

Fire Sprinkler Contractor Licensing Act Administrative Rules Update

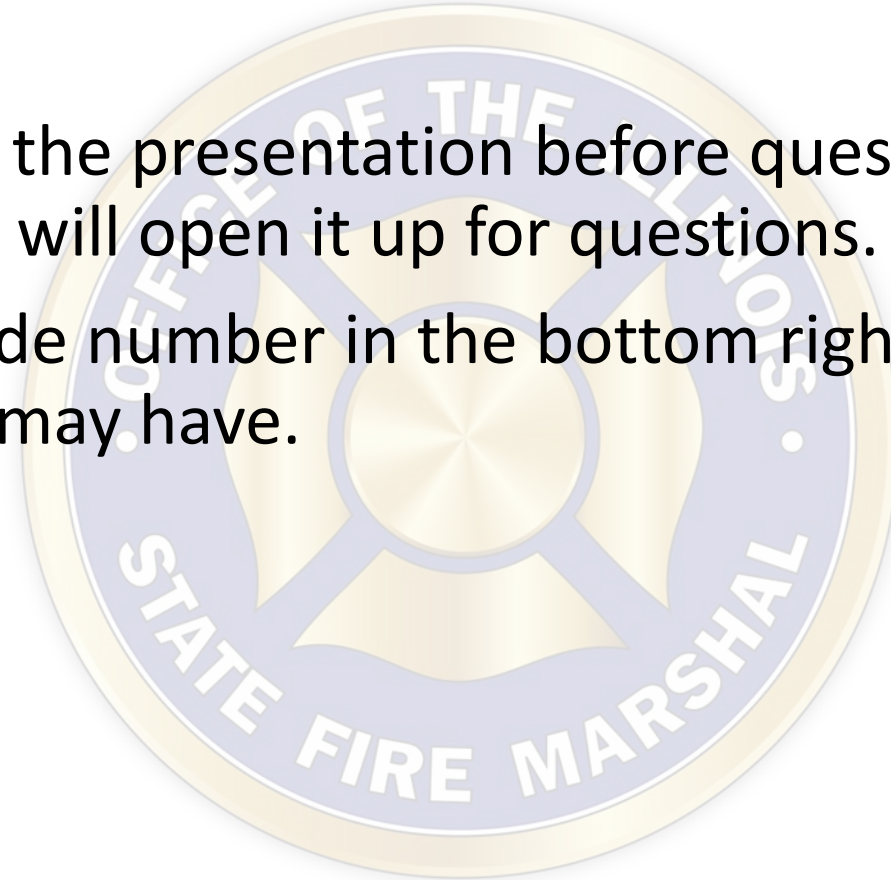
The seal of the Office of the Illinois State Fire Marshal is centered in the background. It features a gold Maltese cross on a blue circular background. The text "OFFICE OF THE ILLINOIS STATE FIRE MARSHAL" is written around the perimeter of the seal.

Welcome!

June 6, 2023

Ground Rules

- We will go through the presentation before questions. At the end of the Powerpoint we will open it up for questions.
- Take note of the slide number in the bottom right hand corner for each question you may have.
- Please sign in.



Licensing Section

- <https://sfm.illinois.gov/iam/business/fire-sprinkler-contractor-information.html>
- Email Address SFM.Sprinklers@illinois.gov
- Bob Wetzel, Fire Safety Compliance Manager, will retire soon.
- We are anticipating a new Fire Safety Compliance Manager soon.
- Vicki Fraase, Licensing Administrator
- Lisa Falica, Administrative Assistant
- Jeph Bassett, Sprinkler & Fire Equipment Licensing Compliance Specialist

What are Administrative Rules or “Rules”?

- Fire Sprinkler Contractor Licensing Act
- “Rules” means the rules adopted pursuant to this Act.
- (225 ILCS 317/50) Sec. 50. Powers and duties of the Office. The Office has all of the following powers and duties:
 - (e) To adopt rules and incorporate standards necessary for the administration of this Act and to enforce the rules and standards adopted under the Act or its rules.
 - (g) To establish fee schedules for licenses.

