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Program Evaluation Report

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PROGRAM EVALUATION REPORT

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The contents of this report are considered sworn testimony from the Agency Director.

South Carolina Department of Labor, Licensing and Regulation

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I. Agency Snapshot

A. *Successes and Issues*

The Department of Labor, Licensing and Regulation (Agency) takes seriously its mission to promote the health, safety and well-being of the citizens of this state, devoting its resources to ensure effective and efficient licensure processes, education of the public, employee training, and enforcement of the laws and regulations affecting its programs. The Agency's programs encompass forty-two professional and occupational licensing boards, Occupational Health and Safety Administration, the Division of Fire and Life Safety (State Fire), Elevators and Amusement Rides, Immigration Compliance, and Wages and Child Labor. Each program contributes to making South Carolina a safer place to work and live.

Last year alone:

- The Agency's licensing boards conducted 221 public board meetings and an additional 84 meetings of committees of those boards;
- The licensing boards also considered 494 disciplinary matters, held 243 panel hearings, and 13 hearings on temporary suspension orders;
- Board licensing staff issued 39,564 new licenses, 4,743 reinstatements and 170,278 renewal licenses;
- Within the professional and occupational licensing division, 4,695 complaints were filed against licensees, and 6,311 investigations and 11,075 inspections were conducted;
- The agency served 18,116 walk-in customers;
- The Office of Immigration Compliance conducted 2,994 audits to ensure employers were utilizing the E-Verify system;
- The Office of Elevators and Amusement Rides issued 8,733 elevator certificates and 716 amusement ride permits;
- The Office of Wages and Child Labor opened 2,011 wages cases and 10 child labor cases;
- OSHA performed 480 health and safety inspections, provided 1,749 responses to requests made to the Standards Office, and saved state businesses \$1.4 million in potential fines by offering voluntary consultation services through its Office of Voluntary Programs;
- The Office of State Fire Marshal performed an average of 766 inspections per deputy resulting in over 7,000 violations found;
- The Community Risk Reduction (CRR) section of the Office of State Fire Marshal offered programs to 3,010 adults and 4,595 children through 278 programs.
- CRR provided the public, through local fire departments, with 1,570 smoke alarms, 200 carbon monoxide alarms, 35 hearing-impaired smoke alarms, and 5,000 home fire drill planners.
- The State Fire Academy offered 2,522 training classes for 25,794 students; and
- The Office of Communications and Governmental Affairs responded to more than 1,100 requests for information in the form of FOIAs and subpoenas.

These numbers provide a snapshot of the core functions the Agency performs each day. It is able to accomplish so much each year because of a dedicated, hard-working staff committed to protecting the citizens of this state.

1. What are 3-4 agency successes?

Partnering - Community Outreach and Emergency Response

The agency recognizes that it can afford the state's citizens even more protection, while also being better stewards of state resources, when it identifies and collaborates with external partners having similar or overlapping missions. The agency has done so and continues to do so in a variety of ways.

The agency has been heavily involved in the state's response to the opioid epidemic. In 2016, the General Assembly passed a law permitting pharmacists to dispense Naloxone without a patient-specific written order or prescription pursuant to a joint protocol issued by the Boards of Medical Examiners and Pharmacy. Following issuance of the protocol, the agency went live with its website, Naloxone Saves SC (naloxonesavessc.org), on September 1, 2017. The site provides education about Naloxone use and overdose prevention, offers a method for pharmacies to notify the Board of Pharmacy when initiating their participation in Naloxone dispensing without a prescription, and gathers voluntarily-provided information about Naloxone use and attempts to reverse overdoses. The site was created and is hosted by the agency at no cost to taxpayers. In its first year, the website has already received over 2,000 hits. As of April 16, 2018, over 270 pharmacies have utilized the website to voluntarily dispense Naloxone pursuant to the protocol without a prescription.

LLR joined with other cabinet agencies to coordinate the Governor's First Annual Opioid Summit, which was held in Columbia, South Carolina, on September 6-7, 2017, and hosted by DAODAS. Approximately 600 stakeholders from the public and private sectors attended sessions designed for clinicians, law enforcement, educators, families, and individuals in recovery over the course of two days. The Boards of Dentistry, Medical Examiners, Nursing and Pharmacy discussed the Joint Revised Pain Management Guidelines, which were updated in August of 2017, at the Summit.

LLR has continued its collaboration with other state agencies and non-governmental stakeholders in addressing the opioid epidemic as part of the Opioid Emergency Response Team ("OERT") created by Governor McMaster's Executive Order 2017-42, which declared a statewide public health emergency relating to opioid misuse and abuse, opioid use disorder and opioid-related deaths. Since the issuance of the Executive Order on December 18, 2017, representatives from LLR have worked with representatives from across our state to identify all resources that may be deployed to combat this epidemic with four goals: (1) educate and communicate; (2) prevent and respond; (3) treat and recover; and (4) coordinate law enforcement strategies. The OERT is working diligently to develop a state plan that will be published in June of 2018. LLR's professional and occupational licensing boards, particularly the healthcare-related boards, and State Fire are heavily engaged in this endeavor.

The South Carolina Fire Academy is working with DHEC's Bureau of Emergency Medical Services to educate firefighter first responders to administer Naloxone as part of the R.O.L.L. (Reduction of Opioid Loss of Life) initiative, utilizing both online and in-person instructional resources. R.O.L.L. is currently operational on a pilot basis with a few departments, but will launch on a broader scale when federal grant funds become available in the Fall of 2018.

In 2017, the agency collaborated with the Attorney General's office and shared available information to aid in the criminal prosecution response to the opioid problem. The agency is also collaborating with DHEC to provide reports to the boards who license prescribers of controlled substances regarding the number of prescribers who are registered and using the South Carolina Reporting &

Identification Program Tracking System (SCRIPTS) appropriately. Also, one of the agency's boards, the Board of Examiners for the Licensure of Professional Counselors, Marriage and Family Therapists, and Psycho-educational Specialists, partnered with DAODAS to update its practice act to establish licensure for addiction specialists.

In 2014, the agency formed the Healthcare Collaborative Committee, a group comprised of members of the Boards of Nursing, Pharmacy, and Medical Examiners, as well as representatives from the DHEC Bureau of Drug Control, to discuss trends reaching across the medically-related professions and to make recommendations to their respective boards concerning the same. The group meets at least once annually and continues to provide an opportunity for collaboration among medical professionals in an effort to improve healthcare for the state's citizens.

Since 2014, the agency has participated in the Attorney General's Human Trafficking Task Force, an interagency task force established to develop and implement a state plan for the prevention of trafficking in persons. Both the Board of Cosmetology and the Panel for Massage/Bodywork have identified human trafficking concerns in nail salons and massage establishments, respectively. Studies have shown that health care providers, many of whom are regulated by boards under the agency's umbrella, are often the only professionals to interact with trafficking victims who are still being held captive; therefore, an opportunity for physical and psychological care, or escape, may exist if professionals are appropriately educated and recognize the signs of human trafficking. In addition to partnering with the federal, state and local agencies on the Attorney General's Task Force, a number of agency staff members are currently participating in a task force created by the Panel for Massage/Bodywork to advise and recommend legislation to regulate massage establishments in an effort to curb human trafficking and sex crimes in the profession. Legislation was filed this year to regulate massage establishments and the Panel for Massage/Bodywork has offered its data and findings to the committee considering the bill.

The agency also provides resources for licensees in an effort to combat domestic violence, following its participation in former Governor Nikki Haley's Domestic Violence Task Force. In conjunction with ten of its medically-related professional and occupational licensing boards, the agency highlights and makes available a roster of continuing education classes focusing on domestic/intimate partner violence. The agency has also created a free professional's guide to domestic violence resources that can be printed and placed in a licensee's public waiting area or given directly to clients.

A partnership also exists with the Career and Technology Education (CATE) Work-Based Certification Program offered by the Department of Education. This program enables individuals with work experience in career and technology areas who do not meet the regular certification requirements to be eligible for employment as a 9-12 grade level teacher in a South Carolina public school district. Some of the areas offered through CATE are regulated professions under the agency's umbrella: barbering, carpentry, cosmetology, electricity, emergency and firefighting services, esthetics, masonry, nail technology, and plumbing.

Internally, the agency's divisions partner with each other to ensure health and safety messages are spread throughout the applicable professions. For example, the medically-related professional and occupational licensing boards who have Schedule II prescriptive authority (i.e., the Boards of Medicine, Nursing, Pharmacy and Dentistry) issued the Revised Joint Pain Management Guidelines in August of 2017 to assist physicians, physician assistants, advanced practice registered nurses with prescriptive authority, and dentists in safely prescribing controlled substances.

The Amusement Rides program also joins SC OSHA annually to provide safety training to amusement ride workers during the fall fair seasons. Ride operators receive instruction on operator safety from the Amusement Rides program, and workers receive a Toolbox Safety Briefing from the OSHA Office of Volunteer Programs (OVP).

The Division of Fire and Life Safety (State Fire) has a mission to be the State's focal point for service and support to save life and property. Consisting of the Office of State Fire Marshal, the South Carolina Fire Academy and the South Carolina Emergency Response Task Force, State Fire seeks to accomplish the mission by collaborating with many external agencies and entities. For example, State Fire partners externally with state agencies to provide many needed services:

- Department of Administration: inspection of existing state buildings
- Department of Commerce: consultation with new business enterprises
- Department of Corrections: assistance to inspect prisons and detention centers; DOC provides inmate labor
- Department of Disabilities and Special Needs: plan reviews and inspection of licensed facilities
- Department of Education's Office of School Facilities: provides inspections for new construction and public school renovations
- Office of State Engineer: sprinkler plan reviews
- Emergency Management Division: assistance with the State Emergency Operation Plan
- Department of Health and Environmental Control: collaborate with hazmat mitigation
- Department of Social Services: inspection of foster homes.
- State Law Enforcement Division: collaborative development of fire investigation courses and investigation of fire-related fatalities
- South Carolina National Guard/Adjutant General: joint training and missions for the Helicopter Aquatic Rescue Team and integration of State Guard into SC Task Force 1

The Community Risk Reduction (CRR) section of the Office of State Fire Marshal develops, delivers, and maintains fire and life safety programs that address two areas - educational initiatives directed at the public and resources directed to local fire departments. In 2017, it launched a statewide program aimed at addressing and reducing fire-related fatalities, Fire Safe South Carolina. The program unites fire service organizations to engage influential stakeholders to support local fire departments that serve their citizens through strategic community risk reduction programs. Fire Safe South Carolina is funded by the agency but operates as a partnership with the South Carolina State Firefighters' Association, the South Carolina State Association of Fire Chiefs and the South Carolina Fire Marshals Association.

The Division of Fire and Life Safety's Emergency Response Task Force (ERTF) also partners with external entities and agencies to ensure effective and immediate emergency response to any location within the state and to provide emergency response to disasters in other states. The Assistant State Fire Marshal that leads the ERTF serves as the state's mobilization coordinator for Firefighter Mobilization. This is a state plan to provide resources to any fire department in the state if an event such as a fire, rescue, hazardous materials event, or natural disaster occurs that cannot be handled by the local department alone. It can be implemented at any time at the request of an incident commander or by the State Fire Marshal and is designed to enhance local mutual aid agreements by providing statewide aid when needed.

ERTF's Urban Search and Rescue Team, SC-TF1, provides a coordinated response to state emergencies and disasters. The multi-disciplinary team includes four areas of specialists: search operations, rescue operations, medical treatment, and technical support. The Task Force is capable of responding to state and national disasters including hurricanes, floods, earthquakes, widespread tornados, and man-made technological and terrorist events. It relies upon memoranda of understanding with local fire departments and others whose firefighters or employees volunteer to join the Task Force and stand ready for Task Force training or when called up to respond.

SC-HART (South Carolina Helicopter Aquatic Rescue Team) is a collaborative effort between the Task Force, under the direction of the agency, the SC Emergency Management Division and the Army

National Guard Aviation Unit based at McEntire Joint National Guard Base. The group is comprised of highly-trained professional rescuers, pilots, and crew members capable of performing helicopter rescues using the UH-60 Black Hawk and the UH 72 Lakota. The partnership is in its ninth year of service to the state. This past fall, State Fire coordinated and supported its first out-of-state deployment of SC-HART to aid in the response to Hurricane Harvey in Texas.

Partnerships continue and evolve to further strengthen the ERTF. State Guard Battalion One and ERTF are rapidly working toward integrating personnel into the Task Force. ERTF is looking to build greater cooperation with the state's five regional Search and Rescue Teams through joint training, joint exercises, and coordination and sharing of personnel and equipment.

The effectiveness of the ERTF partnerships was tested and proven sound during the October 2015 flood. Over the course of nine days, 49 members of the Task Force participated in numerous rescues and reconnaissance missions; SC-HART performed 26 aerial rescues; and the Firefighter Mobilization program, in addition to providing assistance statewide, supplied the City of Columbia with 15 tankers to assist with fire suppression due to the City's loss of water service.

Educating - Agency Employees, Agency Stakeholders, and the Public

It is essential to the functionality of the agency that employees routinely receive training, and the agency strives to provide many opportunities for them to do so.

The agency provides career growth opportunities and support for leaders at all levels. With a focus toward operational excellence and succession planning, the agency aims to develop its employees by broadening their perspective in their current role, as well as preparing them for future roles. Training opportunities vary from orientation and on-boarding, which acclimates new hires to the agency, to manager orientation, which expands the knowledge of both newly-hired and promoted managers toward operational leadership approaches in human resources, finance and budgeting, and procurement.

In addition to developing current and future leaders, the agency offers both generic and customized training in the areas of customer service, time management, conflict resolution, effective communication approaches, and delegation of duties. Likewise, the agency takes a special interest in ensuring employees are linked with outside training opportunities as well through various seminars and conferences that address each employee's specific role.

The agency provides all of its investigators and inspectors a mandatory three-day training session, resulting in CLEAR certification for those employees. CLEAR is the Council on Licensure, Enforcement and Regulation, an international organization providing education and training to regulatory bodies. The agency has also offered additional training to investigators, such as report writing, medical terminology, and training in their specific subject matter areas. In light of the nationwide opioid epidemic, investigators have received training related to prescription monitoring, drug diversion, and addiction to aid them in recognizing substance use disorders.

The agency provides numerous training opportunities for its employees within the Division of Fire and Life Safety, relative to their areas of responsibility. All Deputy State Fire Marshals and Plan Reviewers are afforded training and education that provides the necessary continuing education required to maintain their International Codes Council (ICC) certifications. All codes enforcement employees are encouraged and provided opportunities to seek additional certifications through ICC and other accredited institutions. Fire Academy employees are constantly training to maintain their competencies in their respective areas of instruction. This training includes internal programs to sharpen their skills and external programs offered by other in-state and national fire service entities and conferences. Employees of the Emergency Response Task Force participate in regular training and education, including quarterly Helicopter Aquatic Rescue

Team training, quarterly Urban Search and Rescue core competency training, annual Operational Readiness Exercises, and various national conferences and training exercises.

Within the last two years, SC OSHA has hired a Training Director, instituted a comprehensive training program, and trained 2 compliance officer classes (each of 8 or more). This new training program includes in-class study, hands-on labs and in-field observation and experience. The new program takes into account the varied learning styles of individuals and captures the true “in-the-field” experience of health and safety work. The Training Director also facilitates training for all OSHA staff including in-house training, webinars and offsite training.

It is also important for the public to be educated in all of the services the agency offers. For many years, SC OSHA has been a leader in educating the business community in all areas of the OSH Act by providing businesses with safety and health courtesy inspections, technical assistance, and safety and health training through its Office of Voluntary Programs (OVP). These services are free to both private and public sector employers.

In 2017, OVP visited 880 worksites to help employers identify and correct specific hazards, provide guidance in establishing or improving an effective safety and health program, and offer training and education for employers, supervisors and employees. The only obligation of the businesses availing themselves of the complimentary OVP services is to make the recommended corrections in a timely manner. More than one million dollars in potential fines is saved annually by businesses achieving compliance through OVP consultations. Additionally, OVP provided 293 training programs to employers and employees, either onsite or at regional locations throughout the state, designed to reduce or eliminate safety and health hazards in the workplace. Education topics range from bloodborne pathogens to lockout/tagout (practices designed to safeguard employees from the unexpected energization or startup of machinery and equipment) to trenching and excavation.

OVP also administers programs to recognize employers with exemplary safety and health records and reduced injury and illness rates. The Safety and Health Achievement Recognition Program (SHARP) recognizes small and high hazard employers that have developed and maintained effective safety and health programs. The Palmetto Star Voluntary Protection Program (VPP) recognizes and promotes effective safety and health management systems. A company that has exhibited this culture of safety and health and attained the VPP status is considered to have one of the safest workplaces in the state. These “star” sites have served as much needed resources in our Youth Safety Outreach Program.

Since 2016, OSHA has devoted a portion of its funding, in conjunction with VPP site resources, to offer general safety and “OSHA 10” classes to high school and technical school students. OSHA 10 classes provide information needed to help workers learn to be aware of health and safety hazards so that they may be avoided. The 10-hour training course also offers an overview of how SC OSHA functions, as well as the rights of employers and employees. Because there are no prerequisites to these classes, they provide an excellent opportunity for school-based training at no cost to the state’s future workforce. Since the program’s inception in September 2016, over 1,200 students have been trained at no cost for the students. This past year, eight OSHA 10 classes were offered, providing training and certification for 124 students. OVP also offered 12 general safety awareness classes that trained 321 students. In furtherance of its mission and commitment to education, OSHA has also historically entered into partnerships with local employers and alliances with groups committed to worker safety and health.

The Division of Fire and Life Safety supports firefighter training programs through the state’s Career and Technology Education (CATE) Centers through curriculum development, student evaluations and testing, and course coordination and administration. Students who successfully complete the CATE Firefighter programs are eligible to test for an internationally accredited certification through the South Carolina Fire Academy.

The South Carolina Fire Academy is operated for the express purpose of educating and training the state's paid, volunteer and industrial fire service personnel. However, beyond that, the Fire Academy trains out-of-state firefighters and open enrollment students, and offers youth firefighter programs such as the Boy Scout Explorer program. In addition to over 150 courses available through the Fire Academy, 19 programs are internationally accredited through the International Fire Service Accreditation Congress (IFSAC) and The Pro Board Fire Service Professional Qualifications System. Courses are either delivered on the Academy's 208-acre campus or locally delivered through the Academy's network of part-time and non-paid Academy Certified Instructors. The Fire Academy trains more than 30,000 students each year in programs that encompass the all-hazards incident types that South Carolina fire departments encounter. These programs include basic firefighting, engine and truck company operations, hazardous materials, technical rescue, aircraft rescue and firefighting, incident command systems, codes enforcement inspections, fire investigations, leadership and fire department management, fire officer, and emergency medical services.

The Community Risk Reduction (CRR) Section of the Office of State Fire Marshal exists to provide education and resources to local fire departments and the general public in an effort to reduce injuries and fatalities, with a special emphasis on reducing fire-related injuries and fatalities. In 2017, the CRR Section trained 7,638 citizens through its programs. CRR programs include direct delivery of public education programs at local fire department events, schools, and community organizations. Additionally, the CRR Section provides regularly-scheduled educational opportunities in partnership with EdVenture, through the "Dalmatian Station" and "Home Safe Home" exhibits.

Serving - Improved Access to and Efficiency of Customer Services

With advances in technology emerging seemingly every day, the agency has benefitted from having a talented, in-house information technology team of state employees in the Department of Technology and Security (DoTS). They design programs that provide the agency's customers the services they need through the agency's website. Applications and renewals have been a major focus of the team; as of today, 140 initial applications and 265 renewal applications are available online. In addition to filing applications, the public may also file complaints about licensees online.

Mechanisms for payment have also been enhanced; no longer must the public mail in checks or money orders. Licensees may pay application fees, renewal fees, and disciplinary fines online. The payment engine has also been enhanced to accept many types of credit cards without passing along any user fees to the customers. Additionally, it provides maximum security for users because the system does not store credit card numbers. DoTS has also recently added a proxy payment feature whereby a licensee can renew his or her license and a third party pays the fee.

DoTS also built the "Fire Portal" in 2013 to provide fire department personnel with a streamlined registration system. The Fire Portal is a one-stop shop that allows fire chiefs and assigned administrators to electronically submit SLED background checks; file mandatory reports, including quarterly inspections and annual fire equipment certificates; update rosters; and revise Firefighter Mobilization records. The Fire Portal is also a tool for fire department training officers as they are able to approve and register firefighters for classes, run selected performance reports, and view a complete training schedule. Once an email is provided for login access, an individual firefighter is able to view available courses, sign up for classes, and view a current Fire Academy transcript. Portal usage shows more than 11,038 individual users, with 469 of the fire departments in the state online.

Last year, DoTS introduced the South Carolina Amusement Ride Inspection System (SCARIS), which is a program that allows amusement ride owners to submit their applications and pay for inspections electronically. The system also provides a mechanism for the public to file online complaints against an

amusement ride owner and offers a valuable service to the public by creating a central, searchable database for all amusement rides in the state. DoTS also established a web portal for the Elevator program whereby building owners can update their records and pay invoices.

In April 2017, the agency implemented a universal continuing education tracker, CE Broker, for licensees' use. The CE tracker will increase the agency's ability to monitor and audit continuing education compliance through the use of technology, thereby freeing up staff time to provide more frontline customer service for licensees. Eight boards are currently using the system. Additional boards will follow, and the process will continue until all boards are using the resource. Aside from allowing staff to provide more customer service to licensees, the agency will be able to better ensure licensees have attained the required continuing education credits for licensure rather than relying on random audits to reveal deficiencies.

Online capabilities are attractive to most everyone, but quality customer service from the individuals who work in the agency will always be of the utmost importance. The agency offers ongoing, in-house customer service training for all staff. To reward excellent performance and customer service, the agency director rewards one employee, nominated by staff, with a public servant award, discussed below. Additionally, an employee-run committee nominates an individual to receive a "rock star" award, recognizing outstanding contributions to the agency. Customers themselves have an opportunity to rate the service of employees by filling out an online survey linked to every program's webpage. These surveys are reviewed daily by the agency's Office of Communications and Governmental Affairs.

2. What are 3-4 agency challenges? These may include things agency representatives already have a plan to improve.

Talent Recruitment and Retention

Like all state agencies, the agency competes with the private sector to recruit the highest-quality employees to fill each of its vacancies. The agency often loses out on good candidates because it simply cannot offer a salary competitive to private sector jobs.

The agency also faces the perennial problem of a retiring workforce. In 2007, the agency reported that 41% of its workforce was eligible to retire within five years. That number is down today to just over 20%, but the problem remains. Almost 50% of the agency's current workforce has been hired in the last five years; therefore, one-fifth of the agency's most experienced workers are poised to retire, while almost half have been on the job less than five years. A lack of experience and institutional knowledge with the remaining workforce will be a challenge the agency will face.

Recognizing this, the agency's leadership began workforce planning in 2015 with an earnest review of the existing employee base, their positions, and their career paths. Employees' position descriptions were reviewed and revised to more appropriately describe their jobs. Positions were reclassified when warranted, and eligible employees received promotions in accordance with the reclassifications. An intensive salary study was conducted to ensure employee pay was internally consistent when comparing workers' education and experience, and was similar to pay in other state agencies offering the same or similar positions. The agency continues today to develop and enhance career paths for employees in each of its divisions, focusing on establishing clear, repeatable, and sustainable metrics for managers to provide employees with paths of upward mobility.

Also, in 2015, the agency began setting parameters for rewarding employees who demonstrate extraordinary public service beyond what is required of them, or who develop innovations that are implemented and provide a significant benefit to the public. Some recipients have earned monetary incentives utilizing the parameters in the state's bonus program. Additionally, Director Farr has continued

the five-year program that recognizes one employee each month for the outstanding public servant award. She honors the recipients, as well as all agency employees, with a quarterly reception, and invites recipients to have lunch with her, with their supervisors, to promote idea sharing and create a sense of teamwork at all levels of the agency.

Funding

Like hiring and retaining valuable employees in government agencies, funding government programs is a challenge. Unlike most state agencies, the agency does not rely upon General Fund allocations for all of its programs. Most programs are self-funded with revenues generated by the fees they charge for services they provide. However, other programs are also funded by those fees, and at least one program has no funding source at all. Each presents its own set of challenges.

The professional and occupational licensing programs are statutorily mandated (pursuant to S.C. Code Ann. Section 40-150 (D)) to assess, collect, and adjust their fees biennially to ensure they are sufficient, but not excessive, to cover expenses including the total of the direct and indirect costs to the state for the operation of each respective board. For programs with a large number of licensees, like the Real Estate Commission, ensuring staffing needs are met and costs are kept low is relatively simple. The Commission has its own administrator and approximately eight staff members who work exclusively in the licensure and compliance aspects of that program, yet the agency only charges real estate salespersons \$45 and real estate brokers \$55, biennially, to renew their licenses, because there are so many licensees that the program can absorb the costs - over 42,000, excluding inactive licensees and real estate and property management offices; the grand total of all Real Estate Commission licensees exceeds 60,000. By contrast, the 45 licensed Soil Classifiers must pay \$200 biennially to renew their licenses, and their board shares an administrator and a staff of five employees with five other licensing boards to minimize the costs for all.

As to funding for the Office of State Fire Marshal, Proviso 81.1 allows the Fire Marshal to charge fees for training to cover the cost of education, training programs and operations. The proviso further permits any unexpended balance to be carried forward and used for the same purposes. However, neither ERTF nor Firefighter Mobilization receive recurring funds, and both rely upon money allocated to the State Fire Marshal and the Fire Academy, respectively, to sustain their programs.

As a state hosting a state-run OSHA program, South Carolina is required to provide at least 50% of the cost of its plan, with Federal OSHA funding no more than 50% of the costs. If the match is not made, then South Carolina loses the federal funding. In 2009, when the financial crisis occurred, the state could no longer guarantee the Federal match. A proviso was added requiring the agency to transfer the balance of any funds necessary to achieve the match to avoid returning federal unmatched funds to the federal government. This proviso remains in place, although the state has been able to restore most of the funding previously allotted to this program as the economy has improved. However, with limited funding SC-OSHA cannot do everything it may wish, like expanding its Outreach Program and serving more VPP (Voluntary Protection Program) partners.

Another agency program with a similar challenge is the Immigration Compliance program. In 2009, the Illegal Immigration Reform Act tasked the agency with investigating allegations of violations pertaining to any state employment license, or the knowing and intentional employment of unauthorized aliens, but the mandate was unfunded. To establish the program, the agency was directed by proviso to use \$750,000 of licensing carry-forward funds to implement the act. The following year, the proviso required the agency to spend up to \$2 million in carry-forward, but no General Fund Allocations were made. Today, the scaled-back program still relies upon licensure funds to sustain it.

Finally, the Wages and Child Labor program receives no funding. It has no General Fund allocations, and services do not generate fees, so they have no revenue source.

Uniqueness under the Agency's Umbrella

In addition to the challenges discussed above that are faced by most, if not all state agencies, the agency does face its own unique challenges, too. In terms of size, the agency is certainly smaller than many other agencies that have offices in each county statewide, but the breadth and diversity of the subject matter covered and services provided by the agency is considerable. Senior leadership and staff in the Division of Administration, DoTS and Office of Communications and Governmental Affairs must be adept in each program area to ensure its individual needs are met.

Within the professional and occupational licensing boards, difficulty lies in balancing the relationship between the administrative functions the agency provides and the autonomous decision-making authority of the boards and commissions. The agency is charged with all administrative, fiscal, investigative, disciplinary, clerical, secretarial, and license renewal operations and activities of the boards and commissions. The agency director is in charge of hiring and compensating employees, and enters into contracts and agreements she deems necessary or incidental to provide all required services for the boards. Prior to 1994, however, these functions belonged to each of the boards; thus it is not uncommon to encounter situations where the boards wish to exercise discretion they previously had.

It is difficult, too, for the public to understand the role the agency plays when it comes to the authority of the boards and commissions. The boards have sole licensing and disciplinary authority; the agency cannot overrule a decision related to licensing and discipline made by the boards. The agency does provide advice counsel to each of the boards to aid in their decision-making, but the boards are the enforcers of the laws, and the agency cannot interfere with the decisions that are made. Contrast the role of the agency and the licensing boards with that of the labor programs where the agency director is charged with the affirmative duty of administering *and* enforcing the law.

Administering the programs for the boards has its own set of challenges. The 42 boards and commissions are comprised of approximately 350 individuals who are appointed or elected to their seats, serving in strictly a voluntary capacity. The board members are typically required to be employed in their profession, and, if they are a public member, they are frequently employed in another profession; therefore, board members must take time away from their own jobs to attend board meetings. Simply stated, that makes scheduling difficult for the agency and for the board members. It also means fewer people are able to accept an appointment for board service, which leads to vacancies on the boards. Currently, there are 27 vacancies across the boards, and 103 members are holding seats with expired terms. With vacancies and scheduling conflicts, some meetings must be canceled for lack of a quorum present; a canceled meeting often means a delay in addressing important board business or resolving disciplinary matters for licensees. Also, unless their practice acts state otherwise, boards are only required to meet two times a year. Accordingly, a cancellation due to lack of a quorum could mean that more than six months would pass before a scheduled matter could be heard. In order to get much of the work accomplished, boards have the ability to delegate some authority to the agency (such as licensing certain individuals who may have committed minor violations of the law), but other tasks cannot be delegated (such as final decisions for a disciplinary case against a licensee). For the boards with a large number of licensees, this usually means even more work with respect to application and disciplinary hearings. Often, these boards may meet for two or three days each quarter, every other month, or even every month, yet the agency still finds the need for more board member time to resolve cases and licensing issues.

The challenges within the Division of Fire and Life Safety have been a primary focus of the agency this past year. Upon arriving as the newly-appointed director of the agency in August of 2017, Director Emily Farr was met with concerns from the firefighting community and the General Assembly that the Division of Fire and Life Safety had lost optimal functionality. Questions were raised as to whether the Division would better serve the citizens of the state if it was removed from the agency umbrella. Director

Farr, along with the newly-appointed State Fire Marshal Jonathan Jones, met the challenge head-on, hiring new leadership in each of the top positions of the Division and strengthening relationships with the leadership of the state's fire service.

Over the past year, State Fire has accomplished much. A new finance operations manager position was created, and the Division's senior managers were invited to participate in budget planning and analysis sessions. The Division sought and received approval of the Joint Bond Review Committee to renovate the campus fire station and campus dormitory. The Division redefined its mission statement and launched a rebranding campaign with new "State Fire" logos, a "We are State Fire" video, and a new website landing page. The Fire Academy received a new ladder truck, engine and tanker, hired 29 new part-time instructors, performed classification and compensation reviews for all part-time instructors, and redesigned its organizational structure to more efficiently manage operations. The Office of State Fire Marshal launched Fire Safe South Carolina, a statewide Community Risk Reduction program discussed previously. The Division also hosted the National Association of State Fire Marshals Annual Conference and the National Fire Information Council Conference. The ERTF held SC-HART qualification exercises to re-qualify existing rescuers and qualify new rescuers.

Most importantly, State Fire focused on reestablishing its longstanding positive relationship with the firefighting community, regularly attending the industry's meetings and giving updates and reports on the Division's activities. By all accounts, concerns with the program's functionality have been allayed, and Director Farr and State Fire Marshal Jones remain committed to ensuring the continued progress of the Division.

3. What are 3-4 emerging issues agency representatives anticipate having an impact on agency operations in the upcoming five years?

Access to Healthcare

Access to healthcare continues to be a significant problem nationwide, and South Carolina has taken careful steps to address the problem while ensuring the safety of the public is not compromised. In 2017, two important legislative initiatives occurred that will ultimately expand access to healthcare by increasing the number of available healthcare providers and by expanding the mechanisms through which care may be provided. First, the General Assembly passed a budget proviso allowing Advanced Practice Registered Nurses (APRNs) to practice telehealth upon receiving approval by their licensing boards, and is, this year, considering a bill to codify APRNs' ability to perform delegated medical acts by telemedicine (H.4529). Previously, in 2016, the General Assembly amended the medical practice act to allow physicians to practice telemedicine. Telemedicine has great potential to ensure that the state's underserved areas receive the same access to excellent healthcare as all other areas of the state without the burdens and expenses associated with travel.

Also, in 2017, the General Assembly passed the Enhanced Nurse Licensure Compact (eNLC), which increases access to care by allowing Registered Nurses (RNs) and Licensed Practical Nurses (LPNs) to practice in other states that have adopted the Compact without obtaining additional licenses. While allowing fluidity of practice across state lines, the Compact maintains public protections afforded by state-level licensure. To obtain the multistate license, a nurse must meet eleven uniform licensure requirements. Additionally, he or she must undergo a federal criminal background check to confirm eligibility for a multistate license. While this Compact applies only to RNs and LPNs, three western states have adopted an APRN Compact.

Following the success of the nurse Compact, the General Assembly is again considering licensure compacts for two other medically-related professions: the Physical Therapy Licensure Compact (H.4799) and the Interstate Medical Compact (H.5174) acts were introduced in the General Assembly this session.

While no meaningful opposition has been raised concerning physical therapy, there is a difference of opinion in the medical community about the efficacy of the interstate medical compact because of its potential to undermine a member state's ability to govern the practice of medicine within its borders.

The agency's boards do not advocate for or against legislation. They are tasked with interpreting and enforcing the law. Agency staff and board members stay abreast of national healthcare trends and will share with the General Assembly any information they learn to help shape the laws that govern healthcare to ensure the best care possible for the state's citizens.

Implementation of Background Checks and Fingerprinting

Under S.C. Code Ann. Section 40-1-140, a person may not be refused an authorization to practice, pursue, or engage in a regulated profession or occupation solely because of a prior criminal conviction, unless the criminal conviction directly relates to the profession or occupation for which the authorization to practice is sought. A board may, however, refuse an authorization to practice if, based on all information available, including the applicant's record or prior convictions, it finds that the applicant is unfit or unsuited to engage in the profession or occupation

In 2017, the General Assembly determined that enhanced background checks should be required for licensees of the Real Estate Commission and passed Act No. 60 of 2017, which requires applicants for initial licensure and applicants for licensure renewal to submit to a state fingerprint-based criminal records check, to be conducted by SLED, and a national criminal records check, supported by fingerprints, by the FBI.

Over the past year, the agency has researched the most efficient way to implement this program, but the task is daunting. Fingerprinting mandated by state statute must comply with all federal requirements. Fingerprinting requires secure terminals and areas within the agency, and it must be performed by employees who have undergone background checks and security training.

As of today, the Real Estate Commission has 50,112 active and inactive, individual licensees. Fingerprints and background reports will need to be obtained for all existing licensees, many of whom live outside of the state and even the country, at renewal. Real Estate licensees renew biennially, with approximately half renewing in odd-numbered years, and the other half renewing in even-numbered years. Renewal cycles begin May 1st and run through December 31st. Agency staff would likely run 15,000 to 20,000 background checks per year to ensure compliance with the new law as written.

The logistics of obtaining and processing background checks with fingerprinting will necessarily slow initial and renewal application turnaround times if conducted in-house. Background checks yielding positive results will also add time to the licensure and renewal process. Each time a licensee with a positive criminal background check renews, agency staff will be required to review the offenses, even if the offenses are from the past and have been previously vetted, because there is no way to extract them from the report. Additionally, some positive results will be pending charges, not convictions. The statutory grounds for denial of a license are only for convictions; therefore, staff will need to communicate with renewal applicants directly regarding reporting requirements and monitor the status of pending offenses. Currently, the program administrator is tasked with reviewing background checks and is given the discretion to approve certain offenses without the full Commission's review, but with the increase in volume, at least one additional staff member, if not more, will need to be permitted to aid in the review. It is likely, too, that many of the positive results will require review by the full Commission in a public meeting. The Commission already meets eleven times each year, but with this additional layer of review, more meetings will be necessary to prevent impeding the application and renewal process.

The agency is currently reviewing the potential for outsourcing the fingerprinting and background check processes to avoid some of these problems. The agency also performs fingerprinting and criminal background checks for four boards in-house. However, those boards only require fingerprinting and criminal background checks at initial licensure; therefore, the sheer volume of initial licensures and renewals for such a large board makes integrating Real Estate into the existing framework impossible.

Physical Security

Each year, the agency enhances security measures to protect the data it collects and stores electronically, but in light of the significant increase in workplace violence, the physical security of the agency's employees, board members, licensees, and visiting public has become a focal point for the agency's leadership.

Prior to 2018, the agency had made numerous security upgrades to enhance the safety of those doing business with and working in the agency. Beginning in 2015, the building common areas were restructured to insulate employees from public access. Specifically, waiting areas were built on the second and third floors of the building, allowing the public to interact directly with one employee through a glass window upon entry to the building. Three doors were also added to bar public access to the remaining employees and their workspaces on the second and third floors. Each common area maintains its public doorway, but badge readers were added to all other doors opening onto a building hallway to ensure the public does not access restricted areas. Badge readers were also added to three network computer closets. Cameras surrounding the agency's computer server room were upgraded for an enhanced quality picture. Cameras were also added to the hallways, elevator portals, and common areas. To better ensure the safety of the agency personnel, security lighting was added in the parking lots, and a security guard was hired to be present at all times the agency is open for business.

In 2016, the agency installed additional security cameras on the premises and retains footage from those cameras for thirty days after filming. Additionally that year, the agency added badge readers and cameras at the Fire and Life Safety Campus off Monticello Road, and in 2017, added four badge readers and three security cameras for suite security in the Congaree Building which now houses SC OSHA.

This year, the agency began providing mandatory Active Shooter training to its employees. The training was provided this spring by Lieutenant Dominick Pagano, the senior law enforcement training instructor with the Richland County Sheriff's Department. The agency is also researching additional safety measures to be added to the building, including security wand metal detectors.

Regulation of Existing and New Programs Areas and DACA

South Carolina Code Section 40-1-10(B) determines when a profession should be regulated:

No statute or regulation may be imposed . . . upon a profession or occupation except for the exclusive purpose of protecting the public interest when the:

- (1) unregulated practice of the profession or occupation can harm or endanger the health, safety, welfare of the public and the potential for harm is recognizable and not remote or depending upon tenuous argument;
- (2) practice of the profession or occupation has inherent qualities peculiar to it that distinguish it from ordinary work or labor;
- (3) practice of the profession or occupation requires specialized skill or training and the public needs and will benefit by assurances of initial and continuing professional and occupational ability; and

(4) public is not effectively protected by other means.

The agency currently administers the programs for 42 professional and occupational licensing boards, but there is no mechanism in place for the General Assembly to consider the continued need to regulate a program. The only legislative directive on point is the statute tasking the director with the responsibility of reporting on professions and occupations that no longer meet the spirit and intent of Section 40-1-10. No objective criteria are established for that review, and any recommendations for deregulation of a profession or occupation place the director at odds with the individuals whose programs she is tasked with administering.

In addition to the continued regulation of existing programs, the agency is faced each year with professions seeking legislation to require that they become regulated professions. Over the past five years, electrologists, sign language interpreters, music therapists, and genetic counselors, to name a few, have sought legislation to require licensure. Chief among their reasons for seeking licensure is the requirement for professional licensure to be reimbursed by insurance. Other reasons asserted are the desire to limit use of a profession's or occupation's name to those who attain a certain level of education and experience (title protection), and the desire to professionalize a field.

However, imposing the burdens of licensure serves as a barrier to the entry of professions that may not need the protections afforded by licensure. The impact of such barriers is often seen with military spouses who travel across state lines and desire to practice their professions wherever their spouses are stationed, but cannot always do so due to differing state law requirements for licensure. The impact is further experienced by the immigrant population who may have appropriate experience and skills, but who do not meet the relevant licensing requirements.

Another emerging issue affecting the agency is the effect of DACA (Deferred Action for Childhood Arrivals) on the state's workforce. In March 2014, the Attorney General issued its opinion to the agency's general counsel that individuals who have been granted DACA status should be denied a professional or occupational license in the state. Between October 1, 2013 and October 31, 2017, 4,694 applicants applying for professional or occupational licenses who were non-U.S. citizens had their credential processed through the SAVE system as required by state law, and of that number, 187 held DACA status.

Two pending bills address DACA and Dreamers - H.4435 and S.869. Both would permit the state to license individuals with DACA status provided all other licensure requirements are met.

B. Records Management

4. Is the agency current with transferring records, including electronic ones, to the Department of Archives and History? If not, why?

Yes. Records retention is an ongoing process, as well as an evolving one reflecting changes in the way data is stored electronically. The Agency communicates regularly with the Department of Archives to ensure continued compliance with records retention requirements.

5. Please provide the Committee a copy of the agency's records management policy. If the agency does not have a records management policy, what is the agency's plan to create one?

Please see below.



**POLICY AND PROCEDURES
HUMAN RESOURCES**

SUBJECT:	<i>Agency Records Management</i>		
EFFECTIVE DATE:	04/17/2018	HR NUMBER:	HR 01-18
REVISED DATE:		REVIEWED DATE:	

THE LANGUAGE USED IN THIS DOCUMENT DOES NOT CREATE AN EMPLOYMENT CONTRACT BETWEEN THE EMPLOYEE AND THE AGENCY. THE DOCUMENT DOES NOT CREATE ANY CONTRACTUAL RIGHTS OR ENTITLEMENTS. THE AGENCY RESERVES THE RIGHT TO REVISE THE CONTENT OF THIS DOCUMENT, IN WHOLE OR IN PART. NO PROMISES OR ASSURANCES, WHETHER WRITTEN OR ORAL, WHICH ARE CONTRARY TO OR INCONSISTENT WITH THE TERMS OF THIS PARAGRAPH CREATE ANY CONTRACT OF EMPLOYMENT.

I. Purpose

- A. The purpose of the Records Management policy of the Department of Labor, Licensing and Regulation (“LLR” or “agency”) is to provide guidance to agency employees on the proper preservation, retention and destruction of documents and electronic information.
- B. Records created or received in the ordinary course of business are public records, including information maintained in either paper or electronic form. Public records must be maintained and disposed of in accordance with the S.C. Public Records Act (the “Act”) and agency policies and procedures. The agency will make public records accessible to the public in accordance with the requirements of the S.C. Freedom of Information Act and any other applicable state or federal law.
- C. The Act delegates authority to the S.C. Department of Archives and History (“State Archives”) to establish and administer a records management program directed to the application of efficient and economical management methods and relating to the creation, utilization, maintenance, retention, preservation, and disposal of public records. The Act requires that State Archives establish and develop standards, procedures, techniques and schedules for effective management of public records, including compliance with retention schedules and document destruction guidelines. Records should be destroyed or purged once the retention requirement has been met and approval has been received from the agency Records Officer and/or State Archives.

II. Definitions

- A. **Legal Hold:** The suspension of record disposal in the event of litigation or claims when any employee of the agency reasonably anticipates or becomes aware of a government investigation.

- B. Forms Management:** The function that establishes standards for the creation, design, analysis and revision of all organizational forms and designs, produces and distributes them economically and efficiently.
- C. Personal Information:** The S.C. Family Privacy and Protection Act defines personal information as information that identifies or describes an individual including, but not limited to an individual's photograph or digital image, social security number, date of birth, driver's license or identification number, name, home address, home telephone number, medical or disability information, education level, financial status, bank account number, account of identification number used by a governmental agency or financial institution, employment history, height, weight, race, other physical details, signature, biometric identifiers, and any credit records.
- D. Public Records:** The S.C. Freedom of Information Act defines public records to include all books, papers, maps, photographs, cards, tapes, recordings, or other documentary materials, regardless of physical form or characteristics, prepared, owned, used, in the possession of, or retained by a public body.
- E. Retention Schedule:** As used in this policy, a retention schedule is the official document establishing the proper retention and disposition of current, inactive and noncurrent agency records, regardless of the storage media used. No public record may be destroyed without a retention schedule that has been approved by State Archives. Schedules are of two types - general and specific. General schedules are published by State Archives and apply to all state agencies. Specific schedules are prepared and approved by State Archives specifically for an agency.

III. Statement of Policy

- A.** LLR's Records Management policy establishes the process by which the agency properly preserves, retains and destroys documents related to its business operations. All agency staff are responsible for the safekeeping and preservation of public documents created and maintained by the agency. The unlawful destruction, removal or defacing of a public record is a misdemeanor.
- B.** To ensure accessibility, reduce the risk of premature disposition, and preserve records of permanent (archival) value, the agency has established protocols for the disposition of public records stored as digital images. However, this policy does not supersede existing federal, state, or local laws and regulations that require the maintenance of public records and documents in a prescribed format.
- C.** State and local government officials can maintain public records that have an established retention schedule of less than ten (10) years in a digital imaging records system and can dispose of the originals after certifying that the digital image records have been visually inspected and are legible and correct and after receiving an authorization for disposal of original records from State Archives. If the records contain information needed to function during a disaster, or to

resume operations after a disaster, then a security copy must be stored off-site in a secure location.

- D. LLR maintains and follows its master list of retention schedules pertaining to agency records that conforms to its master list on file with State Archives (the "Master List"). The Master List is reviewed and maintained by the agency's Records Analyst, and a copy of the Master List is accessible to agency employees on the agency's intranet:

<http://intranet/mainlayout.asp?file=guides.htm#hrParentTab7>

- E. This policy applies to all official records generated in the course and scope of the agency's operations, including, but not limited to:
- Paper documents;
 - Electronic records and documents (e.g. email, Web files, text files, PDF files);
 - Video or digital images;
 - Graphic representations;
 - Electronically stored information contained on network servers and/or document management systems; and
 - Recorded audio material.

