



Bobby Jindal
GOVERNOR

DEPARTMENT OF PUBLIC SAFETY AND CORRECTIONS

Public Safety Service



H. "Butch" Browning
STATE FIRE MARSHAL

July 21, 2009

To: All Life Safety and Property Protection Contractors
From: Boyd Petty, DSFM Manager, Licensing Section

Re: Life Safety and Property Protection Initial Certification & Continuing Education Requirements

Licensing Section Memo 3-2009

Per R.S. 40:1664.11, the Life Safety and Property Protection (LSPP) Advisory Board is authorized to establish all initial certification requirements for those firms and individuals seeking licensure to perform life safety and property protection contracting in the state. On May 21, 2009, the LSPP Advisory Board revised the initial certification and continuing education requirements as shown below. These requirements were an update to those previously established in August, 2008.

1. Life Safety and Property Protection Initial Certification Requirements

****See attached document****

2. Life Safety and Property Protection Continuing Education Requirements

****See attached document****

Effective at the time of an individual's renewal on or after August 1, **2010**, each individual license holder must document that he/she has obtained at least **eight (8)** contact hours of continuing education. Documentation will be in the form of a statement submitted at the time of renewal (provided on the license application) that the individual has met the requirement.

The employer will also be required to affirm the employee has met the requirements by affirming such on the employee's renewal application (again provided on the application). Continuing education documentation is not required to be submitted with the application but rather kept on file in the employee's personnel file. This documentation will be verified when a facility inspection is done by the fire marshal's office. Also, the Board has created a Continuing Education Log to help firms keep track of an employee's continuing education for the year. This Log shall be kept with the employee's file for review when a facility inspection is conducted by the fire marshal's office. This form is also attached.

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8181 Independence Boulevard, Baton Rouge, LA 70806
(225) 925-4911 1-800-256-5452

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Licensing Section Memo 3-2009

Additional certifications may be periodically added to this list and will be posted on the fire marshal's website located at www.lasfm.org. **This memo replaces Licensing Section Memos 2-2008 and 3-2008.**

Should you have any questions regarding this memo, please contact me at 1-800-256-5452 or 225-925-7047.

Attachments:

1. Life Safety and Property Protection License Initial Certification Requirements
2. Life Safety and Property Protection License Continuing Education Log

CC: Louisiana Life Safety and Security Association
Louisiana Automatic Fire Alarm Association
Louisiana Fire Sprinkler Association

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Technician Initial License Certification Requirements

LIFE SAFETY TECHNICIANS

SPRINKLER INSPECTION

1. A provisional license will be issued for the first year;
2. By the first renewal date one of the following must be obtained:
 - a. National Institute for Certification of Engineering Technicians (**NICET**) 1 Certification in Inspection and Testing of Water Based Fire Protection Systems; or
 - b. Oklahoma State University (**OSU**) Sprinkler Course; or
 - c. Qualified Apprentice Program (National Fire Sprinkler Association (**NFSA**) or Sprinkler Fitters Local 669);
3. NICET 2 Certification (or higher) in Inspection and Testing of Water Based Fire Protection Systems by the second renewal date.

FIRE ALARM TECHNICIAN

1. National Training School (**NTS**) Fire Alarm Installation Methods; or
2. Automatic Fire Alarm Association (**AFAA**) Basic or Intermediate Fire Alarm Systems Course; or
3. NICET 2 (or higher) Certification in Fire Alarm Systems.

NON-REQUIRED FIRE ALARM TECHNICIAN

1. AFAA Basic or Intermediate Fire Alarm Systems Course; or
2. NTS Fire Alarm Installation Methods Course; or
3. NICET 2 (or higher) Certification in Fire Alarm Systems.

FIRE ALARM OWNER TECHNICIAN

1. AFAA Basic or Intermediate Fire Alarm Systems Course; or
2. NTS Fire Alarm Installation Methods Course; or
3. NICET 2 (or higher) Certification in Fire Alarm Systems.

HOUSEHOLD FIRE TECHNICIAN

1. NTS Fire Alarm Installation Methods Course; or
2. AFAA Basic or Intermediate Fire Alarm Systems Course.

FIXED FIRE SUPPRESSION TECHNICIAN

1. National Association of Fire Equipment Distributors (**NAFED**) Engineered Extinguishing Systems Exam; or
2. Fire Suppression Systems Association (**FSSA**) Certification/Testing; or
3. NICET Level 2 (or higher) Certification Special Hazards Suppression Systems or previous Special Hazards Layout.

PRE-ENGINEERED TECHNICIAN

1. Fire Protection Certification, Inc. (FPC) Pre-Engineered Suppression Course; or
2. NAFED Pre-Engineered Suppression and Industrial ICC Certification Program; or
3. NICET 2 (or higher) Certification in Special Hazards Suppression Systems or previous Special Hazards Layout.

