



# SFMO FIRE PROTECTION INDUSTRY LICENSING

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# Overview

- Introduction to SFMO licensing
- Sprinkler Licensing
- Fire Alarm Licensing
- Fire Extinguisher Licensing
- Things to look out for



# Introduction

SFMO Licensing

# Introduction to SFMO Licensing



- Overview

- Industries

- SFMO Licensing Services/Divisions

- Navigating the SFMO Website

- Changes to License and Registration Numbers



# Licensed Industries

- Fire Sprinkler Systems
- Fire Alarm Systems
- Fire Extinguishers
  - ▣ Fixed Fire Extinguishing Systems
  - ▣ Portable Fire Extinguishers

# About SFMO Licensing Program



- Services
  - Administration
  - Investigations
  - Technical Services



# SFMO Administration

- Issue registration certificates to companies
- Issue licenses to individuals
- Testing
- Verifying insurance coverage
- Collect revenue
- Other administrative functions



# Licensing Investigations

- 5 investigators strategically located throughout the state
- Investigations are driven by complaints
  - ▣ Unlicensed entities and individuals
  - ▣ Work not done per code or manufacturers standards
  - ▣ SFMO rules procedures not followed



# Licensing Investigations, cont.

- Complaint forms are available online
  - ▣ <http://www.tdi.texas.gov/forms/sfmfireindustry/SF224Complaint.pdf>



## Texas Department of Insurance

State Fire Marshal's Office, Mail Code 112-FM  
333 Guadalupe • P. O. Box 149221, Austin, Texas 78714-9221  
512-305-7900 • 512-305-7910 fax • [www.tdi.state.tx.us](http://www.tdi.state.tx.us)  
e-mail [fire.marshal@tdi.state.tx.us](mailto:fire.marshal@tdi.state.tx.us)

### LICENSING INVESTIGATION COMPLAINT FORM

Upon receipt, the SFMO will give this complaint a case number and assign it to an investigator. The investigator may contact you to obtain additional information. This form may be mailed, faxed or e-mailed to the State Fire Marshal's Office.

You may request a copy of the investigation report under the Open Records Act after the investigation has been completed. A written request is necessary and may be submitted by mail, fax, e-mail or in person to the attention of the "Open Records Request".

PLEASE PRINT OR TYPE

YOUR INFORMATION		
Your name	Phone number for contact	Employer (Optional)
Address (street address, city, state, zip code)		Date

  

ALLEGED VIOLATOR (Optional)	
Company Name of Alleged Violator (optional)	Registration Number (if known)
Individual Involved in Alleged Violation (optional)	License Number (if known)

  

LOCATION OF ALLEGED VIOLATION (At least one location must be provided)
Name of property
Location address and city
Name of contact person and phone number (if known)

  

BRIEF BACKGROUND/DESCRIPTION OF THE COMPLAINT (Attach additional sheets if necessary)



# Licensing Investigations, cont.

- Items to provide to investigators where possible:
  - Photos of the violation(s)
  - Copies of Invoices
  - Statements from witnesses
  - Copies of inspection reports
  - Copies of FMO inspections / reports
  - Anything else that relates

# SFMO Licensing on the Web



<http://www.tdi.texas.gov/fire>

The screenshot shows the website for the State Fire Marshal's Office. At the top, there is a navigation bar with links to "TDI Home", "Help Insure", "Healthy Texas Online", "Texas Health Options", "Texas Sure", "TDI Academy", "TX Comp", and "Exit Strategy". Below this is a search bar with a magnifying glass icon and radio buttons for "Targeted" and "Full Search". The main content area is titled "State Fire Marshal's Office" and includes a breadcrumb trail: "You are here: [www.tdi.state.tx.us](http://www.tdi.state.tx.us) · [fire](#) · [fmli.html](#)". On the left side, there is a sidebar menu with the following items: "State Fire Marshal Home", "Examinations", "Firefighter Fatalities", "Fire Marshal Conference", "Fire Investigations", "Inspections", "Licensing", "Licensing - Investigations", "Prevention & Outreach", "PPC Oversight", and "Youth Fire Setting". The main content area is titled "State Fire Marshal" and "Fire Industry Licensing Services and Investigations". It states: "Fire Industry Licensing Services and Investigations includes two sections, Licensing Administration and Licensing Investigation." Below this, it says "Click below to go to your area of interest:" and lists several links: "Fire Alarm Licensing", "Fire Extinguisher Licensing", "Fire Sprinkler Licensing", "Fireworks Licensing", "Fire Licensing Investigations", "Licensing News", "Companies licensed by the State Fire Marshal's Office", and "Personnel licensed by the State Fire Marshal's Office".



# SFMO Licensing on the Web

- Information on Industry Licensing
- Lists of licensed firms and individuals
- Initiate a complaint/investigation



# Changes to License Numbers

- In April 2012 SFMO issued new registration and license numbers to several firms and individuals.
  - ▣ The SFMO licensing “look-up” tool on the web has been updated to include both the old and new numbers as well as search capabilities
  - ▣ Firms will have until March 2017 to update all vehicles and paperwork to show new numbers.

<http://www.tdi.texas.gov/fire/documents/fmnotice122011.pdf>

# Fire Sprinkler Systems

SFMO Licensing



# Overview

- Licensing Laws
- Company Registration
- Individual Licensing
- General Requirements
- System Tags



# License Required

<http://www.tdi.texas.gov/fire/documents/fmsprinkstat201.pdf>

- ❑ 6003.151(a) Unless the individual or organization holds a registration certificate issued by the department, an individual or organization may not plan, sell, install, maintain, or service a fire protection sprinkler system.
- ❑ 6003.153(a) Each fire protection sprinkler system contractor must employ at least one licensed responsible managing employee on a full time basis.



# Exemptions from Sprinkler Laws/Rules

## **Sec. 6003.002. APPLICABILITY OF CHAPTER.**

(a) This chapter does not apply to:

- (1) an employee of the United States, this state, or any political subdivision of this state who acts as a fire protection sprinkler system contractor for the employing governmental entity;
- (2) the plan, sale, installation, maintenance, or servicing of a fire protection sprinkler system in any property owned by the United States or this state;
- (3) an individual or organization acting under court order as authorization;
- (4) an individual or organization that sells or supplies products or materials to a registered fire protection sprinkler system contractor;
- (5) an installation, maintenance, or service project for which the total contract price for labor, materials, and all other services is less than \$100, if:
  - (A) the project is not a part of a complete or more costly project, whether the complete project is to be undertaken by one or more fire protection sprinkler system contractors;  
or
  - (B) the project is not divided into contracts of less than \$100 for the purpose of evading this chapter;



# Exemptions from Sprinkler Laws/Rules

## **Sec. 6003.002. APPLICABILITY OF CHAPTER.**

...

- (6) an engineer licensed under Chapter 1001, Occupations Code, acting solely in the engineer's professional capacity;
- (7) a regular employee of a registered fire protection sprinkler system contractor; or
- (8) an owner or lessee of property that:
  - (A) installs a fire protection sprinkler system on the owned or leased property for the owner's or lessee's own use or for family members' use; and
  - (B) does not offer the property for sale or lease before the first anniversary of the date of installation of the fire protection sprinkler system.



# Effect on Local Regulation

## **Sec. 6003.003. EFFECT ON LOCAL REGULATION.**

- (a) This chapter and the rules adopted under this chapter have uniform force and effect throughout this state. A municipality or county may not enact an order, ordinance, or rule requiring a fire protection sprinkler system contractor to obtain a registration certificate from the municipality or county. A municipality or county may not impose on a fire protection sprinkler system contractor qualification or financial responsibility requirements other than proof of a registration certificate.
- (b) Notwithstanding any other provision of this chapter, a municipality or county may require a fire protection sprinkler system contractor to obtain a permit and pay a permit fee for the installation of a fire protection sprinkler system and require the installation of a fire protection sprinkler system to conform to the building code or other construction requirements of the municipality or county.
- (c) A municipal or county order, ordinance, or rule in effect on September 1, 1983, is not invalidated because of any provision of this chapter.



# Company Registrations

- **General (SCR-G)**
  - ▣ This certificate permits a fire protection sprinkler contractor to conduct the planning, sales, installation, maintenance, or servicing of any fire protection sprinkler system or any part of such a system.
- **Dwelling (SCR-D)**
  - ▣ This certificate permits the fire protection sprinkler system contractor to conduct the planning, sales, installation, maintenance, or servicing of a one- or two-family dwelling fire protection sprinkler system or any part of such a system.
- **Underground (SCR-U)**
  - ▣ This certificate permits a fire protection sprinkler system contractor to conduct the sales, installation, maintenance, or servicing, but not the planning, of an assembly on underground piping or conduits that conveys water with or without other agents, used as an integral part of any type of fire protection sprinkler system.

