DEPARTMENT OF ENERGY, LABOR & ECONOMIC GROWTH

BUREAU OF FIRE SERVICES

FIRE INSPECTOR CERTIFICATION

(By authority conferred on the bureau of fire services by sections 1c, 2b, 3c, and 3 e of 1941 PA 207, MCL 29.1c, 29.2b, 29.3c and 29.3e)

R 29.501 Definitions.

Rule 1. (1) As used in these rules, "act" means 1941 PA 207, MCL 29.1 to 29.34.

(2) "Continuing education point" means 1 hour spent in training toward continuing education requirements, excluding time spent for lunches, breaks, or other non-training functions.

History: 1982 AACS; 2009 AACS.

R 29.501a Adoption by reference.

Rule 1a. (1) The requirements for fire inspector I certification as provided in NFPA 1031 standard for professional qualifications for fire inspector and plan examiner 2003 edition, effective August 7, 2003, are adopted by reference in these rules.

(2) Copies of the standard are available for purchase and download from the NFPA (national fire protection association) at a price at the time of the adoption of these rules of $34.50. A copy may be ordered online from the NFPA at nfpa.org. Copies of the standard are also available for review from the bureau of fire services, FOIA Coordinator, P.O. Box 30700, Lansing MI 48913, telephone (517) 241-8847. Copies may be purchased from the bureau at the same cost as copyrighted materials from the NFPA plus $25 for the cost of shipping and handling.

History: 2009 AACS.

R 29.502 Certification requirements.

Rule 2. To qualify for certification as a certified fire inspector, an applicant shall have met all of the following requirements:

(a) Be at least 18 years of age.

(b) Have graduated from an accredited high school or have received a general education development test certificate from the department of education.

(c) Be able to read and write English.

(d) Be of good moral character. For purposes of these rules a conviction of a misdemeanor or felony which involves theft, dishonesty, or false statement shall be considered as an indication that a person is not likely to serve in a fair, honest, and open manner.

(e) Have not been convicted of any misdemeanor or felony reasonably related to the person's ability to perform as a fire inspector.

(f) Achieve a score of 75% or better on each examination described in R 29.503.

(g) Maintain employment by a governmental agency as a fire inspector supervisor or a fire inspector conducting fire inspections for not less than 4 hours per week.

(h) Hold an NFPA fire inspector I certification, or the equivalent, as determined by the bureau of fire services in consultation with the state fire safety board.

History: 1982 AACS; 2009 AACS.

R 29.502a Recertification.

Rule 2a. To be recertified as a state-certified fire inspector, an applicant shall do 1 of the following as appropriate:

(a) Maintain current certification in accordance with both of the following:

(i) Meet the NFPA Inspector 1 requirements as adopted in R 29.501a, former Michigan state police fire inspector training, or other approved program.

(ii) Comply with continuing education as required in R 29.506.

(b) If any applicant's certification has lapsed for not more than the 6 years, the inspector is considered inactive. To be recertified, the applicant shall complete all continuing education points as required in R 19.506 since expiration date of the certification and not later than 90 days following submission of the recertification application to the bureau of fire services.

(c) If a state-certified fire inspector certification has lapsed for more than 6 years, the applicant shall comply with the certification requirements of R 29.502.

History: 2009 AACS.

R 29.502b Certification denial; revocation.

Rule 2b. A state-certified fire inspector shall be subject to denial or revocation of certification for any of the following actions:

(a) Upon request by resolution of a governing body of an organized fire department in accordance with MCL 29.2b (3).

(b) False registration of attendance at any approved certification program.

(c) Conviction of a misdemeanor or felony reasonably related to the person's ability to perform as a fire inspector.

(d) Failure to report all post-certification misdemeanors or felonies to the bureau of fire services, as required by R 29.505.

(e) Falsification of any certified fire inspector documentation.

(f) Noncompliance with recertification requirements.

History: 2009 AACS.

R 29.502c Appeals process for revocation.

Rule 2c. If certification is revoked, then the bureau of fire services shall notify the affected party and provide an explanation for the revocation. Applicants may appeal in writing to the state fire marshal for a redetermination within 14 business days of the notification date.

Decisions of the state fire marshal may be appealed to the state fire safety board. The direct gubernatorial appointees of the fire safety board may conduct a hearing or refer the matter to the state office of administrative hearings and rules for a hearing pursuant to the administrative procedures act, 1969 PA 306, MCL 24.271 to 24.327.