KITCHEN SUPPRESSION TECHNICIAN

1. FPC Pre-Engineered Suppression Course; or
2. NAFED ICC Pre-Engineered Suppression ICC Certification Program.

PORTABLE FIRE EXTINGUISHER/FIRE HOSE TECHNICIAN

1. FPC Portable Fire Extinguisher Course; or
2. NAFED Portable Fire Extinguisher ICC Certification Program; or
3. LSU Fire & Emergency Training Institute Portable Fire Extinguisher/Fire Hose Testing Course.

DOT HYDROSTATIC TESTING

1. Hydrostatic Equipment Manufacturer Certification /Department of Transportation (DOT) Hydrostatic Testing Course

PROPERTY PROTECTION TECHNICIANS

SECURITY TECHNICIAN

1. NTS Level 1 Certified Alarm Technician Course; or
2. Elite CEU Level 1 Course.

SECURITY SALES

1. A provisional license will be issued for the first year;
2. By the first renewal date, one the following must be obtained:
 - a. NTS Understanding Alarms Course; or
 - b. ADT Security Services, Inc. Residential Upstart Course; or
 - c. Brinks University Sales Training.

CCTV SPECIALIST

1. ALOA CCTV/Digital Video and Audio Course; or
2. ALOA CCTV Basics Course; or
3. NTS Video System Technologies Course.

DOOR HARDWARE SPECIALIST

1. Door and Hardware Institute Certification; or
2. Manufacturer Certification.

LOCKSMITH (Electronic or Mechanical locks)

1. ALOA Six-Day Basic Locksmithing Course; or
2. ALOA Certified Registered Locksmith (CRL); or
3. ALOA Certified Professional Locksmith (CPL); or
4. ALOA Certified Master Locksmith (CML); or
5. Certificate of Graduation from a Department of Labor Apprenticeship Program;
or
6. US Military School or Specialty Rating/Qualification/Designation; or
7. Lockmasters Security Institute Professional Locksmithing Course; or
8. Cothron's Locksmith Basic Field Locksmith Operations Course; or
9. Pop-A-Lock Fundamentals of Locksmithing Course.

LIMITED LOCKSMITH (Mechanical locks only)

1. ALOA Six-Day Basic Locksmithing Course; or
2. ALOA Certified Registered Locksmith (CRL); or
3. ALOA Certified Professional Locksmith (CPL); or
4. ALOA Certified Master Locksmith (CML); or
5. Certificate of Graduation from a Department of Labor Apprenticeship Program;
or
6. US Military Locksmith Specialty Rating/Qualification/Designation; or
7. Lockmasters Security Institute Professional Locksmithing Course; or
8. Cothron's Locksmith Basic Field Locksmith Operations Course; or
9. Pop-A-Lock Fundamentals of Locksmithing Course.

BANK LOCKING SPECIALIST

1. ALOA Six-Day Basic Locksmithing Course; or
2. ALOA Certified Registered Locksmith (CRL); or
3. ALOA Certified Professional Locksmith (CPL); or
4. ALOA Certified Master Locksmith (CML); or
5. Certificate of Graduation from an Apprenticeship Program; or
6. US Military School or Specialty Rating/Qualification/Designation; or
7. Lockmasters Security Institute Professional Locksmithing Course; or
8. Cothron's Locksmith Course; Basic Field Locksmith Operations; or
9. Pop-A-Lock Fundamentals of Locksmithing Course.

DETENTION LOCKING SPECIALIST

1. Southern Folger Detention Equipment Company Certified Detention Equipment Field Operations Contractor Program.

GENERAL REQUIREMENTS

A copy of the training certificate must accompany an application for an individual license.

Each endorsement requested must have its own training certification documentation.

All Technical Training for licensing/qualification must include a test with a pass/fail result.

An individual is not eligible to perform Life Safe and Property Protection work until he receives a valid license from the Office of the State Fire Marshal.

Approved Continuing Education Courses

The following courses and methods are approved for obtaining required contact hour credits.

1. Advisory Board Approved Training Courses – Each of the following courses will provide the attendee the actual number of contact hours prescribed in the approved course syllabus. Total contact hour credits are given regardless of pass or fail status.

Currently approved courses:

- A. Any Automatic Fire Alarm Association (AFAA) course;
- B. Any National Training School (NTS) course;
- C. Any National Burglar and Fire Alarm Association (NBFAA) course;
- D. Any National Association of Fire Equipment Distributors (NAFED) course;
- E. Any Fire Protection Certification, Inc. (FPC) course;
- F. Any American Fire Sprinkler Association (AFSA) course;
- G. Any course accepted for maintaining a National Institute for Certification in Engineering Technologies (NICET) Certification in fire alarm, special hazards or fire sprinkler.
- H. Any Associated Locksmiths of America (ALOA) course;
- I. Any Lockmasters Locksmithing course;
- J. Any Foley-Belshaw Locksmithing course;
- K. Any Cothron's School of Professional Locksmithing course;
- L. The Identocard Systems Course;
- M. The Sonitrol University Sales Course;
- N. Any National Fire Protection Association Course.
- O. Hagemeyer Redline/D.O.T. Hydrostatic Testing Course.
- P. Any Elite CEU Locksmithing or Security Course.

