Assessment Tool Matrix

FPICOR2204B Follow fire prevention procedures

V8 June 2013

Evidence Legend

O Observation
Q Questioning
TP Third party verification

Element 1	Prepare for fire prevention	Method of Evidence Gathered
1.1	Applicable Occupational Health and Safety (OHS), environmental, legislative and organisational requirements relevant to following fire prevention procedures are identified and followed	Q1,Q3,Q4,OA5,TP1
1.2	Work order is reviewed in the context of fire prevention requirements, checked and clarified with appropriate personnel	Q3,Q13,OA4,TP4,TP5,
1.3	Existing and potential fire risks and hazards are detected and reported to appropriate personnel	Q4,Q26,Q5,Q18,OA3
1.4	Fire extinguishing equipment is selected appropriate to work requirements and fire prevention in line with site requirements	OB1,Q12
1.5	Workplace procedures, work instructions and legislation for fire prevention practices are followed	OA5,OA6,TP7,Q4
1.6	Communication with others is established and maintained in line with OHS requirements	Q16,Q17,OA2,OA4,TP4,

Element 2	Implement fire prevention activities	
2.1	Fire risks and hazards are eliminated or reduced, and reported in accordance with workplace procedures	Q15,Q18,Q19,OA5,TP
2.2	Signs of fire are recognised and alarm raised at appropriate time in line with workplace procedures	TP,Q4,Q15,Q27,OA4,OA5,
2.3	Appropriate fire extinguishing equipment is selected in line with the nature and type of fire expected, checked and properly stored	Q25,OD1,TP6,Q12,Q25,OB1,OB2,OB3,OB4,
2.4	Training and/or professional development is accessed to maintain currency of competence in assessing fires within role and skill to respond to, and in using and/or accessing fire extinguishing equipment	TO BE ASSESSED ON THE DAY
2.5	Appropriate personnel are notified and incident report completed	Q18,Q4,OA5,
2.6	Fire prevention procedures are recorded and reported in line with site procedures	TP7,Q19,Q18,OA5

Required Skills and Knowledge