

Level 1 Certificate of Competency:

Work Performed: Designs water-based fire protection sprinkler systems for one and two family dwellings.

NFPA Standard: NFPA 13-D

Qualification: Either a Level 2 National Institute for Certification in Engineering Technologies (NICET) Certification in Water Based System Layout or a passing score on an exam offered by the SFMO. There is no fee for the exam.

Information on obtaining a NICET certification can found at www.nicet.org.

Certification Stamp Authorized: Yes

Application Process: In order to apply for a Washington State Fire Sprinkler Certificate of Competency an individual needs to submit a completed Certificate of Competency Packet be in the employ of a licensed Level 1, 2, or 3 Fire Protection Sprinkler Contractor or part of a licensing application.

Application Review: Applications are reviewed to ensure that the person meets the qualifications to apply. If the applicant does not meet the qualifications, they will be notified in writing how to address the issue(s) or the application may be returned.

Application Required: Yes. This packet contains several documents that need to be completed and returned to the SFMO. Forms are available below.

Conditions: Must work for a fire sprinkler contractor licensed by the SFMO. Alternatively, the employing contractor can be applying for license with you.

Fees: Unless otherwise instructed **DO NOT** send any fees with an application. Fees will be assessed by the SFMO once the application has been accepted and can be processed.

Initial Certificate of Competency:

Initial, one-time fee: \$50.00

Annual fee: \$50.00 (or less – 1st year is prorated)

Renewing or Reinstating a Certificate of Competency:

Annual fee: \$50.00

Rejected Applications: Applications submitted with errors or omissions will be returned without the application being processed:

Applications may also be returned without processing for:

- Fees without documentation/application
- Under or overpayment of fees indicated on the signed fee form
- Late payments

Renewals: Renewal notices are sent to all current certificate holders through their licensed employer annually.

Timeline to process a Level 1 Certificate of Competency:

- If a person has to take the Level 1 exam offered by the SFMO, between accepting the application, scheduling a test date and the candidate successfully passing the exam, this could add anywhere between two to four weeks before a license could be issued. This could be longer depending on applicant testing availability or special request for an evening or weekend exam.

New Applicants:

Typically, if a contractor employs a person who already qualifies for certification and an accurately completed application takes no more than five business days to process the billing for license/certification fees. Applicants will be notified when corrections are required.

Renewals:

Accurately completed renewals applications received during the renewal period are immediately reviewed. Applicants will be notified when corrections are required. Typically, if corrections are not needed, it may take up to fifteen days to process the billing for license/certification fees. Due to the volume of renewals received this may take up to an additional fifteen business days.

General:

If a contractor does not have a person who can obtain the Certificate of Competency; no application can be processed and will be returned.

Forms:

- Level 1 Certificate of Competency Holder
- Level 1 Contractor Application

Other Contractor License Forms:

- Reinstatement of Sprinkler Contractor License (not for renewal)
- Change of Licensed Sprinkler Contractor Name

Other Certificate of Competency Forms:

- Reinstatement of Certificate of Competency (not for renewal)
- Transfer Certification to a different Sprinkler Contractor
- Change of Legal Name
- Change of Contact Data

Qualified Exempt Forms:

- Certificate of Competency Application - Qualified Exempt
- Reinstatement Qualified Exempt Certification
- Transfer Qualified Exempt

Installation Final Forms:

- Contractors Material Test Report for Aboveground Piping
- Contractors Materials and Test Certificate for Underground Installation

License and Certification List:

- Level 1 Licensed Contractors and their certified employees
- All License Sprinkler Contractors and their certified employees

Law and Rule Reference:

- RCW 18.160 Fire Sprinkler System Contractors
- RCW 18.270 Fire Sprinkler Fitters
- WAC 212-80 Fire Protection Sprinkler System Contractors