

NFPA 1002

Driver/Operator Performance Skill Sheets

Practical Skills Checklist:

#	Objective	Reference	Task	<input checked="" type="checkbox"/>
4.2 PREVENTATIVE MAINTENANCE				
1. (A)	4.2.1	Visual and Operational Checks	Perform visual and operational checks and document	<input type="checkbox"/>
(B)	4.2.2	Document Checks		
4.3 DRIVING/OPERATING				
2.	4.3.1	Driving/Operating	Drive on public roadways on a set course	<input type="checkbox"/>
3.	4.3.2	Backing	Back into a confined area	<input type="checkbox"/>
4.	4.3.3	Maneuvering	Maneuver through serpentine driving course	<input type="checkbox"/>
5.	4.3.4	Three-point Turn	Turn vehicle 180 degrees in a confined space	<input type="checkbox"/>
6.	4.3.5	Diminishing Lane	Maneuver through diminishing lane	<input type="checkbox"/>
7.	4.3.6	Defensive Driving	Make emergency response on closed course	<input type="checkbox"/>
8.	4.3.7	Fixed Vehicle Systems and Equipment	Operate fixed systems and equipment on the vehicle	<input type="checkbox"/>
4.4 FIRE DEPARTMENT COMMUNICATIONS				
9.	4.4.1	Initiate the Response to a Reported Emergency	Operate fire department communications equipment	<input type="checkbox"/>
10.	4.4.2	Receive a Telephone Call	Operate fire station telephone and intercom equipment	<input type="checkbox"/>
11.	4.4.3	Transmit and Receive Messages	Operate radio equipment	<input type="checkbox"/>
12.	4.4.4	Activate Emergency Procedures	Activate emergency procedures in accordance with the department SOPs	<input type="checkbox"/>
			Pass/Fail	<input type="checkbox"/>

EVALUATOR NOTE:

- Skill #'s 1 & 2, Objectives 4.2.1, 4.2.2 and 4.3.1 are Mandatory
- Selection of five from the remaining Skills #3-12 will be evaluated

Planning Page:

4.2 PREVENTATIVE MAINTENANCE

Skill #1(A) & (B) - Preventative Maintenance

1002 Driver/Operator (2017 Edition)

Objectives: 4.2.1 and 4.2.2

Perform routine tests, inspections, and servicing functions on the systems and components specified in the following list, given a fire department vehicle and its manufacturer's specifications, so that the operational status of the vehicle is verified. **(4.2.1)**

Document the routine tests, inspections, and servicing functions, given maintenance and inspection forms, so that all items are checked for operation and deficiencies are reported. **(4.2.2)**

Tasks: You (the candidate) will carry out routine tests, inspections, and servicing of an apparatus equipped with a fire pump to ensure the vehicle is operational. You will document your inspection and findings according to your Department's SOP's. **(4.2.1 and 4.2.2)**

Read to candidate prior to evaluation.

Setting: Fire Hall

Tools/Equipment: Apparatus equipped with a fire pump, Department SOPs

Attainment Standard: Successful completion of the Steps listed below.

Requisite Skill	Elements/Steps	FIRST TEST		RETEST	
		Pass	Fail	Pass	Fail
1. Perform Routine Tests, Inspections, and Servicing					
<ul style="list-style-type: none"> The ability to use hand tools Recognize system problems Correct any deficiency noted according to policies and procedures 	<p>Battery (ies)</p> <ul style="list-style-type: none"> Check fluid level and corrosion (if maintenance free, check indicator for correct color) <p>Braking system</p> <ul style="list-style-type: none"> Check braking system for fluid level/drain air tanks of water <p>Coolant system</p> <ul style="list-style-type: none"> Check system for fluid level, leaks, cleanliness <p>Electrical system</p> <ul style="list-style-type: none"> Check system for corrosion and tight connections Fuel Check fuel level - add fuel per SOP's 				

Skill #1 continued...

