



RICK SNYDER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
BUREAU OF FIRE SERVICES
RICHARD W. MILLER
STATE FIRE MARSHAL

MIKE ZIMMER
DIRECTOR

Memorandum

DATE: September 30, 2015
TO: All Fire Chiefs
FROM: Richard Miller, State Fire Marshal
SUBJECT: Delegation Authority of 2016 CFRS Inspections

The Bureau of Fire Services (BFS) is seeking fire departments or authorities that are interested in applying for fireworks delegation authority for consumer fireworks retail sales (CFRS) facility inspections under Sections 11(5) and 19 of PA 256 of 2011.

Please be advised that BFS has revised the application process for delegation for the upcoming 2016 fireworks season. In order to qualify for delegated inspection authority you must complete all of the following requirements:

1. Read and understand the updated Fireworks Delegation of Authority Program procedures (08-01).
2. Submit a completed Fireworks Delegation of Authority Authorization Application (BFS-404) request form to the State Fire Marshal's office **by 5:00 p.m., Monday, November 2, 2015**. When completing this form you must include the name of all areas of jurisdiction, even if your jurisdiction is only partial coverage of that area (city, township or village).
3. If your department is considered for delegation of authority, the BFS will send a customized Delegation Agreement (BFS-405) to your department. The Delegation Agreement must be signed and returned to the State Fire Marshal's office **by 5:00 p.m., Friday, January 15, 2016**. (NOTE: The Delegation Agreement must be signed by the local certifying official of your local unit of government/governing body (city, village or township) and the fire chief to perform fireworks delegation inspection duties.)
4. All state-certified inspectors who will be performing CFRS inspections must attend and complete the BFS delegation training program. Details of the training will be sent to the contact information provided on the application form when your customized agreement is sent to your department.

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5. Once your department has satisfied all the requirements, you will receive an executed copy of the Delegation Agreement signed by the State Fire Marshal granting you delegation inspection duties of all CFRS within your jurisdiction.

Any questions can be directed to the BFS by e-mail at FireworksDelegation@michigan.gov or by telephone at 517-373-7441.