responsibilities, clarity of expression, and completeness of answer. You may use a dictionary and any other references provided to you by the Test Site Coordinator.

Ensure that you complete **all portions** of this station. You must complete this station in **60 minutes**.

To pass this station, you must **successfully complete 100% of the steps**.

1st Attempt 2nd Attempt
P F P F

Skill Steps

Section 4.2.4 – Investigate common complaints.

- ___ ___ ___ ___ 1. Apply codes and standards.
- ___ ___ ___ ___ 2. Communicate orally.
- ___ ___ ___ ___ 3. Communicate in writing.
- ___ ___ ___ ___ 4. Recognize problems.
- ___ ___ ___ ___ 5. Resolve problems.

Section 4.2.5 – Identify the applicable code or standard.

- ___ ___ ___ ___ 6. Apply codes and standards.

Candidate's Name: _____ **Station:** P ___ F ___

Evaluator's Signature: _____ **Date:** _____

Skill Set: Participate in Legal Proceedings

OBJECTIVE: NFPA 1031-2009, Chapter 4, Sections 4.2.5 and 4.2.6

REFERENCE: IFSTA, *Fire Inspection and Code Enforcement*, 7th edition, © 2009.
KNOWLEDGE: pp. 19, 23 – 25, 60 – 62

Candidate Equipment Required: None.

Evaluator Equipment Required: None.

Read To Candidate

At this station, as an inspector for your jurisdiction, you will be required to testify in legal procedures regarding a cited violation.

You will be given a scenario, NFPA 101, *Life Safety Code*, 2009 edition, and the cited violation. You are to assume that your local jurisdiction has adopted NFPA 101. You will testify in a courtroom scenario regarding the cited violation. You will be required to provide answers to the questions put before you. You should respond in a professional manner, citing the applicable section of the NFPA 101.

Ensure that you complete **all portions** of this station. You will be provided with the scenario, the citation and NFPA 101 **thirty (30) minutes** prior to testimony. You may write whatever notes you see fit and then refer to those notes during the courtroom testimony.

To pass this station, you must **successfully complete 100% of the steps**.

1st Attempt 2nd Attempt
P F P F

Skill Steps

Section 4.2.5 – Identify the applicable code or standard.

___ ___ ___ ___ 1. Apply codes and standards.

Section 4.2.6 – Participate in legal proceedings.

___ ___ ___ ___ 2. Maintain a professional courtroom demeanor.

___ ___ ___ ___ 3. Communicate orally.

___ ___ ___ ___ 4. Listen.

___ ___ ___ ___ 5. Differentiate facts from opinions.

Candidate's Name: _____ **Station:** P ___ F ___

Evaluator's Signature: _____ **Date:** _____

Skill Set: Inspect a School or Other Government Building

OBJECTIVE: NFPA 1031-2009, Chapter 4, Sections 4.2.1, 4.2.5, 4.3.3, 4.3.5, 4.3.6, 4.3.9, 4.3.10, and 4.3.16

REFERENCE: IFSTA, Fire Inspection and Code Enforcement, 7th edition, © 2009.
KNOWLEDGE: pp. 14 – 17, 19, 23 – 30, 49 – 50, 261 – 277, 299 – 335, 339 – 393, 424 – 440, 445 – 481, 686 – 707, 711 – 713, 719 – 746, 748 – 754
IFSTA, Hazardous Materials for First Responders, 3d edition, © 2004.
KNOWLEDGE: pp. 9 – 14, 17, 22 – 28, 45 – 61, 95 – 109, 112 – 207, 216 – 218, 221, 445 – 449, 458 – 460
DOT, Emergency Response Guidebook, 2008 edition.
KNOWLEDGE: pp. 1, 14 – 25, 352 – 354, 356 – 364

Candidate Equipment Required: Station uniform, writing instruments, applicable local codes and ordinances (or NFPA 101, Life Safety Code, 2009 edition), hydrant testing tool kit.

Evaluator Equipment Required: None.

Read To Candidate

At this station, you will be required to complete an inspection of a school or other government building – **other than a fire station**. The building must be equipped with a fire detection system and a fire suppression system

You may use locally adopted codes and standards or NFPA 101, Life Safety Code. You may use local inspection forms or the inspection form located at the back of this study guide. As part of the inspection, you must determine available fire flow from at least one nearby hydrant. You must record your fire flow on a local form or again, on forms provided at the end of this study guide.

