



FIRE DEPARTMENT SAFETY OFFICER

RECERTIFICATION TASK BOOK

APRIL 1, 2023



Fire Department Safety Officer



INTRODUCTION

This task book is the evaluation tool used to validate the member's proficiency in the skills required to complete the Fire Department Safety Officer recertification program. The National Fire Protection Agency (NFPA) 1521: *Standard for Fire Department Safety Officer Professional Qualifications* (2020 Edition) has specified Job Performance Requirements (JPRs) required by individuals to comply with Chapters 4 and 5. JPRs provide an individual completing a task with the necessary data to determine when the task is finished and indicate how well the individual performed.

INITIAL STATE CERTIFICATION PREREQUISITES

All rules relating to the Fire Department Safety Officer certification can be found in the Joint Committee on Administrative Rules (JCAR) Section 141.317.

1. Current certification as Fire Department Fire Department Safety Officer.
2. Current certification as a Fire Department Fire Department Safety Officer.

RECERTIFICATION PROCESS

Each JPR must be completed at least one time to successfully recertify at this level. Members are encouraged to track additional completions as a way of tracking additional training in this area.

The complete recertification process can be found in JCAR Section 141.390 Recertifications.

REFERENCE LIST

Below is the list of the approved reference material.

- Fire Department Fire Department Safety Officer, 3rd Edition, Revised. Jones & Bartlett Learning.
- Occupational Safety and Health in Emergency Services, 5th Edition. Jones & Bartlett Learning.



Fire Department Safety Officer



TRAINING EVALUATED BY THE INSURANCE SERVICE OFFICE (FDSO)		
SECTION 580(C)(2)		Continuing education for officer training on- or off-site, 12 hours per year for all officers in accordance with the general criteria of NFPA 1021, NFPA 1521, and NFPA 1561.
Step	Skill	Complete
1	Year 1	☐
2	Year 2	☐
3	Year 3	☐
4	Year 4	☐
Comments:		



Fire Department Safety Officer



Name	
	First, Middle, Last
Address	
	Street, City, State, Zip
Phone	
Email Address	
Driver's License #	
Department Affiliation	
By my signature as employing Fire Chief, I attest and affirm this individual is an employee of my fire department meeting specifications in 50 Illinois Compiled Statutes (ILCS) 740/2, Illinois Fire Protection Training Act. I attest that this applicant has exhibited experience, and documentation exists supporting the appropriate Illinois Administrative Code. All recertification requirements for this individual have been met, applicable practical skill evolutions have been successfully accomplished, and training records exist substantiating this documentation and are available for review by the Division of Personnel Standards and Education.	
Fire Chief	

Initial Certification Date	
Task Book Started	
Task Book Completed	
Recertification Date	



Fire Department Safety Officer



PROFICIENCY LOG SHEET

4.2	Risk Management				Officer Initials
4.2.1	Date		Comments		
4.2.2	Date		Comments		
4.2.3	Date		Comments		
4.2.4	Date		Comments		
4.2.5	Date		Comments		

4.3	Laws, Codes, and Standards				Officer Initials
4.3.1	Date		Comments		
4.3.2	Date		Comments		

4.4	Training and Education				Officer Initials
4.4.1	Date		Comments		
4.4.2	Date		Comments		
4.4.3	Date		Comments		

4.5	Accident Prevention				Officer Initials
4.5.1	Date		Comments		
4.5.2	Date		Comments		
4.5.3	Date		Comments		
4.5.4	Date		Comments		



Fire Department Safety Officer



PROFICIENCY LOG SHEET

4.6	Accident Investigation, Procedures, and Review				Officer Initials
4.6.1	Date		Comments		
4.6.2	Date		Comments		
4.6.3	Date		Comments		
4.6.4	Date		Comments		

4.7	Records management and Data Analysis				Officer Initials
4.7.1	Date		Comments		
4.7.2	Date		Comments		
4.7.3	Date		Comments		
4.7.4	Date		Comments		

4.8	Apparatus and Equipment				Officer Initials
4.8.1	Date		Comments		
4.8.2	Date		Comments		
4.8.3	Date		Comments		
4.8.4	Date		Comments		
4.8.5	Date		Comments		
4.8.6	Date		Comments		



Fire Department Safety Officer



PROFICIENCY LOG SHEET

4.9	Facility Inspection				Officer Initials
4.9.1	Date		Comments		
4.9.2	Date		Comments		

4.10	Health Maintenance				Officer Initials
4.10.1	Date		Comments		
4.10.2	Date		Comments		

4.11	LiaFDSON				Officer Initials
4.11.1	Date		Comments		
4.11.2	Date		Comments		
4.11.3	Date		Comments		
4.11.4	Date		Comments		
4.11.5	Date		Comments		

4.12	Infection Control				Officer Initials
4.12.1	Date		Comments		
4.12.2	Date		Comments		
4.12.3	Date		Comments		



Fire Department Safety Officer



PROFICIENCY LOG SHEET

5.2	General Requirements				Officer Initials
5.2.1	Date		Comments		
5.2.2	Date		Comments		
5.2.3	Date		Comments		
5.2.4	Date		Comments		
5.2.5	Date		Comments		
5.2.6	Date		Comments		
5.2.7	Date		Comments		
5.2.8	Date		Comments		
5.2.9	Date		Comments		
5.2.10	Date		Comments		
5.2.11	Date		Comments		
5.2.12	Date		Comments		
5.2.13	Date		Comments		
5.2.14	Date		Comments		
5.2.15	Date		Comments		

5.3	Fire Suppression Operations				Officer Initials
5.3.1	Date		Comments		
5.3.2	Date		Comments		
5.3.3	Date		Comments		
5.3.4	Date		Comments		
5.3.5	Date		Comments		
5.3.6	Date		Comments		



Fire Department Safety Officer



PROFICIENCY LOG SHEET

5.4	Technical Search and Rescue Operations				Officer Initials
5.4.1	Date		Comments		
5.4.2	Date		Comments		
5.4.3	Date		Comments		

5.5	Hazardous Materials Operations				Officer Initials
5.5.1	Date		Comments		
5.5.2	Date		Comments		
5.5.3	Date		Comments		
5.5.4	Date		Comments		

5.6	Accident Investigations and Review				Officer Initials
5.6.1	Date		Comments		

5.7	Post-Incident Analysis (PIA)				Officer Initials
5.7.1	Date		Comments		
5.7.2	Date		Comments		

Fire Chief/Training Officer Signature	Date	Applicant Signature	Date
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Fire Department Safety Officer



JOB PERFORMANCE REQUIREMENT			
STANDARD: 4.2.1	TASK: Develop an organizational risk management plan that addresses the risks specified in Chapter 4 of NFPA 1500.		
PERFORMANCE OUTCOME: The Fire Department Safety Officer shall develop an organizational risk management plan that addresses the risks specified in Chapter 4 of NFPA 1500, so that risks are identified, categorized, and control measures are implemented and monitored.			
CONDITIONS: The applicant will complete all elements.			
EQUIPMENT REQUIRED: Given injury reports, vehicle incident reports, near-miss or equipment malfunction or failure reports, and other reports as determined by the AHJ.			
Step	Skill	Experience	Training
1	Risks are identified.	☐	☐
2	Risks are categorized.	☐	☐
3	Control measures are implemented and monitored.	☐	☐
4	The FDSO demonstrates the ability to identify risks.	☐	☐
5	The FDSO demonstrates the ability to develop goals, objectives, and action plans to manage those risks.	☐	☐
6	The FDSO demonstrates the ability to analyze data.	☐	☐
7	The FDSO demonstrates the ability to perform cost-benefit analysis.	☐	☐
Comments:			

Fire Department Safety Officer Signature

Date

Applicant Signature

Date



Fire Department Safety Officer



JOB PERFORMANCE REQUIREMENT			
STANDARD: 4.2.2		TASK: Manage an organizational risk management plan.	
PERFORMANCE OUTCOME: The Fire Department Safety Officer shall manage an organizational risk management plan, so that the plan is communicated to the members of the organization, elements of the plan are integrated into the organizational operation, needed modifications are identified, and the modifications are implemented.			
CONDITIONS: The applicant will complete all elements.			
EQUIPMENT REQUIRED: Given an organization, organizational activities, a risk management plan, and a communications method for distributing the plan.			
Step	Skill	Experience	Training
1	The plan is communicated to the members of the organization.	☐	☐
2	Elements of the plan are integrated into the organizational operation.	☐	☐
3	Needed modifications are identified.	☐	☐
4	The modifications are implemented.	☐	☐
5	The FDSO demonstrates the ability to identify risks, develop goals, objectives, and action plans to manage those risks.	☐	☐
6	The FDSO demonstrates the ability to perform cost-benefit analysis.	☐	☐
7	The FDSO demonstrates the ability to compile and analyze data, obtain feedback from personnel, and observe performance and behavior changes; revise plans and communicate the revisions.	☐	☐
8	The FDSO demonstrates the ability to revise plans and communicate the revisions.	☐	☐
Comments:			

Fire Department Safety Officer Signature

Date

Applicant Signature

Date



Fire Department Safety Officer



JOB PERFORMANCE REQUIREMENT			
STANDARD: 4.2.3	TASK: Implement safety provisions of the organization's risk management plan into training and education programs.		
PERFORMANCE OUTCOME: The Fire Department Safety Officer shall implement safety provisions of the organization's risk management plan into training and education programs, so that the organization's risk management program is incorporated into the training and education programs, records are maintained, and the training and education programs meet the stated operational safety goals and objectives for emergency and nonemergency incidents.			
CONDITIONS: The applicant will complete all elements.			
EQUIPMENT REQUIRED: Given an organizational risk management plan, a training or education program, and organizational goals and objectives.			
Step	Skill	Experience	Training
1	The organization's risk management program is incorporated into the training and education programs.	☐	☐
2	Records are maintained.	☐	☐
3	Training and education programs meet the stated operational safety goals and objectives for emergency and nonemergency incidents.	☐	☐
4	The FDSO demonstrates the ability to educate and integrate health and safety aspects of the risk management program into training and education programs; risk identification, risk evaluation, establishment of priorities for action (frequency and severity), risk control techniques, and risk management monitoring (process and outcome evaluations).	☐	☐
Comments:			

Fire Department Safety Officer Signature

Date

Applicant Signature

Date



Fire Department Safety Officer



JOB PERFORMANCE REQUIREMENT			
STANDARD: 4.2.4		TASK: Develop an operational risk management plan.	
PERFORMANCE OUTCOME: The Fire Department Safety Officer shall develop an operational risk management plan, so that an incident management plan (IMS) that meets the requirements of NFPA 1561 is established with written SOP applying to all members involved in emergency operations.			
CONDITIONS: The applicant will complete all elements.			
EQUIPMENT REQUIRED: Given the requirements of Chapter 8 of NFPA 1500.			
Step	Skill	Experience	Training
1	An incident management plan (IMS) that meets the requirements of NFPA 1561 is established.	☐	☐
2	Written SOP applying to all members involved in emergency operations is developed.	☐	☐
3	The FDSO demonstrates the ability to utilize the IMS at all emergency incidents, drills, and exercises.	☐	☐
4	The FDSO demonstrates the ability to manage the incident and the safety of all members involved at the scene by the IC.	☐	☐
5	The FDSO demonstrates the ability to divide the incident into tactical-level management components as incidents escalate in size and complexity, assign an FDSO to assess the incident scene for hazards or potential hazards.	☐	☐
6	The FDSO demonstrates the ability to establish the organization of the command staff and general staff to control the position and function of all members operating at the scene and to ensure that safety requirements are satisfied.	☐	☐
Comments:			

Fire Department Safety Officer Signature

Date

Applicant Signature

Date



Fire Department Safety Officer



JOB PERFORMANCE REQUIREMENT			
STANDARD: 4.2.5	TASK: Develop a plan for the treatment and transport of an injured or ill member to a medical or health care facility.		
PERFORMANCE OUTCOME: The Fire Department Safety Officer shall develop a plan for the treatment and transport of an injured or ill member to a medical or health care facility, so that the procedure ensures that all members with life-threatening and non-life-threatening occupational injuries, illnesses, and exposures will receive immediate emergency medical care and if necessary, transportation to the most appropriate medical or health care facility.			
CONDITIONS: The applicant will complete all elements.			
EQUIPMENT REQUIRED: Given applicable resources, policies and procedures, and SOP/SOGs.			
Step	Skill	Experience	Training
1	The procedure ensures that all members with life-threatening and non-life-threatening occupational injuries, illnesses, and exposures will receive immediate emergency medical care.	☐	☐
2	If necessary, transportation to the most appropriate medical or health care facility.	☐	☐
3	The FDSO demonstrates the ability to determine the level of care needed if a member becomes ill or injured.	☐	☐
4	The FDSO demonstrates the ability to develop SOP/Gs for transportation of injured members.	☐	☐
Comments:			

Fire Department Safety Officer Signature

Date

Applicant Signature

Date



Fire Department Safety Officer



JOB PERFORMANCE REQUIREMENT

STANDARD: 4.3.1 **TASK:** Establish SOP/Gs for an occupational health and safety program.