Requisite Skill	Elements/Steps	FIRST TEST		RETEST	
		Pass	Fail	Pass	Fail
	<p>Hydraulic fluids</p> <ul style="list-style-type: none"> • Check fluid level and for leaks <p>Oil (motor)</p> <ul style="list-style-type: none"> • Check level, colour, odour • Check level, colour, odour <p>Tires</p> <ul style="list-style-type: none"> • Check pressure • Inspect tires for wear and cracks • Inspect lugs, studs, valve stem <p>Steering systems</p> <ul style="list-style-type: none"> • Check adjustment • Check excess play <p>Belts</p> <ul style="list-style-type: none"> • Inspect for correct play, checking and wear <p>Tools, appliances and equipment</p> <ul style="list-style-type: none"> • Ensure assigned equipment is loaded as per local SOP's Pump Gearbox • Check for fluid level and traces of water 				
2.	Document Routine Tests, Inspections, and Servicing				
	<ul style="list-style-type: none"> • Document tests, inspections, and servicing as per local SOP's 				
PASS/FAIL					

4.3 DRIVING/OPERATING

Instructions for Skill #'s 2-8, Objectives: 4.3.1, 4.3.2, 4.3.3, 4.3.4, 4.3.5, 4.3.6, 4.3.7

In this exercise you will safely drive a department vehicle over a predetermined course on public roads. In addition, you are required to complete a set of driving maneuvers on a closed course. Each driving task will be discussed with you in detail before the evaluation of that task begins

The candidate will safely and successfully drive a department vehicle over a predetermined course on public roadways in a non-emergency response as well as complete a set of specified maneuvers on a closed course.

- Predetermined course on public roadways as detailed in **Skill #2, Objective 4.3.1.**
- Closed paved driving area of sufficient size to accommodate the exercises detailed in **Skill #'s 3-8, Objectives 4.3.2 - 4.3.7**

Tools/Equipment: Fire Department vehicle, traffic cones, secure driving area and personnel to act as spotters

Skill #2 – Driver/Operator

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Objective 4.3.1 Driving/ Operating – **MANDATORY SKILL**

Operate a fire department vehicle, given a vehicle and a predetermined route on a public way that incorporates the maneuvers and features, specified in the following list, that the driver/operator is expected to encounter during normal operations, so that the vehicle is operated in compliance with all applicable state and local laws, departmental rules and regulations, and the requirements of NFPA 1500, section 4.2.

Task: The ability to operate passenger restraint devices; maintain safe following distances; maintain control of the vehicle while accelerating, decelerating, and turning, given road, weather, and traffic conditions; operate under adverse environmental or driving surface conditions; and use automotive gauges and controls.

Setting: Predetermined route

Tools/Equipment: Access to public roadways

Attainment Standard: Successful completion of the steps listed below.

Requisite Skill	Elements/Steps	FIRST TEST		RETEST	
		Pass	Fail	Pass	Fail
1. Assess Structural Conditions					
<ul style="list-style-type: none"> • The ability to operate passenger restraint devices • Maintain safe following distances • Maintain control of the vehicle while accelerating, decelerating, and turning, given road, weather, and traffic conditions • Operating under adverse environmental or driving surface conditions • Use of automotive gauges and controls <p>Note: Course must be comprised of:</p> <ul style="list-style-type: none"> • Four left turns and four right turns. • A straight section of urban business street or a two-lane rural road at least 1.6 long 	<ul style="list-style-type: none"> • Correctly operate passenger restraint devices • Maintain safe following distances • Maintain control of the vehicle while accelerating, decelerating, and turning, given road, weather, and traffic conditions • Operate safely under adverse environmental or driving surface conditions • Correct use of automotive gauges and controls • Look (l then r) yield to right or full stop as required • Maintains lane integrity • Obey signs, right of way, merge into/out of traffic 				

Skill #2 continued...

