



# Fire Officer III

## Skills Evaluation Sheets 2014 Edition

STATE OF CONNECTICUT  
COMMISSION ON FIRE PREVENTION AND CONTROL  
860-627-6363  
In-State Toll Free - 1-877-528-3473





State of Connecticut

COMMISSION ON FIRE PREVENTION AND CONTROL



## Fire Officer III Evaluation Skill Sheet

SS#	Skill Sheets Title	NFPA 1021 Objectives Addressed 2014 Edition
6.2.1A	Establish Personnel Assignments	6.2.1
6.2.2A	Develop Hiring Procedures	6.2.2
6.2.3A	Develop Procedures for Promotion Process	6.2.3
6.2.4A	Professional Development Participation	6.2.4, 6.2.4, 6.2.5
6.2.6A	Employee Accommodation Plan	6.2.6
6.2.7A	Develop an Education Training Program	6.2.1, 6.2.7
6.3.1A	Community and Government Relations	6.3.1, 6.5.2
6.4.1A	Develop Divisional or Department Budget	6.4.1, 6.4.6
6.4.1A	Develop a Budget Management System	6.4.2
6.4.3A	Develop RFP, Soliciting, and Awarding Bids	6.4.3
6.4.4A	Dept. Record and Management System Development	6.4.4
6.4.6A	Model Plan for Continuous Improvement	6.4.5, 6.4.6
6.5.1A	Evaluate an AHJ Inspection Program	6.4.5, 6.5.1
6.6.1A	Prepare an Action Plan	6.6.1, 6.6.2
6.6.3A	Develop a Plan for Unmet Resources	6.6.3
6.7.1A	Develop Injury Prevention Program	6.7.1
6.7.1B	Health and Safety Presentation	6.7.1
6.8.1A	Emergency Interagency Planning and Coordination	6.8.1
6.8.1B	Oral Reports	6.2.2, 6.2.3, 6.2.5, 6.2.6, 6.2.7, 6.3.1, 6.8.1

NFPA 1021, 2014 edition 12/15/14

**Prevent or prohibit any unsafe acts.  
Contact the Chief Examiner at any time with any questions.  
Remember, you are an evaluator, not a trainer...**



State of Connecticut  
**COMMISSION ON FIRE PREVENTION AND CONTROL**



# Fire Officer III Skill Sheets

Skill Sheet No. <b>6.2.1A</b>	Primary Task: <b>Establish Personnel Assignments</b>		
Objective(s) : 6.2.1, 6.2.1(A)(B)	NFPA Standard: 1021	Candidate No.	
<b>Performance Evaluation Sheet</b>			
<b>Tasks:</b>			
		<b>1<sup>st</sup></b>	<b>2<sup>nd</sup></b>
1. Describes department policies and procedures pertaining to assignments			
2. Develops personnel assignment roster for department			
3. Identifies shortcomings of minimum staffing when providing additional services			
4. Recommends solutions for providing additional service with existing personnel			
5. Communicates orally and relates to other members of the group interpersonally			
* Critical Task	Failure of this task mandates failure on the entire objective	Safety is <b>PARAMOUNT</b>	Total number tasks candidate must complete to pass <b>4</b>

NFPA 1021, 2014 edition 12/15/15

Prevent or prohibit any unsafe acts.  
 Contact the Lead Evaluator at any time with any questions.  
 Remember, you are an evaluator, not a trainer...