PERFORMANCE OUTCOME: The Fire Department Safety Officer shall establish SOP/Gs for an occupational health and safety program, so that the information is in a presentable format for fire department official review and adoption, the procedures and guidelines comply with applicable laws, codes, and standards, and the SOPs/Gs are reviewed and revised as needed.

CONDITIONS: The applicant will complete all elements.

EQUIPMENT REQUIRED: Given an organization, applicable laws, codes, and standards, an established SOP/Gs template.

Step	Skill	Experience	Training
1	The information is in a presentable format for fire department official review and adoption.	☐	☐
2	The procedures and guidelines comply with applicable laws, codes, and standards.	☐	☐
3	The SOPs/Gs are reviewed and revised as needed.	☐	☐
4	The FDSO demonstrates writing and critical thinking skills.	☐	☐
5	The FDSO demonstrates the ability to understand health and safety laws, codes, and standards pertaining to the fire service.	☐	☐
6	The FDSO demonstrates the ability to transcribe applicable material into SOP/Gs.	☐	☐

Comments:

Fire Department Safety Officer Signature

Date

Applicant Signature

Date



Fire Department Safety Officer



JOB PERFORMANCE REQUIREMENT			
STANDARD: 4.3.2	TASK: Assess and report the adequacy and effectiveness of compliance with occupational health and safety SOP/Gs.		
PERFORMANCE OUTCOME: The Fire Department Safety Officer shall assess and report the adequacy and effectiveness of compliance with occupational health and safety SOP/Gs, so that accurate information on fire department compliance with the applicable laws, codes, standards, and SOP/Gs is communicated to the AHJ.			
CONDITIONS: The applicant will complete all elements.			
EQUIPMENT REQUIRED: Given access to current state/provincial and federal safety and health legislation, codes, regulations, and standards, and a thorough knowledge of organizational operations, policies, and training.			
Step	Skill	Experience	Training
1	Accurate information on fire department compliance with the applicable laws, codes, standards, and SOP/Gs is communicated to the AHJ.	☐	☐
2	The FDSO demonstrates writing and critical thinking skills.	☐	☐
3	The FDSO demonstrates the ability to understand health and safety laws, codes, and standards pertaining to the fire service.	☐	☐
4	The FDSO demonstrates the ability to communicate the information.	☐	☐
Comments:			

Fire Department Safety Officer Signature

Date

Applicant Signature

Date



Fire Department Safety Officer



JOB PERFORMANCE REQUIREMENT			
STANDARD: 4.4.1	TASK: Develop and distribute health and safety information for the education of fire department members.		
PERFORMANCE OUTCOME: The Fire Department Safety Officer shall develop and distribute health and safety information for the education of fire department members.			
CONDITIONS: The applicant will complete all elements.			
EQUIPMENT REQUIRED: Given NFPA 1500, SOP/Gs, and health and safety policies sed by the AHJ, and a means for conveying clear, concise, and correct information to update and train members.			
Step	Skill	Experience	Training
1	Develop and distribute health and safety information for the education of fire department members.	☐	☐
2	The FDSO demonstrates the ability to analyze information from different data sources.	☐	☐
3	The FDSO demonstrates the ability to participate in interpersonal and organizational interaction.	☐	☐
4	The FDSO demonstrates the ability to use various means to communicate information.	☐	☐
Comments:			

Fire Department Safety Officer Signature

Date

Applicant Signature

Date



Fire Department Safety Officer



JOB PERFORMANCE REQUIREMENT			
STANDARD: 4.4.2	TASK: Implement the training and education of fire department members on the organization's health and safety procedures and NFPA 1500.		
PERFORMANCE OUTCOME: The Fire Department Safety Officer shall implement the training and education of fire department members on the organization's health and safety procedures and NFPA 1500, so that all emergency and nonemergency functions are evaluated, level of compliance is documented and communicated to the appropriate person(s).			
CONDITIONS: The applicant will complete all elements.			
EQUIPMENT REQUIRED: Given NFPA 1500, SOP/Gs, and health and safety policies used by the AHJ.			
Step	Skill	Experience	Training
1	All emergency and nonemergency functions are evaluated.	☐	☐
2	Level of compliance is documented and communicated to the appropriate person(s).	☐	☐
3	The FDSO demonstrates the ability to analyze information from different data sources.	☐	☐
4	The FDSO demonstrates the ability to participate in interpersonal and organizational interaction.	☐	☐
5	The FDSO demonstrates the ability to use various means to communicate information.	☐	☐
Comments:			

Fire Department Safety Officer Signature

Date

Applicant Signature

Date



Fire Department Safety Officer



JOB PERFORMANCE REQUIREMENT

STANDARD: 4.4.3 **TASK:** Develop a safety procedure for live fire training exercises.

PERFORMANCE OUTCOME: The Fire Department Safety Officer shall develop a safety procedure for live fire training exercises, so that safety procedures for instructors and students are documented, and the requirements of NFPA 1403 are met.

CONDITIONS: The applicant will complete all elements.

EQUIPMENT REQUIRED: Given a list of live training evolutions utilized by the AHJ, instruction plans for live fire training exercises, and NFPA 1403.

Step	Skill	Experience	Training
1	Safety procedures for instructors and students are documented.	☐	☐
2	The requirements of NFPA 1403 are met.	☐	☐
3	The FDSO demonstrates the ability to develop SOP/Gs.	☐	☐
4	The FDSO demonstrates the ability to use resources for determining code compliance.	☐	☐
5	The FDSO demonstrates the ability to complete reporting and documentation requirements.	☐	☐

Comments:

Fire Department Safety Officer Signature

Date

Applicant Signature

Date



Fire Department Safety Officer



JOB PERFORMANCE REQUIREMENT

STANDARD: 4.5.1 **TASK:** Manage a fire department accident prevention program.

PERFORMANCE OUTCOME: The Fire Department Safety Officer shall manage a fire department accident prevention program by utilizing engineering controls, administrative policies and procedures, education, protective clothing and protective equipment, so that the program meets the requirements of Section 4.2, the work practices are identified, and recommendations are communicated to the appropriate person(s).

CONDITIONS: The applicant will complete all elements.

EQUIPMENT REQUIRED: Given the fire department's risk management plan, accident, occupational injury, and occupational illnesses data, and reports on department functions.

Step	Skill	Experience	Training
1	The program meets the requirements of Section 4.2.	☐	☐
2	The work practices are identified.	☐	☐
3	Recommendations are communicated to the appropriate person(s).	☐	☐
4	The FDSO demonstrates the ability to analyze the components necessary to be included in a fire department accident prevention program based on the requirements of Section 4.2.	☐	☐
5	The FDSO demonstrates the ability to analyze information from different sources.	☐	☐
6	The FDSO demonstrates the ability to interact with or interview personnel associated with fire department operations, apparatus, equipment, fire department facilities, and SOP/Gs.	☐	☐

Comments:

Fire Department Safety Officer Signature

Date

Applicant Signature

Date



Fire Department Safety Officer



JOB PERFORMANCE REQUIREMENT

STANDARD: 4.5.2 | **TASK:** Implement training for safe work practices on emergency and nonemergency operations.

PERFORMANCE OUTCOME: The Fire Department Safety Officer shall implement training for safe work practices on emergency and nonemergency operations, so that the training class is delivered, and members are given the necessary information to perform their job tasks in accordance with the risk management plan.

CONDITIONS: The applicant will complete all elements.

EQUIPMENT REQUIRED: Given a risk management plan, SOP/Gs, and a training curriculum.

Step	Skill	Experience	Training
1	The training class is delivered.	☐	☐
2	Members are given the necessary information to perform their job tasks in accordance with the risk management plan.	☐	☐
3	The FDSO demonstrates the ability to analyze information from different sources.	☐	☐
4	The FDSO demonstrates the ability to interact with or interview personnel involved in the training of department members.	☐	☐
5	The FDSO demonstrates the ability to understand delivery methods of instructional materials.	☐	☐

Comments:

Fire Department Safety Officer Signature

Date

Applicant Signature

Date



Fire Department Safety Officer



JOB PERFORMANCE REQUIREMENT

STANDARD: 4.5.3 **TASK:** Develop an emergency vehicle safety program.

PERFORMANCE OUTCOME: The Fire Department Safety Officer shall develop an emergency vehicle safety program, so that applicable SOP/Gs are communicated to members.

CONDITIONS: The applicant will complete all elements.

EQUIPMENT REQUIRED: Given fire department SOP/Gs, applicable traffic laws and emergency vehicle operator manual.

Step	Skill	Experience	Training
1	Applicable SOP/Gs are communicated to members.	☐	☐
2	The FDSO demonstrates the ability to analyze information from different sources.	☐	☐
3	The FDSO demonstrates the ability to interact with or interview personnel involved in the training of department members.	☐	☐
4	The FDSO demonstrates the ability to understand delivery methods of instructional materials.	☐	☐

Comments:

Fire Department Safety Officer Signature

Date

Applicant Signature

Date



Fire Department Safety Officer



JOB PERFORMANCE REQUIREMENT

STANDARD: 4.5.4

TASK: Conduct a periodic safety audit.

PERFORMANCE OUTCOME: The Fire Department Safety Officer shall conduct a periodic safety audit, so that work practices and procedures are conducted in compliance with applicable federal, state/provincial, and local laws, codes and standards; and the safety audit report and recommendations are communicated to the appropriate person(s).

CONDITIONS: The applicant will complete all elements.

EQUIPMENT REQUIRED: Given NFPA 1500, fire department operations, apparatus, facilities, training and education programs, SOP/Gs, and an audit template.