Requisite Skill	Elements/Steps	FIRST TEST		RETEST	
		Pass	Fail	Pass	Fail
<ul style="list-style-type: none"> • One through-intersection and two intersections where a stop has to be made • One railroad crossing. • One curve left or right. • A section of limited-access highway that includes a conventional ramp entrance and exit and a section of road long enough to allow two lane changes • A downgrade steep enough and long enough to require down-shifting and braking • An upgrade steep enough and long enough to require gear changing to maintain speed • Underpass or a low clearance or bridge. 	<ul style="list-style-type: none"> • Proper signals, shoulder/mirror checks used • Smooth acceleration/deceleration posted limit not exceeded • Vehicle not lugging • Knows height/clearance dimensions of vehicle 				
PASS/FAIL					

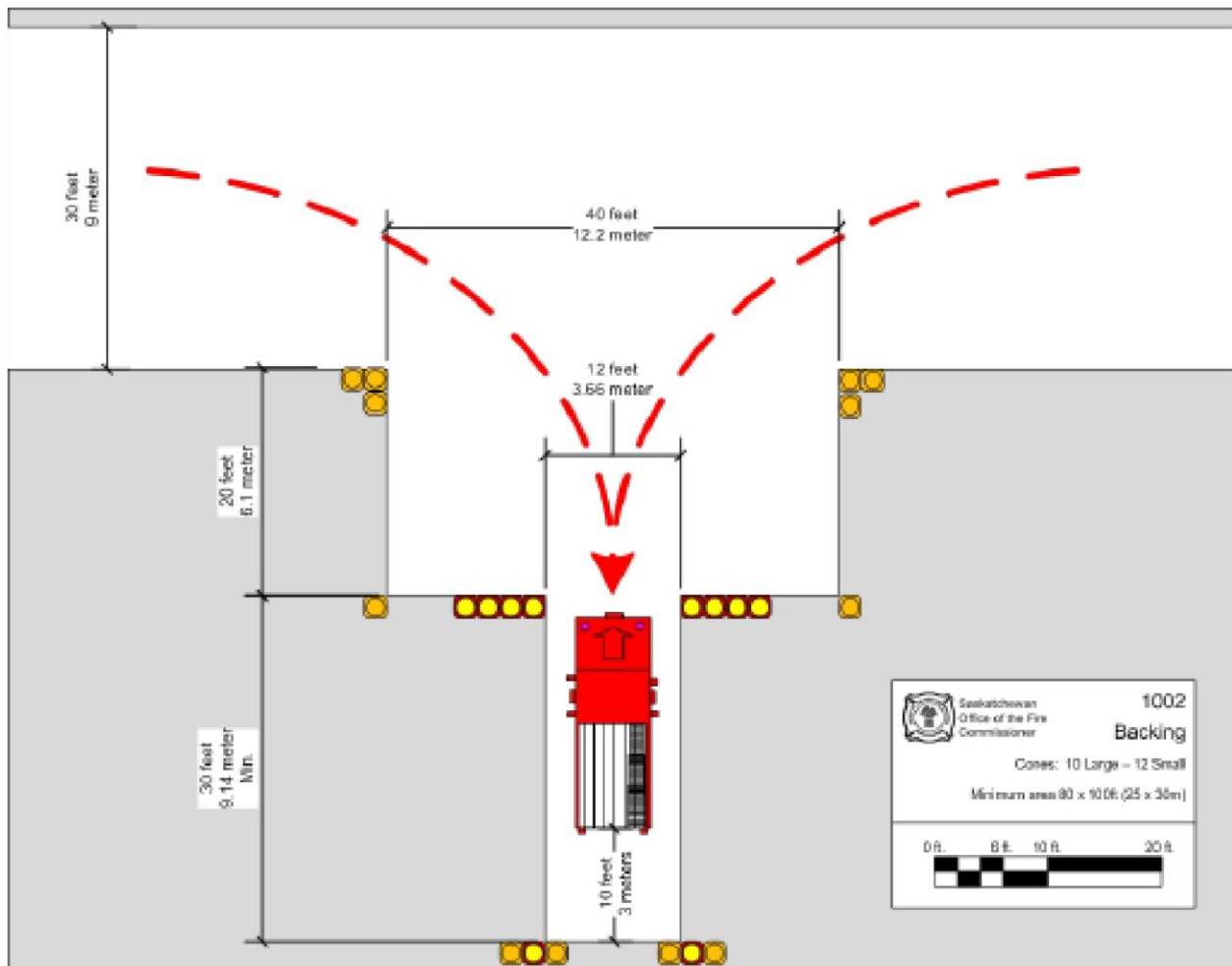
Skill #3 – Driver/Operator

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Objective 4.3.2 Backing

Back a vehicle from a roadway into restricted spaces on both the right and left sides of the vehicle, given a fire department vehicle, a spotter, and restricted spaces 3.7 m (12 ft) in width, requiring 90-degree right-hand and left-hand turns from the roadway, so that the vehicle is parked within the restricted areas without having to stop and pull forward and without striking obstructions