*IN THE EVENT OF FAILURE OF THIS SKILL, EVALUATOR COMPLETE REVERSE SIDE*



State of Connecticut  
**COMMISSION ON FIRE PREVENTION AND CONTROL**



## Fire Officer III Skill Sheets

Skill Sheet No. <b>6.2.2A</b>	Primary Task: <b>Develop Procedures for Hiring Process</b>																		
Objective(s) : 6.2.2, 6.2.2(A)(B)	NFPA Standard: 1021																		
Candidate No. <span style="border: 1px solid black; display: inline-block; width: 50px; height: 15px;"></span>																			
<b>Performance Evaluation Sheet</b>																			
<b>Tasks:</b>																			
	<table border="1" style="float: right; border-collapse: collapse;"> <thead> <tr> <th style="width: 50px;">1<sup>st</sup></th> <th style="width: 50px;">2<sup>nd</sup></th> </tr> </thead> <tbody> <tr><td style="height: 20px;"></td><td style="height: 20px;"></td></tr> <tr><td style="height: 20px;"></td><td style="height: 20px;"></td></tr> <tr><td style="height: 20px;"></td><td style="height: 20px;"></td></tr> <tr><td style="height: 20px;"></td><td style="height: 20px;"></td></tr> <tr><td style="height: 20px;"></td><td style="height: 20px;"></td></tr> <tr><td style="height: 20px;"></td><td style="height: 20px;"></td></tr> <tr><td style="height: 20px;"></td><td style="height: 20px;"></td></tr> <tr><td style="height: 20px;"></td><td style="height: 20px;"></td></tr> </tbody> </table>	1 <sup>st</sup>	2 <sup>nd</sup>																
1 <sup>st</sup>	2 <sup>nd</sup>																		
1. *Writes a task analysis and/or job description																			
2. Identifies and justifies criteria used to evaluate job applicants																			
3. Prescribes physical agility test and relative information associated to testing																			
4. Develops a reading or reference list applicable to the hiring procedure																			
5. Develops a means for developing or acquiring a written examination																			
6. Develops or acquires a series of oral interview evaluation questions with scoring instrument																			
7. *Develops a method for evaluation, ranking and selection																			
8. Communicates orally and in writing with other members of the group																			
* Critical Task      Failure of this task mandates failure on the entire objective	Safety is <b>PARAMOUNT</b>																		
Total number tasks candidate must complete to pass <b>6</b>																			

NFPA 1021, 2014 edition 12/15/15

Prevent or prohibit any unsafe acts.  
 Contact the Lead Evaluator at any time with any questions.  
 Remember, you are an evaluator, not a trainer...

*IN THE EVENT OF FAILURE OF THIS SKILL, EVALUATOR COMPLETE REVERSE SIDE*



State of Connecticut  
COMMISSION ON FIRE PREVENTION AND CONTROL



## Fire Officer III Skill Sheets

Skill Sheet No. <b>6.2.3A</b>	Primary Task: <b>Develop Procedures for Promotion Process</b>														
Objective(s) : 6.2.3, 6.2.3(A)(B)	NFPA Standard: 1021														
Candidate No. <span style="border: 1px solid black; display: inline-block; width: 50px; height: 15px;"></span>															
<b>Performance Evaluation Sheet</b>															
<b>Tasks:</b>															
	<table border="1" style="float: right; border-collapse: collapse;"> <thead> <tr> <th style="width: 50px;">1<sup>st</sup></th> <th style="width: 50px;">2<sup>nd</sup></th> </tr> </thead> <tbody> <tr><td style="height: 20px;"></td><td style="height: 20px;"></td></tr> <tr><td style="height: 20px;"></td><td style="height: 20px;"></td></tr> <tr><td style="height: 20px;"></td><td style="height: 20px;"></td></tr> <tr><td style="height: 20px;"></td><td style="height: 20px;"></td></tr> <tr><td style="height: 20px;"></td><td style="height: 20px;"></td></tr> <tr><td style="height: 20px;"></td><td style="height: 20px;"></td></tr> </tbody> </table>	1 <sup>st</sup>	2 <sup>nd</sup>												
1 <sup>st</sup>	2 <sup>nd</sup>														
<ol style="list-style-type: none"> <li>1. Develops eligibility requirements</li> <li>2. Develops educational and certification requirements</li> <li>3. Develops a means for acquiring a written examination</li> <li>4. * Develops or acquires a series of oral interview evaluation questions with scoring instrument</li> <li>5. * Develops a method for evaluation, and ranking process</li> <li>6. Establishes a mentoring program</li> </ol>															
* Critical Task      Failure of this task mandates failure on the entire objective	Safety is <b>PARAMOUNT</b>														
Total number tasks candidate must complete to pass	<b>5</b>														

NFPA 1021, 2014 edition 12/15/15

Prevent or prohibit any unsafe acts.  
Contact the Lead Evaluator at any time with any questions.  
Remember, you are an evaluator, not a trainer...

