

On behalf of the North Dakota Firefighters Association, I want to welcome you to the Fire Officer One program.

My name is Joe Manchin, I'm a battalion chief of the Fargo Fire Department where I've been for the last twenty five years. I'm also on the Castleton Volunteer Fire Department where I've been a training officer for most of my twenty eight years.

While fire departments were originally established to extinguish fires, they've since evolved into a task force dedicated to preventing fires from occurring in the first place. In this module, we'll take an in-depth look at fire inspections, a topic you're likely already familiar with. As a fire officer, you'll transition from helping conduct inspections to leading the fire department's prevention efforts.

In the lessons of this module, you'll learn about pre-incident planning, fire code enforcement, and of course, fire inspections.

For this section's JPRs, you'll take the lead on a fire inspection and develop a pre-incident plan.

Unfortunately, even the most dedicated departments can't fully prevent community fires. In the second part of this module, you'll learn about the fire officer's role during a fire investigation.

Your JPRs for this section will include submitting a request for an investigation, a plan for establishing a perimeter, and the steps you would take to protect evidence at the scene.

Ready to inspect and investigate?

Let's get started.

In JPR eleven, you'll show your knowledge on two required skills. You must be able to fully describe the procedures of the authority having jurisdiction for conducting fire inspections related to any of the eleven occupancy types.

You must also be able to identify hazards, building construction, alarm systems, and detection or suppression features in any given occupancy so that a pre-incident plan can be developed.

Assuming the role of company officer, you will conduct a fire inspection and record your findings according jurisdiction. For this task, you'll create a detailed and written narrative that is clear and concise. The narrative will state the reason fire inspections are conducted and the fire department's authority to conduct such inspections.

Include details of the building's construction, location of any alarm systems, and detection or suppression features.

Explain how these features are necessary to limit the spread of fire and to help increase life safety.

Create a rough sketch as part of your pre-incident plan, including the building's floor plan and any features related to the fire inspection.

Your fire inspection should be conducted according to your jurisdiction's policies and procedures.

Your narrative will walk the evaluator through the process of conducting an inspection from preparation at the station through final submission of the forms and follow-up communication.

As usual, reference applicable SOPs, SOGs, or policies and forms.

Additionally, you will describe any violations found during your inspection, including actions taken and required follow-up from the building manager or owner.

Carefully read the full JPR document shared on this page to make sure you understand all of the requirements.

There are multiple documents to submit for this section. Your detailed narrative will be written in the student template. The pre-incident plan should include drawings or sketches of the building floor plan's fire safety features. Also, upload any building floor plans and fire safety features.

Also upload any relevant SOPs, SOGs, policies and related documents.

Ask your authority having jurisdiction to review the JPR and your completed documents before signing.

In JPR twelve, you'll show your knowledge on the following required skill, conducting a fire investigation related to a fire incident by securing the incident scene and protecting investigation is needed during a real or simulated fire incident. You will be in charge of ensuring the scene is secured, perimeters are placed, and witness information is collected.

You'll create a detailed written narrative that clearly and concisely outlines your incident report.

In the narrative, explain why fire investigations are necessary and how you determine an investigation was needed for this incident. Include a rough sketch drawing. Collect information on any witnesses including their contact information in case they leave the scene before being interviewed by the investigator.

If your department uses internal investigators, state the policies and procedures used to contact them.

If the state fire marshal needs to be contacted, reference your department's policies and procedures for contacting them.

Carefully read the full JPR document shared on this page to make sure you understand all the requirements.

For this JPR, you will be completing and uploading the student template, SOG, SOP or policy documents, action plans and reports, incident reports and sketches of the scene.

Ask your authority having jurisdiction to review the JPR and your completed documents before signing.