Requisite Skill	Elements/Steps	FIRST TEST		RETEST	
		Pass	Fail	Pass	Fail
1. Backing					
<ul style="list-style-type: none"> The ability to use mirrors Judge vehicle clearance Note: In a safe area set up driving course as per diagram below 	<ul style="list-style-type: none"> Correct use of mirrors Judge vehicle clearance No stopping except at end point 				
PASS/FAIL					



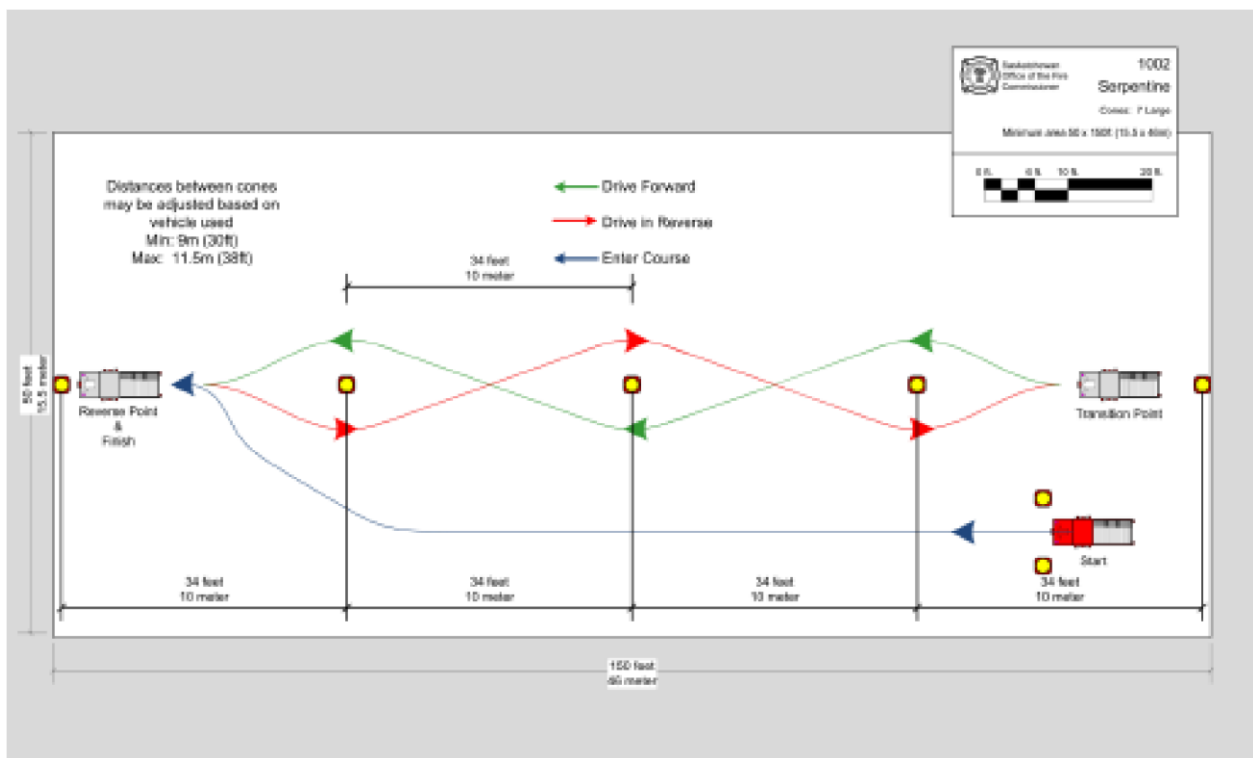
Skill #4 – Maneuvering

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Objective 4.3.3 Maneuvering

Maneuver a vehicle around obstructions on a roadway while moving forward and in reverse, given a fire department vehicle, a spotter for backing, and a roadway with obstructions, so that the vehicle is maneuvered through the obstructions without stopping to change the direction of travel and without striking the obstructions