Step	Skill	Experience	Training
1	Work practices and procedures are conducted in compliance with applicable federal, state/provincial, and local laws, codes and standards.	☐	☐
2	The safety audit report and recommendations are communicated to the appropriate person(s).	☐	☐
3	The FDSO demonstrates the ability to analyze information from different sources.	☐	☐
4	The FDSO demonstrates the ability to interact with or interview personnel involved in the training of department members.	☐	☐
5	The FDSO demonstrates the ability to document information, utilizing an audit template, and develop reports.	☐	☐

Comments:

Fire Department Safety Officer Signature

Date

Applicant Signature

Date



Fire Department Safety Officer



JOB PERFORMANCE REQUIREMENT			
STANDARD: 4.6.1		TASK: Conduct a safety and health investigation.	
PERFORMANCE OUTCOME: The Fire Department Safety Officer shall conduct a safety and health investigation, so that the facts and the root cause of the incident are correctly identified, deviations from SOP/Gs established by the AHJ and health and safety policies are noted, recommendations are made for preventing similar losses in the future, and all information gathered in the investigation is documented, reported, and recorded according to policies established by the AHJ.			
CONDITIONS: The applicant will complete all elements.			
EQUIPMENT REQUIRED: Given an incident or planned event involving an occupational injury, illness, exposure, fatality, near miss, or other potentially hazardous condition involving fire department members, fire department vehicles, apparatus, equipment or facilities, SOP/Gs, health and safety policies.			
Step	Skill	Experience	Training
1	The facts and the root cause of the incident are correctly identified.	☐	☐
2	Deviations from SOP/Gs established by the AHJ and health and safety policies are noted.	☐	☐
3	Recommendations are made for preventing similar losses in the future.	☐	☐
4	All information gathered in the investigation is documented, reported, and recorded according to policies established by the AHJ.	☐	☐
5	The FDSO demonstrates the ability to analyze information from different data sources.	☐	☐
6	The FDSO demonstrates the ability to conduct root cause analysis.	☐	☐
7	The FDSO demonstrates the ability to interact with or interview personnel associated with the incident.	☐	☐
8	The FDSO demonstrates the ability to complete safety investigation documentation.	☐	☐
9	The FDSO demonstrates the ability to identify cause(s) of injury, death, or property damage.	☐	☐
10	The FDSO demonstrates the ability to develop recommendations to prevent similar losses in the future.	☐	☐
Comments:			

Fire Department Safety Officer Signature

Date

Applicant Signature

Date



Fire Department Safety Officer



JOB PERFORMANCE REQUIREMENT

STANDARD: 4.6.2 **TASK:** Develop a policy for reporting accident and injury investigations.

PERFORMANCE OUTCOME: The Fire Department Safety Officer shall develop a policy for reporting accident and injury investigations, so that the accident and/or injury is documented, procedures are reviewed, and all local, state/provincial, and federal requirements are met, documentation is completed, and recommendations for revision are made.

CONDITIONS: The applicant will complete all elements.

EQUIPMENT REQUIRED: Given an incident or planned event, applicable documents, techniques, SOP/Gs, and all applicable laws, regulations, and standards.

Step	Skill	Experience	Training
1	The accident and/or injury is documented.	☐	☐
2	Procedures are reviewed.	☐	☐
3	All local, state/provincial, and federal requirements are met.	☐	☐
4	Documentation is completed.	☐	☐
5	Recommendations for revision are made.	☐	☐
6	The FDSO demonstrates the ability to analyze information from different data sources.	☐	☐
7	The FDSO demonstrates the ability to interact with or interview personnel associated with the incident, often under conditions of personal stress.	☐	☐
8	The FDSO demonstrates the ability to complete safety investigation documentation.	☐	☐
9	The FDSO demonstrates the ability to identify cause(s) of injury, death, or property damage.	☐	☐
10	The FDSO demonstrates the ability to develop recommendations to prevent similar losses in the future.	☐	☐

Comments:

Fire Department Safety Officer Signature

Date

Applicant Signature

Date



Fire Department Safety Officer



JOB PERFORMANCE REQUIREMENT

STANDARD: 4.6.3 **TASK:** Establish procedures for a health and safety component of a post-incident analysis.

PERFORMANCE OUTCOME: The Fire Department Safety Officer shall establish procedures for a health and safety component of a post-incident analysis, so that risks to personnel are identified and reduced or eliminated at future incidents, and the applicable AHJ SOP/Gs are reviewed and revised as needed.

CONDITIONS: The applicant will complete all elements.

EQUIPMENT REQUIRED: Given an incident or planned event, incident information, data, reports or records, SOP/Gs, necessary technical knowledge, and all applicable laws, regulations, and standards.

Step	Skill	Experience	Training
1	Risks to personnel are identified and reduced or eliminated at future incidents.	☐	☐
2	Applicable AHJ SOP/Gs are reviewed and revised as needed.	☐	☐
3	The FDSO demonstrates the ability to recognize hazards at an emergency scene.	☐	☐
4	The FDSO demonstrates the ability to determine methods for correcting health and safety hazards.	☐	☐
5	The FDSO demonstrates the ability to analyze information from different data sources.	☐	☐
6	The FDSO demonstrates the ability to interact with or interview personnel.	☐	☐
7	The FDSO demonstrates the ability to write SOP/Gs.	☐	☐

Comments:

Fire Department Safety Officer Signature

Date

Applicant Signature

Date



Fire Department Safety Officer



JOB PERFORMANCE REQUIREMENT			
STANDARD: 4.6.4		TASK: Coordinate the development of a corrective action plan.	
PERFORMANCE OUTCOME: The Fire Department Safety Officer shall coordinate the development of a corrective action plan, so that root causes are determined, the plan is documented, and controls are implemented according to departmental policies and procedures.			
CONDITIONS: The applicant will complete all elements.			
EQUIPMENT REQUIRED: Given a team, a list of recommendations arising from the investigation of occupational accidents, injuries, deaths, illnesses, exposures, observation of incident scene activities, and departmental policies and procedures.			
Step	Skill	Experience	Training
1	Root causes are determined.	☐	☐
2	The plan is documented.	☐	☐
3	Controls are implemented according to departmental policies and procedures.	☐	☐
4	The FDSO demonstrates the ability to analyze information from different data sources.	☐	☐
5	The FDSO demonstrates the ability to interact with or interview personnel associated with the incident, often under conditions of personal stress.	☐	☐
6	The FDSO demonstrates the ability to complete safety investigation documentation; identify cause(s) of injury, death, or property damage.	☐	☐
7	The FDSO demonstrates the ability to develop recommendations to prevent similar losses in the future.	☐	☐
Comments:			

Fire Department Safety Officer Signature

Date

Applicant Signature

Date



Fire Department Safety Officer



JOB PERFORMANCE REQUIREMENT			
STANDARD: 4.7.1	TASK: Manage the collection and analysis of data related to accidents, occupational deaths, injuries, illnesses, and exposures to infectious agents and communicable diseases.		
PERFORMANCE OUTCOME: The Fire Department Safety Officer shall manage the collection and analysis of data related to accidents, occupational deaths, injuries, illnesses, and exposures to infectious agents and communicable diseases, so that the data summarizes fire department experience in different categories, comparFDSOs can be made with other fire departments, national trends, and other occupations and industries, and the information can be accessed for future reference and use.			
CONDITIONS: The applicant will complete all elements.			
EQUIPMENT REQUIRED: Given incident-related data, a data collection and storage system, and the requirements of Chapter 4 of NFPA 1500.			
Step	Skill	Experience	Training
1	The data summarizes fire department experience in different categories.	☐	☐
2	ComparFDSOs can be made with other fire departments, national trends, and other occupations and industries.	☐	☐
3	The information can be accessed for future reference and use.	☐	☐
4	The FDSO demonstrates the ability to perform basic statistical analysis in spreadsheets or other appropriate software.	☐	☐
5	The FDSO demonstrates the ability to identify cause(s) and trends in injury, death, or property damage; and determine corrections to prevent similar losses in the future.	☐	☐
Comments:			

Fire Department Safety Officer Signature

Date

Applicant Signature

Date



Fire Department Safety Officer



JOB PERFORMANCE REQUIREMENT			
STANDARD: 4.7.2	TASK: Verify records are maintained regarding the periodic inspection and service testing for fire apparatus and equipment, inspection and service testing of protective clothing and protective equipment, and fire department facilities.		
PERFORMANCE OUTCOME: The Fire Department Safety Officer shall verify records are maintained regarding the periodic inspection and service testing for fire apparatus and equipment, inspection and service testing of protective clothing and protective equipment, and fire department facilities, so that records are secure, accessible, and in a format that can be easily analyzed.			
CONDITIONS: The applicant will complete all elements.			
EQUIPMENT REQUIRED: Given NFPA 1500, inspection and service testing records for fire apparatus, equipment, protective clothing and protective equipment.			
Step	Skill	Experience	Training
1	Records are secure.	☐	☐
2	Records are accessible.	☐	☐
3	Records are in a format that can be easily analyzed.	☐	☐
4	The FDSO demonstrates records management and organization skills.	☐	☐
Comments:			

Fire Department Safety Officer Signature

Date

Applicant Signature

Date



Fire Department Safety Officer



JOB PERFORMANCE REQUIREMENT			
STANDARD: 4.7.3		TASK: Maintain records of corrective actions taken to mitigate health and safety hazards or unsafe practices.	
PERFORMANCE OUTCOME: The Fire Department Safety Officer shall maintain records of corrective actions taken to mitigate health and safety hazards or unsafe practices, so that records of corrective actions are accessible and in a format that is appropriate for analysis.			
CONDITIONS: The applicant will complete all elements.			
EQUIPMENT REQUIRED: Given evidence of corrective actions implemented.			
Step	Skill	Experience	Training
1	Records of corrective actions are accessible.	☐	☐
2	Records of corrective actions are in a format that is appropriate for analysis.	☐	☐
3	The FDSO demonstrates records management and organization skills.	☐	☐
Comments:			

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Date

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Date



Fire Department Safety Officer



JOB PERFORMANCE REQUIREMENT			
STANDARD: 4.7.4	TASK: Develop a report on fire department accidents, occupational injuries, illnesses, deaths, and exposures.		
PERFORMANCE OUTCOME: The Fire Department Safety Officer shall develop a report on fire department accidents, occupational injuries, illnesses, deaths, and exposures, so that the report, which may include recommendations, is communicated to the appropriate person(s).			
CONDITIONS: The applicant will complete all elements.			
EQUIPMENT REQUIRED: Given the accident and injury data and necessary equipment.			
Step	Skill	Experience	Training
1	The report, which may include recommendations, is communicated to the appropriate person(s).	☐	☐
2	The FDSO demonstrates the ability to analyze information from different sources.	☐	☐
3	The FDSO demonstrates the ability to interact with or interview personnel associated with fire department operations, apparatus, equipment, fire department facilities, and SOP/Gs.	☐	☐
4	The FDSO demonstrates the ability to perform basic statistical analysis in spreadsheets or other appropriate software.	☐	☐
5	The FDSO demonstrates the ability to identify cause(s) and trends in injury, death, or property damage.	☐	☐
6	The FDSO demonstrates the ability to develop recommendations to prevent similar losses in the future.	☐	☐
Comments:			

Fire Department Safety Officer Signature

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Fire Department Safety Officer



JOB PERFORMANCE REQUIREMENT

STANDARD: 4.8.1 **TASK:** Recommend safety-related specifications for fire apparatus and fire equipment.

PERFORMANCE OUTCOME: The Fire Department Safety Officer shall recommend safety-related specifications for fire apparatus and fire equipment, so that the specifications meet the fire department needs identified in the risk management plan, and federal, state/provincial, local laws, and NFPA standards are complied with, and the specifications are documented.

CONDITIONS: The applicant will complete all elements.

EQUIPMENT REQUIRED: Given new or existing fire apparatus and fire equipment specifications, information on new fire apparatus and fire equipment technology, and risks identified in the risk management plan.

