

DEPARTMENT OF PUBLIC SAFETY  
DIVISION OF FIRE AND LIFE SAFETY  
TRAINING & EDUCATION BUREAU



**PORTABLE  
FIRE EXTINGUISHER  
PERMIT PROGRAM**

The Training & Education Bureau  
1140 Airport Heights Dr  
Anchorage, Alaska 99508  
(907) 269-5490

## State of Alaska Portable Fire Extinguisher Permit Program

### Background

The Alaska State Division of Fire and Life Safety issues permits for the installation, maintenance, and repair of portable fire extinguishers. These fire extinguisher permits are issued under the following program policies in accordance with 13AAC 50.030(h).

## Portable Fire Extinguisher Permit Program

### Portable Fire Extinguisher Permits

Portable Fire Extinguisher Permits are valid for 3 years from the date of issue. To renew the permit an individual must complete the same examination procedure as required for the initial permit. Permits are non-transferable and shall be in possession of the applicant when engaged in activity for which the permit was issued. Violations of the permit law (13 AAC 50.30 and 13 AAC 55.100) will be subjected to the penalties prescribed in AS 18.70.100. Presently there is no charge for these permits.

### Portable Fire Extinguisher Permit Levels

Class I: Inspection and non-invasive annual maintenance of portable fire extinguishers.

*This includes all the monthly and annual inspection issues, as long as no invasive maintenance is required. This permit allows such things as weighing the unit, making sure the internal powder has not settled, inspecting tags, seals, hoses, locking items, etc. It does not include the removal or replacement of parts or pieces of the unit. Class I does not allow a seal to be replaced even if it appears that no other damage has occurred to the unit or the unit was not used, but it does allow a person to attach a new annual inspection record tag.*

Class II: Inspection, recharge, distribution, and maintenance of portable fire extinguishers.

*This includes the elements of Class I and also ability to recharge, install the units in buildings, decide on unit location within a facility, and perform general maintenance. General maintenance includes the removal and replacement of parts and/or powder, and any required internal inspections. Maintenance issues are further identified in NFPA 10.*

Class III: Inspection, recharge, distribution, maintenance, and hydrostatic testing of portable fire extinguishers.

*This includes all the elements of Class I and II, and also the ability to perform hydrostatic tests on the portable units.*

### Portable Fire Extinguisher Testing

Class I testing is accomplished by reading the Class I Training/Testing pamphlet, completing the application and compliance agreement and taking the exam. The completed application and exam are mailed to the Training & Education Bureau office in Anchorage. Permits will be mailed if an individual has successfully completed the exam with at least a 90%. Failure letters will be mailed to those

that have not. **Applicants will be notified within 30 days.** The Training/Testing pamphlet is available on the internet.

Class II and III exams may be mailed to a 3<sup>rd</sup> party test administrator who will administer the exam in the local area. Any request for a Class II or III exam must **be sent two weeks before the test date** and in writing (email requests are accepted) with the following information:

1. Name of Test Proctor
2. Company or Department Name of Test Proctor
3. Mailing Address of Company or Department of Test Proctor
4. Name of person(s) taking the test
5. Date of test
6. Level(s) of test(s)

The local test administrator is required to return completed applications and answer sheets and exams to the Training & Education Bureau. Applicants are required to supply their own examination reference material, and find a test administrator in their area who will administer the exam. Exams, answer forms and applications must be returned to the Training & Education Bureau within 20 days of when the materials were mailed. **All of the exams are open book and require a 90% passing score. The exam time limit is 4 hours and applicants may not discuss test with other applicants or proctor during the exam. Applicants will be notified within 60 days whether they have passed the exam or not.**

The Training & Education Bureau may schedule testing at local regional offices upon request, but the primary test delivery method is at the applicant's location.

The Training & Education Bureau will grade all exams and issue the permits. All questions regarding fire extinguisher testing and permits should be directed to:

Training & Education Bureau  
1140 Airport Heights Dr  
Anchorage, AK 99508  
Phone: 907-269-5490  
Fax: 907-269-0102  
Email: [fireextinguisher@alaska.gov](mailto:fireextinguisher@alaska.gov)  
Web Site: <http://www.akburny.com>

## Examination Reference Material

### Class I:

- a. Fire Extinguisher Training and Testing Pamphlet

### Class II:

- b. NFPA Standard 10, 2007 Edition
- c. Alaska Administrative Code, 13 AAC 50.030  
(13 AAC 50.030 can be found at <http://www.dps.state.ak.us/fire/regulations.aspx> under **Alaska Fire & Life Safety Regulations**)

### Class III:

- a. NFPA Standard 10, 2002 Edition
- b. Alaska Administrative Code, 13 AAC 50.030  
(13 AAC 50.030 can be found at <http://www.dps.state.ak.us/fire/regulations.aspx> under **Alaska Fire & Life Safety Regulations**)
- c. Compressed Gas Association Manual (for Class III Testing)( C-1, 2006 9th Edition)

NFPA Standard 10 may be available for purchase at many local bookstores or direction through the NFPA at [www.nfpa.org](http://www.nfpa.org). It may also be available at most public libraries. The Compressed Gas Association Manual may be ordered from the Compressed Gas Association at [www.cganet.com](http://www.cganet.com), or they may be contacted at 703-788-2700. **The Training & Education Bureau does not supply these reference guides for testing. The applicant is required to furnish their own testing documents.**

## Inspection & Maintenance

Inspection and maintenance of portable fire extinguishers is defined by the Alaska State Division of Fire Prevention as follows:

### Monthly inspection

**Monthly inspections do not require a permit.** This is a “quick check” that a fire extinguisher is available and will operate. It is intended to give reasonable assurance that the fire extinguisher is fully charged and operable. This is done by verifying that it is in its designated place, that it has not been actuated or tampered with, and that there is no obvious or physical damage or condition to prevent its operation. A monthly inspection may be performed by anyone who has received training and has been approved by the facility manager and/or owner.

### Annual Inspection

This is an in depth inspection that must be performed at least once per year. This inspection is intended to give an assurance that the extinguisher is fully charged and operable. The scope of this annual inspection is outlined below. The annual inspection may only be performed by someone with at least a Class I permit. This is a complete external examination of the fire extinguisher. It includes a thorough examination of the unit, weighing the unit, “shaking the powder” and any other procedure that does not include the removal of any part or piece of the unit

### Maintenance

A complete and thorough examination of the fire extinguisher including internal and external inspections, intended to give maximum assurance that a fire extinguisher will operate effectively and safely. This maintenance also includes any necessary repairs or

replacements. It will normally reveal if hydrostatic testing or internal maintenance is required. Maintenance requires a Class II or III permit.

#### Recharging

The replacement of the extinguishing agent (also includes the expellant for certain types of fire extinguishers). Recharging requires a Class II or III permit.

#### **Fire Extinguisher Permit Training Courses**

The Training & Education Bureau is presently designing training courses for applicants to gain the necessary knowledge to successfully pass the fire extinguisher exams. Contact local TEB training offices for further information regarding these courses.