Requisite Skill	Elements/Steps	FIRST TEST		RETEST	
		Pass	Fail	Pass	Fail
1. Maneuvering					
<ul style="list-style-type: none"> The ability to use mirrors Judge vehicle clearance Note: In a safe area set up driving course as per diagram below 	<ul style="list-style-type: none"> Correct use of mirrors Judge vehicle clearance No stopping in serpentine section of the course 				
PASS/FAIL					



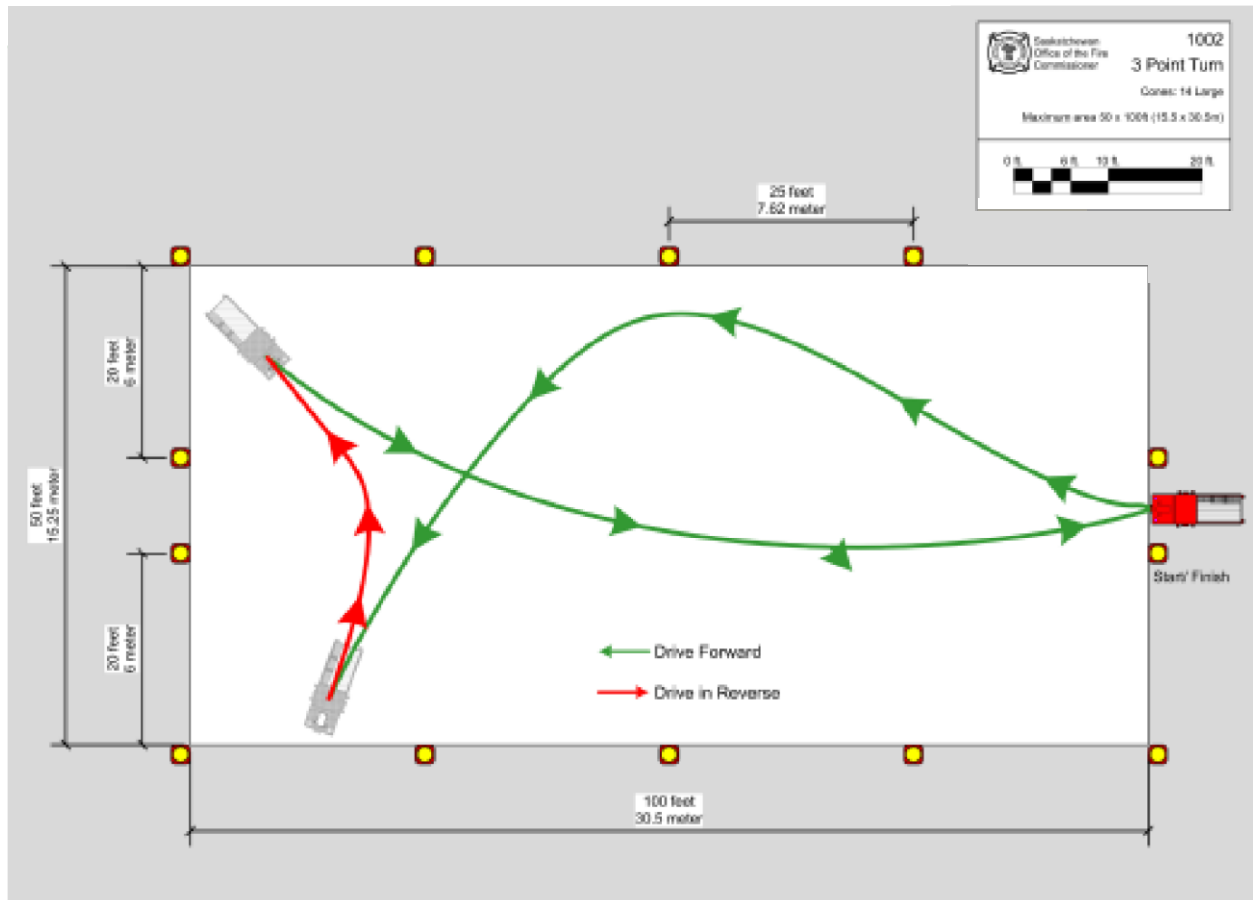
Skill #5 – Three Point Turn

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Objective 4.3.4 Three Point Turn

