

**NEW YORK CITY FIRE DEPARTMENT
BUREAU OF FIRE PREVENTION
PUBLIC CERTIFICATION AND EDUCATION**

NOTICE OF EXAMINATION

Title: Examination for Certificate of Fitness for Servicing Portable Fire Extinguishers (F-62/W-62)

Date of Test: Written tests are conducted Monday through Friday (except legal holidays) 9:00 AM to 2:30 PM.

QUALIFICATION REQUIREMENTS

1. Applicants must be at least 18 years of age.
2. Applicants must have a reasonable understanding of the English language.
- 3a. Applicants seeking a CoF (**W-62**) for employment with a Portable Fire Extinguisher Servicing Company must submit a letter signed by the owner or principal of the company. Additionally, this letter must state that the company has the tools, materials, equipment, facilities and servicing manuals required to properly service portable fire extinguishers consistent with Chapter 4 of NFPA Standard 10-1998. Until their company is recognized by the FDNY, applicants will receive a **Z-62**. It will be updated, at no cost to the applicants when their company is recognized. This Certificate, W-62, allows holders to work citywide under the supervision of the owner or principal of a recognized Portable Fire Extinguisher Servicing Company.
- 3b. Applicants seeking a CoF (**F-62**) for a company other than a Portable Fire Extinguisher Servicing Company must submit a letter on official letterhead, from the employer, with the applicant's name, character, physical condition, and experience. Additionally, this letter must state that the company has the tools, materials, equipment, facilities and servicing manuals required to properly service portable fire extinguishers consistent with Chapter 4 of NFPA Standard 10-1998. Applicants will receive their CoF upon passing the test. This CoF is only valid for the employer's location.
4. Applicants must present two (2) forms of satisfactory identification i.e., driver's license and passport picture ID.

APPLICATION INFORMATION

Application Fees: \$25.00 for originals and \$15.00 for renewals. The fee may be paid in cash, money order, or personal check payable to the New York City Fire Department. The \$25.00 fee is payable prior to taking the Certificate of Fitness Test. Application forms are available at the Public Certification Unit, 1st floor, 9 MetroTech Center, Brooklyn, NY 11201.

TEST INFORMATION

Test: The test will be of the written, multiple choice type. A passing score of at least 70% is required in order to secure a Certificate of Fitness. **An official version of the Study Material will be provided shortly.** However, it is recommended that applicants be familiar with **NFPA Standard 10-1998 and 3RCNY §15-02**. Applicants holding a G-17 Certificate of Fitness plus two years of experience in the refill of compressed gases at a pressure greater than 15 p.s.i. may have the test waived. This procedure is the **Alternative Issuance Policy**. Call (718)999-1986 for additional information and forms.