

## NOTICE OF EXAMINATION

### 1. TITLE

Certificate of Fitness for Fire Alarm Systems Inspection, Testing and Service Technician (**T-97**).

### 2. VALIDITY OF THE CERTIFICATE

The **T-97** certificate is valid only for **18 months** and it is not renewable. T-97 certificate holders will be required to take the new S-97 test or provide proof of current NICET Level II credential or higher prior to expiration. The **S-97 Certificate of Fitness (CoF) for fire alarm systems inspection, testing and service technician** will be available approximately by the end of August 2012.

### 3. DATE OF TEST

This T-97 certificate will be provided without an FDNY administered written test. FDNY will start accepting applications and issuing the T-97 CoF starting April 16, 2012. Applications for T-97 must be submitted only by FDNY actively approved companies for Smoke Detector or a Central Station by mail only.

**Note: W-26 C of F is still required to test or maintain smoke Detectors.**

### 4. QUALIFICATION REQUIREMENT

- 4.1. Applicants must be at least 18 years of age.
- 4.2. Applicants must have a reasonable understanding of the English language.
- 4.3. The applicant must have at least three 3 years of full-time experience and has received training in the manufacturer training manual for different types Fire Alarm Systems and the Fire Code Chapter 9, Fire Rules § 901-01, Building Code Section 907.
- 4.4. Applicant and a principal holding an S-97 C of F must fill out and sign T-97 application (see attached).

### 5. APPLICATION FEES

A check or money order for \$25.00 made **payable** to the New York City Fire Department must accompany each application.

### 6. PHOTOS

All applicants must submit a recent 2x2 color photo in JPG with a CD or email to [arayae@fdny.nyc.gov](mailto:arayae@fdny.nyc.gov).

## **7. COMPLETE APPLICATION**

All required documentation including a completed application must be submitted by the company to the address below:

FDNY, Public Certification Unit  
9 Metro Tech Center,  
Brooklyn, NY 11201-3857  
Elsa Araya, Room 1S-1A.

To review and issue a certificate will take four (4) to six (6) weeks.

Defective applications (such as missing the fee, proof or picture etc) can be resubmitted one time within 30 days after FDNY notification without any financial penalty. A new application and fee is required after 30 days.

For further information email “Elsa Araya” [arayae@fdny.nyc.gov](mailto:arayae@fdny.nyc.gov) or call 718-999-2482 or 1988.

**FIRE DEPARTMENT – CITY OF NEW YORK  
BUREAU OF FIRE PREVENTION, PUBLIC CERTIFICATION AND EDUCATION UNIT  
9 METROTECH CENTER, BROOKLYN, NY 11201-3857**

**Application for Certificate of Fitness for  
Fire Alarm Systems Inspection, Testing and Service Technician (T-97)**

**Section 1: PRINCIPAL'S RECOMMENDATION**

I, \_\_\_\_\_ a principal of \_\_\_\_\_ company  
(Principal name) (FDNY approved company name & Company ID#)  
 and with a S-97 C of F # \_\_\_\_\_ state that \_\_\_\_\_ has three(3)  
(Applicant name)  
 years of full-time experience and has received training in the manufacturer manual for different types of fire alarm systems and the Fire Code Chapter 9, Fire Rules § 901-01, Building Code Section 907 and applicable sections of NFPA 72, 2002 edition. He/she is thoroughly familiar with the fire protection and fire suppression systems in the premises where he/she will be servicing.

On this \_\_\_\_\_ day of \_\_\_\_\_, in the year \_\_\_\_\_, I have hereunto affixed my signature and I certify that, subject to penalty pursuant to the New York State Penal Law, New York City Administrative Code §15-220.1, Fire Department rule 3RCNY §6-02, and any other applicable law, rule or regulation, that the information provided in Section I is true and accurate.

Signature of Principal: \_\_\_\_\_ Date: \_\_\_\_\_

**Section 2: APPLICANT INFORMATION** *(Please print the information)*

LAST NAME: \_\_\_\_\_ FIRST NAME \_\_\_\_\_ MI \_\_\_\_\_ SS# \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_ ST \_\_\_\_\_ ZIPCODE \_\_\_\_\_

EXPERIENCE LENGTH \_\_\_\_\_ DATE OF BIRTH \_\_\_\_/\_\_\_\_/\_\_\_\_ MALE \_\_\_ FEMALE \_\_\_ WEIGHT \_\_\_\_\_ HEIGHT \_\_\_\_\_  
(MM / DD / YYYY)

PHONE: \_\_\_\_\_ E-MAIL: \_\_\_\_\_

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

ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_ ST \_\_\_\_\_ ZIPCODE \_\_\_\_\_

**Section3: APPLICATION FEES** *(Please select one)*

A fee for \$25.00 made **payable** to the New York City Fire Department

- Check for \$25.00
- Money order for \$25.00

**Section4: PHOTO REQUIREMENT** *(Please select one)*

Please provide a recent 2x2 color photo:

- I have attached photo in JPG in a CD
- I have already other certificate of fitness with FDNY (photo in file).
- I have emailed my photo in JPG to this email: [arayae@fdny.nyc.gov](mailto:arayae@fdny.nyc.gov)

**Section 5: REQUIRED QUALIFICATIONS** (applicant please fill out and sign )

I, \_\_\_\_\_ have three(3) years of full-time experience and have  
(Applicant name)  
received training in the manufacturer manual for different types of fire alarm systems and the Fire Code Chapter 9, Fire Rules § 901-01, Building Code Section 907 and applicable sections of NFPA 72, 2002 edition. I am also thoroughly familiar with the fire protection and fire suppression systems in the premises which I will be servicing.

I understand that the certificate T-97 that will be issued to me is valid only for **18 months** and it is not renewable. As a T-97 certificate holder, I will be required to take the new S-97 test or provide proof of current NICET Level II or higher prior to expiration. The **S-97 Certificate of fitness for fire alarm systems inspection, testing and service technician** will be available approximately by the end of August 2012.

**Note: The W-26 C of F is still required to test or maintain smoke Detectors**

I affirm under the penalties of perjury that the statements made in this application (including the attached documents) are true and accurate.

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

**Section 6: COMPLETED APPLICATION**

The above (1-5) requirements with proof of experience, including evidence of completion of training, certificate, and license to the address below:

FDNY, Public Certification Unit  
9 Metro Tech Center,  
Brooklyn, NY 11201-3857  
Elsa Araya, Room No.1S-1A.

**Section 7: ADMINISTRATIVE** (FDNY office use only)

Date Received: \_\_\_\_/\_\_\_\_/20\_\_\_\_

Qualified : \_\_\_\_\_, \_\_\_\_/\_\_\_\_/20\_\_\_\_

Not Qualified: \_\_\_\_\_, \_\_\_\_/\_\_\_\_/20\_\_\_\_ reason: \_\_\_\_\_