# Individual Licenses – Responsible Managing Employee



- RME-General
  - ▣ A license issued to an individual who is designated by a registered firm to assure that any fire protection sprinkler system, as planned, installed, maintained, or serviced, meets the standards provided by law.
- RME-Dwelling
  - ▣ A license issued to an individual who is designated by a registered firm to assure that the fire protection sprinkler system for a one- and two-family dwelling, as planned, installed, maintained, or serviced, meets the standards provided by law.
- RME-Underground Fire Main
  - ▣ A license issued to an individual who is designated by a registered firm to assure that the underground fire main for a fire protection sprinkler system, as installed, maintained, or serviced, meets the standards provided by law.
- RME-General Inspector
  - ▣ A license issued to an individual who is designated by a registered firm to perform the inspection, testing and maintenance service for a fire protection sprinkler system in accordance with the standards adopted in this subchapter.

# Responsible Managing Employees



## **§ 34.716. Installation, Maintenance, and Service**

(g) Each registered firm must employ at least one full-time RME-General or RME-Dwelling licensee at each business office where fire protection sprinkler system planning is performed, who is appropriately licensed to conduct the business performed therein.



# Required Documents

- Plans
  - Submittals
  - As-Builts
- Material and Test Certificates
  - Underground
  - Above Ground
- Tags

# Plans



- All sprinkler system plans must be signed by an appropriate RME, certifying that the system complies with applicable NFPA standards
  - ▣ Where required by the local AHJ, plans must be submitted for review, rating, permit, or record purposes
  - ▣ A set of as-built plans and hydraulic calculations must be provided to the building owner at completion of installation
  - ▣ The contractor must maintain a set of as-built plans for the life of the system

# RME Plan Stamp



**I have reviewed these plans and certify that they comply with the adopted NFPA standards.**

*Firm's name*  
*Street address*  
*City, State Zip Code*  
*Phone Number*  
*SCR – number*

RME-Signature: \_\_\_\_\_

Printed RME Name: \_\_\_\_\_

RME – *(number)* \_\_\_\_\_ Date: \_\_\_\_\_

AS-BUILT     SUBMITTAL     OTHER



# Material and Test Certificates

§34.716(b) Upon completion of the installation, the licensed responsible managing employee shall have affixed a contractor's material and test certificate for aboveground and/or underground piping on or near the system riser. If the adopted installation standard does not require testing, all other sections except the testing portion of the contractor's material and test certificate must still be completed. The contractor's material and test certificate shall be obtained from the state fire marshal's office. The certificate shall be distributed as follows:

- (1) original copy kept at the site after completion of the installation;
- (2) second copy retained by the installing company at its place of business...for the life of the system; and
- (3) third copy to be sent to the local authority having jurisdiction within 10 days after the completion of the installation.



# Contractors Material and Test Certificate for Underground Piping



**Texas Department of Insurance**  
 State Fire Marshal's Office Mail Code 112-FM  
 333 Guadalupe • P. O. Box 149221, Austin, Texas 78714-9221  
 512-305-7000 • 512-305-7922 fax • www.tdi.state.tx.us

Contractor's Material and Test Certificate for <b>U</b> nderground Piping			
<b>PROCEDURE</b> Upon completion of work, inspection and tests shall be made by the contractor's representative and witnessed by an owner's representative. All defects shall be corrected and system left in service before contractor's personnel finally leave the job.			
A certificate shall be filed out and signed by both representatives. Copies shall be prepared for approving authorities, owners, and the contractor. It is understood the owner's representative's signature in no way prejudices any claim against contractor for faulty material, poor workmanship, or failure to comply with approving authority's requirements or local ordinances.			
Property Name		Date	
Property Address		City	State Zip
PLANS	Accepted by approving authorities (names)		
	Address		
	Installation conforms to accepted plans	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	Equipment used is approved	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	If no, state deviations		
INSTRUCTIONS	Has person in charge of the equipment been instructed as to location of control valves and care and maintenance of this new equipment? If no, explain		
	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
	Have copies of appropriate instructions and care and maintenance charts been left on premises? If no, explain		
<input type="checkbox"/> Yes	<input type="checkbox"/> No		
LOCATION	Supplies buildings		
UNDERGROUND PIPES AND JOINTS	Pipe types and class		Type joints
	Pipe conforms to _____ Standard	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	Fittings conform to _____ Standard	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	Joints needed anchorage clamped, strapped or blocked in accordance with _____ standard If no, explain		
<input type="checkbox"/> Yes	<input type="checkbox"/> No		
TEST DESCRIPTION	<b>FLUSHING:</b> Flow the required rate until water is clear as indicated by no collection of foreign material in burlap bags at outlets such as hydrants and blow-offs. Flush at flows not less than 390 GPM (1476 L/min) for 4-inch pipe, 880 GPM (3331 L/min) for 6-inch pipe, 1560 GPM (5905 L/min) for 8-inch pipe, 2440 GPM (9235 L/min) for 10-inch pipe, and 3520 GPM (13323 L/min) for 12-inch pipe. When supply cannot produce stipulated flow rates, obtain maximum available.		
	<b>HYDROSTATIC:</b> Hydrostatic tests shall be made at not less than 200 psi (13.8 bars) for two hours or 50 psi (3.4 bars) above static pressure in excess of 150 psi (10.3 bars) for two hours.		
	<b>LEAKAGE:</b> New pipe laid with rubber gasketed joints shall, if the workmanship is satisfactory, have little or no leakage at the joints. The amount of leakage at the joints shall not exceed 2 quarts per hour (1.59 L/hr) per 100 joints irrespective of pipe diameter. The leakage shall be distributed over all joints. If such leakage occurs at a few joints, the installation shall be considered unsatisfactory and necessary repairs made. The amount of allowable leakage specified above can be increased by 1 ft oz per inch valve diameter per hour (30 mL/25 mm/hr) for each metal seated valve isolating the test section. If dry barrel hydrants are tested with the main valve open so the hydrants are under pressure, an additional 5 oz per minute (150 mL/min) leakage is permitted for hydrant.		
FLUSHING TESTS	New underground piping flushed according to _____ standard by (company)		
	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
	How flushing flow was obtained		
<input type="checkbox"/> Public water	<input type="checkbox"/> Tank or reservoir	<input type="checkbox"/> Fire pump	Through what type of opening
<input type="checkbox"/> Hydrant butt	<input type="checkbox"/> Open pipe		
	Lead-ins flushed according to _____ standard by (company)		
<input type="checkbox"/> Yes	<input type="checkbox"/> No		
	How flushing flow was obtained		
<input type="checkbox"/> Public water	<input type="checkbox"/> Tank or reservoir	<input type="checkbox"/> Fire pump	Through what type of opening
<input type="checkbox"/> Y connection to flange spigot	<input type="checkbox"/> Open pipe		

HYDROSTATIC TEST	All new underground piping hydrostatically tested at _____ psi for _____ hours	Joints covered	<input type="checkbox"/> Yes	<input type="checkbox"/> No
LEAKAGE TEST	Total amount of leakage measured	_____ gallons	_____ hours	
	Allowable leakage	_____ gallons	_____ hours	
HYDRANTS	Number installed	Type and make	All operate satisfactorily	
			<input type="checkbox"/> Yes	<input type="checkbox"/> No
CONTROL VALVES	Water control valves left wide open			
	If no, state reason			
<input type="checkbox"/> Yes	<input type="checkbox"/> No			
REMARKS	Hose threads of fire department connections and hydrants interchangeable with those of the fire department answering alarm			
	<input type="checkbox"/> Yes <input type="checkbox"/> No			
Date left in service _____				
Name of installing contractor			C of R. No. <b>SCR-</b>	
SIGNATURE	Contractor's Address		City	State Zip
	Tests witnessed by			
	For property owner (signed)		Title	Date
	For installing contractor (signed)		Title	Date
Additional explanation and notes				

RME CERTIFICATION	I certify that the information herein is true and that this portion of the sprinkler system was installed in accordance with Article 5.43-3, Texas Insurance Code and the rules and standards adopted by the State Fire Marshal's Office.		
	Responsible Managing Employee (signature)		
	Responsible Managing Employee (print or type name)		
	RME License Number	Date	

DISTRIBUTION: Original COPY 1 Posted at site or give to owner COPY 2 for the installing firm in file accessible to SFMO  
 COPY 3 for local approving authority within 10 days after completion



# Test Certificates, continued

RME certifies the information on material and test certificates...

RME CERTIFICATION	<b>I certify that the information herein is true and that this sprinkler system was installed in accordance with Article 5.43-3, Texas Insurance Code and the rules and standards adopted by the State Fire Marshal's Office.</b>	
	Responsible Managing Employee (signature)	
	Responsible Managing Employee (print or type name)	
	RME License Number	Date

**DISTRIBUTION:** Original COPY 1 Posted at site or give to owner

COPY 2 for the installing firm in file accessible to SFMO

COPY 3 for local approving authority within 10 days after completion



# Original Installation Tags

## § 34.718. Installation Tags

- (a) Upon completion of the installation of a fire protection sprinkler system, all information for an installation tag must be completed in detail to indicate the water supply test data obtained during the time of installation. The tag shall be securely attached by a durable method to the riser of each system.
- (b) Upon completion of the installation of a fire protection sprinkler system and after performing the required initial tests and inspections, an ITM tag, in addition to an installation tag, shall also be attached to each riser in accordance with the procedures in this subchapter for completing and attaching ITM tags.
- (c) A new installation tag must be attached, in addition to the existing installation tag, each time more than twenty sprinkler heads are added to a system.
- (d) Installation tags shall remain on the system for the life of the system...

