



## How To Register:

**Online:** at [www.tscta.com](http://www.tscta.com) -or-  
**Email:** form to [info@tscta.com](mailto:info@tscta.com) -or-  
**Fax:** form to 718-389-6155

# *Construction Site Fire Safety Manager Training (CSFSM)*

Chapter 14, Section 1408.1, of the NYC Fire Code **NOW** mandates that a Fire Safety Manager (FSM) be present at construction sites that require a Site Safety Manager or Site Safety Coordinator. TSCTA, as one first FDNY approved training providers, is NOW offering the construction site fire safety manager training for those who want to readily comply with this new regulation and fully understand the qualification and exam process.

### *Who Should Take This Course?*

*Any Site Safety Manager or Site Safety Coordinator designated as the Fire Safety Manager at a major building must comply with the new training requirement. All Fire Safety Managers MUST complete the Construction Site Fire Safety Manager Training.*

### **Fire Safety Manager duties include:**

- Responsible for ensuring compliance with the requirements of the Fire Department Rules 113-10 per the New Fire Code 1408.
- Conduct inspections of the construction site and all fire safety measures on a daily basis, and maintain a record in a bound log book or other approved system of recordkeeping.
- Responsible for the general supervision of the fire guards where fire watch service is provided.
- Develop and maintain an approved pre-fire plan at the construction site
- Ensure that construction site personnel are acquainted with the operation of portable fire extinguishers and other fire protection equipment on the construction site, that all fire protection equipment and systems are readily available, periodically inspected and tested, per the building code rules.
- Responsible for supervising the issuance of authorizations for hot work operations in accordance with Chapter 26.
- Responsible for complying with the requirements of Section 901 in the event of impairment of any fire protection system.

### *Course Description:*

The Construction Site Fire Safety Manager Training is designed to fulfill the training requirements for Fire Safety Manager under the new regulation, section 1401.1 of the NYC Fire Safety Department as well as to provide the class attendees an overview of the fire safety requirements and responsibilities of a fire safety manager.

Material covered in this course includes but is not limited to:

- (A) Introduction to the Fire Code and Fire Department Rules, including their organization and terminology.
- (B) Fire Code *construction site* provisions (FC Chapter 14 and 3 RCNY Chapter 14).

(C) All *construction site* fire safety requirements, as set forth in 3 RCNY 1401-01(c).

### **Graduation Exam information:**

Students must attend all training sessions to be eligible to take the graduation exam. The graduation exam consists of 50 questions and is closed book. Upon successfully completing the training and passing the course exam, eligible participants will receive a certificate of completion from TSCTA to file for the FDNY Certificate of Fitness.

**A passing grade of 70% or more is required for the CSFSM graduation exam. Any student that fails the graduation exam twice MUST take the CSFSM course again.**

### **Course completion certificate:**

The CSFSM course completion certificate is **only valid for 1 year**. Only those students who complete the class and pass the graduation test will receive a certificate after the conclusion of the training. The certificate of completion will certify that the student has satisfactorily graduated from the course requirement for Construction Site Fire Safety Manager.

### **Certificate of Fitness:**

After completing the required training and passing the course exam, each student has up to 1 year from when training was completed to submit all the required paperwork, application, and fee to the FDNY. **Please see page 2 to review the FDNY qualifications to become a CSFSM.** After the FDNY reviews the application and informs the applicant that he/she qualifies for the certificate of fitness, the applicant will be required to take a CBT (computer based test) at **9 Metrotech (FDNY Headquarters) in downtown Brooklyn**. In addition, please note:

- Certificate of Fitness fee: \$25
- Examination for Certificate of Fitness for Construction Site Fire Safety Manager (S-56) is administered only at 9 MetroTech Center in downtown Brooklyn. Enter through the Flatbush Avenue entrance only.
- The certificate of fitness test consists of 60 questions. Anyone who fails the certificate of fitness test twice will be required to take the CSFSM training again and start the application process as a new applicant.
- Written tests are conducted Monday through Friday (except legal holidays) 8:00 AM to 2:30 PM.

### **Where Can I Obtain More Info:**

If you have any questions or to obtain more info on the new fire safety manager requirement, please visit the FDNY website: [www.nyc.gov/html/c\\_o\\_f/cof\\_app\\_info.shtml](http://www.nyc.gov/html/c_o_f/cof_app_info.shtml)

# *Construction Site Fire Safety Manager Requirements*

**As required by the NYC Fire Safety Department, applicants MUST meet these minimum requirements:**

1. Must have a reasonable understanding of the English language.
2. Must possess and demonstrate to the satisfaction of the Department the physical ability to perform the duties of the position.
3. Must provide two forms of government issued photo identification, such as a state-issued license or non-drivers license or a passport.
4. Have completed a FDNY approved Construction Site Fire Safety Manager Course prior to filling for a certificate of fitness.
5. Be able to provide the required document to verify experience for one of the qualifications that appear below.

