



OFFICE OF INSURANCE AND SAFETY FIRE COMMISSIONER

JOHN W. OXENDINE
COMMISSIONER OF INSURANCE
SAFETY FIRE COMMISSIONER
INDUSTRIAL LOAN COMMISSIONER
COMPTROLLER GENERAL

January 03, 2008

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RE: Local Fire Marshal Program

To Whom It May Concern:

All new applicants for deputization and all current deputized Local Fire Marshals, Deputy Local Fire Marshals and State Inspectors requesting to continue and/or expand their duties for the 2008 calendar year must submit the attached applications along with a current letter from the local governing authority (i.e. mayor, city manager, etc.) which requests that they be deputized. This letter of request must specify the area of jurisdiction you will be responsible for (municipality and/or county) and the duties they are requesting you be deputized to conduct. There are three duties you may be deputized for which include conducting inspections on existing buildings, reviewing plans and conducting inspections for new construction and/or conducting fire scene investigations. When requesting the authority to perform plan review and inspections for new construction, it is mandatory to complete existing facility inspections as well. An interview and review of training records will be conducted for all new deputizations and redeputizations who request to add areas of responsibility.

All applicants must be familiar with the State Fire Laws, the Rules and Regulations of the Safety Fire Commissioner and the National Fire Codes, especially NFPA 101. The local governing authority must have an enforcement mechanism in place to ensure the correction of any deficiencies that may be found. A copy of the certificate of completion from the Basic Fire Inspector I Course, Life Safety Code Course and/or Fire Investigator Course must be provided when applicable. In addition, all local fire marshal program participants are required to submit a copy of their Fire Inspector and/or Fire Investigator State Certification issued by Georgia Firefighters Standards and Training. If the Fire Inspector and/or Fire Investigator certification numbers were issued prior to Jan. 1, 2007; a letter from the applicant's training officer must accompany the certificate. This letter must indicate that the required training hours were completed in 2007 and submitted to Georgia Firefighter Standards and Training for all areas to be recertified.

Sincerely,

M. Dwayne Garriss
Assistant State Fire Marshal

MDG/dgt