

FIRE INSPECTOR I

Candidate Handbook

This Fire Inspector I Candidate Handbook contains important program information. Please carefully review this handbook and retain it for reference.





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TABLE OF CONTENTS

TABLE OF CONTENTS	3
NFPA's MISSION	
MISSION OF NFPA CERTIFICATION PROGRAMS	5
FIRE INSPECTOR CERTIFICATION PROGRAM	
PRO BOARD ACCREDITATION	
CFI-I PROGRAM GOALS:	
FEATURES & BENEFITS	
ELIGIBILITY	6
APPLICATIONS & FORMS	6
APPLICATION ACCEPTANCE	
PROGRAM FEES	6
VETERANS AFFAIRS BENEFITS	6
NON-DISCRIMINATION	
SPECIAL ACCOMMODATIONS	6
STEPS TO CERTIFICATION	
REFERENCE MATERIALS	7
EXAM PREPARATION	8
EXAM FORMAT	
EXAM RULES AND PROCEDURES	9
EXAM RESCHEDULING/CANCELATION	9
EXAM SECURITY	10
COPYRIGHT	
EXAM RESULTS	
RETEST	11
CONFIDENTIALITY	
PRACTICUM PHASE	
USE OF YOUR CFI-I CREDENTIAL	
RECERTIFICATION	
RECERTIFICATION AUDIT	
REPLACEMENT CERTIFICATES	
CONTACT INFORMATION	
NFPA CFI-I EXAM WEIGHTED CRITERIA TABLE	
CASE STUDIES FOR CERTIFIED FIRE INSPECTOR	
CASE STUDY 1: BICYCLE MANUFACTURING FACILITY	
QUESTIONS FOR ANALYSIS	23
CASE STUDY 2: APARTMENT BUILDING	
QUESTIONS FOR ANALYSIS	
CASE STUDY 3: AUTOMOTIVE SALES FACILITY	
QUESTIONS FOR ANALYSISCASE STUDY 4: PUBLIC ASSEMBLY	34
QUESTIONS FOR ANALYSIS	
BICYCLE MANUFACTURING FACILITY REFERENCES AND ANSWERS	
APARTMENT BUILDING REFERENCES AND ANSWERS	
AUTOMOTIVE SALES FACILITY REFERENCES AND ANSWERS	
PUBLIC ASSEMBLY REFERENCES AND ANSWERS	
EXAMINATION STUDY GUIDE FOR CERTIFIED FIRE INSPECTOR I	50

STEP 1 - USING THE EXAMINATION STUDY GUIDE	50
STEP 2 - PREPARATION RECOMMENDATIONS	51
STEP 3 - TESTING AND SCORING	53
SAMPLE UN-TIMED EXAMINATION ANSWER KEY	58
STEP 4 - FINAL PREPARATION	60
SAMPLE TIMED EXAMINATION ANSWER KEY	63

NFPA's MISSION

Our vision: We are the leading global advocate for the elimination of death, injury, property and economic loss due to fire, electrical and related hazards.

Our mission: To help save lives and reduce loss with information, knowledge and passion.

MISSION OF NFPA CERTIFICATION PROGRAMS

The overall mission of NFPA's Certification Program is to enhance human and organizational performance as related to the use and application of NFPA codes and standards.

FIRE INSPECTOR CERTIFICATION PROGRAM

The NFPA Fire Inspector Certification Program was created in response to repeated requests by local entities, state agencies, and national organizations for certification programs founded on the *NFPA 1031*, *Standard for Professional Qualifications for Fire Inspector and Plan Examiner*, and other applicable NFPA codes and standards. These requests suggested that NFPA be the main catalyst and ultimate certifying body for such programs. In late 1996, an independent organization conducted research that validated this need, and in 1998 the current fire inspector I certification program became operational.

PRO BOARD ACCREDITATION

NFPA received its Pro Board accreditation on April 1, 2015. CFI-I, CFI-II, and CFPE certifications are now recognized by the Pro Board. Those candidates taking the NFPA exam after April 1, 2015, will be entered into the Pro Board registry and receive a certificate with both the NFPA and Pro Board seals.

CFI-I PROGRAM GOALS:

- Enhance professionalism within the fire inspection community
- Ensure a uniform, fair process for certification that is accessible to everyone who is eligible
- Ensure proficiency in the use of codes and standards
- Facilitate success for those seeking certification
- Promote professional development through continuous learning
- Recognize and provide evidence of competence as related to NFPA 1031, Standard for Professional Qualifications for Fire Inspector and Plan Examiner

FEATURES & BENEFITS

- A Pro Board recognized certification
- Recognition as an expert by your colleagues
- Greater confidence in your abilities
- Improved job performance
- Career advancement opportunities

Certificate holders also receive an NFPA / Pro Board CFI-I certificate that further highlights their accomplishment.

ELIGIBILITY

A candidate for the CFI-I certification must have a high school diploma or the equivalent before being allowed to sit for the exam.

APPLICATIONS & FORMS

For CFI-I candidates applying after 5/18/22, the initial program application and retest application are found in the Certification Management System (CMS) at http://onlinecertification.nfpa.org/nfpassa. Please ensure that you are logged in to your NFPA.org profile before you go to the CMS.

For individuals certified prior to 5/18/22, the retest application is available for download at nfpa.org/cfi.

APPLICATION ACCEPTANCE

An application is accepted only when the following requirements are met:

- The application is completed in the CMS. This includes:
 - Accepting the terms of the Code of Conduct
 - o The certification program fee has been received and processed by the NFPA.

Following the receipt of your CFI-I application form, and examination fee, the NFPA will send you an authorization email with instructions on how to schedule your computer-based exam. A list of test centers may be found at https://www.prometric.com/nfpacert

PROGRAM FEES

\$350 USD for the initial exam. \$150 USD to recertify at the end of each three (3) year certification period. The most up to date fee schedule may be found at nfpa.org/cfi.

VETERANS AFFAIRS BENEFITS

The U.S. Department of Veterans Affairs (VA) has approved the CFI-I certification program for reimbursement of exam fees. Contact your local veterans' affairs office for details.

NON-DISCRIMINATION

NFPA evaluates all CFI-I candidates without regard to race, color, national origin, religion, sex, gender identity (including gender expression), sexual orientation, disability, age, marital status, or family/parental status.

SPECIAL ACCOMMODATIONS

NFPA provides special accommodations in accordance with the Americans with Disabilities Act of 1991 (ADA). If a disability prevents you from taking the exam under standard conditions, you may request special accommodations. Written requests explaining the nature of the disability (i.e., the diagnosis), the type of accommodation you feel is appropriate, and supporting documentation of the diagnosis from a qualified healthcare professional must accompany the registration application. NFPA reserves the right to request reasonable documentation from healthcare or other professionals to support requests for special accommodations.

STEPS TO CERTIFICATION

Step 1: Application – Go to the CMS at http://onlinecertification.nfpa.org/nfpassa, and complete the online application. *Please ensure that you are logged in to your NFPA.org profile before you go to the CMS.*

Step 2: Case Studies - Once your application has been accepted, it is recommended that you complete a minimum of two of the case studies in this candidate handbook. The case studies are designed to prepare you for the exam. While not mandatory, the case studies will help you assess your readiness to sit for the exam. The defined responses are for self-evaluation according to the following parameters: correct application of the standards; case study analysis; and calculations.

Step 3: Exam - You should sit for the exam within four months of entering the CFI-I program. If you fail your exam, you are permitted to retest two (2) additional times *(completing a retest application and paying a retest fee each time)* within twelve (12) months from the day your original CFI-I application was accepted. If you fail the exam three (3) times within this period, you must wait until the twelve (12) month testing period expires before you will be allowed to restart the registration process.

Step 4: Practicum – For candidates who enter the program after 5/18/22, submit practicum materials through the CMS at http://onlinecertification.nfpa.org/nfpassa.

For candidates who entered the program prior to 5/18/22, submit your practicum materials to adminsycs@nfpa.org

REFERENCE MATERIALS

It is the candidate's responsibility to obtain materials needed for study purposes and to have present during the exam. The following list contains resources that may be used in preparing for and taking the exam. All exam questions are compatible with these code sets. Please verify which set you require, with your jurisdiction or certification partnership agency.

2021 NFPA Code Set:

- NFPA 1. Fire Code 2021 Ed.
- NFPA 13, Installation of Sprinkler Systems 2019 Ed.
- NFPA 25, Standard for the ITM of Water-Based Fire Protection Systems 2020 Ed.
- NFPA 72, National Fire Alarm Code® 2019 Ed.
- NFPA 101°, Life Safety Code° 2021 Ed.

2018 NFPA Code Set:

- NFPA 1, Fire Code 2018 Ed.
- NFPA 13, Installation of Sprinkler Systems 2016 Ed.
- NFPA 25, Standard for the ITM of Water-Based Fire Protection Systems 2017 Ed.
- NFPA 72. National Fire Alarm Code® 2016 Ed.
- NFPA 101°, Life Safety Code° 2018 Ed.

These NFPA codes and standards have been conveniently packaged into reference sets and are available for people registering for the CFI-I exam at a discounted price, only

through NFPA Admin. & Support Services. Refer to the CFI-I application form to order these references.

IFSTA Fire Inspection and Code Enforcement Manual, 8th Edition.

A portion of the exam questions are based on content found in the *IFSTA Fire Inspection* and *Code Enforcement Manual*, 8th *Edition*. This publication may be purchased on the International Fire Service Training Association's website at ifsta.org.

EXAM PREPARATION

The NFPA CFI-I exam is based on the job performance requirements for the fire inspector I level that are defined in chapter 4 of the 2014 Edition of *NFPA 1031, Standard for Professional Qualification for Fire Inspector and Plans Examiner.* (See NFPA 1031 requirements section.)