# Original Installation Tags



<b>DO NOT REMOVE BY ORDER OF TEXAS STATE FIRE MARSHAL</b>				
16	1	<p><b>ORIGINAL INSTALLATION TAG</b></p> <p><i>Name &amp; Address of Sprinkler Firm Phone Number SCR-Number</i></p> <p><b>THIS TAG CONTAINS IMPORTANT INFORMATION ABOUT THIS SPRINKLER SYSTEM AND SHALL REMAIN ATTACHED TO THE SYSTEM FOR THE LIFE OF THE SYSTEM.</b></p>	DEC	2010
17	2		NOV	2010
18	3		OCT	2009
19	4		SEP	2009
20	5		AUG	2008
21	6		JUL	2008
22	7		JUN	2007
23	8		MAY	2007
24	9		APR	2006
25	10		MAR	2006
26	11		FEB	2005
27	12		JAN	2005
28	13			
29	14			
30	15			
31	16			

After an installation, conduct a MAIN DRAIN TEST at the system lead-in or riser and record the information on this tag and the Contractor's Material and Test Certificate. Also copy the original flow test results, used to design the system, as noted on the plans. Then attach this tag to the lead-in or riser.

---

Name of Owner or Occupant \_\_\_\_\_

---

Address \_\_\_\_\_

---

Building No. or Location or System No. \_\_\_\_\_

**MAIN DRAIN TEST** at lead-in or riser

Static: \_\_\_\_\_ psi

Flowing: \_\_\_\_\_ psi

**WATER SUPPLY FLOW TEST** used to hydraulically design the system (i.e. at street)

Static: \_\_\_\_\_ psi

Residual: \_\_\_\_\_ psi

with: \_\_\_\_\_ GPM Flowing

---

Signature of Service Person \_\_\_\_\_

# Inspection Testing and Maintenance Service (ITM) Tag



## § 34.720. Inspection, Test and Maintenance Service (ITM) Tag

- (a) After a new installation or a scheduled inspection, testing and maintenance (ITM) service, all portions of an ITM tag must be completed in detail, indicating the ITM service was performed according to the adopted standards, and the tag must be attached to the respective riser of each system.
- (b) After any ITM service, the inspector must complete and attach an ITM tag, and if impairments are found, the inspector must attach the appropriate yellow or red tag in accordance with the procedures in this subchapter.
- (c) A new ITM tag must be attached each time an inspection, testing and maintenance service is performed.
- (d) ITM tags shall remain on the system for five years after which time they may only be removed by an authorized employee of a registered firm. An employee of the state fire marshal's office or an authorized representative of a governmental agency with appropriate regulatory authority may remove excess tags at any time.

# Inspection Testing and Maintenance Service (ITM) Tag



## § 34.706. Definitions

(10) Inspection, testing, and maintenance service--A service program provided by a qualified contractor in which all components unique to the property's systems are inspected and tested at the required times and necessary maintenance is provided and/or recommended. This program includes logging and retention of relevant records.

## § 34.716. Installation, Maintenance, and Service

(c) Service, maintenance, or testing, when conducted by someone other than an owner, must be conducted by a registered firm and in compliance with the appropriate adopted standards. After January 1, 2009, the inspection, test and maintenance service of a fire protection sprinkler system, except a one- and two-family dwelling or an underground fire main, must be performed by an individual holding a current RME-General Inspector or RME-General license. A visual inspection not accompanied by service, maintenance, testing, or certification does not require a certificate of registration.

# Inspection Testing and Maintenance Service (ITM) Tag “Blue Tag”



**DO NOT REMOVE BY ORDER OF TEXAS STATE FIRE MARSHAL**

16	1
17	2
18	3
19	4
20	5
21	6
22	7
23	8
24	9
25	10
26	11
27	12
28	13
29	14
30	15
31	

**ITM TAG**  
Inspection, Test & Maintenance Tag

**TYPE of ITM**

Initial Installation

Monthly

Quarterly

ANNUAL

Third Year

Fifth Year

**SYSTEM STATUS AFTER ITM**

Acceptable

Yellow Tag (attached)

Red Tag (attached)

License Number after 1-2008 \_\_\_\_\_

Name of Inspector \_\_\_\_\_

Signature of Inspector \_\_\_\_\_

JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	2010
												2009
												2008
												2007
												2006
												2005

After an inspection, test and maintenance service, attach this ITM tag to the applicable system riser. Also attach a yellow or red tag if appropriate. Tags shall be retained on the riser for five years.

*Name & Address of Sprinkler Firm  
Phone Number  
SCR-Number*

\_\_\_\_\_  
Name of Owner or Occupant

\_\_\_\_\_  
Address

\_\_\_\_\_  
Building No. or Location or System No.

Note: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**MAIN DRAIN TEST** at lead-in or riser

Static: \_\_\_\_\_psi    Flowing: \_\_\_\_\_psi

# Yellow Tags



## § 34.721. Yellow Tags

- (a) If a fire protection sprinkler system is found to be noncompliant with the applicable NFPA standards or to contain equipment that has been recalled by the manufacturer, but the noncompliance or recalled equipment does not constitute an emergency condition, a completed yellow tag must be attached to the respective riser of each system to permit convenient inspection, to not hamper the system's actuation or operation, and also to indicate that corrective action is necessary.
- (b) The signature of the service person on a yellow tag certifies the impairments listed on the tag cause the system to be out of compliance with NFPA standards.
- (c) After attaching a yellow tag, the inspector must notify the building owner or the building owner's representative and the authority having jurisdiction in writing of all impairments. The notification must be postmarked, e-mailed, faxed or hand delivered within five business days of the attachment of the yellow tag.
- (d) A yellow tag may only be removed by a licensed employee of a registered firm or an authorized representative of a governmental agency with appropriate regulatory authority after the employee or representative completes and attaches a service tag that indicates the impaired conditions were corrected.

# Yellow Tags



**DO NOT REMOVE BY ORDER OF  
TEXAS STATE FIRE MARSHAL**

**YELLOW TAG**

16	1
17	2
18	3
19	4
20	5
21	6
22	7
23	8
24	9
25	10
26	11
27	12
28	13
29	14
30	15
31	

*Name & Address  
of Sprinkler Firm  
Phone Number  
SCR-Number*

RME's License Number

Printed name of  
serviceperson / inspector

Signature of authorized  
serviceperson / inspector

**REPORT STATUS TO  
OWNER AND AHJ  
IN WRITING  
(within 5 business  
days)**

JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	2010
												2009
												2008
												2007
												2006
												2005

If the system is not compliant with the NFPA standard, at the time it was installed, attach this yellow tag to the applicable system riser. An authorized individual may remove this tag after a service tag has been attached indicating the condition has been corrected.

---

Name of Owner or Occupant

---

Address

---

Building No. or Location or System No.

---

List impairments not compliant with NFPA standards:

---



---



---



---



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# Red Tags



## § 34.722. Red Tags

- (a) If a fire protection sprinkler system has an impairment which constitutes an emergency impairment, as defined in the adopted edition of NFPA 25, the service person or inspector shall complete and attach a red tag to the respective riser of each system to indicate corrective action is necessary.
- (b) Immediately after attaching a red tag, the inspector or service person must orally notify the building owner or the building owner's representative and, where available, the authority having jurisdiction of all impairments. The inspector or service person must also provide written notice to the building owner or the building owner's representative and, where available, the authority having jurisdiction of all impairments, and the written notice must be postmarked, e-mailed, faxed or hand delivered within twenty-four hours of the attachment of the red tag.
- (c) The signature of the service person or inspector on the red tag certifies the impairments listed constitute an emergency impairment.
- (d) A red tag may only be removed by an authorized employee of a registered firm or an authorized representative of a governmental agency with appropriate regulatory authority after the employee or representative completes and attaches a service tag that indicates the impaired conditions were corrected.



# Red Tags

- “Emergency Impairment”
  - ▣ Per NFPA 25 “a condition where a water-based fire protection system or portion thereof is out of order due to an unexpected occurrence, such as a ruptured pipe, an operated sprinkler, or an interruption of the water supply to the system.”

# Red Tags



**DO NOT REMOVE BY ORDER OF  
TEXAS STATE FIRE MARSHAL**

**RED TAG**

16	1
17	2
18	3
19	4
20	5
21	6
22	7
23	8
24	9
25	10
26	11
27	12
28	13
29	14
30	15
31	

Name & Address  
of Sprinkler Firm  
Phone Number  
SCR-Number

RME's License Number

Printed name of service  
person

Signature of authorized  
service person

**IMMEDIATELY  
REPORT STATUS TO  
OWNER AND AHJ  
(and in writing within  
24 hrs)**

JAN	2005
FEB	
MAR	
APR	2006
MAY	
JUN	2007
JUL	
AUG	2008
SEP	
OCT	2009
NOV	
DEC	2010

If the system impairments constitute an "emergency" impairment as defined in NFPA 25, attach this red tag to the applicable system riser. An authorized individual may remove this tag after a service tag has been attached indicating the condition has been corrected.