Administrative Rule Process

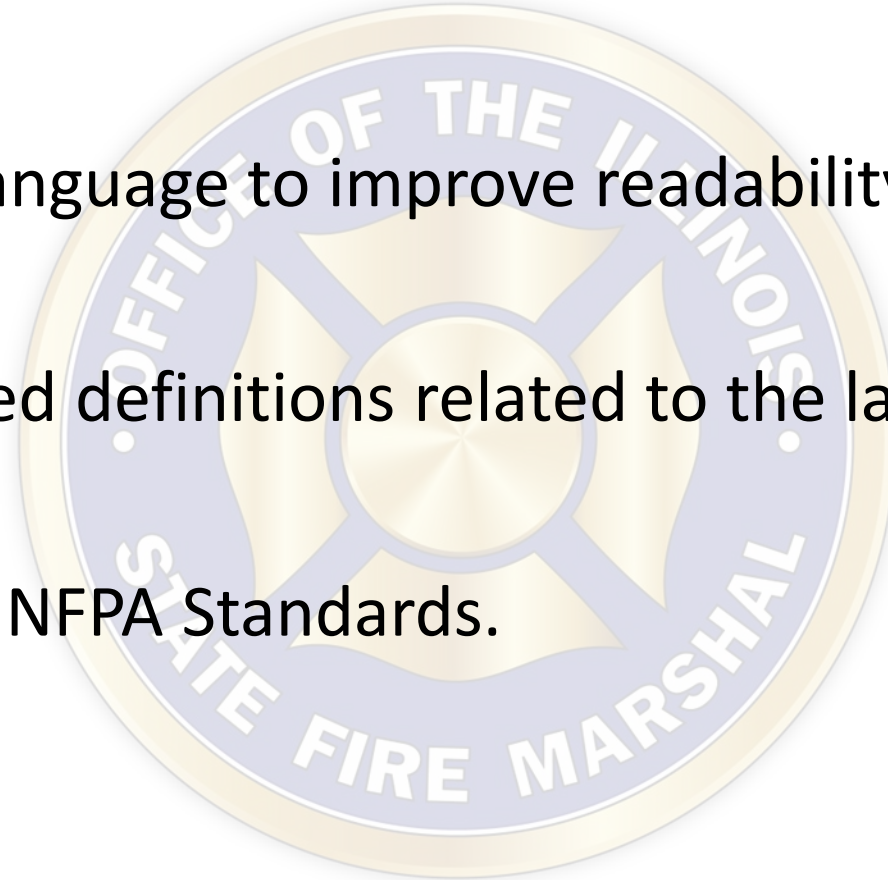
- The Act empowers the Agency to adopt Rules to administer the Act.
- Agency drafts Rules and files them.
- First Notice - 45 days
 - Rules are published for review and comment.
 - Stakeholders are engaged for advice and comment.
 - Adjustments are considered.
- Second Notice – 45 days
 - Rules, with any adjustments in response to comments, are available for review.
 - The rules are reviewed by the Joint Committee on Administrative Rules (JCAR), which is made of legislators.
 - Any remaining issues are addressed and rules move forward.
- Rules are adopted with a specific effective date.
- Agency applies the Rules to regulate the licensing program.

Why Are the Rules Being Changed?

- The Fire Sprinkler Contractor Licensing Act was updated in 2021.
 - The Rules were last updated in 2014
- New and updated Rules are needed to reflect the changes within the Act.
- Provide more accountability within the industry.
 - Improve disciplinary language
 - Provide for civil fines for unlicensed practice
- New Rules to support the new Fire Sprinkler Inspector licensing program

General Language and Organization Updates

- Minor updates in language to improve readability.
- Expanded and added definitions related to the language of the Act.
- Update referenced NFPA Standards.



Fire Sprinkler Contractor License

Fire Sprinkler Inspector License

- Clarify use of 'license' - Fire Sprinkler Contractor License versus Fire Sprinkler Inspector License.
- Establish the employment / indemnity relationship between the Contractor Licensee and the Inspector Licensee.
- Ensure general liability indemnity is in place for the client.
- Provide evidence of compliance with the Illinois Workers' Compensation Act for the Inspector.