IV. Procedures

A. General Rules:

1. Records will be stored in a safe and secure manner by all agency employees. Employees are responsible for properly maintaining and preserving documents that are in current use. Documents are kept in a locked area of the building with no public access.
2. State Archives has developed general retention schedules that apply to several categories of public records. Additionally, the agency has agency-specific retention schedules approved by State Archives. (See Master List). All agency records/forms must be covered by a retention schedule approved by State Archives. Program areas are responsible for ensuring retention schedules exist for all records in their area.

B. Records Storage:

1. Unless transferred for archiving or disposal, records should be kept in the building/facility where they are normally used.

2. Public records shall be protected against deterioration, mutilation, loss, theft, or destruction and kept in secured locked rooms with adequate ventilation and protected to the extent possible from fire.
3. Records may be stored as digital images in accordance with the State Archives guidelines, <http://rm.sc.gov/leaflets/Documents/lflt13.pdf>.
4. Records created, used, stored and destroyed in electronic format only (e.g. spreadsheets, email, etc.) are to be stored in accordance with agency IT policies and shall meet the SCDIS-200 Information Security and Privacy Standards.

C. Records Destruction:

1. All agency records shall be maintained and disposed in accordance with retention schedules for each program area approved by both State Archives and the agency.
2. Records involved in litigation (including litigation holds), audits, or other processes where the records are currently needed for legitimate purposes may not be destroyed until the need for the records has ceased.
3. Electronic records are to be destroyed according to applicable record retention policies governing the system data.
4. Convenience, informational or duplicate copies of records should be destroyed when no longer necessary for reference. Because these are not the original records, no paper work is required for this destruction.

D. Reproductions of Original Documents:

1. When reproducing original documents, all staff should comply with procedures established by State Archives for electronic, photocopy, and microfilm reproductions.
2. Staff is authorized to photocopy, microfilm or reproduce on film or by electrostatic method any part of the records kept by the agency unless otherwise prohibited by law or held from reproduction in the public's interest. These copies may be used only in equipment or systems which accurately reproduce and preserve the original record in all details in a durable form.
3. If records are of permanent value to the agency or are determined to be of archival value by State Archives, one master copy of each record copies must meet standards approved by State Archives and be deposited there.

- 4. Nonpermanent records may be destroyed provided the retention period has been met or the records have been reproduced as mentioned above. No records, including those generated by and stored in electronic information systems or on magnetic, optical, film or other media, may be destroyed or erased without an approved retention schedule.


E. Applicable Laws/Regulations:

- 1. S.C. Public Records Act, S.C. Code Section 30-1-10, et seq.
- 2. S.C. Freedom of Information Act, S.C. Code Section 30-4-10 et seq.
- 3. S.C. Code of Regulations Section 12-100 et seq.

V. Interpretation Contact:

- A. Counsel to the Office of Communications & Governmental Affairs

VI. Approvals:


Farrar Stewart 4/17/18
Deputy Director of Administration Date


Emily Farr 4/17/18
Agency Director Date

II. Agency Legal Directives, Plan & Resources (Study Step 1: Agency Legal Directives, Plan and Resources)

A. History

6. Please provide the major events history of the agency by year, from its origin to the present, in a bulleted list. Include the names of each director with the year the director started and major events (e.g., programs added, cut, departments/divisions changed, etc.).

- **1817**
 - The state legislature passes a law requiring each apothecary to obtain a license. The law also establishes examination and license prerequisites for the practice of pharmacy.
- **1872**
 - The South Carolina General Assembly establishes the Commission for the Port of Charleston Pilotage, the State's first occupational licensing board.
- **1875**
 - The State Board of Dentistry is created.
- **1891**
 - The legislature gives county boards the authority to license physicians.
- **1903**
 - The first labor law is adopted by the General Assembly addressing the issue of child labor.
- **1904**
 - The State Board of Medical Examiners is created.
- **1909**
 - The legislature expands the duties of the South Carolina Commissioner of Agriculture to include a factory inspection unit. The new agency is named the South Carolina Department of Agriculture, Commerce and Labor Industries. The new division begins inspecting factories for compliance with child labor and sanitation laws.
- **1915**
 - The State Board of Accountancy is created.
- **1917**
 - The State Board of Architectural Examiners is created.
- **1920**
 - The State Board of Veterinary Medical Examiners is created.
- **1922**
 - The South Carolina Board of Professional Engineers is created.
- **1932**
 - The South Carolina Board of Chiropractors is created. Prior to the law creating this Board, the State Board of Medical Examiners regulated chiropractors.

- **1934**
 - The State Board of Cosmetology is created.
- **1935**
 - The South Carolina Board of Nursing is created. Prior to the law creating this Board, the State Board of Medical Examiners regulated the practice of nursing.
- **1936**
 - The Department of Labor is created and the first Commissioner of Labor, John Nates, is appointed by Governor Johnston.
 - The State Contractors' Licensing Board is created.
- **1937**
 - The State Board of Barber Examiners is created.
- **1939**
 - Governor Maybank appoints W. Rhett Harley as the new Commissioner of Labor
- **1943**
 - Governor Johnston appoints Raymond L. Gamble as the new Commissioner of Labor.
- **1947**
 - The State Liquefied Petroleum Gas Board is created.
- **1948**
 - Governor Strom Thurmond appoints W. Fred Ponder as the new Commissioner of Labor
- **1952**
 - The State Board of Physical Therapy is created.
- **1954**
 - The State's first Cemetery Board is created.
- **1955**
 - The State Carolina Board of Funeral Service is created.
- **1956**
 - The State Real Estate Commission is created.
- **1958**
 - The Commissioner of the South Carolina Department of Insurance is designated the "State Fire Marshal, ex officio" by law. The Commissioner is empowered to appoint a Chief Deputy State Fire Marshal, and he appoints Jesse C. Johnson, a City of Columbia Battalion Chief.
- **1960**
 - The State Board of Podiatry Examiners is created.
- **1961**
 - The State Board of Registration for Foresters is created.

- **1966**
 - New state law transfers the Office of State Fire Marshal from the State Department of Insurance to the Division of General Services in the State Budget and Control Board. Deputy State Fire Marshal Jesse C. Johnson is appointed as the first State Fire Marshal.
 - The State Board of Environmental Certification is created.
- **1968**
 - The State Boards of Examiners in Psychology and of Social Work Examiners are created.
- **1969**
 - Governor Robert McNair establishes a statewide training program for public sector and private industry firefighters under the state technical education system. Midlands Technical College in Columbia adds a 42-hour firefighting training program to the school's catalogue of vocational classes. Previously, some fire departments and the South Carolina Firefighters' Association provided training to firefighters.
- **1970**
 - The State Board of Long Term Health Care Administrators is created.
 - The federal Occupational Safety & Health Act is enacted. Responsibility for enforcement of the law is given to the U.S. Department of Labor; however, the bill provides that any state that wishes to pre-empt federal enforcement can do so by adopting a state program.
- **1971**
 - Governor John West appoints Edgar L. McGowan as the new Commissioner of Labor.
 - The General Assembly passes the South Carolina Occupational Safety and Health Act, enabling Commissioner McGowan to seek federal approval of a state-administered OSHA program.
- **1972**
 - South Carolina becomes the first state to file a state-administered OSHA plan with the U.S. Department of Labor to enforce OSHA. On November 30, 1972, South Carolina becomes the first state to have its job safety and health plan approved by the U.S. Department of Labor.
 - The South Carolina Building Codes Council is created.
- **1973**
 - Construction begins on a fire training facility near the Columbia airport with funds appropriated by the General Assembly.
 - The State Manufactured Housing Board and the State Board of Examiners in Speech-Language Pathology and Audiology are created.
- **1974**
 - The South Carolina Institute of Fire Technology opens near Columbia airport under the direction of Midlands Technical College. The facility includes classrooms, a burn building, and a drill tower.
 - The South Carolina Residential Builders Commission is created.
- **1976**
 - The legislature gives responsibility for firefighter training to the State Technical Education Board, and the South Carolina Institute of Fire Technology is renamed the South Carolina Fire Academy.
- **1977**
 - The State Auctioneers Commission and the State Board of Occupational Therapy are created.

- **1978**
 - The State Board of Examiners in Opticianry is created.
 - The Board of Examiners in Optometry is established as a separate Board.
- **1979**
 - The South Carolina Fire Commission is created, bringing the Office of State Fire Marshal and State Fire Academy together under one agency.
 - The State Board of Pyrotechnic Safety is created.
- **1984**
 - The State Athletic Commission is created.
- **1985**
 - The General Assembly enacts the South Carolina Elevator Code and the South Carolina Amusement Rides Safety Code. Responsibility for administering the laws is given to the South Carolina Department of Labor.
 - The State Board of Examiners for Licensure of Professional Counselors, Marriage and Family Therapists and Psycho-Educational Specialists is created.
- **1986**
 - The South Carolina Payment of Wages Act is enacted. The Department of Labor is authorized to make inspections, and to issue citations and assess penalties for violations of the Act.
 - The South Carolina Fire Academy is transferred from the State Technical Education Board to the Division of State Fire Marshal in the State Budget and Control Board.
 - The State Board of Registration for Geologists is created.
- **1989**
 - Governor Carroll Campbell appoints Virgil W. Duffie, Jr. as the new Commissioner of Labor.
- **1990**
 - The South Carolina Perpetual Care Cemetery Board was not reauthorized by the General Assembly and, pursuant to Section 1-20-50(a)(4), terminated on June 30, 1990.
- **1991**
 - The General Assembly passes a bond bill to fund a new firefighter training facility.
 - The State Real Estate Appraisers Board is created.
- **1993**
 - The Department of Labor, Licensing and Regulation is created through the South Carolina State Government Restructuring Act. The law merges into one agency, effective February 1, 1994, the former Department of Labor, Office of State Fire Marshal, South Carolina Fire Academy, and 40 professional and occupational licensing boards. The agency head's title is changed from Commissioner of Labor to Director, and Commissioner Duffie becomes the first Director of LLR.
 - A ground-breaking ceremony is held for a new state fire academy near Monticello Road in Columbia.
 - The South Carolina State Fire Academy receives the International Fire Service Accreditation Congress (IFSAC) accreditation, which is the "stamp of approval" from a third-party (IFSAC) review of an agency's certification (testing) system.
- **1995**
 - Governor David Beasley appoints Lewis F. Gossett as the second Director of LLR.

- The 208 acre campus of the South Carolina Fire Academy in northern Richland County holds its grand opening on July 12, 1995. The \$23 million state-of-the-art facility provides training for fire service personnel (both paid and volunteer), industrial fire brigades, and rescue professionals. The facility includes classrooms, burn props, air rescue firefighting (ARFF) simulators, auditorium, cafeteria, and dormitory.
- **1996**
 - The “Engine Bill” is passed to define LLR’s administrative functions for the 40 professional and occupational licensing boards brought under the agency. It creates uniformity where applicable in the different licensing acts by consistently using common terms throughout the act within a particularly structured format.
- **1997**
 - LLR moves its headquarters to the Koger office complex at 110 Centerview Drive in Columbia. The Labor Division stays at its location but will move at a later time.
 - The State Massage/Bodywork Panel is created.
 - LLR boards begin posting agendas, meeting minutes, final board orders and applications online.
- **1999**
 - Governor Jim Hodges appoints Rita M. McKinney as the new LLR Director.
 - The SC State Association of Fire Chiefs unveils the SC Fallen Firefighter Memorial, housed on the grounds of the SC Fire Academy.
- **2000**
 - LLR boards introduce “Licensee Lookup” on the Agency’s website, allowing the public to see if the person they want to do business with is licensed and/or has been disciplined.
 - Governor Jim Hodges appoints Donald Harkins as State Fire Marshal.
 - Governor Jim Hodges appoints Robert O. Polk as State Fire Marshal.
- **2001**
 - The Agency begins offering licensees the ability to renew online.
- **2003**
 - Governor Mark Sanford appoints Adrienne R. Youmans as the new LLR Director. Youmans is a former Deputy Director of LLR’s Division of Professional and Occupational Licensing.
 - The State Perpetual Care Cemetery Board is created and given the same powers and duties as the defunct Cemetery Board and becomes part of LLR’s Division of Professional and Occupational Licensing.
- **2004**
 - LLR reorganizes the Division of Professional and Occupational Licensing Division by creating the Office of Investigations and Enforcement. This Office investigates complaints involving alleged misconduct by licensees. Prior to the creation, investigators were assigned to individual boards. Investigators are cross-trained to investigate more than one board.
 - SC OSHA offices move to the main LLR headquarters at 110 Centerview Drive in Columbia.
- **2005**
 - The Boiler Safety Act becomes law, giving LLR the responsibility of promulgating regulations for the safe installation and inspection of boilers in the state. Regulations take effect in June 2006.

- The South Carolina State Fire Academy receives the Board on Fire Service Professional Qualifications (Pro Board) accreditation, which is the “stamp of approval” from a third-party (Pro Board) review of an agency’s certification (testing) system.
- **2006**
 - The State Panel for Dietetics is created.
 - Governor Mark Sanford appoints Michael Platt as State Fire Marshal.
- **2007**
 - Governor Mark Sanford appoints John G. Reich as State Fire Marshal.
- **2008**
 - The General Assembly passes the South Carolina Illegal Immigration Reform Act requiring employers to verify the legal status of new employees using the federal database E-Verify or a valid driver’s license. LLR is charged with the responsibility of conducting audits of employers to ensure compliance with the law.
 - LLR reorganizes the Professional and Occupational Licensing Boards to create the Office of Licensure and Compliance (OLC). This Office is established to consolidate processes dealing with initial licensure of applicants, annual and biennial renewal applicants, and licensees requiring compliance with board orders. In addition, the Customer Care Center is established to assist OLC and the POL boards.
- **2010**
 - The Soil Classifier and Landscape Architect programs are transferred from the SC Department of Natural Resources to LLR. The State Soil Classifier Advisory Council and the Board of Landscape Architectural Examiners are created.
 - SC OSHA signs its first workplace safety partnership with a private company - BE&K/Turner Joint Venture - a design-build contractor at the Boeing 787 assembly and delivery site in North Charleston. The partnership is created to provide the safest possible work environment for workers. As part of the partnership, SC OSHA agrees to review safety and health programs, conduct comprehensive on-site inspections, provide training, and help contractors eliminate any hazards at the worksites.
- **2011**
 - Governor Nikki Haley appoints Catherine B. Templeton as the new LLR Director.
 - LLR reorganizes the Office of Elevators and Amusement Rides so that inspections are conducted by special certified inspectors licensed by LLR, instead of using inspectors on staff with the Agency. A team of auditors employed by the Office conduct audits of work done by the special inspectors.
 - Governor Nikki Haley appoints Adolf A. Zubia as State Fire Marshal.
 - LLR reorganizes its Professional and Occupational Licensing Division by eliminating the Office of Licensure and Compliance and the Customer Care Center. The functions of these two offices are returned to the individual POL boards.
- **2012**
 - Governor Nikki Haley appoints Holly Gillespie Pisarik as the new LLR Director.
 - The Agency began offering the first boards the ability to file online applications.
- **2013**
 - Governor Nikki Haley appoints Shane Ray as State Fire Marshal.

- 2014
 - Governor Nikki Haley appoints Robert O. Polk as State Fire Marshal.
- 2015
 - Governor Nikki Haley appoints Richele Taylor as the new Director of LLR
- 2016
 - Governor Nikki Haley appoints Emily H. Farr as Interim Director of LLR.
- 2017
 - Governor Henry McMaster appoints Emily H. Farr as Director of LLR, and the State Senate confirms her appointment on March 8, 2017.
 - Governor Henry McMaster appoints Jonathan Jones as State Fire Marshal.
 - SC OSHA moves from LLR's headquarters in the Kingstree Building at 110 Centerview Drive in Columbia, to the 2nd floor of the Congaree Building adjacent to LLR's headquarters.

B. Governing Body

7. Please provide information about the body that governs the agency, if any, and to whom the agency head reports. Explain what the agency's enabling statute outlines about the agency's governing body (e.g., board, commission, etc.), including, but not limited to: total number of individuals in the body; whether the individuals are elected or appointed; who elects or appoints the individuals; the length of term for each individual; whether there are any limitations on the total number of terms an individual can serve; whether there are any limitations on the number of consecutive terms an individual can serve; the names of the individuals currently on the governing body, date elected/appointed, and term number; duties of the governing body and any other requirements or nuances about the body which the agency believes is relevant to understanding how it and the agency operate. If the governing body operates differently than outlined in statute, please describe the differences.

LLR is a Cabinet Agency.

C. Internal Audit Process

8. Please provide information about the agency's internal audit process, including: whether the agency has internal auditors; a copy of the internal audit policy or charter; the date the agency first started performing audits; the positions of individuals to whom internal auditors report; the general subject matters audited; the position of the person who makes the decision of when an internal audit is conducted; whether internal auditors conduct an agency-wide risk assessment routinely; whether internal auditors routinely evaluate the agency's performance measurement and improvement systems; the total number of audits performed in the last five fiscal years; and the date of the most recent Peer Review or Self-Assessment by the SC State Internal Auditors Association or other entity (if other entity, name of that entity).

LLR is a medium-size agency that does not currently employ a full-time auditor; however, the agency regularly conducts finance, human resource, and procurement audits. Beginning in FY15, the agency drafted standard operating procedures in its Administration Division to improve the effectiveness of risk management, control and governance.

In Procurement, the agency conducts both monthly and annual audits for various functions that fall under the area’s purview. For example, there are monthly purchase order audits to ensure that goods and services have been received and invoices paid in a timely manner and within state guidelines. Procurement completes an annual asset inventory and fleet audit along with an internal review of the agency’s annual insurance coverage renewal.

In Finance, there is a defined workflow to ensure not only a separation of duties, but also a multi-layered review process, to ensure minor variances and timely payment of invoices are priorities.

In Human Resources, the agency has created checklists for various internal HR processes and also established separation of duties so that the individual performing the task is not the same individual auditing that the task was completed correctly. Furthermore, the HR Director completes a random monthly audit of the transactions completed to ensure that errors are identified prior to any effect on LLR’s internal customer base. Audited HR transactions include recruitment and on-boarding new hires, pay and transfers modifications, and terminations.

As a result of establishing internal auditing procedures, we have shown marked improvement with fewer and fewer audit exceptions noted in all functional areas relative to the standard audits conducted by the Office of the State Auditor (annually), Materials Management (every 3 years), and Department of Administration - HR Division (annually).

Below are the internal audit types and frequency conducted within Administration.

Internal Audits within Administration							
HR Auditing							
Type of Audit	Subject Matter of Audit	Date Audit Process was Initiated	Frequency of Audit	Position of Person Conducting the Audit	Position of Person Overseeing the Audit	Approx Number of Audits of this Kind in last 5 Fiscal Years	Notes
Internal	New Hire Training	Jan-17	Monthly	HR Specialist	HR Director	15	
Internal	EE Insurance Selection (New Hires and Eligibility Changes)	Unknown	Monthly	HR Manager II (Benefits Mgr)	HR Specialists	120	
Internal	Holiday Comp Leave Accrual (Use and Compensation)	Jan-17	Monthly	HR Manager II (Benefits Mgr)	HR Director	15	
Internal	Hazardous Weather Leave Audits	Jan-17	As needed	HR Manager II (Benefits Mgr)	HR Director	4	
Internal	Other Leave (Funeral, Court, Military Leave)	Mar-18	Bi-Weekly	HR Manager II (Benefits Mgr)	HR Director	4	
Internal	State Service	Jan-16	Bi-Weekly	HR Manager II (Benefits Mgr)	HR Specialists	56	

Internal	Family Medical Leave	Jan-16	Weekly	HR Manager II (Benefits Mgr)	HR Director	118	
Internal	New Hire Benefits Enrollment	Jan-17	Bi-Weekly	HR Manager II (Benefits Mgr)	HR Specialists	32	
Internal	EE Separation (Benefits)	Jan-17	As needed	HR Manager II (Benefits Mgr)	HR Specialists	50	
Internal	PORS Internal Eligibility Audit	Mar-17	One time event	HR Manager II (Benefits Mgr)	HR Director	1	
Internal	EE Retirement (PORS) Eligibility	Apr-17	As needed	HR Manager II (Benefits Mgr)	HR Director	87	
Internal	HR Actions (Separations, New Hires, Data Change, Vacancy)	Jun-14	Daily	HR Manager II (Class/Comp Mgr)/ HR Specialists	HR Director	Unknown	
Internal	HR Actions (SCEIS Entries)	Jan-16	Monthly	HR Specialists	HR Director	28	
External	Hire Above Minimum	Jan-12	Annual	State HR	State HR	2	
External	Reclassification	Jan-12	Annual	State HR	State HR	2	
Internal	Position Descriptions	Jan-16	Bi-Annual	HR Specialists	HR Director	4	
Internal	Badges (Security)	Jan-15	Bi-Annual	HR Specialists	HR Director	6	
Internal	Records Management (Personnel Files, Interview Files, WCC Files, FMLA Files)	Jun-14	Daily	Records Analyst II	HR Specialists	Unknown	
Internal	Month End/Reconciliation/Org Reconciliation	Jun-14	Monthly	HR Specialists	HR Director	46	
External	Bonuses	Unknown	Annual	State HR	State HR	Unknown	
Internal	EEO Report	Oct-16	Quarterly	HR Specialists	HR Director	6	
External	EEO Annual Report	Oct-11	Annual	HR Director/ Deputy Director of Admin	State Human Affairs Commission	5	
Internal	I-9 (New Hires)	Unknown	Bi-Weekly	HR Specialist	HR Specialist	Unknown	
Internal	I-9 (Current/Term Employee Files)	Jan-18	One time event	HR Specialist	HR Manager II (Class/Comp Mgr)	1	
Internal	ACA Reporting	Sep-16	Bi-Weekly	HR Manager II (Benefits Mgr)/ HR Specialist	HR Director	40	

Internal	EPMS (New Hires, Probationary, Trial Periods)	Jun-14	Monthly	HR Specialists	HR Manager II (Class/Comp Mgr)/HR Director	44	
Internal	EPMS (Annual)	Sep-14	Annual	HR Specialists	HR Manager II (Class/Comp Mgr)/HR Director	3	
External	State Accident Fund Payroll Report (WCC)	Unknown	Annual	HR Director/ Deputy Director of Admini	State Accident Fund	5	

Procurement Auditing

Internal	Agency Insurance Renewal	1994* (revised to more in-depth process review in FY2015)	Annually	Procurement Specialist	Procurement Manager	5	* The Agency Insurance Renewal must be completed annually, unsure of date first audit was conducted.
Internal-External	Fixed Asset/Inventory	1994**	Annually	Procurement Specialist	Procurement Manager	5	**The fixed asset/inventory audit must be completed annually per the procurement code, unsure of exact date when the first audit was performed.
Internal	P-Card	Oct-97	Monthly	Procurement Specialist	Procurement Manager	60	
Internal	Agency Contracts	Mar-17	Monthly	Procurement Manager	Procurement Manager	12	
Internal	Open PO	Aug-17	Monthly	Procurement Specialist	Procurement Manager	7	
Internal	Blanket PO	Jan-18	Bi-Annually	Procurement Specialist/ Procurement Manager	Procurement Manager	1	
Internal/ External	Fuel Card- Vehicle Mileage	3/1/2018 ***	Monthly	Procurement Specialist	Procurement Manager	1	***The fleet vehicle mileage log audit for state owned vehicles has been reviewed for many years, but recently added the fuel card usage to compare and validate both fuel usage and the mileage noted.

Finance Auditing							
Internal	Accounts Payable	Oct-09	Daily	Accountant/ Fiscal Analyst III & Accountant/ Manager II	Administrative Manager III - Finance Director	Approximately 80,000	
Internal	Payroll	Oct-09	Bi-Monthly	Accountant/ Fiscal Analyst III	Accountant /Manager II	120	
Internal	Accounts Receivable	May-13	Daily	Accountant/ Fiscal Analyst III	Accountant/ Fiscal Manager II	1250	
Internal	Revenue Report	FY2015	Monthly	Procurement Specialist (at State Fire)	Administrative Manager I (Finance Ops Manager)	40	
Internal (and External)	Veterans Administration Paperwork for New Recruits	FY2015	Annually	Procurement Specialist (at State Fire)	Administrative Manager I (Finance Ops Manager)	3	

D. Laws

9. Please complete the **Laws Chart** tab in the attached Excel document.

Please see attached.

E. Deliverables

10. Please complete the **Deliverables Chart** tab in the attached Excel document.

Please see attached.

11. Please complete the **Deliverables - Potential Harm Chart** tab in the attached Excel document.

Please see attached.

F. Organizational Units

12. Please complete the **Organizational Units Chart** tab in the attached Excel document.

Please see attached.

III. Agency Resources and Strategic Plan

13. Please complete the **Comprehensive Strategic Finances Chart** tab in the attached Excel document, to provide the Committee information on how the agency spent its funding in 2016-17.

Please see attached.

14. Please provide the following information regarding the amount of funds remaining at the end of each year that the agency had available to use the next year (i.e., in 2011-12, insert the amount of money left over at the end of the year that the agency was able to carry forward and use in 2012-13), for each of the last five years.

Year	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>	<u>2015-16</u>	<u>2016-17</u>
Amount Remaining at end of year that agency could use the next year	State: \$ 189 Other: \$29,740,810 Federal: \$ (20,230)	State: \$ 180 Other: \$33,565,029 Federal: \$ (54,842)	State: \$ 1,662 Other: \$35,592,462 Federal: \$ (648,728)	State: \$ 297 Other: \$38,943,694 Federal: \$ (43,769)	State: \$ 0 Other: \$41,658,046 Federal: \$ (311,953)

IV. Performance (Study Step 2: Performance)

15. Please complete the **Performance Measures Chart** tab in the attached Excel document.

Please see attached.

16. After completing the Performance Measure Chart, please pick three agency deliverables and provide the following information for each:

- What is the ideal benchmark outcome? How did the agency determine this to be the benchmark outcome?
- What, if any, entity (i.e., a local/state/federal government entity or a private entity in SC or another state) is the best at meeting that standard?
- Why does the agency consider that entity the best (most efficient, obtains best outcomes, efficient and obtains best outcomes, obtains best outcomes with limited resources, etc.)?
- Actions taken by the agency to obtain ideas on processes or best practices that will allow the agency to continually improve.

Deliverable #52: Firefighter/Industrial Training

The ideal benchmark outcome for firefighter training is 32,000 students trained, annually, by the South Carolina Fire Academy. This benchmark is ideal because it is a quantitative indicator of both effectiveness and efficiency.

- 32,000 students benchmark represents approximately two times the number of firefighters in South Carolina (17,500). While many of these 32,000 students will complete multiple courses in a year and, therefore, be counted multiple times, this establishes an effectiveness benchmark of an average of two Fire Academy courses per South Carolina firefighter, per year.
- 32,000 students benchmark establishes an efficiency measure derived from the cost to deliver Fire Academy courses. Training 32,000 students annually establishes a per-student course cost of \$265.10. The Fire Academy collects student registration fees for the courses provided. The revenue generated from student registration fees and course fees generated from industrial customers (including meals, dorms, etc.) underwrites a portion of the cost of course delivery, making the per-student course cost equal to \$220.43. The remaining \$220.43 per-student course cost is subsidized through a fire insurance premium tax, a portion of which funds the Fire Academy. This funding source allows the Fire Academy to charge, on average, a student registration fee for

South Carolina firefighters ranging from \$5.00 to \$25.00 per course. Most South Carolina fire departments could not afford to pay the actual cost of the courses taken by their firefighters.

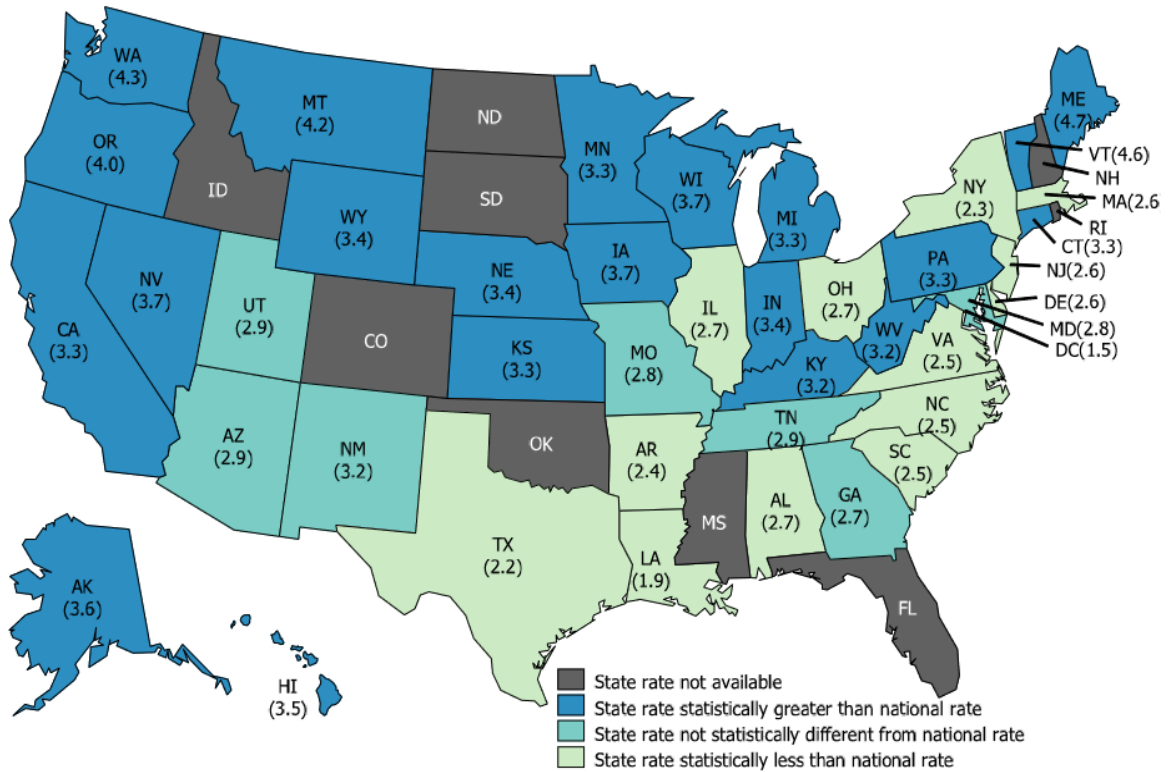
The South Carolina Fire Academy is one of the premier fire training institutions in the United States and is the envy of most states. In contacting other southeastern states, we have found that our Fire Academy is the standard that others strive to attain. We looked to several northeastern states in order to find another fire academy comparable to the South Carolina Fire Academy. The Maryland Fire Rescue Institute (MFRI) appears to provide the best benchmarks compared to our own. MFRI trains about 34,000 students per year, with an \$8,000,000 budget. MFRI does not charge course fees for firefighters registered with a Maryland fire department. Its per-student course cost equals \$235.29. Of the 34,000 students trained each year by MFRI, 7,600 of those students took Emergency Medical Service-related courses. The South Carolina Fire Academy is beginning to teach EMS-related courses, in an effort to curb the shortage of EMTs and paramedics in South Carolina and to meet the needs of the state's fire departments, many of which are providing EMS in their communities.

The South Carolina Fire Academy constantly evaluates its programs, facilities, and training props to ensure they meet the ever-increasing needs of South Carolina fire departments, as well as its industrial and special programs customers. This evaluation includes looking to other fire and emergency services training institutions for new and innovative ways to provide quality and relevant training in the most effective and efficient way.

Deliverable #83: Inspection/Investigation (Eliminate and Prevent 11c Discrimination and Workplace Injury) in Division of Occupational Safety and Health Division – Compliance

The ideal benchmark outcome would be to have statistically lower injury and illness rates among the state's workers, reducing the incident rate at least 1% annually. Historically, South Carolina OSHA has had low injury and illness rates, even below its federal counterpart. In 2016 (last available statistical data), South Carolina had an incidence rate of 2.5, which is lower than the national incidence rate of 2.9, as illustrated in the chart below:

State nonfatal occupational injury and illness incidence rates*
compared to the national rate, private industry, 2016



Private industry and public sector estimates are available individually for 41 participating states and for the District of Columbia for 2016. The private industry injury and illness rate was statistically higher in 21 states than the national rate of 2.9 cases per 100 full-time workers, lower in 13 states and in the District of Columbia, and not statistically different in 7 states. Caution should be taken when comparing rates among different states as some differences can be attributed to different industry composition within each state.

* Total recordable case (TRC) incidence rate per 100 full-time equivalent workers
Source: U.S. Bureau of Labor Statistics, U.S. Department of Labor, November 2017 [View data](#)

Federal OSHA programs are in 24 states, including Georgia, Alabama, Florida, Texas and Louisiana. There are 26 states and 2 US territories with state plan OSHA programs. The agency determined its benchmark outcome by comparing itself to other state plan OSHA programs (as opposed to federal OSHA programs). Of the state OSHA plans, South Carolina already has one of the lowest incidence rates, along with North Carolina and Virginia. These three states are among the best at meeting this standard, so if South Carolina can exceed the 2.5% lowest incident rate by 1% annually, then that would be the ideal benchmark.

State plan programs, like North Carolina and Virginia, have the lowest incident rates and are the best at what they do because they know their state’s employers and industries. They are able to use statistical data to implement appropriate programming that directly benefits their state’s workers. Worker safety is a delicate balance of compliance and voluntary programs (training, consultation and outreach) and requires state and federal programs to operate with limited resources.

Collaboration among state plan programs is crucial to obtaining ideas on processes or best practices that will allow the agency to improve the state OSHA program. OSHSPA (Occupational Safety and Health State Plan Association) provides an outlet for such collaboration. Discussion among state plan programs and with federal counterparts about programming provides a valuable exchange of ideas. Currently, the state’s Deputy Director is a member of the OSHSPA board and gets first-hand insight on policies, industry trends and best practices that is being used to further develop the state’s OSHA program and continually improve the state’s worker safety.

Deliverable #4-44, 46: Professional and Occupational Licensing

The goal in the Division of Professional and Occupational Licensing, Office of Board Services (OBS) is to aid qualified South Carolinians in obtaining licensure for any of the forty-two professions and occupations regulated by the agency. In fiscal year 2013, OBS received 39,265 applications for initial licensure. From those, OBS issued 33,071 licenses and permits. Those numbers continue to increase every year. In fiscal year 2017, OBS received 45,913 applications and issued 44,177 licenses and permits. During the five-year period from FY13 to FY17, OBS has increased the issuance of licenses and permits from 84% of all applications received to 96% of all applications received. OBS does not set benchmarks for the number of applications it hopes to receive or the number of licenses and permits issued. However, the above data shows that OBS has consistently improved its ability to process and issue an ever-increasing number of licenses and permits.

OBS has been able to improve its capabilities by continually looking for ways to improve its processes. In doing so we have extensively researched what other entities and other states are doing; while no other state's licensing structure is exactly like LLR's, we have been able to draw from some of their successes. As a result, one process improvement made was making initial licensure applications available online. Since 2015, OBS has made 160 of its initial applications available online, with more scheduled to be available online in the future. Online applications significantly reduce the agency's paper intake, thus reducing staff's time spent opening mail and uploading documents into the agency's computer system. When applications are submitted online, credentials are built by electronically importing the documents directly into the agency's system.

OBS staff has taken other steps to improve processes, including accepting payments online, improving its ability to offer computer-based testing, updating the questions on its applications for efficiencies, and providing up-to-date educational information on board websites; all of which allows staff to process and issue licenses and permits more efficiently.

OBS continues to identify and implement other, more efficient, licensing processes by looking to other licensing entities. Some of these ongoing improvements include implementing a new continuing education tracking system that other states, such as Florida, are already using. To date, eight boards have gone live with this new system and ten more are pending. OBS is also working on improving its customer satisfaction surveys to better track customer feedback so that it can more readily identify areas of concern and improve upon the processes to give better customer service. The agency is also looking to streamline intake for paper applications through a central system and has a working committee tasked with implementing criminal background checks required by law in the least burdensome manner possible. All of these efforts significantly reduce the time it takes staff to process applications and issue licenses and permits, allowing OBS to provide the highest quality customer service possible. This process improvement puts South Carolinians to work more quickly and minimizes their paperwork burden.

V. Strategic Plan Summary

17. Please complete the **Comprehensive Strategic Plan Summary Chart** tab in the attached Excel document.

Please see attached.

VI. Agency Ideas/Recommendations (Study Step 3: Recommendations)

A. Internal Changes

18. Please list any ideas agency representatives have for internal changes at the agency that may improve the agency's efficiency and outcomes. These can be ideas that are still forming, things agency representatives are analyzing the feasibility of implementing, or things agency representatives already have plans for implementing. For each, include as many of the following details as available:
- Stage of analysis;
 - Board/Commission approval;
 - Performance measures impacted and predicted impact;
 - Impact on amount spent to accomplish the objective(s); and
 - Anticipated implementation date.

Internal Change #1: Strategic Planning Officer/Chief Operating Officer

- Internal Change: Create a position or division within the agency to assist in creating, planning, and overseeing agency strategic planning and improvement of processes.
- Stage of Change Analysis: Idea.
- Performance Measures Impacted and Predicted Impact: Agency still analyzing, but this would potentially have positive impact on all performance measures.
- Objective(s) Costs Impacted and Anticipated Impact: Agency still analyzing.
- Anticipated Implementation Date: Agency has not yet fully analyzed feasibility.

Internal Change #2: Implementation of a Third-Party FBI Background Check Provider

- Internal Change: Outsource the processing of board-required, FBI-based, fingerprint checks for licensees that require a background check as part of initial licensing or renewal.
- Stage of Change Analysis: Analyzing feasibility
- Performance Measures Impacted and Predicted Impact: Performance measures include the number of agency licensees required to have FBI background checks conducted and licensure turnaround time. The agency has four boards that currently require background checks at initial licensure. Recently, the legislature implemented a law requiring an FBI fingerprint check for Real Estate Commission licensees at initial application and every third renewal. Real Estate has more than 50,000 licensees, so the task is daunting. Outsourcing would minimize the amount of personal identifying information sent to the agency and minimize the financial impact in additional secured space and additional employees required to process the criminal background checks.
- Objective(s) Costs Impacted and Anticipated Impact: Still analyzing feasibility.
- Anticipated Implementation Date: Agency has not yet fully analyzed feasibility.

Internal Change #3: Implement Inspection Software with Scheduling Component

- Internal Change: Replace the existing mobile inspection information system for the Fire Marshal inspection process. The current system is not mobile friendly and has a separate scheduling component.
- Stage of Change Analysis: Plan for implementation set. Draft RFP has been submitted to MMO.
- Performance Measures Impacted and Predicted Impact: Performance measures include number of days for engineer review of fire sprinkler plans, percent of licenses and permit applications submitted electronically, turnaround time to conduct inspections, and RFP for new records management system. The new records management system will eliminate the need for three separate systems, which are currently used to manage multiple program areas in OSFM. The new system will automate cumbersome human-dependent processes and increase efficiency. It is

anticipated that the implementation of the new system will decrease the number of days for the review of sprinkler plans by 5 days. Paper applications for a license or permit will be significantly reduced and electronic applications will automatically populate an inspection request. Inspection requests will be processed more efficiently, reducing the overall turnaround time to conduct inspections.

- Objective(s) Costs Impacted and Anticipated Impact : Objectives 1.1.1, 1.1.3, and 1.1.4 - In fiscal year 2018-2019, will have an increase in software expenses for the initial purchase of the new records management system. The actual financial impact is unknown until bids are received. Increased efficiencies and streamlined processes will save the public time and money.
- Anticipated Implementation Date: January 2019

Internal Change #4: Update of Information Systems

- Internal Change: Modify the Fire Academy maintenance information system to tie work orders to a specific Fire Academy prop. The change will allow for maintenance costs to be tracked over time relative to each prop as opposed to a generic work order that previously had no prop affiliation.
- Stage of Change Analysis: Plan for implementation set.
- Performance Measures Impacted and Predicted Impact: Develop and implement a policy and procedure for tracking and evaluating the condition, safety, and effectiveness of training props on Fire Academy campus. The enhanced Fire Academy maintenance information system will allow for tracking cost and time spent on each training prop and each room within each campus building. This will improve efficiency of preventative and fix maintenance requests and allow for more data-driven decision-making regarding repairs versus replacement.
- Objective(s) Costs Impacted and Anticipated Impact: There will be no direct costs. The change will result in better cost accounting and forecasting of prop upgrades and replacement. It is anticipated that significant cost savings relative to Objective 1.3.2 will be realized by a well-defined preventative maintenance program, decreased instances of deferred maintenance projects, and a comprehensive replacement plan. More detailed knowledge of cost savings will be available after multiple years of use.
- Anticipated Implementation Date: May 1, 2018

Internal Change #5: Review and Streamline Licensing Requirements

- Internal Change: Partner with DOE to analyze current licensing criteria in an attempt to design specific plans of action to make professional licenses more available to high school students through the Career and Technology Education Centers.
- Stage of Change Analysis: Idea
- Performance Measures Impacted and Predicted Impact: Performance measures include the number of licenses issued. The impact would be that more high school students graduate with a professional license to enter the work force.
- Objective(s) Costs Impacted and Anticipated Impact: Agency still analyzing.
- Anticipated Implementation Date: Agency has not yet fully analyzed feasibility.

Internal Change #6: Uniform Coding System

- Internal Change: Modify the agency case tracking system for POL by using uniform coding as to the type of case. This will allow for better tracking of cases as they progress from investigation and prosecution to final resolution by 1) providing more accurate and detailed information about the case as it progresses, 2) cleaning up old and outdated terminology no longer in use, 3) automating the case intake and assignment process, and 4) allowing case status to be changed in the system to show the progression of the case from initial complaint through final resolution. These changes

will allow the agency to track case status in greater detail as the case progresses to assess and analyze more detailed and accurate data regarding case trends.

- Stage of Change Analysis: Plan for implementation set.
- Performance Measures Impacted and Anticipated Impact: Performance measures include the average time to complete investigations, the number of complaints received, investigations opened, and cases closed. The agency will be better able to track cases from start to finish and in a manner that will allow all departments involved to better understand the history of the case, analyze the data, and manage cases. This will allow the agency to reduce the average time it takes to open, assign, and complete investigations, getting them to the point of prosecution and final resolution faster. It will also allow the agency to better utilize the data available to track trends. For example, it can be used to identify what type of drugs are most often diverted, which the agency can share with other agencies in identifying and developing education programs to address the issue of specific types of drug abuse in a more proactive fashion.
- Objective(s) Costs Impacted and Anticipated Impact: There are no direct costs associated with this change. The cost savings of employee time and other management efficiencies are currently unknown.
- Anticipated Implementation Date: December 31, 2018

Internal Change # 7: Third-Party Testing

- Internal Change: Move the boards for which the agency conducts in-house, initial licensure examination to a third-party company to reduce the agency's costs and liability in being test proctors while also increasing the security and integrity of the testing process. The agency does not have the capacity to provide trained proctors and facilities that utilize the latest in technological security. The agency also does not have the ability to provide computer-based testing. By moving the testing that the agency currently undertakes for boards to a third-party, the agency can offer applicants the latest in computer-based testing, which is proven to be more efficient, more convenient, and more secure than the current testing methods for these boards.
- Stage of Change Analysis: Plan for implementation set. An RFP for services is being drafted.
- Performance Measures Impacted and Predicted Impact: Performance measures include number of initial licenses and permits issued and the average license turnaround time. The agency is still analyzing the impact, but it should reduce staff time and operational costs associated with onsite testing, which sometimes includes after hours and weekend work. These companies usually have multiple testing sites through the state, so applicants would have more dates and easier access to facilities when going through the testing process. This should result in a reduction in the overall time it takes to process applications and issue licenses because applicants can take a test faster, get the results faster, and thus reduce the time it takes for agency staff to receive the required testing information to complete processing an application for licensure.
- Objective(s) Costs Impacted and Anticipated Impact: There are no direct costs associated with this change. The cost savings of employee time and other management efficiencies are currently unknown.
- Anticipated Implementation Date: December 31, 2018.

Internal Change #8: Implementation of an Electronic Continuing Education Tracking and Auditing Process

- Internal Change: Utilization of CE Broker to track and manage continuing education compliance by licensees. Currently, eight boards have implemented the service, and eventually all boards will be using the system.
- Stage of Change Analysis: Plan for implementation set.
- Performance Measures Impacted and Predicted Impact: Performance measures include the number of renewal licenses issued and number of boards utilizing CE Broker. The impact is that continuing education tracking would no longer be a manual process where board employees analyze a random selection of licensees. The public will be better protected because the agency

will ensure all licensees have their requisite education completed before renewing their license. Staff time spent on audits will be reduced significantly, freeing them to do other board business.