Ensure that you complete **all portions** of this station. You must complete this station in **six (6) calendar months** from the date of the written portion of the Inspector I certification test.

To pass this station, you must **successfully complete 100% of the steps**.

1st Attempt 2nd Attempt
P F P F

Skill Steps

Section 4.2.1 – Prepare inspection reports.

- ___ ___ ___ ___ 1. Conduct a field inspection.
- ___ ___ ___ ___ 2. Apply codes and standards.
- ___ ___ ___ ___ 3. Communicate orally.
- ___ ___ ___ ___ 4. Communicate in writing.

Section 4.2.5 – Identify the applicable code or standard.

- ___ ___ ___ ___ 5. Apply codes and standards.

Section 4.3.3 – Inspect means of egress elements.

- ___ ___ ___ ___ 6. Observe and recognize problems.
- ___ ___ ___ ___ 7. Calculate occupant loads.
- ___ ___ ___ ___ 8. Make basic decisions related to the means of egress.
- ___ ___ ___ ___ 9. Use measuring tools.
- ___ ___ ___ ___ 10. Make field sketches.

(Continued)

Section 4.3.5 – Determine the operational readiness of existing fixed fire suppression systems.

- ___ ___ ___ ___ 11. Make observations.
- ___ ___ ___ ___ 12. Make decisions.
- ___ ___ ___ ___ 13. Recognize problems.
- ___ ___ ___ ___ 14. Read reports.

Section 4.3.6 – Determine the operational readiness of existing fire detection and alarm systems.

- ___ ___ ___ ___ 15. Make observations.
- ___ ___ ___ ___ 16. Make decisions.
- ___ ___ ___ ___ 17. Recognize problems.
- ___ ___ ___ ___ 18. Read reports.

Section 4.3.7 – Determine the operational readiness of existing portable fire extinguishers.

- ___ ___ ___ ___ 19. Make observations.
- ___ ___ ___ ___ 20. Make decisions.
- ___ ___ ___ ___ 21. Recognize problems.
- ___ ___ ___ ___ 22. Read reports.

Section 4.3.9 – Compare an approved plan to an existing fire protection system.

- ___ ___ ___ ___ 23. Read and comprehend plans for fire protection systems.
- ___ ___ ___ ___ 24. Make observations.
- ___ ___ ___ ___ 25. Communicate orally and in writing.
- ___ ___ ___ ___ 26. Apply codes and standards.
- ___ ___ ___ ___ 27. Recognize problems.
- ___ ___ ___ ___ 28. Make decisions.

Section 4.3.10 – Verify that emergency planning and preparedness measures are in place and have been practiced.

- ___ ___ ___ ___ 29. Identify the emergency evacuation requirements contained in the applicable codes and standards.
- ___ ___ ___ ___ 30. Interpret plans.
- ___ ___ ___ ___ 31. Interpret reports.

Section 4.3.16 – Verify fire flows for a site.

- ___ ___ ___ ___ 32. Use a Pitot tube.
- ___ ___ ___ ___ 33. Use gauges.
- ___ ___ ___ ___ 34. Use other data gathering devices.
- ___ ___ ___ ___ 35. Calculate and graph fire flow results.

Candidate's Name: _____ **Station: P** ___ **F** ___

Evaluator's Signature: _____ **Date:** _____

Skill Set: Inspect a Commercial Enterprise

OBJECTIVE: NFPA 1031-2009, Chapter 4, Sections 4.2.1, 4.2.5, 4.3.8, 4.3.11, 4.3.12, 4.3.13, 4.3.14, 4.3.15, and 4.3.16

REFERENCE: IFSTA, Fire Inspection and Code Enforcement, 7th edition, © 2009.

KNOWLEDGE: pp. 14 – 17, 19, 23 – 30, 75 – 117, 299 – 335, 485 – 521, 545 – 562, 567 – 615, 620 – 673, 719 – 746

IFSTA, Hazardous Materials for First Responders, 3d edition, © 2004.

KNOWLEDGE: pp. 9 – 14, 17, 22 – 28, 45 – 61, 95 – 109, 112 – 207, 216 – 218, 221, 445 – 449, 458 – 460

DOT, Emergency Response Guidebook, 2008 edition.