Step	Skill	Experience	Training
1	Specifications meet the fire department needs identified in the risk management plan.	☐	☐
2	Specifications meet federal, state/provincial, local laws.	☐	☐
3	NFPA standards are complied with.	☐	☐
4	The specifications are documented.	☐	☐
5	The FDSO demonstrates the ability to develop safety-related fire apparatus and equipment specifications.	☐	☐
6	The FDSO demonstrates the ability to determine compliance with federal, state/provincial, and local laws that relate to fire apparatus and equipment specifications.	☐	☐

Comments:

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Fire Department Safety Officer



JOB PERFORMANCE REQUIREMENT			
STANDARD: 4.8.2	TASK: Recommend safety-related specifications for protective clothing and protective equipment.		
PERFORMANCE OUTCOME: The Fire Department Safety Officer shall recommend safety-related specifications for protective clothing and protective equipment, so that the specifications meet the fire department needs identified in the risk management plan, federal, state/provincial, local laws, and NFPA standards are complied with, and the specifications are documented.			
CONDITIONS: The applicant will complete all elements.			
EQUIPMENT REQUIRED: Given new or existing fire protective clothing and protective equipment specifications, new protective clothing and protective equipment technology, and risks identified in the risk management plan.			
Step	Skill	Experience	Training
1	Specifications meet the fire department needs identified in the risk management plan.	☐	☐
2	Specifications meet federal, state/provincial, local laws.	☐	☐
3	NFPA standards are complied with.	☐	☐
4	The specifications are documented.	☐	☐
5	The FDSO demonstrates the ability to develop safety-related protective clothing and equipment specifications.	☐	☐
6	The FDSO demonstrates the ability to determine compliance with federal, state/provincial, and local laws related to protective clothing and protective equipment.	☐	☐
Comments:			

Fire Department Safety Officer Signature

Date

Applicant Signature

Date



Fire Department Safety Officer



JOB PERFORMANCE REQUIREMENT			
STANDARD: 4.8.3		TASK: Verify performance testing of fire apparatus and fire equipment is being conducted.	
PERFORMANCE OUTCOME: The Fire Department Safety Officer shall verify performance testing of fire apparatus and fire equipment is being conducted, so that a determination can be made for the suitability of continued service.			
CONDITIONS: The applicant will complete all elements.			
EQUIPMENT REQUIRED: Given performance testing requirements and applicable provisions of Chapter 6 of NFPA 1500.			
Step	Skill	Experience	Training
1	A determination can be made for the suitability of continued service.	☐	☐
2	The FDSO demonstrates the ability to verify service testing of apparatus and equipment.	☐	☐
3	The FDSO demonstrates the ability to determine compliance with federal, state/provincial, and local laws.	☐	☐
Comments:			

Fire Department Safety Officer Signature

Date

Applicant Signature

Date



Fire Department Safety Officer



JOB PERFORMANCE REQUIREMENT			
STANDARD: 4.8.4	TASK: Verify the development of an annual evaluation plan for the organization's in-service fire and emergency vehicles.		
PERFORMANCE OUTCOME: The Fire Department Safety Officer shall verify the development of an annual evaluation plan for the organization's in-service fire and emergency vehicles, so that a plan to retire, refurbish, or replace them based on the requirements in NFPA 1911 is developed and implemented.			
CONDITIONS: The applicant will complete all elements.			
EQUIPMENT REQUIRED: Given the organization's emergency vehicles and current NFPA minimum vehicle safety standards.			
Step	Skill	Experience	Training
1	A plan to retire, refurbish, or replace them based on the requirements in NFPA 1911 is developed.	☐	☐
2	A plan to retire, refurbish, or replace them based on the requirements in NFPA 1911 is implemented.	☐	☐
3	The FDSO demonstrates the ability to identify safety-related features on fire and emergency vehicles and verify whether they are in compliance with NFPA standards.	☐	☐
Comments:			

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Date



Fire Department Safety Officer



JOB PERFORMANCE REQUIREMENT			
STANDARD: 4.8.5	TASK: Verify the development of an annual evaluation plan for the organization's in-service fire and emergency vehicles.		
PERFORMANCE OUTCOME: The Fire Department Safety Officer shall verify the development of an annual evaluation plan for the organization's in-service fire and emergency vehicles, so that a plan to retire, refurbish, or replace them based on the recommendations in Annex D of NFPA 1901 and NFPA 1911 is developed and implemented.			
CONDITIONS: The applicant will complete all elements.			
EQUIPMENT REQUIRED: Given the organization's emergency vehicles and current NFPA minimum vehicle safety standards.			
Step	Skill	Experience	Training
1	A plan to retire, refurbish, or replace them based on the recommendations in Annex D of NFPA 1901 and NFPA 1911 is developed.	☐	☐
2	A plan to retire, refurbish, or replace them based on the recommendations in Annex D of NFPA 1901 and NFPA 1911 is implemented.	☐	☐
3	The FDSO demonstrates the ability to identify safety-related features on fire and emergency vehicles and verify whether they are in compliance with NFPA standards.	☐	☐
Comments:			

Fire Department Safety Officer Signature

Date

Applicant Signature

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Fire Department Safety Officer



JOB PERFORMANCE REQUIREMENT			
STANDARD: 4.8.6	TASK: Verify the development, implementation, and maintenance of a protective clothing and protective equipment program.		
PERFORMANCE OUTCOME: The Fire Department Safety Officer shall verify the development, implementation, and maintenance of a protective clothing and protective equipment program that provides for the selection, care, maintenance, storage, and periodic inspection and evaluation of all protective clothing and equipment, so that a determination can be made for the suitability of continued service.			
CONDITIONS: The applicant will complete all elements.			
EQUIPMENT REQUIRED: Given NFPA 1500, protective clothing and protective equipment, care, storage, and maintenance resources, SOP/Gs established by the AHJ, and all applicable laws, regulations, and standards.			
Step	Skill	Experience	Training
1	A determination can be made for the suitability of continued service.	☐	☐
2	The FDSO demonstrates the ability to develop a protective clothing and protective equipment program.	☐	☐
3	The FDSO demonstrates the ability to determine compliance with federal, state/provincial, and local laws.	☐	☐
Comments:			

Fire Department Safety Officer Signature

Date

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Fire Department Safety Officer



JOB PERFORMANCE REQUIREMENT			
STANDARD: 4.9.1	TASK: Develop a health and safety facility inspection SOP/G, process, and checklist for a fire department facility.		
PERFORMANCE OUTCOME: The Fire Department Safety Officer shall develop a health and safety facility inspection SOP/G, process, and checklist for a fire department facility, so that the appropriate inspection procedures are developed, and safety and health hazards are noted in accordance with all applicable laws, regulations, and standards.			
CONDITIONS: The applicant will complete all elements.			
EQUIPMENT REQUIRED: Given the requirements of Chapter 9 of NFPA 1500, and available resources.			
Step	Skill	Experience	Training
1	Appropriate inspection procedures are developed.	☐	☐
2	Safety and health hazards are noted in accordance with all applicable laws, regulations, and standards.	☐	☐
3	The FDSO demonstrates the ability to develop SOP/Gs and procedures.	☐	☐
4	The FDSO demonstrates the ability to acquire resources to initiate and coordinate a facility inspection.	☐	☐
5	The FDSO demonstrates the ability to use resources for determining code compliance.	☐	☐
6	The FDSO demonstrates the ability to complete reporting and documentation requirements.	☐	☐
7	The FDSO demonstrates the ability to understand and comply with all applicable laws, regulations, and standards.	☐	☐
Comments:			

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Date



Fire Department Safety Officer



JOB PERFORMANCE REQUIREMENT

STANDARD: 4.9.2 **TASK:** Conduct a health and safety inspection for a fire department facility.

PERFORMANCE OUTCOME: The Fire Department Safety Officer shall conduct a health and safety inspection for a fire department facility, so that the appropriate inspection procedures are selected and implemented in accordance with all applicable laws, regulations, and standards, the inspection is conducted safely, all the required reports are completed; and ensure the violations are corrected.

CONDITIONS: The applicant will complete all elements.

EQUIPMENT REQUIRED: Given the requirements of Chapter 9 of NFPA 1500, a facility that requires inspection, and available resources.

Step	Skill	Experience	Training
1	Appropriate inspection procedures are selected and implemented in accordance with all applicable laws, regulations, and standards.	☐	☐
2	The inspection is conducted safely.	☐	☐
3	All the required reports are completed.	☐	☐
4	Ensure the violations are corrected.	☐	☐
5	The FDSO demonstrates the ability to use resources to determine code compliance.	☐	☐
6	The FDSO demonstrates the ability to complete reporting and documentation requirements.	☐	☐
7	The FDSO demonstrates the ability to understand and comply with all applicable laws, regulations, and standards.	☐	☐

Comments:

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Date

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Fire Department Safety Officer



JOB PERFORMANCE REQUIREMENT

STANDARD: 4.10.1

TASK: Analyze the fire department health maintenance program.

PERFORMANCE OUTCOME: The Fire Department Safety Officer shall analyze the fire department health maintenance program, so that the program includes medical, physical performance, and health and fitness requirements, as well as a health database, infectious control procedures, a fire department physician, and fitness for duty evaluations; and recommendations are made to correct any noted deficiencies.

CONDITIONS: The applicant will complete all elements.

EQUIPMENT REQUIRED: Given a fire department health maintenance program and the medical and physical requirements of Chapter 10 of NFPA 1500.

Step	Skill	Experience	Training
1	The program includes medical, physical performance, and health and fitness requirements.	☐	☐
2	The program includes a health database.	☐	☐
3	The program includes infectious control procedure.	☐	☐
4	The program includes a fire department physician.	☐	☐
5	The program includes fitness for duty evaluations.	☐	☐
6	Recommendations are made to correct any noted deficiencies.	☐	☐
7	The FDSO demonstrates the ability to analyze and incorporate information from health maintenance programs.	☐	☐
8	The FDSO demonstrates the ability to interact with or interview personnel associated with health and wellness.	☐	☐

Comments:

Fire Department Safety Officer Signature

Date

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Date



Fire Department Safety Officer



JOB PERFORMANCE REQUIREMENT

STANDARD: 4.10.2

TASK: Coordinate the fire department health maintenance program.

PERFORMANCE OUTCOME: The Fire Department Safety Officer shall coordinate the fire department health maintenance program, so that the program includes medical, physical performance, and health and fitness requirements, as well as a health database, infectious control procedures, a fire department physician, and fitness for duty evaluations; and recommendations are made to correct any noted deficiencies.

CONDITIONS: The applicant will complete all elements.

EQUIPMENT REQUIRED: Given a fire department health maintenance program and the medical and physical requirements of Chapter 10 of NFPA 1500.

