



California State Fire Training

Bus (916) 445-8444

osfm.fire.ca.gov/training/training



INTERIM SFT PROCEDURES

Procedure Title: Plan Examiner

Effective Date: May 21, 2015

Section Change: **Title: Plan Examiner Certification**

As of December 31, 2017 the Plans Examiner (1997) certification will be retired and replaced with the Plan Examiner (2015) certification.

Prerequisites:

None

Educational Requirements

The following courses are required:

- Plan Examiner 1A: Building Plan Review
- Plan Examiner 1B: Fire Protection and Life Safety Systems Plan Review
- Plan Examiner 1C: Hazards and Special Operations Plan Review
- CA Statutes and Regulations (SFT FSTEP course)

Certification Exam:

Not applicable (at this time)

Certification Task Book:

Plan Examiner certification task book

Experience:

A minimum of one year full-time paid or two year's volunteer or part-time paid experience in a Recognized Fire Agency in California as a plan examiner

OR

A minimum of one year full-time paid or two year's volunteer or part-time paid experience in a Recognized Fire Agency in California as a fire inspector or fire prevention officer with the primary responsibility for doing plan review

Position:

Appointed to the position of Plan Examiner or Fire Inspector / Prevention Officer

Candidate Application:

To apply for a certification task book.

1. Download (from the SFT website), complete and submit:
 - a. The SFT Fee Schedule
 - b. The certification task book application for the job function certification being pursued
2. A complete certification task book application package includes:
 - a. The SFT Fee Schedule
 - b. Nonrefundable payment by check or money order (payable to CAL FIRE – State Fire Training)
 - c. The certification task book application

This Interim Procedure provides guidance and/or interpretation on State Fire Training Procedures and shall be effective for 12 months from the approval date.

- d. All supporting and verification documentation
3. Submit the complete certification task book application package to:
State Fire Training
Attn: Cashier
PO Box 997446
Sacramento, CA 95899-7446

To apply for Plan Examiner certification

1. Submit a completed certification task book to State Fire Training and include any additional supporting documents.

New Plan Examiner (2015) Candidates

Candidates beginning to pursue Plan Examiner certification as of October 1, 2015 should utilize the new Plan Examiner curriculum.

Current Plans Examiner (1997) Candidates

Candidates pursuing Plans Examiner (1997) certification under the existing requirements must complete all requirements; submit their fees, application and all supporting documentation to SFT prior to December 31, 2016.

Equivalency Period

There is NO equivalency between the retired Plans Examiner courses and the new Plan Examiner courses.

Justification:

The State Board of Fire Services has approved the Plan Examiner curriculum and associated changes in the certification track educational requirements. These changes are directed at meeting the specific Job Performance Requirements for Plan Examiner established in NFPA standard 1041.

The current SFT Procedures Manual dated May 2008 only includes the Plans Examiner Curriculum and certification educational requirements. This creates confusion for candidates attempting to obtain Plan Examiner (2015).

Point of Contact:

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Approved By:



Mike Richwine, Assistant State Fire Marshal