



KATHLEEN B. BLANCO
GOVERNOR

DEPARTMENT OF PUBLIC SAFETY AND CORRECTIONS

Public Safety Service



PAUL E. SMITH
STATE FIRE MARSHAL

July 9, 2007

To: All Life Safety and Property Protection Contractors
From: Boyd Petty, DSFM Manager, Licensing Section

Re: Life Safety and Property Protection Continuing Education Requirements
Licensing Section Memo 2-2007

Per R.S. 40:1664.11, the Life Safety and Property Protection Advisory Board is authorized to establish all initial certification and continuing education requirements for those firms and individuals seeking licensure to perform life safety and property protection contracting in the state. On June 19, 2007, the Life Safety and Property Protection Advisory Board established the following continuing education requirements effective at an individual's renewal in 2008.

Life Safety and Property Protection Continuing Education Requirements

Effective at the time of an individual's renewal in **2008**, each individual license holder must document that he/she has obtained at least **six (6)** contact hours of continuing education. Documentation will be in the form of a statement (provided on the license application) that the individual must sign affirming he/she has met the requirement.

For those individuals who hold a Life Safety endorsement and a Property Protection endorsement, three (3) contact hours must be obtained in each area. For example, an individual who has a fire alarm endorsement (Life Safety) and a security endorsement (Property Protection) on his license must have three hours of continuing education in courses related to fire alarm and three hours in courses related to security.

The employer will also be required to affirm the employee has met the requirements by affirming such on the employee's renewal application (again provided on the application). Continuing education documentation is not required to be submitted with the application but rather kept on file in the employee's personnel file. This documentation will be verified when a facility inspection is done by the fire marshal's office. All documentation dated from January, 2005 to present will be accepted for renewals in 2008.

Those who do not meet this requirement will not be renewed and prevented from working in the industry. Administrative penalties will be pursued against those found falsifying documentation.

Should you have any questions regarding these matters, please contact me at 1-800-256-5452 or 225-925-7047.

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Office of the State Fire Marshal, Code Enforcement and Building Safety

8181 Independence Boulevard, Baton Rouge, LA 70806

(225) 925-4911 1-800-256-5452

Accepted Continuing Education Courses and General Guidelines

1. Advisory Board Approved Training - (To be determined on a case by case basis).

Currently accepted courses:

- A. Any Automatic Fire Alarm Association (AFAA) course;
- B. Any National Training School (NTS) course;
- C. Any National Burglar and Fire Alarm Association (NBFAA) course;
- D. Any National Association of Fire Equipment Distributors (NAFED) course;
- E. Any Fire Protection Certification, Inc. (FPC) course;
- F. Any American Fire Sprinkler Association (AFSA) course;
- G. Any course accepted for maintaining a National Institute for Certification in Engineering Technologies (NICET) Certification in fire alarm, special hazards or fire sprinkler.
- H. Any Associated Locksmiths of America (ALOA) course;
- I. Any Lockmasters Locksmithing course;
- J. Any Foley-Belshaw Locksmithing course;
- K. Any Cothron's School of Professional Locksmithing course;
- L. The locksmith examination prep course offered by the Louisiana Life Safety and Security Association (LLSSA);
- M. The Identocard Systems Course;
- N. The Sonitrol University Sales Course;
- O. Any National Fire Protection Association Course.

Unless otherwise noted, each of the above courses will receive the actual number of contact hours of training assigned by the above school.

2. Association-Related Meetings – **One (1)** contact hour per meeting (maximum).

Acceptable associations include:

- A. Louisiana Life Safety and Security Association;
 - B. National Burglar and Fire Alarm Association;
 - C. Louisiana Automatic Fire Alarm Association;
 - D. Automatic Fire Alarm Association;
 - E. National Fire Protection Association;
 - F. Central Station Association;
 - G. Security Industry Association;
 - H. National Association of Security Industry Regulators;
 - I. Life Safety and Property Protection Advisory Board;
 - J. Louisiana Automatic Sprinkler Association;
 - K. LouMiss Locksmith Association;
 - L. ArkLaTex Locksmith Association;
 - M. Louisiana Door Hardware Association;
 - N. Fire Suppression Systems Association;
 - O. American Society for Industrial Security.
- (Other associations may be accepted by the Advisory Board.)

3. Regulatory Training – **Two (2)** contact hours per course (maximum).
(Delivered by a Governmental Agency Only)

4. Industry Specific Trade Shows – **One (1)** contact hour per show/event (maximum).
5. Manufacturer/Dealer Certification Training – **One (1)** contact hour per actual number of contact hours of training received with a maximum of **six (6)** contact hours per day permitted.
6. Safety Training - **Two (2)** contact hours per course (maximum).
(First Aid, OSHA, etc. taught by a recognized training or safety organization)
7. Industry related classroom study obtained through a nationally or state accredited technical school, trade school, vo-tech school, college or university - **One (1)** contact hour per actual number of contact hour of training received with a maximum of **six (6)** contact hours per course per day permitted.
8. Business Development Training - **Two (2)** contact hours per course (maximum).
(Examples include leadership and supervision courses, marketing, insurance, etc.)

An employee may be granted contact hours for each time he attends any course approved for continuing education.

Employer provided training is not acceptable for continuing education credits, unless previously approved by the Life Safety and Property Protection Advisory Board.