

FIRE PREVENTION INSPECTOR I

Candidate Practicum Handbook



Office of the Illinois State Fire Marshal

2022

The Practicum Module – Fire Inspector I

The Practicum Phase is designed to allow the applicant the ability to demonstrate the skills and knowledge necessary to identify multiple code violations while they perform various field inspections. This course follows NFPA 1031. Evaluations of your submittals will be based on Chapter 4 for Fire Inspector I, IFSTA Fire Inspection and Code Enforcement, 8th edition, the International Building and Fire Codes, the NFPA standards, as well as the current adopted local codes/ordinances of the applicant. The practicum shall include the five (5) inspections with each having multiple violations and their correlating code citations, as well as the complaint narrative that includes the referenced code and the resolution. Any supporting documents or records of other practical skills shall be documented and retained in the training file of the candidate and may be reviewed by the Illinois Office of the State Fire Marshal (OSFM) staff at any time.

In the Fire Inspector I practicum you will be required to inspect five (5) of the seven (7) specific occupancy types listed below. You will be expected to inspect and provide a detailed account of your findings, including the code sections of the violations cited. The five required inspections must serve as a reflection of the types of occupancies normally found within your jurisdiction. If you are unable to provide these, you may perform inspections in another municipality with prior approval from OSFM. Of the inspections conducted, at least one must be equipped with a fire alarm system, and/or an automatic sprinkler system, and/or a hood and duct suppression system.

Required Occupancy Inspections:

Assembly Occupancy (Over 50 occupants)
Business Occupancy
Educational Occupancy
Healthcare Occupancy
Mercantile Occupancy (Over 5,000 sq.ft.)
Residential Occupancy (Multi-family)
Storage Occupancy (Over 20,000 sq.ft)

In addition to the five (5) field inspections, you will be required to detail your account of a complaint investigation. The complaint investigation shall include:

- Nature of the complaint
- Process used to handle the complaint
- What code(s) are in question
- How the complaint was resolved

Upon completion, submit your documentation of the inspections and complaint **on the OSFM portal**, it must contain an authorized signature of the Fire Chief, Prevention Chief or the Training Officer.

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Name of Occupancy _____ Date _____

Address _____ City _____

Type of Occupancy _____

Square Footage _____ Height of Building _____ Type of Construction _____


Fire Alarm System _____ Sprinkler System _____ Hood System _____


Occupant load _____ Travel Distance to exit(s) _____ Any dead end corridors _____

Codes & Standards Applied _____

Inspection narrative: _____

Violations	Code Sections
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Inspector  Signature _____ Date _____

Fire Chief / Bureau Supervisor  Signature _____ Date _____

The Practicum Module - Fire Inspector I Example

Name of Occupancy A-Z Health Date 1-28-2022

Address 1221 Main Street City Anywhere, IL

Type of Occupancy Healthcare

Square Footage 16,500 Height of Building 2 stories Type of Construction II

Fire Alarm System Yes Sprinkler System Yes Hood System No

Occupant load 126 Travel Distance to exit(s) 75 Any dead end corridors No

Codes & Standards Applied 2015 ICC Series and referenced NFPA standards

Inspection narrative: Performed the annual inspection of the Healthcare facility with the
Manager in a systematic process and documented all of the violations that were identified.
Violations were explained to the Manager and she was advised that we would return for a
re-inspection in 30 days.

Violations	Code Sections
<u>Lock Box Keys not working</u>	<u>IFC 506.2</u>
<u>Extension Cord in staff lounge</u>	<u>IFC 605.5</u>
<u>Fire Extinguisher in the Mechanical Room not certified</u>	<u>IFC 906.2</u>
<u>Fire Department Connection Signage</u>	<u>NFPA 1 10.11.1.1</u>
<u>Fire Extinguishers need annual certification</u>	<u>NFPA 10 906.2</u>
<u>Annual Sprinkler System Test Required</u>	<u>NFPA 25 5.2.4</u>
<u>Emergency Lighting needs service</u>	<u>NFPA 101 7.9</u>

Inspector _____ Signature _____ Date _____

Fire Chief / Bureau Supervisor _____ Signature _____ Date _____

Fire Inspector I – JPR’s

The following Inspector I JPR’s are from NFPA 1031, Chapter 4. Upon completion and documentation of the JPR’s, the five required inspections with multiple code correlated violations (utilizing the form above and/or a fire inspection report) and a complaint narrative citing the applicable code section(s) shall be submitted through the portal for review. The Practicum will either be approved as submitted, or returned with comments indicating what corrections/modifications are needed in order to resubmit it for final approval. In addition to the above, the remaining JPR’s shall be documented and retained in the training file of the Fire Inspector I Candidate. The training file must be retained for the certification duration and available to members of the OSFM PS&E Staff for review.