Step	Skill	Experience	Training
1	The program includes medical, physical performance, and health and fitness requirements.	☐	☐
2	The program includes a health database.	☐	☐
3	The program includes infectious control procedure.	☐	☐
4	The program includes a fire department physician.	☐	☐
5	The program includes fitness for duty evaluations.	☐	☐
6	Recommendations are made to correct any noted deficiencies.	☐	☐
7	The FDSO demonstrates the ability to analyze and incorporate information from health maintenance programs.	☐	☐
8	The FDSO demonstrates the ability to interact with or interview personnel associated with health and wellness.	☐	☐

Comments:

Fire Department Safety Officer Signature

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Fire Department Safety Officer



JOB PERFORMANCE REQUIREMENT			
STANDARD: 4.11.1		TASK: Communicate recommendations from the fire department occupational health and safety committee to the appropriate person(s).	
PERFORMANCE OUTCOME: The Fire Department Safety Officer shall communicate recommendations from the fire department occupational health and safety committee to the appropriate person(s), so that all recommendations are documented and forwarded to the appropriate person(s).			
CONDITIONS: The applicant will complete all elements.			
EQUIPMENT REQUIRED: Given SOP/Gs and health and safety policies used by the AHJ, a fire department occupational health and safety committee, and committee recommendations.			
Step	Skill	Experience	Training
1	All recommendations are documented and forwarded to the appropriate person(s).	☐	☐
2	The FDSO demonstrates the ability to evaluate recommendations and communicate them in a manner such that recommendations and objectives are met.	☐	☐
Comments:			

Fire Department Safety Officer Signature

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Fire Department Safety Officer



JOB PERFORMANCE REQUIREMENT			
STANDARD: 4.11.2	TASK: Provide information and assistance to personnel for surveying their districts regarding potential health and safety hazards.		
PERFORMANCE OUTCOME: The Fire Department Safety Officer shall provide information and assistance to personnel for surveying their districts regarding potential health and safety hazards, so that they will be able to identify and report health and safety hazards that could have adverse effects on fire department operations.			
CONDITIONS: The applicant will complete all elements.			
EQUIPMENT REQUIRED: Given a scenario, the fire department's risk management plan, and SOP/Gs.			
Step	Skill	Experience	Training
1	Identify and report health and safety hazards that could have adverse effects on fire department operations.	☐	☐
2	The FDSO demonstrates the ability to evaluate and prioritize hazards.	☐	☐
3	The FDSO demonstrates the ability to utilize critical thinking to analyze the hazard.	☐	☐
4	The FDSO demonstrates the ability to select the most appropriate control measure and evaluate its effectiveness in enhancing fire fighter safety.	☐	☐
Comments:			

Fire Department Safety Officer Signature

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Fire Department Safety Officer



JOB PERFORMANCE REQUIREMENT			
STANDARD: 4.11.3	TASK: Develop recommendations for changes in equipment, procedures, and methods based on results of evaluations.		
PERFORMANCE OUTCOME: The Fire Department Safety Officer shall develop recommendations for changes in equipment, procedures, and methods based on results of evaluations, so that the recommendations for equipment, procedures and methods can be accepted and approved in accordance with the AHJ.			
CONDITIONS: The applicant will complete all elements.			
EQUIPMENT REQUIRED: Given recommendations from the fire department occupational safety and health committee, safety audits, an analysis of injury statistics or other reliable sources of hazardous conditions or injury data.			
Step	Skill	Experience	Training
1	Recommendations for equipment, procedures and methods can be accepted and approved in accordance with the AHJ.	☐	☐
2	The FDSO demonstrates the ability to analyze and interpret injury statistics.	☐	☐
3	The FDSO demonstrates interpersonal skills.	☐	☐
4	The FDSO demonstrates the ability to write reports.	☐	☐
Comments:			

Fire Department Safety Officer Signature

Date

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Date



Fire Department Safety Officer



JOB PERFORMANCE REQUIREMENT			
STANDARD: 4.11.4		TASK: Verify medical advice and treatment are available to members of the fire department.	
PERFORMANCE OUTCOME: The Fire Department Safety Officer shall verify medical advice and treatment are available to members of the fire department, so that members receive the necessary information to maximize their health, wellness, and safety.			
CONDITIONS: The applicant will complete all elements.			
EQUIPMENT REQUIRED: Given a fire department physician, fire department members, understanding of occupational medicine for the fire service and the IAFF/IAFC Fire Service Joint Labor Management Wellness-Fitness Initiative.			
Step	Skill	Experience	Training
1	Members receive the necessary information to maximize their health, wellness, and safety.	☐	☐
2	The FDSO demonstrates organizational skills.	☐	☐
3	The FDSO demonstrates communication skills.	☐	☐
4	The FDSO demonstrates interpersonal skills.	☐	☐
Comments:			

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Date

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Fire Department Safety Officer



JOB PERFORMANCE REQUIREMENT			
STANDARD: 4.11.5		TASK: Provide information and assistance regarding risks that may impact operations.	
PERFORMANCE OUTCOME: The Fire Department Safety Officer shall provide information and assistance regarding risks that may impact operations, so that members can perform their job tasks in a safe and effective manner.			
CONDITIONS: The applicant will complete all elements.			
EQUIPMENT REQUIRED: Given a scenario, the fire department risk management plan and SOP/Gs.			
Step	Skill	Experience	Training
1	Members can perform their job tasks in a safe and effective manner.	☐	☐
2	The FDSO demonstrates the ability to evaluate and prioritize hazards.	☐	☐
3	The FDSO demonstrates the ability to utilize critical thinking to analyze the hazard.	☐	☐
4	The FDSO demonstrates the ability to select the most appropriate control measure and evaluate its effectiveness in enhancing fire fighter safety.	☐	☐
Comments:			

Fire Department Safety Officer Signature

Date

Applicant Signature

Date



Fire Department Safety Officer



JOB PERFORMANCE REQUIREMENT			
STANDARD: 4.12.1		TASK: Assess the fire department's infection control program.	
PERFORMANCE OUTCOME: The Fire Department Safety Officer shall assess the fire department's infection control program, so that the requirements of the Ryan White HIV/AIDS Treatment Extension Act (S. 1793) and Part G: The Ryan White Life-Threatening Disease List and Reporting Guidelines, 29 CFR 1910.1030, "Occupational Exposure to Bloodborne Pathogens," and NFPA 1581 are met.			
CONDITIONS: The applicant will complete all elements.			
EQUIPMENT REQUIRED: Given a copy of the department's program, incident reports, and access to infection control equipment and facilities.			
Step	Skill	Experience	Training
1	Requirements of the Ryan White HIV/AIDS Treatment Extension Act (S. 1793) are met.	☐	☐
2	Requirements Part G: The Ryan White Life-Threatening Disease List and Reporting Guidelines are met.	☐	☐
3	Requirements of 29 CFR 1910.1030, "Occupational Exposure to Bloodborne Pathogens," are met.	☐	☐
4	Requirements of NFPA 1581 are met.	☐	☐
5	The FDSO demonstrates the ability to acquire and document infection control procedures.	☐	☐
6	The FDSO demonstrates the ability to coordinate skills necessary to revise program.	☐	☐
7	The FDSO demonstrates the ability to assess the requirements based on Ryan White HIV/AIDS Treatment Extension Act (S.1793) and Part G: The Ryan White Life Threatening Disease List and Reporting Guidelines, 29 CFR 1910.1030, "Occupational Exposure to Bloodborne Pathogens," and NFPA 1581.	☐	☐
Comments:			

Fire Department Safety Officer Signature

Date

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Date



Fire Department Safety Officer



JOB PERFORMANCE REQUIREMENT			
STANDARD: 4.12.2		TASK: Function as the fire department infection control officer.	
PERFORMANCE OUTCOME: The Fire Department Safety Officer shall function as the fire department infection control officer, if an infection control officer position does not exist in the fire department, so that the objectives of the infection control program as specified in the requirements of the Ryan White HIV/AIDS Treatment Extension Act (S. 1793) and Part G: The Ryan White Life-Threatening Disease List and Reporting Guidelines, 29 CFR 1910.1030, "Occupational Exposure to Bloodborne Pathogens," and NFPA 1581 are met.			
CONDITIONS: The applicant will complete all elements.			
EQUIPMENT REQUIRED: Given an infection control scenario.			
Step	Skill	Experience	Training
1	Requirements of the Ryan White HIV/AIDS Treatment Extension Act (S. 1793) are complied with.	☐	☐
2	Requirements Part G: The Ryan White Life-Threatening Disease List and Reporting Guidelines are complied with.	☐	☐
3	Requirements of 29 CFR 1910.1030, "Occupational Exposure to Bloodborne Pathogens," are complied with.	☐	☐
4	Requirements of NFPA 1581 are complied with.	☐	☐
5	The FDSO demonstrates the ability to acquire and document infection control procedures.	☐	☐
6	The FDSO demonstrates the ability to coordinate skills necessary to revise program.	☐	☐
7	The FDSO demonstrates the ability to assess the requirements based on Ryan White HIV/AIDS Treatment Extension Act (S.1793) and Part G: The Ryan White Life Threatening Disease List and Reporting Guidelines, 29 CFR 1910.1030, "Occupational Exposure to Bloodborne Pathogens," and NFPA 1581.	☐	☐
8	The FDSO demonstrates the ability to integrate the occupational health and safety aspects of the risk management program into infection control training and education programs.	☐	☐
9	The FDSO demonstrates the ability to educate members.	☐	☐
Comments:			

Fire Department Safety Officer Signature

Date

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Fire Department Safety Officer



JOB PERFORMANCE REQUIREMENT			
STANDARD: 4.12.3		TASK: Identify minimum criteria for fire station infection control.	
PERFORMANCE OUTCOME: The Fire Department Safety Officer shall identify minimum criteria for fire station infection control, so that deficiencies are identified, documented, and reported in accordance with U.S. federal law, Code of Federal Regulations, Centers for Disease Control and Prevention (CDC), Occupational Safety and Health Administration (OSHA), National Institute of Occupational Safety and Health (NIOSH) and/or the American Conference of Government Industrial Hygienists (ACGIH) Occupational Exposure Limits, National Fire Protection Association (NFPA), the United States Fire Administration (USFA), and policies and procedures of the jurisdiction.			
CONDITIONS: The applicant will complete all elements.			
EQUIPMENT REQUIRED: Given basic construction plans, drawings, and design guides.			
Step	Skill	Experience	Training
1	Deficiencies are identified, documented, and reported in accordance with U.S. federal law, Code of Federal Regulations, Centers for Disease Control and Prevention (CDC), Occupational Safety and Health Administration (OSHA), National Institute of Occupational Safety and Health (NIOSH) and/or the American Conference of Government Industrial Hygienists (ACGIH) Occupational Exposure Limits, National Fire Protection Association (NFPA), the United States Fire Administration (USFA), and policies and procedures of the jurisdiction.	☐	☐
2	The FDSO demonstrates the ability to identify hand-washing capacity where contaminated materials are cleaned, stored, disinfected, or laundered.	☐	☐
3	The FDSO demonstrates understanding of nonporous surface, drainage, and appliance requirements for kitchens.	☐	☐
4	The FDSO demonstrates understanding of spacing and ventilation, heating, and cooling requirements in sleeping areas.	☐	☐
5	The FDSO demonstrates understanding of fixture requirements for bathrooms.	☐	☐
6	The FDSO demonstrates understanding of dedicated equipment storage areas, other than those stored on vehicles.	☐	☐
7	The FDSO demonstrates understanding of contaminated temporary storage areas for personal protective equipment (PPE) and portable equipment.	☐	☐
8	The FDSO demonstrates understanding of designated facility or cleaning areas for disinfecting contaminated PPE and potable equipment.	☐	☐
9	The FDSO demonstrates understanding of designated cleaning areas for PPE and potable equipment.	☐	☐
10	The FDSO demonstrates understanding of designated disposal areas for medical or other regulated waste.	☐	☐
11	The FDSO demonstrates understanding of apparatus bay air-cleaning filtration systems and/or vehicle filtration systems.	☐	☐
12	The FDSO demonstrates understanding of facility heating, ventilation, and air conditioning (HVAC) systems.	☐	☐
13	The FDSO demonstrates understanding of transition zones to allow movement between spaces exposed to contaminants and living/working spaces designed for extended occupancy.	☐	☐



Fire Department Safety Officer



Comments:

Fire Department Safety Officer Signature	Date	Applicant Signature	Date
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Fire Department Safety Officer



JOB PERFORMANCE REQUIREMENT

STANDARD: 5.2.1 **TASK:** Perform the role of FDSO within an incident command system (ICS).

PERFORMANCE OUTCOME: The Fire Department Fire Department Safety Officer shall perform the role of FDSO within an incident command system (ICS) at an incident or planned event, so that the assignment is received and understood; situational information about the incident or planned event is received; incident priorities, goals, and objectives are transferred; action is taken to mitigate any immediate life safety threats; and applicable communication means are employed.