Review Reference Materials - It is not necessary to memorize the reference materials, but it is important to know what content is found in each of the referenced NFPA documents. For example, NFPA 1, Fire Code, covers all aspects of fire protection and prevention utilized in other NFPA codes and standards. Know the general format of the NFPA documents. Each NFPA document is laid out in the same way and divided into similar sections, beginning with administration and definitions, followed by the specific requirements in the code. Also, look for tables in the documents that summarize requirements. These tips will help you find specific information quickly during the exam.

Case Studies - The case studies help guide the candidate through solving a problem by researching a code. The ability to look at a question or problem related to a code issue, identify the relevant code or standard, and then locate the correct answer is one of the most essential skills a fire inspector must develop. Try the activity on your own, and then look at the solution (defined responses) that is provided to see if you are on track. Follow the path through the codes until you can see how the problem was addressed and answered. During the exam, understanding this process will help you to identify the issue, and use code documents to answer the questions.

Sample Questions – The Exam Study Guide contains a number of sample questions to help you become familiar with similar types of questions found on the exam. The answers to the sample questions can be found on the last page of the section.

<u>Sample Question</u> - What is the occupant load factor used for determining the required means of egress for an existing business occupancy?

- (A) 20 sq ft (1.9 sq m)
- (B) 50 sq ft (4.6 sq m)
- (C) 100 sq ft (9.3 sq m)
- (D) 200 sq ft (18.6 sq m)

<u>Analyze the Question</u> - This is an occupancy question that deals with means of egress. <u>Find the right reference document</u> – Means of egress provisions and other occupancy questions are addressed by *NFPA 101®*, *Life Safety Code®*.

<u>Find the right reference</u> – Chapter 7 deals with means of egress, and Table 7.3.1.2 lists occupant load factors

EXAM FORMAT

The exam is designed to evaluate the candidate's knowledge of fire inspection principles and code application skills at the level of fire inspector I (as defined in *NFPA 1031*). The exam is a four hour, 100 multiple-choice question, open-book exam. It is compatible with the 2021 and 2018 reference sets listed above. The exam is only available in English.

• Computer Based Exam - is available on demand at test centers throughout the world. Upon receipt of the application and test fee, the applicant will receive their authorization email with instructions on how to schedule their computer-based exam.

EXAM RULES AND PROCEDURES

The following policies and procedures pertain to every candidate taking the exam. Failure to comply will be grounds for dismissal from the exam location:

- You must present a valid photo ID.
- Smart phones and other electronic devices are not permitted in the testing area.
- Personal calculators are NOT permitted at the computer-based test center. A scientific calculator is available on-screen.
- You will not be permitted to continue the test beyond the established four-hour time limit
- You should bring only the approved, published and copyrighted documents identified in this handbook into the exam room. Photocopies of documents, additional pages with notations, and other test taking aids are not permitted. All materials taken into the exam room are subject to review by the proctor.
- Electronic versions of NFPA documents are not permitted to be used at the test site.
- You may highlight, tab, and make notations within your NFPA documents prior to entering the exam room. Only commercial permanent adhesive type tabs are allowed. Post-it type notes or other types of easily moveable tabs are **not** permitted. You may **not** write on, mark in, or tab the pages of your NFPA documents during the exam.
- If you wish to leave the room during the test, you must secure the proctor's permission. You will not be allowed to make up lost time.
- Visitors are not permitted at the testing location.
- Smoking is not permitted in the testing area.
 - Candidates may provide comments on exam items directly on screen during the exam. All comments will be reviewed by NFPA certification staff. Candidates will not receive responses to their comments.

EXAM RESCHEDULING/CANCELATION

If you wish to change your exam date or time, you may do so through the Prometric scheduling portal at https://proscheduler.prometric.com/?prg=NFPA2&path=confirm or by contacting Prometric's contact centers listed on https://www.prometric.com/nfpacert.

There is no charge for reschedule or cancellation of an appointment if the change is made 30 or more days prior to your appointment date. Between 29 and 5 calendar days prior to your appointment date, you may cancel or reschedule your appointment, but you will be required to pay a \$50 fee (to Prometric). 4 or fewer days prior to your appointment date, you may not reschedule.

If you cancel your appointment during this period or fail to appear for your appointment, you will be considered a no-show, and will need to submit a retest application with NFPA and pay applicable fees prior to scheduling a new appointment. Information on how to submit a retest application can be found in the Retest section below.

EXAM SECURITY

Failure to follow candidate instructions regarding exam security will result in your application being voided and forfeiture of your application fee. Conduct that results in violation of exam security or disrupts the administration of the exam could result in cancellation of your exam and dismissal from the testing center. In addition, your exam will be considered void and will not be scored.

Examples of misconduct include, but are not limited to, the following: writing on anything other than the margins of your test booklet, looking at another candidate's exam, or talking with other candidates anytime during the entire exam period. You are particularly cautioned not to do so after you have completed the exam, as other candidates in the area might be taking a break and still have not completed the exam. You may not attend the exam only to review or audit test materials. You may not copy any portion of the exam for any reason. No exam information may leave the test room under any circumstances. This includes memorizing questions for distribution to any other person. No unauthorized persons will be admitted into the testing area.

It is very important for you to note all exam content is strictly confidential. You may only communicate about the test, or questions on the test, using the appropriate forms provided within the exam delivery system. At no other time, before, during or after the exam, may you communicate orally, electronically or in writing with any person or entity about the content of the exam or individual exam questions.

The NFPA shall have the right to revoke or invalidate any exam score with or without a finding of fault or misconduct if data forensic analysis or other credible evidence establishes a reasonable possibility that a score is not valid or the integrity or security of the exam was compromised.

COPYRIGHT

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EXAM RESULTS

The computer-based examination allows candidates to receive their results immediately upon completion. The exam results are reported as pass or fail. Your actual exam score or percentage will not be provided. You will also receive an email with a diagnostic report that provides an infographic indicating how you performed on each content area. This allows you to see which topics you should spend additional time studying, in order to prepare for a retest if needed.

RETEST

If you fail your exam, you are permitted to retest two additional times (completing a retest application and paying a retest fee each time) within 12 months from the day your original CFI-I application was accepted. If you fail the exam three times within this period, you must wait until the 12-month testing period expires before you will be allowed to restart the registration process. The cost to retest is \$175 USD.

For candidates who entered the program after 5/18/22, the retest application form is found on the CMS at http://onlinecertification.nfpa.org/nfpassa.

For candidates who entered the program prior to 5/18/22, a downloadable PDF is available at www.nfpa.org/cfi.

CONFIDENTIALITY

The identity and information concerning all candidates is confidential. Information regarding exam results are only communicated in writing from NFPA Admin. & Support Services directly to the candidate. Exam results are never provided over the phone.

PRACTICUM PHASE

The objective of the practicum phase is to provide the CFI-I candidate with an opportunity to demonstrate the application of the skills and knowledge that are used on the job through actual field inspections, and to satisfy any *NFPA 1031* job performance requirement's that may not have appeared on the exam. Successful completion of the practicum is a requirement for certification. The evaluation parameters are based on the requirements of chapter 4 in *NFPA 1031*, *Standard for Professional Qualifications for Fire Inspector and Plan Examiner*.

The practicum consists of 17 activities including four related to administration and thirteen related to field inspections. A signed verification form is required for each activity. For detailed information please refer to the CFI-I Practicum Phase Exercises Workbook.

USE OF YOUR CFI-I CREDENTIAL

Once granted the CFI-I credential, the certified may refer to themselves as a CFI-I credential holder as long as the certified has an active certification status. The certified is authorized to use the CFI-I designation after their name on business cards, personal letterhead, resumes, websites and in their email signature.

RECERTIFICATION

Once a candidate has been certified as a fire inspector I, recertification every three years is required. If NFPA does not receive the necessary recertification materials within the three year period, the certification holder will no longer be considered a certified fire inspector, and will no longer be entitled to use the CFI-I credential in professional communications. To regain certification, the candidate must successfully complete the entire CFI-I certification program (subject to the applicable application fees).

In order to maintain currency and relevancy in the profession, CFI-I certification holders are required to demonstrate their continuing participation in professional development activities in the fire inspection field of practice.

NFPA awards points towards recertification for various activities. Sixty (60) points of professional development activities related to fire inspection must be earned and submitted during the 3-year recertification cycle. The recertification form is available at www.nfpa.org/cfi

RECERTIFICATION AUDIT

Certification holders may be subject to a random audit of their CFI-I recertification documentation for a period of up to six (6) months after their recertification date. Accordingly, certification holders are expected to retain recertification documentation in their possession for six (6) months beyond their recertification date.

In order to recertify, the certificant must accumulate continuing education points. It is important that you begin accumulating the required points as soon as possible. All activities must be clearly related to the fire inspector field of practice. If college courses are declared for training hours, the same course cannot be taken twice within the 3-year period, and the candidate must convert credit hours to actual hours spent in the classroom.

The certified must submit documented evidence of a total of 60 credit points from the following categories:

Category	Allotment	<u>Minimum</u> <u>Points</u>	<u>Maximum</u> <u>Points</u>
Training	One point per contact hour	Fifteen (15)	Sixty (60)
Teaching	Two points per contact hour	Zero (0)	Forty-five (45)
Professional Practice	½ point per hour of inspection	Zero (0)	Thirty (30)
Writing for Publication	Five points per article	Zero (0)	Fifteen (15)
Writing for Publication	Ten points per book	Zero (0)	Fifteen (15)

Documentation – Reasonable proof of attendance or participation in the described categories will be accepted. Reasonable includes:

- Course certificates (in person or online)
- Letters of attestment from course sponsors
- College transcripts
- Letters from employers
- Other evidence as required

REPLACEMENT CERTIFICATES

For certificate holders who entered the program after 5/18/22, replacement certificates are available at http://onlinecertification.nfpa.org/nfpassa.

For certificate holders who entered the program prior to 5/18/22, please contact the certification department at adminsvcs@nfpa.org.