History: 2009 AACS.

R 29.502d Review process for denial.

Rule 2d. If certification is denied, then the bureau of fire services shall notify the affected party and provide an explanation for the denial. Applicants may submit a written request to the state fire marshal for a review within 14 business days of the notification date. Decisions of the state fire marshal may be reviewed by the state fire safety board upon a request for the review by the affected party or parties.

History: 2009 AACS.

R 29.503 Fire inspectors training course and examination; application; selection of applicants for course; course curriculum; preparation of examination; content of examination.

Rule 3. (1) A person who desires to participate in the fire inspectors training in subrule (2) of this rule or who desires to take the examination offered in subrule (4) of this rule shall apply on a form prescribed and furnished by the bureau of fire services. The application shall state whether the person desires to participate in the fire inspectors training class or take the examination without participating in the class. Persons who do not participate in the class but who desire to take the examination shall be provided a course outline and a list of resource material on which the examination is based. Applications shall be received not less than 60 days before the start of the class or, if no class is scheduled, 60 days before the date of the examination.

(2) The state fire marshal shall determine which persons shall attend a fire inspector training course. A person denied the opportunity to attend may request a review of that denial to the state fire safety board pursuant to section 3c of the act.

(3) The course in subrule (2) of this rule shall conform to a curriculum approved by the state fire safety board.

(4) Examinations shall be approved by the state fire safety board. The examinations may be given in parts and in total shall consist of not less than all of the following categories:

(a) Characteristics and behavior of fire.

(b) Fire safety in building design and construction.

(c) The hazards of occupancies.

(d) Water supplies for fire protection.

(e) Fire alarm systems and detection devices.

(f) Extinguishing agents.

(g) Water sprinkler systems.

(h) Special fire protection systems.

(i) Portable fire extinguishers.

(j) Fire hazards of materials.

(k) Fire investigation.
(l) Hazardous materials.
(m) Plan and review of blueprints.
(n) Regulations and administrative rules pertaining to fire prevention and safety.

History: 1982 AACS; 2009 AACS.

R 29.504 Examination; failure to achieve passing score; reexamination.

Rule 4. (1) A person who does not achieve a score of 75% or better on each part of the examination on his or her first testing may retake that part of the examination at the next regularly scheduled examination date.

(2) A person who does not achieve a score of 75% or better on each part of the examination upon which the person was reexamined on his or her second testing may retake that part of the examination only after the person attends the applicable part of the course described in R 29.503 or receives training which the state fire safety board determines equivalent.

(3) A person who does not achieve a score of 75% or better on each part of the examination upon which the person was reexamined on his or her third testing may retake that part of the examination only after waiting 2 years after the date of the third testing.

History: 1982 AACS; 2009 AACS.

R 29.505 State-certified fire inspector; recordkeeping; responsibility.

Rule 5. A state-certified fire inspector shall do the following:

(a) Keep track of his or her continuing education points on a form prescribed and furnished by the bureau of fire services.

(b) Furnish documentation of education, experience, and training upon request of the bureau of fire services.

(c) Complete and submit an application for recertification to the bureau of fire services along with evidence of continuing education not already reviewed by the bureau of fire services at the end of the 3-year certification period.

(d) Report all misdemeanor and felony convictions to the bureau of fire services upon conviction.

History: 1982 AACS; 2009 AACS.

R 29.506 Continuing education.

Rule 6. (1) Continuing education shall conform to the curriculum established by the fire fighters training council, and be approved by the state fire safety board, and consist of at least 1 of the following categories:

(a) Inspection practices and principles.
(b) Fire safety in building design and construction.
(c) Occupancies classifications and hazards.
(d) Water supplies for fire protection.

(e) Fire alarm systems.
(f) Extinguishing agents.
(g) Automatic sprinkler systems.
(h) Alternative fire protection (suppression) systems.
(i) Standpipe systems.
(j) Portable fire extinguishers.
(k) Fire hazards of materials.
(l) Fire investigation.
(m) Hazardous materials.
(n) Plan review.
(o) Legal aspects, including state laws and administrative rules pertaining to fire prevention and safety.
(p) Communication (written and verbal).
(q) Public fire education.
(r) Fire and life safety codes or standards.
(s) Personal and professional development.
(t) Homeland security.
(2) Certified inspectors shall complete a minimum of 10 continuing education points per year and not less than 60 points in a 3-year recertification period.
(3) Distance learning courses may be accepted for continuing education points, provided they meet all the following requirements:
(a) Not more than 30 points shall be earned in a 3-year certification period for distances courses.
(b) Courses shall be interactive or self-paced.
(c) Each course shall use a clearly defined syllabus to show the approximate time spent on each topic covered in the course.
(d) Program applications shall be accompanied by procedures which outline how the criteria in this subrule have been met.
(e) A certificate of completion or roster signed by the instructor shall be provided to bureau of fire services and shall include the course approval number.

