

# **Life Safety & Property Protection Education Board**

## **Training and Education Requirements for Certification and Continuing Education Guidelines**



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## **GENERAL REQUIREMENTS FOR THE EDUCATION BOARD**

The Board typically meets once each quarter. All requests for courses to be approved for initial certification or to meet qualifier requirements must be presented in person to the Board. A vote as to whether the course will be accepted will not occur when the course is presented to the board, whether initially or otherwise, but will take place at the next scheduled Board meeting. This will allow the Board to review, research and possibly audit the class to ensure it meets the minimum standard for that endorsement.

## **GENERAL REQUIREMENTS FOR FIRM QUALIFIERS**

- All Qualifiers must receive a training certificate of completion with a passing exam score from the list of approved qualifier courses listed under the endorsement for which he/she is applying. The approved qualifier courses are listed in this document on pages 4-6 and 9-11.

- All Qualifiers must take a Fire Marshal Administrative Rules Course within one year of being designated as a Qualifier. This course must also be taken once every three years.
- Some Qualifiers must take a Fire Marshal Plan Review Course and Life Safety NFPA 101 Course based on the endorsement for which they are qualifying. The Fire Marshal Plan Review and Life Safety NFPA 101 courses must be taken within one year from date of licensure. These courses are taught by the Fire Marshal office as a combined class. These additional courses must be taken once every three (3) years.
  1. Fire Marshal Plan Review/Life Safety NFPA 101 Course and either
  2. Life Safety NFPA 101 Course; or
  3. NTS Life Safety NFPA 101 Course; or
  4. Oklahoma State University Life Safety NFPA 101 Course; or
  5. ALOA Life Safety Code Course.
- Courses taken no more than three (3) years prior to this date will be accepted to fulfill this requirement. All certification courses or professional licenses must remain current and valid. Any additional requirements of the certifying party must be met.

## **GENERAL REQUIREMENTS AND INFORMATION FOR TECHNICIAN AND SPECIALISTS**

An individual is not eligible to perform Life Safe and Property Protection work until he/she receives a valid license from the Office of State Fire Marshal (OSFM). In order to obtain an OSFM-issued license, the following general requirements and points of information must be adhered to:

1. Testing and Examination
  - a. All technical training and/or testing for licensing qualification must include an exam with a pass/fail result.
  - b. Approved certification courses offered online are accepted with the requirement that the examination be proctored by a third party not associated with the firm for which the students work.
  - c. Instructors are not permitted to administer examinations or grade such for students for which they teach.
2. Training Certificates
  - a. The training certificate must be from an approved course listed under the endorsement(s) for which the person is applying. The list is shown on page 13 of this document.
  - b. A copy of the training certificate(s) must accompany an application for an initial individual license.
  - c. Each request for an initial endorsement must have its own training certification documentation included with the application.
  - d. The Life Safety and Property Protection Education Board will only consider courses submitted for initial certification and continuing education. It will not review or consider an individual's work experience as an equivalent to the listed approved courses.

**LIFE SAFETY QUALIFIER CERTIFICATION REQUIREMENTS** (Note: On the prior accepted Guidelines (2018), the Technician Certifications were listed first.)

### **Life Safety Firms**

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**A. CONVEYANCE DEVICE INSPECTORS**

1. Qualified Elevator Inspectors (QEI) Certification by the National Association of Elevator Safety Authorities (NAESA); **or**
2. Qualified Elevator Inspectors Certification by the Qualified Elevator Inspectors Training Fund; **and**
3. Fire Marshal Administrative Rules Course

**B. CONVEYANCE DEVICE MECHANICS**

1. Certified Elevator Technician (CET) certificate by the National Association of Elevator Contractors; **or**
2. Certification by the National Elevator Industry Education Program (NEIEP); **or**
3. An attestation submitted in the form of a notarized affidavit that the person who seeks licensure has worked as a conveyance device mechanic, as defined in R.S. 40:1664.3, for not less than four (4) years and six thousand (6,000) hours, within the last five years, without immediate or direct supervision prior to application for licensure. Application for licensure must be submitted by the employing licensed conveyance device firm; **or**
4. An attestation submitted in the form of a notarized affidavit that the person who seeks licensure has worked as a conveyance device mechanic, as defined in R.S. 40:1664.3, for not less than two (2) years and three thousand (3,000) hours, within the last three years, without immediate or direct supervision prior to application for licensure and that the person has received a National Association of Elevator Contractors, Certified Elevator Technician (CET) course. Application for licensure must be submitted by the employing licensed conveyance device firm; **and**
5. Fire Marshal Administrative Rules Course  
**(Note: Reference Licensing Memo 4-2020)**

**C. DOT HYDROSTATIC TESTING (Requires firm RIN issued by DOT) (\*Minimum Technician certification requirements listed below)**

1. Hydrostatic Equipment Manufacturer Certification Training; **or**
2. Department of Transportation (DOT) Recognized Hydrostatic Testing Course; **and**
3. Certified Training Company (Cylinder Requalification); **and**
4. Fire Marshal Administrative Rules Course

