Each candidate for certification at Level IV in Water-Based (formerly Automatic Sprinkler) Systems Layout must submit a write-up (in narrative/essay format) of their role in a large and technically complex water-based system layout project demonstrating senior-level engineering technician capabilities and responsibilities.

**General Guidelines**

The Major Project Write-up must be a concise, detailed, 2 to 3 page written description of the candidate’s role in one* major water-based fire protection system layout project.

The candidate must be the sole author of the major project write-up. (Official job or project descriptions or testimonials from others will not be accepted.)

The candidate’s involvement in the project must demonstrate independent, senior-level engineering technician work, including delegation of responsibilities and duties.

The write-up must reflect senior-level understanding of the nature and importance of the various aspects of the system and the project, and the roles of the various people involved in the completion and acceptance of the project.

Your involvement in the project must include a range of water-based systems layout activities*.

The project must be recent (within the last 4 years) and must have been completed.

The major project write-up must:

- be type-written
- be on separate pages from other application documents. (The write-up is not a part of the work history in Part I of the application.)
- be identified by the candidate's name and NICET ID number
- specifically identify the project and your role/title in it.

**Guidelines for Description of the Project**

The write-up should address each of the following in a detailed narrative:

- Location of the project and type of facility (factory, warehouse, shopping mall, theater, hotel, etc.)
- Size of the project (number of sprinkler heads, approximate layout and installation times, dates of candidate’s involvement, etc.)
- Scope and complexity of the project (number and types of systems, water supply sources, occupancies, hazards, hydraulic issues, design complications encountered and resolved, etc.)

**Guidelines for Description of the Candidate’s Role**

The write-up should address each of the following in a detailed narrative:

- Supervisory or oversight responsibilities (number of people, the tasks they performed, and your relationship to them)
- Range/scope of activities and role in each activity (hazard analysis, design calculations, approvals, proposals, system installation, check-out, final approval test, etc.)

*Note: If all of these activities cannot be documented for a single project, they may be accumulated via several more narrowly focused projects.

Mail the completed Experience Application Package with payment to: NICET, c/o Bank of America, PO Box 418651, Boston, MA 02241-8651

If this form supplements a previously-paid experience evaluation, send it to: NICET Evaluation, 1420 King Street, Alexandria VA 22314