\_\_\_\_\_  
Name of Owner or Occupant

\_\_\_\_\_  
Address

\_\_\_\_\_  
Building No. or Location or System No.

\_\_\_\_\_  
List Emergency Impairments:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

# Service Tags



## § 34.719. Service Tags

- (a) After any service, all sections of a service tag must be completed in detail, indicating all the services that have been performed, and then the tag must be attached to the respective riser of each system.
- (b) After any service, if impairments are found, the service person must attach, in addition to attaching a service tag, the appropriate yellow tag or red tag in accordance with the procedures in this subchapter for completing and attaching yellow and red tags.
- (c) A new service tag must be attached each time service is performed.
- (d) Service tags shall remain on the system for five years after which time they may only be removed by an authorized employee of a registered firm. An employee of the state fire marshal's office or an authorized representative of a governmental agency with appropriate regulatory authority may remove excess tags at any time.

# Service Tags



**DO NOT REMOVE BY ORDER OF  
TEXAS STATE FIRE MARSHAL**

16	1
17	2
18	3
19	4
20	5
21	6
22	7
23	8
24	9
25	10
26	11
27	12
28	13
29	14
30	15
31	

**SERVICE TAG**

*Name & Address  
of Sprinkler Firm  
Phone Number  
SCR-Number*

---

RME's Name

---

RME's License No.

---

Signature of Service  
Person

**TYPE OF WORK**

Service

Remodel

Other

JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC	2010
2005			2006	2007		2008		2009				

**DO NOT REMOVE BY ORDER OF  
TEXAS STATE FIRE MARSHAL**

After any service or addition, attach this service tag to the applicable system riser. Also attach or remove a yellow or red tag if appropriate. Tags shall be retained on the riser for five years.

---

Name of Owner or Occupant

---

Address

---

Building No. or Location or System No.

---

List Services:

---



---



---



---

Corrected all **YELLOW TAG** conditions from tag dated \_\_\_\_\_

Corrected all **RED TAG** conditions from tag dated \_\_\_\_\_

# Multipurpose Residential Fire Sprinkler Systems and Licensed Plumbers



- New law passed previous legislative session now allows licensed plumbers who hold a special endorsement to install multipurpose fire sprinkler systems in one- and two-family dwellings.
  - ▣ Multipurpose systems may ONLY be installed by a plumber holding this endorsement (ie. SCR/RME may not)
- Texas Occupations Code, Section 1301.3565

# Multipurpose Residential Fire Sprinkler Systems and Licensed Plumbers



- Things to keep in mind:
  - ▣ Who will review plans? (Fire marshal or plumbing dept.)
  - ▣ Who will do system inspections?
  - ▣ Tagging/certifications?
- For more information on the plumbing endorsement contact the Texas State Board of Plumbing Examiners.

# Fire alarm systems

SFMO Licensing



# Overview

- Licensing Laws
- Company Registration
- Individual Licensing
- General Requirements
- System Labels

# Licensing Laws



<http://www.tdi.texas.gov/fire/documents/fmalarmstat2011.pdf>

## **Sec. 6002.151. FIRM REGISTRATION CERTIFICATE REQUIRED; LIMITED CERTIFICATE.**

- (a) An individual or organization may not engage in the business of planning, certifying, leasing, selling, installing, servicing, monitoring, or maintaining fire alarm or fire detection devices or systems unless the individual or organization holds a registration certificate issued by the department.
- (b) The department may issue a limited registration certificate to an individual or organization whose business is restricted to monitoring.
- (c) Applications for registration certificates and qualifications for those certificates are subject to rules adopted by the commissioner.

# Licensing Laws



## **Sec. 6002.152. BRANCH OFFICE REGISTRATION CERTIFICATE REQUIRED.**

- (a) Except as provided by Subsection (c), each separate office location of a registered firm, other than the location identified on the firm's registration certificate, must have a branch office registration certificate issued by the department.
- (b) Before issuing a branch office registration certificate, the department must determine that the branch office location is part of a registered firm.
- (c) A registered firm that is engaged in the business of planning, certifying, leasing, selling, servicing, installing, monitoring, or maintaining exclusively single station devices is not required to apply for or obtain a branch office registration certificate for a separate office or location of the firm.

# Licensing Laws



## **Sec. 6002.154. FIRE ALARM TECHNICIAN, RESIDENTIAL FIRE ALARM SUPERINTENDENT, AND FIRE ALARM PLANNING SUPERINTENDENT.**

- (a) Each registered firm, including a firm engaged in the business of planning, certifying, leasing, selling, servicing, installing, monitoring, or maintaining exclusively single station devices, must employ at least one employee who is a fire alarm technician, residential fire alarm superintendent, or fire alarm planning superintendent.
- (b) A fire alarm technician, residential fire alarm technician, residential fire alarm superintendent, or fire alarm planning superintendent must hold a license issued by the department, conditioned on the successful completion of a written license examination.
- (c) To engage in the activity for which the license is granted, an individual licensed under this chapter must be an employee or agent of an individual or entity that holds a registration certificate.

# Licensing Laws



## **Sec. 6002.154. FIRE ALARM TECHNICIAN, RESIDENTIAL FIRE ALARM SUPERINTENDENT, AND FIRE ALARM PLANNING SUPERINTENDENT.**

...

- (d) A fire alarm technician may perform or supervise monitoring. A fire alarm planning superintendent may act as a fire alarm technician or a residential fire alarm superintendent. A residential fire alarm superintendent may act as a fire alarm technician.
- (d-1) A residential fire alarm technician may only provide direct on-site supervision to an employee of a registered firm for work performed under this chapter in a single-family or two-family dwelling.
- (d-2) An applicant for a residential fire alarm technician license must provide with the required license application evidence of the applicant's successful completion of the required instruction from a training school approved by the state fire marshal in accordance with Section 6002.158.
- (e) Applications for licenses and qualifications for those licenses are subject to rules adopted by the commissioner.



# Exemptions from Fire Alarm Laws

## **Sec. 6002.155. ACTIVITIES NOT REGULATED BY CHAPTER.**

The licensing provisions of this chapter do not apply to:

(1) an individual or organization in the business of building construction that installs electrical wiring and devices that may include, in part, the installation of a fire alarm or detection system if:

(A) the individual or organization is a party to a contract that provides that:

(i) the installation will be performed under the direct supervision of and certified by a licensed employee or agent of a firm registered to install and certify such an alarm or detection device; and

(ii) the registered firm assumes full responsibility for the installation of the alarm or detection device; and

(B) the individual or organization does not plan, certify, lease, sell, service, or maintain fire alarms or detection devices or systems;

(2) an individual or organization that:

(A) owns and installs a fire detection or fire alarm device on the individual's or organization's own property; or

(B) if the individual or organization does not charge for the device or its installation, installs the device for the protection of the individual's or organization's personal property located on another's property and does not install the device as a normal business practice on the property of another;

# Exemptions from Fire Alarm Laws (continued...)



...

(3) an individual who holds a license or other authority issued by a municipality to practice as an electrician and who installs fire or smoke detection and alarm devices only in a single family or multifamily residence if:

(A) the devices installed are:

(i) single station detectors; or

(ii) multiple station detectors capable of being connected in a manner that actuation of one detector causes all integral or separate alarms to operate if the detectors are not connected to a control panel or to an outside alarm, do not transmit a signal off the premises, and do not use more than 120 volts; and

(B) all installations comply with the adopted edition of National Fire Protection Association Standard No. 72;

(4) an individual or organization that:

(A) sells fire detection or fire alarm devices exclusively over-the-counter or by mail order; and

(B) does not plan, certify, install, service, or maintain the devices;

(5) a law enforcement agency or fire department or a law enforcement officer or firefighter acting in an official capacity that responds to a fire alarm or detection device;

# Exemptions from Fire Alarm Laws (continued...)



...

