



Office of Training
and certification

New Jersey Division of Fire Safety

PRACTICAL SKILLS EXAMINATION REPORT

Skill sheet#

FM-18

Certification Title

Fire Official

Communications

Present Safety Proposals to Target Group

Applicant Information

Candidate name

DFS ID #

Course #

Evaluation

Standard:
NFPA 1037, 2016 Edition
4.4.2

Develop a written communications plan for a target group which promotes a Safety Proposal using information from the Sample LEA

Conditions and Outcome

The candidate will demonstrate the ability to effectively use verbal and written skills to a target audience. **The candidate will complete this task with a minimum of 2 items answered correctly**

Number	Task Steps	First Test		Retest #1		Retest #2	
		Pass	Fail	Pass	Fail	Pass	Fail
1	Effectively explain the concept						
2	Prepare written document with no grammatical errors.						
Final Test Result for Entire Task							

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Evaluator signature & comments, Test #1		Evaluator signature & comments, Retest #1		Evaluator signature & comments, Retest #2	
Evaluator signature	Date	Evaluator signature	Date	Evaluator signature	Date
Candidate signature & acknowledgement, Test #1		Candidate signature & acknowledgement, Retest #1		Candidate signature & acknowledgement, Retest #1	
By my signature below I acknowledge I have read and understood the evaluation results and evaluator comments		By my signature below I acknowledge I have read and understood the evaluation results and evaluator comments		By my signature below I acknowledge I have read and understood the evaluation results and evaluator comments	
Candidate signature	Date	Candidate signature	Date	Candidate signature	Date

Revised 5/22/19 Approved by NJ SME Committee 6/12/2019

Updated on 1/20/20