CONTACT INFORMATION

NFPA Admin. & Support Services 11 Tracy Drive Avon, MA 02322

Email: adminsvcs@nfpa.org

NFPA CFI-I EXAM WEIGHTED CRITERIA TABLE

The following table indicates the percentage (%) of exam content for the four major domains of the NFPA CFI-I exam. The domains and their sub-components are from the 2014 Edition of *NFPA 1031, Standard for Professional Qualifications for Fire Inspector and Plan Examiner.* This exam weighted criteria is in effect as of March 1, 2019.

I. Administration: 25%

- A. Prepare inspection reports, given agency policy and procedures, and observations from an assigned field inspection, so that the report is clear and concise and reflects the findings of the inspection in accordance with the applicable codes and standards and the policies of the jurisdiction. (4.2.1)
 - i. (A) Requisite Knowledge. Applicable codes and standards adopted by the jurisdiction and policies of the jurisdiction.
 - ii. (B) Requisite Skills. The ability to conduct a field inspection, apply codes and standards, and communicate orally and in writing.
- B. Recognize the need for a permit, given a situation or condition, so that requirements for permits are communicated in accordance with the applicable codes and standards and the policies of the jurisdiction. (4.2.2)
 - i. (A) Requisite Knowledge. Permit policies of the jurisdiction and the rationale for the permit.
 - ii. (B) Requisite Skills. The ability to communicate orally and in writing.
- C. Recognize the need for plan review, given a situation or condition, so that requirements for plan reviews are communicated in accordance with the applicable codes and standards and the policies of the jurisdiction. (4.2.3)
 - i. (A) Requisite Knowledge. Plan review policies of the jurisdiction and the rationale for the plan review.
 - ii. (B) Requisite Skills. The ability to communicate orally and in writing.
- D. Investigate common complaints, given a reported situation or condition, so that complaint information is recorded, the AHJ-approved process is initiated, and the complaint is resolved. (4.2.4)
 - i. (A) Requisite Knowledge. Applicable codes and standards adopted by the jurisdiction and policies of the jurisdiction.
 - ii. (B) Requisite Skills. The ability to apply codes and standards, communicate orally and in writing, recognize problems, and resolve complaints.
- E. 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. (4.2.5)
 - i. (A) Requisite Knowledge. Applicable codes and standards adopted by the jurisdiction.
 - ii. (B) Requisite Skills. The ability to apply codes and standards.

- F. Participate in legal proceedings, given the findings of a field inspection or a complaint and consultation with legal counsel, so that all information is presented and the inspector's demeanor is professional. (4.2.6)
 - i. (A) Requisite Knowledge. The legal requirements pertaining to evidence rules in the legal system and types of legal proceedings.
 - ii. (B) Requisite Skills. The ability to maintain a professional courtroom demeanor, communicate, listen, and differentiate facts from opinions.

II. Fire Protection Systems & Equipment: 30%

- A. Determine the operational readiness of existing fixed fire suppression systems, given test documentation and field 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 policies of the jurisdiction. (4.3.5)
 - i. (A) Requisite Knowledge. A basic understanding of the components and operation of fixed fire suppression systems and applicable codes and standards.
 - ii. (B) Requisite Skills. The ability to observe, make decisions, recognize problems, and read reports.
- B. 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 identified, documented and reported in accordance with the policies of the jurisdiction. (4.3.6)
 - i. (A) Requisite Knowledge. A basic understanding of the components and operation of fire detection and alarm systems and devices and applicable codes and standards.
 - ii. (B) Requisite Skills. The ability to observe, make decisions, recognize problems, and read reports.
- C. 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. (4.3.7)
 - i. (A) Requisite Knowledge. A basic understanding of portable fire extinguishers, including their components and placement, and applicable codes and standards.
 - ii. (B) Requisite Skills. The ability to observe, make decisions, recognize problems, and read reports.
- D. Compare an approved plan to an existing fire protection system, given approved plans and field observations, so that any modification to the system are identified, documented, and reported in accordance with the applicable codes and standards and the policies of the jurisdiction. (4.3.9)
 - i. (A) Requisite Knowledge. Fire protection symbols and terminology.

- ii. (B) Requisite Skills. The ability to read and comprehend plans for fire protection systems, observe, communicate, apply codes and standards, recognize problems, and make decisions.
- E. Verify fire flows for a site, given fire flow test results and water supply data, so that required fire flows are 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 (4.3.16)
 - i. (A) Requisite Knowledge. Types of water distribution systems and other water sources in the local community, water distribution system testing, characteristics of public and private water supply systems, and flow testing procedures.
 - ii. (B) Requisite Skills. The ability to use Pitot tubes, gauges, and other data gathering devices as well as calculate and graph fire flow results.

III. Storage, Handling, & Use of Hazardous Substances and Materials: 15%

- A. 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 the 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. (4.3.8)
 - i. (A) Requisite Knowledge. Practices and techniques of code compliance inspections, fire behavior, fire prevention practices, ignition sources, safe housekeeping practices, and classification of hazardous materials.
 - ii. (B) Requisite Skills. The ability to observe, communicate, apply codes and standards, recognize problems, and make decisions.
- B. Verify code compliance for incidental storage, handling, and use of flammable and combustible liquids and gases, given field observations and inspection guidelines from the AHJ, so that applicable codes and standards are addressed and deficiencies are identified, documented, in accordance with the applicable codes and standards and the policies of the jurisdiction. (4.3.12)
 - i. (A) Requisite Knowledge. Classification, properties, labeling, storage, handling, and use of incidental amounts of flammable and combustible liquids and gases.
 - ii. (B) Requisite Skills. The ability to observe, communicate, apply codes and standards, recognize problems, and make decisions.
- C. Verify code compliance for incidental storage, handling, and use of hazardous materials, given field observations, so that applicable codes and standards for each hazardous material encountered are addressed and deficiencies are identified, documented, and reported in accordance with the applicable codes and standards and the policies of the jurisdiction. (4.3.13)

- i. (A) Requisite Knowledge. Classification, properties, labeling, transportation, storage, handling, and use of hazardous materials.
- ii. (B) Requisite Skills. The ability to observe, communicate, apply codes and standards, recognize problems, and make decisions.

IV. Occupancy Requirements: 30%

- A. Identify the occupancy classification of a single-use occupancy, given a description of the occupancy and its use, so that the classification is made according to the applicable codes and standards. (4.3.1)
 - i. (A) Requisite Knowledge. Occupancy classification types; applicable codes, regulations, and standards adopted by the jurisdiction; operational features; and fire hazards presented by various occupancies.
 - ii. (B) Requisite Skills. The ability to make observations and correct decisions.
- B. Compute the allowable occupant load of a single-use occupancy or portion thereof, given a detailed description of the occupancy, so that the calculated occupant load is established in accordance with applicable codes and standards. (4.3.2)
 - i. (A) Requisite Knowledge. Occupancy classification; applicable codes, regulations, and standards adopted by the jurisdiction; operational features; fire hazards presented by various occupancies; and occupant load factors.
 - ii. (B) Requisite Skills. The ability to calculate occupant loads, identify occupancy factors related to various occupancy classifications, use measuring tools, and make field sketches.
- C. Inspect means of egress elements, given observations made during a field 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 the applicable codes and standards and the policies of the jurisdiction. (4.3.3)
 - i. (A) Requisite Knowledge. Applicable codes and standards adopted by the jurisdiction related to means of egress elements, maintenance requirements of egress elements, types of construction, occupancy egress requirements, and the relationship of fixed fire protection systems to egress requirements and to approved means of egress elements, including, but not limited to, doors, hardware, and lights.
 - ii. (B) Requisite Skills. The ability to observe and recognize problems, calculate, make basic decisions related to means of egress, use measuring tools, and make field sketches.
- D. Verify the type of construction for an addition or remodeling project, given field observations or a description of the project and the materials being used, so that the construction type is identified and recorded in accordance

with the applicable codes and standards and the policies of the jurisdiction. (4.3.4)

- i. (A) Requisite Knowledge. Applicable codes and standards adopted by the jurisdiction, types of construction, rated construction components, and accepted building construction methods and materials.
- ii. (B) Requisite Skills. The ability to read plans, make decisions, and apply codes and standards.
- E. Verify that emergency planning and preparedness measures are in place and 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. (4.3.10)
 - i. (A) Requisite Knowledge. Requirements relative to emergency evacuation drills that are required within the jurisdiction, ways to conduct and/or evaluate fire drills in various occupancies, and human behavior during fires and other emergencies.
 - ii. (B) Requisite Skills. The ability to identify the emergency evacuation requirements contained in the applicable codes and standards and interpret plans and reports.
- F. 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 and standards, and policies of the jurisdiction. (4.3.11)
 - i. (A) Requisite Knowledge. Applicable codes and standards, the policies of the jurisdiction, and emergency access and accessibility requirements.
 - ii. (B) Requisite Skills. The ability to identify the emergency access requirements contained in the applicable codes and standards, observe, make decisions, and use measuring tools.
- G. Recognize a hazardous fire growth potential in a building or space, given field observations, so that the hazardous conditions are identified, documented, and reported in accordance with the applicable codes and standards and the policies of the jurisdiction. (4.3.14)
 - i. (A) Requisite Knowledge. Basic fire behavior; flame spread and smoke development ratings of contents, interior finishes, building construction elements, decorations, decorative materials, and furnishings; and safe housekeeping practices.
 - ii. (B) Requisite Skills. The ability to observe, communicate, apply codes and standards, recognize hazardous conditions, and make decisions.
- H. Determine code compliance, given the codes, standards, and policies of the jurisdiction and a fire protection issue, so that the applicable codes, standards, and policies are identified and compliance is determined. (4.3.15)

- i. (A) Requisite Knowledge. Basic fire behavior; flame spread and smoke development ratings of contents, interior finishes, building construction elements, life safety systems, decorations, decorative materials, and furnishings; and safe housekeeping practices.
- ii. (B) Requisite Skills. The ability to observe, communicate, apply codes and standards, recognize hazardous conditions, and make decisions.

CASE STUDIES FOR CERTIFIED FIRE INSPECTOR

Instructions

Following are four case studies. Choose at least two of these case studies, read them carefully, and respond to the questions at the end of each. You will have to use NFPA codes and standards to answer the questions, and you must obtain them for yourself. When you answer a question, refer to the code or standard edition and section numbers. Also, use your fire inspection and code enforcement experience. You should complete this activity prior to taking the examination.