- (6) an engineer licensed under Chapter 1001, Occupations Code, acting solely in the engineer's professional capacity;
- (7) an individual or organization that provides and installs at no charge to the property owners or residents a battery-powered smoke detector in a single-family or two-family residence if:
  - (A) the smoke detector bears a label of listing or approval by a testing laboratory approved by the department;
  - (B) the installation complies with the adopted edition of National Fire Protection Association Standard No. 72;
  - (C) the installers are knowledgeable in fire protection and the proper use of smoke detectors; and Summer 2009 TIC Chapter 6002 and Fire Alarm Rules State Fire Marshal's Office Page 9 of 28
  - (D) the detector is a single station installation and not a part of or connected to any other detection device or system;
- (8) an employee of a registered firm who is under the direct on-site supervision of a license holder;

# Exemptions from Fire Alarm Laws (continued...)



- (9) a building owner, the owner's managing agent, or an employee of the owner or agent who installs battery-operated single station smoke detectors or monitor fire alarm or fire detection devices or systems in the owner's building, and in which the monitoring:
- (A) is performed at the owner's property at no charge to the occupants of the building;
  - (B) complies with applicable standards of the National Fire Protection Association as may be adopted by rule under this chapter; and
  - (C) uses equipment approved by a testing laboratory approved by the department for fire alarm monitoring;
- (10) an individual employed by a registered firm that sells and installs a smoke or heat detector in a single-family or two-family residence if:
- (A) the detector bears a label of listing or approval by a testing laboratory approved by the department;
  - (B) the installation complies with the adopted edition of National Fire Protection Association Standard No. 72;
  - (C) the installers are knowledgeable in fire protection and the proper use and placement of detectors; and
  - (D) the detector is a single station installation and not a part of or connected to any other detection device or system; or
- (11) an individual or organization licensed to install or service burglar alarms under Chapter 1702, Occupations Code, that provides and installs in a single-family or two-family residence a combination keypad that includes a panic button to initiate a fire alarm signal if the fire alarm signal:
- (A) is monitored by a fire alarm firm registered under this chapter; and
  - (B) is not initiated by a fire or smoke detection device.



# Effect on Local Regulations

## **Sec. 6002.003. EFFECT ON LOCAL REGULATION.**

(a) This chapter and the rules adopted under this chapter have uniform force and effect throughout this state. A municipality or county may not enact an ordinance or rule inconsistent with this chapter or rules adopted under this chapter. An inconsistent ordinance or rule is void and has no effect.

(b) Notwithstanding Subsection (a), a municipality or county may:

- (1) mandate that a fire alarm or detection system be installed in certain facilities, if the installation conforms to applicable state law;
- (2) require a better type of alarm or detection system or otherwise safer condition than the minimum required by state law; and
- (3) require regular inspections by local officials of smoke detectors in dwelling units, as that term is defined by Section 92.251, Property Code, and require the smoke detectors to be operational at the time of inspection.

(c) A municipality, county, or other political subdivision of this state may not require, as a condition of engaging in business or performing any activity authorized under this chapter, that a registered firm, a license holder, or an employee of a license holder:

- (1) obtain a registration, franchise, or license from the political subdivision;
- (2) pay any fee or franchise tax to the political subdivision; or
- (3) post a bond.

# Effect on Local Regulations (continued...)



- (d) Notwithstanding any other provision of this section or Section 6002.155, a municipality or county may require a registered firm to obtain a permit and pay a permit fee for the installation of a fire alarm or fire detection device or system and require that the installation of such a system be in conformance with the building code or other construction requirements of the municipality or county and state law.
- (e) Notwithstanding Subsection (d), a municipality or county may not impose qualification or financial responsibility requirements other than proof of a registration certificate.
- (f) A political subdivision may not require a registered firm, a license holder, or an employee of a registered firm to maintain a business location or residency within that political subdivision to engage in a business or perform any activity authorized under this chapter.
- (g) A municipality or county may by ordinance require a registered firm to make a telephone call to a monitored property before the firm notifies the municipality or county of an alarm signal received by the firm from a fire detection device.



# Company Registrations

- Only one type of company registration
- The main location and all branch offices must be registered
- Firms are permitted to engage only in the capacity for which their employees are licensed



# Individual Licenses

- Fire Alarm Technician License
  - ▣ For installing, inspecting, servicing, testing, maintaining, monitoring, and certifying fire alarm or fire detection devices and systems.
- Fire Alarm Monitoring Technician License
  - ▣ For the monitoring of fire alarm or fire detection devices and systems.
- Residential Fire Alarm Superintendent Single Station License
  - ▣ For planning, installing, certifying, inspecting, testing, servicing, and maintaining to single station smoke or heat detectors which are not a part of or connected to any other detection device or system in single-family or two-family residences.
- Residential Fire Alarm Superintendent License
  - ▣ For planning, installing, certifying, inspecting, testing, servicing, monitoring, and maintaining fire alarm or fire detection devices and systems in single-family or two-family residences.
- Fire Alarm Planning Superintendent License (APS)
  - ▣ For planning, installing, certifying, inspecting, testing, servicing, monitoring, and maintaining fire alarm or fire detection devices.

# Plans



## **§ 34.619. Fire Alarm and Detection System Plans and Record Drawings**

(a) Each fire alarm system or modification to an existing system must be planned by a person holding a fire alarm planning superintendent license or a residential fire alarm superintendent license, as applicable, or a Texas registered professional engineer.

(b) Except for plans sealed by a Texas registered engineer or where specifically waived by the local authority having jurisdiction, at least one set of plans submitted for review, rating, permit, or record purposes must be dated and signed with an original signature by the applicable licensed planner, certifying that the plans meet the applicable codes and standards or were copied from sealed engineering plans with any violations of the applicable codes and standards noted. In addition, the plans must contain the license number of the licensee, the name, address, phone number, and the certificate of registration number of the registered firm. This information may be in the form of a stamp as shown in subsection (d) of this section.

# Plans



FOR SUBMITTAL  RECORD DRAWINGS

I have reviewed these plans and

certify that they comply with the applicable codes and standards;

Or

certify they were copied from sealed engineering plans and any violations of the applicable codes or standards are specifically noted on these plans.

*Registered Firm's Name*

*Street Address*

*City, State, Zip*

*Phone Number ACR- (number)*

---

APS Licensee Signature - License #

---

APS Printed name

Date

# Repairs



## **§ 34.616. Sales, Installation, and Service**

(5) Fire alarm system equipment replaced in the same location with the same or similar electrical and functional characteristics and listed to be compatible with the existing equipment, as determined by a fire alarm planning superintendent, may be considered repair. The equipment replaced shall comply with the current adopted standards but the entire system is not automatically required to be modified to meet the applicable adopted code. The local authority having jurisdiction shall be consulted to determine whether to update the entire system to comply with the current code and if plans or a permit is required prior to making the repair.

# Installation



## § 34.616. Sales, Installation, and Service

(b) Fire detection and fire alarm devices or systems other than residential single station.

- (1) The installation of all fire detection and fire alarm devices or systems, including monitoring equipment, subject to the Insurance Code, Article 5.43-2 must be performed by or under the direct supervision of a licensed fire alarm technician, residential fire alarm superintendent, or a fire alarm planning superintendent. The certifying licensee must be licensed under the ACR number of the primary registered firm and must be present for the final acceptance test prior to certification.
- (2) The maintenance or servicing of all fire detection and fire alarm devices or systems must be performed by or under the direct on-site supervision of a licensed fire alarm technician, residential fire alarm superintendent or a fire alarm planning superintendent.



# Installation (continued)

...

(3) If the installation or servicing of a fire alarm system also includes installation or servicing of any part of a fire protection sprinkler system and/or a fire extinguisher system other than inspection and testing of detection or supervisory devices, the licensing requirements of the appropriate Insurance Code, Article 5.43-1 or 5.43-3, must be satisfied.

(4) Installation of fire detection or fire alarm devices or systems, including monitoring equipment, must be in accordance with standards adopted in §34.607 of this title (relating to Adopted Standards) except when the installation complies with a more recent edition of an adopted standard or a Tentative Interim Amendment published as effective by the NFPA.



# Installation Inspections

## § 34.618. Installation Inspections

The following inspections shall be performed by the licensed firm in order to assure proper installation techniques are followed:

- (1) At the completion of the device back-box installation but prior to the start of cable installation;
- (2) At the completion of cable installation but prior to the start of device installation; and
- (3) At the completion of device installation but prior to activating the fire alarm system.

The above-referenced inspections shall be performed by a licensed fire alarm technician or planner and be documented on the inspection form. The registered firm shall notify the authority having jurisdiction if initiation of corrective action does not take place within ten calendar days. The completed form shall be kept on file at the licensed firm's office for a period of five years from the date of system certification.

**FIRE ALARM SYSTEM  
INSTALLATION INSPECTION FORM**

Project: \_\_\_\_\_

Address: \_\_\_\_\_

Primary Licensed Firm: \_\_\_\_\_

ACR No.: \_\_\_\_\_

**DEVICE BACK-BOX INSTALLATION**

Name of Licensee: \_\_\_\_\_

License Number: \_\_\_\_\_ ACR No.: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Problems Noted: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**CABLE INSTALLATION**

Name of Licensee: \_\_\_\_\_

License Number: \_\_\_\_\_ ACR No.: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Problems Noted: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**DEVICE INSTALLATION**

Name of Licensee: \_\_\_\_\_

License Number: \_\_\_\_\_ ACR No.: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Problems Noted: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

# Certification



## § 34.617. Certification

After completion of the installation, modification, or addition of a system or single station detector unit, except for a one-or-two-family residence, the licensee shall complete an installation certificate in the format provided by the state fire marshal in lieu of the installation form required by the adopted standard unless required otherwise by the local authority having jurisdiction. The format for the installation certificate shall be provided by the SFMO on request. The certificate shall be presented to the owner or the owner's representative or posted near the main control panel. The installation certificate shall identify the standards applicable to the installation and certify compliance with such standards, unless variance is permitted in §34.616(b)(4) of this title (relating to Sales, Installation, and Service), in which event the specific variance and authority for such variance shall be identified. The information and format of the installation certificate shall be determined by the state fire marshal. When an installation certificate form has been completed, legible copies shall be distributed as follows:

- (1) original at the site of installation after completion of the installation;
- (2) one copy retained for the life of the system or ten years, whichever occurs first, by the certifying company for access by the State Fire Marshal's Office; and
- (3) one copy to be sent within 10 days after completion of installation to the local authority having jurisdiction.

