

## NAFED's ESS Certification Program Exam Application

The application form must be completed in its entirety and submitted to the National Association of Fire Equipment Distributors (NAFED) by any individual who wishes to take **NAFED's Certification Exam for Engineered Fire Suppression Systems Technicians (ESS)**.

The examinations are only offered utilizing a remote proctor to facilitate the taking of an ESS examination. The examination will be taken at your facility **and a remote proctor will be monitoring the entire examination**. To take the examination requires a computer with a web camera and an internet connection. There are specific requirements and procedures that must be followed. Further frequently asked questions can be found at [nafed.ysasecure.com/faq](http://nafed.ysasecure.com/faq). Information will also be provided during the registration and scheduling process. A professional, experienced remote proctor provides a seamless test experience and ensures security of the exam.

For the applicant to be eligible to take a Certification Exam, the completed application form and fee for each exam must be received at NAFED headquarters for processing. Applicants will receive confirmation that their application has been processed. With the registration confirmation, the applicant will receive information regarding how to schedule their exam(s). A government-issued photo identification must also be presented to the exam proctor.

The Engineered Fire Suppression Systems Technician Exam is based on the appropriate chapters from *NFPA 11, Standard for Low-, Medium-, and High-Expansion Foam*, 2016 Edition; *NFPA 12, Standard on Carbon Dioxide Extinguishing Systems*, 2018 Edition; *NFPA 12A, Standard on Halon 1301 Fire Extinguishing Systems*, 2018 Edition; *NFPA 17, Standard for Dry Chemical Extinguishing*, 2017 Edition; *NFPA 72, National Fire Alarm and Signaling Code*, 2019 Edition, *NFPA 750 Standard on Water Mist Fire Protection Systems*, 2019 Edition; *NFPA 2001, Standard on Clean Agent Fire Extinguishing Systems*, 2018 Edition; and *Fire and Fire Extinguishment*.

The Certification Exams are comprised of multiple-choice questions, and each exam is unique. The Engineered Fire Suppression Systems Technician Exam consists of 150 questions.

The Certification Exams are "open-book." Copies of written materials, notes, printed reference materials, and NFPA standards are allowed during the test. The final authority regarding acceptable materials will be the exam proctors. All cellular telephones, pagers, PDAs, and similar devices must be silenced and shall not be allowed during the exam.

All participants will be informed as to whether or not they received a passing grade, which is 75 percent. Those individuals who successfully pass the exam(s) will receive, by U.S. mail, a certification stating that they have successfully completed the certification process from the National Association of Fire Equipment Distributors. Individuals who do not pass the Certification Exam(s) will also be notified. A new application and fee must be submitted prior to taking the exam again. Please note that there is a thirty-day waiting period before an applicant may take the certification exam again.

In accordance with NAFED policy, these certifications will be valid for three (3) years. All individuals who successfully complete a Certification Exam will receive information regarding criteria for certification renewal.

All applicants are advised of the following terms:

- After the examination application is processed you will receive information on how to contact Yardstick Assessment Strategies, the examination software management company, and ProctorU, the remote proctoring provider.
- The results of the Certification Exam(s) will only be sent to the applicant at the address indicated on the application form. If no preference has been indicated on the form, the results will be sent to the applicant's employer's address.
- All applicants who take the exam(s) will be notified as to their results. Those who successfully complete the Certification Exam(s) with a score of 75 percent or greater will receive, by mail, two printed certificates from NAFED per exam. The original certificate is for the individual's records, and the certificate marked "copy" may be used for licensing or other purposes.
- The certification will be valid for a period of three (3) years. Prior to the expiration of the certification, NAFED will notify the certificate holder that the renewal date is approaching. At this time, the certificate holder will have to provide proof of completion of the necessary education and work experience as required by NAFED's certification renewal procedure. (NOTE: NAFED's certification renewal procedures will be sent to all certified individuals after the completion of their initial certification.)
- Information submitted on the certification application form will be maintained by NAFED for the purpose of maintaining renewal records. Therefore, each individual must provide NAFED with any change of name, address, employer, contact information, etc. This information will also be entered into the NAFED Certification Program database for future maintenance of certification records.
- NAFED's Certification Exam is based upon the listed edition of the relevant National Fire Protection Association standards and the publication *Fire and Fire Extinguishment*. The exam questions are based upon the content of the referenced documents and do not include any specific manufacturer requirements.
- NAFED certification does not imply, represent, warrant, suggest, or signify compliance with any equipment manufacturer or supplier requirements, nor does NAFED's certification grant any license or permit.
- The integrity of the exams is of the utmost importance. Therefore, no copy of the exam may be removed or downloaded.
- A two-and-a-half-hour time slot is allowed for the completion of the Engineered Suppression System Technician Exam. Scoring of the exam is based upon the total number of questions asked.
- Applicants who fail the Certification Exam must reapply and pay any appropriate fees before they shall be allowed to take another exam. Please note that there is a thirty-day waiting period before an applicant may take the certification exam again.
- The applicant must acknowledge on the Certification Exam application form that the applicant has read and understands the information contained herein.
- It is the applicant's responsibility to arrange the date and time for the examination and to notify

Yardstick Assessment Strategies and ProctorU if there are connection issues or if a change in scheduling is required.

- All applicants must comply with the rules, regulations, and security requirements of the examination process and proctor. The test proctor has the right to exclude applicants who fail to follow reasonable rules, procedures, and security requirements. Applicants who fail to follow these procedures will forfeit their applications fees.
- Changes to the examination schedule must be made and confirmed by direct contact with Yardstick Assessment Strategies ([testingsupport@getyardstick.com](mailto:testingsupport@getyardstick.com)).
- Applicants having a disability as defined in Title III of the Americans with Disabilities Act that requires specific accommodations for the exam must notify ~~NAPED~~ Yardstick Assessment Strategies ([testingsupport@getyardstick.com](mailto:testingsupport@getyardstick.com)) at the time of application.



# NAFED's ENGINEERED SYSTEMS CERTIFICATION EXAM APPLICATION

Applicant's Name (Last Name, First Name, M.I.)	Current Employer (Company Name)
Home Address – Street	Company Address – Street
Home Address – City, State, Zip Code	Company Address – City, State, Zip Code
Phone Number (Include Area Code)	Company Telephone Number (Include Area Code)
E-mail Address (if applicable)	Company Fax Number (Include Area Code)

Once your application is processed you will receive information to schedule your examination.




*If you have any special needs or require special accommodations due to a disability, please check here and we will contact you to find out how to best meet your needs.*

Where should information be sent?      \_\_\_\_\_ Home      \_\_\_\_\_ Company

The processing fee must be included with the application.

I attest that the information I have provided on this application is true and accurate; any false information may be cause for denial or cancellation of any certification. Further, I have read, understand, and acknowledge the information sheets that accompanied this application.

**Applicant's Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

<b>Total Amount Due:</b>	<b>\$159.00</b>
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**Payment Method**

CHECK ENCLOSED (payable to NAFED)     
  VISA     
  MASTERCARD     
  AMEX

NAME ON CARD \_\_\_\_\_

ACCOUNT NUMBER \_\_\_\_\_

SIGNATURE \_\_\_\_\_

EXPIRATION DATE \_\_\_\_\_

SECURITY CODE \_\_\_\_\_

**Please mail or fax this form with payment to us:**  
 NAFED • 55 E. Monroe St., Ste. 1440 • Chicago, IL 60603  
 Tel (312) 461-9600 • Fax (312) 461-0777 • www.nafed.org