*IN THE EVENT OF FAILURE OF THIS SKILL, EVALUATOR COMPLETE REVERSE SIDE*



State of Connecticut  
**COMMISSION ON FIRE PREVENTION AND CONTROL**



# Fire Officer III Skill Sheets

Skill Sheet No. <b>6.2.4A</b>	Primary Task: <b>Professional Development Participation</b>		
Objective(s) : 6.2.4, 6.2.4(A)(B), 6.2.5, 6.2.5(A)(B)	NFPA Standard: 1021	Candidate No.	
<b>Performance Evaluation Sheet</b>			
<b>Tasks:</b>			
		<b>1<sup>st</sup></b>	<b>2<sup>nd</sup></b>
1. * Develops a list of professional development models			
2. Identifies classes that should be obtained before consideration for promotion and time frame for completion			
3. Develops an employee benefit plan that will provide a pay incentive			
4. Presents employee benefit plan			
* Critical Task	Failure of this task mandates failure on the entire objective	Safety is <b>PARAMOUNT</b>	Total number tasks candidate must complete to pass <b>3</b>

NFPA 1021, 2014 edition 12/15/15

Prevent or prohibit any unsafe acts.  
 Contact the Lead Evaluator at any time with any questions.  
 Remember, you are an evaluator, not a trainer...

*IN THE EVENT OF FAILURE OF THIS SKILL, EVALUATOR COMPLETE REVERSE SIDE*



State of Connecticut  
COMMISSION ON FIRE PREVENTION AND CONTROL



## Fire Officer III Skill Sheets

Skill Sheet No. <b>6.2.6A</b>	Primary Task: <b>Plan for Employee Accommodation</b>										
Objective(s) : 6.2.6, 6.2.6(A)(B)	NFPA Standard: 1021										
Candidate No. <span style="border: 1px solid black; display: inline-block; width: 50px; height: 15px;"></span>											
<b>Performance Evaluation Sheet</b>											
<b>Tasks:</b>											
	<table border="1" style="float: right; border-collapse: collapse;"> <thead> <tr> <th style="width: 50px;">1<sup>st</sup></th> <th style="width: 50px;">2<sup>nd</sup></th> </tr> </thead> <tbody> <tr><td style="height: 20px;"></td><td style="height: 20px;"></td></tr> <tr><td style="height: 20px;"></td><td style="height: 20px;"></td></tr> <tr><td style="height: 20px;"></td><td style="height: 20px;"></td></tr> <tr><td style="height: 20px;"></td><td style="height: 20px;"></td></tr> </tbody> </table>	1 <sup>st</sup>	2 <sup>nd</sup>								
1 <sup>st</sup>	2 <sup>nd</sup>										
<ol style="list-style-type: none"> <li>1. Identifies a concern or issue related to reasonable accommodations</li> <li>2. Researches information relevant to solving the circumstance</li> <li>3. Selects action that is most appropriate for circumstance that is consistent with state and federal laws and regulations</li> <li>4. * Designs evaluation tool to collect information appropriate to assess results of accommodations</li> </ol>											
* Critical Task      Failure of this task mandates failure on the entire objective	Safety is <b>PARAMOUNT</b>										
Total number tasks candidate must complete to pass <b>3</b>											

NFPA 1021, 2014 edition 12/15/15

Prevent or prohibit any unsafe acts.  
Contact the Lead Evaluator at any time with any questions.  
Remember, you are an evaluator, not a trainer...

