



FM 4991 Approved Firestop Contractors. What Does That Mean?

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Topics for Today's Discussion

- Prerequisites - Some definitions
- A description of the program
- How does one become Approved?
- Maintaining the company's Approval
- Maintaining your status as a DRI

Prerequisites – Some Definitions

- Approved Firestop Contractor
- Contractor
- Designated Responsible Individual (DRI)
- Learning Unit (LU)
- Surveillance Audit

Prerequisites – Some Definitions

- Approved Firestop Contractor
 - A contractor who meets the requirements of FM Approval Standard 4991.

Prerequisites – Some Definitions

- **Contractor**
 - A business entity providing the services of installing firestop assemblies, systems and components.

Prerequisites – Some Definitions

- Designated Responsible Individual (DRI)
 - The contractor's employee who meets the criteria contained in FM Approval Standard 4991. The DRI shall provide oversight for the proper design selection, installation and transmission of information to field personnel. The DRI is also responsible for continuing to meet the criteria needed to maintain continued Approval within the firm.

Prerequisites – Some Definitions

- Learning Unit (LU)
 - Is a standard unit that we use to measure learning. One (1) LU is = one (1) hour of educational training. LUs can be obtained by attending or presenting at conferences, training programs (manufacturer or otherwise) and other educational settings related to firestopping, the construction industry, loss prevention, safety, fire containment, building codes or other areas acceptable to FM Approvals.

Prerequisites – Some Definitions

- Surveillance Audit
 - Is a mechanism used to ensure that the appropriate controls are in place and to verify that the contractor is conforming specific requirements as stated in their Approval Report and QA Manual. The audit shall occur at least annually. For Firestop Contractors, the auditor shall visit both the office and a job-site.

A Description of the Program

- Purpose
- Method to qualify companies
- Assesses commitment to a QA program
- Ability to understand requirements of FCIA MOP and FM Approvals criteria
- Proper selection, installation, analysis of systems
- Marketing tool

A Description of the Program

- Purpose

- To improve the performance and installation of firestop systems and components by examining and qualifying contractors who install such systems.

A Description of the Program

- Method to qualify companies
 - Assess the company's commitment to a QA program.
 - Ability of individuals to understand the requirements and restrictions/limitations of the FCIA MOP, FM criteria and design selection/installation/analysis.
 - Examine the contractor's training and education of its workforce.

A Description of the Program

- **Assesses commitment to a QA program**
 - Review the company's QA Manual and management's commitment to the manual.
 - Commitment to maintaining a documented and archived record keeping system for all installations.
 - Adherence to the manual, procedures and documentation via follow-up Surveillance Audits – both office and job-site.

A Description of the Program

- Ability to understand requirements of FCIA MOP and FM Approvals criteria
 - Assess DRI's knowledge by requiring passing score of 80 on two (2) separate exams
 - General Information
 - Design Selection

A Description of the Program

- Proper selection, installation, analysis, of systems
 - Assess DRI's ability via written examination.
 - Review the contractor's written QA Manual.
 - Conduct initial Surveillance Audit
 - Conduct destructive examination of installations for conformance to the selected design criteria

A Description of the Program

- Marketing tool
 - Differentiate your company from the competition.
 - Placement of FM Approval Mark on installation labels.
 - Partnering with FM Global
 - Access to end users and local regulators

How Does One Become Approved?

- Contact FM Approvals/Provide all contact information
- Proposal and project authorization
- Assess DRIs – must take and pass DRI exams
- Submit a written QA Manual
- Office and job-site audits
- Issue documentation and listing

How Does One Become Approved

- Contact FM Approvals/Provide all contact information
 - Email to Jeffrey.Gould@FMApprovals.com
 - 781-255-4873
 - Legal company name
 - Need a physical address
 - Contact – name, phone and email

How Does One Become Approved

- Proposal and project authorization
 - FM engineer will review the information
 - Generate a written cost proposal
 - Explain main steps to a program
 - Written exams
 - Surveillance audit
 - QA Manual review
 - Approval report and documentation

How Does One Become Approved

- Assess DRIs – must take and pass 2 DRI exams

General Exam

Based on FCIA MOP and FM 4991

T/F and multiple choice

Design Selection

Five (5) problems each with five (5) parts, multiple choice

Given situations/designs to choose from

Problems are Through Penetrations, Joints, Head of Wall and Perimeter Edge

How Does One Become Approved

- Submit a written QA Manual
 - FM provides a list of items to address
 - You decide how your level of commitment
 - We don't tell you how to run your business
 - We review, comment and make suggestions
 - No minimum length or number of pages
 - FCIA has a template members can use

How Does One Become Approved

- Office and job-site audits
 - Initial audit usually by your project engineer with follow-up by local area FM auditor
 - Review of documentation and material storage
 - Not interested in financials
 - Office and job-site - at least annually
 - Duration is 2 to 4 hours
 - Verify minimum 2 years in firestopping and adherence to QA Manual

How Does One Become Approved

- Issue documentation and listing
 - Approval report – contains findings/requirements
 - Listing in the FM Approval Guide
 - Certificate of Compliance issued to the company
 - Certificate to each DRI

Maintaining the Company's Approval

- Continued knowledge and ability
- Satisfactory follow-up Surveillance Audits
- Employment of at least one (1) DRI

Maintaining the Company's Approval

- Continued knowledge and ability
 - Satisfactory performance resulting from Surveillance Audits
 - Satisfactory performance of firestopping installed under this program

Maintaining the Company's Approval

- Satisfactory follow-up Surveillance Audits
 - Office and job-site
 - Review of records and submittal packages
 - Storage and handling of materials
 - Handling non-conformances
 - Inspection by company personnel
 - Destructive examination at job-site
 - Labeling

Maintaining the Company's Approval

- Employment of at least one (1) DRI
 - Verification of employment
 - DRI for only one (1) location
 - Continuing education/re-examination reminder
 - About 33% of contractors have more than one (1) DRI

Maintaining Your Status as a DRI

- Continued employment with the company
- Continuing education/ obtaining LUs
- Re-examination every three (3) years

Maintaining Your Status as a DRI

- Continued employment with the company
 - Must remain employed with the company
 - Status does not automatically transfer to a new employer
 - Active in position with responsibilities as a DRI

Maintaining Your Status as a DRI

- Continuing education/ obtaining LUs
 - One (1) LU = one (1) hour of education or training
 - Attending FCIA conferences (12 LUs) each
 - Manufacturers training (varies on duration of training)
 - Webinars
 - Other educational opportunities
 - Don't mix up CEUs and LUs 1 CEU = 8 LUs

Maintaining Your Status as a DRI

- Re-examination every three (3) years
 - Notified by FM Approvals six (6) months before deadline
 - Deadlines are either June 30th or December 31st
 - Written re-exam and 48 LUs are required
 - Obtain 72 LUs – written exam is waived
 - < 48 LUs – only option is to retake original exams
 - Updated DRI certificate issued

Disciplinary Action

- Report to FM Approvals
- FM Approvals takes action

FM 4991 Contractors

- 100+ Worldwide
- Specified Widely
- Promoted at
 - FM Approval Guides
 - Loss Prevention Data Sheets
- Thanks for being FM 4991 Approved Contractors
- Sign up now!

Questions?

Call us...

- Contact FM Approvals/Provide all contact information
 - Email to Jeffrey.Gould@FMApprovals.com
 - 781-255-4873