



**MULTIPLE-CHOICE WRITTEN TEST QUESTION APPEAL / REBUTTAL FORM**

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Houston Fire Department

Exam Capt Question 1

Appeal or Rebuttal (circle one)  SJT or Written (circle one)

**PLEASE CHECK ONE:**

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- A is the only correct answer
- B is the only correct answer
- C is the only correct answer
- D is the only correct answer (if applicable)
- Consider the following as correct answers:

A  B C D E

Explanation: Please provide a detailed explanation of your appeal / rebuttal. **DO NOT WRITE THE TEST QUESTION ON THIS FORM.** Print/ Write legibly.

In the scenario the probationary firefighter has already established her wish to move forward with the complaint. To merely document and return her to duty comes off as dismissive of her complaint. As per Fire Officer Principles and Practices and Fire Service Personnel management most complaints escalate because they aren't handled sufficiently at the lowest levels.

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Random Test Number

7/23/13  
DATE

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Houston Fire Department

Exam CAPTAIN

Question 1

Appeal or Rebuttal (circle one)

SJT or Written (circle one)

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By READING THIS QUESTION RESPONSE IT STATES THAT YOU ARE JUST DOCUMENTING THE INCIDENT AND DOING NO FURTHER. YOU MUST ALSO INVESTIGATE THE INCIDENT TO FIND OUT THE REST OF THE STORY. FAILURE TO INVESTIGATE MAY OPEN THE SUPERVISOR UP TO LEGAL ACTIONS OF DISCRIMINATION. THE CORRECT SHOULD HAVE BEEN DOCUMENT AND THEN INVESTIGATE.

344

Random Test Number

DATE



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Houston Fire Department

Exam WRITTEN SITUATIONAL

Question I / 2

Appeal or Rebuttal (circle one)

SJT or Written (circle one)

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Explanation: Please provide a detailed explanation of your appeal / rebuttal. **DO NOT WRITE THE TEST QUESTION ON THIS FORM.** Print/ Write legibly.

A IS CORRECT BECAUSE IF YOU MEET WITH THE ENTIRE CREW AND DISCUSS THE SITUATION IT WILL ALERT THE CREW THAT YOU ARE AWARE OF THE SITUATION, AND IF THERE IS HAZING GOING ON, IT'S LIKELY TO STOP.

425  
Random Test Number

26 JUL 13  
DATE

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Houston Fire Department

Exam Capt

Question 2

Appeal or Rebuttal (circle one)

SJT or Written (circle one)

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#2 Given this set of circumstances and if you as in question 4 you notified the Chief. It stands to reason that you call a roll call or call other members attention to the fact that our rules state ~~you~~ that there is to be no physical ~~no~~ contact ~~is~~ concerning hazing new members and to make sure every member of my crew understands that. It is more than reasonable to mention this to the crew, because what if another member complains of the same thing while notifying the chief, and investigating? Then you now have two members who are upset and concerned. Now you have a safety issue, because at the time of an emergency these members won't be concentrating instead will be distracted by these harassments with the crew their working with.

241

Random Test Number

8-5-13

DATE

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Houston Fire Department

Exam CAPTAIN

Question 2

Appeal or Rebuttal (circle one)

SJT or Written (circle one)

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ANY TIME A MEMBER IS REPORTING TO A SUPERVISOR ABOUT DISCRIMINATION A INVESTIGATION SHOULD BE MANDATORY ACCORDING TO EO 1-50. ALSO YOU SHOULD REVIEW THE POLICY W/ MEMBERS ~~FOR~~ AND HAVE THEM SIGN IT TO MAKE SURE THEY ARE AWARE OF DEPT POLICY AND THAT NO DISCRIMINATION WILL BE TOLERATED

344

Random Test Number

DATE

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Houston Fire Department

Exam Captain Question 2

Appeal or Rebuttal (circle one)  SJT or Written (circle one)

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I believe the captain should meet with the crew to explain the expected behavior, and to let them know what they were or could have been doing wrong.

