



Recertification Requirements for South Carolina Certified Fire Marshal (CFM)

Effective Date: June 6, 2016 Revised February 6, 2017

AUTHORITY: S.C. Code Ann. §23-9-30

PURPOSE: This policy provides information regarding the South Carolina Certified Fire Marshal (CFM) recertification process and provides guidance for CFM recertification, requiring maintenance of the International Code Council (ICC) or the National Fire Protection Agency (NFPA) Certified Fire Inspector I (CFI-I) certification, per State Fire Policy on Initial Certification of CFM's, and other professional development requirements per the CFM Recertification Renewal Table as standard for all CFM renewals.

BACKGROUND: In 2010, the Office of State Fire Marshal received recommendations from the Legislative Audit Council (LAC) in its 2010 audit entitled *A Review of the Office of State Fire Marshal*. The report can be found at http://lac.sc.gov/LAC_Reports/2010/Pages/OSFM.aspx. State Fire, working with the South Carolina Fire Marshal's Association (SCFMA) conducted an extensive review and introduced several changes to the recertification process. These changes are intended to maintain currency and relevancy in the profession and to ensure ongoing, up to date, training of CFM's.

POLICY: At a minimum, CFM's are required to obtain 50 points of documented professional development per the CFM Recertification Renewal Table. The 50 points must be obtained during the three year cycle. Verification of obtained points are not required to be submitted at the time of recertification, however, it is imperative that you maintain your documentation in the event you are selected for a random audit.

All certifications shall be renewed during the 90 day period prior to expiration. The candidate must process the certification renewal through <https://eservice.llr.sc.gov/OnlineRenewals/>, prior to the expiration date. Expired certifications, 6 months or greater, will require an application for initial certification.

From the effective date, all correspondence from State Fire to CFM certification holders will be through e-mail. It is imperative that you keep your e-mail address updated to assist us in facilitating this endeavor. Additionally, we request all communications regarding certification be sent by email at FMCertification@llr.sc.gov.

NOTE:

- International Code Council (ICC) certificate holders are required to obtain a specified number of Continuing Education Units (CEUs) every three years in order to maintain their certifications. A portion of these CEUs must be obtained through Preferred Provider or ICC Training or both. As part of our commitment to moving forward, State Fire is an ICC Preferred Provider: <http://ppp.iccsafe.org/>
- Questions? Contact South Carolina, State Fire at FMCertification@llr.sc.gov



South Carolina Certified Fire Marshal Recertification Requirements Table

Effective Date: June 6, 2016 Revision February 06, 2017

In order to maintain currency and relevancy in the profession, Certified Fire Marshals are required to obtain 50 points (minimum) of documented professional development during the three year certification cycle, related to the fire & life safety profession.

Credentials	Allotted Points	Minimum Points	Maximum Points	Acceptable Documentation
Professional Practice	1 per month	12	36	Letter from supervisor or client(s)
Initial Certification NFPA or ICC CFI- I per State Fire Policy 17-001	2 per certification	02	04	Proof of certification
Additional Inspection/Code Certifications by Dec. 31, 2021	5 each certification	05	15	Proof of certification for each
Voluntary Professional Service	5 per organization	0	15	Letter from organization
OSFM Rules & Regulations Course Update	2 per course	02	02	Transcript with appropriate course code
Training (minimum of 16 points required)	Allotted Points	Minimum Points	Maximum Points	Acceptable Documentation
Training- Professional Development Seminars and Conferences	1 per contact hour	08	36	Certificate or proof of attendance
Taking college credit courses	3 points per credit hour		36	Official transcript from college
Teaching a course or seminar	Teaching a course: 4 points per credit hour Teaching a seminar: 1 point per hour taught	0	36	Letter from training institution verifying details of course and your participation
Publications (Fire/Safety related)	<u>Paper or article in peer-reviewed publication</u> Single author: 4 points Multiple authors: 2 points <u>Published article or paper</u> Single author: 4 points Multiple authors: 2 points <u>Published book:</u> Single author or editor: 25 points Author of chapter, single author: 3 points Author of chapter, multiple authors: 1 point <u>Published review of a book in a fire/safety journal or magazine:</u> 1 point	0	36	Article/Paper: Copy of first page of article/paper indicating title, name and publication date, your name as author, and other authors' names (if applicable). Article/ paper must have a minimum of 1,000 words. Book: Copy of title page of book indicating title, publisher, publication date, your name as author, and other authors' names (if applicable).

Explanation of CFM Recertification Table Professional Development Criteria

Acceptable Documentation: Do not submit documentation of your claimed points at the time of your renewal. By submission of your online renewal, you attest that the above claimed points are accurate and reflect your professional development during the recertification period. You understand that you need to maintain documentation of these points, for possible submission in the event you are audited, for a minimum of three years.

Professional Practice: Actively practicing fire prevention and code enforcement through fire inspections and/or fire plan review.

Initial Certification: See State Fire Policy for CFM Initial Certification. ICC Certified Fire Marshal's, ICC Certified Building Officials, and ICC Master Code Professionals receive an automatic 7 points (claiming an automatic 2 points in initial certification and 5 points in other inspection/code certifications).

Additional Inspection/Code Certifications (One additional certification per below required by December 31, 2021). The following list is considered acceptable by OSFM policy to claim allotted points:

- ICC
 - CFI II
 - Fire Plans Examiner
 - Commercial Fire Alarm Inspector
 - Commercial Fire Alarm Plans Examiner
 - Commercial Fire Sprinkler Inspector
 - Commercial Fire Sprinkler Plans Examiner
 - Commercial Building Inspector
 - Commercial Electrical Inspector
 - Commercial Mechanical Inspector
- NFPA
 - CFI II
 - Fire Plans Examiner
- National Institute for Certification in Engineering Technologies (NICET)
 - Inspection and Testing of Fire Alarm Systems
 - Fire Alarm Systems
 - Water Based Systems Layout
 - Inspection and Testing of Water Based Systems
- South Carolina Licensure as a Registered Architect or Professional Engineer

*If you seek consideration of a non-listed certification or license, please email FMCertification@lfr.sc.gov

Voluntary Professional Service: State Fire recognizes the importance of being actively involved at the state and national level for fire prevention. The following list is acceptable to claim for allotted points if you volunteer on committees or executive boards pertaining to fire prevention, codes, and standards:

- ICC
- NFPA or NFPA Certified Fire Protection Specialist
- UL
- SCFMA
- SCFFA

*If you seek consideration of a non-listed state or national organization, please email FMCertification@lfr.sc.gov

College Course Credit: Must obtain a "passing" score to claim allotted points. Must be a degree core curriculum class or pertain to the industry.