

Ohio Department of Public Safety
Division of Emergency Medical Services
Objective Check-Off Sheet
Fire Safety Inspector



**Ohio Department of Public Safety
Division of Emergency Medical Services
Objective Check-Off Sheet
Fire Safety Inspector**

Student Name:	Instructor Name:
Chartered Training Program:	
Date:	

NFPA Objective	Objective	Date	Student	Instructor
	ADMINISTRATION			
	<p>Administrative process of the Ohio Fire and Building Codes.</p> <p><i>The student should develop a clear understanding of the history and development process of the Ohio Fire Code and Building Code as well as how to utilize the applicable codes.</i></p>			
4.2.1	<p>Given observations from a field inspection report, student will be able to prepare an inspection report that is clear, concise, accurately reflects the findings of the inspection in accordance with applicable codes and standards.</p> <p>SEE SKILL TEST 1</p> <p>Critical Skills <i>Prepare an Inspection Report Utilize observations from a field inspection Prepare a report that communicates its message clearly Prepare a report that communicates in a concise manner Prepare a report that communicates accurately Accurately reflect applicable codes and standards</i></p>			
4.2.2	<p>Given a situation or condition, the student will be able to recognize the need for a permit in accordance with the policies of the jurisdiction.</p> <p>SEE SKILL TEST 2</p> <p>Critical Skills <i>Recognize the need for a permit Understand the type of permit required Direct written communication to the proper responsible party Communicate why the permit is necessary Advise party how to proceed with securing necessary permit Adhere to the policies of the jurisdiction</i></p>			
NFPA Objective	Objective	Date	Student	Instructor



<p>4.2.3</p>	<p>Given a situation or condition, student will be able to recognize the need for plan review in accordance with the policies of the jurisdiction.</p> <p>SEE SKILL TEST 3</p> <p>Critical Skills <i>Recognize the need for a plan review</i> <i>Understand the type of plan required</i> <i>Direct written correspondence to the proper responsible party</i> <i>Communicate why the plan review is necessary</i> <i>Advise party how to proceed with obtaining a plan review</i> <i>Adhere to the policies of the jurisdiction</i></p>			
<p>4.2.4</p>	<p>Given a reported situation or condition, the student will be able to investigate the complaint, ensure the information is recorded, the appropriate process initiated, and complaint resolved.</p> <p>SEE SKILL TEST 4</p> <p>Critical Skills <i>Receive the complaint with attentiveness and concern</i> <i>Record the complaint information for future reference</i> <i>Confirm or research applicable codes and standards</i> <i>Perform an investigation to confirm situation</i> <i>Resolve complaint based upon policies, codes and standards</i> <i>Inform complainant in writing of action taken</i></p>			
<p>4.2.5</p>	<p>Given a fire protection, fire prevention, or life safety issue, the student shall be able to identify the appropriate code or standard, so that the proper document, edition, and section are referenced.</p> <p>SEE SKILL TEST 5</p> <p>Critical Skills <i>Identify the applicable code or standard</i> <i>Reference the proper document containing code/standard</i> <i>Reference the proper edition of applicable code or standard</i> <i>Reference the correct section of applicable code or standard</i></p>			