On page 53 of Fire Officer Principles and Practice states The fire officer must act immediately in these situations. That means speaking with the offending fire fighters, and counseling the other fire fighters.

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Random Test Number

7-31-13  
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Houston Fire Department

Exam Capt 2013 Situational Question 2

Appeal or Rebuttal (circle one) SJT or Written (circle one)

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A or B could be correct be-cause hazing in covered in the guidelines with discrimination. Also hazing is a form of Discrimination and is prohibited by the Guidelines

341

Random Test Number

7-31-13

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Houston Fire Department

Exam Captain (HFD)

Question Q 2

Appeal or Rebuttal (circle one)

SJT or Written (circle one)

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Answer "A" should also be considered due to the fact that as a captain reviewing a policy is always good practice & the complainant may also find that ~~it~~ information useful as well. This action would also follow many other actions too.

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7-31-13

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Houston Fire Department

Exam Captains

Question 2

Appeal or Rebuttal (circle one)

SJT or Written (circle one)

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In this scenario a female prob. FF is experiencing what she believes to be unfair treatment and other FF's telling her to do more work than other prob FF's. As a Captain it is your responsibility to try and resolve the issue. Meeting w/ crew members and explaining policy would help resolve this issue w/o further problems and I believe should be done. Therefore I believe answer A is correct.

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Random Test Number

07/31/13

DATE

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Houston Fire Department

Exam Captain

Question 2

Appeal or Rebuttal (circle one)

SJT or Written (circle one)

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THE REASONING that I would meet with the crew and explain that there is no HAZING / HAZING Policy is when the female Firefighter SAID that the MALE pro. Firefighter does not do nearly as much as she does. I would meet and have a Roll call with the crew to MAKE sure that they understand that each member has a Role / responsibility and HAZING is not allowed

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Random Test Number

7/29/13  
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Houston Fire Department

Exam Capt

Question 2

Appeal or Rebuttal (circle one)

SJT or Written (circle one)

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while you might say hazing is not going on for this question, Rookie duties are not spec listed in any rules OR Regs. Any additional duties for a rookie only can be viewed as hazing. Therefore I would review this Policy with my crew. Therefore Answer B should be scored correct. "Training never hurts"

395

Random Test Number

7/25/13

DATE

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Houston Fire Department

Exam Captain

Question 2

Appeal or Rebuttal (circle one)

SJT or Written (circle one)

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At Any time a single crew member or multiple crew members have a complaint or a suggestion A leader, A Captain should listen to the member, Review Policies Then meet with the crew, Review the policy and "Explain" the ~~the~~ policy to the crew what he expects from each and every one. The crew then knows the policy and what the Captain expects. But to not meet with the crew and explain leads to the appearance of complaints and suggestions Filling ou Def ears.

307

Random Test Number

7-31-13

DATE

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Houston Fire Department

Exam SJT-captain

Question I #2

Appeal or Rebuttal (circle one)

SJT or Written (circle one)

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*Question I (#2) I believe answer A is correct due to the scenario given. As a captain you would need to address your crew of not only the discrimination policy but also a hazing policy concerning rookies in the department. Sentence 4 states in addition "to nor other rookie duties" but does not give any details to what they are or if she is also getting hazed as well. Due to the lack of details provided I think this ~~new~~ question will have two answer both A and B*

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7/23/13

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Houston Fire Department

Exam Captain

Question Q2

Appeal or Rebuttal (circle one)

SJT or Written (circle one)

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Q2 should have (A) as a correct answer based on the "Houston Fire Dept Accountability Manual" which states "The most effective tools supervisors can use are: setting a good example, coaching, counseling, encouraging, suggesting, directing and other supporting actions."

Meeting with members is a proactive measure to ensure a bad problem does not turn into a major issue.