The purpose of the case studies are to help you prepare for the examination and practicum phase. You will not be graded on your responses. Once you have answered all the questions for at least two of the case studies, you can use the case study defined responses in the candidate handbook to evaluate your answers. This is simply an answer sheet that provides a comprehensive and accurate analysis of the case studies. The defined responses were established by the NFPA Fire Inspector Certification Advisory Committee for this certification program.

If you did well in your analysis, then you should prepare for the examination by reviewing the publications identified in the list of references in the applicant handbook. If your responses were inaccurate, then spend extra time reviewing the topics where weaknesses were detected before moving to the examination study guide.

If you have questions, please contact your program administrator or the NFPA Certification Department.

CASE STUDY 1: BICYCLE MANUFACTURING FACILITY

You have been assigned an inspection of an existing facility that manufactures bicycles from parts acquired elsewhere. Your initial entry into the facility proceeds as planned with all of the introductions made and the procedures for your inspection explained.

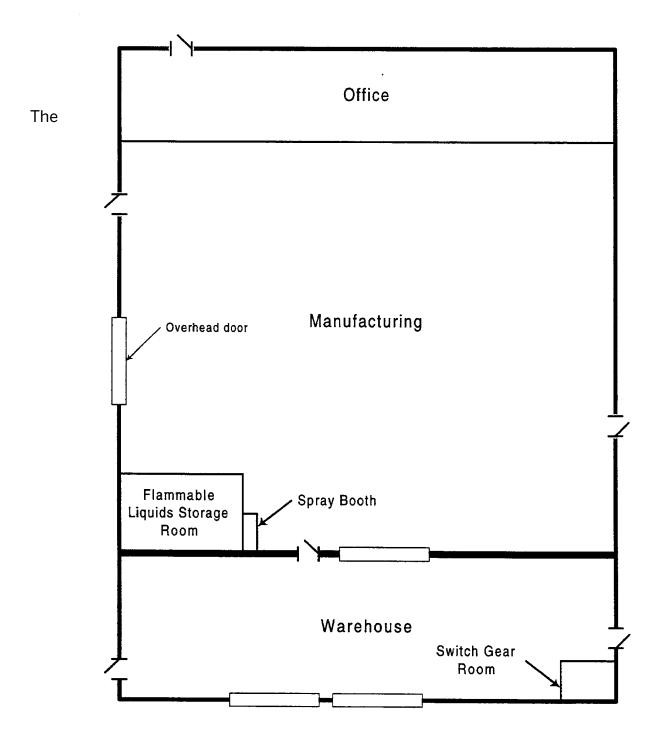
During your inspection, you note the following items relative to the structure itself. In the warehouse, metal frames are stored in racks that are 8 ft (2.4 m) high. The bicycle seats are made primarily of foam rubber and plastic and are stored in boxes, to a height of 6 ft (1.8 m) in piles, boxes are stored on boxes. Within the boxes, each seat is individually wrapped in polyethylene bags. Assembled tires on wheels are stored on racks specially designed for the tire assemblies, to a height of 6 ft (1.8 m).

In the flammable liquids storage room, which is 20 ft x 20 ft ($6.1 \, \text{m} \times 6.1 \, \text{m}$) and located in the corner of the manufacturing area, three 55-gallon ($208 \, \text{L}$) drums of paint of different colors are stored. This room also contains a number of 5-gallon ($19 \, \text{L}$) and 1-gallon ($3.8 \, \text{L}$) cans of paint and thinners on pallets, with no storage higher than $5 \, \text{ft} (1.5 \, \text{m})$.

There is a "firewall" between the warehouse and manufacturing area. The building is a total of 36,000 sq ft (3,344 sq m) in area; this includes a 4,000 sq ft (372 sq m) office, a 12,000 sq ft (1,115 sq m) warehouse and a 20,000 sq ft (1,858 sq m) assembly area where the bikes are put together and packaged. Once packaged, the bikes are shipped to a distributor for sale.

Your inspection yields the following. The aisles in the area where the bikes are assembled are blocked to the point of being unidentifiable. In the warehouse, the aisles are blocked in some areas by parts storage.

All areas of the building are sprinklered. There is a fire alarm system in the building that monitors the sprinkler system, its control valves, and smoke detectors in the office building. There are a number of fire extinguishers scattered throughout the facility, of differing types. Fire doors exist in the wall between the office and manufacturing areas, and the manufacturing and warehouse areas.



flammable liquids storage room has been specially built to house those specific materials. Paint is handled in a touch-up area for the bike finishing, in small quantities. Rags and sponges, as well as paintbrushes, are used in this area. A small spray booth is also used in this area to touch up some of the frames.

The electrical service for the entire building comes into a 10 ft x 16 ft (3 m x 4.9 m) switchgear room. The room is also used for incidental storage of light bulbs in cardboard boxes and janitor's supplies. There are a number of uncovered circuit breaker panels and what appears to be temporary wiring in this room.

Seven people work in the warehouse,	nine in the office,	and 35 in the p	production a	ssembly
area.				

QUESTIONS FOR ANALYSISIn terms of the inspection details, please answer the following questions, citing specific code references with your answers.

facility?		
Related Code:		
Answer:		_
	tection features should be present in the flammable liquides of construction and protection?	ds storag
room, in ter	tection features should be present in the flammable liquidns of construction and protection?	ls storag
room, in ter		ds storag
room, in ter		ds storag
room, in ter		ds storag
room, in ter Related Code:		ds storag
		ds storag
room, in ter Related Code:		ds storag
room, in ter		ds storag

Answer:				
	e extinguisher s paths were cl	located in thi	s facility, if a	ll aisles were o
Related Code:				
Answer:				
	the adequacy reas, what poir			warehouse, ar

6. The firewall between the warehouse and production area is according to the information provided by the property own be considered when evaluating or assessing the adequacy of Related Code:	er. What points should
according to the information provided by the property own be considered when evaluating or assessing the adequacy of	er. What points should
Related Code:	
Answer:	
7. What fire protection features must be present in the small [paint touch-up area?

A			
Answer:			
-			

CASE STUDY 2: APARTMENT BUILDING

You are inspecting an existing two story noncombustible apartment building housing elderly residents, who receive personal care. The building is comprised of 18 units. On the second floor west side of the building there is an infirmary caring for up to six patients that may be incapable of self-preservation. The building has a complete fire alarm and sprinkler system, except in the attic. The infirmary has walls that terminate at the ceiling level, with a common interstitial space between the ceiling and the truss roof. There is 4-in. (10-cm) insulation above the ceiling tile.

As you inspect the building, you notice the housekeeping crew also doubles as the nurses' aides, so they leave the housekeeping carts in the hallway for emergency use. In checking the fire drill reports, you notice that fire drills are always conducted during the day shift, when the administration is on duty. You also notice the emergency generator is located in the boiler room and has not been checked since the last inspection.

When checking the laundry facility, you find that the top of the gas dryer is scorched and the dryer vent protrudes through the wall between the laundry and the physical therapy room, then runs exposed through the therapy room to an outside window.

QUESTIONS FOR ANALYSIS

In terms of the inspection details, please answer the following questions, citing specific code references with your answers.

What code requirements exist for the walls in the infirmary?

The trial of the requirements of the trains in the infinite state.
Related Code:
Answer:
2. Are sprinklers needed in the attic? If so, what type?
Related Code:

Answer:	
3. Can the housekeeping carts be allowed to be left in the hallway? If so,	when?
Related Code:	
. totaloù oodor	
Answer:	
. How often and at what times should drills be conducted?	

Answer:
5. What should be the rating for all the doors? How would you verify the rating
Related Code:
Answer:
Allswei.
6. Do all the apartment doors need to have closures?
Related Code:

Answer:
7410401.
7. How wide should the doors be in the units?
Related Code:
Answer:
8. How wide should the hallways be? Related Code:

Answer:			

CASE STUDY 3: AUTOMOTIVE SALES FACILITY

This inspection will be conducted at an existing automotive sales facility. This facility sells new and used cars, and is a full service dealership. The sales area consists of a showroom and associated offices with limited storage for brochures and office supplies. There is a parts department, with parts on racks to only the height that they can be reached from the floor, about 7 ft. (2.1 m). The repair garage is in the back part of the building. The showroom is 15,000 sq. ft. (1,394 sq. m) in area, the parts department is 9,000 sq. ft. (836 sq. m), and the repair facility is 30,000 sq. ft (2,787 sq. m). There is a fire barrier, according to plans that have been made available, between the repair shop portion of the building and the rest of the facility.

No sprinkler system is found in this facility, but the building is equipped with an automatic fire alarm system connected to the community's emergency dispatch center. The building construction is all corrugated metal panels on a steel frame, with fiberglass bat insulation. Air handling units are on the roof, and the air conditioning is ducted into the building.

Your inspection yields the following: In the repair facility, a 10-drum dispensing rack is in the northeast corner. Three of the drums on the rack carry red diamond-shaped labels. There is a portable kerosene heater on the floor next to the drum rack, but it isn't operating. There is a gas-fired water heater on the floor in the corner of the repair shop. A new lift has been installed in the repair shop, and is located only 37 in. (94 cm) at its closest point from what appears to be an emergency exit. There is an opening in the wall between the parts department and the repair facility, through which parts are passed.

There is no body shop repair work done here, but there are small amounts of paint in aerosol cans in the parts department. The heating system is ducted through the fire barrier, so as to serve all of the areas. Fire extinguishers have been provided throughout the facility, although no inspection tags are attached.

OUESTIONS FOR ANALYSIS

In terms of the inspection details, please answer the following questions, citing specific code references with your answers.

Related Cod) :			
		_		
Answer:				
How man	exits are required t	from each of th	e areas? What siz	e should these
Related Cod	5 :			
Answer:				
What pro	lems exist with the	fire barriers?		
What pro l Related Cod	lems exist with the	fire barriers?		

