

**\*\*\*\*\*Attention all Certified Inspectors \*\*\*\*\***

You may be eligible to obtain the Plan Examiner I certification, if you hold an active Inspector certificate and

- are or have been assigned to plan examining duties within your organization; or
- served as an instructor for a Fire Inspector training program as part of a TCFP certified training facility; or
- passed the plan examiner section of the Fire Inspector test at any time.

If you passed the plan examiner test at any time, **this certificate eligibility is displayed in your FIDO account now.**

To qualify for one of the first two options, a letter must be submitted to document the assignment to plan examiner duties or service as an instructor for a Fire Inspector training program.

The letter must be:

- from your supervisor (Fire Chief or Training Coordinator),
- on entity letterhead,
- contain the dates of assignment and
- include your FIDO PIN

Please submit letters for review to [certifications@tcfp.texas.gov](mailto:certifications@tcfp.texas.gov).

After the letter has been reviewed and approved, Plan Examiner I certificate eligibility will display in your FIDO account. You can login to apply, create an invoice, and pay with a credit card to have the Plan Examiner I certificate issued immediately.

**The above options for obtaining the Plan Examiner I certification expires on September 1, 2020.**

If you have questions about the requirements found in [§429.201](#), please contact us at 512-936-3820.