*IN THE EVENT OF FAILURE OF THIS SKILL, EVALUATOR COMPLETE REVERSE SIDE*



State of Connecticut  
 COMMISSION ON FIRE PREVENTION AND CONTROL



# Fire Officer III Skill Sheets

Skill Sheet No. <b>6.2.7A</b>	Primary Task: <b>Develop an Education Training Program</b>								
Objective(s) : 6.2.1, 6.2.1(A)(B), 6.2.7, 6.2.7(A)(B)	NFPA Standard: 1021								
Candidate No. <span style="border: 1px solid black; display: inline-block; width: 100px; height: 20px;"></span>									
<b>Performance Evaluation Sheet</b>									
<b>Tasks :</b>									
	<table border="1"> <thead> <tr> <th style="width: 50px;">1<sup>st</sup></th> <th style="width: 50px;">2<sup>nd</sup></th> </tr> </thead> <tbody> <tr> <td style="width: 700px; height: 30px;"></td> <td style="width: 50px; height: 30px;"></td> </tr> <tr> <td style="width: 700px; height: 30px;"></td> <td style="width: 50px; height: 30px;"></td> </tr> <tr> <td style="width: 700px; height: 30px;"></td> <td style="width: 50px; height: 30px;"></td> </tr> </tbody> </table>	1 <sup>st</sup>	2 <sup>nd</sup>						
1 <sup>st</sup>	2 <sup>nd</sup>								
1. Acquires organization's mission statement and training goals									
2. Develops an ongoing education training program given organizational training requirements									
3. * Develops a list of personnel and recommended training courses									
* Critical Task Failure of this task mandates failure on the entire objective	Safety is <b>PARAMOUNT</b>								
Total number tasks candidate must complete to pass	<b>3</b>								

NFPA 1021, 2014 edition 12/15/15

Prevent or prohibit any unsafe acts.  
 Contact the Lead Evaluator at any time with any questions.  
 Remember, you are an evaluator, not a trainer...

*IN THE EVENT OF FAILURE OF THIS SKILL, EVALUATOR COMPLETE REVERSE SIDE*





State of Connecticut  
**COMMISSION ON FIRE PREVENTION AND CONTROL**



# Fire Officer III Skill Sheets

Skill Sheet No. <b>6.3.1A</b>	Primary Task: <b>Community and Government Relations</b>	
Objective(s) : 6.3.1, 6.3.1(A)(B), 6.5.2, 6.5.2(A)(B)	NFPA Standard: 1021	Candidate No. <span style="border: 1px solid black; display: inline-block; width: 50px; height: 20px; vertical-align: middle;"></span>
<b>Performance Evaluation Sheet</b>		
<b>Tasks:</b>		
	<b>1<sup>st</sup></b>	<b>2<sup>nd</sup></b>
1. Prepares a community awareness program	<input type="checkbox"/>	<input type="checkbox"/>
2. Analyzes given data to determine major fire and burn hazards	<input type="checkbox"/>	<input type="checkbox"/>
3. Identifies high risk locations	<input type="checkbox"/>	<input type="checkbox"/>
4. * Develops a plan for an identified fire safety problem	<input type="checkbox"/>	<input type="checkbox"/>
5. Chooses a specific and quantifiable goal of the program	<input type="checkbox"/>	<input type="checkbox"/>
6. Determines the specific steps and develops an implementation plan	<input type="checkbox"/>	<input type="checkbox"/>
7. * Develops evaluation instrument to evaluate community awareness program	<input type="checkbox"/>	<input type="checkbox"/>
8. Presents awareness program and fire safety plan	<input type="checkbox"/>	<input type="checkbox"/>
* Critical Task Failure of this task mandates failure on the entire objective	Safety is <b>PARAMOUNT</b>	Total number tasks candidate must complete to pass <b>6</b>

NFPA 1021, 2014 edition 12/15/15

Prevent or prohibit any unsafe acts.  
 Contact the Lead Evaluator at any time with any questions.  
 Remember, you are an evaluator, not a trainer...

*IN THE EVENT OF FAILURE OF THIS SKILL, EVALUATOR COMPLETE REVERSE SIDE*



State of Connecticut  
**COMMISSION ON FIRE PREVENTION AND CONTROL**



# Fire Officer III Skill Sheets

Skill Sheet No.	<b>6.4.1A</b>	Primary Task:	<b>Develop a Divisional or Department Budget</b>	
Objective(s) :	6.4.1, 6.4.1(A)(B), 6.4.6, 6.4.6(A)(B)	NFPA Standard:	1021	Candidate No.
<b>Performance Evaluation Sheet</b>				
<b>Tasks:</b>				
			1 <sup>st</sup>	2 <sup>nd</sup>
1.	Develops a five year operating budget			
2.	Shows total requested amount in each category			
3.	Uses line item budgeting to show how much cost for an individual to be trained			
4.	Uses line item budgeting to show how much it will cost to train a Lieutenant			
5.	Provides justification for each sub-category			
6.	Purchases books for training facility at each fire station.			
7.	Develops a budget code sheet for each year			
8.	Uses a line item budget for salaries and benefits for each year			
9.	Provides a justification for each budget			
10.	Summarizes fifth year			
11.	Gives presentation regarding the proposal			
* Critical Task	Failure of this task mandates failure on the entire objective	Safety is <b>PARAMOUNT</b>	Total number tasks candidate must complete to pass	<b>8</b>

NFPA 1021, 2014 edition 12/15/15

Prevent or prohibit any unsafe acts.  
 Contact the Lead Evaluator at any time with any questions.  
 Remember, you are an evaluator, not a trainer...

