



**HANDBOOK FOR
CANDIDATES TAKING
THE STATUTORY
PROMOTION EXAMINATIONS**

Sub-Officer

ISSUE

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Layden House
76-86 Turnmill Street
London EC1M 5LG

Telephone: 020 7296 6600
Fax: 020 7296 6666

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FOREWORD

The Fire Services Examinations Board (FSEB) has a statutory duty to administer the examinations that qualify firefighters for promotion to the ranks of Leading Firefighter, Sub-Officer and Station Officer.

For purposes of clarity, this examination will be related to the role of Watch Manager for which questions have been designed.

The syllabuses have been significantly revised for the written examinations to be held from September 2000 onwards.

To assist candidates in their preparation for these examinations the FSEB has consolidated its publications into a handbook for each of the examinations. This handbook relates to the Sub-Officers' Examination.

This qualifying examination is in two parts. Part One is the written examination and Part Two is the practical test. This handbook is set out in sections to guide you through the rules, to explain what you should study, to advise you on how to prepare for the written examination, how to practise for the practical tests and to assist you with your studies.

It is important that you should understand the purpose of the examination.
It is to:

- (a) provide a method of assessment to a common national standard that is perceived as appropriate, well managed and fair; and
- (b) provide reliable evidence in predicting potential and be of a standard that is transferable by personnel between brigades.

This will be achieved by assessing the level of your knowledge, understanding, skills and abilities in a range of subject areas against a level that the FSEB considers appropriate.

I recommend that you follow the guidance in this handbook and wish you success in the examination.



Sir Graham Meldrum CBE OSTJ QFSM Duniv FIFireE CCMI

Her Majesty's Chief Inspector of Fire Services
Chair of the Fire Services Examinations Board

December 1999