



FREQUENTLY ASKED QUESTIONS RE: CHANGES TO THE FIRE AND SMOKE DAMPER CERTIFICATIONS

Why were changes made to the Fire and Smoke Damper certification exams? The ICB determined that the scope of job for the Technician and Supervisor had changed, necessitating the revisions. ICB certifications are periodically reviewed to ensure content is relevant to current industry practice, including applicable codes and standards.

Which Fire and Smoke Damper (FSD) certification exams were revised? Technician and Supervisor.

When were the revised certification exams introduced? August 5, 2019.

What content is on the revised certification exams? Exam content is identified in the Fire and Smoke Damper 2019 Scope. To obtain the 2019 Scope for the certification exams, follow these steps:

1. Go to www.icbcertified.org.
2. Click **Resources**.
3. Click **ICB Documents**.
4. Select **Fire and Smoke Damper 2019 Scope**.
5. Click **Download**.

What resources were used in development of the new exams?

Technician:

1. ITI – Fire and Smoke Damper Technician Student Manual (P612), First Edition, 2019.
2. NFPA 80 – chapters 3 and 19.
3. NFPA 92 – chapters 3 and 8 (8.4.6.1.1, 8.4.6.1.2 and 8.4.6.2.1).
4. NFPA 105 – chapters 3 and 7.

Supervisor:

1. NFPA 1 – chapter 12 (12.4, 12.4.1 and 12.9.5.4).
2. NFPA 70E – chapter 1.
3. NFPA 80 – chapters 3 and 19.
4. NFPA 92 – chapters 3, 7 and 8.
5. NFPA 101 – chapters 3, 7, 8 and 9.
6. NFPA 105 – chapters 3 and 7.

Are the revised exams still administered as "open-book"? Yes!

Do I need to purchase the NFPA Standards to use during the exam? No. The NFPA allows free access.

How do I gain free access to NFPA Standards and use them during the exam? Follow these steps:

1. Go to www.icbcertified.org.
2. Click **Resources**.
3. Click **Resources for ICB/TABB Certified Professionals**.
4. Login to your ICB account.
5. Select **NFPA Standards-eResources on Exam**.
6. Click **Download**.

How do I gain access to the ITI – Fire and Smoke Damper Technician Student Manual (P612), First Edition, 2019?

Contact your local JATC Coordinator and request the book – it is issued as an electronic book for SMART members.

Note: relevant sections of the NFPA Standards are included as appendices in the e-book.

Why were NFPA Standards used to develop some portions of the exams? To ensure ICB-certified professionals are knowledgeable of requirements in the Standards. Local, state and international codes require that the inspection and testing of fire and smoke dampers follow requirements in the Standards.

What should I do to prepare for the revised exams? Follow these steps:

Technician:

1. Review the Fire and Smoke Damper 2019 Scope.
2. Identify with the requirements in the applicable NFPA Standards.
3. Review the ITI – Fire and Smoke Damper Technician Student Manual (P612), First Edition, 2019.
4. Complete the online course: ITI – Fire and Smoke Damper Technician.
 - a. Go to www.sheetmetal-iti.org.
 - b. Click **TRAINING**.
 - c. Click **ONLINE COURSES**.
 - d. Click **Fire and Smoke Damper Technician**.
 - e. Log in using your **ITI** username and password.
 - f. No ITI username and password? It's simple to activate an account – detailed instructions are provided on the log in page.

Supervisor:

1. Review the Fire and Smoke Damper 2019 Scope.
2. Identify with the requirements in the applicable NFPA Standards.
3. Complete the online course: NEMI – Fire and Smoke Damper 2019.
 - a. Go to www.icbcertified.org.
 - b. Click on **Certification**.
 - c. Click on **Fire and Smoke Damper Supervisor**.
 - d. Click on **Get Certified Now!** (scroll to bottom of page).
 - e. Complete **Option 1** or **Option 2**.
 - f. Complete and submit the application.
 - g. Once approved, you will receive an enrollment code and detailed instructions to access the online training.