- Objective(s) Costs Impacted and Anticipated Impact: Objective 2.1.5 - Oversee and monitor continuing education requirements for licensees to ensure compliance with professional standards for applicable boards; Objective 2.1.2 - Process renewal applications annually or biennially and issue renewal licenses or permits. Implementation is at no cost to agency or licensees. Cost savings in employee time is still being analyzed.
- Anticipated Implementation Date: July 2019

Internal Change #9: Centralize Intake of Paper Applications

- Internal Change: Centralize the intake of paper documents coming through the mail, including licensing and permitting applications. The current scope of this change will be limited to the Professional and Occupational Licensing (POL) program area, where currently each of the agency's 42 boards is responsible for mail processing. Under this change, all documents required for processing would be opened, scanned, and emailed from the same place.
- Stage of Change Analysis: Analyzing feasibility.
- Performance Measures Impacted and Predicted Impact: Performance measures include the number of licenses/permits issued, and average license turnaround time. The predicted impact would be a decrease in board staff doing the same processing function, allowing board staff to perform more high-level, board-specific functions such as moving applications through the licensing process.
- Objective(s) Costs Impacted and Anticipated Impact: Objective 2.1.1 - Review initial applications, conduct background checks, and issue licenses, registrations and permits for individuals and facilities that meet the statutory requirements for 42 professional and occupational boards. Agency is still analyzing, but the projection is that the agency would need fewer desktop scanners and would have less board staff time devoted to processing incoming mail. It would also provide better agency data for tracking how long it takes to process applications for licensure and help secure mailed forms of payment to the agency.
- Anticipated Implementation Date: Agency has not yet fully analyzed feasibility.

Internal Change #10: Quicker Document Processing

- Internal Change: Modification of POL licensing applications to add a unique QR code (Quick Response square bar code) to each form that allows for quick type identification. Customers retrieve and use the current licensing forms from the agency website. As an extension of the Internal Change for Centralized Document Intake, the QR code would allow staff to simply scan the form and have the electronic copy automatically sent to that form's respective staff for processing.
- Stage of Change Analysis: Idea.
- Performance Measures Impacted and Predicted Impact: Agency still analyzing, but the impact of the QR code should result in a quicker time to initiate the processing of the document.
- Objective(s) Costs Impacted and Anticipated Impact: Agency still analyzing.
- Anticipated Implementation Date: Agency has not yet fully analyzed feasibility.

Internal Change #11: Management Structure Change in OSHA

- Internal Change: Streamline OSHA Senior Leadership structure to focus on subject matter expertise and strategic collaboration. Last year, the director appointed the program's first Deputy Director of OSHA and divided OSHA into 4 major areas: Administration, Compliance, Voluntary Programs, and Legal. Each area leader will be an expert in their area and will provide insight for strategic planning.
- Stage of Change Analysis: Plan for implementation set.

- Performance Measures Impacted and Predicted Impact: All performance measures in the 4 major areas will be impacted positively. Area leaders will be able to closely monitor performance measures and implement changes before formal reports and federal audits are due. Also, the ability to collaborate provides for more streamlining of resources to achieve impactful programming.
- Objective(s) Costs Impacted and Anticipated Impact: The financial impact will be minimal. The new structure allows for collaboration on programming, which leads to better overall results and better use of financial resources.
- Anticipated Implementation Date: August 2018

Internal Change #12: Physical Security Upgrade

- Internal Change: Improve physical security at State Fire by adding badge readers at the State Fire Academy to access control rooms that contain networking equipment and by adding cameras for the campus gates.
- Stage of Change Analysis: Plan for implementation set.
- Performance Measures Impacted and Predicted Impact: This does not have a direct impact on performance measures. It will improve physical security for facility, equipment, and network infrastructure.
- Objective(s) Costs Impacted and Anticipated Impact: Objective 1.3.2 - In fiscal year 2016-2017, LLR spent approximately \$30,000 for system upgrades and badge readers to control access to rooms containing network equipment. In fiscal year 2017-2018, approximately \$13,000 will be spent to install security cameras at campus gates. Improved security will also reduce the likelihood of equipment theft or tampering of network equipment.
- Anticipated Implementation Date: May 2018

Internal Change #13: Internal Software Change for Tracking POL Revenue

- Internal Change: Financial journaling rewrite for POL information system, ReLAES, so that it can better communicate with the state's current financial system SCEIS and enable better tracking of agency revenue.
- Stage of Change Analysis: Plan for implementation set.
- Performance Measures Impacted and Predicted Impact: Performance measures include to revamp and modify components to LLR's internal application software (ReLAES) to ensure a more user-friendly environment for the end user and a more transparent financial outcome for board financial reports. Presently, the financial journaling process internal to ReLAES is confusing because, prior to state government restructuring, each of the agency's boards was its own state agency. As such they had their own system for coding transactions and functions. The rewrite will simplify and group together similar board processes so the agency can better track its data and allow the agency to give more accurate data to SCEIS and its board members.
- Objective(s) Costs Impacted and Anticipated Impact: Objective 5.5.1 - Promote operational excellence in finance, human resources and the procurement of goods and services by instituting policies and procedures and utilizing practices that ensure timely execution and fiscal responsibility of agency projects. The financial impact will be minimal but will result in more consistent reporting for financial data, as well as easier board staff training.
- Anticipated Implementation Date: July 2018.

Internal Change #14: Internal Software Change for Tracking Fire Academy Revenue

- Internal Change: Financial journaling rewrite for Fire Academy information system, so it can better communicate with SCEIS.
- Stage of Change Analysis: Plan for implementation set.

- Performance Measures Impacted and Predicted Impact: Revamp and modify components to LLR's internal application software (State Fire Finance) to ensure a more user-friendly environment for the end user and a more transparent financial outcome for State Fire stakeholder finance reports. Presently the financial journaling is coded based on the Fire Academy system and is not consistent with agency finance reporting. This change will result in consistent coding for transactions which are in turn sent to the state's current financial system (SCEIS) as well as consistent reporting across agency program areas for transactions.
- Objective(s) Costs Impacted and Anticipated Impact: Objective 5.5.1 - Promote operational excellence in finance, human resources and the procurement of goods and services by instituting policies and procedures and utilizing practices that ensure timely execution and fiscal responsibility of agency projects. The financial impact will be minimal but will result in more consistent reporting for financial data.
- Anticipated Implementation Date: July 2018.

Internal Change #15: More Secure Online Payments

- Internal Change: Payments currently made online in the form of e-checks are routed through Wells Fargo for fulfillment. The current process is secure, but requires the agency to store pieces of the transactions locally in an encrypted format for reconciliation. The agency has worked with the Office of the State Treasurer to extend the current e-commerce contract to allow the use of TeleCheck inside the current state contracted payment portal. This change will result in no pieces of the e-check transaction being stored locally, as well as one unified reconciliation for all online payments.
- Stage of Change Analysis: Plan for implementation set.
- Performance Measures Impacted and Predicted Impact: No performance measure is impacted, however this will result in a more secure process for the customer.
- Objective(s) Costs Impacted and Anticipated Impact: Objective 5.4.1 - Enhance the agency's software application portfolio to continue to strengthen coordination and performance across agency programs. Objective 5.4.2 - Improve customer and partner experience through enhanced online services. Switching to TeleCheck results in a more secure transaction for online customers because no sensitive financial information is stored on agency equipment.
- Anticipated Implementation Date: May 2018

Internal Change #16: Implement Electronic Signatures

- Internal Change: Implement electronic versions of commonly used internal forms that enable the use of electronic signatures for approvals.
- Stage of Change Analysis: Idea.
- Performance Measures Impacted and Predicted Impact: Agency analyzing, but with electronic forms, internal users would be able to quickly submit common administrative forms such as those for HR and procurement. This would eliminate the need for paper to be delivered back and forth within the agency, decreasing time spent on approval processes, eliminating potential for misplacing paper documents, and providing better accountability and transparency.
- Objective(s) Costs Impacted and Anticipated Impact: There will be no direct costs.
- Anticipated Implementation Date: Agency has not yet fully analyzed feasibility.

Internal Change #17: E-Citation System

- Internal Change: Implement an electronic citation system for the professional and occupational boards that issue citations.
- Stage of Change Analysis: Analyzing feasibility.

- Performance Measures Impacted and Predicted Impact: Performance measures would include number of citations issued, number of routine inspections completed, and number of complaints based on inspections. The impact would be less investigator and staff time devoted to uploading paper documents into ReLAES, the agency’s database, because the e-citation would automatically be uploaded. Further, recipients of the e-citation would receive either a hard copy or emailed version of the document. This also would allow the agency to pull data more easily to identify trends.
- Objective(s) Costs Impacted and Anticipated Impact: Agency still analyzing.
- Anticipated Implementation Date: Agency has not yet fully analyzed feasibility.

B. Law Changes

19. Please review the laws chart to determine ways agency operations may be less burdensome, or outcomes improved, from changes to any of the laws. Also, check if any of the laws are archaic or no longer reflect agency practices. Afterward, list any laws the agency recommends the Committee further evaluate. For each one, include the information below.
- a. Law number and title;
 - b. Summary of current law;
 - c. Recommendation (eliminate, modify, or add new law) and rationale for recommendation;
 - d. Law recommendation number;
 - e. Wording of law, with recommended change provided in strike through and underline;
 - f. Presented and approved by Board/Commission; and
 - g. Other agencies that may be impacted by revising, eliminating, or adding the law.

Law number and title	S.C. Code Ann. § 40-1-20. Definitions.
Summary of current law	Sets out definitions of terms necessary to understand the statutes in the title.
Recommendation and rationale for recommendation	Amends § 40-1-20(8) to clarify that “person” or “individual” as used throughout the title may be a human being or business entity, as several boards license business entities in addition to people. Adds § 40-1-20(10) to define “crime of moral turpitude”. The term is used throughout statutes, regulations, and case law relating to LLR but is not currently defined in statute.
Law recommendation number	1
Wording of law	<p>As used in this title unless the context requires a different meaning:</p> <p>(1) “Administrator” means the individual to whom the director has delegated authority to administer the programs of a specific board or of a professional or occupational group for which the department has regulatory authority or has delegated authority to administer the programs of a specific board;</p> <p>(2) “Authorization to practice” or “Practice authorization” means the approval to practice the specified profession, engage in the specified occupation, or use a title protected under this article, which has been granted by the applicable board. This authorization is granted in the form of a license, permit, certification, or registration;</p> <p>(3) “Board” or “Commission” means the group of individuals charged by law with the responsibility of licensing or otherwise regulating an occupation or profession within the State. Except as otherwise indicated, “board” is used in this article to refer to both boards and commissions;</p> <p>(4) “Department” means the Department of Labor, Licensing and Regulation;</p> <p>(5) “Director” means the Director of the Department of Labor, Licensing and Regulation or the director’s official designee;</p> <p>(6) “Licensee” means a person granted an authorization to practice pursuant to this article and refers to a person holding a license, permit, certification, or registration granted pursuant to this article;</p> <p>(7) “Licensing act” means the individual statute or regulations, or both, of each regulated profession or occupation which include, but are not limited to, board governance, the qualifications and requirements for authorization to practice, prohibitions, and disciplinary procedures;</p> <p>(8) “Person” or “individual” means <u>an individual, a human being, firm, partnership, or corporation, or other entity which may be eligible to apply for licensure as determined by a board;</u></p> <p>(9) “Profession” or “occupation” means a profession or occupation regulated or administered, or both, by the department pursuant to this article;</p> <p>(10) “Crime of moral turpitude” means <u>a misdemeanor or felony under the Federal or State criminal law involving behavior</u></p>

	<p><u>that is not in conformity with and is considered vile or depraved by societal standards. This broad definition includes, but is not limited to, any crime listed in Chapter 3 of Title 16, Offenses Against the Person, or its substantially-similar Federal equivalent; any felony listed in Chapter 13 of Title 16, Forgery, Larceny, Embezzlement, False Pretenses and Cheats, or its substantially-similar Federal equivalent; any felony listed in Chapter 14 of Title 16, Financial Transaction Card Crime Act, or its substantially-similar Federal equivalent; any crime listed in Chapter 15 of Title 16, Offenses Against Morality and Decency, or its substantially-similar Federal equivalent; and the crime of Contributing to the Delinquency of a Minor in Section 16-17-490, or its substantially-similar Federal equivalent. Crimes which involve primarily self-destructive behavior generally do not involve moral turpitude.</u></p>
Presented and approved by Board/Commission	N/A
Other agencies that may be impacted	N/A

Law number and title	S.C. Code Ann. § 40-1-40. Purpose of division; domain.
Summary of current law	Sets out the purpose of the agency and the boards it administers.
Recommendation and rationale for recommendation	Amend § 40-1-40(B) to correct board names, remove titles of programs subsumed under other boards, and list all boards currently administered by the agency. Current law does not reflect such.
Law recommendation number	2
Wording of law	<p>(A) The purpose of the Division of Professional and Occupational Licensing, South Carolina Department of Labor, Licensing and Regulation, is to protect the public through the regulation of professional and occupational licensees and the administration of boards charged with the regulation of professional and occupational practitioners.</p> <p>(B) The following boards and the professions and occupations they license or otherwise regulate must be administered by the Department of Labor, Licensing and Regulation pursuant to this article:</p> <ul style="list-style-type: none"> Board of Accountancy Board of Architectural Examiners Athletic Commission Auctioneers' Commission Board of Barber Examiners <u>Perpetual Care Cemetery Board</u> Accessibility Committee of the Building Codes Council Building Codes Council Board of Chiropractic Examiners Contractor's Licensing Board Board of Cosmetology Board of Dentistry <u>Panel for Dietetics</u> <u>Board of Registration for Professional Engineers and Land Surveyors Board</u> Environmental Certification Board Board of Registration for Foresters Board of Funeral Service Board of Registration for Geologists <u>Board of Landscape Architectural Examiners</u> <u>Liquefied Petroleum Gas Board</u> Manufactured Housing Board <u>Panel for Massage/Bodywork</u> Board of Medical Examiners Modular Buildings Board of Appeals Board of Nursing <u>Board of Long Term Health Care Administrators Board</u> Board of Occupational Therapy Board of Examiners in Opticianry Board of Examiners in Optometry Board of Pharmacy Board of Physical Therapy Examiners Pilotage Commission <u>Commissioners of Pilotage for the Lower Coastal Area</u>

	<p><u>Commissioners of Pilotage for the Upper Coastal Area</u> Board of Podiatry Examiners Board of Examiners for <u>the</u> Licensure of Professional Counselors, Marriage and Marital and Family Therapists, <u>and Psycho-educational Specialists</u> Board of Examiners in Psychology Board of Pyrotechnic Safety Real Estate Appraisers Board Real Estate Commission Residential Builders Commission Board of Social Work Examiners <u>Soil Classifiers Advisory Council</u> Board of Examiners in Speech-Language Pathology and Audiology Board of Veterinary Medical Examiners</p> <p>(C) Each regulatory board within the department is a separate board.</p> <p>(D) The Department of Labor, Licensing and Regulation is a member of the Governor’s executive cabinet and must be headed by a director who must be appointed by the Governor with the advice and consent of the Senate, subject to removal from office by the Governor pursuant to Section 1-3-240(B). The director shall supervise the department under the direction and control of the Governor and shall exercise other powers and perform other duties as the Governor requires.</p>
Presented and approved by Board/Commission	N/A
Other agencies that may be impacted	N/A

Law number and title	S.C. Code Ann. § 40-1-50. Authority of department; record of board proceedings; roster of licensees; fee structures.
Summary of current law	Sets out the authority of the agency and describes services the agency provides to the boards.
Recommendation and rationale for recommendation	<p>Amends § 40-1-50(A) to reflect that the agency follows State law with regard to hiring and terminating employees and regulating boards. The amendment reflects that the agency is the employer of record for its employees and ensures that the person hiring a state employee is held to the standards outlined by State law.</p> <p>The recommendation also deletes the provision of the law that requires the agency director to submit a report that recommends the professions and occupations that should be de-regulated. The reason for the deletion is twofold: One, this provision has the potential to put the director in an adversarial relationship with a board she is statutorily bound to administer; and two, the legislature is charged with making the law and thus has the ability to determine what professions should be regulated.</p> <p>Amends § 40-1-50(C) to reflect the minimal \$10 fee that the agency currently charges to produce a board roster.</p>
Law recommendation number	3
Wording of law	<p>(A) The department is responsible for all administrative, fiscal, investigative, inspectional, clerical, secretarial, and license renewal operations and activities of the boards and commissions enumerated in Section 40-1-40.</p> <p>The director shall employ and supervise personnel necessary to effectuate the provisions of this article for each board provided for in Section 40-1-40. When hiring a person charged with evaluating or administering professional qualifications or licensing standards, the director must select from a list of three candidates submitted by the appropriate licensing board. However, a candidate whose name is submitted to the director must be chosen from a list of all candidates found to be qualified by the Human Management Office of the department. The authority to remove an employee of the department is vested with the Director of the Department of Labor, Licensing and Regulation.</p> <p>The director shall establish compensation for personnel assigned to the boards as the director considers necessary and appropriate for the administration of this article. Compensation and necessary expenses incurred in the performance of duties by personnel assigned to the board must be paid as an expense of the board in the administration of this article.</p> <p>The director shall enter into contracts and agreements the director considers necessary or incidental to carry out the provisions of this article to provide for all services required by each board.</p>

	<p>Board members must be compensated for their services at the usual rate for mileage, subsistence, and per diem as provided by law for members of state boards, committees, and commissions and may be reimbursed for actual and necessary expenses incurred in connection with and as a result of their work as members of the board. The director, within the limits set by the Comptroller General, shall establish reimbursement standards for travel and other expenses incurred by a board member in the performance of the board member’s official duties. Compensation and reimbursements paid to board members under this subsection must be paid as an expense of the board in the administration of this article and the board’s chapter and must be paid from the fees received by the board pursuant to the provisions of this article or in a manner prescribed by the Department of Labor, Licensing and Regulation.</p> <p>The director shall maintain a separate account for funds collected on behalf of a board and shall indicate the expenses allotted to the board. The director shall adjust fees for revenue-funded boards in accordance with Section 40-1-50 (D).</p> <p>The director annually shall prepare a report to the Governor and the General Assembly indicating those regulated trades, occupations, and professions that do not meet the spirit and intent of Section 40-1-10.</p> <p>The director may perform any additional administrative functions requested by the boards.</p> <p><i>[Section B not reproduced]</i></p> <p>(C) The department may prepare and publish a roster for each respective board containing the names and places of business of persons licensed under this article. A copy of the roster must be provided upon request and upon payment of a fee which may not exceed the cost of printing and distribution of the roster <u>of ten dollars (\$10)</u>.</p> <p><i>[Remainder of statute not reproduced]</i></p>
Presented and approved by Board/Commission	N/A
Other agencies that may be impacted	N/A

Law number and title	S.C. Code Ann. § 40-1-70. Powers and duties of boards.
Summary of current law	Sets out the powers and duties of the agency’s regulated boards.
Recommendation and rationale for recommendation	Add the ability of the boards to advise and recommend statutory revisions and other matters to the department, and for the department to request certain revisions to the legislature. Although some boards have the authority in their practice acts, many do not.
Law recommendation number	4
Wording of law	<p>The powers and duties of regulatory boards include, but are not limited to:</p> <p>(1) determining the eligibility of applicants for examination and licensure;</p> <p>(2) examining applicants for licensure including, but not limited to:</p> <p>(a) prescribing the subjects, character, and manner of licensing examinations;</p> <p>(b) preparing, administering, and grading the examination or assisting in the selection of a contractor for the preparation, administration, or grading of the examination;</p> <p>(3) establishing criteria for issuing, renewing, and reactivating the authorizations to practice of qualified applicants, including the issuance of active or permanent, temporary, limited, and inactive licenses, or other categories as may be created;</p> <p>(4) adopting a code of professional ethics appropriate to the profession or occupation which it licenses or regulates;</p> <p>(5) evaluating and approving continuing education course hours and programs;</p> <p>(6) conducting hearings on alleged violations of this article and regulations promulgated under this article;</p> <p>(7) resolving consumer complaints, where appropriate and possible;</p> <p>(8) disciplining persons licensed under this article in a manner provided for in this article;</p> <p>(9) promulgating regulations which have been submitted to the director, at least thirty days in advance of filing with Legislative Council as required by Section 1-23-30;</p> <p><u>(10) advising and recommending action to the department in the development of statutory revisions, and such other matters as the department may request regarding the administration of a board’s practice act in order to protect the health, safety, and welfare of the public.</u></p>
Presented and approved by Board/Commission	N/A
Other agencies that may be impacted	N/A

Law number and title	S.C. Code Ann. § 40-1-90. Disciplinary action proceedings.
Summary of current law	Sets out the way in which disciplinary actions take place at the agency.
Recommendation and rationale for recommendation	Clarifies that the attorney has the ability to make the final recommendation regarding a disposition to the board, and sets out the law regarding service of notice. Proper form of notice is not currently set forth in every practice act.
Law recommendation number	5
Wording of law	<p><u>SECTION 40-1-90. Disciplinary action proceedings; service of notice.</u></p> <p><u>(A) The results of an investigation must be presented to the board. If from these results it appears that a violation has occurred or that a licensee has become unfit to practice the profession or occupation, the board, in accordance with the Administrative Procedures Act, may take disciplinary action authorized by Section 40-1-120. No disciplinary action may be taken unless the matter is presented to and voted upon by the board. The board may designate a hearing officer or hearing panel to conduct hearings or take other action as may be necessary under this section.</u></p> <p><u>(B) If, at the conclusion of the investigation, disciplinary counsel determines that evidence is insufficient to prove a violation, counsel has the final discretion to amend the recommendation to the full board.</u></p> <p>(B) (C) For the purpose of a proceeding under this article, the department may administer oaths and issue subpoenas for the attendance and testimony of witnesses and the production and examination of books, papers, and records on behalf of the board or, upon request, on behalf of a party to the case. Upon failure to obey a subpoena or to answer questions propounded by the board or its hearing officer or panel, the board may apply to an administrative law judge for an order requiring the person to comply with the subpoena.</p> <p><u>(D) Service of notices conclusively must be presumed thirty days after mailing by first class or certified mail to the respondent to the last address provided to a board by the respondent.</u></p> <p><u>(E) When provision is made for the service of any notice, order, report, or other paper or copy of these upon any person in connection with any proceeding, service may be made upon counsel of record for the person, either personally or by first class or certified mail.</u></p> <p><u>(F) Service of notice upon a respondent who cannot be found at the last known address provided by the respondent or after due diligence cannot be found at his usual abode or place of business in this State or outside of the State, may be made by leaving with the director or her designee a copy of the notice and any accompanying documents along with proof of attempted service at the last known address. This provision does not remove a licensee's obligation to inform a board of a proper address for communication by mail.</u></p>

Presented and approved by Board/Commission	N/A
Other agencies that may be impacted	Administrative Law Court

Law number and title	S.C. Code Ann. § 40-1-120. Sanctions.
Summary of current law	Sets out the authority for the boards to sanction a licensee.
Recommendation and rationale for recommendation	Clarifies that a nondisciplinary letter of caution is a private order.
Law recommendation number	6
Wording of law	<p>SECTION 40-1-120. Sanctions.</p> <p>(A) Upon a determination by a board that one or more of the grounds for discipline exists, in addition to the actions the board is authorized to take pursuant to its respective licensing act, the board may:</p> <p>(1) issue a public reprimand;</p> <p>(2) impose a fine not to exceed five hundred dollars unless otherwise specified by statute or regulation of the board;</p> <p>(3) place a licensee on probation or restrict or suspend the individual's license for a definite or indefinite time and prescribe conditions to be met during probation, restriction, or suspension including, but not limited to, satisfactory completion of additional education, of a supervisory period, or of continuing education programs;</p> <p>(4) permanently revoke the license.</p> <p>(B) A decision by a board to discipline a licensee as authorized under this section must be by a majority vote of the total membership of the board serving at the time the vote is taken.</p> <p>(C) A final order of a board disciplining a licensee under this section is public information.</p> <p>(D) Upon a determination by a board that discipline is not appropriate, the board may issue a nondisciplinary letter of caution- <u>that is not subject to disclosure under the Freedom of Information Act.</u></p> <p>(E) A board may establish a procedure to allow a licensee who has been issued a public reprimand to petition the board for expungement of the reprimand from the licensee's record.</p>
Presented and approved by Board/Commission	N/A
Other agencies that may be impacted	N/A

Law number and title	S.C. Code Ann. § 40-1-150. Voluntary surrender of authorization to practice.
Summary of current law	Sets forth the parameters of a voluntary surrender of a license.
Recommendation and rationale for recommendation	Amend § 40-1-150 to reflect that a licensee may voluntarily surrender or voluntarily relinquish a license, and distinguish between the two actions. The current statute uses the two words interchangeably, and does not reflect the difference – a surrender may be temporary and a relinquishment is described as permanent in some of the practice acts.
Law recommendation number	7
Wording of law	<p>SECTION 40-1-150. Voluntary surrender <u>or relinquishment</u> of authorization to practice.</p> <p>A licensee who is under investigation for a violation provided for in Section 40-1-110 or the licensing act of the applicable board for which disciplinary action may be taken may voluntarily surrender authorization to practice to the board. The voluntary surrender invalidates the authorization to practice at the time of its relinquishment <u>surrender</u>, and no person whose authorization to practice is surrendered voluntarily may practice the profession or occupation unless the board, by a majority vote, reinstates the license. A person practicing a regulated profession or occupation during the period of voluntary surrender is considered an illegal practitioner and is subject to the penalties provided by this article. The surrender of an authorization to practice may not be considered an admission of guilt in a proceeding under this article and does not preclude the board from taking disciplinary action against the licensee as provided for in this article or the board’s licensing act including, but not limited to, imposing conditions that must be met before the board reinstates the license. <u>A voluntary surrender of a license is public information.</u></p> <p><u>A licensee may also decide voluntarily to permanently relinquish the authorization to practice to the board. This relinquishment invalidates the authorization to practice at the time of its relinquishment, and no person whose authorization to practice is permanently relinquished may practice the profession or occupation at any time thereafter. A person practicing a regulated profession or occupation after relinquishment is considered an illegal practitioner and is subject to the penalties provided by this article. The permanent relinquishment of an authorization to practice stops disciplinary action before a board as to the relinquished license, and is a public document which shall be made available on the department’s website.</u></p>
Presented and approved by Board/Commission	N/A
Other agencies that may be impacted	N/A

Law number and title	S.C. Code Ann. § 40-1-190. Privileged communications.
Summary of current law	Sets out that complaints and testimony relating to discipline are privileged, without restricting a licensee's due process rights. Final orders of a board are public.
Recommendation and rationale for recommendation	Add sections (B) through (D) and (F) to set out confidentiality for the department while allowing individual boards to set different standards if desired. Initial complaints are confidential to maintain privacy for licensees/respondents found to be compliant with the law. Once the threshold of formal complaint has been crossed, matters are presumed to be public, but still subject to reasonable protections pursuant to controlling law. The change also clarifies that a respondent always has access to the information.
Law recommendation number	8
Wording of law	<p><u>SECTION 40-1-190. Privileged communications; confidentiality of initial investigations; formal complaints open to public; respondent's due process rights preserved.</u></p> <p>(A) A communication, whether oral or written, made by or on behalf of a person, to the director or board or a person designated by the director or board to investigate or hear matters relating to discipline of a licensee, whether by way of complaint or testimony, is privileged and no action or proceeding, civil or criminal, may be brought against the person, by or on whose behalf the communication is made, except upon proof that the communication was made with malice.</p> <p><u>(B) Except as otherwise provided by law, all initial complaints, investigations, proceedings, records, and information relating to allegations of misconduct or incapacity are confidential and must not be disclosed to the public. While the matter remains confidential, the members and staff of the department and the board must not reveal in any way the nature of the initial complaint except to persons directly involved in the matter and then only to the extent necessary for proper investigation and disposition of the matter.</u></p> <p><u>(C) When a formal complaint is filed regarding an allegation of misconduct, the formal complaint and any answer become open to the public after the filing of the answer or if no answer is filed, thirty days after the service of the charges upon the licensee. If an allegation of incapacity is raised during the misconduct proceedings, all records, information, and proceedings relating to the allegation are confidential.</u></p> <p><u>(D) However, the department or the board may disclose information to another government agency, including law enforcement officials, at any stage of the proceedings in order to protect the public or for the administration of justice. The department may provide any information it considers necessary or appropriate to a substance abuse treatment program facility or monitoring program approved by a board, and this information must continue to be kept confidential and privileged from disclosure, except as provided by law.</u></p>

	<p>(BE) Nothing in this article may be construed as prohibiting the respondent or the respondent’s legal counsel from exercising the respondent’s constitutional right of due process under the law or as prohibiting the respondent from normal access to the charges and evidence filed against the respondent as part of due process under the law. <u>The respondent may have access to the initial complaint at the beginning of the investigative process.</u></p> <p>(CF) Notwithstanding the provisions of this section, a final order of a board disciplining a licensee is public.</p>
Presented and approved by Board/Commission	N/A
Other agencies that may be impacted	N/A

Law number and title	S.C. Code Ann. § 23-10-10. Operation of South Carolina Fire Academy; Fire Academy advisory committee created; membership.
Summary of current law	Defines Fire Academy operation and make-up of its advisory committee.
Recommendation and rationale for recommendation	Amends the chapter title and § 23-10-10 to reflect the title used in the field, State Fire Academy, as well as correct names of associated institutions and titles of personnel, committees, and divisions. Ensures consistency of terminology throughout all uses of State Fire Academy, State Fire Marshal, etc.
Law recommendation number	9
Wording of law	<p style="text-align: center;">CHAPTER 10 South Carolina <u>State</u> Fire Academy</p> <p>SECTION 23-10-10. Operation of South Carolina<u>State</u> Fire Academy; <u>State</u> Fire Academy advisory committee created; membership.</p> <p>The State Fire Marshal has the sole responsibility for the operation of the South Carolina<u>State</u> Fire Academy (Academy). The Academy is operated for the express purpose of upgrading the State’s paid, volunteer, and industrial fire service personnel. All buildings, facilities, equipment, property, and instructional materials which are now or become a part of the Academy are assigned to the Academy and may not be integrated with any other local or state agency, association, department, or technical education center, without the consent of the Director of the Department of Labor, Licensing and Regulation or his designee.</p> <p>There is created the South Carolina<u>State</u> Fire Academy Advisory Committee which shall advise and assist the State Fire Marshal in developing a comprehensive training program based upon the needs of the fire service in this State. Membership on the committee includes:</p> <p>(A) the Chairman and appointed members of the <u>Training & Education Fire School</u> Committee of the South Carolina State Firefighters’Firemen’s Association. The Chairman of the Fire School<u>Training & Education</u> Committee also shall serve as the Chairman of the South Carolina<u>State</u> Fire Academy Advisory Committee;</p> <p>(B) one member from the South Carolina <u>State Association of Fire Chief’s</u> Association appointed by the president <u>of the association</u>;</p> <p>(C) one member from the South Carolina Fire Inspectors<u>Marshals</u> Association appointed by the president <u>of the association</u>;</p> <p>(D) one member from the South Carolina Society of Fire Service Instructors Association appointed by the president <u>of the society</u>;</p> <p>(E) one member from the Professional Firefighters Association appointed by the president <u>of the association</u>;</p>

	<p>(F) one member from the South Carolina Chapter of International Association of Arson Investigators appointed by the president <u>of the chapter</u>;</p> <p>(G) the SuperintendentDirector of the StateSouth Carolina Fire Academy who shall serve as secretary without voting privileges. Membership from the StateSouth Carolina Fire Academy is limited to the Superintendentdirector only;</p> <p>(H) one industrial fire protection representative appointed by the president of the South Carolina Chapter of the American Society of Safety Engineers;</p> <p>(I) the Executive Director of the South Carolina State Firefighters' Firemen's Association who shall serve as a member ex officio without voting privileges;</p> <p>(J) the State Fire Marshal as a member ex officio without voting privileges;</p> <p>(K) one member from higher education having experience and training in curriculum development appointed by the Director of the Department of Labor, Licensing and Regulation; and</p> <p>(L) one member from the South Carolina Fire and Life Safety Education <u>Section of the South Carolina State Firefighters' Association</u> appointed by the president <u>of the section</u>.</p>
Presented and approved by Board/Commission	N/A
Other agencies that may be impacted	N/A

Law number and title	S.C. Code Ann. § 23-49-120. Donations of fire protection, control and rescue equipment.
Summary of current law	Allows the Forestry Commission to receive donations of equipment.
Recommendation and rationale for recommendation	Amends the statute to allow LLR’s Division of Fire and Life Safety (in addition to Forestry) to receive donations of equipment. LLR’s Division of Fire and Life Safety is in a better position to be able to utilize direct donations or to direct them to the appropriate local departments in need. The statute provides that the entity making the donation be immune from liability, which many donors require before donating equipment. Under state law agencies may not enter into contracts of indemnification.
Law recommendation number	10
Wording of law	<p>(A) For purposes of this chapter, “fire protection, control, and rescue equipment” or “equipment” means, but is not limited to, a vehicle, a firefighting tool, protective gear, breathing apparatus, and any other tools or supplies commonly used or capable of use in fire prevention, firefighting, or fire rescue.</p> <p>(B) The South Carolina Forestry Commission <u>and Department of Labor, Licensing and Regulation, Division of Fire and Life Safety</u> may accept donations of new or used fire protection, control, and rescue equipment from individuals or organizations. Donated equipment accepted by the commission <u>or department</u> may be retained for use by the commission <u>or department</u> or distributed to county, municipal, or other fire departments in this State or to other state or local emergency service or rescue organizations. A fire department or other organization accepting donated breathing apparatus from the commission <u>or department</u> shall cause the breathing apparatus to be recertified according to the manufacturer’s specifications by the manufacturer or a technician certified by the manufacturer before it is placed into service or used by the fire department or other organization.</p> <p>(C) A donor or donor organization acting in good faith when donating new or used equipment that is apparently fit for use by humans and for its intended purpose is not subject to criminal penalties or civil liability for death or injuries to persons or property arising from a disclosed defect in the equipment, from an unknown defect in the equipment, or from the condition of the donated equipment, unless the death or injury to persons or property is caused by gross negligence, recklessness, or intentional misconduct of the donor.</p>
Presented and approved by Board/Commission	N/A
Other agencies that may be impacted	South Carolina Forestry Commission

Law number and title	S.C. Code Ann. § 40-80-30. Registration, maintenance, and availability of information.
Summary of current law	Describes the information required to be maintained by the Fire Marshal and timing of registration with the office.
Recommendation and rationale for recommendation	Amends the statute to reflect the correct title of the office, to ensure consistency of terminology. Sets appropriate fees for duplication and documentation of files to match current practice and fair rates for the process.
Law recommendation number	11
Wording of law	<p>(A) No later than sixty days after the start of his employment date as a paid or volunteer firefighter, each firefighter must be registered with the Office of the State Fire Marshal by his fire chief or other employer. The criminal background check required by Section 40-80-20 must be conducted before registration.</p> <p>(B) The Office of the State Fire Marshal must maintain a file on each registered firefighter in this State that includes all information required to be kept by this chapter, and must assign a firefighter identification number to each registered firefighter which corresponds with the firefighter’s social security number.</p> <p>(C) Upon request the information in the file of an individual firefighter may be released in its entirety to a potential employer as defined in this chapter and may be used as a basis for employment. The requesting department or employer must maintain this information in a confidential manner.</p> <p>(D) Any registered firefighter may at any time request and obtain a copy of his or her file. <u>An unofficial version of a firefighter’s file is available at no cost via secured web access.</u> The fee for <u>an official</u> copy of a firefighter’s file<u>transcript</u> is five<u>three</u> dollars payable to the Office of the State Fire Marshal. <u>The fee for a reprinted certificate is five dollars payable to the Office of State Fire Marshal.</u></p>
Presented and approved by Board/Commission	N/A
Other agencies that may be impacted	N/A

Law number and title	S.C. Code Ann. § 23-9-10. Transfer of Office of State Fire Marshal to Department of Labor, Licensing and Regulation; duties and responsibilities of Marshal; qualifications.
Summary of current law	Transfers the Office of State Fire Marshal to the department, giving the Marshal the duties and responsibilities of the former Chief Insurance Commissioner. Sets out the minimum qualifications of the State Fire Marshal.
Recommendation and rationale for recommendation	Eliminates historical movement of the office and qualifications; states the current requirements to be State Fire Marshal. Historical information will still be available in the amendment history, but is unnecessary in the statute. Amends the statute to reflect current terminology for the department and its division, as well as gives the commonly-used name for the division.
Law recommendation number	12
Wording of law	<p>SECTION 23-9-10. Transfer of office of State Fire Marshal to Department of Labor, Licensing and Regulation; duties and responsibilities of Marshal; qualifications. State Fire Marshal qualifications; name of the division.</p> <p>Effective July 1, 1979, the Division of State Fire Marshal is hereby transferred to the Department of Labor, Licensing and Regulation to operate as a division under the Office of Director. The State Fire Marshal shall have all of the duties and responsibilities formerly exercised by the Chief Insurance Commissioner as State Fire Marshal, ex officio. Notwithstanding another provision of law, after January 20, 2011, theThe State Fire Marshal shall have a master's degree from an accredited institution of higher learning and at least four years' experience in fire prevention and control or a bachelor's degree and eight years' experience in fire prevention and control. The Governor shall appoint the State Fire Marshal who shall serve as the Deputy Director of the <u>Division of Fire and Life Safety of the Department of Labor, Licensing and Regulation. The Division of Fire and Life Safety shall, in the alternative, be referred to as State Fire and shall consist of the following primary program areas: Office of State Fire Marshal, State Fire Academy and Emergency Response Task Force.</u></p>
Presented and approved by Board/Commission	N/A
Other agencies that may be impacted	N/A

Law number and title	S.C. Code Ann. § 23-9-30. Resident fire marshals; persons who may act under authority of State Fire Marshal.
Summary of current law	Sets out the authority of the State Fire Marshal and those who act under the authority of the State Fire Marshal.
Recommendation and rationale for recommendation	Amends the statute to define the authority of the State Fire Marshal and those acting under the authority of the State Fire Marshal. Allows the State Fire Marshal to establish procedures to discipline a certified State Fire Marshal because the authority already exists to certify an individual as a certified state fire marshal.
Law recommendation number	13
Wording of law	SECTION 23-9-30. Resident fire marshals; P persons who may act under authority of State Fire Marshal. (a) The chief of any organized fire department or county fire marshal is <u>an</u> ex officio resident fire marshal; however, this chapter does not repeal, amend, or otherwise affect Chapter 25 of Title 5. (b) All powers and duties of investigation, inspection and enforcement vested in the State Fire Marshal may be exercised or discharged by any deputy state fire marshal, county fire marshal, or resident fire marshal within the area of his service, <u>by any deputy state fire marshal, ex officio resident fire marshal</u> or any state or local governmental employee certified by the State Fire Marshal whose duties include inspection and enforcement of state or local fire safety codes and standards, acting under the authority of the State Fire Marshal. (c) <u>The State Fire Marshal shall have the authority to promulgate regulations regarding the training, certification and recertification of fire marshals, and disciplinary procedures, up to and including revocation of certification for cause.</u>
Presented and approved by Board/Commission	N/A
Other agencies that may be impacted	N/A

Law number and title	S.C. Code Ann. § 23-9-35. Handicapped ramps; fees and permits.
Summary of current law	Allows the State Fire Marshal to construct ramps without fees or permits.
Recommendation and rationale for recommendation	Eliminate as an unnecessary and duplicative statute. S.C. Code Ann. § 6-9-14 already waives fees and permits for ramps.
Law recommendation number	14
Wording of law	SECTION 23-9-35. Handicapped ramps; fees and permits. —The Division of State Fire Marshall is authorized to construct and place handicapped ramps without incurring fees or securing a permit for the construction and placement of handicapped ramps.
Presented and approved by Board/Commission	N/A
Other agencies that may be impacted	N/A

Law number and title	S.C. Code Ann. § 23-9-45. Class D fire equipment dealer license or fire equipment permit; proof of training; fees.
Summary of current law	Sets out Class D license and permit requirements and sets fees thereto.
Recommendation and rationale for recommendation	Amends the statute to identify all classes of fire equipment permits and licenses that are regulated by the Fire Marshal Office. Allows all classes to be correctly identified and the capability of licensees to be safely proven through requirements to be clarified through regulation. Amends the statute to reflect the correct title of the office, to ensure consistency of terminology.
Law recommendation number	15
Wording of law	<p>SECTION 23-9-45. Class D Fire equipment dealer license or fire equipment permit; proof of training; fees.</p> <p>(A) An applicant for a <u>Class A, B, C, Class D, and E</u> fire equipment dealer license or a Class D fire equipment permit, or both, shall provide proof of a current manufacturer's training certificate for each type of preengineered fire extinguishing system <u>and meet additional fire, life and safety requirements as set forth in regulation.</u> However, if the applicant can provide proof of a current manufacturer's training certificate for at least one type of preengineered fire extinguishing system, the applicant may submit a sworn affidavit for each additional type of preengineered fire extinguishing system for which a license or permit, or both, is requested.</p> <p>(B) The affidavit shall attest to the applicant's ability to obtain the proper manufacturer's installation and maintenance manuals and provide testament that all installations and maintenance shall be performed in compliance with the manufacturer's installation and maintenance manuals <u>and the codes adopted by the South Carolina Building Codes Council, with the exception of the manufacturer's training certificate, and in compliance with National Fire Protection Association standards 10, 11, 12, 13, 17, 17A, 96, 211, and 2001, as they exist as of January 1, 2006, including the use of replacement parts listed in conformity with National Fire Protection Association standards.</u> Any violation of the affidavit is grounds for the revocation of the Class D fire equipment dealer license or the Class D fire equipment permit, or both.</p> <p>(C) The Division of State Fire Marshal is authorized to charge a license fee for all <u>classes of</u> fire equipment licenses issued by the Division of State Fire Marshal and a permit fee for all classes of fire equipment permits issued by the Division of State Fire Marshal. Fees may be set by regulation not more than once each two years and must be based upon the costs of administering the provisions of this chapter and must give due regard to the time spent by division personnel in performing duties. The initial fees established by the State Fire Marshal may not exceed one hundred dollars for licenses and twenty five dollars for permits. <u>Qualifications and requirements of licensees and permittees shall be described in regulation.</u></p>

Presented and approved by Board/Commission	N/A
Other agencies that may be impacted	N/A

Law number and title	S.C. Code Ann. § 23-9-50. Authority to inspect buildings or premises.
Summary of current law	Sets out the State Fire Marshal’s authority to inspect buildings or premises.
Recommendation and rationale for recommendation	Amends the statute to require probable cause for entry into premises or dwellings if no consent given or if no fatality or serious injury has occurred. Gives due process consideration to entry into a private location.
Law recommendation number	16
Wording of law	(a) The State Fire Marshal shall have authority at all times of the day or night, in the performance of duties imposed by this chapter, to enter upon and examine any building or premises where any fire <u>or explosion</u> has occurred and other buildings or <u>adjoining</u> premises. Provided, that the <u>State</u> Fire Marshal may enter a private dwelling or premise only with the permission of the owner or occupant, <u>or if: (1) unless</u> there is probable cause to believe that a violation of the provisions respecting fire laws exists; that there exists imminent danger to the occupants thereof or arson. (2) there is probable cause of imminent danger to the occupants thereof; or (3) a fatality or serious injury has occurred as a result of fire, explosion, or arson. <i>[remainder of statute unchanged]</i>
Presented and approved by Board/Commission	N/A
Other agencies that may be impacted	N/A

Law number and title	S.C. Code Ann. § 40-8-160 (Cemetery). Dissemination of order finding basis for disciplinary action; fine.
Summary of current law	Provides for dissemination of public orders to local and state professional associations; authorizes sanctions against respondent.
Recommendation and rationale for recommendation	Amends the statute to provide that the agency may email final orders electronically to local and state professional associations. This would reduce board-mailing costs and further public protection by ensuring board orders are disseminated quickly. Amending the statute would not change the dissemination of a final order to a respondent.
Law recommendation number	17
Wording of law	Upon a determination by the board that one or more of the grounds for disciplining a licensee exist, as provided for in Sections 40-8-150 and 40-1-110, the board may, in addition to the actions provided for in Section 40-1-120, impose a fine not to exceed ten thousand dollars. All final orders which are made public must be mailed <u>or emailed</u> to local and state professional associations, all firms and facilities with which the respondent is associated, states where the person has a license known to the board, and to any other source to which the board wishes to furnish this information.
Presented and approved by Board/Commission	Not yet presented to the Board.
Other agencies that may be impacted	N/A