Fire Sprinkler Inspector Statutory Authority

- 225 ILCS 317/17
- *Beginning January 1, 2024, any individual who performs routine inspection or testing of any fire sprinkler system shall be individually licensed....*, by OSFM.
 - “Routine” relates to inspections and tests “... of existing fire sprinkler systems at pre-determined intervals in accordance with.... NFPA standards...” (generally NFPA 25).
 - Does not relate to installation/acceptance as per NFPA 13, 13R, 14, 15, 16, 20, 22, etc.
- A Fire Sprinkler Inspector shall be employed by and licensed under a Fire Sprinkler Contractor.

Fire Sprinkler Inspector Application Requirements

- Contractors may submit a paper or on-line application for each Candidate.
- Candidate shall not be less than 21 years of age
- Contractor shall provide the following for each Candidate:
 - A copy of a valid identification -Driver's License, State issued I.D., or Passport
 - Digital Color Photograph
 - Verification of qualification / certification for inspection and testing
 - A list of each similar license the Candidate has held in the previous three years related to sprinklers and disclose any discipline

Fire Sprinkler Inspector Qualification / Certification

Acceptable qualifications for a fire sprinkler inspector include:

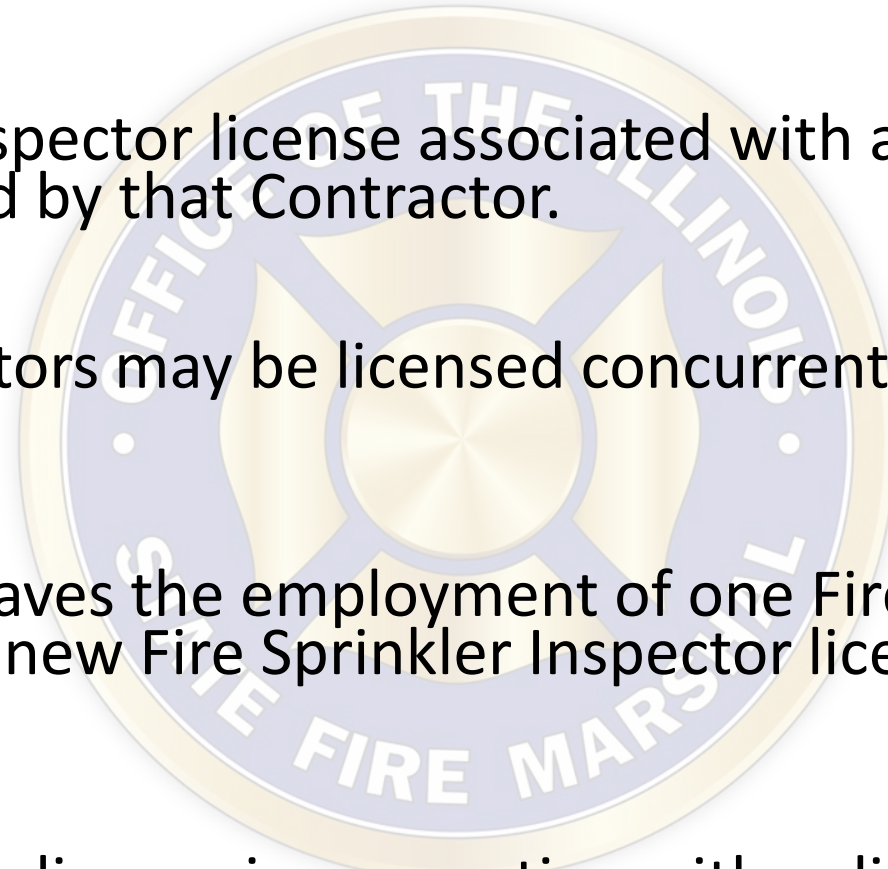
- NICET Level III in Inspection and Testing of Water-Based Systems.
- NFPA Water-Based Inspection, Testing, and Maintenance (WBITM).
- ASSE 15010 Water-Based Fire Protection.
- Completion of a certified sprinkler fitter apprenticeship program approved by the U.S. Department of Labor.
- Other certification programs determined by OSFM to be equivalent to NICET Level III (as per statute).

Fire Sprinkler Inspector Continuing Education

- Fire Sprinkler Inspectors shall provide proof that he or she has completed at least 16 hours of continuing education since the issuance of the current license, with at least 8 hours of continuing education completed during each year of the current license.
- Inspectors that hold a current NFPA, NICET, or ASSE Certification shall be deemed to have met the continuing education requirement.