**D. FIRE ALARM**

1. NICET 3 Certification (or higher) in Fire Alarm Systems; **or**
2. Professional Engineer with an Electrical or Fire Protection Endorsement; **or**
3. ESA/NTS Certified Fire Alarm Design Certification (CFAD); **and**
4. Fire Marshal Administrative Rules Course; **and**
5. Fire Marshal Fire Alarm & Locking Plan Review and Life Safety Code Course  
**Reference Licensing Memo 2-2017)**

**E. FIRE ALARM (NON-REQUIRED)**

1. NICET 2 Certification (or higher) in Fire Alarm Systems; **or**
2. ESA/NTS Certified Fire Alarm Technician (CFAT) Certification; **or**
3. Professional Engineer with an Electrical or Fire Protection Endorsement (one of the above must be obtained by July 1, 2017); **or**
4. MyCEUs.com Security Level II Advanced Security Specialist & Electronics Technician (ASSET) course **and**
5. Fire Marshal Administrative Rules Course; **and**
6. Fire Marshal Fire Alarm & Locking Plan Review and Life Safety Code Course  
**(Note: Reference Licensing Memo 1-2017)**

**F. FIRE ALARM (OWNER)**

1. Electronic Security Association/National Training School (ESA/NTS) Louisiana Fire Alarm Installation Methods (FAIM) Course; **or**
2. ESA/NTS Certified Fire Alarm Technician Course (CFAT); **or**
3. Automatic Fire Alarm Association (AFAA) Basic Fire Alarm Systems Course (must include an exam administered by the (LAFAA); **or**
4. Elite CEU Fire Alarm Installation Techniques (FAIT); **or**
5. NICET 2 (or higher) Certification in Fire Alarm Systems; **or**
6. LLSSA Life Safety Alarm Course; **or**
7. **FED Learning Center (A BHC Company) Fire Alarm Systems Course; and**
8. Fire Marshal Administrative Rules Course

**\*NOTE FED LEARNING CENTER COURSES to be instructor led only, no online course accepted**

**G. FIRE SPRINKLER**

1. NICET 3 Certification (or higher) in Water-Based Systems Layout; **or**
2. Professional Engineer with a Mechanical or Fire Protection Endorsement; **and**
3. Fire Marshal Administrative Rules Course; **and**
4. Fire Marshal Fire Sprinkler & Suppression Plan Review and Life Safety Code Course

**H. FIXED FIRE SUPPRESSION**

1. NICET 3 Certification (or higher) in Special Hazards Suppression Systems or previous Special Hazards Layout; **or**
2. Professional Engineer with a Mechanical or Fire Protection Endorsement; **and**
3. Fire Marshal Administrative Rules Course; **and**
4. Fire Marshal Fire Sprinkler & Suppression Plan Review and Life Safety Code Course

**I. KITCHEN FIXED FIRE SUPPRESSION (\*Minimum Specialist certification requirements listed below)**

1. Professional Engineer with a Mechanical or Fire Protection Endorsement; **or**
2. FPC Pre-Engineered Fire Suppression Systems Course; **or**
3. NICET Level 2 (or higher) Certification Special Hazards Suppression Systems or previous Special Hazards Layout; **and**
4. Fire Marshal Administrative Rules Course; **and**
5. Fire Marshal Fire Sprinkler & Suppression Plan Review and Life Safety Code Course  
**(NOTE: Reference Licensing Memo 1-2021)**

**J. PORTABLE FIRE EXTINGUISHER/FIRE HOSE (\*Minimum Technician certification requirements listed below)**

1. FPC Fire Extinguishers Course; **or**
2. Louisiana Fire & Emergency Training Academy Fire Extinguisher Maintenance Technician Course; **or**
3. National Association of Fire Equipment Distributors (NAFED) Certified Portable Fire Extinguisher Technician Exam; **and**
4. Fire Marshal Administrative Rules Course

**K. PRE-ENGINEERED FIRE SUPPRESSION**

1. NICET 2 Certification (or higher) in Special Hazards Suppression Systems or previous Special Hazards Layout; **or**
2. Professional Engineer with a Mechanical or Fire Protection Endorsement; **or**

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3. Fire Protection Certification (FPC) Louisiana Firm Qualifier Pre-Engineered Fire Suppression Systems Certification Course; **and**
4. Fire Marshal Administrative Rules Course; **and**
5. Fire Marshal Fire Sprinkler & Suppression Plan Review and Life Safety Code Course  
(NOTE: Reference Licensing Memo 1-2019)

## **LIFE SAFETY TECHNICIAN AND SPECIALIST INITIAL LICENSE CERTIFICATION REQUIREMENTS**

### **Life Safety Technicians & Specialists**

#### **A. CONVEYANCE DEVICE INSPECTOR**

1. Qualified Elevator Inspectors (QEI) Certification by the National Association of Elevator Safety Authorities (NAESA); **or**
2. Qualified Elevator Inspectors Certification by the Qualified Elevator Inspectors Training Fund