Law number and title	S.C. Code Ann. § 40-9-31 (Chiropractors). Procedures for revoking, suspending, or restricting a license or disciplining a licensee; appeal to Administrative Law Court; stay pending appeal.
Summary of current law	Sets out the appropriate procedure for discipline of a licensee.
Recommendation and rationale for recommendation	Amends the statute to conform to the current agency practice that has the Office of General Counsel rather than the Attorney General's office prosecutes cases. Clarifies that allegations of misconduct brought against a licensee is by the State and not for a complainant. The amendment would also corrects the issue of a stay pending appeal to be consistent with court rules and other practice acts regarding stay of an order on appeal as well as S.C. Code Ann. § 40-1-160.
Law recommendation number	18
Wording of law	<p>(A) An action of the board relating to the revocation or suspension of a license or other action restricting a license or disciplining a licensee must be taken only after a written complaint of misconduct has been filed with the board in accordance with regulations promulgated by the board. After receiving a complaint a closed hearing must be held by an examiner selected by the board after thirty days' notice to the complainant and the licensee or their counsel. The <u>Office of General Counsel</u> Attorney General's office, upon request of the board, shall present the case <u>on behalf of the State</u> for the complainant before the examiner. Upon receipt of the examiner's report, the board shall notify the complainant and the licensee and the licensee's counsel of the time and place at which the board will consider the report for the purpose of determining its action on the report; the notice must be given not less than ten days before the meeting. The complainant and the licensee and the licensee's counsel have the right to appear before the board at the meeting, submit briefs, and be heard in oral argument in opposition to or in support of the recommendations of the board. The State Attorney General's office also has the right to appear before the board and submit briefs and be heard in oral argument. Upon its final review the board may either dismiss the complaint or find that the licensee is guilty of misconduct meriting sanction. The board shall file a final certified report of the proceedings before it with the secretary of the board who shall notify the complainant and the licensee and the licensee's counsel of this action. A decision of the board to revoke, suspend, or restrict a license or to limit or discipline a person engaging in the practice of chiropractic requires a majority vote of the membership of the board. The board's decision may be appealed to an administrative law judge as provided under Article 5 of Chapter 23 of Title 1, which shall hear the matter upon petition filed by the licensee with an administrative law judge as provided under Article 5 of Chapter 23 of Title 1, and served upon the secretary of the board within ten days from the date of delivery of the board's decision to the licensee. A decision by the board to revoke, suspend, or restrict</p>

	<p>a license or to limit or discipline a licensee or one who is found to be practicing chiropractic without complying with this chapter is not effective until the tenth day following the date of delivery of a written copy of the decision to the licensee. Service of a petition for a review of the decision <u>does not</u> stay the board’s decision pending completion of the appellate process, <u>unless and until an administrative law judge grants a petition for stay or the parties agree to the stay.</u></p> <p>(B) If a licensee is found to have violated this chapter or a regulation promulgated under this chapter, in addition to or instead of taking action to revoke, suspend, or restrict the license of the licensee, the board may assess a civil fine of up to two thousand dollars for each violation, but the total fine may not exceed ten thousand dollars.</p>
Presented and approved by Board/Commission	Not yet presented to the Board.
Other agencies that may be impacted	Administrative Law Court

Law number and title	S.C. Code Ann. § 40-11-20. Definitions.
Summary of current law	Defines terms related to this practice act.
Recommendation and rationale for recommendation	Correct typographical error in the name of the Board, to ensure consistency of terminology.
Law recommendation number	19
Wording of law	S.C. Code Ann. § 40-11-20(1): For purposes of this chapter: (1) “Board” means the South Carolina Contractor’s’ Licensing Board. <i>[remainder of statute unchanged]</i>
Presented and approved by Board/Commission	Not yet presented to the Board.
Other agencies that may be impacted	N/A

Law number and title	S.C. Code Ann. § 40-15-180. Complaint to board against dentist, dental hygienist, or dental technician; investigation; accusation; notice; hearing; confidentiality of proceedings; privileged communications.
Summary of current law	Sets out complaints and investigations against licensees.
Recommendation and rationale for recommendation	Amends the statute to require the attorney representing the State to sign the formal accusation against the licensee, rather than the president or vice-president of the Board, and requires the State to serve the notice of hearing. This change would protect the board president from having access to the allegations against a respondent before the hearing.
Law recommendation number	20
Wording of law	(1) The board shall receive complaints by any person against a licensed dentist or dental hygienist, or against a registered dental technician, and shall require the same to be submitted to it in the form of an affidavit. Upon receipt of a complaint, the director, or such other person as the president may designate, shall investigate the allegations of the complaint and make a report to the board concerning his investigation. If the board shall then desire to proceed further it may, in its discretion, file a formal accusation charging the dentist, dental hygienist, or dental technician with a violation of a provision of this chapter. The accusation shall be signed by the <u>attorney representing the State</u> president or vice president on behalf of the board <u>who has reviewed the charges against the licensee</u> . When the accusation is filed, and the board shall set a date for a hearing thereon, the State director of the board shall notify the accused in writing, not less than thirty days prior to the hearing date, of the date fixed for the hearing and a true copy of the accusation shall be attached to the notice. The accused may appear and show cause why his license should not be suspended or revoked. The accused shall have the right to be confronted with and to cross-examine the witnesses against him and shall have the right to counsel. In instances where a board member has made the initial investigation of a complaint, he shall not sit with the board at the hearing of such complaint. <i>[remainder of statute unchanged]</i>
Presented and approved by Board/Commission	Not yet presented to the Board.
Other agencies that may be impacted	N/A

Law number and title	S.C. Code Ann. § 40-29-60 (Manufactured Housing). Hearings before administrative hearing officer and board; penalties.
Summary of current law	Sets out the procedures for disciplinary hearings before the Board.
Recommendation and rationale for recommendation	Amends the statute to allow the Board to hear a case against a licensee and conforms to the current Board practice.
Law recommendation number	21
Wording of law	<p>(A) A licensee who violates a provision of this chapter or regulation pertaining to warranty requirements, deposits, or rescision of contracts shall appear upon citation by the board before an agent of the board appointed to act as administrative hearing officer for a hearing <u>or shall appear before the full board upon issuance of a formal complaint by the State.</u> Upon the finding of a violation, the hearing officer:</p> <p>(1) may for a first offense, impose a fine of not more than five hundred dollars or suspend the license for not more than thirty days, or both;</p> <p>(2) may for a second offense, impose a fine of not more than one thousand dollars or suspend the license for not more than sixty days, or both;</p> <p>(3) may for a third offense, impose a fine of not more than two thousand dollars or suspend the license for not more than ninety days, or both;</p> <p>(4) shall for a fourth or subsequent offense, present the violation to the board for disciplinary action pursuant to this chapter.</p> <p><u>If the full board hears the case, it may impose such sanctions as are allowable under the law.</u></p> <p>(B) The licensee must be given at least thirty days' notice of the time and place of the hearing and of the charges. A person aggrieved by a ruling of the administrative hearing officer may appeal to the board within fifteen days after the ruling. The request for appeal must be in writing. The board shall state in writing its findings and determinations in its decision in the matter on appeal.</p> <p>Appeals from the decision of the board may be made to an administrative law judge pursuant to the Administrative Procedures Act.</p> <p>(C) A licensee who violates any provision of this chapter or regulations promulgated by its authority or accumulates three or more warranty or contract violations which have not been corrected within the prescribed time upon citation of the board shall appear before the board for a hearing. The licensee must be given at least thirty days' notice of the time and place of the hearing and of the charges. A person aggrieved by a ruling of the board may appeal to an administrative law judge pursuant to the Administrative Procedures Act. Upon the finding of such a violation, the board may:</p> <p>(1) impose a fine of not more than two thousand five hundred dollars or suspend or revoke the license or any combination thereof; <u>and</u></p>

	<p>(2) order an increase in surety bonding or other approved security requirements.</p> <p>(D) The board may conduct hearings and presentations of views consistent with regulations adopted by the United States Department of Housing and Urban Development and adopt regulations necessary to carry out this function.</p>
Presented and approved by Board/Commission	Not yet presented to the Board.
Other agencies that may be impacted	N/A

Law number and title	S.C. Code Ann. § 40-29-100 (Manufactured Housing). Sanctions and disciplinary action by the board.
Summary of current law	Allows sanctions pursuant to the practice act and Title 40, Chapter 1.
Recommendation and rationale for recommendation	Corrects typographical error in the statutory citation. The correct citation to statute is Section 40-29-60.
Law recommendation number	22
Wording of law	In addition to the sanctions the board may impose against a person pursuant to Section 40-29- 110 <u>60</u> , the board may take disciplinary action as provided for in Section 40-1-120.
Presented and approved by Board/Commission	Not yet presented to the Board.
Other agencies that may be impacted	N/A

Law number and title	S.C. Code Ann. § 40-37-20.(Optometrists) Definitions.
Summary of current law	Defines terms related to this practice act.
Recommendation and rationale for recommendation	Removes definitions of basic certified optometrist and diagnostic certified optometrist. All optometrists are not required to be therapeutic certified optometrists, pursuant to current S.C. Code Ann. § 40-37-420.
Law recommendation number	23
Wording of law	<p>As used in this chapter:</p> <p>(1) "Board" means the South Carolina Board of Examiners in Optometry;</p> <p>(2) "Contact lens" means any device placed in contact with the eye for the purpose of correcting vision, therapy, or cosmetic alteration;</p> <p>(3) "Direct supervision" means supervision provided by a licensed optometrist who must:</p> <p>(a) be present in the department or facility where the supervisee is performing services;</p> <p>(b) be immediately available to assist the supervisee in the services being performed; and</p> <p>(c) maintain continued involvement in appropriate aspects of each treatment;</p> <p>(4) "Optical supplies" include, but are not limited to, contact lenses, ophthalmic lenses, ophthalmic frames;</p> <p>(5) "Basic certified optometrist" means an optometrist without education or training in the use of pharmaceutical agents and licensed to practice optometry without the use of pharmaceutical agents;</p> <p>(6) "Diagnostic certified optometrist" means an optometrist educated and trained in the use of pharmaceutical agents for diagnostic purposes only and licensed to practice optometry in conjunction with the use of pharmaceutical agents for diagnostic purposes only;</p> <p>(75) "Therapeutic certified optometrist" means an optometrist educated and trained in the use of pharmacological agents for diagnostic and therapeutic purposes and licensed to practice optometry with the use of pharmacological agents for diagnostic and therapeutic purposes.</p>
Presented and approved by Board/Commission	Not yet presented to the Board.
Other agencies that may be impacted	N/A

Law number and title	S.C. Code Ann. § 40-37-420. (Optometrists) Existing licensees; transition; time frame for fulfilling licensing requirements of chapter.
Summary of current law	Sets a transition period that expired in 2008 for all optometrists to meet one standard of licensure and practice.
Recommendation and rationale for recommendation	Remove references to transition as they are unnecessary and archaic.
Law recommendation number	24
Wording of law	<p>SECTION 40-37-420. Existing licensees; transition; time time frame for fulfilling licensing requirements of chapter.</p> <p>—(A) An optometrist licensed for basic practice of optometry as of July 1, 2005, may continue to practice under the conditions provided for in this section, and regulations promulgated under this chapter, as of July 1, 2005, until September 30, 2008. A basic certified optometrist may:</p> <p>— (1) employ any means, other than the use of drugs, for the measurement of the powers of vision or the adaptation of lenses for the aid of vision;</p> <p>— (2) in the sale of spectacles, eyeglasses, or lenses, use lenses in the testing of the eye therefor other than lenses actually sold;</p> <p>— (3) examine the human eye by the employment of any subjective or objective physical means, without the use of drugs, to ascertain the presence of defects or abnormal conditions for the purpose of relieving them by the use of lenses, prisms, or other physical or mechanical means;</p> <p>— (4) practice orthoptics or prescribe or fit contact lenses;</p> <p>—(B)(1) An optometrist licensed for diagnostic practice of optometry as of July 1, 2005, may continue to practice under the conditions provided for in this section, and regulations promulgated under this chapter, as of July 1, 2005, until September 30, 2008, if the optometrist has:</p> <p>— (a) complied with the educational requirements promulgated by the board; and</p> <p>— (b) passed a pharmaceutical agent examination which must be approved by the board.</p> <p>— (2) Notwithstanding any other provision of law, a diagnostically certified optometrist may purchase, possess, and administer pharmaceutical agents including pharmaceutical agents for topical application, other than controlled substances as defined in Section 44-53-110, for diagnostic purposes in the practice of optometry. For the purposes of this subsection, “pharmaceutical agent” means: anesthetics, mydriatics, cycloplegics, miotics, dyes, and over the counter drugs. Miotics may be used only pursuant to the following restrictions:</p> <p>— (a) miotics may not be used for treatment purposes;</p> <p>— (b) miotics may be used only for emergency purposes involving the buildup of pressure within the eyeball and immediately upon this emergency use, the optometrist shall refer the patient to an ophthalmologist and file with the South Carolina Board of Examiners in Optometry a written report of</p>

	<p>the incident in the manner prescribed by the board by regulation; and the South Carolina Board of Examiners in Optometry shall ensure that the quality and quantity of miotics possessed by a diagnostically certified optometrist is consistent with the use of miotics only for emergency purposes involving the buildup of pressure within the eyeball.</p> <p>(C) After September 30, 2008, no person may practice as an optometrist in this State if the person has not met all requirements of this chapter in effect at that time and as may be amended in the future. A basic and diagnostically licensed optometrist who wishes to be recertified after September 30, 2008, shall conform to the licensing requirements for a therapeutically certified optometrist as provided for in regulation.</p> <p>(D) A licensee under this chapter must indicate his or her category of licensure following his or her name or signature on all professional documents.</p>
Presented and approved by Board/Commission	Not yet presented to the Board.
Other agencies that may be impacted	N/A

Law number and title	S.C. Code Ann. § 40-55-130 (Psychologists). Complaint to board against licensed psychologist; investigation; accusation; notice; hearing; confidentiality of proceedings; privileged communications.
Summary of current law	Sets out the investigation and hearing processes for licensees.
Recommendation and rationale for recommendation	Amends the statute to require the attorney representing the State to sign the formal accusation against the licensee, rather than the chairman or other officer of the Board, and requires the State to serve the notice of hearing.
Law recommendation number	25
Wording of law	(A) The board shall receive complaints by any person against a licensed psychologist. Upon receipt of a complaint the chairman or the chairman’s designee shall investigate the allegations of the complaint and make a report to the board concerning the investigation. If the board proceeds further, it may file a formal accusation charging the psychologist with a violation of a provision of this chapter. <u>The accusation shall be signed by the attorney representing the State who has reviewed the charges against the licensee.</u> The accusation must be signed by the chairman or other officer on behalf of the board. When the accusation is filed, and the board sets a date for a hearing, the State <u>chairman</u> shall notify the accused in writing, not less than thirty days before the hearing date, of the date fixed for the hearing and a true copy of the accusation must be attached to the notice. The accused may appear and show cause why his license should not be suspended, revoked, or restricted. The accused has the right to be confronted with and to cross-examine the witnesses against him and has the right to counsel. In instances where a board member has made the initial investigation of a complaint, the board member shall not sit with the board at the hearing of that complaint. <i>[remainder of statute unchanged]</i>
Presented and approved by Board/Commission	Not yet presented to the Board.
Other agencies that may be impacted	N/A

Law number and title	S.C. Code Ann. § 40-75-90 (Counselors). Complaints against licensees; investigation and proceedings.
Summary of current law	Sets out the investigation and hearing processes for licensees.
Recommendation and rationale for recommendation	Amends the statute to require the attorney representing the State to sign the formal accusation against the licensee, rather than the president or vice president of the Board, and requires the State to serve the notice of hearing.
Law recommendation number	26
Wording of law	(A) The board may receive complaints by any person against a licensee and may require the complaints to be submitted in writing specifying the exact charge or charges and to be signed by the complainant. Upon receipt of a complaint, the board administrator shall refer the complaint to a designated investigator of the South Carolina Department of Labor, Licensing and Regulation, who shall investigate the allegations in the complaint and make a report to the board concerning the investigation. If the board desires to proceed further, it may file a formal accusation charging the licensee with a violation of this chapter or a regulation promulgated pursuant to this chapter. <u>The accusation shall be signed by the attorney representing the State who has reviewed the charges against the licensee.</u> The accusation must be signed by the president or vice president on behalf of the board. When the accusation is filed and the board has set a date and a place for a hearing on the accusation, the State administrator shall notify the accused in writing not less than thirty days prior to the hearing and a copy of the accusation must be attached to the notice. The notice must be served personally or sent to the accused by registered mail, return receipt requested, directed to the last mailing address furnished to the board. The post office registration receipt signed by the accused, his agent, or a responsible member of his household or office staff, or, if not accepted by the person to whom addressed, the postal authority stamp showing the notice refused, is prima facie evidence of service of the notice.
Presented and approved by Board/Commission	Not yet presented to the Board.
Other agencies that may be impacted	N/A

Law number and title	S.C. Code Ann. § 40-59-20 (Residential Home Builders). Definitions.
Summary of current law	Defines terms related to this practice act.
Recommendation and rationale for recommendation	Amends statute to remove statutory reference that is not defined in the practice act.
Law recommendation number	27
Wording of law	This chapter does not apply to a person licensed under Chapter 11 for the purpose of undertaking the construction, or superintending of construction, of a building or the improvement, reimprovement, or repair of any building. A residential builder who is licensed pursuant to this chapter is not required to be licensed as a general contractor or mechanical contractor under Chapter 11 in order to engage in residential building as defined in Section 40-59-10 . A mechanical contractor is exempt from this chapter relating to residential specialty contractors when engaged in contracting in the classification in which he is licensed to perform mechanical contracting. The commission is the exclusive licensing and registration entity for persons who engage solely in residential building and in residential specialty contracting.
Presented and approved by Board/Commission	Not yet presented to the Board.
Other agencies that may be impacted	Administrative Law Court

Law number and title	S.C. Code Ann. § 40-59-270 (Residential Home Builders). Applicability of Chapter 11; exemption of mechanical contractor.
Summary of current law	Exempts Contractor’s Licensing Board licensees from licensure under this practice act.
Recommendation and rationale for recommendation	Corrects typographical error in the statutory citation. The correct citation to statute is Section 40-29-60.
Law recommendation number	28
Wording of law	This chapter does not apply to a person licensed under Chapter 11 for the purpose of undertaking the construction, or superintending of construction, of a building or the improvement, reimprovement, or repair of any building. A residential builder who is licensed pursuant to this chapter is not required to be licensed as a general contractor or mechanical contractor under Chapter 11 in order to engage in residential building as defined in Section 40-59- 1020 <u>20</u> . A mechanical contractor is exempt from this chapter relating to residential specialty contractors when engaged in contracting in the classification in which he is licensed to perform mechanical contracting. The commission is the exclusive licensing and registration entity for persons who engage solely in residential building and in residential specialty contracting.
Presented and approved by Board/Commission	Not yet presented to the Board.
Other agencies that may be impacted	Administrative Law Court

Law number and title	S.C. Code Ann. § 40-43-155 (Pharmacy). Requiring professional competency, mental, or physical examination; request for review; obtaining records; confidentiality.
Summary of current law	Not in existence
Recommendation and rationale for recommendation	Licenses under the South Carolina Pharmacy Practice Act have extraordinary access to controlled substances as well as legend drugs. In order to better aid the Board in determining fitness to practice, the Board should have the ability to require licensees to submit to evaluation for mental or physical incompetency and disability before a formal hearing. Currently, the board has the ability to suspend a license if the health, safety, and welfare of the public is at risk, but in some cases the ability to require an evaluation is a less severe sanction than putting a practitioner out of practice. Further, this change puts Pharmacy in line with the other health boards.
Law recommendation number	29
Wording of law	<p><u>SECTION 40-43-155. Requiring professional competency, mental, or physical examination; request for review; obtaining records; confidentiality.</u></p> <p><u>(A) If the board finds that probable cause exists that a licensee or applicant may be professionally incompetent, addicted to alcohol or drugs, or may have sustained a physical or mental disability that may render practice by the licensee or applicant dangerous to the public or is otherwise practicing in a manner dangerous to the public, the board, without a formal complaint or opportunity for hearing, may require a licensee or applicant to submit to a professional competency, mental, or physical examination by authorized practitioners designated by the board. The results of an examination are admissible in a hearing before the board, notwithstanding a claim of privilege under a contrary rule of law. A person who accepts the privilege of engaging in licensed practice in this State pursuant to this chapter, or who files an application for a license to practice pursuant to this chapter, is considered to have consented to submit to a professional competency, mental, or physical examination and to have waived all objections to the admissibility of the results in a hearing before the board upon the grounds that this constitutes a privileged communication. If a licensee or applicant fails to submit to an examination when properly directed to do so by the board, unless the failure was due to circumstances beyond the person's control, the board shall enter an order automatically suspending or denying the license pending compliance and further order of the board. A licensee or applicant who is required to submit to a professional competency, mental, or physical examination may request within seventy-two hours after receipt of the requirement a review by the administrative hearing officer. Filing a written request for a review by the administrative hearing officer does not stay the time directed in which to submit to a professional competency, mental, or physical examination, and no stay may</u></p>

be issued, except as provided in this section. The review hearing for purposes of this section must be limited to the issues of whether the person is a licensee or applicant, whether reasonable grounds exist to require a professional competency, mental, or physical examination, and whether the licensee or applicant has been informed that failure to submit to an examination will result in the entry of an order automatically suspending or denying the license pending compliance and further order of the board. The administrative hearing officer's decision is not subject to appeal. A licensee or applicant who is prohibited from practicing pursuant to this subsection must be afforded at reasonable intervals an opportunity to demonstrate to the board the ability to resume or begin the practice with reasonable skill and safety.

(B) The board upon probable cause may obtain records relating to the professional competency or mental or physical condition of a licensee or applicant including, but not limited to, psychiatric records, which are admissible in a hearing before the board, notwithstanding any other provision of law. A person who accepts the privilege of engaging in licensed practice in this State pursuant to this chapter, or who files an application to practice pursuant to this chapter, is considered to have consented to the board obtaining these records and to have waived all objections to the admissibility of these records in a hearing before the board upon the grounds that this constitutes a privileged communication. If a licensee or applicant refuses to sign a written consent for the board to obtain these records when properly requested by the board, unless the failure was due to circumstances beyond the person's control, the board shall enter an order automatically suspending or denying the license pending compliance and further order of the board. A licensee or applicant who is prohibited from practicing under this subsection must be afforded at reasonable intervals an opportunity to demonstrate to the board the ability to resume or begin the practice of medicine with reasonable skill and safety.

(C) An order requiring a licensee or applicant to submit to a professional competency, mental, or physical examination or an order requiring the submission of records relating to the professional competency or mental or physical condition of a licensee or applicant is confidential and must not be disclosed, except to the extent necessary for the proper disposition of the matter before the board or administrative hearing officer. The fact of automatic suspension or denial of a license pending compliance and further order of the board is public information under the Freedom of Information Act. A review hearing and decision of an administrative hearing officer are confidential, unless an order automatically suspending or denying a license pending compliance and further order of the board has been issued, in which case the fact of suspension or denial of a license by the administrative hearing officer is public information under the Freedom of Information Act.

Presented and approved by Board/Commission	Not yet presented to the Board.
Other agencies that may be impacted	LRADAC/Recovering Professional Program

Law number and title	S.C. Code Ann. § 41-15-220 (SC OSHA). Notice and hearing; occupational safety and health standards not subject to Administrative Procedure Act; rebuttable presumptions created by publication of notice.
Summary of current law	Notice of hearing for SC OSHA standards
Recommendation and rationale for recommendation	Amends the statute to allow for publication in newspapers with electronic circulation to enhance accessibility for the public and employers.
Law recommendation number	30
Wording of law	(A) Before the promulgation, modification, or revocation of a regulation issued pursuant to this article, the commissioner shall conduct a public hearing at which all interested persons, including employer and employee representatives, must be provided an opportunity to appear and present their comments orally or written, or both. Notice of the hearing must be published in the State Register and <u>may be published</u> in at least three newspapers, at least one of which has circulation in upper, lower, and middle South Carolina, <u>or through electronic means</u> , once a week for three weeks. The notice must contain the date, time, and place of the hearing and a brief description of the proposed regulation. <i>[remainder of statute unchanged]</i>
Presented and approved by Board/Commission	N/A
Other agencies that may be impacted	N/A

Law number and title	S.C. Code Ann. § 41-15-260. Interrogation; inspection; warrant for inspection; issuance; return; records of warrants issued.
Summary of current law	Interrogation; inspection; warrant for inspection; issuance; return; records of warrants issued.
Recommendation and rationale for recommendation	Amends the statute to provide a compliance mechanism for warrant process and sanctions for non-compliance in order to address circumstances when an employer refuses to comply with a warrant.
Law recommendation number	31
Wording of law	(B)(3) A warrant issued pursuant to this section shall be served within ten days and returned within thirty days of its date of issue. <u>A person authorized by the Director of the Department of Labor, Licensing and Regulation or designee may seek contempt and/or sanctions, in the event of noncompliance with a warrant. Assistance may also be sought by law enforcement during the service of the warrant.</u> The circuit judge who has issued a warrant under this section shall attach to the warrant a copy of the return and all papers filed in connection therewith and shall cause them to be filed with the court which issued such warrant. <i>[remainder of statute unchanged]</i>
Presented and approved by Board/Commission	N/A
Other agencies that may be impacted	Local law enforcement agencies and Circuit Court.

Law number and title	S.C. Code Ann. § 41-15-270. Subpoenas, taking of testimony and the like.
Summary of current law	Outlines the investigative process.
Recommendation and rationale for recommendation	Amends the statute to provide a compliance mechanism for warrant process and sanctions for non-compliance in order to deter employers from ignoring subpoenas.
Law recommendation number	32
Wording of law	<p><u>(A) The Director of the Department of Labor, Licensing and Regulation or his designee may subpoena witnesses, documents, take and preserve testimony, examine witnesses, administer oaths and, upon proper presentation of credentials to the owner, manager or agent of the employer, enter any place, site or areas where employment comes under the jurisdiction of the Commissioner and interrogate any person employed therein or connected therewith or the proper officers of a corporation or employer, or he may file a written or printed list of interrogatories and require full and complete answers to them to be returned under oath within fifteen days of the receipt of such list. In the event of non-compliance, the Director or his designee may seek contempt and/or sanctions by the circuit judge having jurisdiction where the inspection and investigation is being conducted.</u></p> <p><u>(B) Upon proper presentation of credentials to the owner, manager or agent of the employer, the Director of the Department of Labor, Licensing and Regulation or his designee may enter any place, site or area where employment comes under the jurisdiction of the Director and interrogate any person employed therein or connected therewith or the proper officers of a corporation or employer. In the event of non-compliance, the Director of the Department of Labor, Licensing and Regulation or his designee may seek a warrant pursuant to the provisions in Section 41-15-260.</u></p>
Presented and approved by Board/Commission	N/A
Other agencies that may be impacted	Local law enforcement agencies and Circuit Court.

Law number and title	S.C. Code Ann. § 41-15-280. Citation for violation; notice in lieu of citation.
Summary of current law	Provides procedures for issuance of a citation for violations.
Recommendation and rationale for recommendation	Amends the statute by including language that makes it clear that the citation will be issued with the penalty, and allows the agency discretion to stay the deadline under certain circumstances. This is done to ensure SC OSHA's ability to further its mission without constraints. This protects the public while providing due process to employers.
Law recommendation number	33
Wording of law	<p>Title: Citation <u>and notification of penalty</u> for violation; notice in lieu of citation. If, upon inspection or investigation, the <u>Director</u> or his authorized representative ascertains that an employer has violated a requirement of any rule or regulation promulgated pursuant to this article, he shall with reasonable promptness issue a citation <u>and notification of penalty</u> to the employer. Each citation <u>and notification of penalty</u> shall be in writing and shall describe with particularity the nature of the violation or violations, including a reference to any statute or rule or regulation alleged to have been violated. The citation <u>and notification of penalty</u> shall fix a reasonable time for the abatement of the violation. The <u>Director</u> may prescribe procedures for the issuance of a notice in lieu of a citation with respect to de minimis violations which have no direct or immediate relationship to safety or health. Such notice shall have the effect of a recommendation to the employer; compliance will not be required.</p> <p>Each citation <u>and notification of penalty</u> issued under this section, or a copy or copies thereof, shall be prominently posted, as prescribed in regulations issued by the <u>Director</u>, at or near each place a violation referred to in the citation occurred.</p> <p>No citation may be issued under this section after the expiration of six months following the occurrence of any violation. <u>Where the actions or omissions of the employer or its designee conceal the existence of the violation or conditions leading to the violation, this limitation is tolled until such time as the agency learns or could have learned of the violation or conditions.</u></p>
Presented and approved by Board/Commission	N/A
Other agencies that may be impacted	N/A

Law number and title	S.C. Code Ann. § 41-15-300. Notice of penalties.
Summary of current law	Provides notice of penalties.
Recommendation and rationale for recommendation	Repeals the statute in its entirety since penalties are not sent separately from citations. This will streamline statutory provisions and reduce redundancy.
Law recommendation number	34
Wording of law	If, after an inspection or investigation, the Commissioner issues a citation, he shall within a reasonable time after the termination of such inspection or investigation notify the employer by certified mail of the penalty, if any, assessed under Section 41-15-320.
Presented and approved by Board/Commission	N/A
Other agencies that may be impacted	N/A

Law number and title	S.C. Code Ann. § 41-15-520. Remedies of an employee charging discrimination.
Summary of current law	Provides remedies available to an employee charging discrimination.
Recommendation and rationale for recommendation	Amends the statute to provide clarity regarding the actions taken upon receipt of complaint from a public employee.
Law recommendation number	35
Wording of law	<p><u>(A)</u> A private sector employee believing that he has been discharged or otherwise discriminated against by any person in violation of Section 41-15-510 may, within thirty days after the violation occurs, file a complaint with the Director of the Department of Labor, Licensing and Regulation alleging the discrimination. Upon receipt of the complaint, the director, <u>or designee</u>, shall within fifteen days forward the complaints that allege violations of Section 41-15-510 and violations of a federal statute other than 29 U.S.C.A. Section 660(c) to the United States Department of Labor Whistleblower Program. For other complaints, the director shall cause an investigation to be made as he deems appropriate. If upon such investigation the director determines the provisions of Section 41-15-510 have been violated, he shall institute an action in the appropriate court of common pleas against such person. In any such action the court of common pleas shall have jurisdiction for cause shown to restrain violations of Section 41-15-510 and order all appropriate relief including rehiring or reinstatement of the employee to his former position with back pay.</p> <p><u>(B) Upon receipt of a complaint from a public sector employee, the agency will issue a Notice of Right to Sue letter.</u> A public sector employee believing that he has been discharged or otherwise discriminated against by any person in violation of Section 41-15-510 may proceed with a civil action pursuant to the provisions contained in Chapter 27, Title 8.</p>
Presented and approved by Board/Commission	N/A
Other agencies that may be impacted	N/A

Law number and title	S.C. Code Ann. § 41-13-25. Penalties for violating child labor regulations
Summary of current law	Provides penalties for violating child labor laws.
Recommendation and rationale for recommendation	Amends the statute to clarify penalty options for first offenders in order to provide better information to the public and assist those wishing to avoid such penalties.
Law recommendation number	36
Wording of law	(A) As determined by the Director of the Department of Labor, Licensing and Regulation or the director’s designee, an employer who violates a child labor regulation promulgated pursuant to this chapter must be given a written warning of the violation for a first offense or may be fined not more than one thousand dollars. For second or subsequent offenses, an employer may be fined not more than five thousand dollars for each offense. The director shall determine the amount of the penalty pursuant to procedures promulgated by the department in regulation for assessing penalties under this chapter. These regulations shall include the method for determining penalties based on the size of the business of the employer being charged, the gravity of the violation, the good faith of the employer, and the history of previous violations of the employer. <i>[remainder of statute unchanged]</i>
Presented and approved by Board/Commission	N/A
Other agencies that may be impacted	N/A

Law number and title	S.C. Code Ann. § 41-10-30. Notification to employees of wages and hours agreed upon; recordkeeping requirements; requirement of itemized statement of gross pay and deductions for each pay period.
Summary of current law	Requires provision of itemized statements for each pay period.
Recommendation and rationale for recommendation	Amends the statute to include alternative means of employees viewing statements in order to recognize and utilize current technology.
Law recommendation number	37
Wording of law	(C) Every employer shall provide each employee with <u>access to</u> an itemized statement showing his gross pay and the deductions made from his wages for each pay period. <i>[remainder of statute unchanged]</i>
Presented and approved by Board/Commission	N/A
Other agencies that may be impacted	N/A

Law number and title	S.C. Code Ann. § 41-10-40. Medium of payment; deposit of wages to employee's credit; prohibition against deductions in absence of written notice; time and place of payment.
Summary of current law	Provides the medium of payment for employees.
Recommendation and rationale for recommendation	Amend the statute to revise method of payment to allow inclusion of different forms of payment other than the standard check.
Law recommendation number	38
Wording of law	(A) Every employer in the State shall pay all wages due in lawful United States money or by negotiable warrant or check bearing even date with the payday <u>currency.</u> <i>[remainder of statute unchanged]</i>
Presented and approved by Board/Commission	N/A
Other agencies that may be impacted	N/A

Law number and title	S.C. Code Ann. § 41-10-80. Violations and penalties; civil actions by employees; administrative review of civil penalties.
Summary of current law	Defines violations and penalties.
Recommendation and rationale for recommendation	Amends the statute by revising penalties in order to enhance compliance mechanisms for violations.
Law recommendation number	39
Wording of law	<p>(A) Any employer who violates the provisions of Section 41-10-30 must be given a written warning by the Director of the Department of Labor, Licensing and Regulation or his designee for the first offense and must be assessed a civil penalty of not more than one <u>two</u> hundred <u>fifty</u> dollars for each subsequent offense.</p> <p>(B) Any employer who violates the provisions of Section 41-10-40 <u>and Section 41-10-50</u> must be assessed a civil penalty of not more than one hundred <u>hundred thousand</u> dollars for each violation. Each failure to pay constitutes a separate offense. . . .</p> <p>(D) The Director of the Department of Labor, Licensing and Regulation or his designee shall promulgate regulations to establish a procedure for <u>the assessment of penalties and the administrative review of any civil penalty</u> as assessed by the commissioner. <i>[remainder of statute unchanged]</i></p>
Presented and approved by Board/Commission	N/A
Other agencies that may be impacted	N/A

Law number and title	S.C. Code Ann. § 23-9-20. Additional duties of State Fire Marshal.
Summary of current law	Sets out the duties of the State Fire Marshal.
Recommendation and rationale for recommendation	Amends the statute to include the full range of duties and powers of the State Fire Marshal. Pursuant to the Legislative Audit Council recommendations issued in January 2018, “The South Carolina General Assembly should amend state law to clarify the enforcement authority of the Division of Fire and Life Safety, including allowing the Division of Fire and Life Safety the ability to issue fines.” Combining sections 23-9-20, 23-9-40, 23-9-60, 23-9-110, and 23-9-130 allows the authority to be set forth in a single statute.
Law recommendation number	40
Wording of law	<p>SECTION 23-9-20. Additional <u>Duties, jurisdiction, and authority</u> of State Fire Marshal.</p> <p>The State Fire Marshal shall <u>have jurisdiction and authority statewide, on behalf of the State, in matters including but not limited to the following functions and activities:</u></p> <p><u>(1) Enforcement of all laws and ordinances of the State with reference to the following:</u></p> <p><u>(a) The prevention of fires;</u></p> <p><u>(b) The storage, sale and use of combustibles and explosives;</u></p> <p><u>(c) The installation and maintenance of fire alarm systems and fire extinguishing systems and equipment;</u></p> <p><u>(d) The means of egress from all buildings, except for one- and two-family dwellings, unless otherwise required or permitted through statute or regulation;</u></p> <p><u>(e) Investigation of the cause, origin and circumstances of fire;</u></p> <p><u>(f) Requiring conformance with the fire prevention and protection codes and standards based upon nationally recognized codes and standards as may be prescribed by law or regulation for the prevention of fires and the protection of life and property;</u></p> <p><u>(g) Facilitation of the reporting of fires through the National Fire Incident Reporting System (NFIRS);</u></p> <p><u>(h) Collection of information concerning the causes, prevention and reduction of damage from fire and other forms of community loss. The Office of State Fire Marshal may, from time to time, disseminate this information in an appropriate manner as needed to aid in public protection or training of firefighters; and</u></p> <p><u>(i) Other fire-related activities not inconsistent with the mission of State Fire or otherwise proscribed by law.</u></p> <p>(12) supervise <u>(12) Enforcement of the laws and regulations of the Liquefied Petroleum Gas Board and the South Carolina Hydrogen Permitting Program; and</u></p> <p>(23) shall <u>(23) Employment and supervision of personnel necessary to carry out the duties of his office.</u></p>

	<p><u>(4) Implementation of licensing, permitting and certification programs based upon nationally recognized codes and standards, and promulgation of regulations for:</u></p> <p><u>(a) Explosives;</u></p> <p><u>(b) Pyrotechnic displays and shooters, not inconsistent with the powers reserved to the State Board of Pyrotechnic Safety;</u></p> <p><u>(c) Fire protection systems and all classes of equipment;</u> <u>and</u></p> <p><u>(d) Persons performing fire inspections under the authority of §23-9-30.</u></p> <p><u>(5) Promulgation of fire prevention and protection regulations based upon nationally recognized codes and standards for the protection of life and property of the residents of the State from fire.</u></p> <p><u>(6) Administrative and operational responsibilities for all program areas of State Fire, including the Office of State Fire Marshal, the State Fire Academy, and the Emergency Response Task Force.</u></p>
Presented and approved by Board/Commission	N/A
Other agencies that may be impacted	N/A

Law number and title	S.C. Code Ann. § 23-9-40. Duty of State Fire Marshal to enforce certain laws and ordinances.
Summary of current law	Sets out duties of the State Fire Marshal.
Recommendation and rationale for recommendation	Repeals this statute as duplicative of the new section 23-9-20. Combining sections 23-9-20, 23-9-40, 23-9-60, 23-9-110, and 23-9-130 allows the authority to be set forth in a single statute.
Law recommendation number	41
Wording of law	<p>— It shall be the duty of the State Fire Marshal to enforce all laws and ordinances of the State, and the several counties, cities, and political subdivisions thereof, with reference to the following:</p> <p>— (a) The prevention of fires;</p> <p>— (b) The storage, sale and use of combustibles and explosives;</p> <p>— (c) The installation and maintenance of automatic or other fire alarm systems and fire extinguishing equipment;</p> <p>— (d) The construction, maintenance and regulation of fire escapes;</p> <p>— (e) The means and adequacy of exits, in case of fire, from factories, asylums, hospitals, churches, schools, halls, theaters, amphitheaters and all other places in which numbers of persons work, live or congregate from time to time for any purpose;</p> <p>— (f) Investigation of the cause, origin and circumstances of fire.</p>
Presented and approved by Board/Commission	N/A
Other agencies that may be impacted	N/A

Law number and title	S.C. Code Ann. § 23-9-60. Duty to require conformance with minimum fire prevention and protection standards.
Summary of current law	Sets out a duty of the State Fire Marshal.
Recommendation and rationale for recommendation	Repeals this statute as duplicative of the new section 23-9-20. Combining sections 23-9-20, 23-9-40, 23-9-60, 23-9-110, and 23-9-130 allows the authority to be set forth in a single statute.
Law recommendation number	42
Wording of law	—The State Fire Marshal shall require conformance with the fire prevention and protection standards based upon nationally recognized standards as may be prescribed by law or regulation for the prevention of fires and the protection of life and property. The Division of the State Fire Marshal shall have the authority to promulgate fire prevention and protection regulations based upon nationally recognized standards for the protection of life and property of the residents of the State from fire.
Presented and approved by Board/Commission	N/A
Other agencies that may be impacted	N/A

Law number and title	S.C. Code Ann. § 23-9-110. File of fire reports; public inspection; destruction.
Summary of current law	Sets out a duty of the State Fire Marshal.
Recommendation and rationale for recommendation	Repeals this statute as duplicative of the new section 23-9-20. Combining sections 23-9-20, 23-9-40, 23-9-60, 23-9-110, and 23-9-130 allows the authority to be set forth in a single statute.
Law recommendation number	43
Wording of law	—The State Fire Marshal shall keep on file in his office all reports of fires made to him pursuant to this chapter. Such records shall at all times during business hours be open to public inspection; except, that any testimony taken in a fire investigation may, in the discretion of the State Fire Marshal, be withheld from public scrutiny. The State Fire Marshal may destroy any such report after three years from its date.
Presented and approved by Board/Commission	N/A
Other agencies that may be impacted	N/A

Law number and title	S.C. Code Ann. § 23-9-130. Dissemination of information relating to fires.
Summary of current law	Sets out a duty of the State Fire Marshal.
Recommendation and rationale for recommendation	Repeals this statute as duplicative of the new section 23-9-20. Combining sections 23-9-20, 23-9-40, 23-9-60, 23-9-110, and 23-9-130 allows the authority to be set forth in a single statute.
Law recommendation number	44
Wording of law	—The State Fire Marshal may from time to time disseminate within this State information concerning the causes, prevention and reduction of damage from fire.
Presented and approved by Board/Commission	N/A
Other agencies that may be impacted	N/A

Law number and title	S.C. Code Ann. § 23-9-65. Automatic fueling clips on self-service gasoline dispensers permitted.
Summary of current law	Allows automatic fueling clips only pursuant to fire codes applicable at the time of implementation of the statute.
Recommendation and rationale for recommendation	Repeals this statute as archaic. Statute does not need to be updated to new fire code, because new code does not prohibit automatic fueling clips.
Law recommendation number	45
Wording of law	— Automatic fueling clips on self-service gasoline dispensers that are permitted in the National Fire Protection Association Pamphlet 30A, 1987 Edition, are permitted to be used in this State. The Division of the State Fire Marshal shall promulgate regulations necessary to implement the provisions of this section.
Presented and approved by Board/Commission	N/A
Other agencies that may be impacted	N/A

Law number and title	S.C. Code Ann. § 41-18-40. Definitions.
Summary of current law	Provides definitions applicable to the South Carolina Amusement Rides Safety Code.
Recommendation and rationale for recommendation	The statute does not define “open to the public.” The agency attempted to clarify the definition by regulation, but is still facing questions from the public and legislature regarding whether the code applies to church camps. Open to the public is a broad term, and the agency seeks clarification, but has no recommended language.
Law recommendation number	46
Wording of Regulation.	<u>(15)</u> “Open to the public” means a place or device that is accessible or available to members of a community or population, irrespective of whether a fee is charged and without regard to the number of days that the place or device is available for use. It does not include a private club, organization, or institution utilizing a selection and approval process for membership that operates the device exclusively for the use of its members on premises owned or controlled by it. It also does not include a private residence where the device is operated by family members and their guests for non-business purposes. A club, organization, or institution that offers memberships for less than thirty days is not private.
Presented and approved by Board/Commission	N/A
Other agencies that may be impacted	N/A

VII. Additional Documents to Submit

A. Reports

20. Please provide an updated version of the Reports Template from the Accountability Report. In the updated version, please do the following:
- a. Add any reports necessary so the chart is current as of the date of submission of the Program Evaluation Report and include:
 - i. Audits performed on the agency by external entities, other than Legislative Audit Council, State Inspector General, or State Auditor’s Office, during the last five years;
 - ii. Audits performed by internal auditors at the agency during the last five years;
 - iii. Other reports, reviews or publications of the agency, during the last five years, including fact sheets, reports required by provisos, reports required by the federal government, etc.; and
 - b. Include the website link for each document in the “Method to Access the Report” column, if website link is available. If website link is not available, enter the method by which someone from the public could access the report. If the method is to call or send a request to the agency, please specify to whom the request must be sent and any details the individual must include in the request.
 - c. Submit an electronic copy of any internal audits that are not posted online.

Please see the next page.

