

Fire Certification Program  
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Updated



# NFPA 1031

# Fire Inspector

NFPA 1031 Standard for Professional  
Qualifications for Fire Inspector  
Guide to Certification

*The following information contains excerpts from NFPA 1031. The DPSST Fire Certification Program has provided an overview for the applicant to use in conjunction with the application process.*

## **NFPA 1031 Fire Inspector Task Force Information**

On August 9, 2017 The National Fire Protection Association (NFPA) 1031 Standard for Professional Qualifications for Fire Inspector Task Force convened at the Department of Public Safety Standards and Training (DPSST) at the direction of the Fire Policy Committee (FPC) to discuss and review the 2014 standard.

The Task Force reviewed current standards for certification and determined it would be in the best interest of the Oregon fire service to adopt into Oregon Administrative Rule (OAR) the 2014 Edition of NFPA 1031. The Task Force determined there wouldn't be any negative impacts to the Oregon fire service with the adoption of the updated standard. The Task Force requested staff create a guide to discuss and share information pertaining to the updated standard.

## **Explanation of NFPA 1031 Fire Inspector Updates**

Changes to the NFPA 1031 standard from the 2009 to 2014 edition were minimal and the Task Force determined it would not have a major impact on the Oregon fire service. The Task Force also recommended not adopting the Plan Examiner section of NFPA Fire Inspector due to the minimal number of fire service professionals who would seek this level of certification. In keeping with past practice, the Task Force proposed only adopting NFPA Fire Inspector I, II, and III.

As previously required, the candidate must successfully complete the awareness component of NFPA 472 Hazardous Materials and Weapons of Mass Destruction for certification approval per NFPA. Additionally, the candidate must complete the DPSST NFPA Fire Inspector Task Book(s) and the International Code Council (ICC) Fire Inspector written examination for Fire Inspector I and II. No further courses are required for NFPA Fire Inspector III, but the candidate must successfully complete the Task Book.

# NFPA Fire Inspector Certification Requirements

## NFPA Fire Inspector I

Please complete the following prior to applying for certification:

1. NFPA 472 Hazardous Materials Awareness,
2. Successful Completion of the DPSST Fire Inspector I Task Book,
3. Successful completion of at least one of the following courses:
  - ◇ Fire Inspector Degree—Community College Programs
  - ◇ College Course (ie Fire Codes and Ordinances or Building Codes and Ordinances)
  - ◇ NFPA Fire Inspector I (Course ID 17F114) - Office of Oregon State Fire Marshal
  - ◇ Fire Inspection Principles I (R0390)—National Fire Academy
  - ◇ Plans Review for Fire and Life Safety (R0393)—National Fire Academy
  - ◇ Equivalent Course (please provide documentation stating this course meets the intent of NFPA 1031 for Fire Inspector I)

## NFPA Fire Inspector II

Please complete the following prior to applying for certification:

1. Certification as an NFPA Fire Inspector I,
2. Successful Completion of the DPSST Fire Inspector II Task Book, and
3. Successful Completion of at least one of the following courses:
  - ◇ Building Codes and Ordinances
  - ◇ Equivalent Course (please provide documentation stating this course meets the intent of NFPA 1031 for Fire Inspector II)