History: 1982 AACS; 2009 AACS.

R 29. 506a Program approval.

Rule 6a. All state-certified fire inspector continuing education programs shall be preapproved by the bureau of fire services before continuing education points are awarded. Program approval depends upon the following criteria:
(a) Requests shall be submitted to the bureau at least 60 days before the training.
(b) The sponsoring agency or instructor shall submit a completed certified fire inspector continuing education program approval application to the bureau.
(c) Each program shall include a program roster or other approved means for reporting the student attendance.
(d) Distance learning course providers shall submit a certificate of completion or transcript to the student.
(e) Rosters, certificates of completion, or transcripts shall include all of the following:
(i) Program specific information.

(ii) Signature or name of each student, as applicable.

(iii) Certificate number of each student.

(iv) Signature or name of instructor of record, as applicable.

(f) Approved alternative program attendance rosters or systems shall include all information found on the program roster.

(g) Rosters or transcripts shall be submitted by the course provider within 10 days of the completion of the course to the bureau of fire services for auditing purposes. Students shall submit copies of their certificates of completion to the bureau within 10 days of the completion of the course.

(h) The training instructor/sponsoring agency shall provide prospective students with the bureau of fire services program training approval number and the points awarded for successful completion.

(i) Each training program may be approved for not more than a 3-year period and shall correspond to the current fire inspector certification.

(j) If a program sponsor or instructor refuses or fails to submit information for course approval, an individual may submit information meeting the criteria in subdivision (a), (b), (c) or (d), and (e) of this subrule, as well as documentation of efforts to have the sponsor apply directly.

(k) A program approved in the middle of a current 3-year cycle shall expire at the end of that cycle.

History: 2009 AACS.

R 29.507 Delegation of authority

Rule 7 (1) An organized fire department or governing body seeking endorsement for delegation of authority shall submit a request for delegation of authority in the form of a resolution from the governing body to the bureau of fire services.

(2) Candidates to whom authority may be delegated shall meet all of the following:

(a) Hold current certification as a state-certified fire inspector.

(b) Successfully complete in-house training developed and conducted by the bureau of fire services.

(c) Complete continuing education in accordance with R 29.506.

(d) Be employed as a full-time fire inspector.

(3) Delegation of authority is subject to approval by the bureau of fire services and shall be granted for not more than 2 years beginning each January of an even year and ends the last day of December of the odd year.

History: 1982 AACS; 2009 AACS.

R 29.507a Issuance of fire inspector certification; issuance of credentials verifying delegation of authority.

Rule 7a. (1) The state fire marshal shall certify or recertify a person who meets the requirements as a certified fire inspector pursuant to section 2b of the act and R 29.502 and R 29.502a under the following circumstances:

(a) Certification shall be granted for a period of not more than 3 years.

(b) Certification shall expire on December 31 of the year following adoption of these rules and every 3 years thereafter.

(c) As a condition of recertification, a certified inspector shall complete the minimum continuing education requirements established in R29.506.

(d) The bureau of fire services shall issue credentials to a person to whom authority is delegated pursuant to section 2b of the act and R 29.507.

(2) At the time of certification and recertification the bureau of fire services shall issue a card to each state-certified fire inspector employed by an organized fire department or authorized governing body which is approved for delegation for not more than 2 years.

History: 2009 AACS.

R 29.508 Bureau of fire services; responsibilities.

Rule 8. (1) The bureau of fire services shall maintain a file of those persons who have been certified and shall review certification at least every 3 years for compliance with the act and rules promulgated pursuant to the act.

(2) The bureau of fire services shall maintain a file of those persons delegated authority pursuant to section 2b of the act and shall review the delegation at least every 2 years for compliance with the act and rules promulgated pursuant to the act.

History: 1982 AACS; 2009 AACS.