*IN THE EVENT OF FAILURE OF THIS SKILL, EVALUATOR COMPLETE REVERSE SIDE*



State of Connecticut  
 COMMISSION ON FIRE PREVENTION AND CONTROL



# Fire Officer III Skill Sheets

Skill Sheet No. <b>6.4.2A</b>	Primary Task: <b>Develop a Budget Management System</b>		
Objective(s) : 6.4.2(A)(B)	NFPA Standard: 1021	Candidate No.	
<b>Performance Evaluation Sheet</b>			
<b>Tasks:</b>			
		<b>1<sup>st</sup></b>	<b>2<sup>nd</sup></b>
1. Provides fiscal and financial policy			
2. Records revenue to date			
3. Indicates anticipated revenue			
4. Records expenditures to date			
5. Records encumbered amount			
6. Gives presentation regarding the budget management system			
* Critical Task	Failure of this task mandates failure on the entire objective	Safety is <b>PARAMOUNT</b>	Total number tasks candidate must complete to pass <b>5</b>

NFPA 1021, 2014 edition 12/15/15

Prevent or prohibit any unsafe acts.  
 Contact the Lead Evaluator at any time with any questions.  
 Remember, you are an evaluator, not a trainer...

*IN THE EVENT OF FAILURE OF THIS SKILL, EVALUATOR COMPLETE REVERSE SIDE*



State of Connecticut  
**COMMISSION ON FIRE PREVENTION AND CONTROL**



## Fire Officer III Skill Sheets

Skill Sheet No. <b>6.4.3A</b> Primary Task: <b>Developing RFP, Soliciting and Awarding Bids</b>			
Objective(s) : 6.4.3, 6.4.3(A)(B)	NFPA Standard: 1021	Candidate No. <span style="border: 1px solid black; display: inline-block; width: 50px; height: 15px;"></span>	
<b>Performance Evaluation Sheet</b>			
<b>Tasks:</b>			
		<b>1<sup>st</sup></b>	<b>2<sup>nd</sup></b>
1.	* Describes department's policies, procedures, and the process for developing requests for proposal		
2.	Prepares an announcement concerning the acceptance of sealed bids for hose		
3.	Researches and prepares specifications for specific item		
4.	Describes solicitation process to ensure competitive bid		
5.	* Describes the bid awarding process		
* Critical Task Failure of this task mandates failure on the entire objective		Safety is <b>PARAMOUNT</b>	Total number tasks candidate must complete to pass <b>4</b>

NFPA 1021, 2014 edition 12/15/15

Prevent or prohibit any unsafe acts.  
 Contact the Lead Evaluator at any time with any questions.  
 Remember, you are an evaluator, not a trainer...

*IN THE EVENT OF FAILURE OF THIS SKILL, EVALUATOR COMPLETE REVERSE SIDE*



State of Connecticut  
 COMMISSION ON FIRE PREVENTION AND CONTROL



# Fire Officer III Skill Sheets

Skill Sheet No. <b>6.4.4A</b> Primary Task: <b>Dept. Record &amp; Management System Development</b>			
Objective(s) : 6.4.4, 6.4.4(A)(B)	NFPA Standard: 1021	Candidate No. <span style="border: 1px solid black; display: inline-block; width: 50px; height: 15px;"></span>	
<b>Performance Evaluation Sheet</b>			
<b>Tasks:</b>			
		<b>1<sup>st</sup></b>	<b>2<sup>nd</sup></b>
1. Creates a department policy on given needs		<input type="text"/>	<input type="text"/>
2. Creates a method for documenting testing and maintenance		<input type="text"/>	<input type="text"/>
3. Designs a management system that will be used to create a computer program		<input type="text"/>	<input type="text"/>
4. Communicates orally and with other members of the group		<input type="text"/>	<input type="text"/>
* Critical Task	Failure of this task mandates failure on the entire objective	Safety is <b>PARAMOUNT</b>	Total number tasks candidate must complete to pass <b>3</b>

NFPA 1021, 2014 edition 12/15/15

Prevent or prohibit any unsafe acts.  
 Contact the Lead Evaluator at any time with any questions.  
 Remember, you are an evaluator, not a trainer...