KNOWLEDGE: pp. 1, 14 – 25, 352 – 354, 356 – 364

Candidate Equipment Required: Station uniform, writing instruments, applicable local codes and ordinances (or NFPA 101, Life Safety Code, 2009 edition), hydrant testing tool kit.

Evaluator Equipment Required: None.

Read To Candidate

At this station, you will be required to complete an inspection of a commercial enterprise within your jurisdiction. The building you choose to inspect must be equipped with a fire detection system and a fire suppression system

You may use locally adopted codes and standards or NFPA 101, Life Safety Code. You may use local inspection forms or the inspection form located at the back of this study guide. As part of the inspection, you must determine available fire flow from at least one nearby hydrant. You must record your fire flow on a local form or again, on forms provided at the end of this study guide.

Ensure that you complete **all portions** of this station. You must complete this station in **six (6) calendar months** from the date of the written portion of the Inspector I certification test.

To pass this station, you must **successfully complete 100% of the steps**.

1st Attempt 2nd Attempt
P F P F

Skill Steps

Section 4.2.1 – Prepare inspection reports.

- ___ ___ ___ ___ 1. Conduct a field inspection.
- ___ ___ ___ ___ 2. Apply codes and standards.
- ___ ___ ___ ___ 3. Communicate orally.
- ___ ___ ___ ___ 4. Communicate in writing.

Section 4.2.5 – Identify the applicable code or standard.

- ___ ___ ___ ___ 5. Apply codes and standards.

Section 4.3.8 – Recognize hazardous conditions involving equipment, processes, and operations.

- ___ ___ ___ ___ 6. Make observations.
- ___ ___ ___ ___ 7. Communicate orally and in writing.
- ___ ___ ___ ___ 8. Apply codes and standards.
- ___ ___ ___ ___ 9. Recognize problems.
- ___ ___ ___ ___ 10. Make decisions.

(Continued)

Section 4.3.11 – Inspect emergency access for an existing site.

- ___ ___ ___ ___ 11. Identify the emergency access requirements contained in the applicable codes and standards.
- ___ ___ ___ ___ 12. Make observations.
- ___ ___ ___ ___ 13. Make decisions.
- ___ ___ ___ ___ 14. Use measuring tools.

Section 4.3.12 – Verify code compliance for incidental storage, handling, and use of flammable and combustible liquids and gases.

- ___ ___ ___ ___ 15. Make observations.
- ___ ___ ___ ___ 16. Communicate orally and in writing.
- ___ ___ ___ ___ 17. Apply codes and standards.
- ___ ___ ___ ___ 18. Recognize problems.
- ___ ___ ___ ___ 19. Make decisions.

Section 4.3.13 – Verify code compliance for incidental storage, handling, and use of hazardous materials.

- ___ ___ ___ ___ 20. Make observations.
- ___ ___ ___ ___ 21. Communicate orally and in writing.
- ___ ___ ___ ___ 22. Apply codes and standards.
- ___ ___ ___ ___ 23. Recognize problems.
- ___ ___ ___ ___ 24. Make decisions.

Section 4.3.14 – Recognize a hazardous fire growth potential in a building or space.

- ___ ___ ___ ___ 25. Make observations.
- ___ ___ ___ ___ 26. Communicate orally and in writing.
- ___ ___ ___ ___ 27. Apply codes and standards.
- ___ ___ ___ ___ 28. Recognize problems.
- ___ ___ ___ ___ 29. Make decisions.

Section 4.3.15 – Determine code compliance.

- ___ ___ ___ ___ 30. Make observations.
- ___ ___ ___ ___ 31. Communicate orally and in writing.
- ___ ___ ___ ___ 32. Apply codes and standards.
- ___ ___ ___ ___ 33. Recognize problems.
- ___ ___ ___ ___ 34. Make decisions.

Section 4.3.16 – Verify fire flows for a site.

- ___ ___ ___ ___ 35. Use a Pitot tube.
- ___ ___ ___ ___ 36. Use gauges.
- ___ ___ ___ ___ 36. Use other data gathering devices.
- ___ ___ ___ ___ 37. Calculate and graph fire flow results.

Candidate's Name: _____ **Station:** P ___ F ___

Evaluator's Signature: _____ **Date:** _____