How do these changes affect my current certification? If you earned certification *before* August 5, 2019, you are certified to perform work under Fire and Smoke Damper 2010 scope. If you earned certification either *on* or *after* August 5, 2019, you are certified to perform work under the Fire and Smoke Damper 2019 scope.

Where can I find a definition of the 2010 and 2019 job scopes? Follow these steps:

1. Go to www.icbcertified.org.
2. Click **Resources**.
3. Click **ICB Documents**.
4. Select **Fire and Smoke Damper 2010 Scope** or **Fire and Smoke Damper 2019 Scope**.
5. Click **Download**.

Is my Fire and Smoke Damper 2010 certification still valid? Yes! You are certified to perform work under the 2010 scope through the assigned expiration date of your certification.

Can I renew my certification for the 2010 scope? No. After you receive a renewal notice from the ICB, you will be required to upgrade to the 2019 scope.

How do I upgrade to the 2019 scope? By completing either a Normal Renewal or an Early Renewal.

1. Normal Renewal – the ICB will send a renewal notice via email approximately 90 days before your assigned expiration date. After you receive the renewal notice, complete the following steps:

Fire and Smoke Damper Technician 2010:

- a. Step 1 – Submit certificate of completion of training for the 2019 scope.
 - a. Go to www.sheetmetal-iti.org.
 - b. Click **TRAINING**.
 - c. Click **ONLINE COURSES**.
 - d. Click **Fire and Smoke Damper Technician**.
 - e. Log in using your **ITI** username and password. No ITI username and password? It's simple to activate your account – detailed instructions are provided on the log in page.
 - f. Complete the training module.
 - g. Upon completion, a certificate of completion of training will automatically be sent to the ICB on your behalf.
- a. Step 2 – Complete your renewal application.
 - i. Go to www.icbcertified.org.
 - ii. Log in using your **ICB** username and password.
 - iii. Click **My Certifications**.
 - iv. Click **Renew Certification**.
 - v. Complete and Submit your renewal application.

Fire and Smoke Damper Supervisor 2010:

- a. Step 1 – Submit certificate of completion of training for the 2019 scope.
 - a. Go to training.nemionline.org.
 - b. Log in using your **ICB** username and password.
 - c. Enter the enrollment code (found in the renewal notice).
 - d. Complete the training module.
 - e. Upon completion, a certificate of completion of training will automatically be sent to the ICB on your behalf.
- b. Step 2 – Complete your renewal application.
 - a. Go to www.icbcertified.org.
 - b. Log in using your **ICB** username and password.
 - c. Click **My Certifications**.
 - d. Click **Renew Certification**.
 - e. Complete and Submit your renewal application.

2. Early Renewal: – if your assigned expiration date is more than 90 days away and you want to renew early, follow these steps:
 - a. Contact Charlett Hardaway chardaway@icbcertified.org and request a renewal notice.
 - b. After you receive the renewal notice, complete the steps described above for a Normal Renewal.

I am a Fire and Smoke Damper Contractor – how do I know if my Technicians and Supervisors are certified for the 2010 or 2019 job scope? Follow these steps:

➤ Go to:

➤ Click on: **View List of Certified Professionals**

➤ 1 Enter name: First Name Last Name

➤ 2 Click on:

➤ 3 Valid certification will be displayed

The screenshot shows the ICB Certified Portal interface. At the top, there are navigation links for 'ICB Online', 'Certification', 'Resources', and 'Online Testing'. The main content area is titled 'Technician and Supervisor Certification Search'. It features a search filter section with a 'Certification Type' dropdown set to '- All -', and input fields for 'First Name' (John) and 'Last Name' (Doe). A 'Search / Filter' button is highlighted with a red circle '2'. Below the search fields, a table displays the search results. The table has columns for 'Last Name +', 'First Name', 'Certification Type', and 'Valid thru Date'. A single result is shown for 'Doe', 'John', 'Fire and Smoke Damper Technician 2010', and '2021-06-30'. A red arrow points to the 'Fire and Smoke Damper Technician 2010' certification type, and a red circle '3' is placed over the 'Doe' last name in the table.

Last Name +	First Name	Certification Type	Valid thru Date
Doe	John	Fire and Smoke Damper Technician 2010	2021-06-30