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7-26-2013  
DATE



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Houston Fire Department

Exam CAPTAIN

Question #2

Appeal or Rebuttal (circle one)

SJT or Written (circle one)

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IT WOULD BE A GOOD IDEA TO HAVE A ROLL CALL TO DISCUSS POLICIES ESPECIALLY WHEN A ROOKIE / PROBATIONARY FIRE FIGHTER IS ASSIGNED TO YOUR STATION. HAZING AND DISCRIMINATION SHOULD BE DISCUSSED FREQUENTLY THROUGHOUT THE YEAR AND THE FIRST DAY THE ROOKIE ARRIVES TO DISCUSS THE "GROUND RULES".

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Random Test Number

7/23/13

DATE

Houston Fire Department

Exam Captain

Question # 2

Appeal or Rebuttal (circle one)

SJT or Written (circle one)

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The Houston Fire Department has a strict NO Hazing Policy that has been distributed via bulletins and in our guidelines, ~~and in the rules~~

The officer has a responsibility to ensure job training and that all subordinates are aware and acknowledge bulletins.

Therefore the officer should meet w/ the crew and explain the hazing policy if it may be perceived by another firefighter to ensure such conduct does not take place and/or does not continue.

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7-24-13  
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Houston Fire Department

Exam Captain - Sit

Question # 2

Appeal or Rebuttal (circle one)

SJT or Written (circle one)

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*Going over the hazing policy with crew members would not only be the correct thing to do in that situation but would also be a good training opportunity to go over with the crew to avoid future confrontations and maybe solve the problem that's at hand. Whether it affects the crew or not its the captains job to go over policies and procedures with crew members to make sure they are understood*

41

Random Test Number

7/26/13

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Houston Fire Department

Exam Component 1  
SJT

Question 2

Appeal or Rebuttal (circle one)

SJT or Written (circle one)

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In this SJT question I am defending the answer to "meet with the crew members and explain the hazing policy." Even though the crew might not be engaged in hazing, but the female FF seems to think so, I consider it important to remind crew that hazing will not be tolerated.

In the HFD Accountability Manual "RED BOOK", on pg 30, Section 6, the officer is to maintain the environment and must all accept the responsibility associated with maintaining our positive environment, which encompasses delivering quality service and cultivating change and improvement in the future.

By discussing the hazing policy shows that I am maintaining the environment, and situational awareness by providing a positive environment

139

Random Test Number

7-26-13

DATE

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Houston Fire Department

Exam CAPT Question 2

Appeal or Rebuttal (circle one) SJT or Written (circle one)

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IN THE ~~BE~~ PARAGRAPH IT SAYS "SHE FEELS DISCRIMINATED AGAINST" BY GOING OVER THE HAZING POLICY YOU ARE BEING PROACTIVE & INFORMING THE CREW OF POLICYS AND ACTIONS THAT MAY HAVE BEEN FORGOTTEN SINCE LAST REVIEWED.

74

Random Test Number

7-26-13

DATE

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Houston Fire Department

Exam Captain

Question 2

Appeal or Rebuttal (circle one)

SJT or Written (circle one)

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*Why would you not explain the hazard policy with the crew. If there is evidence of hazard and the crew ~~don't believe~~ doesn't believe that they are hazardous then showing them the policy might help them to see what they are doing.*

119  
Random Test Number

6-26-13  
DATE

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Houston Fire Department

Exam HFD Captain

Question 2

Appeal or Rebuttal (circle one)

SJT or Written (circle one)

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Ap. RR  
Scenario I

A probationary FF complains to officer about being treated differently than other rookie FFs. I believe this a great opportunity to review hazing policy with crew to ensure that department rules and regulations are being adhered to. I do not feel this is AN INCORRECT ACTION.

239  
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7/29/13  
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Houston Fire Department

Exam CAPTAIN

Question ~~1000~~ 5

Appeal or Rebuttal (circle one)

SJT or Written (circle one)

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When handling a new situation that occurs, everything should be documented well; however, if the situation can be resolved to the complainant's satisfaction, then on a 1st occasion I feel it should be handled at the station level by way of the Capt. If the situation cannot be resolved, then I would contact my District Chief. Sometimes situations occur due to a misunderstanding and are easily handled by the Sta. Capt.

103

Random Test Number

8/5/13

DATE