



FDNY C14 Certificate of Fitness: Supervision of Non-Production Chemical Laboratory

The New York City Fire Department (FDNY) requires the presence of at least one Certificate of Fitness (C14 C of F) holder per research group (one or more laboratory rooms) during all hours of operation. Also, at least one C14 C of F holder must be present during each instructional laboratory period. A C14 C of F holder must be readily available on site for inspection by FDNY.

Most labs operate beyond normal business hours. Thus, each department must ensure that a sufficient number of personnel are certified to ensure coverage during all hours of operation. C14 C of F holders must be deigned responsible for the assigned lab to *monitor* for FDNY compliance.

Obtaining a C14 C of F requires either taking an exam at FDNY headquarters or self-certification. All C14 C of Fs at Brooklyn College are obtained via self-certification through the Office of Environmental Health and Safety (EHS).

Step 1. READ with the information present in the [C-14 study material](#)

Step 2. PASS a quiz (EHS will provide it prior application process)

Step 3. SUBMIT documentation electronically to EHS:

1. Signed [affidavit](#) that you have read the regulations
2. Signed [Employee Affirmation Form](#)
3. Completed and signed [FDNY Certificate of Fitness Application \(A-20\)](#).
4. Proof of education (diploma or transcript; official translation if foreign diploma)
5. Copy of Brooklyn College ID
6. Digital 2" x 2" (passport) photograph

Step 4. POST a copy of the permit in a prominent place such as on the lab's primary fume hood

Step 5. RENEW every 3 years:

- READ the [2008 FDNY regulations for fire prevention in laboratories](#);
- SIGN [affidavit](#) that you have read the 2008 FDNY regulations;
- EHS will complete a C of F Renewal Confirmation Letter

Applications and renewals are handled by EHS. Send all documents electronically to EHS (ehs@brooklyn.cuny.edu) or bring application material to Ingersoll 252NE on Monday, Wednesday or Friday. Alternatively, personnel can choose to become certified without diploma/transcript documentation via written exam. Exam applicants must apply in person at 9 MetroTech Center, 1st Floor Brooklyn, NY 11201 and bring all documentation at the time of the exam. See [NOTICE OF EXAMINATION - NYC.gov](#) or http://www.nyc.gov/html/fdny/pdf/cof_study_material/new_c_14_noe.pdf for directions.



CERTIFICATE OF FITNESS APPLICATION

PLEASE PRINT ALL INFORMATION CLEARLY

CERTIFICATE NUMBER
ASSIGNED

FOR OFFICIAL USE ONLY

CLASS: TYPE:

ENTER TYPE OF CERTIFICATE OF FITNESS APPLYING FOR

Laboratory Safety (C 14)

LAST NAME

FIRST NAME

MI

Social Security #

ADDRESS

APT

CITY OR BOROUGH

STATE

ZIP CODE

EXPERIENCE TYPE "X"

EXPERIENCE LENGTH

DATE OF BIRTH Month - day -Year

☒ PRACTICAL EXP. ☐ TRADE SCHOOL

YEARS

MONTHS

SEX "X"

WEIGHT - POUNDS

HEIGHT

EYE COLOR

HAIR COLOR

MALE

FEMALE

Feet ____ Inch ____

☒ PREMISES RELATED

EMPLOYER NAME

COLUMBIA UNIVERSITY

APPLICANT'S WORK ADDRESS

CITY OR BOROUGH

STATE

ZIP CODE

New York, NY

NY

FALSIFICATION OF ANY STATEMENT HEREIN IS AN OFFENSE
PUNISHABLE BY FINE OR IMPRISONMENT OR BOTH (NYC
ADMINISTRATIVE CODE , O.C. SECTION 1151-9.0/N.C. 10-154)APPLICATION
MUST BE SIGNED
TO BE PROCESSED!

X

APPLICANT'S SIGNATURE

DATE

DO NOT WRITE BELOW THIS LINE

☐ CHECK HERE IF N/F ACCOUNT☐ I.D. _____

INITIALS

TEST RESULT PASS: _____

EXAMINER'S SIGNATURE _____

FAIL: _____

EXAMINER'S IDENTIFICATION NUMBER

**Supervising Non-production Chemical
Laboratories
C-14
Certification Form**

Date _____

I hereby certify that I have fully read the new C-14 examination study material and understand its content. I understand that the NYC Fire Department rules and regulations have changed and that non-production laboratories must be in accordance with these new rules and requirements.

Name (Print)

Signature

Applicant's Name _____

Job Title _____

Department _____

I _____, have a _____ degree
in _____ plus _____ years experience working

in chemical laboratories. I am being issued a Certificate of Fitness for the Supervision of Chemical Laboratories (C-14) by the New York City Fire Department on the basis of my experience, education, and understanding of the specific facilities' requirements governing the operation of chemical laboratories. I have received training in 3RCNY §10-01, Fire Code Sections 2701-2703 & 2706, the C-14 study material and applicable sections of NFPA 45 (2004 Edition) and I am familiar with fire protection and fire suppression systems in the premises where I am employed.

Signature of Applicant

Date: _____

Sworn before me on this _____ day

of _____, 20_____

Notary Public, State of New York