

MINNESOTA FIRE SERVICE CERTIFICATION PLAN EXAMINER SKILLS TESTING

Plan Examiner (NFPA 1031 2009 Edition



Candidate Guide

MINNESOTA FIRE SERVICE CERTIFICATION PLAN EXAMINER SKILLS TESTING

Expectations:

1. All work shall be original and produced solely by the student.
2. All work shall be of professional quality; proper spelling, grammar, and punctuation with respect to written work and professional/appropriate attire during presentations.
3. Candidates have 60 days from the date of their written examination to complete the practical skills.

Evaluator:

A lead evaluator will be assigned to you. The evaluator will conduct a brief interview with you prior to starting to ensure complete understanding of the process and expectations.

Required Skills:

1. You will be given at least 3 sets of plans; 2 construction plans and either a sprinkler or alarm system plan. You are expected to “mark-up” the actual plan documents using a red colored writing device. These marks shall constitute code deficiencies, irregularities, or exceptions. You are expected to produce a typed document that references each of the “marks” providing justification, explanation, code citation, actions including alternatives, and process to achieve compliance.
2. Upon receipt of the “mark-up” plans and documents a review session will be scheduled with an evaluator.
3. During this review you should bring all of your documents, code books and any other supporting materials and be prepared to “defend” and explain your decisions. This will take a minimum of one hour and a maximum of two hours.
4. To pass the skills portion you will need to demonstrate to the evaluator that you have competency in all of the following skills I through 8. You will demonstrate this via the combination of your marked up plans, documents submitted, and “defense” of your work product with the expert evaluator.

Questions should be directed to Nyle Zikmund via email at nzikmund@sbfmfire.com or phone at 612-860-7442.