## **Category A:**

A site safety manager or site safety coordinator certificate issued by the *Department of Buildings* pursuant to BC3310.5 and *Department of Buildings* rule 1 RCNY 104-08; or

## **Category B:**

At least three (3) years of full-time experience within the last six (6) years prior to the date of the application:

- (1) Working for a governmental agency or a construction, design or consulting firm;
- (2) At *construction sites* upon which “major buildings” (as that term is defined in BC3310.2) are being constructed; and
- (3) With responsibility for *construction site* safety and/or supervision of construction; or

## **Category C:**

At least eight (8) years of full-time experience within the past 12 years prior to the date of the application working for a governmental agency with responsibility for conducting and/or supervising fire code or fire safety inspections or enforcement; or

## **Category D:**

At least ten (10) years of full-time experience within the past 15 years prior to the date of the *application* working as a firefighter or fire officer in a paid fire department.

**To become a CSFSM, all applicants must first successfully complete the CSFSM Training, which will be offered by TSCTA. Once students receive a passing score on the TSCTA CSFSM exam and the Computer Based Test at Metrotech, all applicants will be required to provide proof to substantiate their experience. More information regarding the CBT exams, Certificate of Fitness and the necessary paperwork required to submit will be provided during class.**

# Construction Site Fire Safety Manager Registration Form

**Please note:** A passing score is required on the CSFSM exam to receive a course completion card. Application fee for Certificate of fitness is not included in the training fee.

## Section I- Participant Information (Please PRINT)

NAME (LEGAL NAME ONLY) \_\_\_\_\_

COMPLETE ADDRESS: (include APT, FLR or STE #) \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

TELEPHONE: \_\_\_\_\_ CELL: \_\_\_\_\_

E-MAIL ADDRESS: \_\_\_\_\_

DATE OF BIRTH : \_\_\_\_\_ SOCIAL SECURITY #: \_\_\_\_\_

## SECTION II- COMPANY INFORMATION (if registering through a company)

### Please PRINT

COMPANY NAME \_\_\_\_\_

COMPANY CONTACT: \_\_\_\_\_

COMPLETE COMPANY ADDRESS: (include APT, FLR or STE #) \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

TELEPHONE: \_\_\_\_\_ FAX: \_\_\_\_\_

E-MAIL ADDRESS: \_\_\_\_\_

### REGISTRATION

This form is to be filled in completely and faxed back to 718-389-6155 or sent via regular mail to 36-06 43<sup>rd</sup> Avenue, Long Island City, NY 11101. **Please make sure to write in the language and class date (s) of the training you are registering for at the top of the form. Otherwise, we cannot properly process your request and the class may be closed for additional registrations by the time we are able to contact you to obtain this information. Additionally, in order to reserve your space (s), a non-refundable deposit payment of 50% of the total course fees is due at the time of registration.** If paying deposit by credit card, please contact TSCTA @ 718-389-2103 to request a credit card authorization form. No charges can be applied to any credit card without TSCTA's receipt of this written authorization. Deposits made with check payments will require a copy of the check at the time the registration form (s) is returned via fax, with the original check immediately being sent via regular mail. All check payments will require a 5-7 business day hold on the release of any course materials.

### Course Fees

Unless otherwise indicated, registration fee (s) includes cost of all seminar materials. Discounted course fees available for group registrations, for the same event, paid in full prior to the class.

- Individual Course Fee: **\$245.00**

### **Accepted Forms of Payment**

**Check box if paying by credit card & CC Auth form will be sent for completion of transaction.**

- Visa, MasterCard, AMEX or Discover
- Money Order
- Check (requires 5-7 day hold on material release)

### Cancellation policy

Cancellation or rescheduling requests will be accepted with no penalty up to 3 business days prior to the start of event. When authorized by TSCTA, you may transfer registration fees of cancelled course to a future course or to another person of same organization. Cancellation requests that occur with less than 3 days notice will be subject to forfeiture of deposit or full course fees. Class failure is automatic forfeiture of **ALL** course fees.

TSCTA reserves the right to reschedule or cancel any course date (s) for any reason, including insufficient enrolment. In such instances, deposits will be returned or applied towards next available training program.

For all questions on courses or registration process, please contact us at 718-389-2103 or info@tscta.com