*IN THE EVENT OF FAILURE OF THIS SKILL, EVALUATOR COMPLETE REVERSE SIDE*



State of Connecticut  
COMMISSION ON FIRE PREVENTION AND CONTROL



## Fire Officer III Skill Sheets

Skill Sheet No. <b>6.4.6A</b>	Primary Task: <b>Model Plan for Continuous Improvement</b>	
Objective(s) : 6.4.5, 6.4.5(A)(B), 6.4.6, 6.4.6(A)(B)	NFPA Standard: 1021	Candidate No. <span style="border: 1px solid black; display: inline-block; width: 50px; height: 20px; vertical-align: middle;"></span>
<b>Performance Evaluation Sheet</b>		
<b>Tasks:</b>		
	<b>1<sup>st</sup></b>	<b>2<sup>nd</sup></b>
1. Acquires a current copy of the fire department's continuous improvement plan	<input type="text"/>	<input type="text"/>
2. * Identifies a survey method (group problem-solve, interview, data collection)	<input type="text"/>	<input type="text"/>
3. Identifies an area where utilization of resources may be maximized at this time	<input type="text"/>	<input type="text"/>
4. Evaluates the area to determine if resources could be used more effectively	<input type="text"/>	<input type="text"/>
5. Sets a quantifiable goal for increasing resources used in that area	<input type="text"/>	<input type="text"/>
6. Develops a plan to increase resource utilization	<input type="text"/>	<input type="text"/>
7. Identifies a method of verifying that the resource utilization has been increased after the planned implementation	<input type="text"/>	<input type="text"/>
* Critical Task      Failure of this task mandates failure on the entire objective	Safety is <b>PARAMOUNT</b>	Total number tasks candidate must complete to pass <b>5</b>

NFPA 1021, 2014 edition 12/15/15

Prevent or prohibit any unsafe acts.  
Contact the Lead Evaluator at any time with any questions.  
Remember, you are an evaluator, not a trainer...

*IN THE EVENT OF FAILURE OF THIS SKILL, EVALUATOR COMPLETE REVERSE SIDE*



State of Connecticut  
**COMMISSION ON FIRE PREVENTION AND CONTROL**



# Fire Officer III Skill Sheets

Skill Sheet No. <b>6.5.1A</b>	Primary Task: <b>Evaluate an AHJ Inspection Program</b>		
Objective(s) : 6.4.5, 6.4.5(A)(B), 6.5.1, 6.5.1(A)(B)	NFPA Standard: 1021	Candidate #	
<b>Performance Evaluation Sheet</b>			
<b>Tasks:</b>			
	<b>1<sup>st</sup></b>	<b>2<sup>nd</sup></b>	
1. Describes priority of inspection program	<input type="checkbox"/>	<input type="checkbox"/>	
2. Evaluates and reports number of inspectors needed to meet local and state mandates	<input type="checkbox"/>	<input type="checkbox"/>	
3. * Writes a organizational memo with recommendations for improving the inspection program	<input type="checkbox"/>	<input type="checkbox"/>	
4. Identifies cost of hiring additional inspectors	<input type="checkbox"/>	<input type="checkbox"/>	
5. Presents summary of findings	<input type="checkbox"/>	<input type="checkbox"/>	
* Critical Task Failure of this task mandates failure on the entire objective	Safety is <b>PARAMOUNT</b>		Total number tasks candidate must complete to pass <b>4</b>

NFPA 1021, 2014 edition 12/15/15

Prevent or prohibit any unsafe acts.  
 Contact the Lead Evaluator at any time with any questions.  
 Remember, you are an evaluator, not a trainer...