#### **B. CONVEYANCE DEVICE MECHANIC**

1. Certified Elevator Technician (CET) certificate by the National Association of Elevator Contractors; **or**
2. Certification by the National Elevator Industry Education Program (NEIEP); **or**
3. An attestation submitted in the form of a notarized affidavit that the person who seeks licensure has worked as a conveyance device mechanic, as defined in R.S. 40:1664.3, for not less than four (4) years and six thousand (6,000) hours, within the last five years, without immediate or direct supervision prior to application for licensure. Application for licensure must be submitted by the employing licensed conveyance device firm; **or**
4. An attestation submitted in the form of a notarized affidavit that the person who seeks licensure has worked as a conveyance device mechanic, as defined in R.S. 40:1664.3, for not less than two (2) years and three thousand (3,000) hours, within the last three years, without immediate or direct supervision prior to application for licensure and that the person has received a National Association of Elevator Contractors, Certified Elevator Technician (CET) course. Application for licensure must be submitted by the employing licensed conveyance device firm

**(Note: Reference Licensing Memo 4-2020)**

#### **C. DOT HYDROSTATIC TESTING TECHNICIAN (REQUIRES FIRM RIN ISSUED BY DOT)**

1. Hydrostatic Equipment Manufacturer Certification Training; **or**
2. Department of Transportation (DOT) Recognized Hydrostatic Testing Course
  - a. Certified Training Company (Cylinder Requalification)

#### **D. FIRE ALARM TECHNICIANS**

1. Electronic Security Association/National Training School (ESA/NTS) Louisiana Fire Alarm Installation Methods (FAIM) Course; **or**
2. ESA/NTS Certified Fire Alarm Technician Course (CFAT); **or**
3. Automatic Fire Alarm Association (AFAA) Basic or Intermediate Fire Alarm Systems Course (must include an exam administered by the LAFAA); **or**
4. Elite CEU Fire Alarm Installation Techniques (FAIT); **or**
5. NICET 2 (or higher) Certification in Fire Alarm Systems; **or**
6. LLSSA Life Safety Alarm Course; **or**

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7. FED Learning Center (A BHC Company) Fire Alarm Systems Course  
**\*NOTE FED LEARNING CENTER COURSES to be instructor led only, no online course accepted**

**E. FIRE ALARM (NON-REQUIRED) SPECIALIST**

Any approved Fire Alarm Technician Course and any course listed below:

1. Electronic Security Association/National Training School (ESA/NTS) Louisiana Fire Alarm Installation Methods (FAIM) Course; **or**
2. ESA/NTS Certified Fire Alarm Technician Course (CFAT); **or**
3. Automatic Fire Alarm Association (AFAA) Basic or Intermediate Fire Alarm Systems Course (must include an exam administered by the LAFAA); **or**
4. Elite CEU Fire Alarm Installation Techniques (FAIT); **or**
5. Elite CEU Residential Fire Alarm Course; **or**
6. NICET 2 (or higher) Certification in Fire Alarm Systems; **or**
7. LLSSA Life Safety Alarm Course; **or**
8. FED Learning Center (A BHC Company) Fire Alarm Systems Course; **or**
9. MyCEUs.com Security Level II Advanced Security Specialist & Electronics Technician (ASSET) course; **or**
10. MyCEUs.com Advanced Security Specialist (ASS) course

**\*NOTE FED LEARNING CENTER COURSES to be instructor led only, no online course accepted.**

**F. FIRE ALARM OWNER SPECIALIST**

Any approved Fire Alarm Technician Course and any course listed below:

1. Electronic Security Association/National Training School (ESA/NTS) Louisiana Fire Alarm Installation Methods (FAIM) Course; **or**
2. ESA/NTS Certified Fire Alarm Technician Course (CFAT); **or**
3. Automatic Fire Alarm Association (AFAA) Basic Fire Alarm Systems Course (must include an exam administered by the LAFAA); **or**
4. Elite CEU Fire Alarm Installation Techniques (FAIT); **or**
5. NICET 2 (or higher) Certification in Fire Alarm Systems; **or**
6. LLSSA Life Safety Alarm Course; **or**
7. FED Learning Center (A BHC Company) Fire Alarm Systems Course

**\*NOTE FED LEARNING CENTER COURSES to be instructor led only, no online course accepted.**

**G. FIRE SPRINKLER INSPECTION TECHNICIAN**

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) Fire Sprinkler Inspection Training & Certificate Program; **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 must be obtained by the second renewal date.