Agency Name:		SC Department of Labor, Licensing and Regulation			Fiscal Year 2016-2017		
Agency Code:		R36			Section: 081		
					Accountability Report		
					Report Template		
Item	Report Name	Name of Entity Requesting the Report	Type of Entity	Reporting Frequency	Submission Date (MM/DD/YYYY)	Summary of Information Requested in the Report	
1	5- Year Strategic Management Plan - Annual Performance Plan	OSHA	Federal	Annually	08/01/2017	Sets out goals and strategies for a five year period, with progress on these goals and strategies being assessed and reported annually.	Report available upon request from agency's Communications Director and Ombudsman.
2	1% Expenditure Report	General Assembly	State	Annually	08/04/2017	LLR shall report annually to the Chairman of the Senate Finance Committee and the Chairman of the House Ways and Means Committee where any growth above the base authorization of S.C. Code §38-7-30 is expended and for what purposes within the Division of Fire and Life Safety.	Senate Finance and House Ways and Means
3	Accountability Report	Executive Budget Office	State	Annually	09/15/2017	To state the Agency's mission, objectives to accomplish the mission, and performance measures that show the degree to which the objectives are being met.	http://llr.sc.gov/AboutUs/index.asp?file=arr.htm
4	Accountancy Report - §40-2-80(B)(2)	General Assembly	State	Annually	02/27/2018	LLR shall annually post a report related to the number of complaints received, the number of investigations initiated, the average length of investigations, and the number of investigations that exceed 150 days.	http://llronline.com/POL/Accountancy/index.asp?file=news.htm
5	Accountancy Report: 268 of 2014, Section 6	General Assembly	State	Annually	02/14/2018	LLR Director must submit an annual report to the Chairmn of the Senate Labor, Commerce and Industry Committee and Chairman of the House Labor, Commerce and Industry Committee concerning the workload of LLR's Accountancy Board Administrator, specifically addressing the amount of time the administrator must devote to the work of the Accountancy Board compared to the amount of time that he must devote to other duties and responsibilities. The other duties and responsibilities, and the time devoted to them, must be itemized in the report.	Report available upon request from agency's Communications Director and Ombudsman.
6	Agency Regulatory Review Report	General Assembly - Codes Commissioner	State	5 Years	05/15/2013	Each state agency, which promulgates regulations or to which the responsibility for administering regulations has been transferred, shall conduct a formal review of all regulations which it has promulgated or for which it has been transferred the responsibility of administering.	http://llr.sc.gov/AboutUs/MediaCenter/pidocs/RegulatoryReviewTaskForceReport2013.pdf
7	Amusement Ride Safety Bulletin	Agency	State	Periodically	Fall 2015	The bulletin provides safety tips for amusement riders.	http://www.llr.state.sc.us/AboutUs/MediaCenter/news/2015/FairSafetyRelease.pdf
8	Amusement Ride Safety Tips Sheet	Agency	State	Periodically	Fall 2017	The sheet provides safety tips for amusement riders.	http://www.llr.state.sc.us/AboutUs/MediaCenter/news/2017/Play%20It%20Safe%20at%20Fall%20Fairs.pdf

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Item	Report Name	Name of Entity Requesting the Report	Type of Entity	Reporting Frequency	Submission Date (MM/DD/YYYY)	Summary of Information Requested in the Report	
9	Annual Data Report for SC NFIRS (National Fire Incident Reporting System) Program	FEMA (Federal Emergency Management Agency)	State	Annually	01/17/2018	Local SC fire departments report statistical information to NFIRS and the data collected is put into an annual report.	http://www.scfiremarshal.llronline.com/crr/forms/2016%20Annual%20NFIRS%20Report.pdf
10	Annual Report	Agency	State	Annually	Fall 2017	Although no longer required by the General Assembly, the Agency has continued to create and publish an online Annual Report as the Agency history.	http://llr.sc.gov/AboutUs/index.asp?file=annreport.htm
11	Bank Account Transparency and Accountability	General Assembly	State	Annually	10/01/2017	Each state agency having composite reservoir bank accounts, or any other accounts containing public funds which are not included in the Comptroller General's South Carolina Enterprise Information System, shall prepare a report for each account disclosing every transaction of the account in the prior fiscal year.	State Fiscal Accountability Authority
12	Base Budget Analysis	General Assembly	State	Annually	09/15/2017	Requires state agencies to make public their Annual Accountability Report and sets guidelines for the report.	http://www.scstatehouse.gov/reports/reports.php
13	Board of Accountancy Newsletter	Board	State	Quarterly	1st Quarter 2018	Newsletter is produced to keep licensees updated on Board activities, changes/additions to laws, and industry news.	http://llr.sc.gov/pol/accountancy/news/Accountancy_NewsletterQ12018.pdf
14	Board of Architectural Examiners Newsletter	Board	State	Periodically	Fall 2014	Newsletter is produced to keep licensees updated on Board activities, changes/additions to laws, and industry news.	http://llr.sc.gov/POL/Architects/index.asp?file=archpub.htm
15	Board of Chiropractic Examiners Newsletter	Board	State	(Not done since December 2013)	12/01/2013	Newsletter is produced to keep licensees updated on Board activities, changes/additions to laws, and industry news.	http://llr.sc.gov/POL/Chiropractors/index.asp?file=news.htm
16	Board of Dentistry Newsletter	Board	State	Periodically	Fall 2016	Newsletter is produced to keep licensees updated on Board activities, changes/additions to laws, and industry news.	http://llr.sc.gov/POL/Dentistry/index.asp?file=news.htm
17	Board of Environmental Certification Newsletter	Board	State	Annually	Spring 2017	Newsletter is produced to keep licensees updated on Board activities, changes/additions to laws, and industry news.	http://llr.sc.gov/POL/Environmental/index.asp?file=news.htm
18	Board of Landscape Architectural Examiners Newsletter	Board	State	Periodically	Winter 2018	Newsletter is produced to keep licensees updated on Board activities, changes/additions to laws, and industry news.	http://llr.sc.gov/POL/LandscapeArchitect/index.asp?file=news.htm
19	Board of Nursing Newsletter	Board	State	Quarterly	04/01/2018	Newsletter is produced to keep licensees updated on Board activities, changes/additions to laws, and industry news.	https://www.nursingald.com/uploads/publication/pdf/1655/South_Carolina_Nurse_4_18.pdf
20	Board of Pharmacy Newsletter	Board	State	Quarterly	02/01/2018	Newsletter is produced to keep licensees updated on Board activities, changes/additions to laws, and industry news.	https://nabp.pharmacy/boards-of-pharmacy/south-carolina/

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Item	Report Name	Name of Entity Requesting the Report	Type of Entity	Reporting Frequency	Submission Date (MM/DD/YYYY)	Summary of Information Requested in the Report	
21	Board of Pyrotechnic Safety Newsletter	Board	State	Annually	Summer 2017	Newsletter is produced to keep licensees updated on Board activities, changes/additions to laws, and industry news.	http://llr.sc.gov/POL/Pyrotechnic/index.asp?file=news.htm
22	Board of Registration for Foresters Newsletter	Board	State	Annually	Summer 2017	Newsletter is produced to keep licensees updated on Board activities, changes/additions to laws, and industry news.	http://llr.sc.gov/POL/Forestry/index.asp?file=news.htm
23	Bonuses Report	Department of Administration, Division of State Human Resources	State	Annually	08/31/2017	Requires each state agency to report bonuses given to state employees during the preceding fiscal year.	Department of Administration, Division of State Human Resources - SCEIS
24	Capital Asset Report	Comptroller General	State	Annually	09/15/2017	Requires reporting and information of all Agency Capital Assets.	http://www.cg.sc.gov/publicationsandreports/Pages/CAFR.aspx
25	Capital Lease Report Verification Form	State Treasurer's Office	State	Annually	07/14/2017	Requires reporting and information on any Agency Capital Lease.	Comptroller General's Office
26	Commuting Costs (Proviso 117.82)	Comptroller General	State	Quarterly	03/31/2018	Provides information on commuting costs, including the date funds collected from employee, employee name, number of commuting miles, and amount collected.	Comptroller General's Office.
27	Comprehensive Permanent Improvement Plan (CPIP)	General Assembly	State	Annually	07/07/2017	Agency's 5 year plan for permanent improvements.	http://admin.sc.gov/budget/capital-budgeting-unit/CPIP
28	Corrective Action Plan	OSHA	Federal	Annually	07/31/2017	Lists SC OSHA's plan to correct any issues or concerns in the annual FAME (Federal Annual Monitoring and Evaluation) Report.	Report available upon request from agency's Communications Director and Ombudsman.
29	Debt Collection Reports	General Assembly	State	Annually	02/28/2018	Requires state agencies to provide a report detailing the amount of its outstanding debt and all methods it has used to collect that debt. For purposes of this provision, outstanding debt means a sum remaining due and owed to a state agency by a non-governmental entity for more than sixty (60) calendar days.	http://www.llr.sc.gov/aboutus/index.asp?file=reports.htm
30	Deficit Monitoring (Proviso 117.81)	Executive Budget Office	State	Quarterly	03/31/2018	Requires a statement that Agency is not running a deficit and explanation of what measures Agency is taking to ensure it will not run a deficit (i.e. monitor revenues and expenditures).	Executive Budget Office
31	Director Regulatory Review Report	General Assembly	State	Annually	05/01/2013	Requires Director of agency to prepare a report indicating those regulated trades, occupations, and professions that do not meet the spirit and intent of Section 40-1-10.	http://llr.sc.gov/AboutUs/MediaCenter/pidocs/RegulatoryReviewTaskForceReport2013.pdf
32	Directory of Fire Standards Compliant Cigarettes	General Assembly	State	Periodically	05/01/2017	Manufacturers submit a written certification attesting each cigarette has been tested in accordance with S.C. Code §23-51-30.	http://www.scfiremarshal.llronline.com/forms/SafeCigarettes/BrandListing.html

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33	Discrimination Policy (EEO Report)	SC Human Affairs Commission	State	Annually	10/31/2017	Requires each state agency to submit to SC Human Affairs Commission employment and filled vacancy data by race and sex.	http://www.scstatehouse.gov/reports/HumanAffairsComm/2018AnnualReport.pdf
34	Federal Financial Report	US Department of Labor	Federal	Quarterly	03/31/2018	Report on grant draw amounts, grant expenditures, and grant balance.	Report available upon request from agency's Communications Director and Ombudsman.
35	Fire Safe Cigarette Report	General Assembly	State	Every 3 years	06/30/2017	Requires State Fire Marshal to review the effectiveness of Section 23-51-30 and report every three years to the General Assembly the State Fire Marshal's findings and, if appropriate, recommendations for legislation to improve the effectiveness of the Act.	General Assembly
36	Fire Safe SC - Public Safety Messages	State Fire	State	Periodically	01/01/2018	Fire Safety messages are targeted to all members of the public.	http://firesafe.sc.gov/citizenguides.html
37	FFR Cash Transaction Report	US Department of Health and Human Services	Federal	Quarterly	03/31/2018	Report on grant draw amounts, grant expenditures, and grant balance.	Report available upon request from agency's Communications Director and Ombudsman.
38	Fines and Fees Report	General Assembly	State	Annually	09/01/2017	Requires state agencies to provide and release to the public via the agency's website a report of all aggregate amounts of fines and fees that were charged and collected by that state agency in the prior fiscal year.	http://lir.sc.gov/AboutUs/MediaCenter/pidocs/Fines%20and%20Fees%20Report%20-%20Proviso%20117.74.pdf
39	Fire and Life Safety Annual Report	State Fire	State	Annually - But not published separately since FY 2015-2016	FY 2015-2016	The Annual Report is taken from the Agency's Annual Report and put into a separate document.	http://scfiremarshal.llronline.com/forms/2015-16%20Division%20Annual%20Report%20Blue%20Cover%2009.2016.pdf
40	Fire Fatality Statistics Report	State Fire	State	Monthly	04/01/2018	This report provides a report of fire deaths, causes, ages, types of occupancies, date, gender and ages by month so the public and the fire service can understand the statewide issues as well as the local issues.	http://www.scfiremarshal.llronline.com/News/2018/2018%20South%20Carolina%20Fire%20Fatalities%20Fact%20Sheet.pdf
41	Fire in the United States (Report)	FEMA (Federal Emergency Management Agency)	Federal	Annually	12/01/2017	The National Fire Incident Reporting System (NFIRS) is a reporting standard that fire departments use to uniformly report on the full range of their activities, from fire to Emergency Medical Services (EMS) to equipment involved in the response. This report presents a statistical overview of the fires in the USA, with a focus on 2015.	https://www.usfa.fema.gov/downloads/pdf/publications/fius19th.pdf?utm_source=website&utm_medium=pubsapp&utm_content=Fire in the United States 2006-2015 (19th Edition)&utm_campaign=R3D
42	Hidden Earmarks Report	Executive Budget Office	State	Annually	11/01/2017	Requires agencies to list any known appropriations the agency received that are intended as a pass-through to another entity.	Executive Budget Office.
43	HUD Compliance Review for SC Real Estate Appraisers Board	HUD	Federal	Annually	03/03/2017	The state appraiser programs are federally mandated and are audited every 2 years by the Appraisal Subcommittee.	Report available upon request from agency's Communications Director and Ombudsman.

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Item	Report Name	Name of Entity Requesting the Report	Type of Entity	Reporting Frequency	Submission Date (MM/DD/YYYY)	Summary of Information Requested in the Report	
44	Immigration Bill Funding Report	General Assembly	State	Annually	02/06/2018	Requires the agency to compile an accountability report outlining expenditures of the Immigration Bill funding provided in Proviso 81.8.	http://www.llr.state.sc.us/AboutUs/MediaCenter/pidocs/2017_Immigration Bill Funding Report.pdf
45	Massage/Bodywork Panel Newsletter	Board	State	Yearly	12/01/2017	Newsletter is produced to keep licensees updated on Board activities, changes/additions to laws, and industry news.	http://www.llr.sc.gov/POL/MassageTherapy/index.asp?file=news.htm
46	Minority Business Enterprise Utilization Plan	SC Division of Small and Minority Business Contracting and Certification	State	Annually	08/15/2017	Provides the annual agency goal for utilizing small and minority businesses to fulfill needs for goods and services. In addition, the plan outlines the major types of goods and services purchased to potentially fulfill the goal.	http://procurement.sc.gov/agency/audits/audit-reports
47	NFA South Carolina and Rhode Island Weekend brochure	State Fire	State	Annually	03/15/2018	Brochure provides info on courses being taught at the National Fire Academy for SC Fire Academy customers during a specific timeframe.	http://www.scfa.state.sc.us/PDF/2018/NFA%20%20Weekend%202018.pdf
48	Organizational Charts	General Assembly	State	Annually	09/01/2017	Directs each agency to provide organizational charts to Human Resources. This is provided through SCEIS.	SCEIS
49	Procurement Audits	Materials Management Office, Division of Procurement Services (MMO)	State	Every 4 years	6/30/2014	Audits are done to evaluate the system of internal controls over procurement transactions to assure adherence to the SC Consolidated Procurement Code, State regulations, and the internal procurement policies.	http://procurement.sc.gov/files/LLR14.pdf
50	Real Estate - § 40-57-720(F)	General Assembly	State	Annually	02/27/2018	Requires report that provides the data for the number of complaints received, the number of investigations initiated, the average length of investigations, and the number of investigations that exceed 150 days for Real Estate Commission.	http://llr.sc.gov/POL/REC/index.asp?file=news.htm
51	Reporting Packages and Closing Reports	Comptroller General	State	Annually	Various	Comprehensive Annual Financial Report (CAFR) related information; Fiscal Year End Reporting Packages.	Comptroller's Office
55	SC Fire Academy FYI newsletter	State Fire	State	Monthly	04/01/2018	This internal document highlights accomplishments of the Division of Fire and Life Safety each month.	Report available upon request from agency's Communications Director and Ombudsman.
53	SC Fire Academy Informational Memos/Letters	State Fire	State	Periodically	03/28/2018	These fire related documents are shared with the public and fire service entities to provide clarification and education.	http://scfiremarshal.llronline.com/indexsf.asp?file=memos.htm

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54	SC Fire Academy Public Fire Service Catalog	State Fire	State	Twice a year	12/31/2017	Catalog is produced to provide Fire Academy customers with information on the Academy and what courses are being offered.	http://www.scfa.state.sc.us/Education/PDF/FY2017%20Catalog.pdf
55	Schedule of Expenditures of Federal Awards	SC Office of State Auditor	State	Annually	08/18/2017	Requires information on federal grants received by agency, including federal grantor, amount, and expenditures.	SC Office of State Auditor
56	Small and Minority Business Contracting and Certification MBE Quarterly Progress Report	SC Division of Small and Minority Business Contracting and Certification	State	Quarterly	04/2018	Agency reports on dollar value of funds expended with minority business and other information each quarter.	SC Division of Small and Minority Business Contracting and Certification
57	Social Media Information	Agency	State	Several times daily	Daily	The Agency disseminates information to various sources daily through its website, Twitter accounts, and Facebook pages. It also disseminates information through eblasts (emails sent to designated groups of people about specific issues). Groups include licensees, the fire service, statewide media, media by county, print media, TV media radio media and businesses. In addition, all news releases on placed on the Agency's Media page on the website.	Website http://lir.sc.gov News Releases http://lir.sc.gov/AboutUs/MediaCenter/index.asp?file=newsreleases.htm Twitter @SCDLLR @SCStateFire Facebook https://www.facebook.com/SCStateFire/ https://www.facebook.com/scbop/ https://www.facebook.com/South-Carolina-Real-Estate-Commission-165049497026072/ https://www.facebook.com/SCAccountancy/ https://www.facebook.com/South-Carolina-State-Athletic-Commission-1607045576174049
58	Soil Classifiers Advisory Council Newsletter	Board	State	Annually	Fall 2017	Newsletter is produced to keep licensees updated on Board activities, changes/additions to laws, and industry news.	http://lir.sc.gov/POL/Soil/index.asp?file=news.htm
59	Sole Source Procurements, Emergency Procurements, Unauthorized Procurements, Trade-Ins, Preference, 10% Rule	MMO-SFAA	State	Quarterly	04/2018	Requires that agency provide details of these procurement items, including purchase order date, amount, vendor name, description of goods/service.	MMO-SFAA

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60	South Carolina State Accident Fund Payroll Report (WCC)	State Accident Fund (SAF)	State	Annually	08/25/2018	Includes number of persons covered for workers compensation to include work class code and payroll information for the SAF to determine the Agency's WCC premiums/rates.	SFAA - SCEIS
61	Southeastern Fire School brochure	State Fire	State	Annually	08/23/2016	This brochure is specific to the HazMat course taught as part of Southeastern Fire School.	Report available upon request from agency's Communications Director and Ombudsman.
62	State Administrative Agency (SAA) Agreement	US Department of Housing and Urban Development	Federal	Previously every four years but as of 2016, every two years	07/31/2017	The SC Manufactured Housing Board supplies information to the HUD to keep the State Administrative Agency (SAA) agreement current. LLR acts as the South Carolina agency to administer the Federal Manufactured Housing program in the state. As part of the agreement, LLR provides an administrator, clerical staff and two investigator/inspectors. LLR receives funding paid by	Report available upon request from agency's Communications Director and Ombudsman.
63	State Board of Registration for Professional Engineers and Surveyors Newsletter	Board	State	Periodically but none since 2013	Fall 2013	Newsletter is produced to keep licensees updated on Board activities, changes/additions to laws, and industry news.	http://llr.sc.gov/POL/Engineers/index.asp?file=news.htm
64	The State OSHA Annual Report (SOAR)	OSHA	Federal	Fiscal Years	Fiscal Year 2016	The State OSHA Annual Report (SOAR provides a summary of South Carolina OSHA activities and results for the strategic plan, grant commitments, and other program accomplishments.	Report available upon request from agency's Communications Director and Ombudsman.
65	Travel Report	Comptroller General, Senate Finance Committee, the House Ways and Means Committee, and the Statehouse Press Room	State	Annually	09/20/2017	Requires state agencies to report at a minimum the top 10% of employees for whom travel expenses and registration fees were paid within each agency, not to exceed 25 employees per agency.	http://www.cg.sc.gov/publicationsandreports/Pages/travelreports.aspx
66	Veterinarian - § 40-69-300(D) and (F)	General Assembly	State	Annually	01/31/2018	Requires LLR post on its website reports from animal shelters documenting the number of animals admitted to the facility and the method by which those animals exist at the facility (adoption, fostering, natural death, euthanasia, transfer to another state, or other means of discharge); and the posting of a list of all emergency veterinarian clinics in each county.	http://llronline.com/pol/veterinary/pdf/2017_Animal_Shelter_Report.pdf
67	Voluntary Incentive Program (VIP)	SC Department of Revenue	State	Annually	06/01/2018	Report consists of names and social security numbers of volunteer firefighters, rescue squad workers, and volunteer hazardous material "HazMat" team members who meet deduction qualifications.	To allow for safekeeping of information received, the State Fire Marshal's office works in conjunction with the DOR for protected delivery of this private information in a secure format.

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68	V-SAFE Report	General Assembly	State	Annually	March 17, 2008; The General Assembly recently appropriated recurring funds for this grant program, and the Fire Marshal's report will be made available once the fire departments submit their reports on how the money has been spent.	Requires State Fire Marshal to provide annual report of all grant awards and corresponding chartered fire department purchases made through V-SAFE program.	General Assembly
69	US Fire Administration Report	US Fire Administration	Federal	Annually	01/03/2018	The U.S. Fire Administration (USFA) collects data from a variety of sources to provide information and analyses on the status and scope of the fire problem in the United States. Fire Is Everyone's Fight™ is a national initiative to unite the fire service, life safety organizations and professionals in an effort to reduce home fire injuries, deaths and property loss by changing how people think about fire and fire prevention.	https://www.usfa.fema.gov/prevention/outreach/fief/

B. Organizational Charts

21. Please submit electronic copies of the agency's organizational chart for the current year and as many years back as the agency has readily available.

Please see attached.

C. Glossary of Terms

22. Please submit a Word document that includes a glossary of terms, including, but not limited to, acronyms used by the agency.

South Carolina Department of Labor, Licensing and Regulation - Glossary of Terms

Acronym	Meaning
ACA	American Counseling Association
11(c)	Whistleblower/retaliation provisions of Section 11(c) of the Occupational Safety and Health Act of 1970; adopted by SC in S.C. Code Ann. § 41-15-510 et seq.
AAMFT	American Association for Marriage and Family Therapy
AARO	Association of Appraisal Regulatory Officials
ABO	American Board of Opticianry
ACGIH	American Conference of Governmental Industrial Hygienists
ADA	American Dental Association
AG	Attorney General (also AG's Office)
AHJ	Authority Having Jurisdiction
AICPA	American Institute of Certified Public Accountants
AL	Action Level - Used by OSHA to indicate level of a harmful or toxic substance/activity
ALAEA	At Least As Effective As
ALC	Administrative Law Court
ALJ	Administrative Law Judge
AMA	American Medical Association
AMFTRB	Association of Marital & Family Therapy Regulatory Boards
ANPR	Advanced Notice of Proposed Rulemaking
ANSI	American National Standards Institute
AOA	National Optometric Association
AOD	Abuse or Dependency
APA	Administrative Procedures Act
APA	American Psychological Association
API	American Petroleum Institute
APR	Air Purifying Respirator
APRN	Advanced Practice Registered Nurse
AQB	Appraiser Qualifications Board
ARBO	Association of Regulatory Boards of Optometry
ARELLO	Association of Real Estate License Law Officials
ASC	Appraisal Subcommittee
ASHA	American Speech-Language-Hearing Association
ASHRAE	American Society of Heating, Refrigerating and Air-Conditioning Engineers
ASME	American Society of Mechanical Engineers

ASNT	American Society for Nondestructive Testing (for amusement rides)
ASPPB	The Association of State and Provincial Psychology Boards
ASSE	American Society of Safety Engineers
ASTM	American Society of Testing and Materials
ASWB	Association of Social Work Boards
AVMA	American Veterinary Medical Association
AVR	Alleged Violated Regulation
AWS	American Welding Society
BBP	Bloodborne Pathogen
BCC	Building Codes Council
BCO	Building Code Official; used generally to refer to statutory building official
BIC	Broker in Charge
BLS	Bureau of Labor Statistics
BME	Board of Medical Examiners
BNA	Bureau of National Affairs - Publisher of nonpartisan news and information covering a range of legislative, regulatory, economic, and policy developments
BON	Board of Nursing
BOP	Board of Pharmacy
BRPES	Board of Registration for Professional Engineers and Surveyors
BVME	Board of Veterinary Medical Examiners
C & D	Cease and Desist
CA	Consent Agreement
CAP	Corrective Action Plan
CAPR	Consultation Annual Project Report
CARES	Council for Amusement and Recreational Equipment Safety
CATE	Career and Technology Education
CDC	Center for Disease Control and Prevention
CDR	Commission on Dietetic Registration
CEM	Perpetual Care Cemetery Board
CFR	Code of Federal Regulations
CG	Comptroller General
CGA	Compressed Gas Association
CGA	Communications and Governmental Affairs
CHIRO	Chiropractor; also Board of Chiropractic Examiners
CIH	Certified Industrial Hygienist
CLB	Contractor's Licensing Board
CLEAR	Community Loss Education and Response Team (part of the State Fire Marshal's Office)
CNTR	Contractor's Licensing Board
CO	Compliance Officer
COC	Certificate of Compliance
COS	Certificate of Service
COSMO	Cosmetology
CPIP	Comprehensive Permanent Improvement Plan
CPL	Compliance Directive
CPM	Certified Public Manager
CPR	Cardiopulmonary Resuscitation
CRNA	Certified Registered Nurse Anesthetist

CSB	Chemical Safety Board
CSHO	Compliance Safety and Health Officer
CSP	Certified Safety Professional
CTC	State Department of Education's Career and Technology Centers
D4H	Modulated software program that, among other things, manages inventory and equipment for the Emergency Response Task Force
DART	Days Away Restricted or Transferred
DCRA	North American Death Care Regulators Association
DEA	Drug Enforcement Administration
DFLS	Division of Fire and Life Safety
DHEC	Department of Health and Environmental Control
DOA	Department of Administration
DOL	Department of Labor
DOT	Department of Transportation
DSHR	Division of State Human Resources
EAP	Employee Assistance Program
EE	Employee
EMD	Emergency Management Division
EMR	Electronic Medical Records
EMR	Emergency Medical Responder
EMT	Emergency Medical Technician
eNLC	Enhanced Nurse Licensure Compact
EO	Evaluation Order
EOR	Engineer of Record
EPA	U.S. Environmental Protection Agency
ER	Employer
ERGO	Ergonomics
ERTF	Emergency Response Task Force
ESF-4	Emergency Support Function for Firefighting
ESF-9	Emergency Support Function for Search & Rescue
EVAL	Evaluation
E-Verify	E-Verify - internet-based system that compares information to confirm employment eligibility
FA	Formal Accusation
FAME	Federal Annual Monitoring and Evaluation Report
FAQS	Frequently Asked Questions
FARB	Federation of Associations of Regulatory Boards
FC	Formal Complaint
FDA	Food and Drug Administration
FEMA	Federal Emergency Management Agency
FLS	Fire & Life Safety
FO	Final Order
FOH	Final Order Hearing
FOIA	Freedom of Information Act
FOM	Field Operations Manual
FPC	Federal Program Change
FR	Federal Register

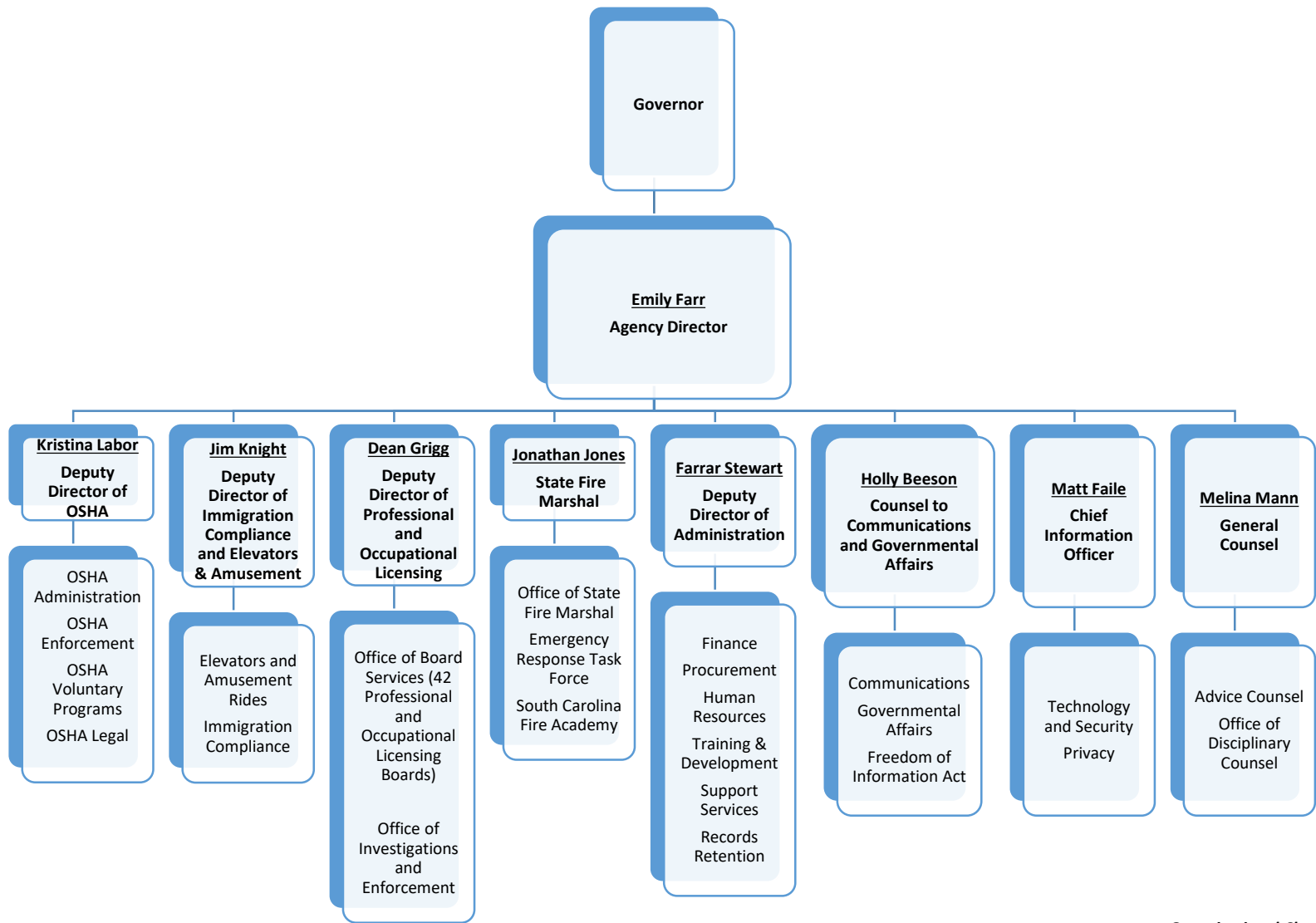
FSSSS	Fire Sprinkler System Specification Sheet
FY	Fiscal Year
GFCI	Ground Fault Circuit Interrupter
GI	General Industry
GOV	Government
GPO	Government Publishing Office
HART	Helicopter Aquatic Rescue Team
HAZCOM	Hazard Communication
HAZWOPER	Hazardous Waste Operations and Emergency Response
HCO	Health Compliance Officer
HCP	Hearing Conservation Plan
HIPAA	Health Insurance Portability and Accountability Act
HO	Hearing Officer
HOR	Hearing Officer's Recommendation
HR	Human Resources
IAQ	Indoor Air Quality
IBC	International Building Code
ICC	International Code Council
ICE	US Immigration and Customs Enforcement
ICS	Incident Command System
IDLH	Immediately Dangerous to Life or Health (as defined by the US National Institute for Occupational Safety and Health (NIOSH))
IEU	Immigration Enforcement Unit
IFC	Informal Conference
IFC	International Fire Code
IFSAC	International Fire Service Accreditation Congress
IFSTA	International Fire Service Training Association
IMs	Information Memorandums
IMIS	Integrated Management Information System
IRC	Investigative Review Committee
IRC	International Residential Code
ISEA	International Safety Equipment Association
ISO	International Standardization Organization
ISO	Insurance Services Office
IT	Information Technology
ITMO	Information Technology Management Office
IWC	Office of Immigrant Worker Compliance
JACHO	Joint Commission on Accreditation of Healthcare Organizations
JBRC	Joint Bond Review Committee
JHA	Job Hazard Analysis
JPR	Job Performance Requirement
JSA	Job Safety Analysis
LEL	Lower Explosive Limit
LEP	Local Emphasis Program
LFL	Lower Flammable Limit
LISW	Licensed Independent Social Worker
LISW-AP	Licensed Independent Social Worker-Advanced Practice

LISW-CP	Licensed Independent Social Worker-Clinical Practice
LIT SUM	Litigation Summary (also litsum)
LLR	SC Department of Labor, Licensing and Regulation
LMSW	Licensed Master Social Worker
LOC	Letter of Caution/Concern
LOI	Letter of Interpretation
LOR	Letter of Recommendation
LOR	Letter of Representation
LP GAS	Liquefied Petroleum Gas Board
LPC	Licensed Professional Counselor
LPN	Licensed Practical Nurse
LPSW	Licensed Professional Social Worker
LTHC	Long Term Healthcare/Health Care (also, LTHC Board)
MA	Medical Assistant
MAR	Medication Administration Record
MMO	Materials Management Office
MOA	Memorandum of Agreement
MOC	Management of Change
MOU	Memorandum of Understanding
MSHA	Mine Safety and Health Administration
MUTCD	Manual on Unformed Traffic Control Devices
NAARSO	National Association of Amusement Ride Safety Officials
NABP	National Association of Boards of Pharmacy
NACOSH	National Advisory Committee on Occupational Safety and Health
NAESA	National Association for Elevator Safety Authorities
NAICS	North American Industry Classification System
NALLOA	National Auctioneer License Law Officials Association
NASCLA	National Association of State Contractors Licensing Agencies
NASP	National Association of School Psychologists
NASW	National Association of Social Workers
NBBBVI	National Board of Boiler and Pressure Vessel Inspectors
NBCC	National Board of Certified Counselors
NDT	Non Destructive Testing
NEC	National Electrical Code (NFPA 70)
NEMA	National Electrical Manufacturers Association
NEP	National Emphasis Program
NFAC	National Fire Alarm Code (NFPA 72)
NFPA	National Fire Protection Association
NGO	Non-governmental Organization
NIMS	National Incident Management System
NIOSH	National Institute for Occupational Safety and Health
NOA	National Optometric Association
NOFOH	Notice of Final Order Hearing
NOH	Notice of Hearing
NOK	Next of Kin
NP	Nurse Practitioner
NRF	National Response Framework (which outlines emergency support function protocols)

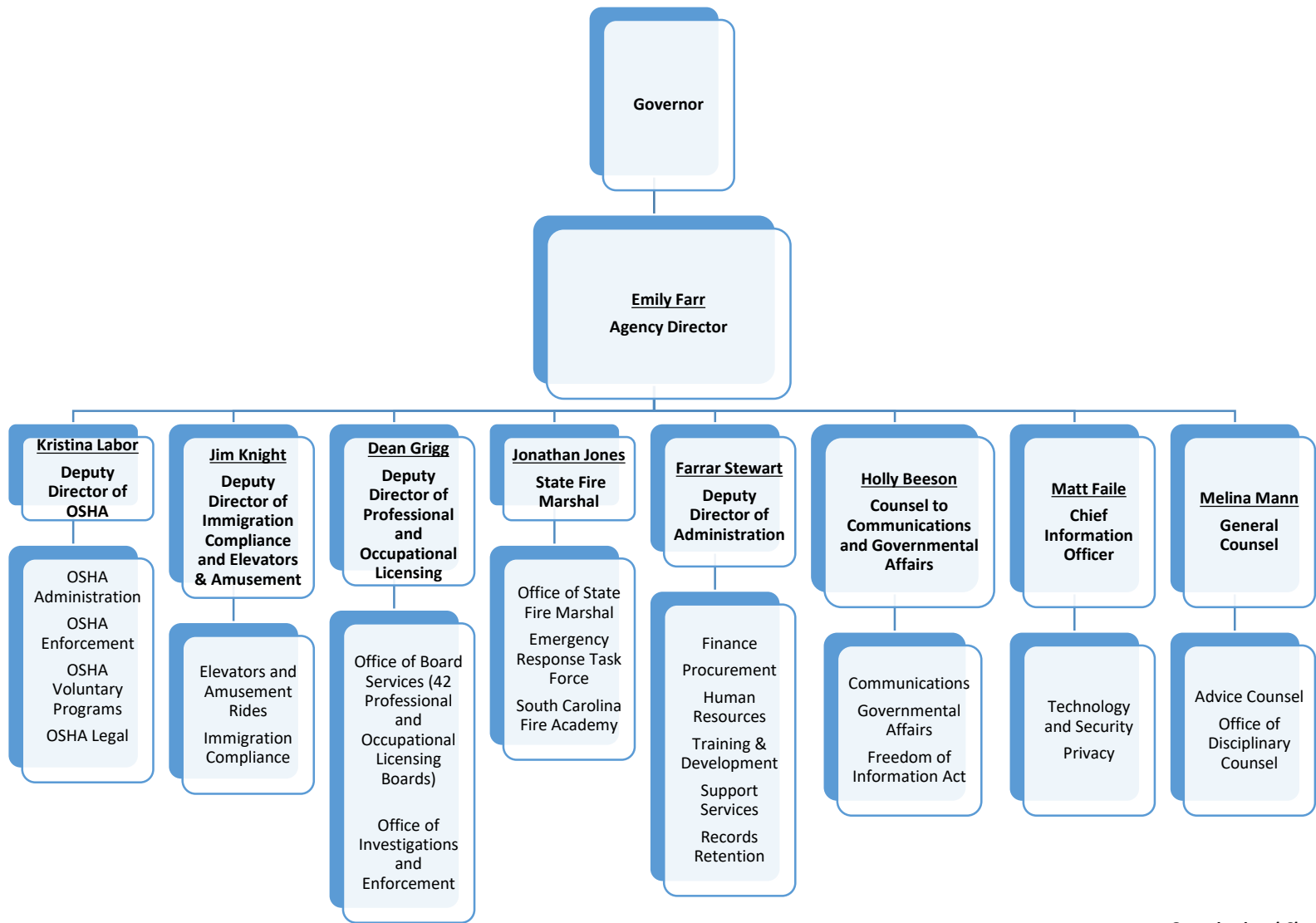
NSC	National Safety Council
OAC	Office of Advice Counsel
ODC	Office of Disciplinary Counsel
OE	OSHA Express® - computer system SC OSHA uses to interface with Federal OSHA's system (sometimes called SCORE)
OGC	Office of General Counsel
OIE	Office of Investigations and Enforcement
OJT	On-the-job-training
OSE	Office of State Engineering
OSFM	Office of State Fire Marshal
OSHA	Occupational Safety and Health Administration
OSHCN	National Association of Occupational Safety and Health Consultation Program
OSHSPA	Occupational Safety and Health State Plan Association
OT	Occupational Therapist
OTA	Occupational Therapy Assistant
OTI	OSHA Training Institute
OVP	OSHA Voluntary Programs
PA	Physician's Assistant
PALMETTO	SCEMD's Common Operating Picture - software for emergency management of incidents
PCS	Professional Credential Services Inc. - company that assists boards with application intake, processing and testing for initial licensure
PD's	Program Directives - technical interpretations of OSHA standards
PD	Position Description
PEBA	Public Employee Benefit Authority
PEL	Permissible Exposure Limit
PIR	Petition for Injunctive Relief
PIT	Powered Industrial Trucks (forklifts)
PMIC	Property Manager in Charge
POL	Professional & Occupational Licensing (also Division of Professional & Occupational Licensing)
PORS	Police Officers Retirement System
PPE	Personal Protective Equipment
PSI	Psychological Service Inc. - company that assists boards with testing of applicants for initial licensure
PSM	Process Safety Management
PT	Physical Therapist; also used to refer to the Board of Physical Therapy Examiners (also PT Board)
PTA	Physical Therapist Assistant
PYRO	Pyrotechnics or State Board of Pyrotechnic Safety (also Pyro Board)
QEI	Standard for the Qualification of Elevator Inspectors
RBC	Residential Builders Commission
RCP	Respiratory Care Practitioner
REAB	Real Estate Appraisers Board
REC	Real Estate Commission
REQS	Regulations; the S.C. Code of State Regulations
ReLAES	Proprietary software used by the agency; used for case management in OIE & ODC, license management in POL

RN	Registered Nurse
ROA	Record on Appeal
ROI	Report of Investigation
ROPS	Roll-over Protective Systems
RPP	SC Recovering Professional Program
RTSC	Rule to Show Cause
SAE	Society of Automotive Engineers
SAMM	State Activity Mandated Measures
SAVE	Systematic Alien Verification for Entitlements Program
SAVE	Standard Alleged Violation Element - standards/regulations OSHA inspectors use to issue citations
SBREFA	Small Business Regulatory Enforcement Fairness Act
SC OSHA	South Carolina Occupational Health and Safety Administration
SCAR	South Carolina Association of Realtors
SCASP	South Carolina Association of School Psychologists
SCDSS	South Carolina Department of Social Services
SCEIS	South Carolina Enterprise Information System
SCEMD	SC Emergency Management Division
SCEOP	South Carolina Emergency Operations Plans
SCERTF	South Carolina Emergency Response Task Force
SCHAC	South Carolina Human Affairs Commission
SCFA	South Carolina Fire Academy
SC-HART	SC Helicopter Aquatic Rescue Team
SCNG	South Carolina National Guard
SCORE	South Carolina OSHA Redesign and Enhancement - computer system SC OSHA uses to interface with Federal OSHA's system (also called OE®)
SCSG	South Carolina State Guard
SC-TF1	South Carolina Urban Search and Rescue Task Force
SDS	Safety Data Sheet
SEOC	State Emergency Operations Center
SERC	State Emergency Response Commission
SFAA	State Fiscal Accountability Authority
SHARP	Safety and Health Recognition Program
SIC	Standard Industrial Classification
SIR	State Information Report
SLED	SC Law Enforcement Division
SLP	Speech/Language Pathology
SMBCC	SC Division of Small and Minority Business Contracting and Certification
SME	Subject Matter Expert
SOAR	State OSHA Annual Report
SOF	Stipulation of Facts
SOP	Standard Operating Procedures
STEL	Short Term Exposure Limit
STO	State Treasurer's Office
SW	Social Work
TCIR	Total Case Incident Rate
The Engine	Title 40, Chapter 1 of the S.C. Code of Laws; governs all professions LLR regulates

TLV	Threshold Limit Value
TSO	Temporary Suspension Order
TWA	Time Weighted Average
UAP	Unlicensed Assistive Personnel
UBC	Uniform Building Code
UL	Underwriters Laboratories
UMC	Uniform Mechanical Code
USAR	Urban Search and Rescue
USCIS	United States Citizenship and Immigration Services
VPP	Voluntary Protection Program
VR	Voluntary Relinquishment
VS	Voluntary Surrender
WC	Worker's Compensation
WebEOC	Online Emergency Operations Center Software (formerly used by SEOC Coordinators during states of emergency)



*Organizational Chart
March 2018*

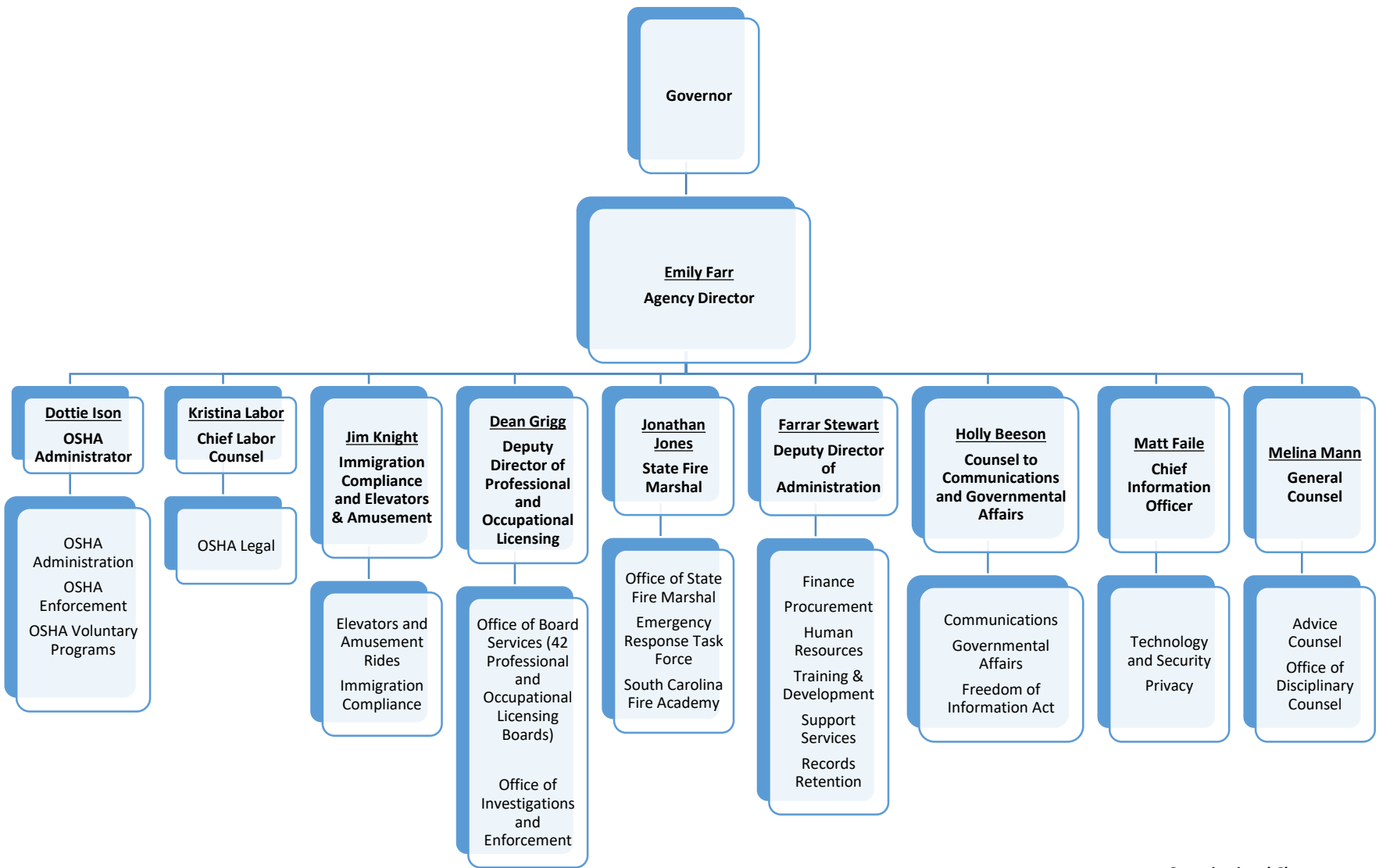


*Organizational Chart
August 2017*



Integrity, Excellence, Accountability & Customer Service

South Carolina Department of Labor, Licensing and Regulation

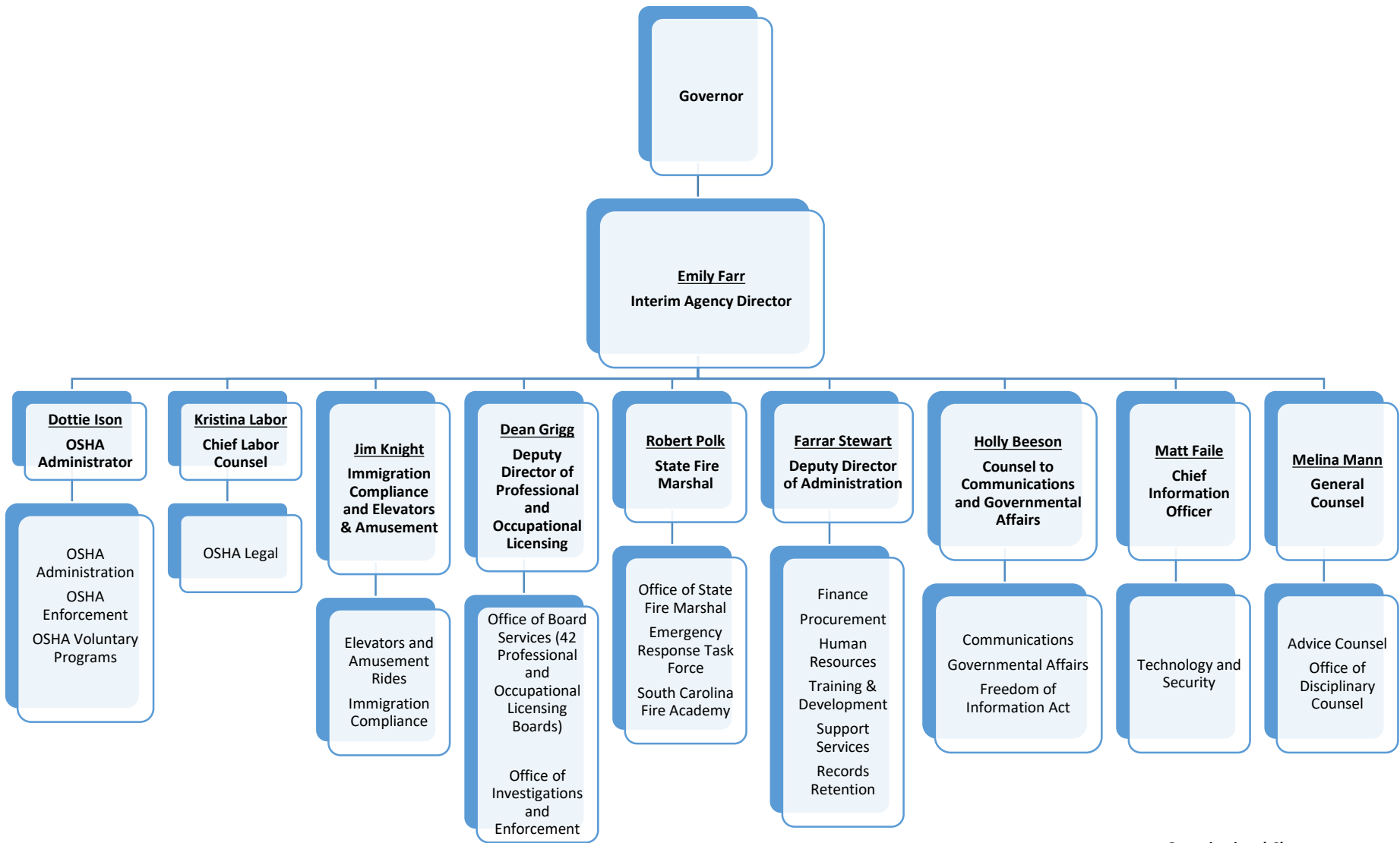


*Organizational Chart
March 2017*



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South Carolina Department of Labor, Licensing and Regulation