Answer:		
	are the number, location, and type of fire extinguishers that shouded throughout the facility?	ıld be
Related	Code:	
Δ.		
Answer:		
. Are th	nere any indications that a problem exists with the heating equipr	ment?
Related	Code:	
	Coue.	

Answer:
6. What is the minimum acceptable distance between the automotive lift and t emergency exit?
Related Code:
Answer:

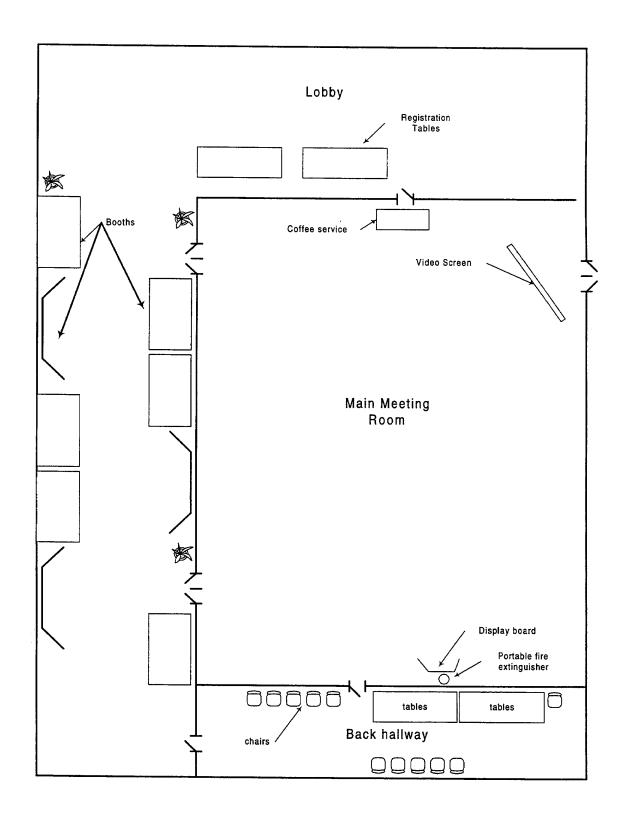
CASE STUDY 4: PUBLIC ASSEMBLY

You are inspecting meeting and conference rooms and a restaurant in an existing high-rise hotel. As you enter the lobby, you observe decorative sheets covering registration tables used for conference attendees. No one at the hotel can tell you if the sheets have been flame-retardant treated. As you enter the corridor leading to the meeting rooms, you note that a number of display booths have been placed in this passageway.

The passageway, originally designed to be 12 ft (3.7 m) wide, is reduced to 4.5 ft (1.4 m) due to the space taken by the booths. You enter the main meeting room, which is 100 ft by 200 ft (30.5 m x 61 m), set up for 400 attendees in seats with no tables, and you note coffee service has been set up in front of two clearly marked side exit doors.

A large video screen is positioned in front of two other fire exit doors at the front of the room. A display board obstructs access to a fire extinguisher positioned on the west wall. Aisle spacing for chairs is 22 in (56 cm).

You enter the back hallway where the meeting room exits and find numerous tables, chairs, and warming carts stored there. You enter the kitchen area, which serves both the restaurant and the conference facility, and note that the range hood system has no certification tag, the vent screen is very greasy, and the protective caps on the nozzles are missing. In the restaurant, you find that the panic hardware on the second exit is fitted with a chain and padlock, which are attached to an eyebolt on the wall.



QUESTIONS FOR ANALYSIS

In terms of the inspection details, please answer the following questions, citing specific code references with your answers.

RE	elated Code:
	-
Ar	iswer:
2.	Is the passageway wide enough? Explain your answer.
Re	elated Code:
	nated code.
Λr	newor:
Ar	nswer:
Arr	nswer:
Ar	nswer:
3.	How many exits are required from the meeting room? What deficiencies did yo observe other than the number of exits? How wide should the doors be?
3.	How many exits are required from the meeting room? What deficiencies did yo

Answer:	
4. Is the aisle spacing between chairs adequate? Why or why not?	
	i
Related Code:	
Answer:	
5. Does the range hood system meet requirements? Explain your	answer
Related Code:	
Answer:	

6. Is a sprinkler system required in this building?	
Related Code:	
Answer:	

BICYCLE MANUFACTURING FACILITY REFERENCES AND ANSWERS

		Vey Donito
Question	RELATED CODES	KEY POINTS
1	00010000	Exits from the facility
	2021 & 2018 101: 7.4 101: 40.2.4 101: 42.2.4	Two exits required from each area
		 Additional exits may be required due to dead-ends and travel distance
2		Flammable Liquids Storage Room
	2021 & 2018 1: 66.6.5.4.2	Grounding & bonding facilities for storage drums
	1: 66.9.12.2	Drainage/holding facilities for a spill
	1: 66.14.4 2018 1: Table 66.9.9.1 1: 66.9.9.2 2021 1: Table 66.9.8.1 1: 66.9.8.3	Rated construction, with proper fire rating and matching fire doors
	2021 & 2018 1: 66.7	Classified electrical equipment
	2021 & 2018 1: 66.18.6	Low level ventilation
		Comment: There is much "room" given to the Authority Having Jurisdiction (AHJ) in terms of additional protection requirements. Quantities and classification of liquids, aisle spacing, etc.
3		Fire Alarm
	2021 & 2018 101: 40.3.4 101: 42.3.4	Any alarm system outlined in NFPA 72 that is acceptable to the AHJ
	72	 Even though it isn't required by the Life Safety Code, if an alarm system is provided, as in this example, it must conform to NFPA 72
4		Extinguishers
	2021 & 2018 1: Table 13.6.3.2.1.1	Extinguishers must be provided on the basis of one unit for every 3,000-sq. ft. (279 sq. m.) of floor space.
	2021 & 2018 101: 39.3.5	2 extinguishers would be required in the office.
	2018 1: 66.9.10.2 2021 1: 66.9.9.2	1 minimum required in the flammable liquid storage area.

		Comments: these numbers may be subject to change based on travel distance.
5		Sprinkler System
	2016 13: 5.2 13: 5.3.2 2019 13: 4.3.4	Although a sprinkler isn't required here, its presence means it must conform to NFPA 13.
		 Points to consider are: Occupancy Construction Obstructions - due to such things as lights, A/C units and ductwork, storage, etc. Water Supply
6		Fire Division Points to Consider
	Inspection Manual, Pg. 207	 Are the doors in the wall of the proper rating and arranged to close automatically?
	2021 & 2018 101: 7.1.9 1: 14.4.1	Are the doors in the wall obstructed?
	Inspection Manual, Pg. 194	Are there any unprotected openings in the wall?
	2021 & 2018 101: 40.3 101: 42.3	What is the wall's fire rating?
	101: 7.2.1.5.1	 Are the doors operable automatically from both sides?
7		Paint Touch-Up Area Points to Consider
	2018 1: 43.1.6.2 1: 43.1.6.2.1 to 3 2021 1: 43.1.6	 Are cabinets provided for the incidental storage of small amounts of paint?
	2021 & 2018 1: 43.1.3	Construction of the small spray booth
	1: 43.1.5	Ventilation through the booth
	1: 43.1.8	 Control of hazards, i.e. smoking, rags, housekeeping, etc.
		Additional Points:
		 Common sense says that the exit ways being blocked is a problem. There should be an emergency action plan in place as required by OSHA.

APARTMENT BUILDING REFERENCES AND ANSWERS

Question	RELATED CODES	KEY POINTS
1		Infirmary Walls

	2021 & 2018 101: 19.1.3.5.1	 Two-hour rated separation between the Infirmary and the Residential board and care occupancy is required. Solution: continue rated walls of infirmary to roof deck or to a rated ceiling.
2		Fire Sprinklers
	2019 13: 9.2.1 2016 13: 8.15.1.2	Fire sprinklers are not required in the attic unless combustible construction material is present in the attic.
	2021 & 2018 101: 19.3.5 101: 19.1.1.4	NFPA 13 system is then required.
	101: 33.3.3.5.1	 NFPA 13R system is permitted in a residential board and care occupancy.
		Solution: verify sprinkler design criteria and building construction type.
3		Housekeeping Carts in Hallway
	2021 & 2018 101: 19.7.3 101: 7.1.10	Exit access cannot be blocked
		Solution: No carts permitted to be stored in the hallway.
4		Fire Drills
	2021 & 2018 101: 19.7.1	 Drills must be conducted six times per year with at least two held at night for the residential board and care occupancy.
	101: 4.7	 Drills shall be conducted quarterly on each shift in the infirmary.
5		Doors
	2021 & 2018 101: 33.3.3.6.6.3	No rating required for doors in a fire sprinklered residential board and care occupancy
	101: 8.3.4	 Doors in rated walls between residential board and care and infirmary must be at least 90 minute rated doors and frames.
	Inspection Manual, Pg. 207	 Rating of doors located on label, usually on the inside edge of the door and the frame.
		Solution: visual inspection of doors and frames
6		Door Closures
	Inspection Manual, Pg. 207	 All doors required to be fire rated must be self- closing.
	2021 & 2018 101: 33.3.3.6.6.2	 No closures required on doors to living units or sleeping rooms in infirmary.