*IN THE EVENT OF FAILURE OF THIS SKILL, EVALUATOR COMPLETE REVERSE SIDE*



State of Connecticut  
**COMMISSION ON FIRE PREVENTION AND CONTROL**



# Fire Officer III Skill Sheets

Skill Sheet No. <b>6.6.1A</b>		Primary Task: <b>Prepare an Action Plan</b>	
Objective(s) : 6.6.1, 6.6.1(A)(B), 6.6.2, 6.6.2(A)(B)		NFPA Standard: 1021	Candidate No. <span style="border: 1px solid black; display: inline-block; width: 50px; height: 20px;"></span>
<b>Performance Evaluation Sheet</b>			
<b>Tasks:</b>			
		<b>1<sup>st</sup></b>	<b>2<sup>nd</sup></b>
Given an emergency incident requiring multiple agency operations:			
1.	Conduct an incident size up		
2.	Develop strategy and tactics to mitigate the incident		
3.	Delegates authority		
4.	Communicate orally the other members of the group		
5.	Utilizes FEMA forms to complete written reports		
6.	Makes company assignments		
7.	Identifies and requests needed additional resources		
8.	* Develops and conducts and post-incident analysis		
9.	All critical elements are identified and communicated		
10.	* Develops an organizational chart		
* Critical Task	Failure of this task mandates failure on the entire objective	Safety is <b>PARAMOUNT</b>	Total number tasks candidate must complete to pass <b>7</b>

NFPA 1021, 2014 edition 12/15/15

Prevent or prohibit any unsafe acts.  
 Contact the Lead Evaluator at any time with any questions.  
 Remember, you are an evaluator, not a trainer...

*IN THE EVENT OF FAILURE OF THIS SKILL, EVALUATOR COMPLETE REVERSE SIDE*





State of Connecticut  
 COMMISSION ON FIRE PREVENTION AND CONTROL



# Fire Officer III Skill Sheets

Skill Sheet No. <b>6.6.3A</b>	Primary Task: <b>Develop a Plan for Unmet Resources</b>	
Objective(s) : 6.6.3, 6.6.3(A)(B)	NFPA Standard: 1021	Candidate No. <span style="border: 1px solid black; display: inline-block; width: 50px; height: 15px;"></span>
<b>Performance Evaluation Sheet</b>		
<b>Tasks:</b>		
	<b>1<sup>st</sup></b>	<b>2<sup>nd</sup></b>
1. Develops a plan for unmet agency resources	<input type="text"/>	<input type="text"/>
2. Researches and evaluates information regarding agency's unmet resources	<input type="text"/>	<input type="text"/>
3. Selects and submits in writing a list of items related to meeting the agency's plan for unmet resources focusing on a contingency planning	<input type="text"/>	<input type="text"/>
4. Communicates orally with other members of the group	<input type="text"/>	<input type="text"/>
* Critical Task      Failure of this task mandates failure on the entire objective	Safety is <b>PARAMOUNT</b>	Total number tasks candidate must complete to pass <b>3</b>

NFPA 1021, 2014 edition 12/15/15

Prevent or prohibit any unsafe acts.  
 Contact the Lead Evaluator at any time with any questions.  
 Remember, you are an evaluator, not a trainer...