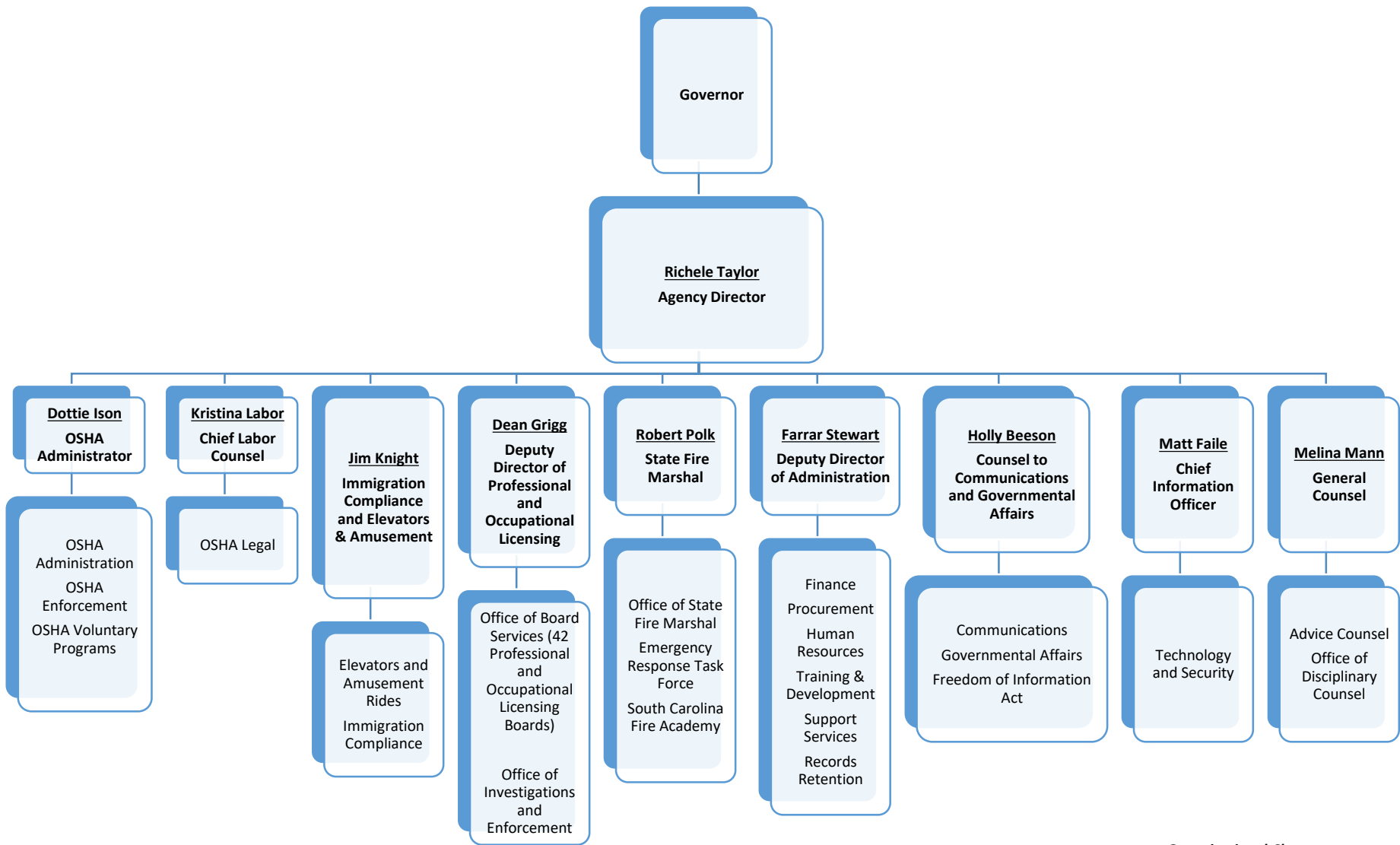


*Organizational Chart
August 2016*



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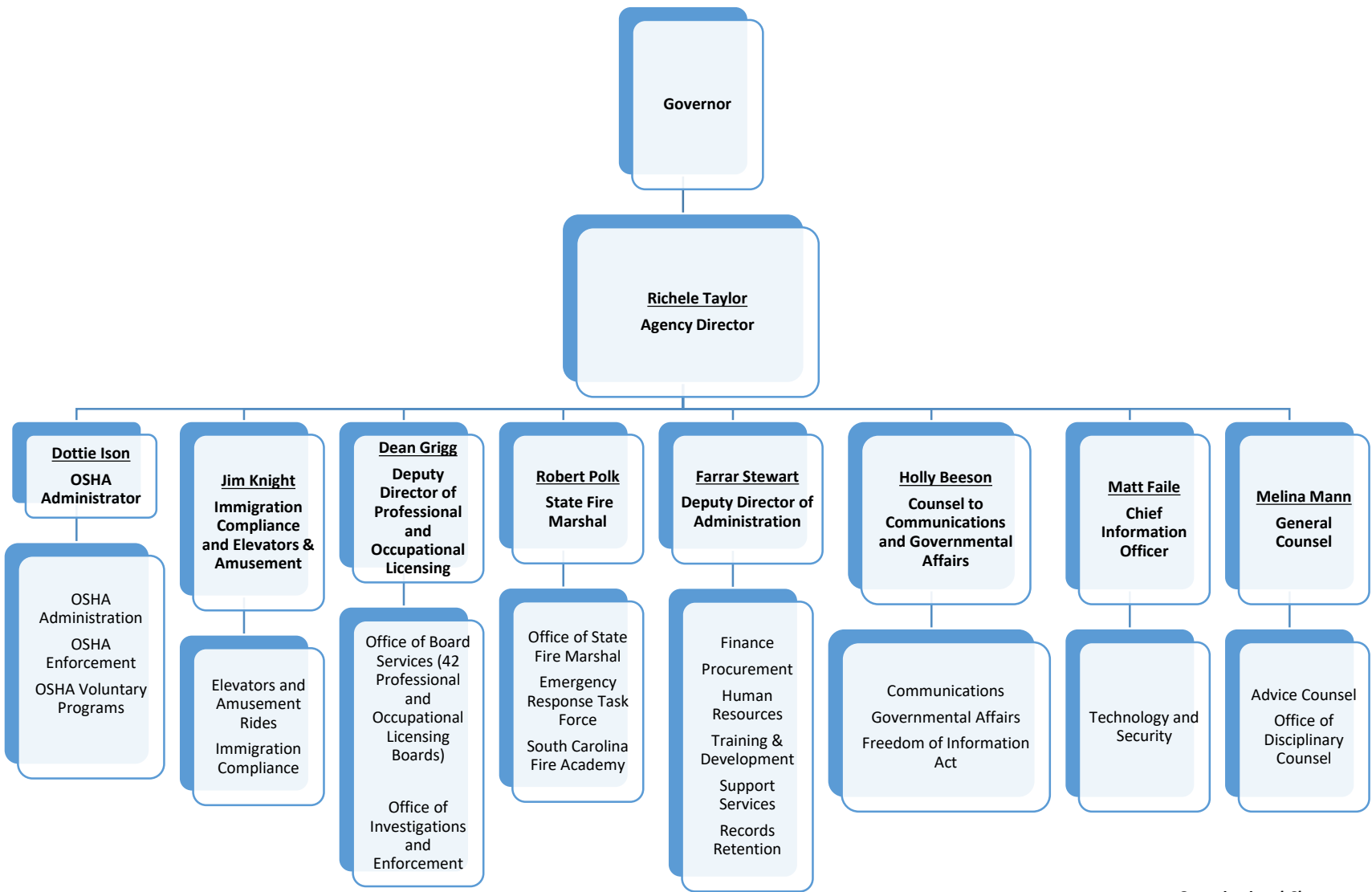


*Organizational Chart
February 2015*



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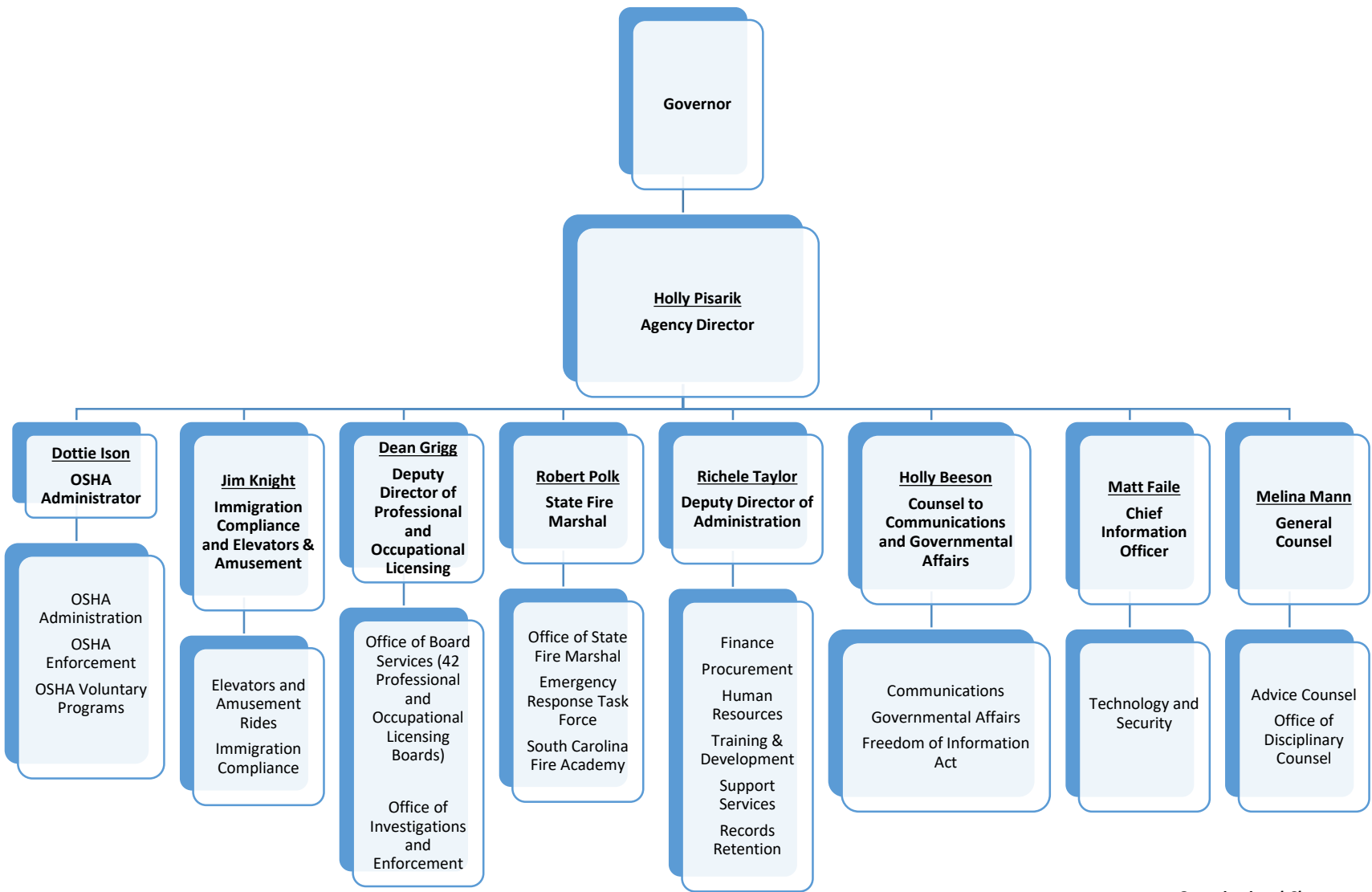
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*Organizational Chart
December 2014*



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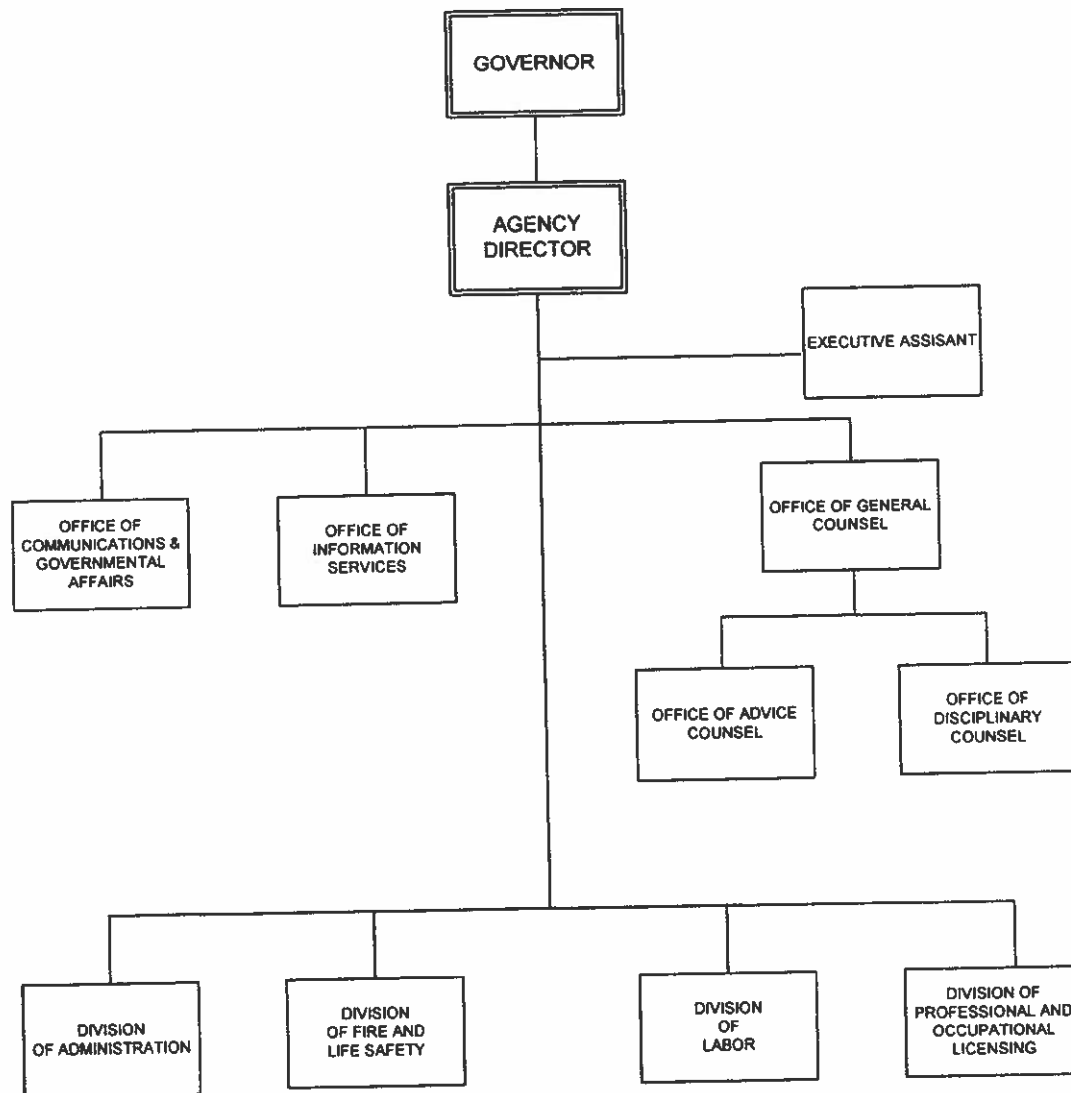
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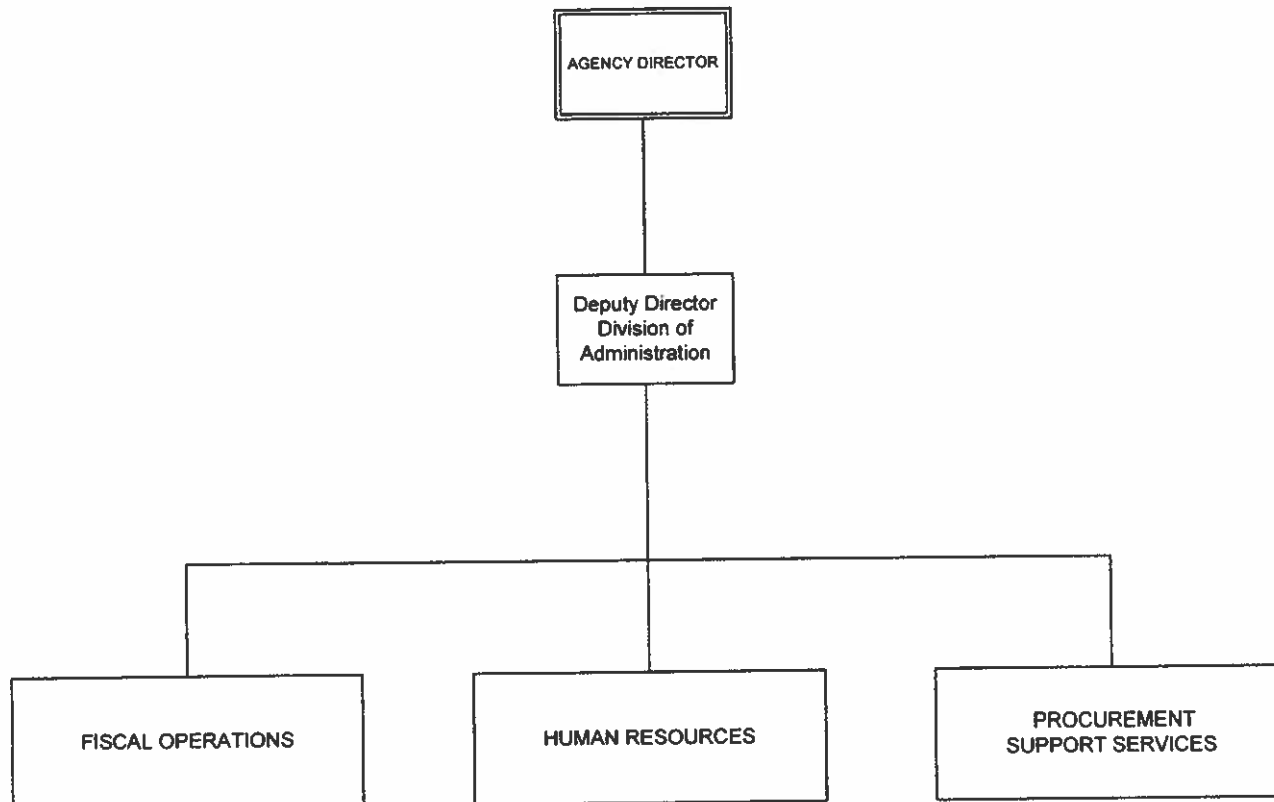
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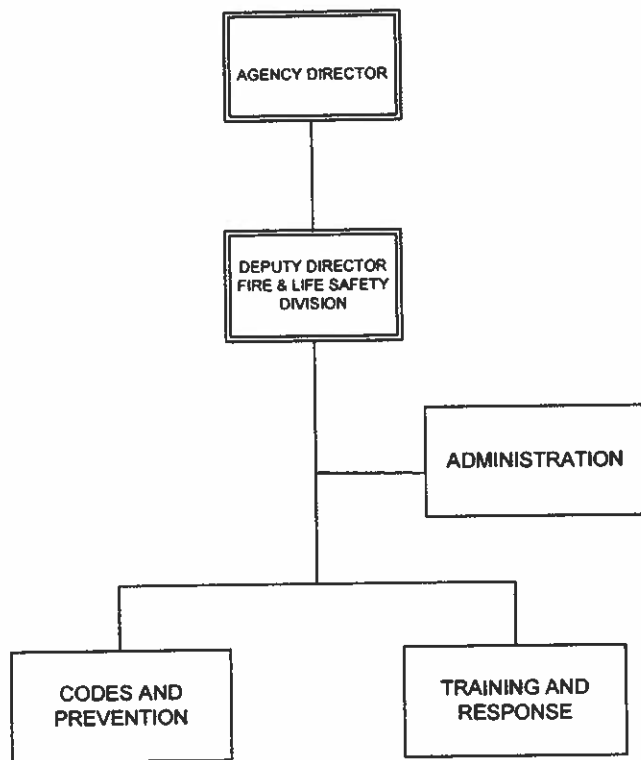
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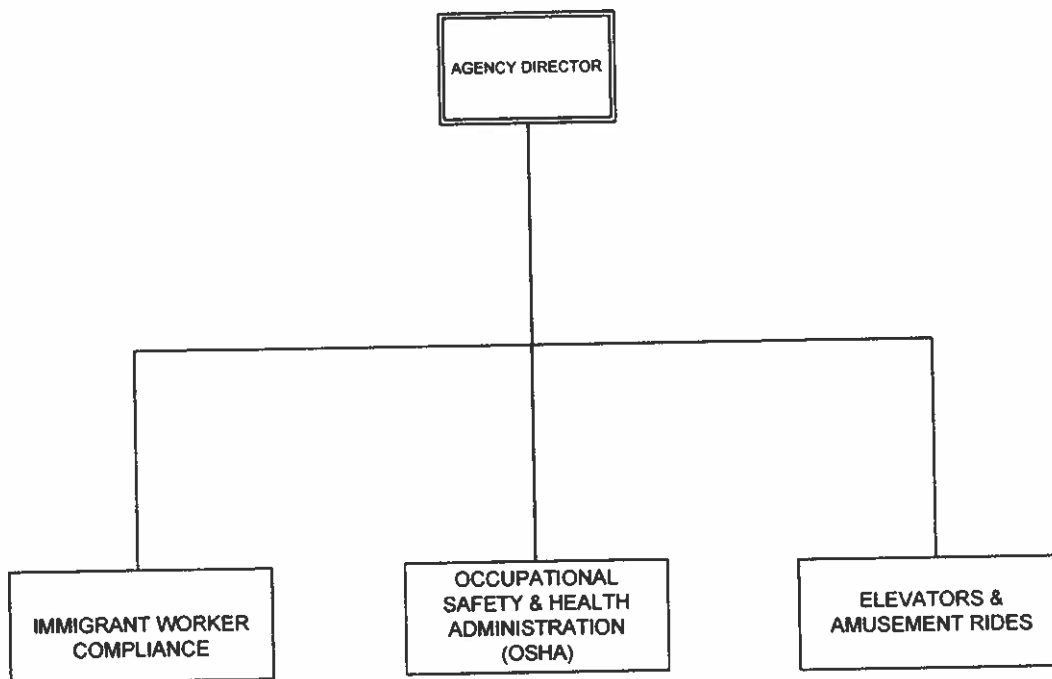
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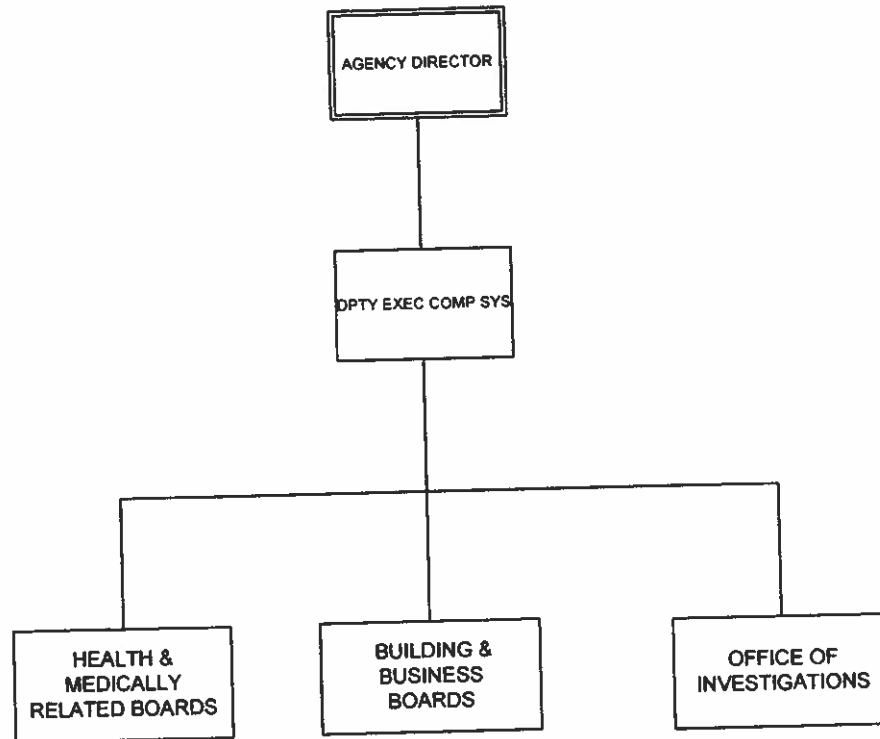
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Division of Fire and Life Safety



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Division of Labor



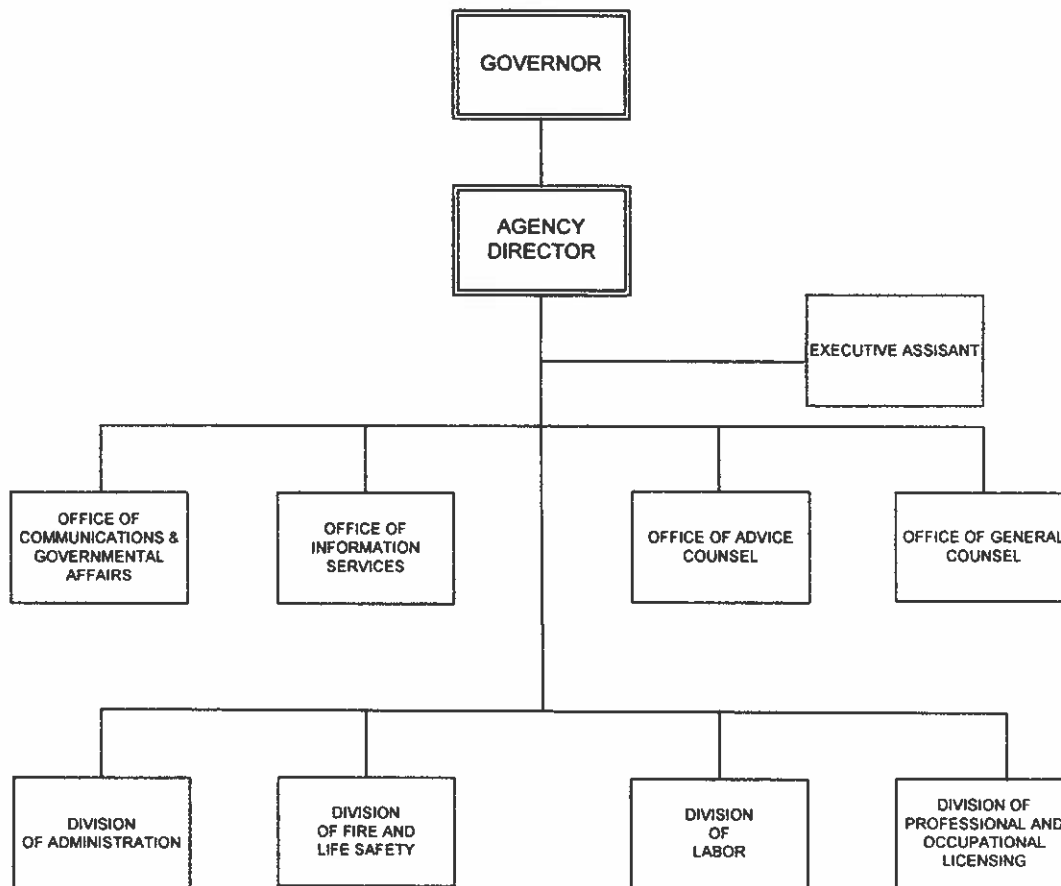
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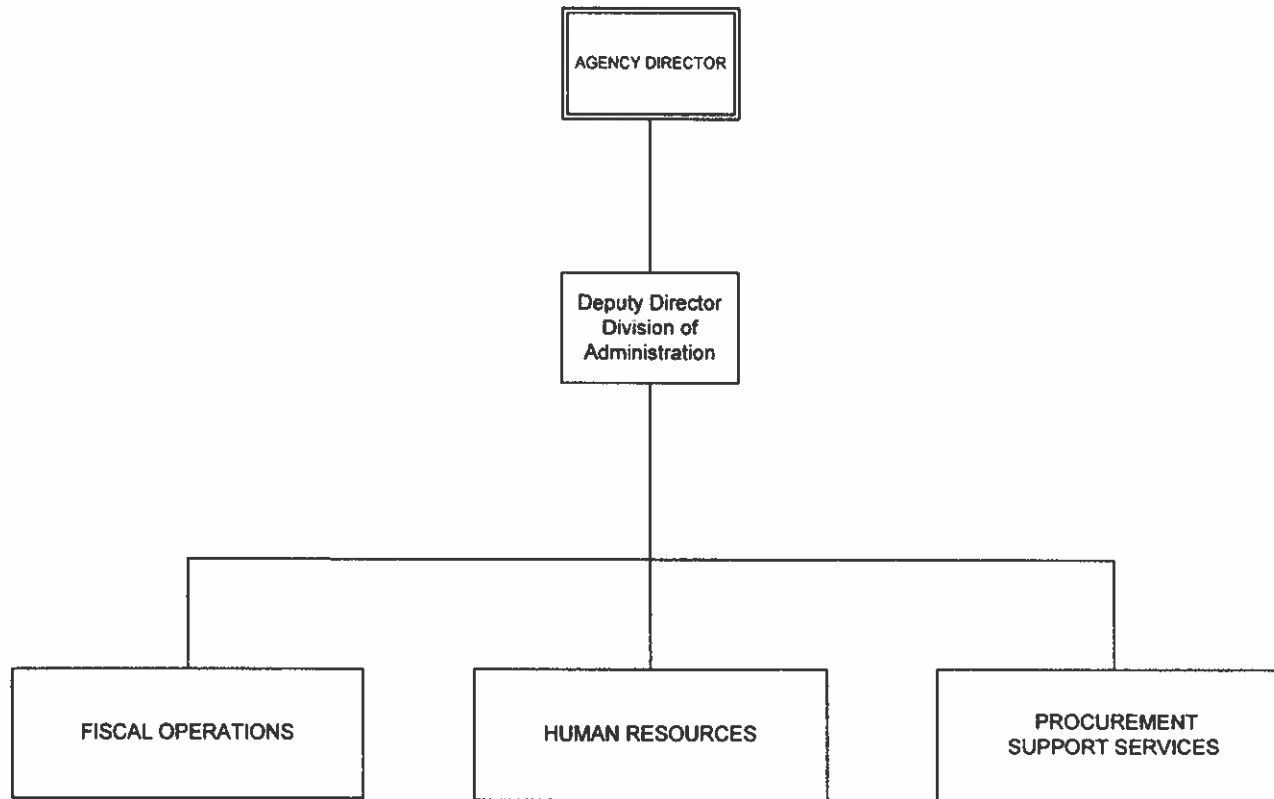
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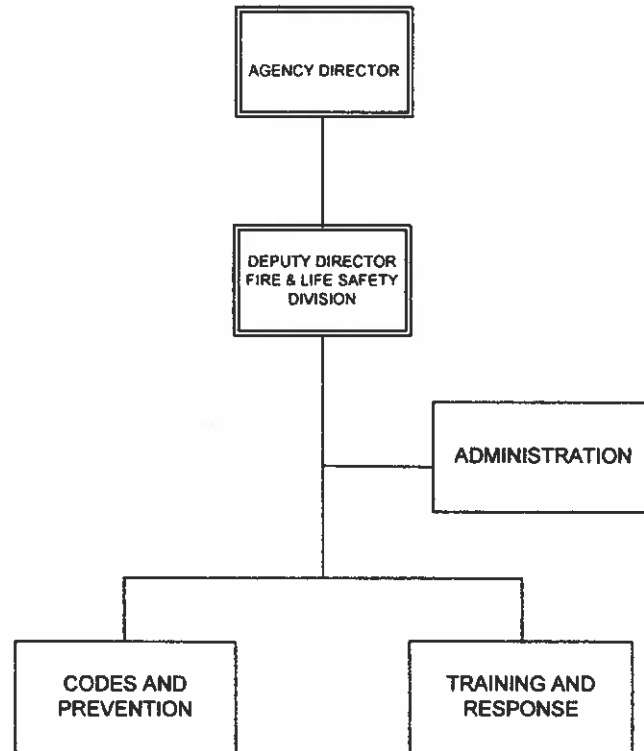
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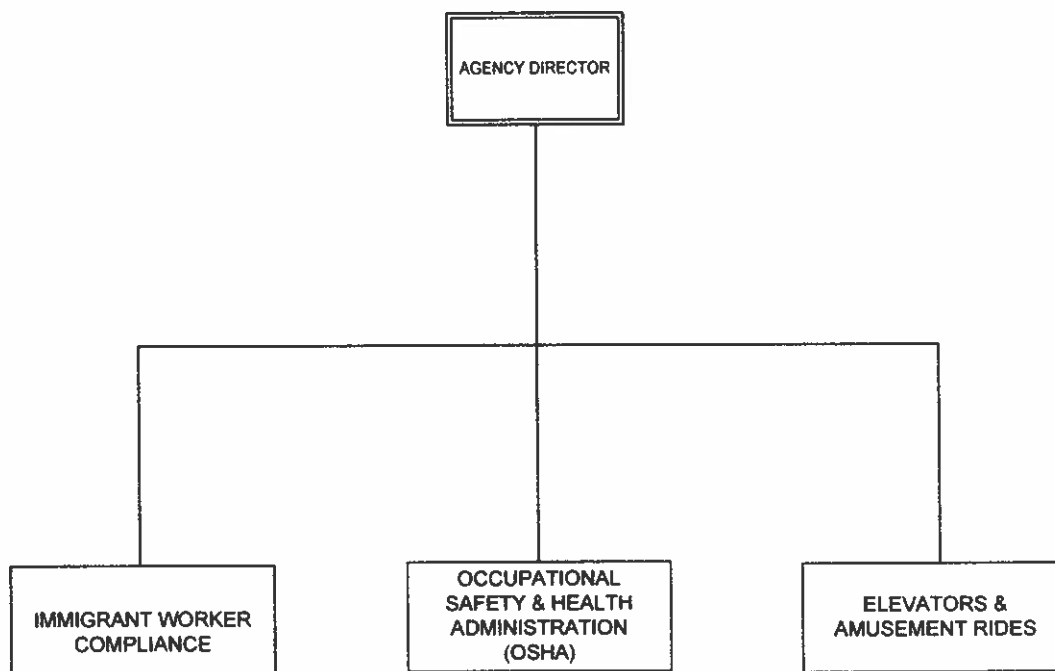
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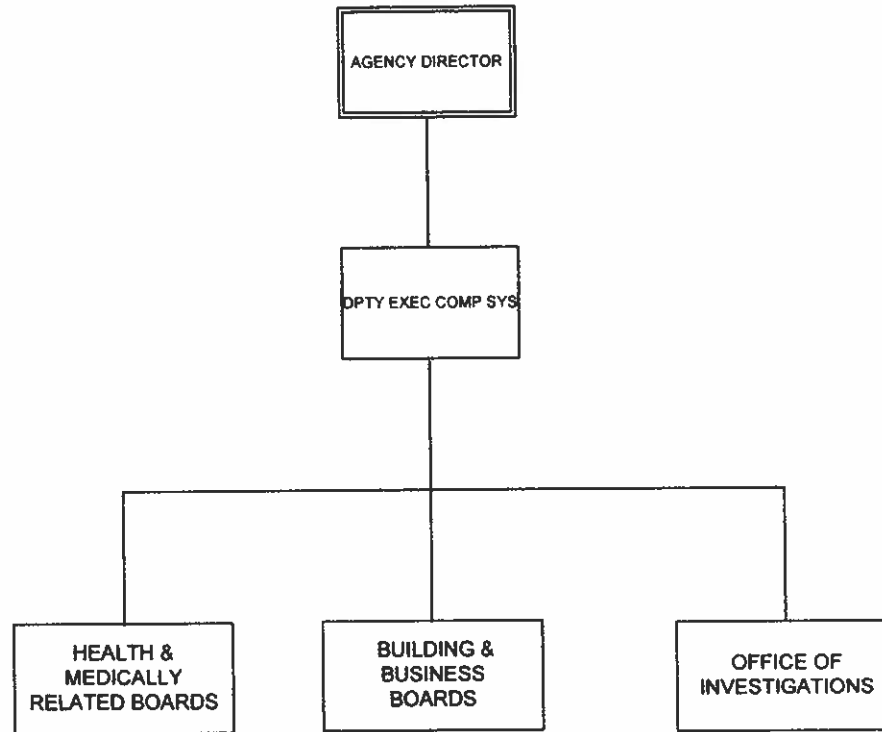
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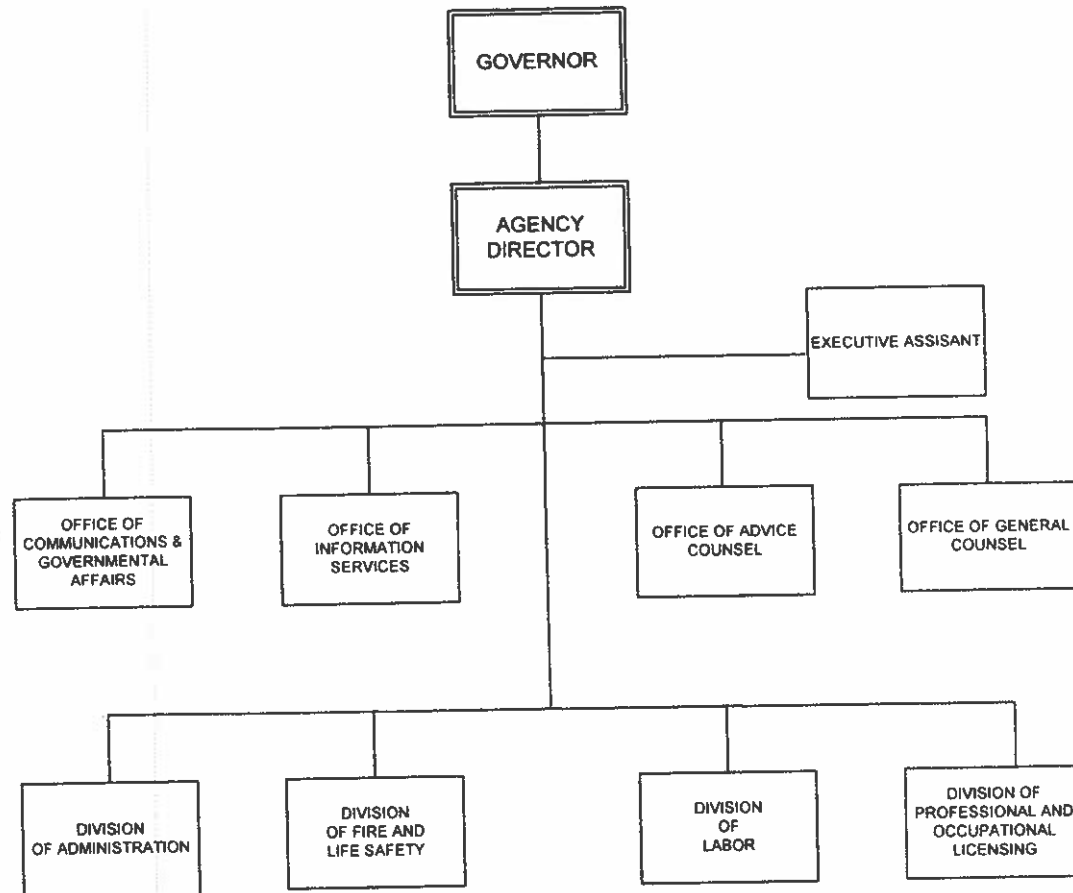
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Division of Labor