Turn a fire department vehicle 180 degrees within a confined space, given a fire department vehicle, a spotter for backing up, and an area in which the vehicle cannot perform a U-turn without stopping and backing up, so that the vehicle is turned 180 degrees without striking obstructions within the given space.

Requisite Skill	Elements/Steps	FIRST TEST		RETEST	
		Pass	Fail	Pass	Fail
1. Three Point Turn					
<ul style="list-style-type: none"> The ability to use mirrors Judge vehicle clearance Note: In a safe area set up driving course as per diagram below 	<ul style="list-style-type: none"> Correct use of mirrors Judge vehicle clearance No stopping except at reversing points 				
PASS/FAIL					



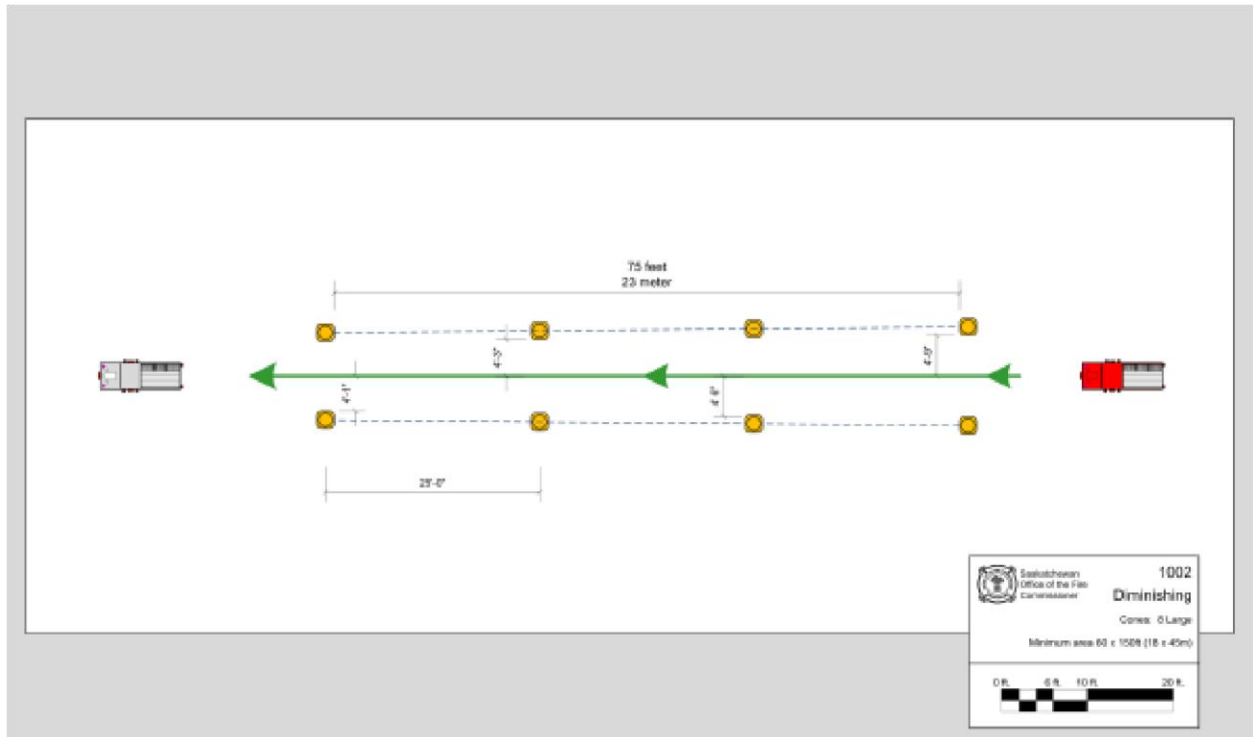
Skill #6 – Diminishing Clearance

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Objective 4.3.5 Diminishing Clearance