Fire Sprinkler Inspector

- The Fire Sprinkler Inspector license associated with a Contractor is only valid when employed by that Contractor.
- Fire Sprinkler Inspectors may be licensed concurrently with multiple Contractors.
- An individual who leaves the employment of one Fire Sprinkler Contractor may be eligible for a new Fire Sprinkler Inspector license with another Contractor.
- A new application for license in connection with a different Fire Sprinkler Contractor must be submitted.



Fire Sprinkler Inspector

Notifications to OSFM - Termination of Employment

- When a fire sprinkler inspector's employment with a fire sprinkler contractor is terminated, both the fire sprinkler contractor and inspector must notify OSFM.
 - Fire Sprinkler Contractor – Written notification to OSFM within 5 business days after the termination of employment Fire Sprinkler Inspector.
 - Fire Sprinkler Inspector – Return Fire Sprinkler Inspector license to Fire Sprinkler Contractor within 10 business days after the termination of employment.
 - Fire Sprinkler Contractor – Destroy returned sprinkler inspector license and provide notice to Office of the destruction within 30 calendar days after the termination of employment.

Fire Sprinkler Inspector - Miscellaneous

- If the Fire Sprinkler Contractor's licenses is expired, revoked, or suspended, any Fire Sprinkler Inspector license associated with the Fire Sprinkler Contractor license is subsequently expired, revoked, or suspended as well.
- The fire sprinkler inspector license shall be carried at all times when the Fire Sprinkler Inspector is engaged in routine inspection or testing and shall be made available for verification by Office personnel and the local AHJ upon request.
- All inspection reports must bear the name and license number of the Fire Sprinkler Contractor and Fire Sprinkler Inspector.

Fire Sprinkler Inspector License Verification

- OSFM will maintain an on-line list of all licensed Fire Sprinkler Inspectors including:
 - Name of Inspector
 - Name of Employer(s) / Contractor(s)
 - Date of issue
 - Date of expiration

KN FIRE PROTECTION SERVICES, INC - 1035 STEVENSON DRIVE, SPRINGFIELD, IL 62703

License #	License Status	Start Date	End Date	Date Created	License Type
FSC9999	Active	05/29/2013	05/29/2024	05/29/2013	Fire Sprinkler Contractor License
FSI0001	Active	01/17/2024	01/17/2026	01/17/2024	Fire Sprinkler Inspector License - JOHN SMITH
FSI0002	Active	01/23/2024	01/23/2026	01/23/2024	Fire Sprinkler Inspector License - CHAD GREEN
FSI0003	Active	02/04/2024	02/04/2026	02/04/2024	Fire Sprinkler Inspector License - LISA FALICA

Administrative / Disciplinary Action

- Updates and provides details for the procedure to appeal an administrative action by the OSFM.
- Unlicensed practice may result in a civil penalty up to \$10,000. The Office may seek injunctive relief to stop unlicensed practice or work by any person found guilty of offenses which are cause for disciplinary action.
- OSFM must hold an administrative hearing to determine whether allegation of unlicensed practice is credible and the amount of the penalty.

Complaints and Unlicensed Practice

- All complaints concerning violations regarding licensees or unlicensed activity must be submitted to the Office in writing.
 - Letter of complaint
 - On-line Complaint form
- OSFM may investigate complaints on those acting as Fire Sprinkler Contractors or Fire Sprinkler Inspectors.



License Fee Changes

- Fire Sprinkler Contractor License Fee – Biennial
 - Initial License \$3,000 (Current \$1,500)
 - Renewal of License \$3,000 (Current \$1,500)
 - License Reinstatement (Late filing fee) \$500 (Current \$100)
 - Renewal of License - after expiration date: \$3,500 (Fee plus penalty)
- Fire Sprinkler Inspector License Fees – Biennial
 - Initial License: \$500 (New)
 - Renewal of License (before or on expiration date): \$500
 - License Reinstatement (Late filing fee): \$100
 - Renewal of License (after expiration date): \$600

Fire Sprinkler Contractor Rules

- Questions?



Fire Sprinkler Contractor Rules

- OSFM will be accepting comments through July 3, 2023.
- Comments may be sent by mail to:

Ashley Vincent
Division of Legal Counsel
Office of the State Fire Marshal
1035 Stevenson Drive
Springfield, IL 62703