# FML-009



## Texas Department of Insurance

State Fire Marshal's Office, Mail Code 112-FM  
333 Guadalupe • P. O. Box 149221, Austin, Texas 78714-9221  
512-305-7900 • 512-305-7910 fax • www.tdi.state.tx.us

## FIRE ALARM INSTALLATION CERTIFICATE

After completion of an installation, modification, or addition of a system or single station detector (excluding a one or two family residence) the licensee shall complete and present this certificate to the owner or their representative or post the certificate near the main control panel according to the Fire Alarm Rules 28TAC§34.617  
**DISTRIBUTION:** Original to owner or posted on site at control panel. Copy 1 to main authority having jurisdiction. Copy 2 Certifying firm to retain in their office for access by SFMO.

Property Name: _____ Bldg. or Floor No.: _____ Street: _____ City / Zip: _____ Name of CERTIFYING firm: _____ City / State / Zip: _____ Phone Number: _____ ACR- _____	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 20%;"><b>Type of Installation:</b></td> <td colspan="4"><b>The system complies with the following codes and standards.</b></td> </tr> <tr> <td><input type="checkbox"/> New</td> <td><u>Code or Std.</u></td> <td><u>Year/Edition</u></td> <td><u>Code or Std.</u></td> <td><u>Year/Edition</u></td> </tr> <tr> <td><input type="checkbox"/> Modification</td> <td>NFPA 72</td> <td>_____</td> <td>IBC / IFC</td> <td>_____</td> </tr> <tr> <td><input type="checkbox"/> Addition</td> <td>NFPA 70</td> <td>_____</td> <td>_____</td> <td>_____</td> </tr> <tr> <td>_____</td> <td>NFPA 101</td> <td>_____</td> <td>_____</td> <td>_____</td> </tr> </table> Name of nearest Fire Department: _____ Fire Department (non-emergency) Phone: _____ Emergency Phone Number: _____	<b>Type of Installation:</b>	<b>The system complies with the following codes and standards.</b>				<input type="checkbox"/> New	<u>Code or Std.</u>	<u>Year/Edition</u>	<u>Code or Std.</u>	<u>Year/Edition</u>	<input type="checkbox"/> Modification	NFPA 72	_____	IBC / IFC	_____	<input type="checkbox"/> Addition	NFPA 70	_____	_____	_____	_____	NFPA 101	_____	_____	_____
<b>Type of Installation:</b>	<b>The system complies with the following codes and standards.</b>																									
<input type="checkbox"/> New	<u>Code or Std.</u>	<u>Year/Edition</u>	<u>Code or Std.</u>	<u>Year/Edition</u>																						
<input type="checkbox"/> Modification	NFPA 72	_____	IBC / IFC	_____																						
<input type="checkbox"/> Addition	NFPA 70	_____	_____	_____																						
_____	NFPA 101	_____	_____	_____																						

SYSTEM INFORMATION					
Control Panel Manufacturer: _____		Model # _____		Other: _____	
Check all the applicable system types below that were installed by the above certifying firm or the system type(s) in which the firm made modifications or additions.					
<input type="checkbox"/> Fire Alarm/Evacuation	<input type="checkbox"/> Fire Detection	<input type="checkbox"/> Smoke Damper Control	<input type="checkbox"/> Sprinkler System Supervision	_____	
<input type="checkbox"/> Voice Notification	<input type="checkbox"/> Elevator Control	<input type="checkbox"/> HVAC Control/Shutdown	<input type="checkbox"/> Magnetic Door Holder/Release	_____	
INITIATING DEVICES		INITIATING DEVICES		NOTIFICATION APPLIANCES	
<u>Type</u>	<u>Quantity</u>	<u>Type</u>	<u>Quantity</u>	<u>Type</u>	<u>Quantity</u>
Smoke Detectors	_____	UV/IR	_____	Bell, Horn or Chime	_____
Heat Detectors	_____	Isolation Modules	_____	Strobe	_____
Duct Smoke Detectors	_____	Kitchen Suppression	_____	Speaker	_____
Beam Smoke Detectors	_____	Sprinkler Flow Switch	_____	Horn/Chime/Strobe	_____
Fire Alarm Boxes	_____	Gas Fire Protection Syst.	_____	Speaker Strobe	_____
_____	_____	_____	_____	Fire Phones	_____
_____	_____	_____	_____	Annunciation Panel	_____
SUPERVISORY DEVICES		CIRCUIT STYLE		CIRCUIT STYLE/CLASS	
<u>Type</u>	<u>Quantity</u>	<u>Quantity</u>	<u>Quantity</u>	<u>Quantity</u>	<u>Quantity</u>
Valve Tamper Switches	_____	SLC 4	_____	NAC Y or B	_____
High / Low Air Pressure	_____	SLC 6	_____	NAC Z or A	_____
Fire Pump	_____	SLC 7	_____	_____	_____
_____	_____	IDC A	_____	_____	_____
_____	_____	IDC B	_____	_____	_____

RECORD DRAWINGS
Company _____ City / State _____ Planner's Name _____ License Num. PE or APS _____ Date on Plan _____ Revision number/date _____
_____ Record Drawings (One with original planner's signature.) _____ Instructions describing, operation, test & maintenance _____ Information to aid in establishing an Emergency Evacuation Plan <b>The above required documents were supplied to:</b> Person's name: _____ Company's name: _____ Date: _____

I hereby certify, on behalf of the registered certifying firm, that this fire alarm system has been tested and complies with the requirements of Texas Insurance Code, Chapter 6002, the Fire Alarm Rules, the applicable codes and standards and the manufacturer's installation requirements.

Signature of Licensee: \_\_\_\_\_ License Number: \_\_\_\_\_  
 Printed name of Licensee: \_\_\_\_\_ Date signed: \_\_\_\_\_



# Installation Labels

## § 34.620. Installation Labels

(a) After the completion of an installation of new fire alarm equipment or a new system, or the extension, alteration or modification to a fire alarm system already in place, an installation label must be affixed to the inside of the control panel cover, or, if the system has no panel, in a permanent location. Yellow or red labels shall not be attached for the installation of a new system or new equipment used in the extension, alteration or modification to an existing fire alarm system. Attachment of the installation label for a one-or-two-family residence certifies that the fire alarm equipment or system has been tested and complies with the requirements of the Insurance Code Article 5.43-2, this subchapter, the adopted codes and standards, and the manufacturer's requirements.



# Installation Labels

**DO NOT REMOVE BY ORDER OF  
TEXAS STATE FIRE MARSHAL**

(for life of system)

COMMERCIAL or non-1-or-2 family residence fire  
detection and fire alarm devices or system

**INSTALLATION RECORD**

(Post inside panel)

*Registered Firm's Name*

*Street Address*

*City, State, Zip*

*Phone Number    ACR- (number)*

---

Installation Date    -    Licensee Signature    -    License #

---

Alarm Planning Superintendent (printed name)- License #  
or Professional Engineer's name and License Number  
copied from record drawings used to install the system.



# Inspection/Test Labels

## § 34.622. Inspection/test Labels

(a) After the inspection and testing of a fire alarm system, a fire alarm inspection/test label must be completed in detail and affixed to either the inside or outside of the control panel cover or, if the system has no panel, in a permanent location. The signature of the licensee on the inspection/test label certifies that the inspection and tests performed complies with requirements of the adopted standards.

(b) If any service or maintenance is performed pursuant to the inspection or test, a service label, in addition to the inspection/test label, shall be completed and attached according to the procedures in this section.

(c) If during any inspection or test it is observed that the system does not comply with applicable standards adopted at the time the system was installed, has a fault condition, or is impaired from normal operation, the owner or the owner's representative and the local authority having jurisdiction must be notified of the condition and the licensee must attach, in addition to the inspection/test label, the appropriate yellow or red label, in accordance with the procedures in this section.



