

**661—275.3(100C) Responsible managing employee.** Each fire extinguishing system contractor shall designate a responsible managing employee and may designate one or more alternate responsible managing employees. A contractor may designate more than one responsible managing employee in order to satisfy the requirements for more than one endorsement as provided in subrule 275.1(2). If more than one responsible managing employee is designated, the contractor will indicate for which responsible managing employee each designated alternate managing employee serves as an alternate.

**275.3(1)** The responsible managing employee or employees shall be designated in the application for licensure, and, if a responsible managing employee is no longer acting in that role, the contractor shall so notify the department, in writing, within 30 calendar days.

**275.3(2)** If a responsible managing employee is no longer acting in that role and the contractor has designated an alternate responsible managing employee, the alternate responsible managing employee will become the responsible managing employee and the contractor shall so notify the department, in writing, within 30 calendar days of the date on which the preceding responsible managing employee ceased to act in that role. If the contractor has designated more than one alternate responsible managing employee, the notice to the department will indicate which alternate responsible managing employee has assumed the position of responsible managing employee.

**275.3(3)** If a responsible managing employee designated by a fire extinguishing system contractor is no longer acting in the role of responsible managing employee and the contractor has not designated an alternate responsible managing employee, the contractor shall designate a new responsible managing employee and shall notify the department, in writing, of the designation within six months of the date on which the former responsible managing employee ceased to act in that capacity. If the department has not been notified of the appointment of a new responsible managing employee within six months of the date on which a responsible managing employee ceased serving in that capacity, the department shall suspend the license of the fire protection system contractor.

**275.3(4)** Training requirements. A responsible managing employee or an alternate responsible managing employee shall meet one of the requirements for the following endorsements:

- a.* Automatic sprinkler system installation:
  - (1) Current licensure as a professional engineer by the Iowa engineering and land surveying examining board, with competence in fire extinguishing system design, or
  - (2) Current certification by the National Institute for Certification in Engineering Technologies (NICET) at level III or above in water-based systems layout.
- b.* Special hazards system installation:
  - (1) Current licensure as a professional engineer by the Iowa engineering and land surveying examining board, with competence in fire extinguishing system design, or
  - (2) Current certification by the NICET at level III or above in special hazard systems.
- c.* Preengineered dry chemical or wet agent fire suppression system installation:
  - (1) Current certification by the NICET at level II or above in special hazard systems, or
  - (2) Current certification by the National Association of Fire Equipment Distributors (NAFED) in preengineered kitchen fire suppression systems, preengineered industrial fire suppression systems, or both, or
  - (3) Satisfactory completion of any training required by the manufacturer for the installation of any system the contractor installs.
- d.* Preengineered water-based fire suppression system in one- and two-family dwellings installation:
  - (1) Current certification by the NICET at level II or above in special hazard systems, or
  - (2) Satisfactory completion of any training required by the manufacturer for the installation of any system the contractor installs.
- e.* Automatic sprinkler system maintenance inspection:
  - (1) Current certification from the NICET at level II in water-based system layout, or
  - (2) Current certification by the NICET at level II or above in inspection and testing of water-based systems.
- f.* Special hazards system maintenance inspection:

- (1) Current certification by the NICET at level II or above in special hazard systems.
- (2) Reserved.
- g. Preengineered dry chemical or wet agent fire suppression system maintenance inspection:
  - (1) Current certification by the NICET at level I or above in special hazard systems, or
  - (2) Current certification by the NAFED in preengineered kitchen fire suppression systems, preengineered industrial fire suppression systems, or both, or
  - (3) Satisfactory completion of any training required by the manufacturer for the maintenance and inspection of any system the contractor inspects.
- h. Preengineered water-based fire suppression system maintenance inspection:
  - (1) Current certification by the NICET at level I or above in special hazard systems, or
  - (2) Satisfactory completion of any training required by the manufacturer for the maintenance and inspection of any system the contractor inspects.

**275.3(5)** Training or testing approval. Satisfactory completion of an applicable training or testing program that has been approved by the department may replace any of the endorsement requirements of subrule 275.3(4). In any case in which training or testing that is offered to satisfy the requirements of this rule is required to be approved by the department, such approval is required prior to acceptance of the training or testing to meet licensure requirements. Approval by the department of any training or testing to meet these requirements may be sought by the individual, firm, or organization providing the testing or training or initiated by the department. Any individual, firm or organization seeking to obtain such approval will apply to the department no later than July 1 every odd-numbered year. Program information and any other documentation requested by the department for consideration shall be submitted to the department. Training and testing approved by the department is listed on the department's licensing website.

**275.3(6)** License applicability. Work performed by a contractor subject to these rules shall be limited to areas of competence indicated by the specific certification or other training requirements met by the responsible managing employee. Work performed in the state shall not begin prior to:

- a. Receipt of new or renewed license issued by the department to the applicant, or
- b. Receipt of written approval to perform work prior to issuance of a new or renewed license from the department to the applicant.

**275.3(7)** Portable fire extinguisher requirements. Nothing in this rule shall be interpreted to conflict with or diminish any requirement for training or certification for anyone installing or servicing a fire extinguishing system or portable fire extinguisher set forth in any rule of the department or local fire ordinance or standard adopted by reference therein.

**275.3(8)** Licensure of persons licensed in other jurisdictions. A fire protection system contractor license may be issued without examination to a person licensed in other jurisdictions if the conditions of Iowa Code section 272C.12 are met.

[ARC 7873C, IAB 4/17/24, effective 5/22/24]