		Solution: verify proper operation of closures on rated doors.
7		Door Widths
	2021 & 2018 101: 19.2.3.6 101: 33.3.2.2.2 101: 7.2.1.2.1.1	Clear width of 32 inches (81 cm) required for doors from infirmary.
	101: 19.2.3.7	• Existing 34 inch (86 cm) wide doors permitted.
		Solution: measure door width
8		Hallway Widths
8	2021 & 2018 101: 33.3.2.3.3	 Hallway Widths Corridor width of 44 inches (112 cm) required in residential board and care occupancy.
8		Corridor width of 44 inches (112 cm) required in
8	101: 33.3.2.3.3	 Corridor width of 44 inches (112 cm) required in residential board and care occupancy. Corridors serving less than 50 people may be 36-

AUTOMOTIVE SALES FACILITY REFERENCES AND ANSWERS

Question	RELATED CODES	KEY POINTS
1		Occupancy
	2021 & 2018 101: 6.1.10 101: 6.1.12 101: 6.1.14.2.2	Occupancy class is a mixed occupancy with a mercantile and industrial occupancy.
2		Exits from Each Area
	2021 & 2018 Table 7.3.1.2 101: 37.1.7 101: 37.2	 The occupancy load calculated for a mercantile area – the showroom - is 15,000 sq. ft. (1,394 sq. m.): Thus, 15,000/30 = 500 x 0.2 = 100 inches (254 cm) exit capacity from the first floor showroom.
		 The room could be outfitted with exit doors of varying sizes to equal 100 inches (254 cm).
	Table 7.3.1.2 101: 40.1.7 101: 40.2	• The repair area is 30,000 sq. ft. (2,787 sq. m.). Consider this to be a shop type occupancy. Thus, $30,000/50 = 600 \times 0.2 = 120$ inches (305 cm) capacity of discharge from the first floor shop.
	Table 7.3.1.2 101: 42.1.7 101: 7.2.1.2.3.2(3)	• The parts area is 9,000 sq. ft. (836 sq m). Consider this to be a storage/shipping area with the occupant load being determined by the actual number anticipated. In most cases, the minimum 28 in. (71 cm) door is adequate.
	101: 42.2.4	• NFPA 101 requires a minimum of 2 exits per area, with a minimum clear width of opening of 34 in. (86 cm).
		 Therefore, all of the areas need to have at least two exits.
3		Fire Barriers
	2021 & 2018 101: 6.1.14.4.1 101: 6.2.1.3	 2-hour separation required between sales, repair and service.
		 Points to consider: Is a fire door needed? Is the wall itself a fire division of any substance? Are there other openings such as pipeways and ducts that go through the wall?
4		Fire Extinguishers
	2021 & 2018 1: 13.6.1.2 1: 13.6.3	 One extinguisher needs to be in place for every 3,000 sq. ft. (279 sq m), with a travel distance of no greater than 75 feet (23 m) between extinguishers.

	2021 & 2018 101: 39.3.5 1: 13.6	5 extinguishers are needed in the showroom. Business occupancy classified as ordinary hazard.
	2018 1: Table 13.6.3.3 2021 1: Table 13.6.3.3.1.1	10 extinguishers are needed in the repair area. Maximum travel distance no more than 30 ft (9 m) to a 40 B fire extinguisher. Repair facility classified as extra hazard.
	2021 & 2018 1: 13.6.1.2 1: 13.6.3	3 extinguishers are needed in the parts department.
		Comments: Additional units may be necessary based on travel distance. The type must match the hazards - for example, the hazards in the repair shop probably will involve combustible liquids (oil) and should be B:C type or A:B:C. This is a judgment call. The biggest problem will be the wrong extinguisher in place, causing a people problem.
5		Heating Equipment
	2018 1: 30.2.10.2 2021 1: 30.2.8.2.2	The presence of a portable heater in the building should light up the imagination of any inspector. Even though it isn't being used now, it may well be used when it gets colder.
6		Automotive Lift
	2021 & 2018 101: 7.3.4.1(2)	• NFPA 101 requires in 7.3.4 that this dimension be a minimum of 36 in (91 cm) clear width for exit access to an exit.

PUBLIC ASSEMBLY REFERENCES AND ANSWERS

Question	RELATED CODES	KEY POINTS
1		Table Covers
	2021 & 2018 101: 3.3.95.2	Table covers are not classified as an interior finish.
	2021 & 2018 101: 13.7.4	Some occupancies, such as hospitals and other health care facilities, address curtains, draperies and chair coverings.
		If the corridor is a protected access to an exit, a fuel load is not permitted in the corridor. From the information given, this fact cannot be determined.
	101: 10 101: 13.3.3 101: 13.7.5	This would be the closest reference concerning interior finishes. Note that "interior finish" includes interior wall and ceiling finish, but not table cloths. The operating features of existing public assembly occupancies are addressed in chapter 13 of NFPA 101.
2		Passageway Width
	2021 & 2018 101: 7.3.3.1 101: 13.2.3 101: 13.2.3.6.2	 Passage narrows down to 4.5 feet (54 in.) (1.4 m/137 cm) Taking 0.2 in times 400 people we get 80 in. (203 cm) of exit width needed. The main entrance/exit shall be of a width that accommodates one-half of the total occupant load. 40 in. of exit width required for 200 people. The 4.5 ft (1.4 m) of width meets the code minimum for the 400-person occupant load of the assembly occupancy.
		 Comments: from the information provided, additional investigation needs to take place on the following items: The entire means of egress needs to be accessed to ensure that proper egress exists. Back hallway: does it lead in two directions or only one? What is the width of the hallway? Where does it lead? Occupant load: What is the occupant load for the room? What is the egress capacity of the room and exits? Is occupant load posted for all approved arrangements? The total occupant load for the room can be a maximum of 2,857 persons for concentrated use, for this meeting the occupant load is 400.
3		Exit Requirements

	2021 & 2018 101: 13.2.4.1 101: 13.2.3.6.2 101: 7.4	 An assembly occupancy with less than 500 people requires two separate means of egress. The 80 in. (203 cm) of exit width from the previous calculation divided by 2 equals 40 in. (102 cm) per exit. This is above minimum required door width of 28 in. (71 cm). Cannot use 36 in. (91cm) doors because of the 50-50 rule. A 3 foot (0.9 m) door only serves 167 people. Deficiencies noted other than exits in the meeting room:
_	101: 7.1.10 101: 7.2.1.5.1 101: 7.1.9 101: 7.1.10.2.1	 Coffee service set up obscuring clearly marked exits Large video screen in front of two exit doors at front of room Display board blocks access to fire extinguisher The storage of chairs, etc. "in the back hallway where the meeting room exits."
4	2021 & 2018	Aisle Spacing
	101: 13.2.5.8	 Based on the information, row and aisle seating can be assumed.
	101: 13.2.5.7.4	Since there is class instruction, there is a minimum required aisle width of 44 in. (112 cm). The assumption is that the aisles are the main aisles and not aisle access ways.
5		Hood Range System
	2018 1: 50.5.2.1 2021	 Refer to the current edition that calls for semi-annual testing.
	1: 50.6.2.1	
		An expired tag is a sure-fire clue that the testing is not being done.
	1: 50.6.2.1 2018 1: 50.5.6.13 1: 50.5.6.14 2021 1: 50.6.6.13	
	1: 50.6.2.1 2018 1: 50.5.6.13 1: 50.5.6.14 2021 1: 50.6.6.13 1: 50.6.6.14 2018 1: 50.5.6.15 2021	not being done. > Any reputable contractor will remove the old tag

	1: 50.6.2	
	2018 1: 50.5.3 2021 1: 50.6.3	 See NFPA 96 regarding provisions for inspecting the hood and duct every six months. The appendix material that is not part of the requirements of the standard suggests cleaning schedules based on fire experience.
		Comment: some jurisdictions modify the requirements for cleaning of certain classes of restaurants such as when heavy wok cooking grease accumulations require more frequent cleaning, such as monthly, thus adopting some of the appendix material recommendations.
6		Sprinkler System
	2021 & 2018 101: 13.3.5	• With the information provided, it is not clear whether a sprinkler system is required.
		 If the occupancy is a new assembly occupancy with an occupant load of 400 persons, sprinklers would be required.
		Comment: it is important to note that much of the information needed to answer this question is not provided and would take further investigation.
		The reviewer should have reacted to the imminent threat to life from the locked exit and not have left the facility without that condition being rectified.

EXAMINATION STUDY GUIDE FOR CERTIFIED FIRE INSPECTOR I

The objective of this examination study guide is to provide resource materials and study recommendations relating to preparation for the NFPA CFI-I examination. It is written and designed to give you assistance in improving your testing skills.

To make the task of preparing for the examination more manageable, this examination study guide has been organized into four steps:

- 1. Using the Examination Study Guide
- 2. Preparation Recommendations
- 3. Testing and Scoring
- 4. Final Preparation

STEP 1 - USING THE EXAMINATION STUDY GUIDE

Step 1 (Using the Examination Study Guide)

To maximize the efficiency of your preparation, begin by studying this chapter of the examination study guide. It has been carefully organized and written to provide you with important information to assist you in successfully completing the NFPA CFI-I Examination. There is no easy approach to prepare for the successful completion of the examination. However, through the use of this examination study guide, your approach will be more systematic and logical.

Step 2 (Preparation Recommendations)

The examination study guide provides you with preparation recommendations including good study habits, resources you will need for the examination, what is important to know and understand for taking the examination and additional references that are useful as you prepare. The preparation recommendations will allow you to develop a strategy for successfully completing the examination. Once you have an understanding of what is expected of you, and have outlined your strategy for success, proceed to step 3 of the examination study guide, testing and scoring.

Step 3 (Testing and Scoring)

This step begins by providing a description of the examination, and how it will be scored. Once you have an understanding of the mechanics, proceed with the un-timed sample examination. This will allow you to pinpoint the strengths and weaknesses in your knowledge and preparation for the NFPA CFI-I Examination.

Step 4 (Final Preparation)

Step 4 will assist you in developing your strategy for success, and to improve upon your weaknesses. This step further develops the skills necessary to promote successful completion of the examination. Once you have fine-tuned your strategy, and made improvements where necessary, you will take a timed sample examination. This sample is comprised of 20 questions, and includes an answer key.

Optional Practice Exam

For additional exam preparation, NFPA offers an online practice exam. This 100-question practice exam uses retired Certified Fire Inspector I (CFI-I) exam questions, and new practice questions written specifically for this product. The practice exam is available for purchase on the NFPA website at nfpa.org/cfi.

STEP 2 - PREPARATION RECOMMENDATIONS

A good strategy for success includes preparation. In preparing for study, determine first what you need to learn, choose study materials, and select a quiet, comfortable place for study. Before you begin, check to make sure you have everything you need. Try to avoid interruptions for any reason.