# Inspection/Test Labels

**DO NOT REMOVE BY ORDER OF  
TEXAS STATE FIRE MARSHAL**  
(for at least five years)  
**INSPECTION/TEST RECORD**

*Registered Firm's Name*  
*Street Address*    *City, State, Zip*  
*Phone Number*    **ACR-** *(number)*

Date    -    Licensee Signature    -    License #

*Type of Inspection/Test Performed - NFPA 72*

New Installation     Quarterly  
 Semi Annual     Annual

Last Date of Sensitivity Test, if known

*Status After Inspection/Test*

Acceptable     Yellow Label     Red Label  
*(attached)*    *(attached)*



# Yellow Labels

## § 34.623. Yellow Labels

- (a) If, after any service, inspection or test, a system does not comply with applicable codes and standards adopted at the time the system was installed, a completed yellow label must be attached to the outside of the control panel cover or, if the system has no panel, in a permanent location to indicate that corrective action is necessary.
- (b) The signature of the licensee on a yellow label certifies that the conditions listed on the label cause the system to be out of compliance with applicable codes and standards.
- (c) After attaching a yellow label, the licensee or the registered firm must notify the property owner, occupant or their representative and the local authority having jurisdiction in writing indicating the conditions with which the system does not comply with the applicable codes and standards. The notification must be postmarked, emailed, faxed or hand delivered within five business days of the attachment of the yellow label.

# Yellow Labels



**DO NOT REMOVE BY ORDER OF  
TEXAS STATE FIRE MARSHAL**

(until all conditions are corrected)

**SYSTEM DOES NOT COMPLY WITH  
APPLICABLE CODES & STANDARDS**

(at the time the system was installed)

*Registered Firm's Name*

*Street Address City, State, Zip*

*Phone Number ACR- (number)*

Date - Licensee Signature - License #

List Conditions: \_\_\_\_\_

**REPORT STATUS TO OWNER & AHJ**

(in writing within 5 business days)



# Red Labels

## § 34.624. Red Labels

- (a) If, after any service, inspection or test, a system or any part thereof is inoperable, has a fault condition, or is impaired from normal operation, excluding the area(s) of a building under construction, a completed red label must be attached to the outside of the control panel cover or, if the system has no panel, in a permanent location, to indicate that corrective action is necessary.
- (b) The signature of the licensee on a red label certifies that the conditions listed on the label have caused the system to be inoperable, have a fault condition, or be impaired from normal operation.
- (c) If the system is inoperable, immediately after attaching a red label, the licensee or the registered firm must orally notify the property owner, occupant or their representative and the local authority having jurisdiction where available, of all impairments and provide a written notification, e-mailed, faxed or hand delivered within the next business day of the attachment of the red label. If the system has a fault condition or is impaired from normal operation, after attaching a red label, the licensee or the registered firm must notify the property owner, occupant or their representative and the local authority having jurisdiction in writing indicating the condition(s). The written notification must be postmarked, e-mailed, faxed or hand delivered within three business days of the attachment of the red label.

# Red Labels



**DO NOT REMOVE BY ORDER OF  
TEXAS STATE FIRE MARSHAL**

(until all conditions are corrected)

System INOPERABLE  IMPAIRED or FAULT

*Registered Firm's Name*

*Street Address City, State, Zip*

*Phone Number ACR- (number)*

Date - Licensee Signature - License #

List Conditions/Area \_\_\_\_\_

**REPORT INOPERABLE TO OWNER & AHJ**

(Orally immediately & in writing within next business day)

**REPORT ALL OTHER TO OWNER & AHJ**

(In writing within three business days)



# Service Labels

## § 34.621. Service Labels

- (a) After any service, a fire alarm service label must be completed in detail and affixed to the inside or outside of the control panel cover or, if the system has no panel, in a permanent location. The signature of the licensee on the service label certifies that the service performed complies with requirements of law.
- (b) If the service performed corrects all conditions noted on a yellow label or red label, the color and date of the label shall be marked on the service label and the respective yellow or red label removed.
- (c) If during any service it is observed that the system does not comply with applicable standards adopted at the time the system was installed, has a fault condition, or is impaired from normal operation, the owner or the owner's representative and the local authority having jurisdiction must be notified of the condition and the licensee must attach, in addition to the service label, the appropriate yellow or red label, following the procedures in this section.

# Service Labels



**DO NOT REMOVE BY ORDER OF  
TEXAS STATE FIRE MARSHAL**  
(for at least two years)  
**SERVICE RECORD**

*Registered Firm's Name*  
*Street Address*    *City, State, Zip*  
*Phone Number*    **ACR-** (*number*)

---

Date            -            Licensee Signature            -            License #

List Services: \_\_\_\_\_

- 
- Performed  General service listed above  
Corrected  RED label dated \_\_\_\_\_  
Corrected  YELLOW label dated \_\_\_\_\_

# Portable Fire Extinguishers and Fixed Fire Extinguishing Systems

SFMO Licensing



# Overview

- Licensing Laws
- Company Registration
- Individual Licenses
- General Requirements
- Tagging



# Licensing Laws

<http://www.tdi.texas.gov/fire/documents/fmextingstat201.pdf>

## **Sec. 6001.151. FIRM REGISTRATION CERTIFICATE REQUIRED.**

Unless the firm holds a registration certificate issued by the department, a firm may not engage in the business of:

- (1) installing or servicing portable fire extinguishers; or
- (2) planning, certifying, installing, or servicing fixed fire extinguisher systems.

## **Sec. 6001.152. BRANCH OFFICE REGISTRATION CERTIFICATE REQUIRED.**

- (a) Each separate office location of a firm holding a registration certificate, other than the location identified on the firm's certificate, must have a branch office registration certificate issued by the department.
- (b) Before issuing a branch office registration certificate, the department must determine that the branch office location is part of a registered firm.

## **Sec. 6001.153. HYDROSTATIC TESTING; REGISTRATION CERTIFICATE REQUIRED.**

- (a) A firm may not perform hydrostatic testing of fire extinguishers manufactured in accordance with the specifications and procedures of the United States Department of Transportation unless the firm:
  - (1) complies with the procedures specified by that department for compressed gas cylinders; and
  - (2) holds a registration certificate issued by the state fire marshal authorizing hydrostatic testing.
- (b) The license of an individual qualified to do work described by Subsection (a) must indicate the authority of the individual to perform that work.
- (c) Hydrostatic testing of fire extinguishers that is not performed under the specifications of the United States Department of Transportation must be performed in the manner recommended by the National Fire Protection Association.

# Licensing Laws



## **Sec. 6001.155. EMPLOYEE LICENSE REQUIRED.**

(a) Except as provided by Section 6001.156, an individual, other than an apprentice, must hold a license issued by the department before:

- (1) installing or servicing portable fire extinguishers;
- (2) installing, servicing, or certifying preengineered fixed fire extinguisher systems; or
- (3) planning, supervising, servicing, or certifying the installation of fixed fire extinguisher systems other than preengineered systems.

(b) An individual who holds a license to install or service portable fire extinguishers or install and service fixed fire extinguisher systems must be an employee or agent of a registered firm.



# Exemptions

## Sec. 6001.156. ACTIVITIES NOT REGULATED BY CHAPTER.

(a) The licensing provisions of this chapter do not apply to:

(1) the filling or charging of a portable fire extinguisher by the manufacturer before initial sale of the fire extinguisher;

(2) the servicing by a firm of the firm's portable fire extinguishers or fixed systems by the firm's personnel who are specially trained for that servicing;

**(2-a) the inspection of a firm's portable fire extinguisher by a person who is:**

**(A) specially trained to perform portable fire extinguisher inspections; and**

**(B) under contract with the firm for that purpose;**

(3) the installation of portable fire extinguishers in a building by the building owner, the owner's managing agent, or an employee of the building owner or the owner's managing agent;

(4) the installation or servicing of water sprinkler systems installed in compliance with the National Fire Protection Association's Standards for the Installation of Sprinkler Systems;



# Exemptions Continued...

- (5) a firm that is engaged in the retail or wholesale sale of portable fire extinguishers that carry an approval label or listing of a testing laboratory approved by the department, but that is not engaged in the installation or servicing of those extinguishers;
- (6) a fire department that services portable fire extinguishers as a public service without charge, if the members of the fire department are trained in the proper servicing of the fire extinguishers;
- (7) a firm that is a party to a contract under which:
  - (A) the installation of portable fire extinguishers or a fixed fire extinguisher system is performed under the direct supervision of and certified by a firm appropriately registered to install and certify portable extinguishers or fixed systems; and
  - (B) the registered firm assumes full responsibility for the installation; or
  - (8) an engineer licensed under Chapter 1001, Occupations Code, while acting solely in the engineer's professional capacity.
- (b) Except as provided by Subsection (a), only the holder of a license or an apprentice permit issued under this chapter may:
  - (1) install or service portable fire extinguishers; or
  - (2) install and maintain fixed fire extinguisher systems.