Maneuver a fire department vehicle in areas with restricted horizontal and vertical clearances, given a fire department vehicle and a course that requires the operator to move through areas of restricted horizontal and vertical clearances, so that the operator accurately judges the ability of the vehicle to pass through the openings and so that no obstructions are struck

Requisite Skill	Elements/Steps	FIRST TEST		RETEST	
		Pass	Fail	Pass	Fail
1. Diminishing Lane					
<ul style="list-style-type: none"> The ability to use mirrors Judge vehicle clearance Note: In a safe area set up driving course as per diagram below 	<ul style="list-style-type: none"> Correct use of mirrors Judge vehicle clearance No stopping 				
PASS/FAIL					



Skill #7 – Defensive Driving

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Objective 4.3.6 Emergency Response

Operate a vehicle using defensive driving techniques under emergency conditions, given a fire department vehicle and emergency conditions, so that control of the vehicle is maintained

Requisite Skill	Elements/Steps	FIRST TEST		RETEST	
		Pass	Fail	Pass	Fail
1. Emergency Response					
<ul style="list-style-type: none"> • The ability to operate passenger restraint devices • Maintain safe following distances • Maintain control of the vehicle while accelerating, decelerating, and turning, given road, weather, and traffic conditions • Operating under adverse environmental or driving surface conditions • Use of automotive gauges and controls 	<ul style="list-style-type: none"> • Use defensive driving techniques • Correctly operate passenger restraint devices • Maintain safe following distances • Maintain control of the vehicle while accelerating, decelerating, and turning, given road, weather, and traffic conditions • Operate under adverse environmental or driving surface conditions • Use of automotive gauges and controls • Operate vehicle in accordance with local SOP's 				
	PASS/FAIL				

Skill #8 – Fixed Vehicle Systems and Equipment

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Objective 4.3.7 Fixed Systems

Operate all fixed systems and equipment on the vehicle not specifically addressed elsewhere in this standard, given systems and equipment, manufacturer's specifications and instructions, and departmental policies and procedures for the systems and equipment, so that each system or piece of equipment is operated in accordance with the applicable instructions and policies.

Requisite Skill	Elements/Steps	FIRST TEST		RETEST	
		Pass	Fail	Pass	Fail
1. Fixed Vehicle Systems and Equipment					
<ul style="list-style-type: none"> The ability to deploy, energize, and monitor the system or equipment Recognize and correct system problems 	<ul style="list-style-type: none"> As per local SOP's As per manufactures' instructions 				
	PASS/FAIL				

FIRE DEPARTMENT COMMUNICATIONS

Skill #9 – Initiate the Response to a Reported Emergency

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Objective: 4.4.1

Initiate the response to a reported emergency, given the report of an emergency, fire department SOP's, and communications equipment, so that all necessary information is obtained, communications equipment is operated correctly, and the information is relayed promptly and accurately to the dispatch center.

Tasks: In this task you will receive a simulated emergency phone call, collect and record all necessary information and use Department radios to dispatch a response. **(4.4.1)**

Read to candidate prior to evaluation.

Performance Conditions: The candidate will complete assigned tasks during a simulated emergency

Setting: FD communications base or as appropriate

Tools/Equipment: Base or portable radio

Attainment Standard: Successful completion of the Steps listed below.

Requisite Skill	Elements/Steps	FIRST TEST		RETEST	
		Pass	Fail	Pass	Fail
1. Operate Fire Department Communications Equipment					
Ability to operate fire department communications equipment	<ul style="list-style-type: none"> • Answered fire department telephone • Identified fire department and self • Asks questions to get all necessary information in accordance with local SOP's 				
2. Relay Information					
	<ul style="list-style-type: none"> • Provides dispatch with accurate data 				
3. Record information					
	<ul style="list-style-type: none"> • Recorded type and address of incident being reported • Recorded caller's name and telephone number 				
PASS/FAIL					

Skill #10 – Receive a Telephone Call

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Objective: 4.4.2

Receive a telephone call, given a fire department phone, so that procedures for answering the phone are used and the caller's information is relayed.