Developing a study plan will allow you to learn the most as you study. Include setting goals in your study plan. Review what you have studied as often as possible. The more you review, the more you will retain.

Examination Resources

The following list contains the resources to be used in preparing for and to be used during the examination. Please verify which set is appropriate for you with your program administrator.

2021 Code Set

NFPA 1, 2021 Ed. NFPA 25, 2020 Ed. NFPA 101, 2021, Ed.

NFPA 13, 2019 Ed. NFPA 72, 2019 Ed.

OR

2018 Code Set:

NFPA 1, 2018 Ed. NFPA 25, 2017 Ed. NFPA 101, 2018, Ed.

NFPA 13, 2016 Ed. NFPA 72, 2016 Ed.

The IFSTA Fire Inspection and Code Enforcement, 8th Edition is also part of the exam's body of knowledge. It is available for purchase at www.ifsta.org

Remember, it is your responsibility to obtain materials you will need for study purposes and to have present during the examination.

Once you have access to, or have obtained, all the resource materials necessary for study, what are the important points to focus on? Begin by learning the layout of your resource materials. For example, *NFPA 1, Fire Code*, covers all aspects of fire protection and prevention utilized in other NFPA codes and standards. Each NFPA document is divided into similar sections, beginning with administration and definitions, followed by the specific requirements in the code. The better you understand the layout of the resources, the easier it will be to find answers to questions during the examination.

Develop an understanding of the general content of each resource. For example, *NFPA 13, Standard for the Installation of Sprinkler Systems*, covers all aspects of the installation of fire protection systems. With an understanding of the resource, it will be easier to determine the applicable document for answers to questions during the examination.

The NFPA CFI-I examination is a four-hour functionally oriented exam. It is comprised of 100 multiple-choice questions. The examination is designed to evaluate your knowledge of fire inspection principles and code application skills at the level of fire inspector I (as defined in NFPA 1031). Experience indicates that the full four hours is needed to complete the examination. During the examination, you will interpret and apply code-related material in response to the selected test questions. As previously stated, pacing yourself and knowing the general layout and content of the NFPA codes and standards are very important to your strategy for success.

Sample Question and Analysis

The following steps will assist you in finding the answer to a question.

Question - What is the occupant load factor used for determining the required means of egress for an existing call center?

- (A) 20 sq ft (1.9 sq m)
- (B) 50 sq ft (4.6 sq m)
- (C) 100 sq ft (9.3 sq m)
- (D) 200 sq ft (18.6 sq m)

Analyze the Question - This question refers to the requirement of occupancy load factors for determining means of egress.

Find the right reference document – Means of egress provisions are addressed by NFPA 101®, Life Safety Code®.

Check the contents page and/or index - By scanning the contents and/or the index pages you should be able to find the appropriate chapter or section. In this case, checking the content page, you will find it listed under Chapter 7.3, Capacity of Means of Egress. The index gives you, however, a better reference. Under "Occupant Load,", there is reference to "Business Occupancies," the referenced section is 39.1.7. Reading this section, it refers you to the occupancy load factor table 7.3.1.2.

Use the information to answer the question – Call centers are a type of business occupancy, however they tend to have a higher density of occupants than a typical business occupancy. Therefore, a call center would be considered concentrated business use. "Concentrated business use" in the table includes a superscript "b", which directs you to the note under the table that says "See A.7.3.1.2". This is a reference to Annex A, which discusses concentrated business use in more detail. Based on the information provided in the table and Annex A, the correct answer to the sample question would be (B) 50 sq ft (4.6 sq m).

STEP 3 - TESTING AND SCORING

Sample Un-timed Examination

1.	Which	one of the	following	g is not	found of	on a ce	rtificate	of fitnes	s?
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- (A) Expiration date
- (B) Signature of applicant
- (C) Purpose of certificate
- (D) Notary public seal

2.	How often	are inspe	ections o	of waterflow	alarm de	vices req	uired to be	performed	?

- (A) Weekly
- (B) Monthly
- (C) Quarterly
- (D) Annually

3. What is the suggested corrective action for a hose valve that does not operate smoothly for a manual standpipe system?

- (I) Repair
- (II) Replace
- (III) Locked out
- (IV) Close
- (V) Remove
- (A) I + II
- (B) I + III
- (C) II + IV
- (D) II + V

4. Where must fire department connections on wet-pipe automatic sprinkler systems be located?

- (A) On the system side of the water supply check valve
- (B) On the suction side of booster pumps
- (C) On the supply side of the check valve in a single-riser system
- (D) Above the dry-pipe valve on a single-riser dry-pipe system

5. What is the required minimum sustained pressure for an air pressure test held during an acceptance test for a dry-pipe sprinkler system?

- (A) 40 psi (276 kPa)
- (B) 80 psi (552 kPa)
- (C) 160 psi (1104 kPa)
- (D) 200 psi (1380 kPa)

6. Which one of the following systems contains open sprinklers?

(A) Wet-pipe system

- (B) Dry-pipe system
- (C) Preaction system
- (D) Deluge system
- 7. Which one of the following is a closed head system activated by a fire detection device?
 - (A) Wet-pipe system
 - (B) Dry-pipe system
 - (C) Preaction system
 - (D) Deluge system
- 8. Which one of the following is not a permitted component within a means of egress for new health care occupancies?
 - (A) Doors
 - (B) Fire escape stairs
 - (C) Stairs
 - (D) Horizontal exits
- 9. What is the minimum per occupant floor area requirement for a new educational classroom facility?
 - (A) $7 \text{ ft}^2 (0.6 \text{ m}^2)$
 - (B) $15 \text{ ft}^2 (1.4 \text{ m}^2)$
 - (C) $20 \text{ ft}^2 (1.9 \text{ m}^2)$
 - (D) $50 \text{ ft}^2 (4.6 \text{ m}^2)$
- 10. Which one of the following occupancies and occupant loads are NOT properly paired?

Type of Occupancy	Number of sq. ft (sq. m) required per person
(A) Library (reading room)	100 (9.3)
(B) Conference room (unconcentrated)	15 (1.4)
(C) Swimming pool (water surface)	50 (4.6)
(D) Lodge hall (concentrated use)	7 (0.65)

- 11. What is the wall that separates a legitimate stage from the auditorium seating area called?
 - (A) A curtain wall
 - (B) A parapet wall
 - (C) A proscenium wall
 - (D) A panel wall
- 12. A non-sprinklered boiler room in an existing business occupancy must be separated from the rest of the building by fire barriers having what minimum fire resistance rating?
 - (A) 3/4 hour
 - (B) 1 hour

- (C) 1-1/2 hours
- (D) 2 hours
- 13. What is the minimum required thickness for a solid bonded-wood-core door with a 20-minute fire protection rating, in an existing apartment building that separates a living unit and corridor?
 - (A) 1-1/4 in. (31 mm)
 - (B) 1-1/2 in. (38 mm)
 - (C) 1-3/4 in. (44 mm)
 - (D) 2 in. (51 mm)
- 14. How often are fire drills required for each shift of facility personnel in acute care hospitals?
 - (A) Monthly
 - (B) Quarterly
 - (C) Semiannually
 - (D) Annually
- 15. Which of the following devices are not required to activate the smoke-control system in a new atrium?
 - (I) Automatic sprinkler systems
 - (II) Smoke detectors
 - (III) Manual controls for fire departments use
 - (IV) A manual fire-protective signaling system
 - (A) I+II
 - (B) I + III
 - (C) II + III
 - (D) II + IV
- 16. In an un-sprinklered educational occupancy of Type IV construction, draft stops shall be provided between the suspended ceiling and floor above at a minimum of every:
 - (A) $500 \text{ ft}^2 (46 \text{ m}^2)$
 - (B) $1,000 \text{ ft}^2 (93 \text{ m}^2)$
 - (C) $1,500 \text{ ft}^2 (139 \text{ m}^2)$
 - (D) $3,000 \text{ ft}^2 (280 \text{ m}^2)$
- 17. Which one of the following options is not a proper staff procedure when a fire is discovered in a health care facility?
 - (A) Rescuing occupants at risk
 - (B) Confining the fire
 - (C) Transmitting an alarm
 - (D) Ventilating the fire
- 18. What is the minimum distance above ground level for the discharge point for vent pipes from vaults or above ground storage tanks containing Class I liquid?

- (A) 12 ft (3.6 m)
- (B) 10 ft (3 m)
- (C) 8 ft (2.4 m)
- (D) 6 ft (1.8 m)
- 19. Chapter 66 of NFPA 1, Fire Code applies to all flammable and combustible liquids EXCEPT those that remain solid above a minimum temperature of:
 - (A) $32^{\circ} F(0^{\circ} C)$
 - (B) 100° F (38° C)
 - (C) $150^{\circ} \text{ F } (66^{\circ} \text{ C})$
 - (D) 212° F (100° C)
- 20. What is the maximum amount of Class II liquids that can be stored in a single control area in a partially sprinklered occupancy?
 - (A) 60 gal. (227 L)
 - (B) 75 gal. (284 L)
 - (C) 100 gal. (378 L)
 - (D) 120 gal. (454 L)
- 21. On smooth ceilings, what distance is permitted to be used as a guide when spacing spot-type smoke detectors?
 - (A) 15 ft (4.6 m)
 - (B) 20 ft (6.1 m)
 - (C) 30 ft (9.1 m)
 - (D) 50 ft. (15.2 m)
- 22. The valves of portable LP-Gas containers shall be protected against damage while in storage when the containers are in which of the following conditions?
 - (I) Full
 - (II) Partially full
 - (III) Empty
 - (A) I only
 - (B) III only
 - (C) I and II only
 - (D) I, II, and III

SAMPLE UN-TIMED EXAMINATION ANSWER KEY

Question Number	Answer	Reference
1	D	NFPA 1:
		1.13.10, 2021 & 2018
2	С	NFPA 25:
		5.2.4, Table 5.1.1.2, 2020 & 2017
3	Α	NFPA 25:
		13.6.2.1.1, 2020 & 2017
4	Α	NFPA 13:

Question Number	Answer	Reference
		16.12.5.1, 2019
		8.17.2.4.1, 2016
5	Α	NFPA 13:
		28.2.2.1, 2019
		25.2.2.1, 2016
6	D	NFPA 13:
		3.3.206.3, 2019
		3.4.4, 2016
7	С	NFPA 13:
		3.3.206.9, 2019
		3.4.10, 2016
8	В	NFPA 101:
		18.2.2.3 / 7.2.2, 2021 & 2018
9	С	NFPA 101:
		Table 7.3.1.2 & 14.1.7, 2021 & 2018
10	Α	NFPA 101:
		Table 7.3.1.2, 2021 & 2018
11	С	NFPA 101:
		3.3.302.2, 2021
	_	3.3.299.2, 2018
12	В	NFPA 101:
10		39.3.2.2, 2021 & 2018
13	С	NFPA 101:
1.4		31.3.6.2.1, 8.3.3.2.4, 2021 & 2018
14	В	NFPA 101:
15	D	18.7.1.6, 19.7.1.6, 2021 & 2018
15	D	NFPA 101:
1.0	D	8.6.7(6), 2021 & 2018
16	В	NFPA 101:
17	D	8.6.11.1(3), 2021 & 2018 NFPA 101:
1/	U	18.7.2.1.2 & 19.7.2.1.2, 2021 & 2018
18	Α	NFPA 1:
10	A	42.3.3.2.5.1, 2021
		66.25.13.1, 2018
19	В	NFPA 1:
19	D	66.1.3(1), 2021 & 2018
20	D	NFPA 1:
		66.9.6.1, Table 66.9.5.1, 2021
		66.9.6.1, Table 66.9.6.1, 2018
21	С	NFPA 72:
		17.7.3.2.3.1(1), 2019 & 2016
22	D	NFPA 1:
		69.2.1.2.1, 2021 & 2018
	1	

STEP 4 - FINAL PREPARATION

Please treat the following sample questions as a timed exam. To simulate the exam experience, you should allow yourself a maximum of 48 minutes to complete this exercise.

- 1. Class B interior wall or ceiling finish has which of the following flame-spread ratings?
 - (A) 0-25
 - (B) 26-75
 - (C) 76-200
 - (D) 201-400
- 2. What is the maximum allowable smoke-developed rating of an interior wall or ceiling finish material?
 - (A) 25
 - (B) 75
 - (C) 200
 - (D) 450
- 3. Which of the following are the minimum requirements for conducting fire exit drills in a hospital?
 - (A) Monthly, for each shift
 - (B) Quarterly, for each shift
 - (C) Semiannually, for each shift
 - (D) Annually, for each shift
- 4. Which of the following is required in a theater with 350 fixed seats?
 - (A) The employees shall be trained in the duties they are to perform in case of a fire.
 - (B) An announcement is to be made prior to the performance to notify occupants which exits are to be used in case of a fire.
 - (C) Employees shall be instructed in the proper use of fire extinguishers if provided.
 - (D) All of the above.
- 5. In theaters, during times that seats are not available, people will be allowed to wait in lobbies based on how many square feet (square meters) per person?
 - (A) $3 \text{ ft}^2 (0.3 \text{ m}^2)$
 - (B) $5 \text{ ft}^2 (0.5 \text{ m}^2)$
 - (C) $7 \text{ ft}^2 (0.6 \text{ m}^2)$
 - (D) $10 \text{ ft}^2 (0.9 \text{ m}^2)$
- 6. In a new nursing home sleeping area, the occupant load for which a means of egress is provided shall be the maximum number of persons intended to occupy that floor, but not less than one person for each:
 - (A) $100 \text{ ft}^2 (9 \text{ m}^2)$

(B) 120 ft ² (11 m ²)
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- 7. What is the minimum allowable per-person floor area on either side of a horizontal exit in an educational occupancy?
 - (A) $3 \text{ ft}^2 (0.3 \text{ m}^2)$
 - (B) $7 \text{ ft}^2 (0.6 \text{ m}^2)$
 - (C) $20 \text{ ft}^2 (1.8 \text{ m}^2)$
 - (D) $30 \text{ ft}^2 (2.8 \text{ m}^2)$
- 8. What is the minimum required total stair width in a non-sprinklered hotel with an occupancy capacity of 650?
 - (A) 130 in. (330 cm)
 - (B) 195 in. (495 cm)
 - (C) 217 in. (551 cm)
 - (D) 455 in. (1156 cm)
- 9. What is the occupant load of a 6,000 sq ft (557 sq m) restaurant dining room?
 - (A) 60
 - (B) 100
 - (C) 400
 - (D) 600
- 10. In a new single-story one- and two-family dwelling, smoke detectors are required in the following locations?
 - (I) Outside each sleeping area
 - (II) Kitchen area
 - (III) Sleeping rooms
 - (IV) Laundry/utility room area
 - (A) I+II
 - (B) I + III
 - (C) || + |||
 - (D) II + IV
- 11. Prior to seeking final approval for a sprinkler installation, an installer shall do which of the following?
 - (I) Perform all required acceptance tests
 - (II) Complete all contractors' material and test certificates
 - (III) Notify authority having jurisdiction of the time and date of test
 - (IV) Complete owners' approval form and forward it to the authority having jurisdiction

⁽C) $140 \text{ ft}^2 (13 \text{ m}^2)$

⁽D) $240 \text{ ft}^2 (22 \text{ m}^2)$

- (A) I and IV only
- (B) III and IV only
- (C) I, II, and III only
- (D) II, III, and IV only
- 12. Who is responsible to ensure that water-based fire protection systems are properly maintained?
 - (A) Owner(s)
 - (B) Occupant(s)
 - (C) Authority Having Jurisdiction
 - (D) Fire Department
- 13. Which system piping contains air or nitrogen under pressure at all times?
 - (A) Wet-pipe system
 - (B) Dry-pipe system
 - (C) Preaction system
 - (D) Deluge system
- 14. Which system piping contains water under pressure at all times?
 - (A) Wet-pipe system
 - (B) Dry-pipe system
 - (C) Preaction system
 - (D) Deluge system
- 15. Which system has a quick-opening device?
 - (A) Wet-pipe system
 - (B) Dry-pipe system
 - (C) Preaction system
 - (D) Deluge system
- 16. What is the testing frequency for level indicators on a water storage tank?
 - (A) Monthly
 - (B) Semiannually
 - (C) Annually
 - (D) 5 years
- 17. A Board of Appeals must meet within how many days of the filing of a notice of appeal?
 - (A) 30 days
 - (B) 60 days
 - (C) 90 days
 - (D) 120 days
- 18. Which of the following statements best describes the term *flashpoint*?
 - (A) The minimum temperature at which the vapor pressure of the liquid is sufficient to produce an ignitable mixture.

- (B) The minimum concentration of vapor to air below which propagation of a flame will not occur in the presence of an ignition source.
- (C) The rate at which a liquid is converted to a vapor state at any given temperature and pressure.
- (D) The temperature to which a closed or nearly closed container of flammable liquid must be heated to ignite spontaneously and burn.
- 19. A Class IIIA combustible liquid has a flash-point at or above:
 - (A) 73°F and below 100°F (23°C and below 38°C)
 - (B) 100°F and below 140°F (38°C and below 60°C)
 - (C) 140°F and below 200°F (60°C and below 93°C)
 - (D) 200°F (93°C)
- 20. How often shall personnel responsible for the use and operation of fire protection equipment be provided refresher training?
 - (A) Monthly
 - (B) Quarterly
 - (C) Semiannually
 - (D) Annually

SAMPLE TIMED EXAMINATION ANSWER KEY

You may use this answer key to evaluate your responses. Mark on this answer key those questions you answered incorrectly and review those documents to find the correct answer.

Question No.	Answer	Reference Source
1	В	NFPA 101:
		10.2.3.3(2), 2021 & 2018
2	D	NFPA 101:
		10.2.3.3(3), 2021 & 2018
3	В	NFPA 101:
		18.7.1.6 & 19.7.1.6, 2021 & 2018
4	D	NFPA 101:
		12.7.7 & 13.7.7, 2021 & 2018
5	Α	NFPA 101:
		12.1.7.2(3) & 13.1.7.2(3), 2021 & 2018
6	В	NFPA 101:
		18.1.7 & Table 7.3.1.2, 2021 & 2018
7	Α	NFPA 101:
		7.2.4.2.4, 14.2.2.5 & 15.2.2.5, 2021 & 2018
8	В	NFPA 101:
		7.2.2 & 7.3.3.1, 28.2.2.3 & 29.2.2.3, 2021 &
		2018
9	С	NFPA 101:
		Table 7.3.1.2, 12.1.7 & 13.1.7, 2021 & 2018
10	В	NFPA 101:
		24.3.4.1.1, 2021 & 2018
11	С	NFPA 13:
		28.1, 2019
		25.1, 2016
12	Α	NFPA 25:
		4.1.1, 2020 & 2017
13	В	NFPA 13:
		3.3.206.4, 2019
		3.4.5, 2016
14	Α	NFPA 13:
		3.3.206.10, 2019
	_	3.4.11, 2016
15	В	NFPA 13:
		8.2.4, 2019
	_	7.2.4, 2016
16	D	NFPA 25:
		9.3.1, 2020 & 2017
17	Δ.	NEDA 4
17	Α	NFPA 1:
		1.10.5.1, 2021 & 2018

Question No.	Answer	Reference Source
18	Α	NFPA 1:
		3.3.140, 2021
		3.3.134, 2018
19	С	NFPA 1:
		66.4.1.3.2(1), 2021
		66.4.2.2(2)(a), 2018
20	D	NFPA 1:
		66.6.8.2, 2021
		66.21.6.5.2, 2018

Additional practice exams are available for purchase through the NFPA online catalog at www.nfpa.org/catalog.



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