# Company Registrations

- General Registration
  - ▣ Single registration for all equipment other than DOT specification cylinders
  - ▣ Each office location (ie. main and branch offices) must be registered
  - ▣ Restricted to performing work allowed by the licenses of company employees
- “Type C” Registration
  - ▣ Required if hydro testing DOT specification cylinders



# Individual Licenses

- Type PL
  - For the planning, supervising, certifying, installing, or servicing of all fixed systems other than pre-engineered systems. A system planning licensee may also perform, supervise, or certify the installation or servicing of all pre-engineered fixed systems and portable fire extinguishers.
- Type A
  - For certifying or servicing the installation of all fixed fire extinguisher systems other than pre-engineered systems or for installing, certifying, or servicing of all pre-engineered fixed fire extinguisher systems and the certifying and servicing of portable extinguishers.
- Type K
  - For installing, certifying, or servicing of pre-engineered fixed fire extinguisher systems for the protection of cooking areas and the certifying and servicing of portable extinguishers.
- Type B
  - For the servicing, certifying, and low-pressure hydrostatic testing of portables.
- Type R
  - For installing, certifying, or servicing of pre-engineered fixed residential range top fire extinguisher systems.



# Portable Fire Extinguishers

- Type B license minimum.
- Portable extinguishers must be installed, serviced, and maintained in compliance with the manufacturer's instructions and with the applicable standards adopted by the SFMO.
- A service tag certifying the work performed must be securely attached by the licensee to the portable extinguisher upon completion of the work.
- After operating the pull pin or locking device during maintenance of a portable fire extinguisher, the flag of the new seal or tamper indicator shall bear the year it was attached.



# Fixed Fire Extinguishing Systems

Fixed systems must be planned, installed, and serviced in compliance with the manufacturer's installation manuals and specifications or the applicable standards adopted by the SFMO.

- ▣ Pre-Engineered Kitchen Hood Suppression Systems
- ▣ Pre-Engineered Fire Suppression Systems
- ▣ Engineered Fire Suppression Systems

# Pre-Engineered Kitchen Hood Suppression Systems



All pre-engineered fixed fire extinguishing systems, installed or modified after July 1, 1996, in accordance with NFPA 17 or NFPA 17A or NFPA 96 of the adopted standards, for the protection of commercial cooking areas, must meet the minimum requirements of Underwriters Laboratories, Inc., Standard 300, "Fire Testing of Fire Extinguishing Systems for Protection of Restaurant Cooking Area" (UL 300). After January 1, 2008 all existing pre-engineered fixed fire extinguishing systems, installed in accordance with NFPA 17 or NFPA 17A or NFPA 96 of the adopted standards, for the protection of commercial cooking areas, must meet the minimum requirements of Underwriters Laboratories, Inc., Standard 300, "Fire Testing of Fire Extinguishing Systems for Protection of Restaurant Cooking Area" (UL 300) or a red tag shall be attached following the procedures in §34.521 of this subchapter (relating to Red Tags).

# Pre-Engineered Kitchen Hood Suppression Systems



- Type K license minimum.
- The fixed temperature-sensing elements of the fusible metal alloy type, replaced while servicing a kitchen hood fire extinguishing system, must bear the manufacturer's date stamp which must be within one year of the date of the replacement.
- The disposable actuation cartridge, replaced while servicing a kitchen hood fire extinguisher system, must bear the date of replacement.
- Licensee must sign and attach an installation label to the system after installation.
- A service tag must be attached to the system by the licensee after any service.

# Pre-Engineered Fire Suppression Systems



- Type A license minimum.
- Upon completion of the installation of a pre-engineered fixed fire extinguisher system, a licensee authorized to certify pre-engineered fixed fire extinguishing systems must place an installation label on the system to certify that the system was installed in compliance with the manufacturer's installation manuals and specifications or standards adopted by SFMO. The licensee whose signature appears on the installation label must be present for the final test of the system prior to certification.
- A service tag certifying the work performed must be securely attached by the licensee to the system upon completion of servicing.



# Engineered Fire Suppression Systems

- Planning must be done by licensee with a Type PL license or a licensed engineer.
- Type A license minimum to install.
- Upon completion of the installation of a fixed fire extinguisher system other than a pre-engineered system, a Type A or Type PL licensee must place an installation label on the system to certify that the system was installed in compliance with the manufacturer's installation manuals and specifications, plans developed by a Type PL licensee or professional engineer, or standards adopted by the SFMO. The licensee whose signature appears on the installation label must be present for the final test of the system prior to certification.



# Plans for Engineered Systems

## § 34.518. Fire Extinguisher Fixed System Plans for Other Than Pre-engineered Systems

- (a) A set of shop drawings and hydraulic calculations showing details of system piping, calculations, and alarm configurations must be provided to the building owner or his representative when installation of a fixed extinguisher system protecting special hazards is complete. The firm must also maintain a set of shop drawings for the life of the system.
- (b) Subsequent alterations or additions must be legibly noted on updated plans and provided to the owner. Additions to systems protecting previously unprotected hazards also require updated plans. Updated plans must be maintained by the firm for the life of the system.
- (c) All shop drawings must bear the signature of a Type PL licensee, his license number, the date of installation, and the certificate-of-registration number of the registered firm.
- (d) A rubber stamp may be used to supply the required information; however, a stamped signature is prohibited. If a rubber stamp is used, it shall produce an imprint 2 1/2 inches wide by one inch high, all in boldface type and capital letters and in the following sample format (on next slide).

# Plans Stamp



**XYZ EXTINGUISHER CO.  
555 SPRING LANE  
HOMEVILLE, TEXAS 77777  
ECR-0000  
H. B. BROWN  
LICENSE NO. EPL-0000**

\_\_\_\_\_  
**(Signature)**

\_\_\_\_\_  
**(Date)**



# Installation Labels

## **§ 34.519. Installation Labels for Fixed Extinguisher Systems**

(a) After an installation has been completed, an installation label must be affixed to the control head or panel of the fixed fire extinguisher system and an installation certificate form shall be sent to the state fire marshal's office. The signature of the licensee on the label certifies that the system has been installed according to law. Labels shall be five inches in height and four inches in width and shall be of the gum label type. They shall not be red in color.

# Installation Labels



**DO NOT REMOVE  
BY ORDER OF  
THE STATE FIRE MARSHAL  
SYSTEM INSTALLATION RECORD**

Firm Name \_\_\_\_\_

Firm Address \_\_\_\_\_

City \_\_\_\_\_

Telephone \_\_\_\_\_

Cert. of Registration No. \_\_\_\_\_

Name of Licensee \_\_\_\_\_

License Number \_\_\_\_\_

\_\_\_\_\_  
(Signature of Licensee)

Installation Date \_\_\_\_\_

Manufacturer's Installation Manual \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_



# Service Tags

## § 34.520. Service Tags

(a) After any service, a service tag must be completed in detail, indicating all work that has been done, and then attached to the portable or fixed system in such a position as to permit convenient inspection and not hamper its actuation or operation. The signature of the licensee on the service tag certifies that the service performed complies with requirements of law.

(b) A new service tag, yellow tag or red tag, as applicable, must be attached each time service is performed.

# Service Tags



**DO NOT REMOVE BY ORDER OF  
TEXAS STATE FIRE MARSHAL**

*Name & Address and Telephone  
Number of Fire Protection Firm*

\_\_\_\_\_

Certificate of Registration Number

\_\_\_\_\_

Name of Licensee

\_\_\_\_\_

License Number

\_\_\_\_\_

Signature

\_\_\_\_\_

**TYPE OF WORK**

MAINTENANCE

NEW EXTINGUISHER

SERVICE (List on back)

**DATE OF LAST SERVICE**

NOV	DEC	2000
SEP	OCT	1999
JUL	AUG	1998
MAY	JUN	1997
MAR	APR	1996

**EXTINGUISHER TYPE, SIZE and  
LOCATION:**

\_\_\_\_\_

\_\_\_\_\_

**OWNER'S NAME and ADDRESS**

\_\_\_\_\_

\_\_\_\_\_

**LIST SERVICE PERFORMED:**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

(Monthly Inspection – Initial and date below)


# Red Tags



## § 34.521. Red Tags

(a) If impairments are found which make a portable extinguisher or fixed system unsafe or inoperable, the owner or his representative must be notified in writing of all impairments. The registered firm shall notify the owner or his representative immediately and must also notify the local authority having jurisdiction (AHJ) when available within 24 hours by phone, fax, or e-mail describing the impairments or deficiencies. A copy of the written notice to the owner shall be submitted to the AHJ within 3 business days. A completed red tag must be attached to indicate that corrective action or replacement is necessary. The signature of the licensee on the tag certifies that the impairments listed indicate that the equipment is unsafe or inoperable. A service tag must not be attached until the impairments have been corrected or the portable extinguisher or fixed system replaced and the extinguisher or fire extinguisher system reinspected and found to be in good operating condition.

# Red Tags

Two red tags are shown side-by-side. Each tag has a circular hole at the top for a fastener. The left tag contains the following text and fields: "DO NOT REMOVE EQUIPMENT IMPAIRED", "Name, Address, & Telephone Number of Fire Protection Firm", "Certificate of Registration Number", "Name of Licensee", "Signature", "License Number", and "Date". The right tag contains the following text and fields: "OWNER'S NAME and ADDRESS", "LIST OF IMPAIRMENTS:", and several horizontal lines for writing.



# SFMO Contacts

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# SFMO Investigators

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