**H. FIXED FIRE SUPPRESSION TECHNICIAN**

1. NAFED Engineered Fire Suppression Systems Technician Exam; **or**

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2. NICET Level 2 (or higher) Certification Special Hazards Suppression Systems or previous Special Hazards Layout

**I. KITCHEN SUPPRESSION SPECIALIST**

1. NAFED Pre-Engineered Kitchen Fire Extinguishing Systems Technician Exam; **or**
2. NICET Level 2 (or higher) Certification Special Hazards Suppression Systems or previous Special Hazards Layout; **or**
3. FED Learning Center (A BHC Company) Kitchen Suppression Systems Course  
**\*NOTE FED LEARNING CENTER COURSES to be instructor led only, no online course accepted.**

**J. PORTABLE FIRE EXTINGUISHER/FIRE HOSE TECHNICIAN**

1. FPC Fire Extinguishers Course; **or**
2. Louisiana Fire & Emergency Training Academy Fire Extinguisher Maintenance Technician Course; **or**
3. NAFED Certified Portable Fire Extinguisher Technician Exam; **or**
4. FED Learning Center (A BHC Company) Portable Fire Extinguishers Course  
**\*NOTE FED LEARNING CENTER COURSES to be instructor led only, no online course accepted.**

**K. PRE-ENGINEERED SPECIALIST**

1. Fire Protection Certification, Ltd. (FPC) Pre-Engineered Fire Suppression Systems Course; **or**
2. NAFED Pre-Engineered Industrial Fire Extinguishing Systems Technician Exam; **or**
3. NICET 2 (or higher) Certification in Special Hazards Suppression Systems or previous Special Hazards Layout

## **PROPERTY PROTECTION QUALIFIER CERTIFICATION REQUIREMENTS**

### **Property Protection Firms**

**A. BANK LOCKING**

Certifications required:

\* Minimum Specialist certification requirements listed below:

1. Any approved Locksmith Course; **or**
2. MyCEUs.com Bank Locking Course (Note: This course was previously named “Bezou and Kogel Securities LLC Bank Locking Specialist Course **and**
3. Fire Marshal Administrative Rules Course

**B. CCTV**

Certifications required:

\* Minimum Specialist certification requirements listed below:

1. ESA/NTS Video System Technologies Course; **or**
2. Elite CEU Video Surveillance Course; **or**
3. NICET Certification (Video Security Systems Designer or Technician)

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4. Any approved Security Technician Course; **or**
5. Verifeye Technologies Vehicle Camera Course (Vehicle Camera endorsement only); **or**
6. 24/7 Security Inc. Vehicle Camera Course (Vehicle Camera endorsement only); **or**
7. LLSSA Video Surveillance Technician Course; **or**
8. MyCEUs.com CCTV Specialist Technician course; **and**
9. Fire Marshal Administrative Rules Course

#### **C. DETENTION LOCKING**

Certifications required:

\* Minimum Specialist certification requirements listed below:

1. Southern Folger Detention Equipment Company Certified Detention Equipment Field Operations Contractor Program; **or**
2. Any approved Locksmith Course; **and**
3. Fire Marshal Administrative Rules; **and**
4. Fire Marshal Fire Alarm & Locking Plan Review and Life Safety Code Course

#### **D. DOOR HARDWARE**

Certifications required:

1. Door and Hardware Institute Certification; **or**
2. Manufacturer Certification; **or**
3. Assa Abloy Door Opening Essentials Course; **and**
4. Fire Marshal Administrative Rules Course; **and**
5. Fire Marshal Fire Alarm & Locking Plan Review and Life Safety Code Course

#### **E. DOOR HARDWARE CONSULTANT**

Certifications required:

1. Door and Hardware Institute Certification; **or**
2. Manufacturer Certification; **and**
3. Fire Marshal Administrative Rules Course

#### **F. GATE SYSTEMS**

Certifications required:

1. Institute of Door Dealer Education and Accreditation (IDEA) Gate Operator Installer Certification; **or**
2. Certified Gate Automation Technician Course; **and**
3. Fire Marshal Administrative Rules Course; **and**
4. Fire Marshal Fire Alarm & Locking Plan Review and Life Safety Code Course

#### **G. HOUSEHOLD FIRE**

Certifications required:

\* Minimum Specialist certification requirements listed below:

1. ESA/NTS Residential Fire Alarm Course; **or**
2. Any approved Fire Alarm Technician Course; **or**
3. Any approved Security Technician Course; **and**
4. Fire Marshal Administrative Rules Course

#### **H. LOCKSMITH (Electronic or Mechanical locks)**

Certifications required:

1. ALOA Certified Licensed Locksmith (CLL); **or**
2. ALOA Certified Registered Locksmith (CRL); **or**
3. ALOA Certified Professional Locksmith (CPL); **or**

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4. ALOA Certified Master Locksmith (CML); **and**
5. Fire Marshal Administrative Rules Course; **and**
6. Fire Marshal Fire Alarm & Locking Plan Review and Life Safety Code Course  
(**Note: Reference Licensing Memo 1-2012**)

## **I. SECURITY**

Certifications required:

1. Electronic Security Association/National Training School (ESA/NTS) Certified Alarm Technician Level 2 (Advanced Burglar Alarm Technician (ABAT) Course) or the ESA/NTS Advanced Intrusion Systems (AIS) Course and the Fire Alarm Installation Methods (FAIM) Course); **or**
2. Electronic Security Association/National Training School (ESA/NTS) Certified Alarm Technician Level 2 (Advanced Burglar Alarm Technician (ABAT) Course) or the ESA/NTS Advanced Intrusion Systems (AIS) Course and NICET 2 (Fire Alarm Systems); **or**
3. Elite CEU Fire Alarm Installation Techniques (FAIT) and Advanced Electronic Intrusion Technician (AEIT) (Alarm Level 2); **or**
4. LLSSA Advanced Property Protection Technician Course and LLSSA Life Safety Alarm Course; **or**
5. LLSSA Advanced Property Protection Technician Course and ESA/NTS Fire Alarm Installation Methods Course (FAIM); **or**
6. ESA/NTS Advanced Intrusion Systems (AIS) and LLSSA Life Safety Alarm Course; **or**
7. MyCEUs.com Security Level 2 Technician ASSET course; **and**
8. Fire Marshal Administrative Rules Course; **and**
9. Fire Marshal Fire Alarm & Locking Plan Review and Life Safety Course

## **J. SPECIAL LOCKING**

Certifications required:

\* Minimum Specialist certification requirements listed below:

1. ESA/NTS Electronic Access Control Course; **or**
2. Any approved Security Technician Course; **or**
3. Any approved Locksmith Course; **and**
4. Fire Marshal Administrative Rules Course; **and**
5. Fire Marshal Fire Alarm & Locking Plan Review and Life Safety Code Course

## **PROPERTY PROTECTION TECHNICIAN LICENSE CERTIFICATION REQUIREMENTS**

### **Property Protection Technicians**

#### **A. BANK LOCKING SPECIALIST**

1. Any approved Locksmith Course; **or**
2. MyCEUs.com Bank Locking Course (Note: This course was previously named "Bezou and Kogel Securities LLC Bank Locking Specialist Course)

#### **B. BANK LOCKING AUXILIARY SPECIALIST**

1. Any approved Locksmith Course; **or**
2. Any approved Bank Locking Specialist Course; **or**
3. Diebold's VAT System; **or**
4. Diebold's ATM Boot Camp Gen II (previously known as Boot Camp Gen I and Opteva Hardware); **or**
5. Diebold First Line Service

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**C. CCTV SPECIALIST**

1. ESA/NTS Video System Technologies Course; **or**
2. Elite CEU Video Surveillance Course; **or**
3. NICET Certification (Video Security Systems Designer or Technician) LLSSA Video Surveillance Technician Course; **or**
4. Verifeye Technologies Vehicle Camera Course (Vehicle Camera endorsement only); **or**
5. 24/7 Security Inc. Vehicle Camera Course (Vehicle Camera endorsement only); **or**
6. LLSSA Video Surveillance Technician Course; **or**
7. MyCEUs.com CCTV Specialist Technician course; **or**
8. Any approved Security Technician Course

**D. DETENTION LOCKING SPECIALIST**

1. Southern Folger Detention Equipment Company Certified Detention Equipment Field Operations Contractor Program; **or**
2. Airteq Systems Certified Installer & Maintenance Program; **or**
3. Any approved Locksmith Course

**E. DOOR HARDWARE TECHNICIAN**

1. Door and Hardware Institute Certification; **or**
2. Manufacturer Certification; **or**
3. Assa Abloy Door Opening Essentials Course (5-day course); **or**
4. Assa Abloy Essentials of Door Hardware (2-day course); **or**
5. MyCEUs.com Door Hardware Technician Course (Note: This course was previously named "Bezou's Security"); **or**
6. Any approved Locksmith Course

**F. DOOR HARDWARE CONSULTANT SPECIALIST**

1. Any approved Door Hardware Course; **or**
2. Door and Hardware Institute (DHI) Certification; **or**
3. Manufacturer Certification; **or**
4. Assa Abloy Door Opening Essentials Course (5-day course); **or**
5. Assa Abloy Essentials of Door Hardware (2-day course); **or**
6. MyCEUs.com Door Hardware Technician Course (Note: This course was previously named "Bezou's Security"); **or**
7. Any approved Locksmith Course

**G. GATE SYSTEMS SPECIALIST**

1. Institute of Door Dealer Education and Accreditation (IDEA) Gate Operator Installer Certification; **or**
2. Certified Gate Automation Technician Course; **or**
3. Any approved Security Technician Course; **or**
4. Any approved Locksmith Course

**H. HOUSEHOLD FIRE SPECIALIST**

1. ESA/NTS Residential Fire Alarm Course; **or**
2. Elite CEU Residential Fire Alarm Course; **or**
3. LLSSA Household Fire Alarm Course; **or**
4. LLSSA Life Safety Alarm Course; **or**
5. Any approved Fire Alarm Technician Course; **or**
6. Any approved Security Technician Course

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**I. LOCKSMITH (Electronic or Mechanical locks) TECHNICIAN**