4.2.6	<p>Participate in legal proceeding, given the findings of a field inspection or a complaint and consultation with legal counsel, so that all information is presented accurately and the inspector's demeanor is appropriate for the proceeding.</p> <p>SEE SKILL TEST 6</p> <p>Critical Skills <i>Testify at simulated legal proceeding.</i> <i>Testify to the conditions presented at a given fire safety problem.</i> <i>Testify to the codes and standards applicable to the situation.</i> <i>Testify to the proper resolution of the situation.</i> <i>Present a demeanor appropriate courtroom proceedings.</i> <i>Present accurate information in response to questions.</i></p>			
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NFPA Objective	Objective	Date	Student	Instructor
FIELD INSPECTION				
4.3.1	<p>Given a description of occupancy and its use, the student shall be able to identify the classification of single use occupancy according to applicable codes and standards.</p> <p>SEE SKILL TEST 7</p> <p>Critical Skills <i>Identify the occupancy classification of a given occupancy Consider use of occupancy in occupancy classification Utilize applicable codes and standards in classification</i></p>			
4.3.2	<p>Given a detailed description of occupancy, the student shall be able to compute the allowable occupant load of a single use occupancy or portion thereof, according to applicable codes and standards.</p> <p>SEE SKILL TEST 8</p> <p>Critical Skills <i>Calculate allowable occupant load for single-use occupancy Use given description of occupancy to establish occupant load Use applicable codes and standards to establish occupant load Utilize proper occupant load formula for calculation</i></p>			
4.3.3	<p>Given observations made during a field inspection, the student shall be able to inspect means of egress elements to ensure they are maintained in compliance with applicable codes and standards, and all deficiencies are identified, documented, and reported in accordance with applicable codes and standards.</p> <p>SEE SKILL TEST 9</p> <p>Critical Skills <i>Make personal observations or use given field observations Inspect means of egress elements for an existing building Ensure that means of egress is being maintained Confirm compliance with applicable codes and standards Identify and document deficiencies Report deficiencies in accordance with policies of jurisdiction</i></p>			



<p>4.3.4</p>	<p>Given field observations or a description of a project and materials being used for an addition or remodeling project, the student shall be able to verify the type of construction so that it is classified in accordance with applicable codes and standards.</p> <p>SEE SKILL TEST 10</p> <p>Critical Skills <i>Make field observations or use project description Classify type of construction of addition or remodeling project Record construction type in accordance with applicable codes Record construction type according to policies of jurisdiction</i></p>			
<p>4.3.5</p>	<p>Given test documentation and field observations, the student shall be able to determine operational readiness of existing fixed fire suppression systems.</p> <p>SEE SKILL TEST 11</p> <p>Critical Skills <i>Determine operational readiness of fixed suppression system Use test documentation to determine operational readiness Use field observations to determine operational readiness Verify documentation of maintenance and testing Identify and document deficiencies according to policies Report deficiencies in accordance with the policies of the jurisdiction</i></p>			
<p>4.3.6</p>	<p>Given test documentation and field observations, the student shall be able to determine operational readiness of existing fire detection and alarm systems.</p> <p>SEE SKILL TEST 12</p> <p>Critical Skills <i>Determine operational readiness of detection/alarm system Use test documentation to determine operational readiness Use field observations to determine operational readiness Verify documentation of maintenance and testing Identify and document deficiencies according to policies Report deficiencies in accordance with the policies of the jurisdiction</i></p>			

<p>4.3.7</p>	<p>Given test documentation and field observations, the student shall be able to determine operational readiness of existing portable fire extinguishers.</p> <p>SEE SKILL TEST 13</p> <p>Critical Skills <i>Determine operational readiness of portable fire extinguishers Use test documentation to determine operational readiness Use field observations to determine operational readiness Verify documentation of maintenance and testing Identify and document deficiencies according to policies Report deficiencies in accordance with the policies of the jurisdiction</i></p>			
<p>4.3.8</p>	<p>Given field observations, the student shall be able to recognize hazardous conditions involving equipment, processes, and operations.</p> <p>SEE SKILL TEST 14</p> <p>Critical Skills <i>Recognize hazardous conditions involving equipment Recognize hazardous conditions involving processes and/or operations Verify that equipment is being maintained and operated in accordance with applicable codes and standards Verify that processes or operations are being maintained and operated in accordance with applicable codes and standards Identify and document deficiencies according to policies Report deficiencies according to the policies of the jurisdiction</i></p>			
<p>4.3.9</p>	<p>Given approved plans and field observations, the student shall be able to compare approved plan to existing fire protection systems.</p> <p>SEE SKILL TEST 15</p> <p>Critical Skills <i>Compare approved plans to an installed fire protection system Compare field observations to approved plans Identify any modifications to the system Document any modifications to the system Report any modifications to the system Adhere to policies of the jurisdiction</i></p>			