## NFPA Fire Inspector III

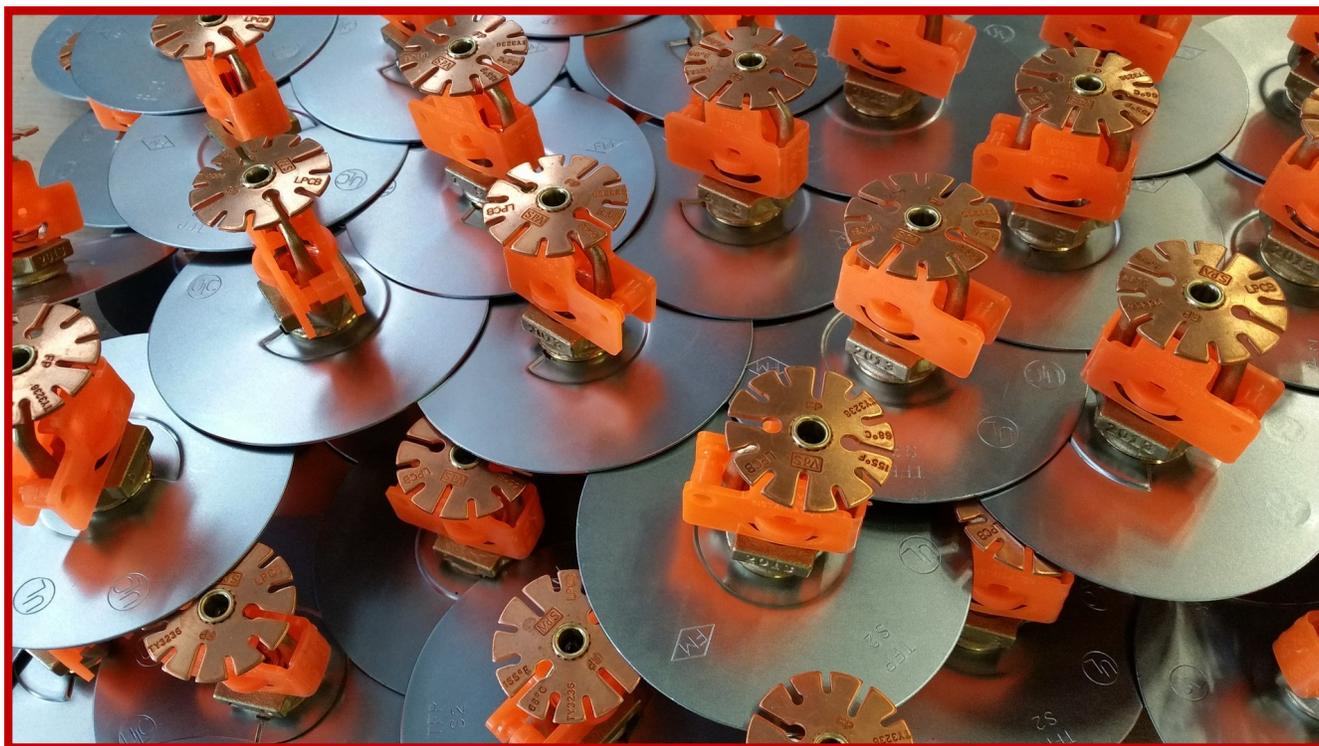
Please complete the following prior to applying for certification:

1. Certification as an NFPA Fire Inspector II and
2. Successful completion of the DPSST Fire Inspector III Task Book

Please note that no further course work is required for certification as an NFPA Fire Inspector III.

## **Oregon Office of State Fire Marshal and Oregon Fire Marshals Association—Competency Recognition Program**

In order to stay consistent with the state fire code, the Oregon Administrative Rule (OAR) Chapter 837, Division 039 requires a standardization of certification and training requirements for conducting fire code enforcement in Oregon. Created and overseen by the Office of State Fire Marshal (OSFM) and the Oregon Fire Marshals Association (OFMA), the Fire and Life Safety Competency Recognition Program focuses on fire and life safety training, technical certifications, and experience to ensure competent and consistent fire code enforcement in Oregon. To conduct building code enforcement in Oregon, the Fire and Life Safety Competency Recognition Program is a requirement. For more information on the Fire and Life Safety Competency Recognition Program, please see the informational website here: <https://www.oregon.gov/osp/programs/sfm/Pages/Competency-Certification.aspx>.



## Revised Oregon Administrative Rule (OAR)

***NOTE TO READER:** Excerpts are specific to OAR for NFPA Fire Inspector, therefore the numbering system will appear out of sync. These revised changes were reviewed by the Task Force, the Fire Policy Committee (FPC) and approved by the Board on Public Safety Standards and Training (Board). The proposed changes went through the public comment period from January 1st through 21st and approved as permanent on February 1, 2017.*

### **259-009-0005 Definitions**

(21) "Fire Inspector" means an individual whose primary function is the inspection of facilities in accordance with the specific jurisdictional fire codes and standards.