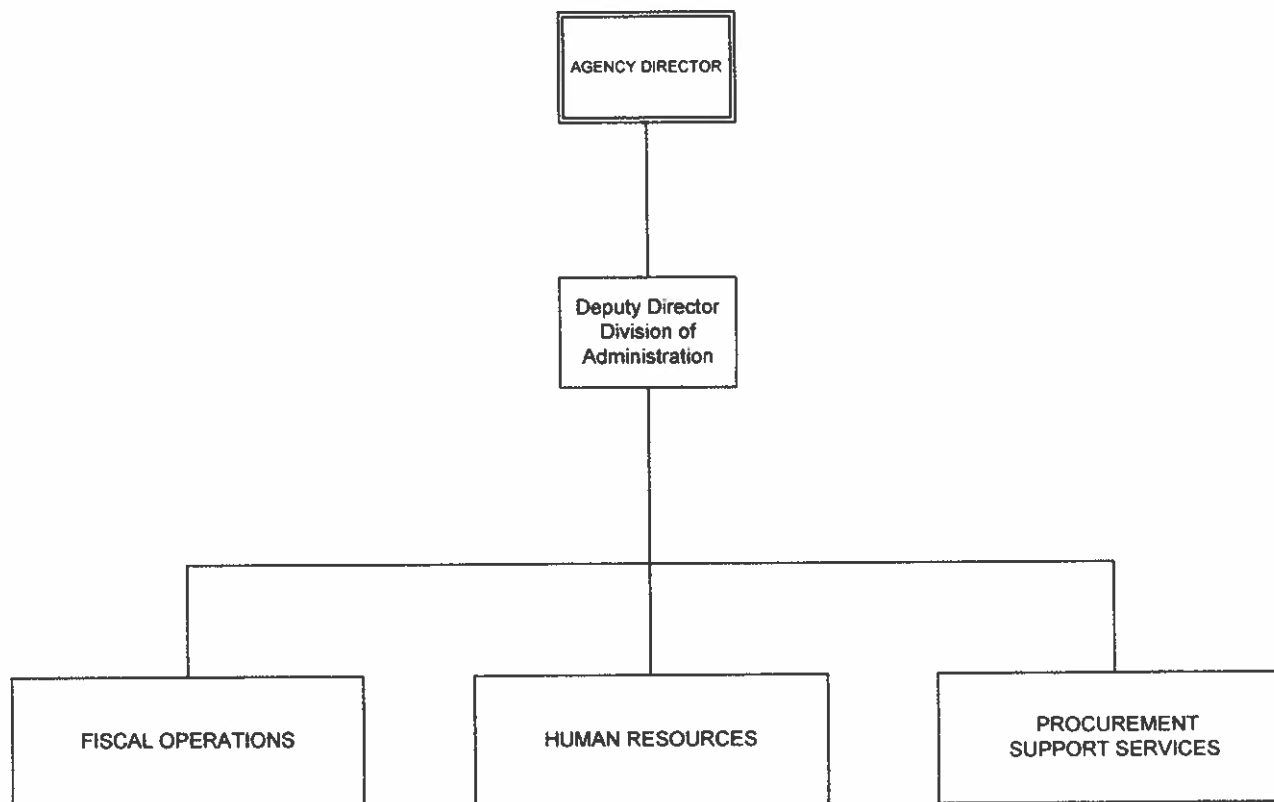
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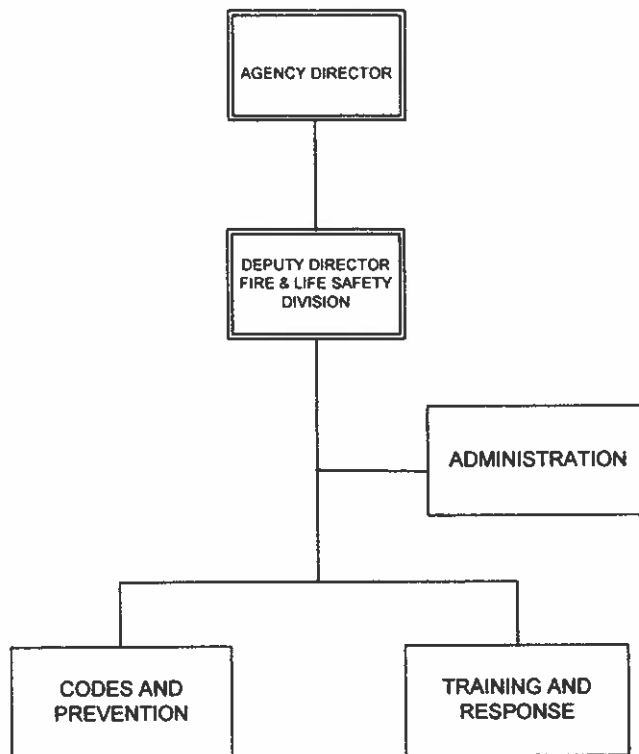
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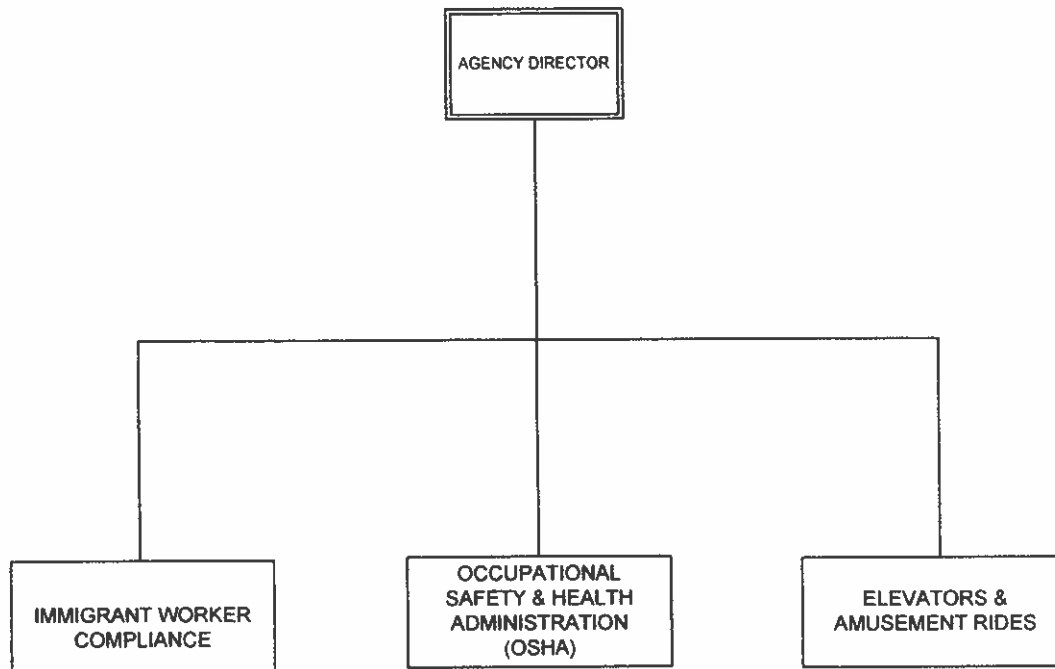
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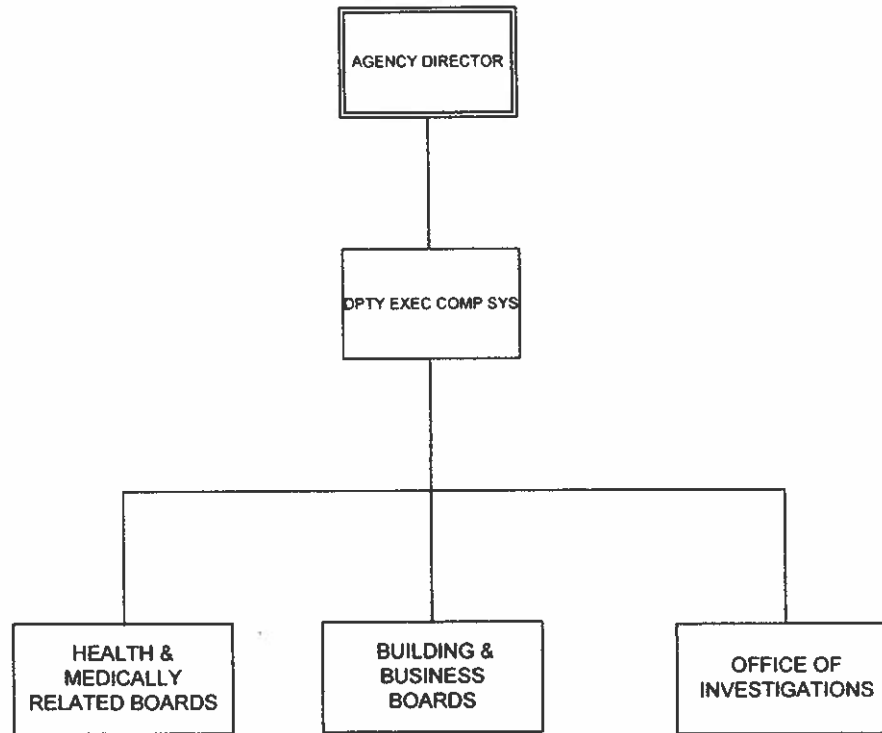
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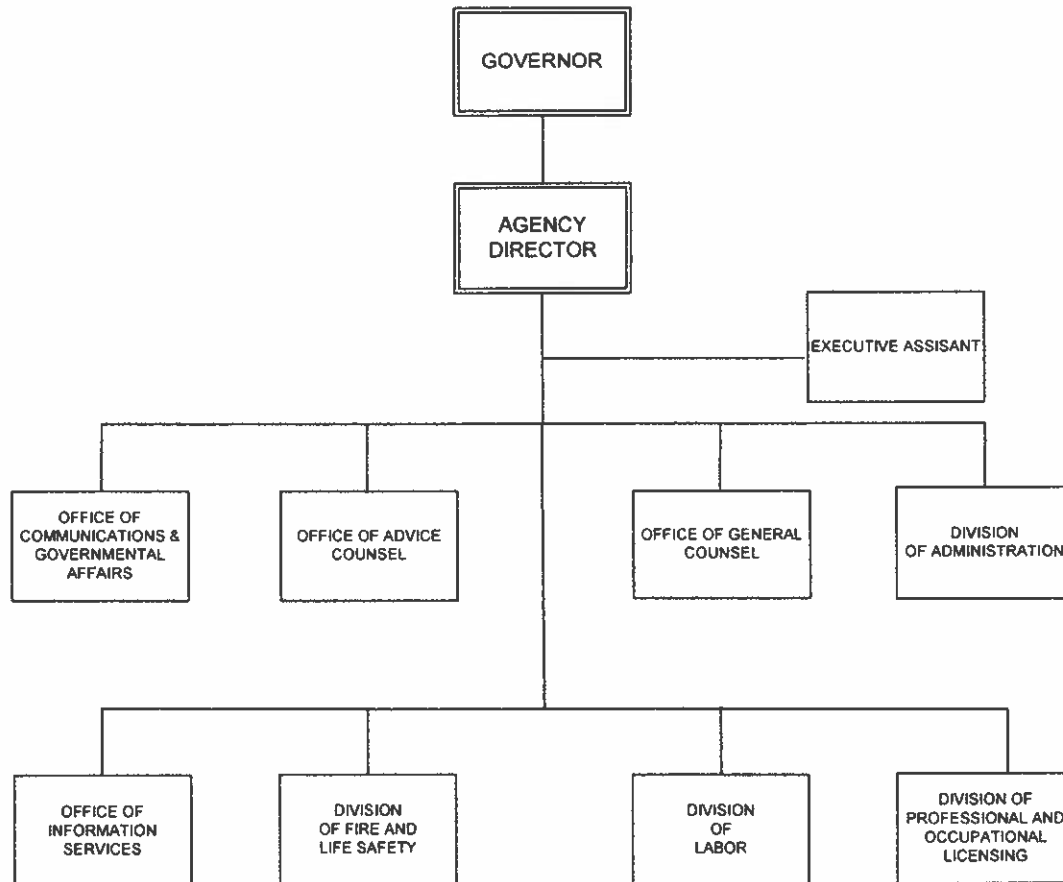
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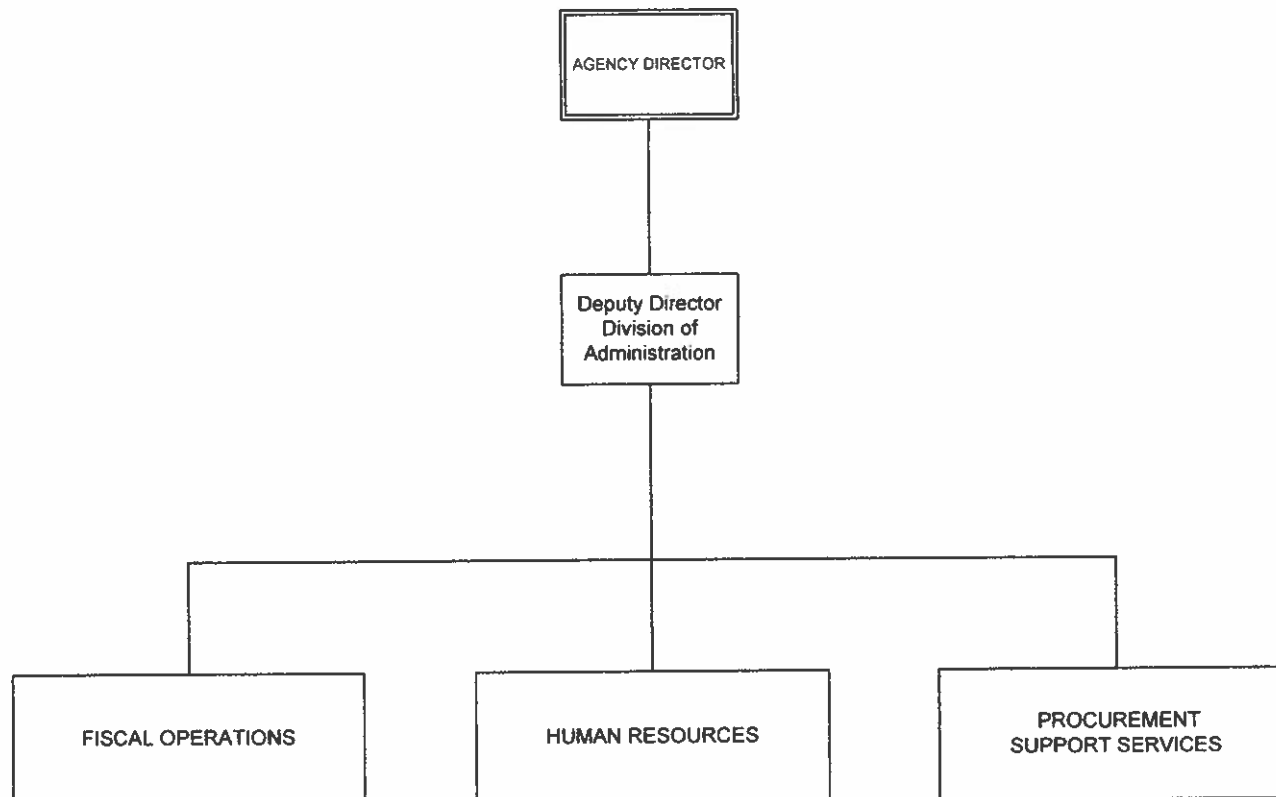
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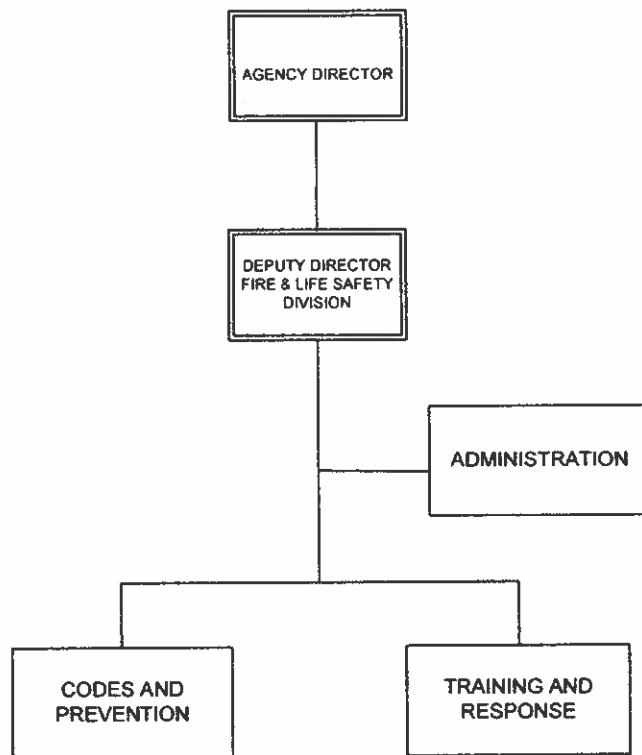
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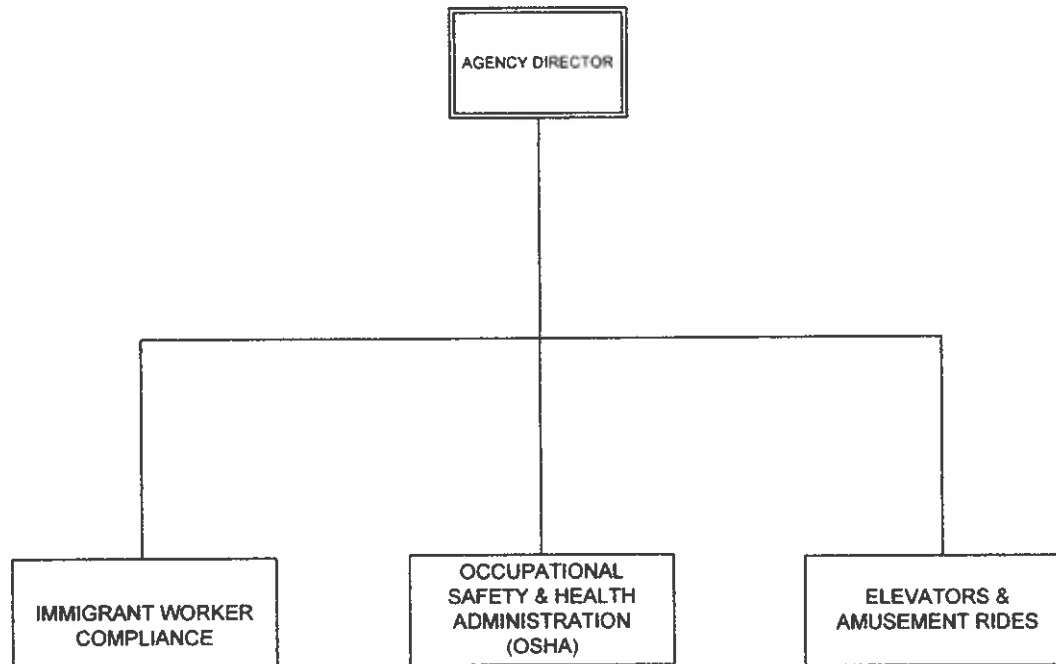
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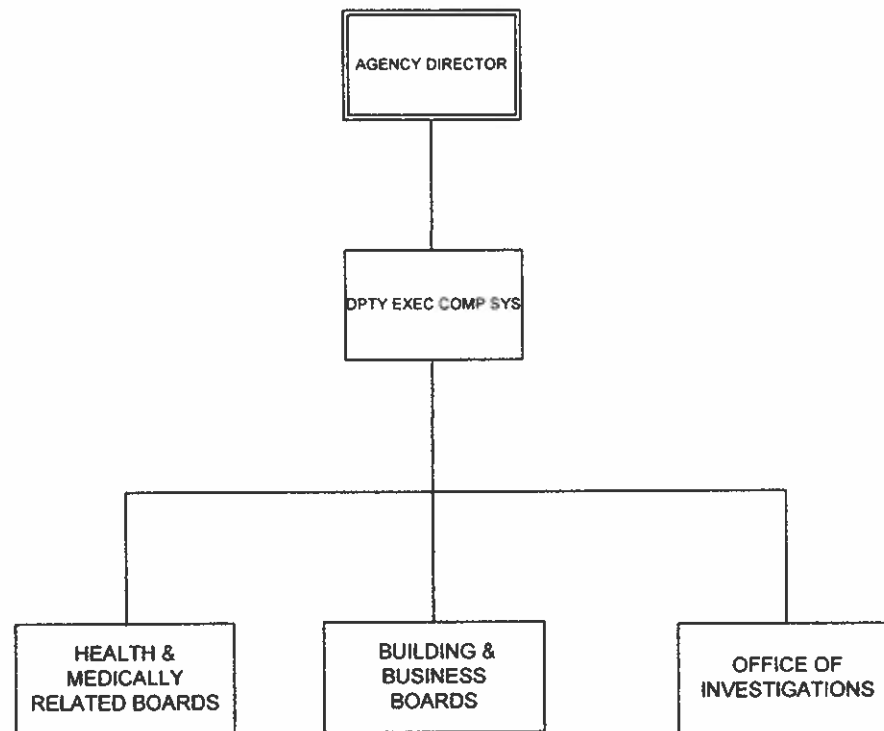
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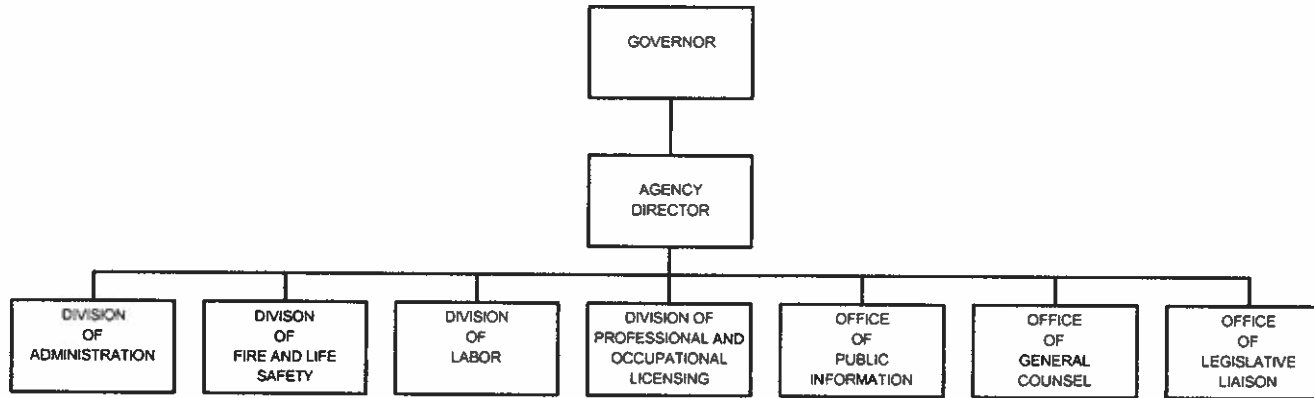
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Division of Labor



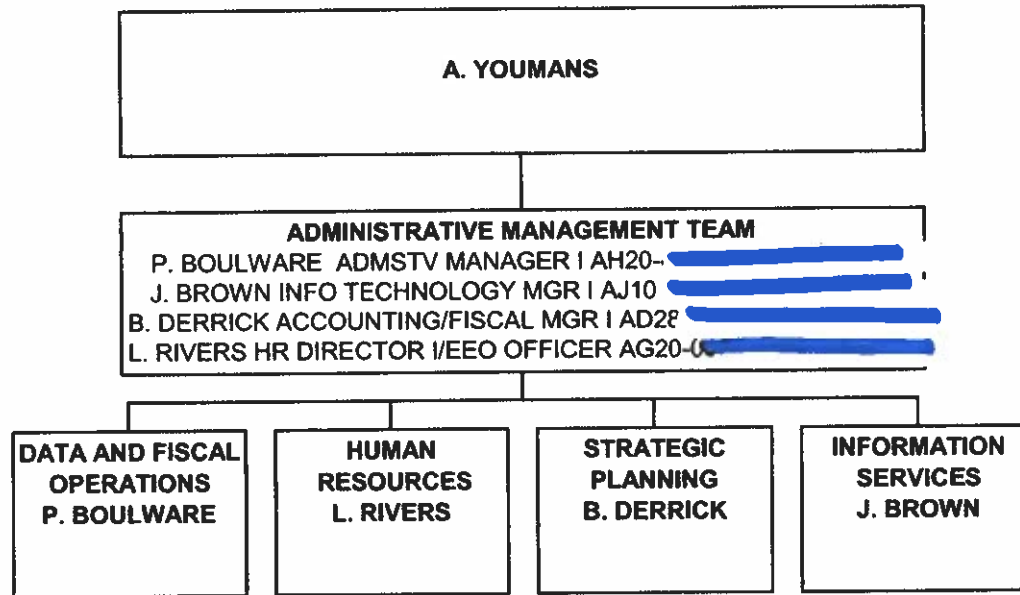
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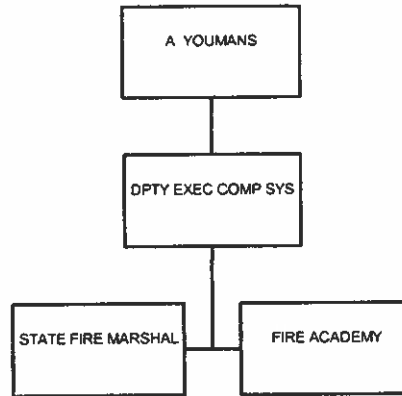
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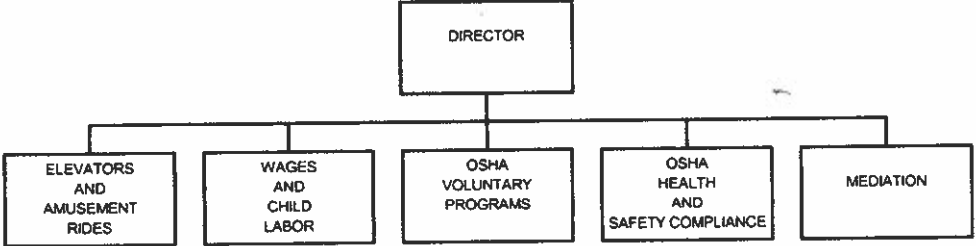
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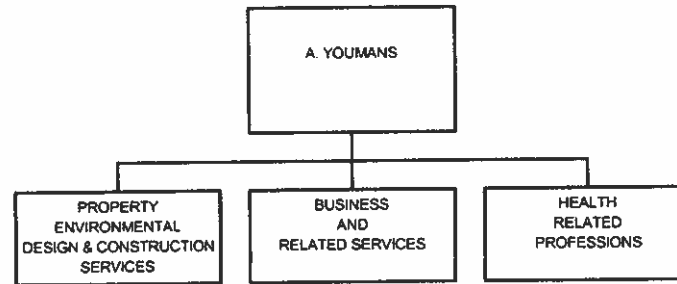
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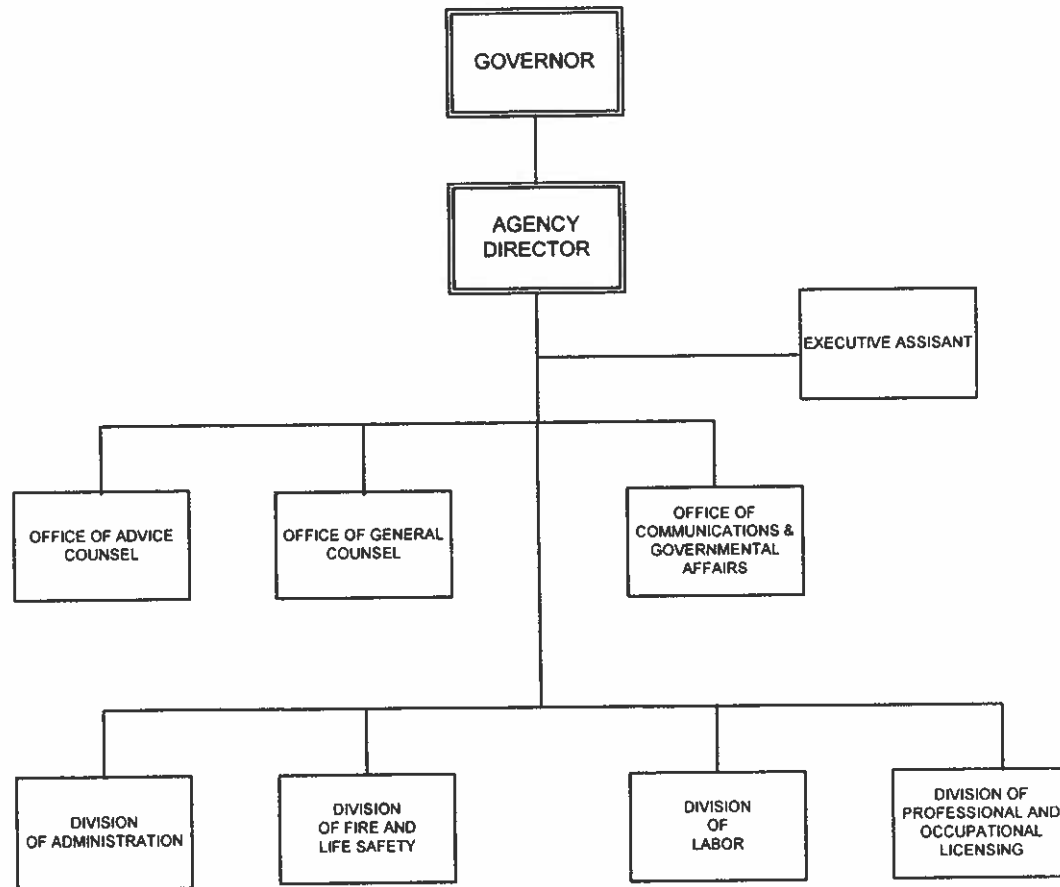
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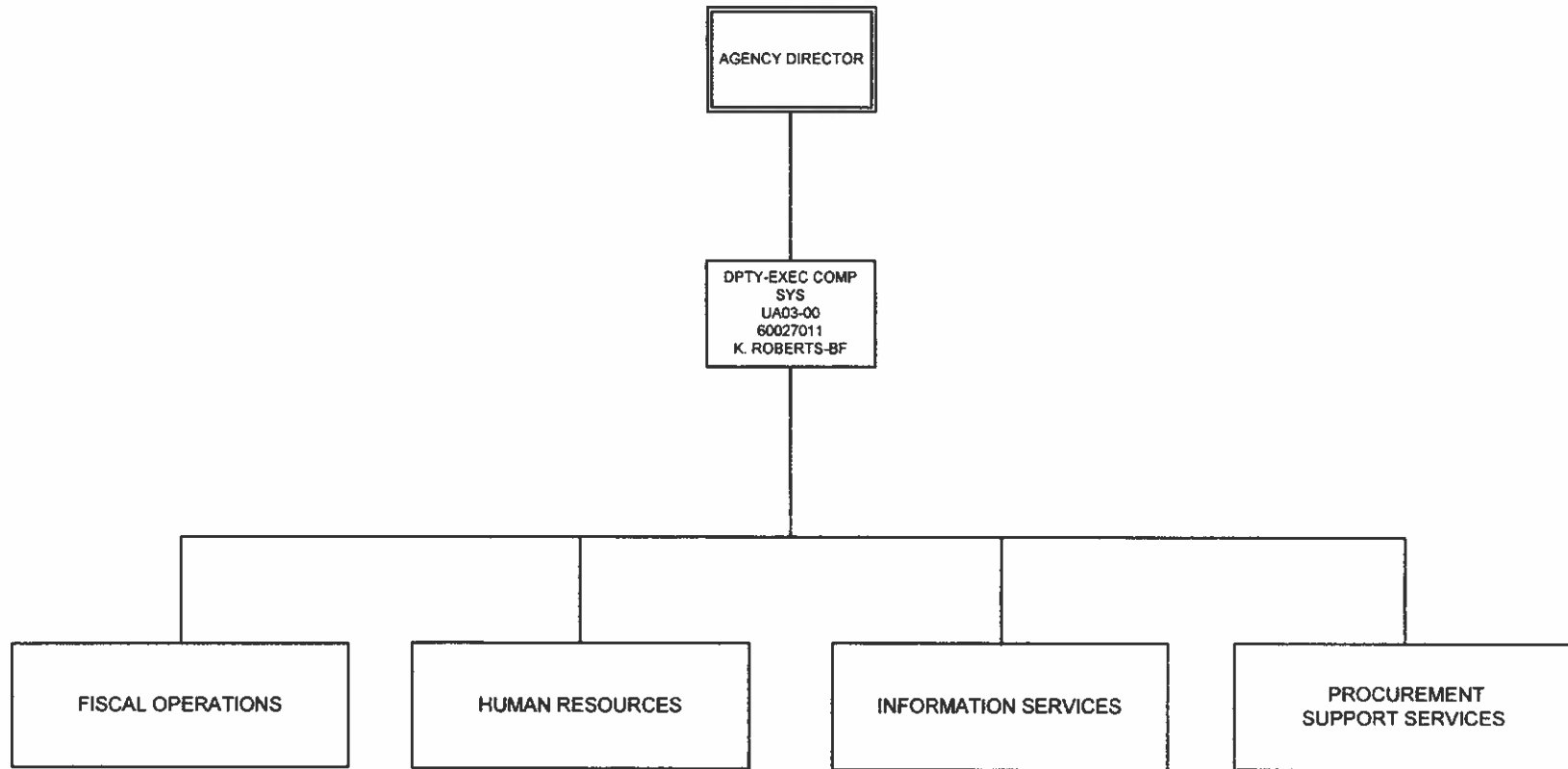
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ORGANIZATIONAL CHART

November 6, 2012

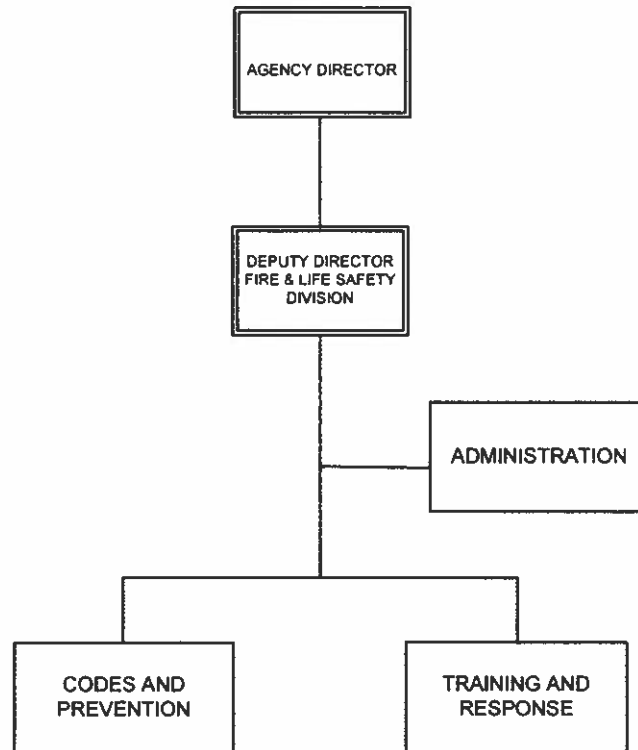
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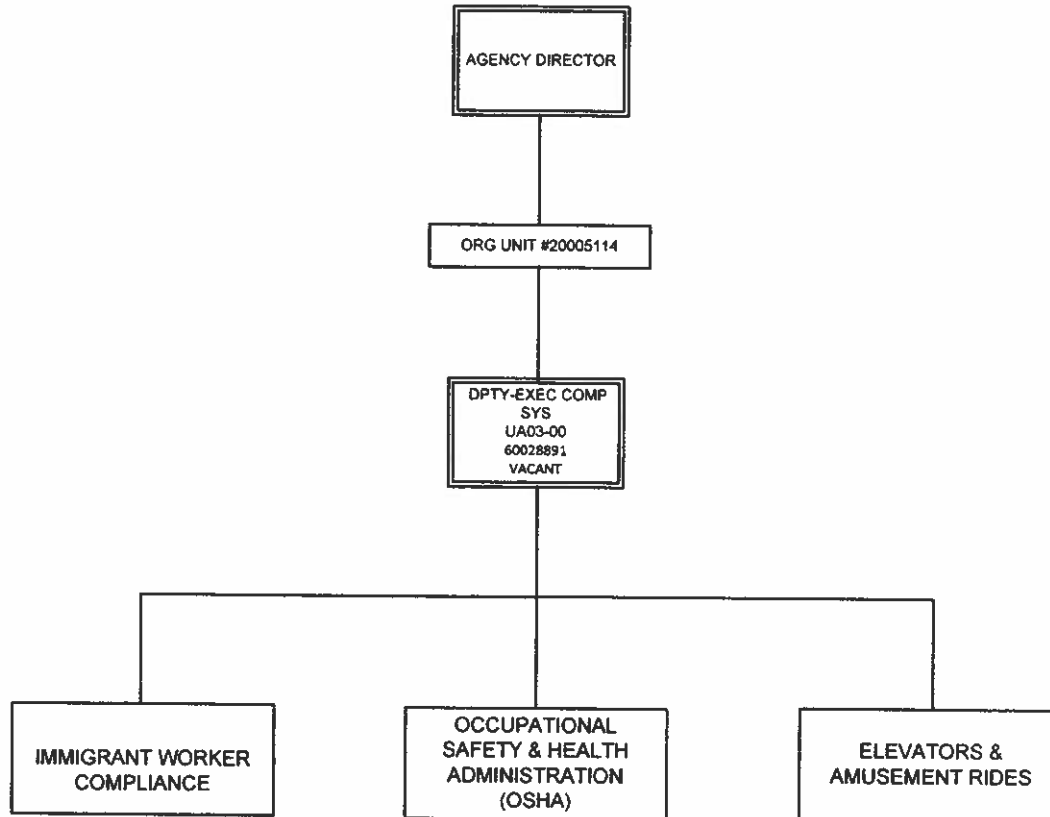
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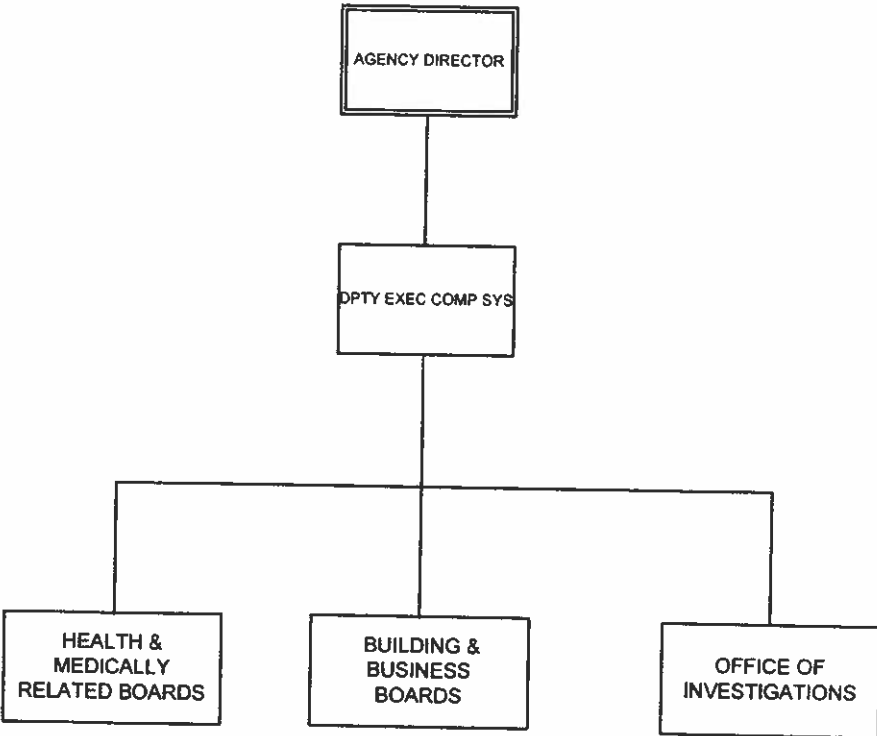
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Division of Fire and Life Safety



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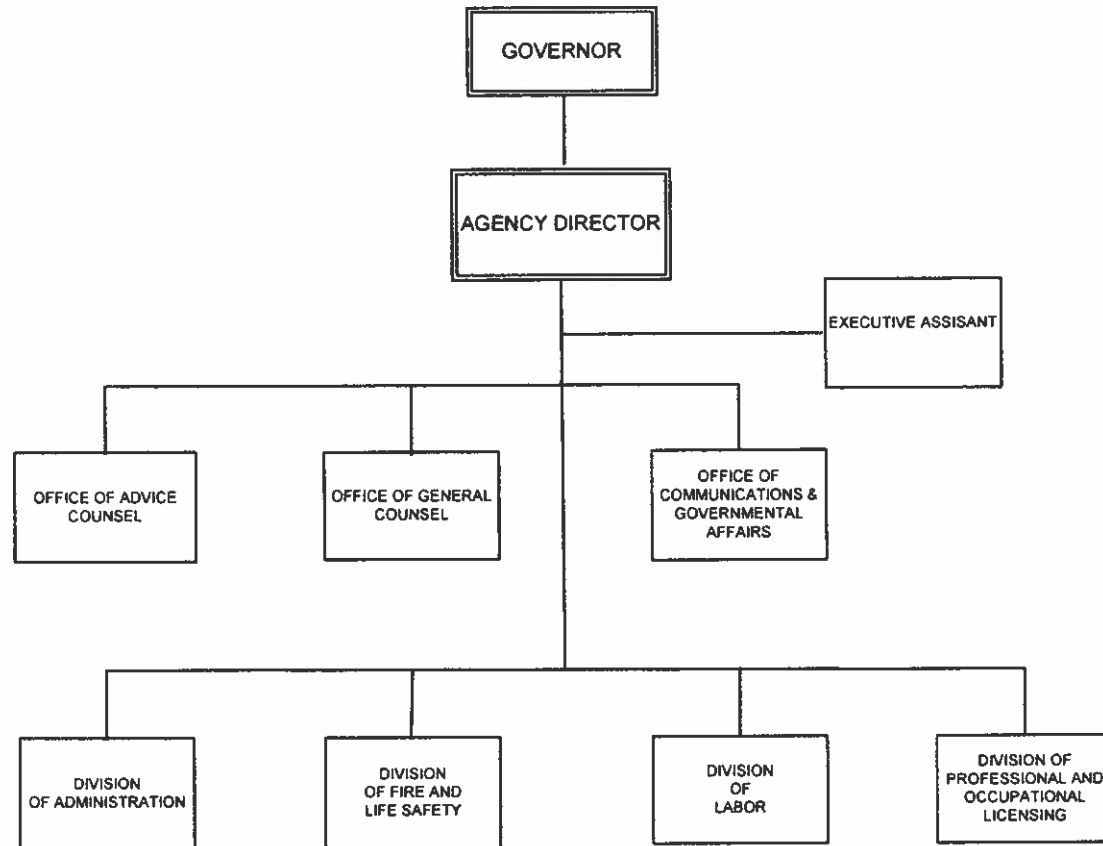
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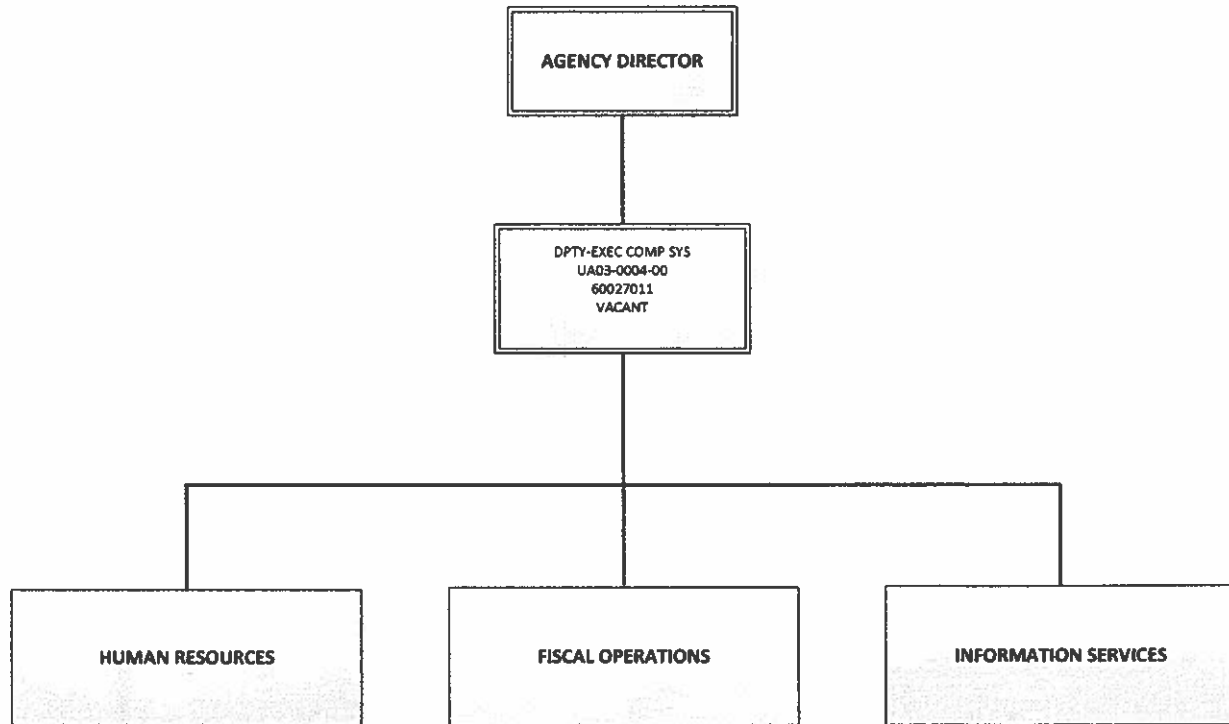
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DEPARTMENT OF LABOR, LICENSING AND REGULATION
ORGANIZATIONAL CHART

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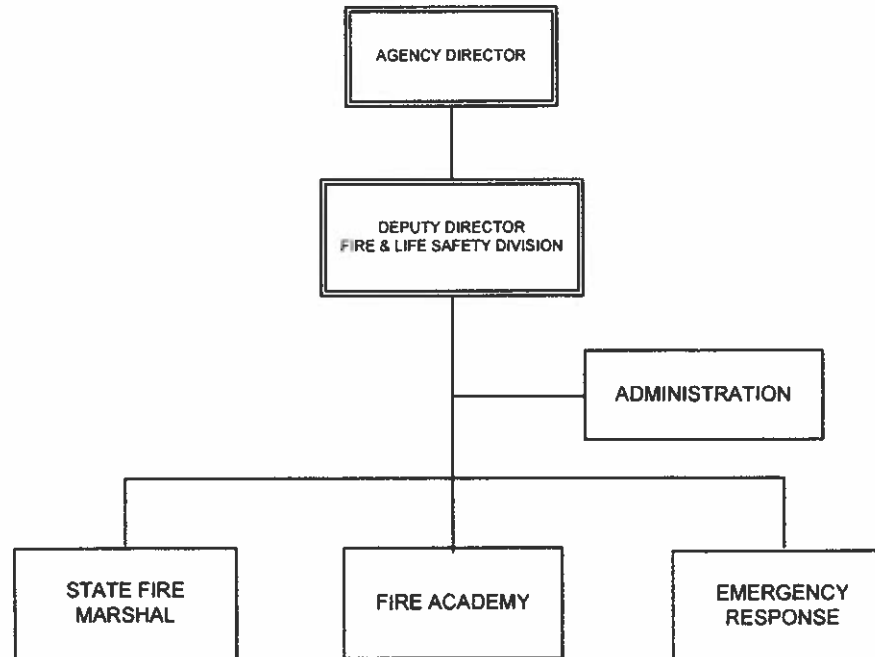
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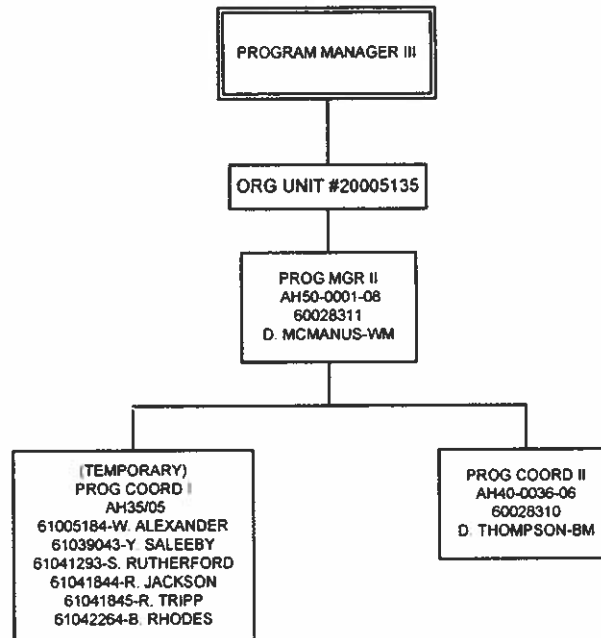
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Division of Administration