4.2.1 Prepare inspection reports, given agency policy and procedures, and observations from an assigned field inspection, so that the report is clear and concise and reflects the findings of the inspection in accordance with the applicable codes and standards and the policies of the jurisdiction.

4.2.4* Investigate common complaints, given a reported situation or condition, so that complaint information is recorded, the AHJ-approved process is initiated, and the complaint is resolved.

4.2.5* Identify the applicable code or standard, given a fire protection, fire prevention, or life safety issue, so that the applicable document, edition, and section are referenced.

4.3 Field Inspection. This duty involves fire safety inspections of new and existing structures and properties for construction, occupancy, fire protection, and exposures, according to the following job performance requirements.

4.3.1 Identify the occupancy classification of a single-use occupancy, given a description of the occupancy and its use, so that the classification is made according to applicable codes and standards.

4.3.2 Compute the allowable occupant load of a single-use occupancy or portion thereof, given a detailed description of the occupancy, so that the calculated allowable occupant load is established in accordance with applicable codes and standards.

4.3.3* Inspect means of egress elements, given observations made during a field inspection of an existing building, so that means of egress elements are maintained in compliance with applicable codes and standards and deficiencies are identified, documented, and reported in accordance with the applicable codes and standards and the policies of the jurisdiction.

4.3.4* Verify the type of construction for an addition or remodeling project, given field observations or a description of the project and the materials being used, so that the construction type is identified and recorded in accordance with the applicable codes and standards and the policies of the jurisdiction.

4.3.5* Determine the operational readiness of existing fixed fire suppression systems, given test documentation and field observations, so that the systems are in an operational state, maintenance is documented, and deficiencies are identified, documented, and reported in accordance with the applicable codes and standards and the policies of the jurisdiction.

4.3.6* Determine the operational readiness of existing fire detection and alarm systems, given test documentation and field observations, so that the systems are in an operational state, maintenance is documented, and deficiencies are identified, documented, and reported in accordance with the policies of the jurisdiction.

4.3.7* Determine the operational readiness of existing portable fire extinguishers, given field observations and test documentation, so that the equipment is in an operational state, maintenance is documented, and deficiencies are identified, documented, and reported in accordance with the policies of the jurisdiction

4.3.8* Recognize hazardous conditions involving equipment, processes, and operations, given field observations, so that the equipment, processes, or operations are conducted and maintained in accordance with applicable codes and standards and deficiencies are identified, documented, and reported in accordance with the applicable codes and standards and the policies of the jurisdiction.

4.3.9 Compare an approved plan to an existing fire protection system, given approved plans and field observations, so that any modifications to the system are identified, documented, and reported in accordance with the applicable codes and standards and the policies of the jurisdiction.

4.3.10* Verify that emergency planning and preparedness measures are in place and have been practiced, given field observations, copies of emergency plans, and records of exercises, so that plans are prepared and exercises have been performed in accordance with applicable codes and standards and deficiencies are identified, documented, and reported in accordance with the applicable codes and standards and the policies of the jurisdiction.

4.3.11* Inspect emergency access for an existing site, given field observations, so that the required access for emergency responders is maintained and deficiencies are identified, documented, and corrected in accordance with the applicable codes, standards, and policies of the jurisdiction.

4.3.12* Verify code compliance for incidental storage, handling, and use of flammable and combustible liquids and gases, given field observations and inspection guidelines from the AHJ, so that applicable codes and standards are addressed and deficiencies are identified, documented, in accordance with the applicable codes and standards and the policies of the jurisdiction.

4.3.13* Verify code compliance for incidental storage, handling, and use of hazardous materials, given field observations, so that applicable codes and standards for each hazardous material encountered are addressed and deficiencies are identified, documented, and reported in accordance with the applicable codes and standards and the policies of the jurisdiction.

4.3.14 Recognize a hazardous fire growth potential in a building or space, given field observations, so that the hazardous conditions are identified, documented, and reported in accordance with the applicable codes and standards and the policies of the jurisdiction.

4.3.15* Determine code compliance, given the codes, standards, and policies of the jurisdiction and a fire protection issue, so that the applicable codes, standards, and policies are identified and compliance is determined.

4.3.16 Verify fire flows for a site, given fire flow test results and water supply data, so that required fire flows are in accordance with applicable codes and standards and deficiencies are identified, documented, and reported in accordance with the applicable codes and standards and the policies of the jurisdiction.