(37) "NFPA Fire Inspector I" means an individual who conducts basic fire code inspections and has met the Level I job performance requirements of NFPA Standard 1031.

(38) "NFPA Fire Inspector II" means an individual who conducts complicated fire code inspections, reviews plans for code requirements, and recommends modifications to codes and standards. This individual has met the Level II job performance requirements of NFPA standard 1031.

(39) "NFPA Fire Inspector III" means an individual at the third and most advanced level of progression who has met the job performance requirements specified in this standard for Level III. The Fire Inspector III performs all types of fire inspections, plans review duties, and resolves complex code-related issues.

### **259-009-0062 Fire Service Professional Certification**

(e) The provisions of the NFPA Standard 1031, 2014 Edition, entitled "Professional Qualifications for Fire Inspector and Plan Examiner" are adopted subject to the following definitions and requirements:

(A) All applicants for certification as an NFPA Fire Inspector I must:

(i) Successfully complete a Department-approved task book;

(ii) Furnish proof that they have passed an exam demonstrating proficiency in the model fire code adopted by the State of Oregon or an equivalent; and

(iii) Furnish proof that they have successfully completed all required course work or have provided equivalent training documents.

(B) All applicants for certification as an NFPA Fire Inspector II must:

(i) Hold a certification as a NFPA Fire Inspector I;

## Revised Oregon Administrative Rule (OAR) Continued

- (ii) Successfully complete a Department-approved task book; and
  - (iii) Furnish proof that they have successfully completed all required course work or have provided equivalent training documents.
- (C) All applicants for certification as an NFPA Fire Inspector III must:
- (i) Hold a certification as a NFPA Fire Inspector II; and
  - (ii) Successfully complete a Department-approved task book.



## Task Book Information

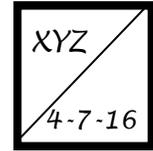
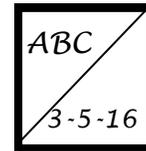
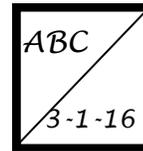
Task Book Qualification Record Books (Task Book) have been developed for various certification levels within the DPSST system. Each Task Book lists the Job Performance Requirements (JPRs) for the specific certification level in a format that allows a candidate to be trained and **evaluated during one (1) to three (3) sequential sessions, depending on the number of boxes corresponding to each JPR.** Successful performance of all tasks, as observed and recorded by a qualified and approved evaluator will result in the candidate's eligibility for DPSST certification.

To become certified at a specific level, the applicant must successfully complete the job performance requirements in sequence. Before a job performance evaluation can be taken, all requisite knowledge and skills must be satisfied. In addition, all relative task book evaluations must be checked off by the evaluator. When all prescribed requirements have been met, an application for certification will be forwarded to DPSST. As always, only an individual actively certified in that specialty area may sign off on the Task Book.

For an example and further explanation of Task Book requirements, please see the following page.

## JPR Evaluation Example

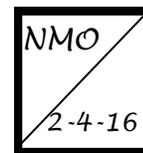
**4.2.2 Document the routine tests, inspections, and servicing functions, given maintenance and inspection forms, so that all items are checked for operation and deficiencies are reported.**



These skills are the job performance evaluations intended to be completed after the Requisite Knowledge and Requisite Skills have been successfully finished. This section should be accomplished during three separate dates at the firefighter's home department or, if no one at the home department is certified to sign off on the skills, at a neighboring department.

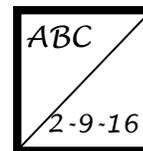


**(A) Requisite Knowledge.** Departmental requirements for documenting maintenance performed and the importance of keeping accurate records.



The Requisite Knowledge portions of the task book may be done during class and signed off by the instructor. Requisite Knowledge are the only JPR's that are intended to be signed off in class.

**(B) Requisite Skills.** The ability to use tools and equipment and complete all related departmental forms.



Requisite Skills are intended to be completed at the firefighter's home department or, if no one at the home department is certified to sign off on the skills, at a neighboring department.