

Prior Learning Assessment and Recognition Form

Fire Inspector

For Local Authority Use

NOTE:

- Local authorities must designate in writing persons or a class of persons as fire inspectors to conduct fire safety inspections.
- Local authorities may designate a fire inspector only if the designated person(s) meets the applicable standard established by the fire commissioner.
- This Prior Learning Assessment and Recognition (PLAR) is for local authority internal use to confirm that each individual person meets the applicable standard established by the fire commissioner.
- The local authority is responsible for filing the PLAR document in accordance with the [Freedom of Information and Protection of Privacy Act \(FOIPPA\)](#) and/or the [Personal Information Protection Act \(PIPA\)](#).
- The local authority should be able to produce this information to the Office of the Fire Commissioner, if requested.

Section 1: Prior Learning Assessment and Recognition Designate Information

Designate First and Last Name:	
Contact Information	
Primary Phone Number:	
Secondary Phone Number:	
Email:	
Is the designate a member of the local authority fire department? (Yes or No)	
If "Yes" indicate Fire Department name	
If "Yes" indicate job position within fire department	Job Position:
If "No", indicate local authority job position and department, or list other organizational affiliation of the candidate.	Job Position:
	Department:
	Other organizational affiliation:

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**Section 2a: Confirmation of Designate Knowledge and Skill Alignment with
Fire Inspector Job Performance Requirements (NFPA Certification)**

Declaration	NFPA Standard	Designate Signature	
I, _____ declare that I am certified to the applicable NFPA standard.	NFPA 1031 (2014) Standard for Professional Qualifications for Fire Inspector and Plan Examiner		Proceed to Section 3
I, _____ declare that I am NOT certified to the applicable NFPA standard.	Proceed to Section 2b		

If the designate can declare that they are certified to the applicable NFPA standard, then proceed directly to Section 3. If the designate is NOT certified to the NFPA standard, complete Section 2b.

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Section 2b: Fire Inspector Job Performance Requirements Confirmation

Section 2b Directions:

- 1. The designate must review all Fire Inspector job performance requirements below.**
- 2. The designate must then confirm they have achieved all Fire Inspector job performance requirements.**

Category	Job performance requirement
General knowledge	<p>Have general knowledge of the purpose and function of the BC Fire Code and the BC Building Code, including</p> <ul style="list-style-type: none">(a) the relationship between the codes,(b) how the codes are to be used by a fire inspector, and(c) how to find relevant information in the codes for the purpose of a basic fire inspection <p>Understanding of how to determine building occupancies</p> <p>Have general knowledge of the Fire Safety Act and specific familiarity with the following parts of the Fire Safety Act:</p> <ul style="list-style-type: none">(a) Part 3 – Fire Hazards(b) Part 4 – Fire Safety Inspections(c) Part 6 – Compliance Monitoring(d) Part 8 – Enforcement(e) Part 9 – Review Process(f) Part 10 – General
Administration	<p>The fire inspector shall be able to develop written correspondence to communicate fire prevention and BC code requirements, so that the correspondence provides an accurate interpretation of applicable codes and standards and is for the intended audience [modified from NFPA 1031 (2014) - 1.3.14]</p> <p>Prepare inspection reports according to the agency's policy and procedures and observations from an assigned field inspection. The reports should be clear and concise and reflect the findings of the inspection in accordance with the</p>

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Category	Job performance requirement
	<p>applicable codes and standards and the policies of the jurisdiction [NFPA 1031 (2014) - 4.2.1]</p> <p>Investigate common complaints, given a reported situation or condition, so that complaint information is recorded, the Authority Having Jurisdiction-approved process is initiated, and the complaint is resolved [NFPA 1031 (2014) – 4.2.4]</p> <p>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 [NFPA 1031 (2014) – 4.2.5]</p>
Field safety inspections	<p>Inspect means-of-egress elements, given observations made during an 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 applicable codes and standards and the policies of the jurisdiction [NFPA 1031 (2014) – 4.3.3]</p> <p>Determine the operational readiness of existing fixed fire suppression systems, given test documentation and inspection 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 [NFPA 1031 (2014) – 4.3.5]</p> <p>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</p>

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Category	Job performance requirement
	<p>identified, documented, and reported in accordance with the applicable codes and standards. (Note: The assistance of a fire alarm expert may be used as required to complete this requirement) [NFPA 1031 (2014) – 4.3.6]</p> <p>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 [NFPA 1031 (2014) – 4.3.7]</p> <p>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 (Note: The assistance of a subject matter expert for a specific hazard may be used as required to complete this requirement) [NFPA 1031 (2014) – 4.3.8]</p> <p>Verify that emergency planning and preparedness measures are in place and that they 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 [NFPA 1031 (2014) – 4.3.10]</p>

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Category	Job performance requirement
	<p>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 [NFPA 1031 (2014) – 4.3.11]</p> <p>Determine code compliance, given the codes, standards, and policies of the jurisdiction and a fire protection issue, so that the applicable code, standards, and policies are identified, and compliance is determined [NFPA 1031 (2014) – 4.3.15]</p>

Declaration	Standard	Designate Signature	
I, _____ declare that I have met all the Fire Inspector individual job performance requirements.	Fire Safety Act Fire Inspector Training Standard		Proceed to Section 3

Section 3: Prior Learning Assessment and Recognition Sign-off

Local Authority Approval of PLAR (Yes or No)	
PLAR Approval Date	(dd/mm/yyyy)
Local Authority Representative Name (Print)	
Local Authority Signature (Sign)	