CONDITIONS: The applicant will complete all elements.

EQUIPMENT REQUIRED: Given an incident or planned event, an ICS structure, a command post, a briefing from an incident commander (IC) or outgoing FDSO, SOP related to health and safety, an incident action plan (IAP), applicable protective clothing and protective equipment, and communications and information recording equipment.

Step	Skill	Experience	Training
1	The assignment is received and understood.	☐	☐
2	Situational information about the incident or planned event is received.	☐	☐
3	Incident priorities, goals, and objectives are transferred.	☐	☐
4	Action is taken to mitigate any immediate life safety threats.	☐	☐
5	Applicable communication means are employed.	☐	☐
6	The FDSO demonstrates the ability to prioritize tasks.	☐	☐
7	The FDSO demonstrates the ability to make decisions in an environment with a large number of unknowns.	☐	☐
8	The FDSO demonstrates the ability to evaluate resource needs.	☐	☐
9	The FDSO demonstrates the ability to recognize the need for supplemental technical knowledge.	☐	☐
10	The FDSO demonstrates the ability to take action in a proactive manner to ensure responder safety and health.	☐	☐

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JOB PERFORMANCE REQUIREMENT			
STANDARD: 5.2.2		TASK: Monitor the IAP, conditions, activities, and operations.	
PERFORMANCE OUTCOME: The Fire Department Safety Officer shall monitor the IAP, conditions, activities, and operations, so that activities and operations that involve an unacceptable level of risk can be altered, terminated, or suspended to protect members' health and safety.			
CONDITIONS: The applicant will complete all elements.			
EQUIPMENT REQUIRED: Given an incident or planned event, an IAP, and risk management assessment criteria.			
Step	Skill	Experience	Training
1	Activities and operations that involve an unacceptable level of risk can be altered, terminated, or suspended to protect members' health and safety.	☐	☐
2	The FDSO demonstrates the ability to apply knowledge of fire behavior and fire dynamics, building construction, department SOP/Gs, training materials, and applicable safety practices in a risk management assessment to determine the most appropriate actions to minimize health and safety risks.	☐	☐
Comments:			

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Fire Department Safety Officer



JOB PERFORMANCE REQUIREMENT

STANDARD: 5.2.3 **TASK:** Manage the transfer of FDSO duties.

PERFORMANCE OUTCOME: The Fire Department Safety Officer shall manage the transfer of FDSO duties, so that incident information is exchanged, reports and plans for the subsequent operational period are completed, continuity of authority and situational awareness are maintained, changes in incident or planned event complexity are accounted for, the new FDSO is briefed on the incident or planned event, and the new FDSO is identified.

CONDITIONS: The applicant will complete all elements.

EQUIPMENT REQUIRED: Given an incident or planned event, an established command structure and FDSO, an IAP, an incident safety plan, a current situation status, incident resources, a command post, incident documentation, and communications equipment.

Step	Skill	Experience	Training
1	Incident information is exchanged.	☐	☐
2	Reports and plans for the subsequent operational period are completed.	☐	☐
3	Continuity of authority and situational awareness are maintained.	☐	☐
4	Changes in incident or planned event complexity are accounted for.	☐	☐
5	The new FDSO is briefed on the incident or planned event.	☐	☐
6	The new FDSO is identified.	☐	☐
7	The Fire Department Safety Officer demonstrates the ability to conduct a transfer briefing meeting.	☐	☐
8	The Fire Department Safety Officer demonstrates the ability to acquire and document information and orders from the IC.	☐	☐
9	The FDSO demonstrates the ability to use reference materials.	☐	☐
10	The FDSO demonstrates the ability to evaluate incident information.	☐	☐
11	The FDSO demonstrates the ability to manage communications.	☐	☐
12	The FDSO demonstrates the ability to complete required ICS and health and safety forms.	☐	☐
13	The FDSO demonstrates the ability to recognize the need to expand and/or transfer the safety function of the ICS structure.	☐	☐
14	The FDSO demonstrates the ability to review, understand, and conduct a transfer of duty briefing, including the completion of the transfer documents.	☐	☐
15	The FDSO demonstrates the ability to communicate in a manner such that information is transferred and objectives are met.	☐	☐

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Fire Department Safety Officer



JOB PERFORMANCE REQUIREMENT			
STANDARD: 5.2.4		TASK: Stop, alter, or suspend operations based on imminent threats posed to fire fighter safety.	
PERFORMANCE OUTCOME: The Fire Department Fire Department Safety Officer shall stop, alter, or suspend operations based on imminent threats posed to fire fighter safety, so that the hazard is identified, notice to suspend operations is communicated, action is taken to protect fire fighter safety, and this information is communicated to the IC.			
CONDITIONS: The applicant will complete all elements.			
EQUIPMENT REQUIRED: Given an incident or planed event that contains threats to fire fighter safety, an incident management structure, risk management criteria, and applicable SOP/Gs.			
Step	Skill	Experience	Training
1	The hazard is identified.	☐	☐
2	Notice to suspend operations is communicated.	☐	☐
3	Action is taken to protect fire fighter safety.	☐	☐
4	Information is communicated to the IC.	☐	☐
5	The FDSO demonstrates the ability to evaluate hazards.	☐	☐
6	The FDSO demonstrates the ability to determine the relative degree to risk to members and whether they pose an imminent threat to fire fighter safety.	☐	☐
7	The FDSO demonstrates the ability to use department radios and communication abilities.	☐	☐
Comments:			

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Fire Department Safety Officer



JOB PERFORMANCE REQUIREMENT

STANDARD: 5.2.5 **TASK:** Monitor and determine the incident scene conditions.

PERFORMANCE OUTCOME: The Fire Department Fire Department Safety Officer shall monitor and determine the incident scene conditions, so that the FDSO can report to the IC on the status of hazard and risks to members.

CONDITIONS: The applicant will complete all elements.

EQUIPMENT REQUIRED: Given an incident or planned event.

Step	Skill	Experience	Training
1	The FDSO can report to the IC on the status of hazard and risks to members.	☐	☐
2	The FDSO demonstrates the ability to evaluate hazards.	☐	☐
3	The FDSO demonstrates the ability to determine the relative degree of risk to members.	☐	☐
4	The FDSO demonstrates the ability to prioritize risks.	☐	☐
5	The FDSO demonstrates the ability to communicate information to the IC.	☐	☐

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JOB PERFORMANCE REQUIREMENT

STANDARD: 5.2.6 **TASK:** Monitor the accountability system.

PERFORMANCE OUTCOME: The Fire Department Fire Department Safety Officer shall monitor the accountability system, so that it can be determined that the accountability system is being utilized as designed, all relevant positions and functions are implemented, and any noted deficiencies are communicated to the IC.

CONDITIONS: The applicant will complete all elements.

EQUIPMENT REQUIRED: Given an incident or planned event, an IMS, personal identification devices, radios, and applicable SOP/Gs.

Step	Skill	Experience	Training
1	The accountability system is being utilized as designed.	☐	☐
2	All relevant positions and functions are implemented.	☐	☐
3	Any noted deficiencies are communicated to the IC.	☐	☐
4	The FDSO demonstrates the ability to recognize inadequacies in the use of the accountability system.	☐	☐

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Fire Department Safety Officer



JOB PERFORMANCE REQUIREMENT			
STANDARD: 5.2.7		TASK: Determine hazardous incident conditions.	
PERFORMANCE OUTCOME: The Fire Department Fire Department Safety Officer shall determine hazardous incident conditions and advise the IC to establish or modify control zones, so that the incident control zones are communicated to members and entry into the hazardous area is controlled.			
CONDITIONS: The applicant will complete all elements.			
EQUIPMENT REQUIRED: Given an incident.			
Step	Skill	Experience	Training
1	Incident control zones are communicated to members.	☐	☐
2	Entry into the hazardous area is controlled.	☐	☐
3	The FDSO demonstrates the ability to evaluate the effect of proximity for incident hazards so that risk to members will be limited to emergency responders assigned tasks to mitigate the incident.	☐	☐
Comments:			

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Fire Department Safety Officer



JOB PERFORMANCE REQUIREMENT			
STANDARD: 5.2.8		TASK: Identify motor vehicle incident scene hazards.	
PERFORMANCE OUTCOME: The Fire Department Fire Department Safety Officer shall identify motor vehicle incident scene hazards, so that actions to mitigate the hazards as described in Section 8.7 of NFPA 1500 are taken to protect member safety.			
CONDITIONS: The applicant will complete all elements.			
EQUIPMENT REQUIRED: Given an apparatus and temporary traffic control devices, an incident or planned event.			
Step	Skill	Experience	Training
1	Actions to mitigate the hazards as described in Section 8.7 of NFPA 1500 are taken to protect member safety.	☐	☐
2	The FDSO demonstrates the ability to apply knowledge of hazards and regulations to an incident within a risk management framework to protect member safety.	☐	☐
Comments:			

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Fire Department Safety Officer



JOB PERFORMANCE REQUIREMENT

STANDARD: 5.2.9 **TASK:** Monitor radio transmissions.

PERFORMANCE OUTCOME: The Fire Department Fire Department Safety Officer shall monitor radio transmissions, so that communication barriers are identified and the possibility for missed, unclear, or incomplete communications is corrected.

CONDITIONS: The applicant will complete all elements.

EQUIPMENT REQUIRED: Given an incident or planned event with radio transmissions.

Step	Skill	Experience	Training
1	Communication barriers are identified.	☐	☐
2	The possibility for missed, unclear, or incomplete communications is corrected.	☐	☐
3	The FDSO demonstrates the ability to recognize missed, unclear, or incomplete communications.	☐	☐

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JOB PERFORMANCE REQUIREMENT

STANDARD: 5.2.10

TASK: Identify the incident strategic requirements.

PERFORMANCE OUTCOME: The Fire Department Fire Department Safety Officer shall identify the incident strategic requirements (e.g., fire, technical search and rescue, hazmat), the corresponding hazards, the size, complexity, and anticipated duration of the incident, including the associated risks, so that the FDSO can determine the need for assistant FDSOs and/or technical specialists and make the recommendations to the IC.

CONDITIONS: The applicant will complete all elements.

EQUIPMENT REQUIRED: Given an incident or planned event, an IMS, and applicable SOP/Gs.

Step	Skill	Experience	Training
1	The FDSO can determine the need for assistant FDSOs and/or technical specialists and make the recommendations to the IC.	☐	☐
2	The FDSO demonstrates the ability to recognize the types of hazards that might require additional FDSOs or technical specialists.	☐	☐
3	The FDSO demonstrates the ability to recognize applicable safety practices.	☐	☐

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JOB PERFORMANCE REQUIREMENT			
STANDARD: 5.2.11	TASK: Determine the hazards associated with the designation of a landing zone and interface with helicopters.		
PERFORMANCE OUTCOME: The Fire Department Fire Department Safety Officer shall determine the hazards associated with the designation of a landing zone and interface with helicopters, so that the IC can be informed of special requirements and the landing can be executed in a safe manner.			
CONDITIONS: The applicant will complete all elements.			
EQUIPMENT REQUIRED: Given an incident or planned event that requires the use of a helicopter and landing zone.			
Step	Skill	Experience	Training
1	The IC can be informed of special requirements.	☐	☐
2	The landing can be executed in a safe manner.	☐	☐
3	The FDSO demonstrates the ability to recognize landing zone locations and hazards.	☐	☐
Comments:			

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Fire Department Safety Officer



JOB PERFORMANCE REQUIREMENT			
STANDARD: 5.2.12		TASK: Notify the IC of the need for intervention resulting from an occupational exposure to atypical stressful events.	
PERFORMANCE OUTCOME: The Fire Department Fire Department Safety Officer shall notify the IC of the need for intervention resulting from an occupational exposure to atypical stressful events, so that members' psychological health and safety can be protected.			
CONDITIONS: The applicant will complete all elements.			
EQUIPMENT REQUIRED: Given an incident or planned event and an awareness of incidents that can cause incident stress.			
Step	Skill	Experience	Training
1	Members' psychological health and safety can be protected.	☐	☐
2	The FDSO demonstrates the ability to recognize signs and symptoms of occupational exposure to atypical stress.	☐	☐
3	The FDSO demonstrates an accepting and empathetic demeanor.	☐	☐
4	The FDSO demonstrates good communication skills.	☐	☐
Comments:			

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Fire Department Safety Officer



JOB PERFORMANCE REQUIREMENT

STANDARD: 5.2.13

TASK: Determine hazardous energy sources that can affect responder health and safety.