<p>4.3.10</p>	<p>Given field observations, copies of emergency plans, and records of exercises, the student shall be able to verify that emergency planning and preparedness measures are in place and have been practiced.</p> <p>SEE SKILL TEST 16</p> <p>Critical Skills <i>Verify that an emergency/preparedness plan is in place Review written plan as it applies to codes and standards Review documentation of emergency plan exercises Use field observations to confirm emergency preparedness Identify and document deficiencies in the emergency plan Report deficiencies according to policies of the jurisdiction</i></p>			
<p>4.3.11</p>	<p>Given field observations, the student shall be able to inspect emergency access for a site.</p> <p>SEE SKILL TEST 17</p> <p>Critical Skills <i>Inspect emergency access for a site Determine if required emergency access is being maintained Identify deficiencies according to codes, standards, policies Document deficiencies according to codes, standards, policies Correct deficiencies according to codes, standards, policies</i></p>			
<p>4.3.12</p>	<p>Given field observations and inspection guidelines, the student shall be able to verify code compliance for incidental storage, handling, and use of flammable and combustible liquids and gases.</p> <p>SEE SKILL TEST 18</p> <p>Critical Skills <i>Verify code compliance for storage, handling, and use of flammable and combustible liquids Verify code compliance for storage, handling, and use of flammable and combustible liquids Use field observations to determine code compliance Use codes, standards, and guidelines to determine compliance Identify deficiencies according to codes, standards, guidelines Document and report deficiencies according to guidelines</i></p>			



<p>4.3.13</p>	<p>Given field observations, the student shall be able to verify code compliance for incidental storage, handling and use of hazardous materials.</p> <p>SEE SKILL TEST 19</p> <p>Critical Skills <i>Verify code compliance for storage, handling, and use of hazardous materials</i> <i>Use field observations to determine code compliance</i> <i>Use codes, standards, and policies to determine compliance</i> <i>Identify deficiencies according to codes, standards, and policies</i> <i>Document and report deficiencies according to policies</i></p>			
<p>4.3.14</p>	<p>Given approved plans and field observations, the student shall be able to identify, document, and report any modifications to an existing fire protection system in accordance with the AHJ.</p> <p>SEE SKILL TEST 20</p> <p>Critical Skills <i>Verify the plans are approved.</i> <i>Use field observations to determine any discrepancies.</i> <i>List discrepancies</i> <i>Identify deficiencies according to codes, standards, policies.</i></p>			
<p>4.3.15</p>	<p>Given the codes, standards, and policies of the jurisdiction, the student shall be able to identify the fire protection issue and apply the codes, standards, and policies to determine compliance.</p> <p>SEE SKILL TEST 21</p> <p>Critical Skills <i>Identify the problem</i> <i>List acceptable ways to correct the problem</i> <i>Identify deficiencies according to codes, standards, and policies.</i></p>			
<p>4.3.16</p>	<p>Given the fire flow test results and water supply data the student shall verify the fire flow for a site with the code and standards and all deficiencies are identified, documented, and reported in accordance with the policies of the local jurisdiction.</p> <p>SEE SKILL TEST 22</p> <p>Critical Skills <i>Verify the required flow</i> <i>Identify tools needed to conduct proper fire flow testing.</i> <i>Perform/Witness a fire flow test and compare results.</i> <i>Identify deficiencies according to codes, standards, and policies.</i></p>			



**Division of EMS, Fire Safety Inspector
Completion Verification Of
Course Requirements**

DATE: _____

STUDENT NAME: _____ Certification #: _____

I hereby certify to _____ that the above student has met all course requirements for fire safety inspector. The objective check-off sheet has been initialed as required. This verification is acknowledgment to the chartered fire training agency that the student may precede with the state certification exam.

Signature of Lead Fire Safety Inspector Instructor: _____

Instructor's Certification Number: _____

I certify that I have met all course requirements for fire safety inspector, and the objective check-off sheet has been initialed as required.

Print Students Name: _____ Date: _____

Students Signature: _____

Program Director Signature: _____ Date: _____

**RETURN TO PROGRAM DIRECTOR OF CHARTERED FIRE TRAINING AGENCY AT
COMPLETION OF COURSE.**