*IN THE EVENT OF FAILURE OF THIS SKILL, EVALUATOR COMPLETE REVERSE SIDE*



State of Connecticut  
 COMMISSION ON FIRE PREVENTION AND CONTROL



# Fire Officer III Skill Sheets

Skill Sheet No. <b>6.7.1A</b>	Primary Task: <b>Develop Injury Prevention Program</b>												
Objective(s) : 6.7.1, 6.7.1(A)(B)	NFPA Standard: 1021												
Candidate No. <span style="border: 1px solid black; display: inline-block; width: 50px; height: 15px;"></span>													
<b>Performance Evaluation Sheet</b>													
<b>Tasks:</b>													
	<table border="1" style="float: right; border-collapse: collapse;"> <thead> <tr> <th style="width: 50px;">1<sup>st</sup></th> <th style="width: 50px;">2<sup>nd</sup></th> </tr> </thead> <tbody> <tr><td style="height: 20px;"></td><td style="height: 20px;"></td></tr> <tr><td style="height: 20px;"></td><td style="height: 20px;"></td></tr> <tr><td style="height: 20px;"></td><td style="height: 20px;"></td></tr> <tr><td style="height: 20px;"></td><td style="height: 20px;"></td></tr> <tr><td style="height: 20px;"></td><td style="height: 20px;"></td></tr> </tbody> </table>	1 <sup>st</sup>	2 <sup>nd</sup>										
1 <sup>st</sup>	2 <sup>nd</sup>												
1. Evaluates current department health and safety program													
2. Identifies budget impact to be fully compliant with state and federal codes and regulations													
3. Identifies time frame to become fully compliant													
4. * Determines specific steps needed to become fully compliant – equipment purchase, SOP development, training, etc													
5. Presents findings													
* Critical Task      Failure of this task mandates failure on the entire objective	Safety is <b>PARAMOUNT</b>												
Total number tasks candidate must complete to pass <b>4</b>													

NFPA 1021, 2014 edition 12/15/15

Prevent or prohibit any unsafe acts.  
 Contact the Lead Evaluator at any time with any questions.  
 Remember, you are an evaluator, not a trainer...

*IN THE EVENT OF FAILURE OF THIS SKILL, EVALUATOR COMPLETE REVERSE SIDE*



State of Connecticut  
 COMMISSION ON FIRE PREVENTION AND CONTROL



# Fire Officer III Skill Sheets

Skill Sheet No. <b>6.8.1A</b> Primary Task: <b>Emergency Interagency Planning and Coordination</b>			
Objective(s) : 6.8.1, 6.8.1(A)(B)	NFPA Standard: 1021	Candidate No.	
<b>Performance Evaluation Sheet</b>			
<b>Tasks:</b>			
		<b>1<sup>st</sup></b>	<b>2<sup>nd</sup></b>
1. Acquires a current copy of the Local Emergency Planning Community (LEPC) Plan			
2. Defines role of fire service in community's LEPC plan			
3. * Defines role of fire service in preparedness planning			
4. Describes how fire department's role at the EOC is integrated to comply with federal, state and local regulations			
* Critical Task Failure of this task mandates failure on the entire objective	Safety is <b>PARAMOUNT</b>	Total number tasks candidate must complete to pass	<b>3</b>

NFPA 1021, 2014 edition 12/15/15

Prevent or prohibit any unsafe acts.  
 Contact the Lead Evaluator at any time with any questions.  
 Remember, you are an evaluator, not a trainer...

*IN THE EVENT OF FAILURE OF THIS SKILL, EVALUATOR COMPLETE REVERSE SIDE*



State of Connecticut  
**COMMISSION ON FIRE PREVENTION AND CONTROL**



# Fire Officer III Skill Sheets

Skill Sheet No. <b>6.8.1B</b>	Primary Task: <b>Oral Reports</b>	
Objective(s) : 6.2.2, 6.2.3, 6.2.5, 6.2.6, 6.2.7, 6.3.1, 6.8.1	NFPA Standard: 1021	Candidate No. <span style="border: 1px solid black; display: inline-block; width: 50px; height: 20px; vertical-align: middle;"></span>
<b>Performance Evaluation Sheet</b>		
<b>Tasks:</b>		
	<b>1<sup>st</sup></b>	<b>2<sup>nd</sup></b>
Candidate presents a summation of all class projects to include the following subjects:		
1. Hiring Process (6.2.2)		
2. Promotion Process (6.2.3)		
3. Benefits Program (6.2.5)		
4. Employee Accommodations (6.2.6)		
5. Agency Needs Assessment (6.2.7)		
6. Community and Government Relations (6.3.1)		
7. Emergency Interagency Planning (6.8.1)		
* Critical Task      Failure of this task mandates failure on the entire objective	Safety is <b>PARAMOUNT</b>	Total number tasks candidate must complete to pass <b>7</b>

NFPA 1021, 2014 edition 12/15/15

Prevent or prohibit any unsafe acts.  
 Contact the Lead Evaluator at any time with any questions.  
 Remember, you are an evaluator, not a trainer...

*IN THE EVENT OF FAILURE OF THIS SKILL, EVALUATOR COMPLETE REVERSE SIDE*