Tasks: In this task you will receive a non-emergency phone call. Use your Department's SOP's or procedures to take a message and relay it to the appropriate person by a note or over an intercom.

(4.4.2)

Read to candidate prior to evaluation.

Performance Conditions: The candidate will complete assigned tasks during normal business hours at the Department.

Setting: FD communications base or as appropriate

Tools/Equipment: Telephone, note paper or message pad

Attainment Standard: Successful completion of the Steps listed below

Requisite Skill	Elements/Steps	FIRST TEST		RETEST	
		Pass	Fail	Pass	Fail
1. Receive A Telephone Call					
Ability to operate fire station telephone and intercom equipment	<ul style="list-style-type: none"> • Answered fire department phone • Record message • Transferred call or forwarded message 				
PASS/FAIL					

Skill #11 – Transmit and Receive Messages

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Objective: 4.4.3

Transmit and receive messages via the department radio, given a fire department radio and operating procedures, so that the information is accurate, complete, clear and relayed within the time established by the AHJ.

Tasks: In this task you will receive a situation report to be transmitted by radio to another Department member. You must relay an accurate, complete and clear message. **(4.4.3)**

Read to candidate prior to evaluation.

Performance Conditions: The candidate will complete assigned tasks during a simulated emergency response.

Setting: FD communications base or as appropriate

Tools/Equipment: Base or portable radio, crew member to act a receiving party

Attainment Standard: Successful completion of the Steps listed below.

Requisite Skill	Elements/Steps	FIRST TEST		RETEST	
		Pass	Fail	Pass	Fail
1. Operate Radio Equipment					
The ability to operate radio equipment	<ul style="list-style-type: none"> Select assigned frequency Holds microphone correctly Spoke clearly Depresses transmission button during call 				
2. Discriminate Between Routine and Emergency Traffic					
The ability to discriminate between routine and emergency traffic	<p><i>Routine Traffic</i></p> <ul style="list-style-type: none"> Rotate the selector knob to the assigned frequency. Monitor radio traffic until the air is clear Hold the microphone in transmit position, 1 to 2 inches from your mouth Depress the transmit button, holding down until finished with the transmission. Transmit a routine traffic message using department codes and local SOP's. 				

Skill #11 continued...

Requisite Skill	Elements/Steps	FIRST TEST		RETEST	
		Pass	Fail	Pass	Fail
The ability to discriminate between routine and emergency traffic	<p><i>Emergency Traffic</i></p> <ul style="list-style-type: none"> • Depress the transmit button, holding down until finished with the transmission. • Announce “emergency traffic” (or departments standard emergency traffic break-in message), interrupting air traffic as necessary. • Wait for Incident Commander (IC) or dispatch to acknowledge. • Transmit emergency traffic message following local SOPs. • Repeat message until Command verifies given information. 				
PASS/FAIL					

Skill #12 – Activate Emergency Procedures

1002 Driver/Operator (2017 Edition)

Objective: 4.4.4

Activate emergency procedures, given an emergency situation and department SOPs, so that emergency actions can be initiated.

Tasks: In this task you will activate an emergency call for assistance as per your local SOPs. **(4.4.4)**

Read to candidate prior to evaluation.

Performance Conditions: The candidate will complete assigned tasks during a simulated emergency response.

Setting: FD communications base or as appropriate

Tools/Equipment: Base or portable radio, crew member to act a receiving party

Attainment Standard: Successful completion of the Steps listed below.

Requisite Skill	Elements/Steps	FIRST TEST		RETEST	
		Pass	Fail	Pass	Fail
1. Operate Radio Equipment					
The ability to initiate an emergency call for assistance in accordance with the AHJ's procedures.	<ul style="list-style-type: none"> Select assigned frequency Holds microphone correctly Spoke clearly Depresses transmission button during call Transmit emergency traffic message following department SOPs 				
2. Proof Reports					
The ability to use other methods of emergency calls for assistance	<ul style="list-style-type: none"> Activate PASS device Activate flashlight and point towards ceiling Make noise with tools 				
PASS/FAIL					