1. ALOA Six-Day Basic Locksmithing Course; **or**
2. ALOA Fundamentals of Locksmithing Course; **or**
3. ALOA Certified Licensed Locksmith (CLL); **or**
4. ALOA Certified Registered Locksmith (CRL); **or**
5. ALOA Certified Professional Locksmith (CPL); **or**
6. ALOA Certified Master Locksmith (CML); **or**
7. Certificate of Graduation from a Department of Labor Apprenticeship Program; **or**
8. US Military School or Specialty Rating/Qualification/Designation; **or**
9. Lockmasters Security Institute Professional Locksmithing Course; **or**
10. Cothron's Locksmith Basic Field Locksmith Operations Course; **or**
11. Pop-A-Lock Fundamentals of Locksmithing Course; **or**
12. Bank-Tec South Initial Locksmith Certification Course; **or**
13. Elite CEU General Locksmith Certification Course; **or**
14. Locksmith Trainers, LLC d/b/a Foley-Belsaw Locksmithing, Professional Locksmithing Course

**J. PROPERTY PROTECTION SALES SPECIALIST**

1. ESA/NTS Understanding Alarms Course; **or**
2. ADT Security Services, Inc. Residential Upstart Course; **or**
3. Sonitrol University Sales Training; **or**
4. Bank Tec South Security Sales; **or**
5. ESA/NTS Understanding Electronic Security Systems; **or**
6. LLSSA Property Protection Sales Course; **or**
7. Elite CEU Security Systems Sales Certification Course; **or**
8. MyCEUs.com Security Design & Sales Course (Note: This course was previously named "Bezou's Security"); **or**
9. Any approved Property Protection Technician Course

**K. SECURITY TECHNICIAN**

1. Electronic Security Association/National Training School (ESA/NTS) Certified Alarm Technician Level 1 Course; **or**
2. ESA/NTS Level 2 (Advanced Intrusion Systems (AIS) Course and Fire Alarm Installation Methods (FAIM) Course); **or**
3. Elite CEU Alarm Level 1 Course; **or**
4. Elite CEU Fire Alarm Installation Techniques (FAIT) and Advanced Electronic Intrusion Technician (AEIT) (Alarm Level 2); **or**
5. Bank-Tec South Initial Security Certification Course; **or**
6. LLSSA Level 1-Property Protection Technician Course; **or**
7. LLSSA Advanced Property Protection Technician Course; **and** LLSSA Life Safety Alarm Course; **or**
8. LLSSA Advanced Property Protection Technician Course; **and** ESA/NTS Fire Alarm Installation Methods Course (FAIM); **or**
9. LLSSA Challenge Exam for the LLSSA Level 1; **or**
10. Complete Electrical Academy Electronic Security Technician Training Course (Note:
11. This course was previously named "The Alarm Academy"); **or**
12. MyCEUs.com Security Level 1; **or**
13. MyCEUs.com Advanced Security Specialist (ASS) course; **or**
14. MyCEUs.com Security Level 2 Technician ASSET course

**L. SPECIAL LOCKING SPECIALIST**

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1. ESA/NTS Electronic Access Control Course; **or**
2. Elite CEU Electronic Access Control Installation Course; **or**
3. MyCEUs.com Special Locking Course (Note: This course was previously named “Bezou’s Security”); **or**
4. Any approved Security Technician Course; **or**
5. Any approved Locksmith Course

## **LIFE SAFETY AND PROPERTY PROTECTION CONTINUING EDUCATION REQUIREMENTS AND GUIDELINES**

- Effective at the time of an individual’s annual renewal, each individual license holder must document that he/she has obtained at least eight (8) contact hours of continuing education within the one (1) year licensing period. Documentation will be in the form of a statement (provided on the license application) that the individual must sign affirming he/she 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 must be kept on file in the employee’s personnel file. This supporting documentation shall be maintained to facilitate verification when a facility inspection is performed by the fire marshal’s office. All documentation must be dated within one year of the new renewal date.
- Those who do not meet this requirement will not be renewed and shall be prevented from working in the industry.
- Administrative penalties will be pursued against those found falsifying documentation.
- An employee may be granted contact hours for each time he attends any course or activity approved for continuing education. Training may be obtained in any state. It does not have to be received in Louisiana to be acceptable.
- The maintaining of an individual’s NICET certification will meet the requirements set forth by the Education Board.
- Individuals must obtain at least 50% of their continuing education hours from categories number 1, 3, 4, 6 or 9 of the Approved Continuing Education Courses and Methods list.
- Instructors of continuing education courses shall receive contact hours for the classes they teach on an hour for hour basis. Instructors shall also receive one (1) hour of credit for each proctored exam they administer.
- Courses approved for Initial Certification are automatically approved for Continuing Education on an hour for hour basis of classroom attendance.

## **APPROVED CONTINUING EDUCATION COURSES & METHODS**

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

1. **Education 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.