PERFORMANCE OUTCOME: The Fire Department Fire Department Safety Officer shall determine hazardous energy sources that can affect responder health and safety, so that risk to personnel are identified, reduced, or eliminated; hazard information is relayed to IC staff and ancillary agencies responsible for the hazardous energy source; appropriate zones are established and marked; and personnel operating at the scene are briefed on the hazardous energy control zone.

CONDITIONS: The applicant will complete all elements.

EQUIPMENT REQUIRED: Given an incident or planned event, an IAP with assigned responders, and an opportunity to perform environmental and operational reconnaissance.

Step	Skill	Experience	Training
1	Risk to personnel are identified, reduced, or eliminated.	☐	☐
2	Hazard information is relayed to IC staff and ancillary agencies responsible for the hazardous energy source.	☐	☐
3	Appropriate zones are established and marked.	☐	☐
4	Personnel operating at the scene are briefed on the hazardous energy control zone.	☐	☐
5	The FDSO demonstrates critical identification, analysis, and judgment abilities.	☐	☐
6	The FDSO demonstrates the ability to prioritize to address hazards on a most critical-first basis.	☐	☐
7	The FDSO demonstrates the ability to communicate hazard information to personnel via the incident safety plan, IAP, face-to-face, radio, and safety briefings.	☐	☐
8	The FDSO demonstrates the ability to determine boundaries and markings for control zones.	☐	☐
9	The FDSO demonstrates the ability to formulate recommendations for IC action.	☐	☐
10	The FDSO demonstrates the ability to exercise authority to suspend imminent danger operations.	☐	☐
11	The FDSO demonstrates the ability to anticipate evolving site conditions that require IAP changes.	☐	☐

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JOB PERFORMANCE REQUIREMENT			
STANDARD: 5.2.14		TASK: Monitor conditions.	
PERFORMANCE OUTCOME: The Fire Department Fire Department Safety Officer shall monitor conditions, including weather, fire fighter activities, and work cycle durations, so that the need for rehabilitation can be determined, communicated to the IC, and implemented to ensure fire fighter health and safety.			
CONDITIONS: The applicant will complete all elements.			
EQUIPMENT REQUIRED: Given an incident or planned event.			
Step	Skill	Experience	Training
1	The need for rehabilitation can be determined.	☐	☐
2	The need for rehabilitation can be communicated to the IC.	☐	☐
3	Rehabilitation can be implemented to ensure fire fighter health and safety.	☐	☐
4	The FDSO demonstrates the ability to recognize signs of cardiac, heat, and cold stress.	☐	☐
5	The FDSO demonstrates the ability to set up a rehab area and ensure that members use it as designed.	☐	☐
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JOB PERFORMANCE REQUIREMENT			
STANDARD: 5.2.15		TASK: Identify incident environmental conditions and contaminants.	
PERFORMANCE OUTCOME: The Fire Department Fire Department Safety Officer shall identify incident environmental conditions and contaminants, so that identified hazards can be communicated to the IC and division and/or control group supervFDSOs, and the need for contamination control procedures, PPE, personal hygiene, and utilized equipment can be determined and implemented, prior to incident departure, to help prevent continued exposure and cross contamination from known potential contaminants.			
CONDITIONS: The applicant will complete all elements.			
EQUIPMENT REQUIRED: Given an incident or planned event.			
Step	Skill	Experience	Training
1	Identified hazards can be communicated to the IC and division and/or control group supervFDSOs.	☐	☐
2	The need for contamination control procedures, PPE, personal hygiene, and utilized equipment can be determined and implemented, prior to incident departure, to help prevent continued exposure and cross contamination from known potential contaminants.	☐	☐
3	The FDSO demonstrates the ability to evaluate fire, smoke, and environmental conditions, determine member exposures to those conditions, and communicate contamination judgements to the IC and tactical work members.	☐	☐
4	The FDSO demonstrates the ability to recognize issues of equipment contamination with regards to use, transportation, separation, and storage during incident operations and demobilization.	☐	☐
5	The FDSO demonstrates the ability to judge contamination reduction efforts and develop further exposure-prevention measures, where necessary, and communicate those measures to members.	☐	☐
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JOB PERFORMANCE REQUIREMENT			
STANDARD: 5.3.1	TASK: Determine incident environmental and operational factors and confirm the establishment of rapid intervention crew (RIC) and evaluate the need to increase RIC capability.		
PERFORMANCE OUTCOME: The Fire Department Fire Department Safety Officer shall determine incident environmental and operational factors and confirm the establishment of rapid intervention crew (RIC) and evaluate the need to increase RIC capability, so that a recommendation is offered to the IC.			
CONDITIONS: The applicant will complete all elements.			
EQUIPMENT REQUIRED: Given an incident or planned event that includes one or more immediately dangerous to life and health (IDLH) elements, responders engaged in tactical operations, a pre-assigned RIC, and an IAP.			
Step	Skill	Experience	Training
1	A recommendation is offered to the IC.	☐	☐
2	The FDSO demonstrates the ability to interpret applicable regulations, guidelines, procedures, and consensus standards for implementation at incidents.	☐	☐
3	The FDSO demonstrates the ability to audit conditions to ensure policies are being followed; and formulate recommendations for incident command action.	☐	☐
4	The FDSO demonstrates the ability to formulate recommendations for incident command action.	☐	☐
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JOB PERFORMANCE REQUIREMENT			
STANDARD: 5.3.2	TASK: Communicate fire behavior, building access/egress issues, collapse, and hazardous energy issues to establish RICs.		
PERFORMANCE OUTCOME: The Fire Department Fire Department Safety Officer shall communicate fire behavior, building access/egress issues, collapse, and hazardous energy issues to establish RICs, so that RIC team leaders are aware of the observations and concerns of the FDSO.			
CONDITIONS: The applicant will complete all elements.			
EQUIPMENT REQUIRED: Given an incident or planned event.			
Step	Skill	Experience	Training
1	RIC team leaders are aware of the observations and concerns of the FDSO.	☐	☐
2	The FDSO demonstrates the ability to interpret fire suppression hazards and operations.	☐	☐
3	The FDSO demonstrates the ability to communicate through face-to-face and radio methods.	☐	☐
Comments:			

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JOB PERFORMANCE REQUIREMENT			
STANDARD: 5.3.3		TASK: Identify and estimate building/structural collapse hazards.	
PERFORMANCE OUTCOME: The Fire Department Safety Officer shall identify and estimate building/structural collapse hazards, so that the identified collapse hazard can be communicated to the IC and tactical-level management units; judgment is offered to the IC for the establishment of control zone(s); personnel are removed from collapse zone dangers; and appropriate adjustments are made to the IAP by the IC to improve member safety.			
CONDITIONS: The applicant will complete all elements.			
EQUIPMENT REQUIRED: Given a building fire incident, a building collapse incident, reconnaissance opportunity, and established AHJ pre-incident building plan information.			
Step	Skill	Experience	Training
1	The identified collapse hazard can be communicated to the IC and tactical-level management units.	☐	☐
2	Judgment is offered to the IC for the establishment of control zone(s).	☐	☐
3	Personnel are removed from collapse zone dangers.	☐	☐
4	Appropriate adjustments are made to the IAP by the IC to improve member safety.	☐	☐
5	The FDSO demonstrates critical identification, analysis, and judgment abilities.	☐	☐
6	The FDSO demonstrates the ability to apply AHJ building fire preplan systems at actual incidents.	☐	☐
7	The FDSO demonstrates the ability to interpret collapse hazards.	☐	☐
8	The FDSO demonstrates the ability to communicate hazard information to personnel via the incident safety plan, IAP, face-to-face, radio, and safety briefings.	☐	☐
9	The FDSO demonstrates the ability to determine boundaries and markings for control zones.	☐	☐
10	The FDSO demonstrates the ability to formulate recommendations for incident command action.	☐	☐
11	The FDSO demonstrates the ability to exercise authority to suspend imminent danger operations.	☐	☐
12	The FDSO demonstrates the ability to anticipate evolving site conditions that require IAP changes.	☐	☐
Comments:			

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JOB PERFORMANCE REQUIREMENT			
STANDARD: 5.3.4		TASK: Determine flashover and hostile fire event potential at building fires.	
PERFORMANCE OUTCOME: The Fire Department Fire Department Safety Officer shall determine flashover and hostile fire event potential at building fires, so that risks are identified and communicated to the incident commander and tactical-level management units, and adjustments are made to strategy and tactics to improve safety.			
CONDITIONS: The applicant will complete all elements.			
EQUIPMENT REQUIRED: Given an incident.			
Step	Skill	Experience	Training
1	Risks are identified and communicated to the incident commander and tactical-level management units.	☐	☐
2	Adjustments are made to strategy and tactics to improve safety.	☐	☐
3	The FDSO demonstrates critical identification, analysis, and judgment abilities.	☐	☐
4	The FDSO demonstrates the ability to read smoke (volume, velocity, density, and color).	☐	☐
5	The FDSO demonstrates the ability to communicate fire behavior concerns through face-to-face and radio methods.	☐	☐
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JOB PERFORMANCE REQUIREMENT			
STANDARD: 5.3.5		TASK: Determine fire growth and blow up.	
PERFORMANCE OUTCOME: The Fire Department Fire Department Safety Officer shall determine fire growth and blow up, so that information can be communicated to the IC and tactical-level management components, and adjustments made to the IAP improve member safety.			
CONDITIONS: The applicant will complete all elements.			
EQUIPMENT REQUIRED: Given wildland and cultivated vegetation fires.			
Step	Skill	Experience	Training
1	Information can be communicated to the IC and tactical-level management components.	☐	☐
2	Adjustments made to the IAP improve member safety.	☐	☐
3	The FDSO demonstrates critical identification, analysis, and judgment abilities.	☐	☐
4	The FDSO demonstrates the ability to interpret fuel, topography, flame length, and weather effects on wildland and vegetation fires.	☐	☐
5	The FDSO demonstrates the ability to communicate fire behavior concerns through face-to-face and radio methods.	☐	☐
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JOB PERFORMANCE REQUIREMENT

STANDARD: 5.3.6 **TASK:** Determine the suitability of building entry and egress options at building fires.

PERFORMANCE OUTCOME: The Fire Department Fire Department Safety Officer shall determine the suitability of building entry and egress options at building fires, so that entry and egress options are optimized through communication with the IC and tactical-level management components.

CONDITIONS: The applicant will complete all elements.

EQUIPMENT REQUIRED: Given various building fire incidents.