2. Association Meetings – **One (1)** contact hour per meeting (maximum) of an approved industry or endorsement related association.

Approved associations include:

- A. Louisiana Life Safety and Security Association;
 - B. National Burglar and Fire Alarm Association;
 - C. Louisiana Automatic Fire Alarm Association;
 - D. Automatic Fire Alarm Association;
 - E. National Fire Protection Association;
 - F. Central Station Association;
 - G. Security Industry Association;
 - H. National Association of Security Industry Regulators;
 - I. Life Safety and Property Protection Advisory Board;
 - J. Louisiana Automatic Sprinkler Association;
 - K. LouMiss Locksmith Association;
 - L. ArkLaTex Locksmith Association;
 - M. Louisiana Door Hardware Association;
 - N. Fire Suppression Systems Association;
 - O. American Society for Industrial Security.
- (Other associations may be accepted by the Advisory Board.)

- 3. Regulatory Training** – **One (1)** contact hour per actual number of contact hours of training received with a maximum of **six (6)** contact hours per day permitted. Must be administered by a recognized governmental agency.
- 4. Manufacturer/Dealer Certification Training** – **One (1)** contact hour per actual number of contact hours of training received with a maximum of **six (6)** contact hours per day permitted.
- 5. Safety Training** - **Two (2)** contact hours per course (maximum) administered by a recognized training or safety organization. (First Aid, OSHA, etc.)
- 6. Industry related classroom study** **One (1)**- contact hour per actual number of contact hours obtained through a nationally or state accredited technical school, trade school, vo-tech school, college or university with a maximum of **six (6)** contact hours per course per day permitted.

7. **Business Development Training** - **Two (2)** contact hours per course (maximum).
(Examples include leadership and supervision courses, marketing, insurance, etc.)
8. **Elective Courses** – **One (1)** contact hour per course per day (maximum) for training of a generalized nature which is not endorsement specific. Examples: Board Approved Employer In-House Training, Counter Days, and Industry Specific Trade Shows, etc.

Individuals must obtain at least 50% of their continuing education hours from categories number 1, 3, 4 or 6.



LOUISIANA STATE FIRE MARSHAL

Life Safety & Property Protection License Continuing Education Log

EMPLOYEE NAME:	LICENSE NUMBER:	TIME PERIOD:
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1. ADVISORY BOARD APPROVED TRAINING (ACTUAL APPROVED HOURS)	ACTUAL HOURS	CONTACT HOURS

2. ASSOCIATION-RELATED MEETINGS (1 HOUR MAXIMUM PER MEETING)	ACTUAL HOURS	CONTACT HOURS

3. REGULATORY TRAINING (1 HOUR PER HOUR OF TRAINING; 6 MAXIMUM PER DAY)	ACTUAL HOURS	CONTACT HOURS

4. MANUFACTURER/DEALER CERTIFICATION TRAINING (1 HOUR PER HOUR OF TRAINING; 6 MAXIMUM PER DAY)	ACTUAL HOURS	CONTACT HOURS

5. SAFETY TRAINING (2 HOURS MAXIMUM PER COURSE)	ACTUAL HOURS	CONTACT HOURS

6. INDUSTRY-RELATED CLASSROOM STUDY (1 HOUR PER HOUR OF TRAINING; 6 MAXIMUM PER DAY)	ACTUAL HOURS	CONTACT HOURS

7. BUSINESS DEVELOPMENT (2 HOURS MAXIMUM PER COURSE)	ACTUAL HOURS	CONTACT HOURS

8. ELECTIVE(S) (EXAMPLES: BOARD APPROVED EMPLOYER IN-HOUSE TRAINING; COUNTER DAYS; INDUSTRY-SPECIFIC TRADE SHOWS, ETC.; 1 HOUR MAXIMUM PER COURSE PER DAY)	ACTUAL HOURS	CONTACT HOURS

ACKNOWLEDGEMENT

I hereby certify that I have successfully completed the contact hours listed above.

_____	_____	_____
SIGNATURE (EMPLOYEE)	NAME PRINTED	DATE

As employer, I hereby certify that the employee has successfully completed the contact hours listed above.

_____	_____	_____
SIGNATURE (EMPLOYER OR REPRESENTATIVE)	NAME PRINTED	DATE

NOTE: ALL SUPPORTING DOCUMENTATION, ATTENDANCE LOG(S), AND/OR TRAINING CERTIFICATE(S) ARE SUBJECT TO AUDIT. AT LEAST 50% OF HOURS MUST COME FROM CATAGORIES 1, 3, 4 OR 6.