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**Currently approved courses:**

- A. Any Automatic Fire Alarm Association (AFAA) course;
- B. Any National Training School/Electronic Security Association (ESA/NTS) course;
- C. Any National Association of Fire Equipment Distributors (NAFED) course;
- D. Any Fire Protection Certification, Inc. (FPC) course;
- E. Any American Fire Sprinkler Association (AFSA) course;
- F. Any course accepted for maintaining a National Institute for Certification in Engineering Technologies (NICET) Certification in fire alarm, special hazards or fire sprinkler.
- G. 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 (NFPA) Course.
- O. Hagemeyer Inc. "Redline/D.O.T. Hydrostatic Testing Course;"
- P. Any Elite CEU Locksmithing or Security Course;
- Q. Any SimplexGrinnell Training Course;
- R. Any Fire Tech Productions Course;
- S. Any Jade Learning, LLC Course;
- T. Any Assa Abloy Course;
- U. National Locksmithing Institute "Certified Institutional Locksmithing Course;"
- V. Any TargetSolutions, Inc. Course (elective credit only);
- W. Any Bank Tec South Course;
- X. Any CMOOR Group Security CEU Course;
- Y. Comcast University Greenfield Course or System Upgrade Course;
- Z. AngelTrax Video Course;
- AA. Any Alarm.com course;
- BB. Any Bedrock Learning, Inc. course;
- CC. MongoTel VoIP & Networking course;
- DD. Any Educational Training Institute course;
- EE. Any Certified Elevator Technician (CET) CEU course that has been adopted by the NAEC;
- FF. Stay Safe Enterprises, LLC, Understanding the Low Voltage Requirements of the National Electrical Code (2017);
- GG. FED Learning Center Courses Fire Alarm, Fire Alarm (Non-Required), Fire Extinguisher;
- HH. NAESA International Continuing Education-Code Webinar Course;
- II. National Elevator Industry Educational Program (NEIEP)-Continuing Education Course;
- JJ. MyCEUs.com Bank Locking (Note: This course was previously named "Bezou's Bank Locking & Security Specialist Academy")
- KK. MyCEUs.com Level I (Note: This course was previously named "Bezou's Security")
- LL. MyCEUs.com Security Design & Sales (Note: This course was previously named "Bezou's Security")
- MM. Egan Security Group Course Prospecting & Sales
- NN. MyCEUs.com Security Level II Technician ASSET course
- OO. MyCEUs.com CCTV Specialist Technician course
- PP. MyCEUs.com Advanced Security Specialist (ASS) course
- QQ. MyCEUs.com Security Electronic Technician (ET)
- RR. Gate Automation Installation School

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

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**Approved associations include:**

- A. Louisiana Life Safety and Security Association (LLSSA);
- B. Electronic Security Association (ESA);
- C. Louisiana Automatic Fire Alarm Association (LA AFAA);
- D. Automatic Fire Alarm Association (AFAA);
- E. National Fire Protection Association (NFPA);
- F. Central Station Association;
- G. Security Industry Association;
- H. National Association of Security Industry Regulators;
- I. Life Safety and Property Protection Education Board;
- J. LouMiss Locksmith Association;
- K. ArkLaTex Locksmith Association;
- L. Louisiana Door Hardware Association;
- M. Fire Suppression Systems Association;
- N. American Society for Industrial Security.
- O. Louisiana Fire Sprinkler Association

(Other associations may be accepted by the Education Board.)

1. **Manufacturer or Factory Training – One (1)** contact hour per actual number of hours of training received with a maximum of **Eight (8)** contact hours per day permitted.
2. **Other Technical Training – One (1)** contact hour per actual number of hours of training received with a maximum of Eight (8) contact hours per day permitted. This would be other technical training provided by equipment dealers, distributors, or other technical trainers which does not fall under other categories.
3. **Safety Training - Two (2)** contact hours per course (maximum) administered by a recognized training or safety organization. (First Aid, OSHA, etc.). Must be administered by a recognized governmental agency or government approved training organization.
4. **Industry-related Classroom Study – One (1)** – contact hour per actual number of hours obtained through a nationally or state accredited technical school, trade school, vo-tech school, college or university with a maximum of **Eight (8)** contact hours per course per day permitted.
5. **Business Development Training - Two (2)** contact hours per course (maximum). (Examples include leadership and supervision courses, marketing, insurance, etc.)
6. **Miscellaneous Contact Hour Offerings:**
  - Counter Day – One (1) contact hour for attending industry related equipment displays and training offered by manufacturers or distributors in an informal setting at the distributor's place of business.
  - Elective Courses – One (1) contact hour per course per day (maximum) for training of a generalized nature, which is not endorsement specific.
  - Employer In-House Training - One (1) contact hour per course per day (maximum incremental) to the training administered by an employer to their own employees on either endorsement related or elective subjects.
  - Industry Specific Trade Shows – One (1) contact hour per show/event (maximum) regardless of the number of days of attendance of a concurrent show/event.
7. **Regulatory Training - One (1)** contact hour per actual number of hours obtained with a maximum of Eight (8) contact hours per course per day permitted for training taught by a federal, state or local regulatory agency.

**Currently approved courses:**

- a. LA State Fire Marshal Administrative Rules Course

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- b. LA State Fire Marshal Fire Sprinkler & Suppression Plan Review and Life Safety Code Course, or
  - c. LA State Fire Marshal Fire Alarm & Locking Plan Review and Life Safety Code Course
8. **Ethics Training** - Two (2) contact hours per course (maximum).
9. **Board Assigned Course Auditing** - One (1) contact hour per actual number of hours of auditing of a course assigned by the board with a maximum of Eight (8) contact hours per day permitted.