Step	Skill	Experience	Training
1	Entry and egress options are optimized through communication with the IC and tactical-level management components.	☐	☐
2	The FDSO demonstrates critical identification, analysis and judgment abilities.	☐	☐
3	The FDSO demonstrates the ability to communicate access and egress concerns through face-to-face and radio methods.	☐	☐

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JOB PERFORMANCE REQUIREMENT

STANDARD: 5.4.1 **TASK:** Determine the need for a search and rescue technician-trained FDSO or assistant FDSO.

PERFORMANCE OUTCOME: The Fire Department Fire Department Safety Officer shall determine the need for a search and rescue technician-trained FDSO or assistant FDSO, so that the IC can appoint an assistant FDSO or a search and rescue technician.

CONDITIONS: The applicant will complete all elements.

EQUIPMENT REQUIRED: Given a technical search and rescue incident; CFR 1910.146; NFPA 1006; and AHJ SOP/Gs for technical search and rescue operations.

Step	Skill	Experience	Training
1	The IC can appoint an assistant FDSO or a search and rescue technician.	☐	☐
2	The FDSO demonstrates the ability to identify technical search and rescue incident resource needs.	☐	☐
3	The FDSO demonstrates the ability to forecast stabilization strategies.	☐	☐

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JOB PERFORMANCE REQUIREMENT

STANDARD: 5.4.2 **TASK:** Prepare a safety plan that identifies corrective or preventative actions.

PERFORMANCE OUTCOME: The Fire Department Fire Department Safety Officer shall prepare a safety plan that identifies corrective or preventative actions, so that safety data is obtained, an incident safety plan is developed with coordinating documentation, elements of the plan are incorporated in the IAP, changes in incident safety conditions are noted and reported, judgement is offered to the IC for the establishment of control zone(s) and exclusion zone(s), safety and appropriate PPE elements are met, and assistant FDSOs are appointed as necessary.

CONDITIONS: The applicant will complete all elements.

EQUIPMENT REQUIRED: Given a technical search and rescue incident, an IAP that includes situation and resource status information, an incident safety analysis form (ICS form 215A or its equivalent), weather condition information, special technical data (such as safety data sheets and topographical information, blueprints, and building drawings), and predetermined incident information.

Step	Skill	Experience	Training
1	Safety data is obtained.	☐	☐
2	An incident safety plan is developed with coordinating documentation.	☐	☐
3	Elements of the plan are incorporated in the IAP.	☐	☐
4	Changes in incident safety conditions are noted and reported.	☐	☐
5	Judgement is offered to the IC for the establishment of control zone(s) and exclusion zone(s).	☐	☐
6	Safety and appropriate PPE elements are met.	☐	☐
7	Assistant FDSOs are appointed as necessary.	☐	☐
8	The FDSO demonstrates critical identification, analysis, and judgment abilities.	☐	☐
9	The FDSO demonstrates the ability to communicate safety issues within the command structure.	☐	☐
10	The FDSO demonstrates the ability to read/edit technical documentation.	☐	☐

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JOB PERFORMANCE REQUIREMENT

STANDARD: 5.4.3 **TASK:** Deliver a safety briefing for technical search and rescue incident response members.

PERFORMANCE OUTCOME: The Fire Department Fire Department Safety Officer shall deliver a safety briefing for technical search and rescue incident response members, so that critical information such as expected hazards, PPE requirements, established zones, emergency procedures, air monitoring, medical surveillance, and chain-of-command elements are communicated.

CONDITIONS: The applicant will complete all elements.

EQUIPMENT REQUIRED: Given a technical search and rescue incident.

Step	Skill	Experience	Training
1	Critical information such as expected hazards, PPE requirements, established zones, emergency procedures, air monitoring, medical surveillance, and chain-of-command elements are communicated.	☐	☐
2	The FDSO demonstrates the ability to communicate critical messages in written and oral formats.	☐	☐

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JOB PERFORMANCE REQUIREMENT

STANDARD: 5.5.1 **TASK:** Determine the need for a hazardous materials technician-trained FDSO or assistant FDSO.

PERFORMANCE OUTCOME: The Fire Department Fire Department Safety Officer shall determine the need for a hazardous materials technician-trained FDSO or assistant FDSO, so that the IC can appoint an assistant FDSO or a hazardous materials technician.

CONDITIONS: The applicant will complete all elements.

EQUIPMENT REQUIRED: Given a hazardous materials incident; 29 CFR 1910.120; NFPA 472 and NFPA 1072; and AHJ SOP/Gs for hazardous materials operations.

Step	Skill	Experience	Training
1	The IC can appoint an assistant FDSO or a hazardous materials technician.	☐	☐
2	The FDSO demonstrates the ability to identify hazardous materials incident resource needed.	☐	☐
3	The FDSO demonstrates the ability to forecast stabilization strategies.	☐	☐

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JOB PERFORMANCE REQUIREMENT

STANDARD: 5.5.2 **TASK:** Prepare a safety plan that identifies corrective or preventive actions.

PERFORMANCE OUTCOME: The Fire Department Safety Officer shall prepare a safety plan that identifies corrective or preventive actions, so that safety data is obtained, an incident safety plan is developed with coordinating documentation, elements of the plan are incorporated in the IAP, changes in incident safety conditions are noted and reported, judgement is offered to the IC for the establishment of control zone(s) and exclusion zone(s), safety and PPE elements of 29 CFR 1910.120 are met, and assistant FDSOs are appointed as necessary.

CONDITIONS: The applicant will complete all elements.

EQUIPMENT REQUIRED: Given a hazmat incident, IAP that includes situation and resource status information, an incident safety analysis form (ICS form 215A or its equivalent), weather condition information, special technical data (such as safety data sheets and topographical information, blueprints, and building drawings), and predetermined incident information.

Step	Skill	Experience	Training
1	Safety data is obtained.	☐	☐
2	An incident safety plan is developed with coordinating documentation.	☐	☐
3	Elements of the plan are incorporated in the IAP.	☐	☐
4	Changes in incident safety conditions are noted and reported.	☐	☐
5	Judgement is offered to the IC for the establishment of control zone(s) and exclusion zone(s).	☐	☐
6	Safety and appropriate PPE elements of 29 CFR 1910.120 are met.	☐	☐
7	Assistant FDSOs are appointed as necessary.	☐	☐
8	The FDSO demonstrates critical identification, analysis, and judgment abilities.	☐	☐
9	The FDSO demonstrates the ability to communicate safety issues within the command structure.	☐	☐
10	The FDSO demonstrates the ability to read/edit technical documentation.	☐	☐

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JOB PERFORMANCE REQUIREMENT

STANDARD: 5.5.3 **TASK:** Deliver a safety briefing for hazardous materials incident response members.

PERFORMANCE OUTCOME: The Fire Department Fire Department Safety Officer shall deliver a safety briefing for hazardous materials incident response members, so that critical information such as expected hazards, PPE requirements, established zones, decontamination procedures, emergency procedures, air monitoring, medical surveillance, and chain-of-command elements are communicated.

CONDITIONS: The applicant will complete all elements.

EQUIPMENT REQUIRED: Given a hazmat incident or scenario.

Step	Skill	Experience	Training
1	Critical information such as expected hazards, PPE requirements, established zones, decontamination procedures, emergency procedures, air monitoring, medical surveillance, and chain-of-command elements are communicated.	☐	☐
2	The FDSO demonstrates the ability to communicate critical messages in written and oral formats.	☐	☐

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JOB PERFORMANCE REQUIREMENT			
STANDARD: 5.5.4	TASK: Identify that hazardous materials incident control zones have been established and communicated to personnel on the scene.		
PERFORMANCE OUTCOME: The Fire Department Fire Department Safety Officer shall identify that hazardous materials incident control zones have been established and communicated to personnel on the scene, so that responders can identify marked control zones, which must be inclusive of no-entry zones, hot zones, hazard reduction zones, support zones, and corridors.			
CONDITIONS: The applicant will complete all elements.			
EQUIPMENT REQUIRED: Given a hazardous materials incident and SOP/Gs.			
Step	Skill	Experience	Training
1	Responders can identify marked control zones, which must be inclusive of no-entry zones, hot zones, hazard reduction zones, support zones, and corridors.	☐	☐
2	The FDSO demonstrates the ability to adapt zoning strategies to individual incident challenges such as topography, weather, and resource variants.	☐	☐
Comments:			

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JOB PERFORMANCE REQUIREMENT			
STANDARD: 5.6.1	TASK: Conduct a safety and health investigative process.		
PERFORMANCE OUTCOME: The Fire Department Safety Officer shall conduct a safety and health investigative process, so that the chain of evidence is started and maintained, critical incident data elements are collected, potential witnesses are identified, applicable SOP/Gs are identified for review, and gathered information is documented and prepared for the FDSO or investigative continuance as established by the AHJ policies and SOP/Gs.			
CONDITIONS: The applicant will complete all elements.			
EQUIPMENT REQUIRED: Given an incident or planned event, using applicable documents and techniques.			
Step	Skill	Experience	Training
1	The chain of evidence is started and maintained.	☐	☐
2	Critical incident data elements are collected.	☐	☐
3	Potential witnesses are identified.	☐	☐
4	Applicable SOP/Gs are identified for review.	☐	☐
5	Gathered information is documented and prepared for the FDSO or investigative continuance as established by the AHJ policies and SOP/Gs.	☐	☐
6	The FDSO demonstrates the ability to analyze information from different data sources.	☐	☐
7	The FDSO demonstrates the ability to identify equipment and materials that might be considered evidence.	☐	☐
8	The FDSO demonstrates the ability to interact with or interview personnel associated with the incident, often under conditions of personal stress.	☐	☐
9	The FDSO demonstrates the ability to complete safety investigation documentation.	☐	☐
10	The FDSO demonstrates the ability to identify cause(s) of injury, death, or property damage.	☐	☐
11	The FDSO demonstrates the ability to determine corrections to prevent similar losses in the future.	☐	☐
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JOB PERFORMANCE REQUIREMENT

STANDARD: 5.7.1 **TASK:** Prepare a written post-incident analysis (PIA) from the FDSO perspective.

PERFORMANCE OUTCOME: The Fire Department Fire Department Safety Officer shall prepare a written post-incident analysis (PIA) from the FDSO perspective, so that safety and health issues, best safety practices, deviations from SOP/Gs established by the AHJ, and recommendations for future events are documented.

CONDITIONS: The applicant will complete all elements.

EQUIPMENT REQUIRED: Given a witnessed incident, exercise, or planned event.

Step	Skill	Experience	Training
1	Safety and health issues are documented.	☐	☐
2	Best safety practices are documented.	☐	☐
3	Deviations from SOP/Gs established by the AHJ are documented.	☐	☐
4	Recommendations for future events are documented.	☐	☐
5	The FDSO demonstrates the ability to transfer incident observations into field notes and document5 field notes into a formal PIA structure.	☐	☐

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JOB PERFORMANCE REQUIREMENT

STANDARD: 5.7.2 **TASK:** Report observations, concerns, and recommendations.

PERFORMANCE OUTCOME: The Fire Department Fire Department Safety Officer shall report observations, concerns, and recommendations, so that safety and health issues, best safety practices, deviations from SOP/Gs established by the AHJ, and recommendations for future events are communicated to the AHJ.

CONDITIONS: The applicant will complete all elements.

EQUIPMENT REQUIRED: Given a witnessed incident or planned event and PIA group setting.

Step	Skill	Experience	Training
1	Safety and health issues are communicated to the AHJ.	☐	☐
2	Best safety practices are communicated to the AHJ.	☐	☐
3	Deviations from SOP/Gs established by the AHJ are communicated to the AHJ.	☐	☐
4	Recommendations for future events are communicated to the AHJ.	☐	☐
5	The FDSO demonstrates active listening skills.	☐	☐
6	The FDSO demonstrates the ability to compose and relay constructive information in a group setting.	☐	☐

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