## **COURSE ACCEPTANCE GUIDELINES**

### **Initial Certification Request Guidelines**

**A. Present in person a thirty-minute (maximum) overview of your certification course.**

1. The presentation shall include the following:
  - a. Course syllabus
  - b. Contact hour credit
  - c. Course materials
  - d. Sample test
  - e. NFPA Code references
  - f. Cost of training and examination
  - g. Location of training and testing

**B. Presenter should be able to answer the following:**

1. Is the program registered with any recognized agency?  
For example, The Department of Justice Antitrust Division or Federal Trade Commission, Bureau of Competition?
2. Is the program adopted by any other state for licensing?
3. How are exam questions developed and by whom?
4. What is the passing grade of the exam?
5. How is the exam administered (open book, proctored, on-line, etc.)?
6. What is the revision cycle of the exam?

**C. Presenter should be able to discuss the qualifications of instructor, which shall include:**

1. The number of years in industry as trainer
2. Formal education/Credentials as instructor
3. Industry specific training/Experience on subject matter

## **CONTINUING EDUCATION REQUEST GUIDELINES**

**A. Submittal shall include the following:**

1. Completed application
2. Course syllabus
3. Contact hour credit
4. Course material
5. Cost of training and testing
6. Location of training and testing

## **Definitions**

**Meeting (CH Accredited)** – A structured member meeting of an approved industry or endorsement related association.

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**Licensing Category** – Life Safety or Property Protection.

**Business Development** – Training that promotes industry or endorsement related professionalism or ethical business practices (management and/or self development).

**Contact Hour (CH)** – One hour unit for any approved contact hour training or approved contact hour method. (may be incremental)

**Endorsement Related Training** – Training specific to a particular licensing sub-category. This type of training can only be obtained for those endorsements currently held by the license holder.

**Counter Day** – Industry related equipment displays and training offered by manufacturers or distributors in an informal setting at the distributors place of business.

**Industry** – Business activity regulated by RS 40:1664.1 et seq.

**Regulatory Training** – Training offered by a recognized government agency or government approved training organization.

**Trade Show** – Industry related event consisting of exhibits of manufacturer, distributor, or business operation offerings.

**Elective Course** – Optional training of a generalized nature, which is not endorsement specific.

**Employer In House Training** – Training taught by an employer, to his own employees, on both endorsements related or elective subjects.



DEPARTMENT OF PUBLIC SAFETY AND CORRECTIONS



OFFICE OF THE STATE FIRE MARSHAL

**LIFE SAFETY AND PROPERTY PROTECTION**  
**CERTIFICATION AND CONTINUING EDUCATION**  
**COURSE REQUEST FORM**

Date of Request: <input type="text"/>		
Please check the endorsement(s) the course is applicable for: <input type="checkbox"/> Sprinkler <input type="checkbox"/> Fire Alarm <input type="checkbox"/> Fire Alarm (Non-Required) <input type="checkbox"/> Fire Alarm Owner <input type="checkbox"/> Fixed Fire Suppression <input type="checkbox"/> Pre-Engineered <input type="checkbox"/> Kitchen Suppression <input type="checkbox"/> Fire Extinguishers <input type="checkbox"/> DOT Hydrostatic Testing <input type="checkbox"/> Security <input type="checkbox"/> CCTV <input type="checkbox"/> Household Fire <input type="checkbox"/> Locksmith <input type="checkbox"/> Door Hardware <input type="checkbox"/> Door Hardware Consultant <input type="checkbox"/> Bank Locking <input type="checkbox"/> Detention Locking <input type="checkbox"/> Special Locking <input type="checkbox"/> Gate Systems <input type="checkbox"/> Conveyance Device Inspector <input type="checkbox"/> Conveyance Device Mechanic		
Company Name: <input type="text"/>		
Company Location: <input type="text"/>		
Company Phone Number: <input type="text"/>	Company Fax Number: <input type="text"/>	Company E-Mail Address: <input type="text"/>
Company Website: <input type="text"/>		
Person Making Request: <input type="text"/>		Person's Title: <input type="text"/>
Course Name: <input type="text"/>	Initial Certification? <input type="checkbox"/> Yes <input type="checkbox"/> No	Continuing Education? <input type="checkbox"/> Yes <input type="checkbox"/> No
How long has this course been taught? <input type="text"/>	How many credit hours are issued for this course? <input type="text"/>	Will this course be for a Qualifier? <input type="checkbox"/> Yes <input type="checkbox"/> No
List any other public agency which has accepted this course: <input type="text"/>		
Agency Name: <input type="text"/>	Agency Address: <input type="text"/>	Agency Phone #: <input type="text"/>

Add any additional names on rear of form.

**For Office Use Only**

Notes:	
Approved: <input type="checkbox"/> Yes <input type="checkbox"/> No	Date of Approval/Rejection: <input type="text"/>
License Category Course Endorsement Reference: <input type="text"/>	

OFFICE OF THE STATE FIRE MARSHAL, LICENSING SECTION  
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