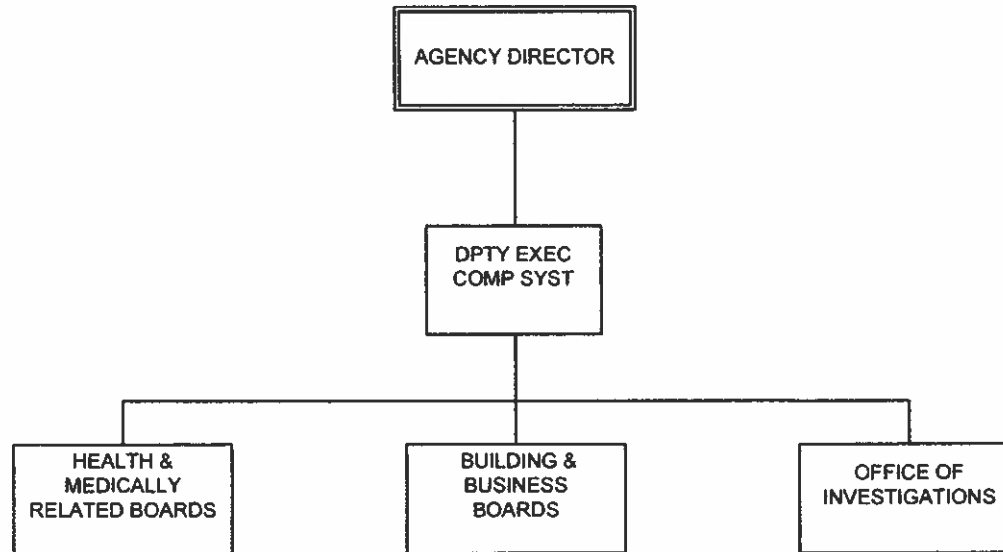
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Division of Fire and Life Safety



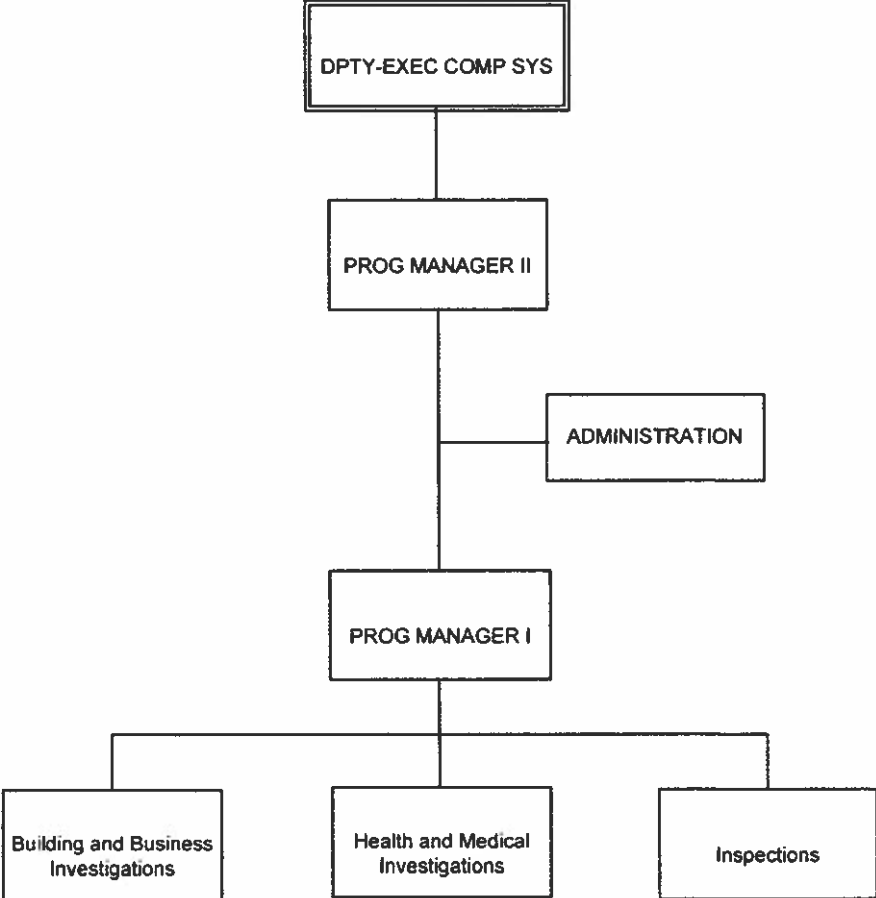
SOUTH CAROLINA DEPARTMENT OF LABOR, LICENSING AND REGULATION
Division of Fire and Life Safety
Office of Emergency Response



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Division of Professional and Occupational Licensing



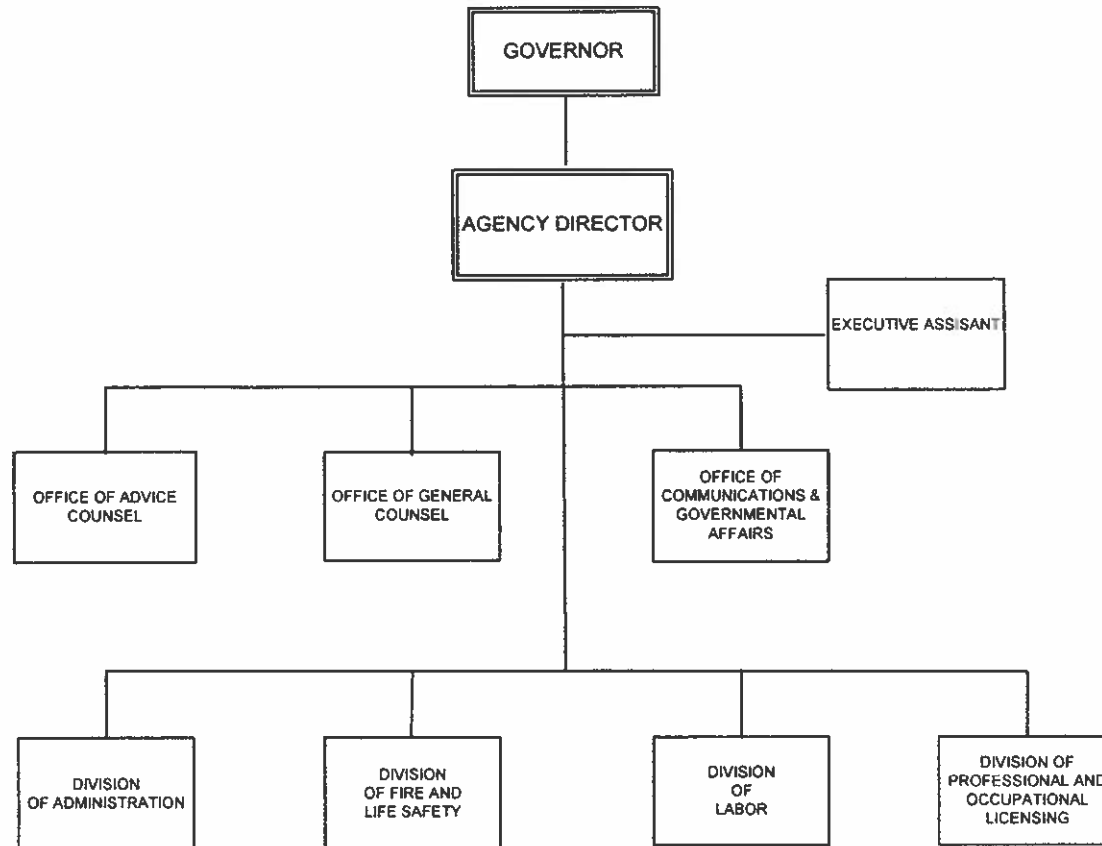
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Office of Investigations



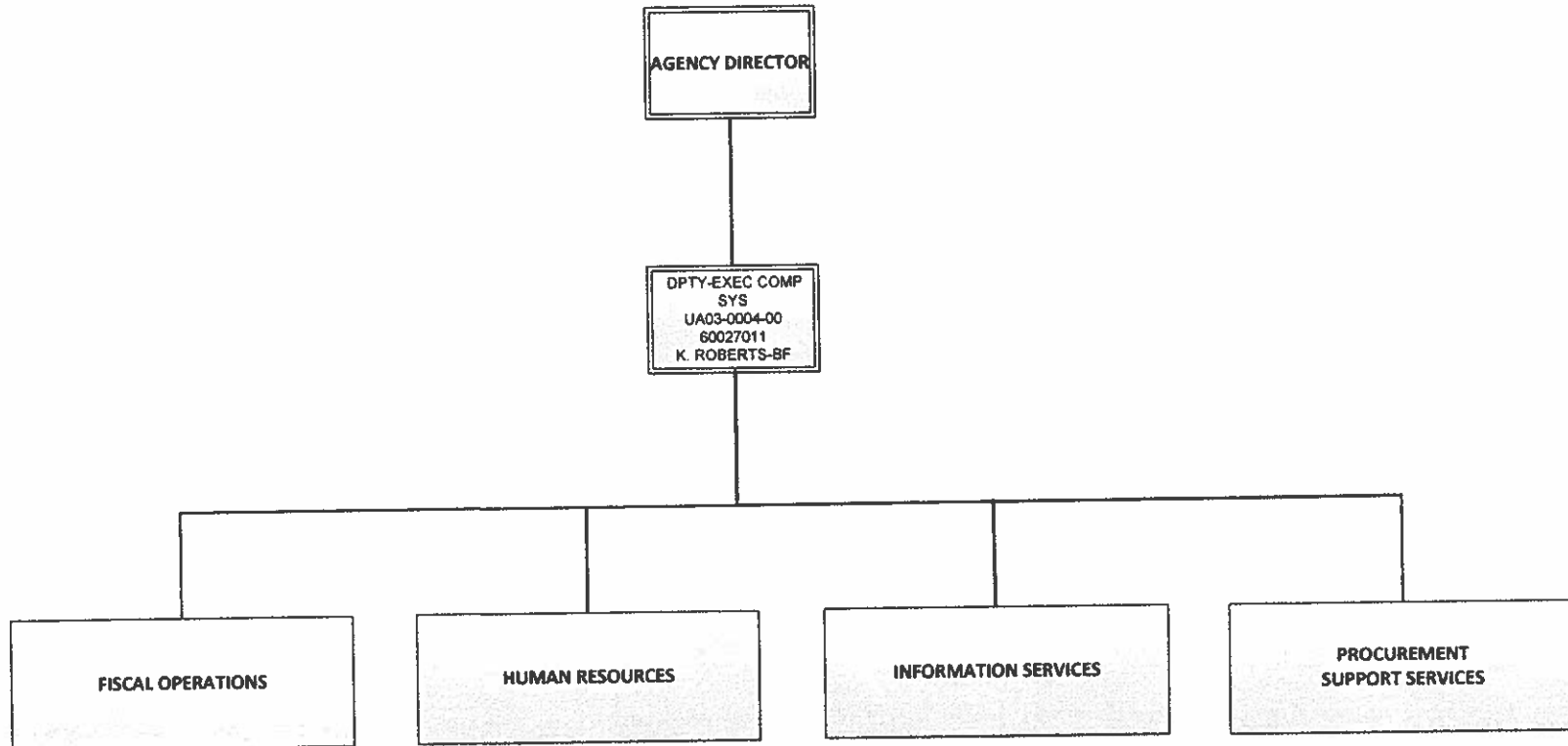
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DEPARTMENT OF LABOR, LICENSING AND REGULATION
ORGANIZATIONAL CHART

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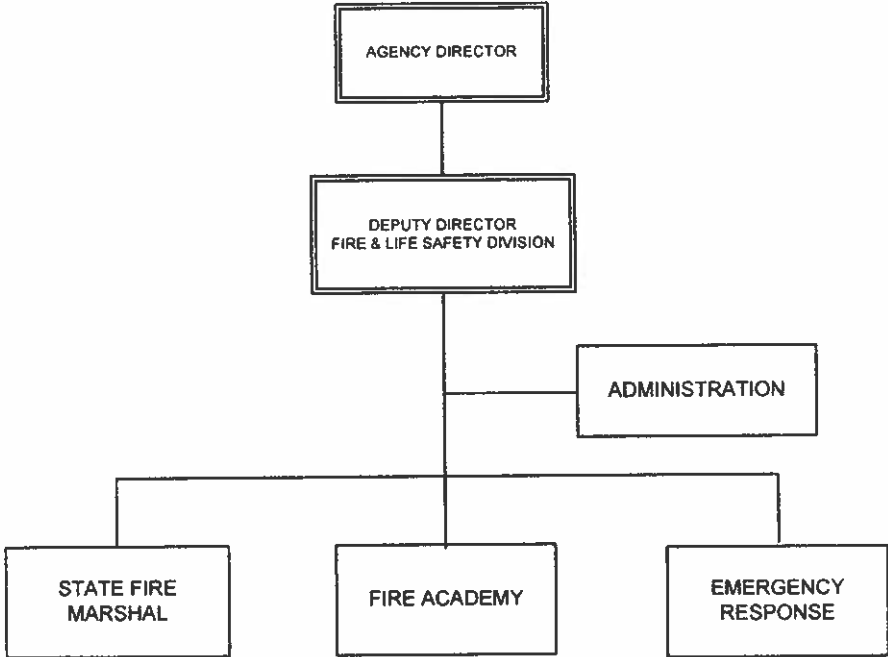
SOUTH CAROLINA DEPARTMENT OF LABOR, LICENSING AND REGULATION



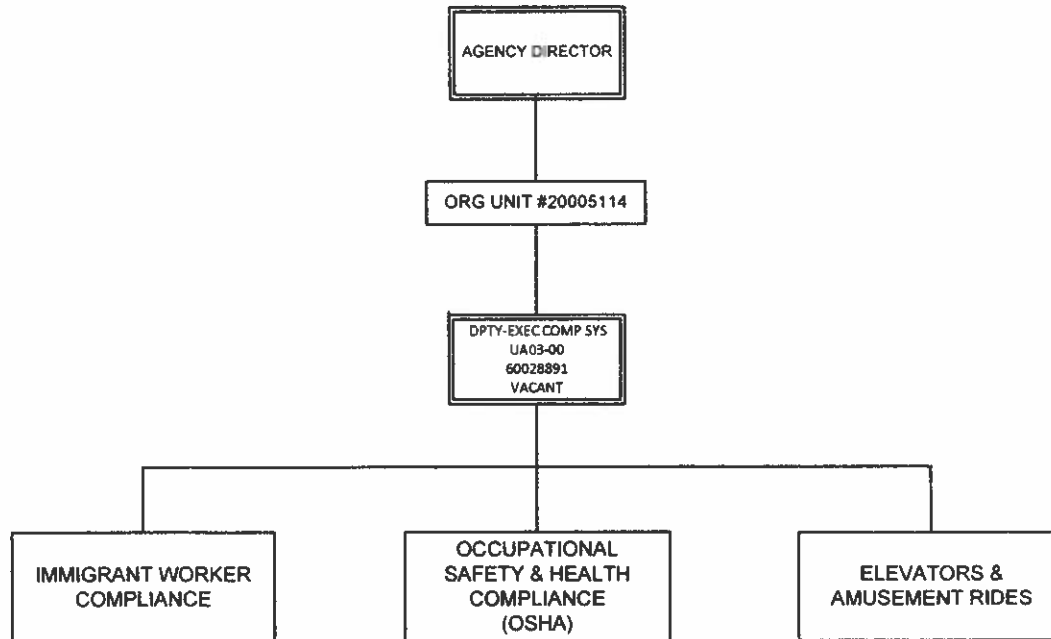
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Division of Administration



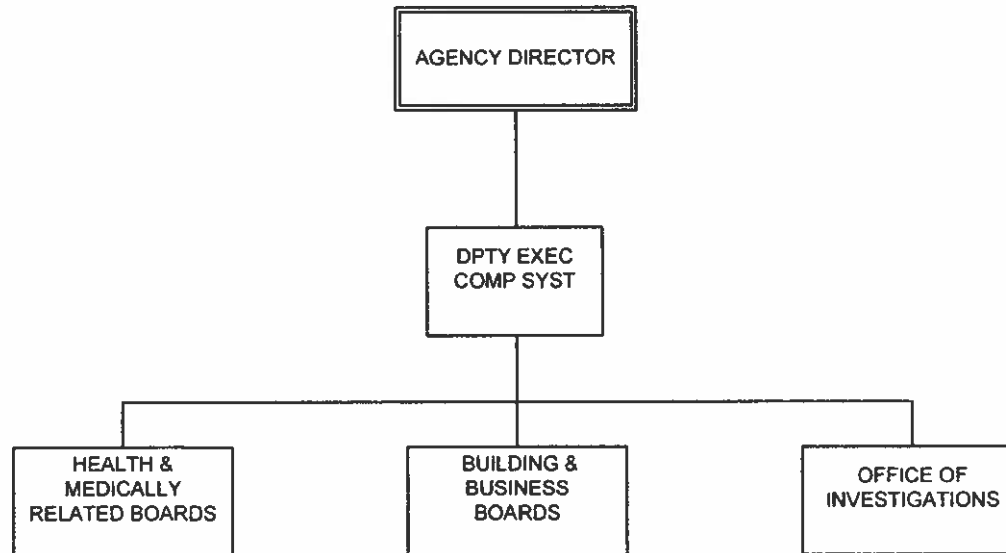
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Division of Fire and Life Safety



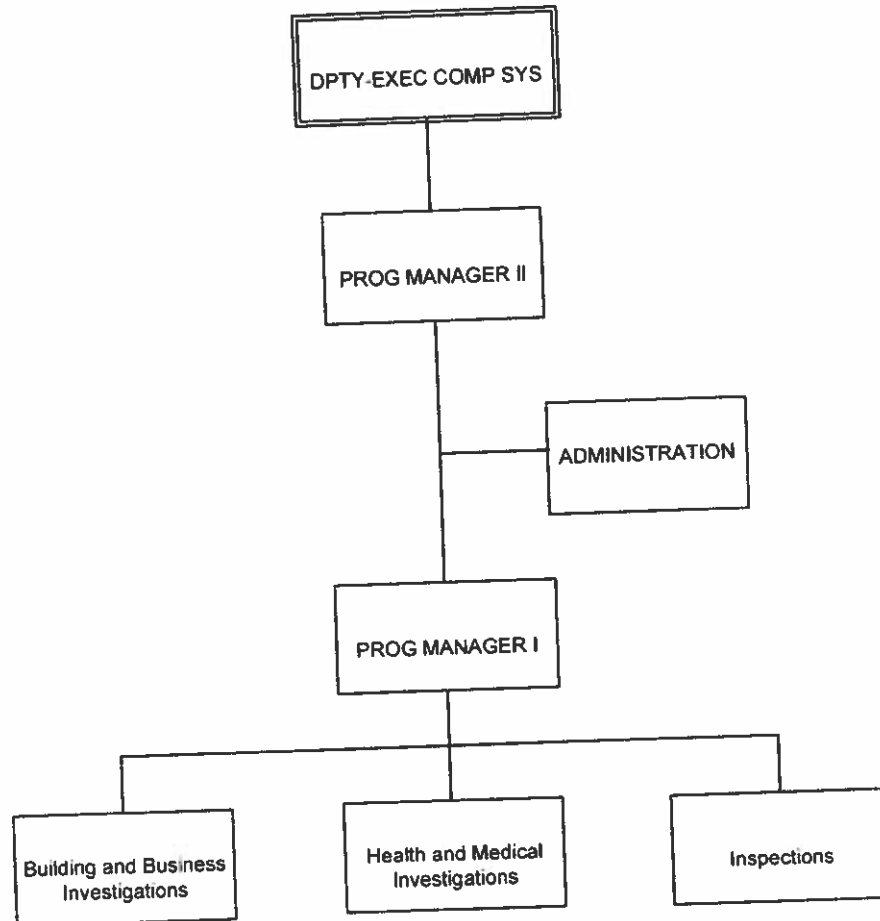
SOUTH CAROLINA DEPARTMENT OF LABOR, LICENSING AND REGULATION
Division of Labor



SOUTH CAROLINA DEPARTMENT OF LABOR, LICENSING AND REGULATION
Division of Professional and Occupational Licensing



SOUTH CAROLINA DEPARTMENT OF LABOR, LICENSING AND REGULATION
Division of Professional and Occupational Licensing
Office of Investigations and Enforcement



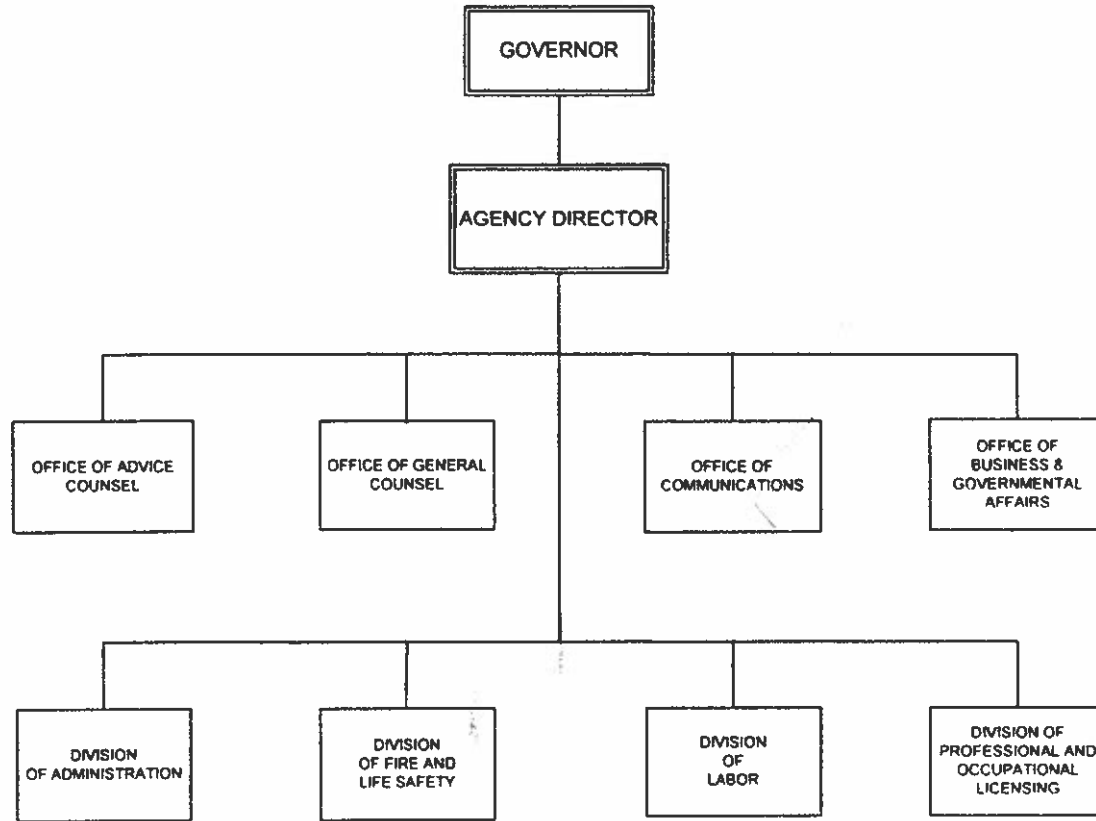
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DEPARTMENT OF LABOR, LICENSING AND REGULATION

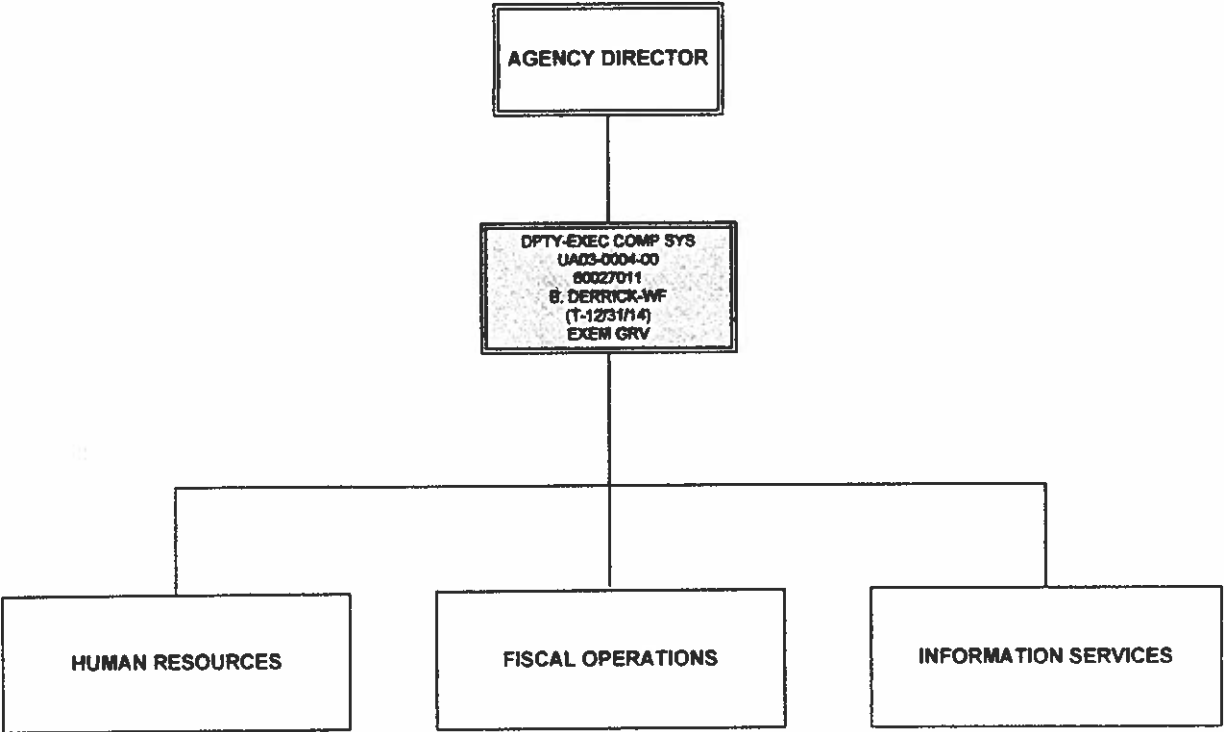
ORGANIZATIONAL CHART

January 5, 2012

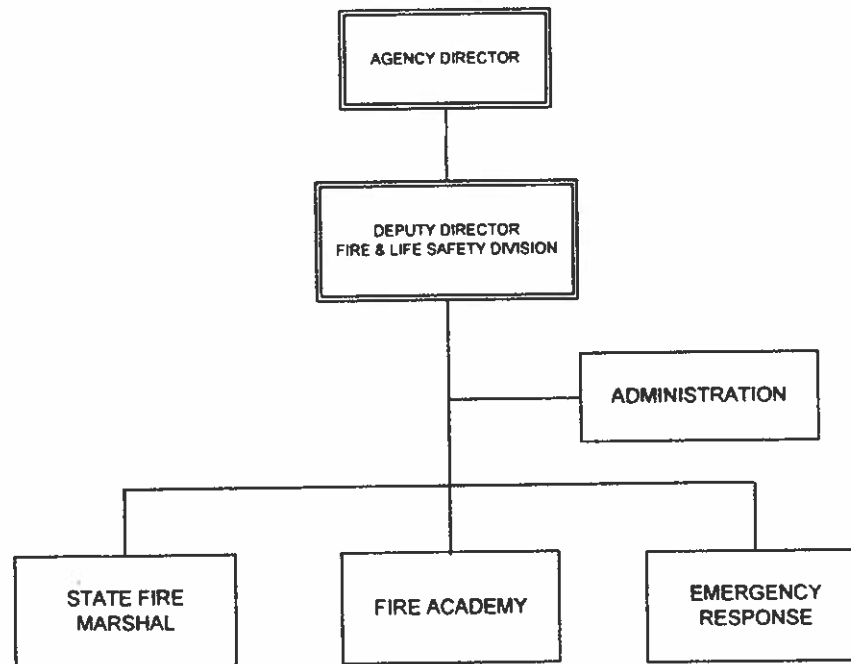
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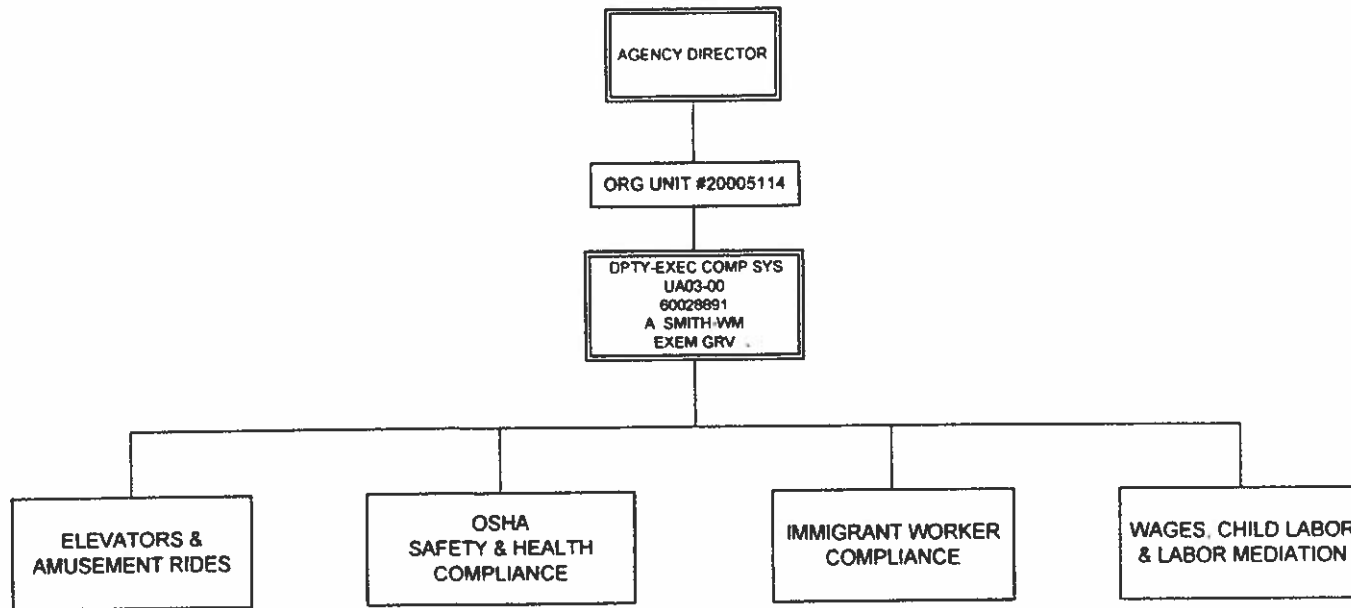
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Division of Administration



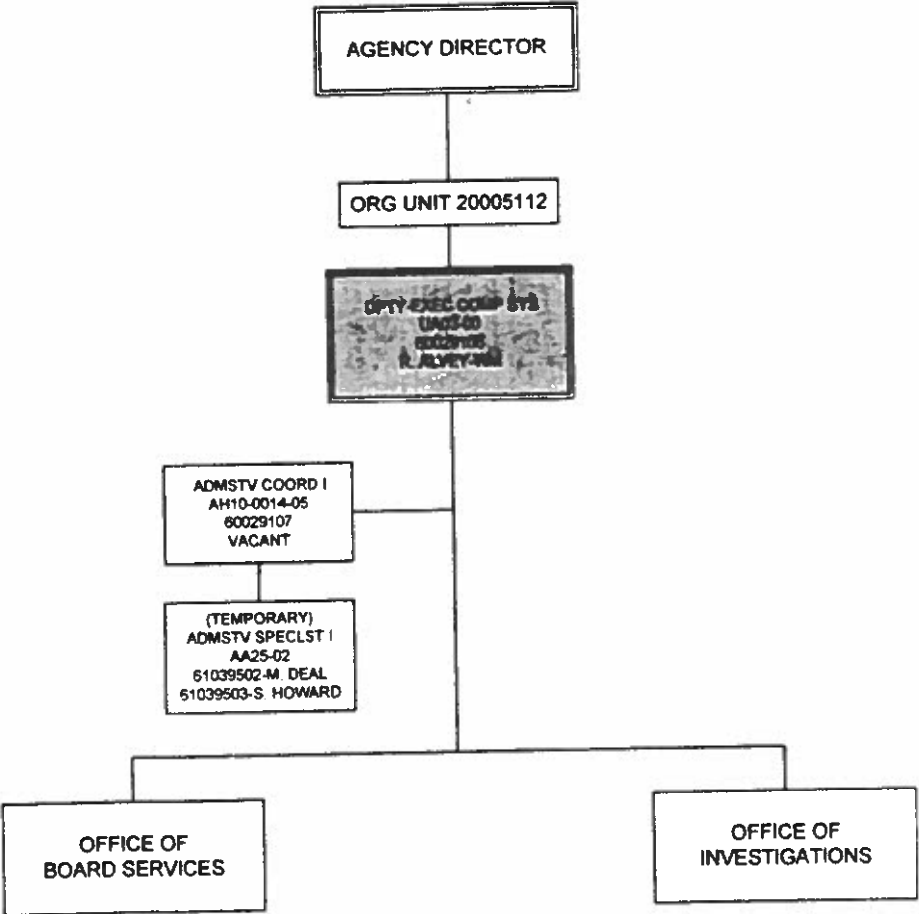
SOUTH CAROLINA DEPARTMENT OF LABOR, LICENSING AND REGULATION
Division of Fire and Life Safety



SOUTH CAROLINA DEPARTMENT OF LABOR, LICENSING AND REGULATION
Division of Labor



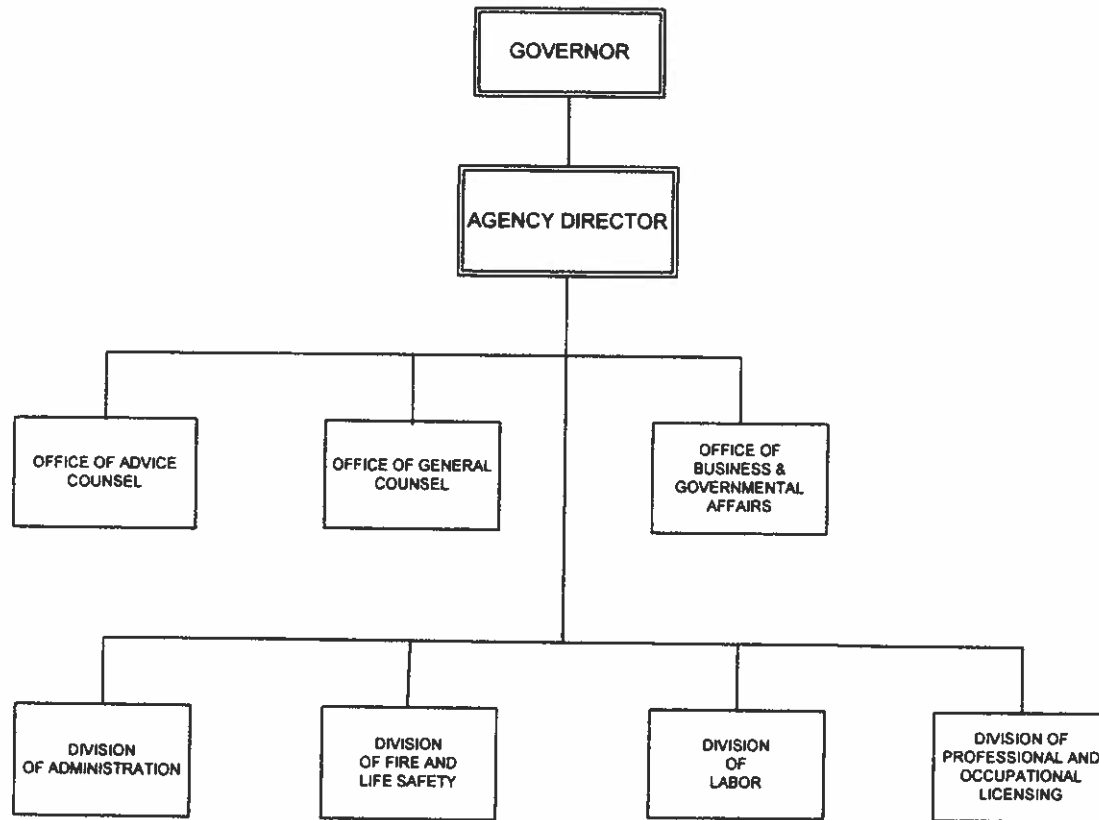
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Division of Professional and Occupational Licensing



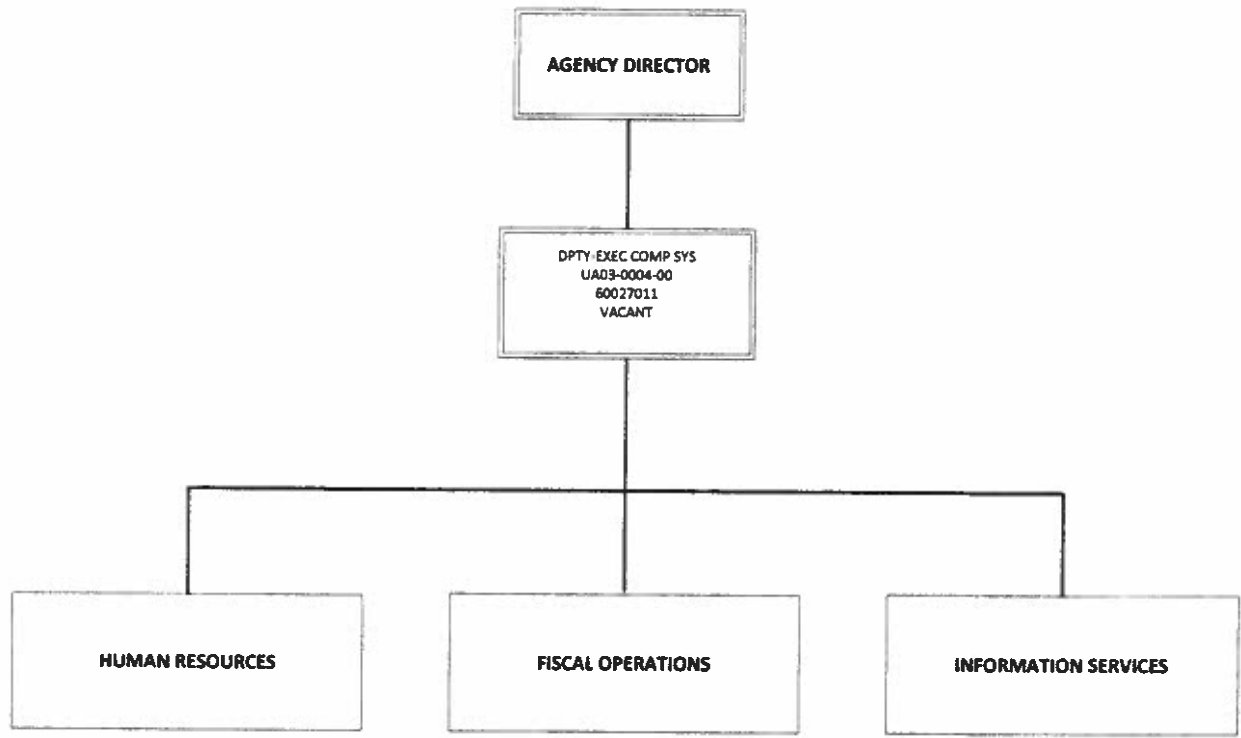
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DEPARTMENT OF LABOR, LICENSING AND REGULATION
ORGANIZATIONAL CHART

April 6, 2012

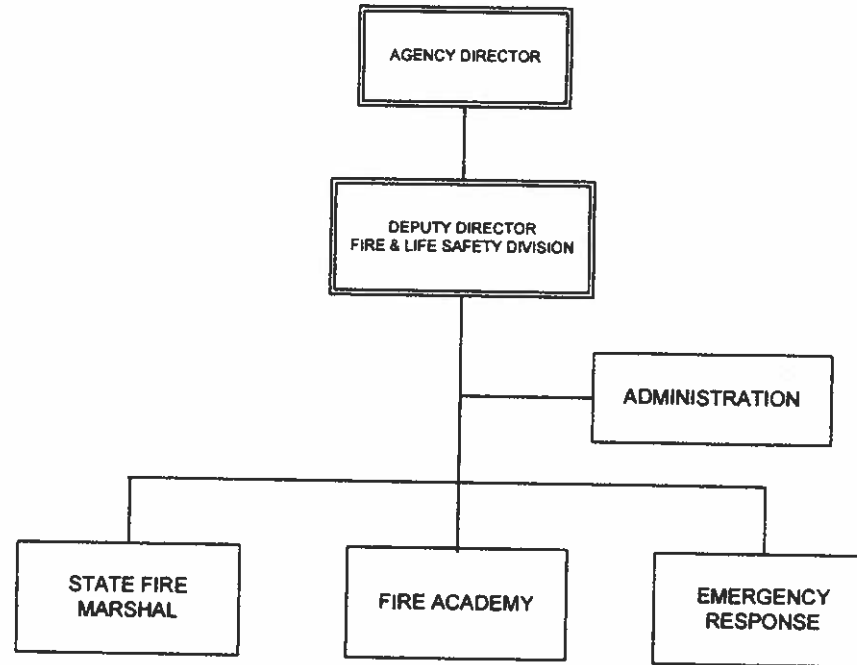
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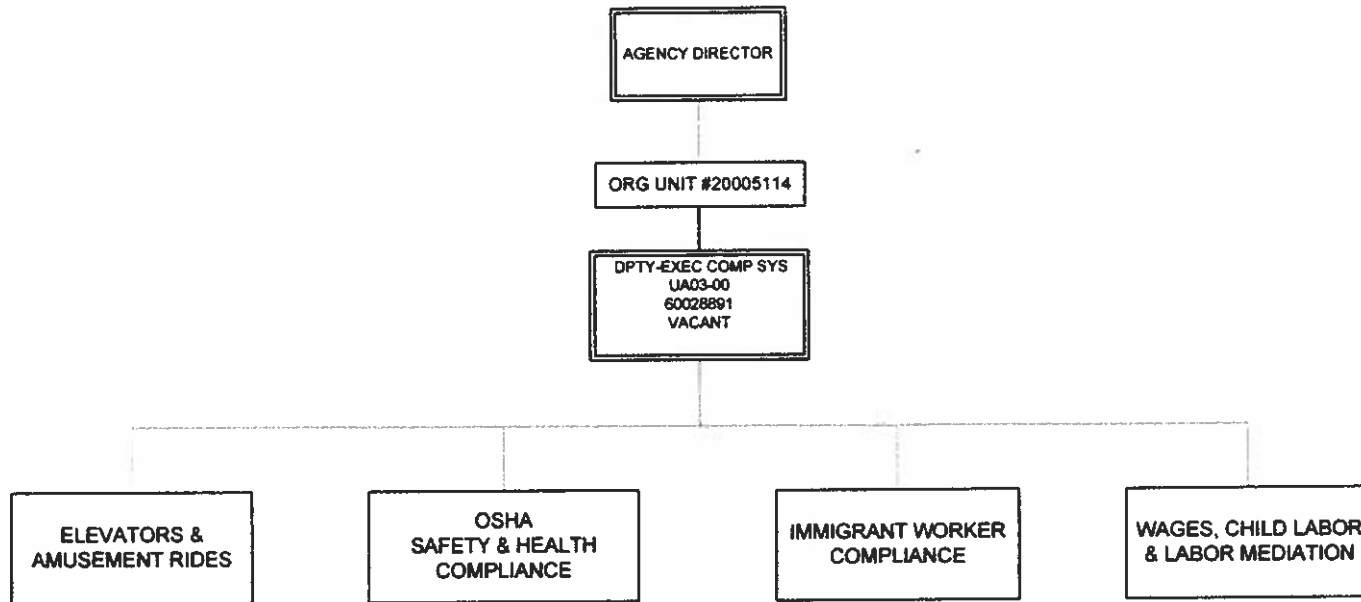
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Division of Administration



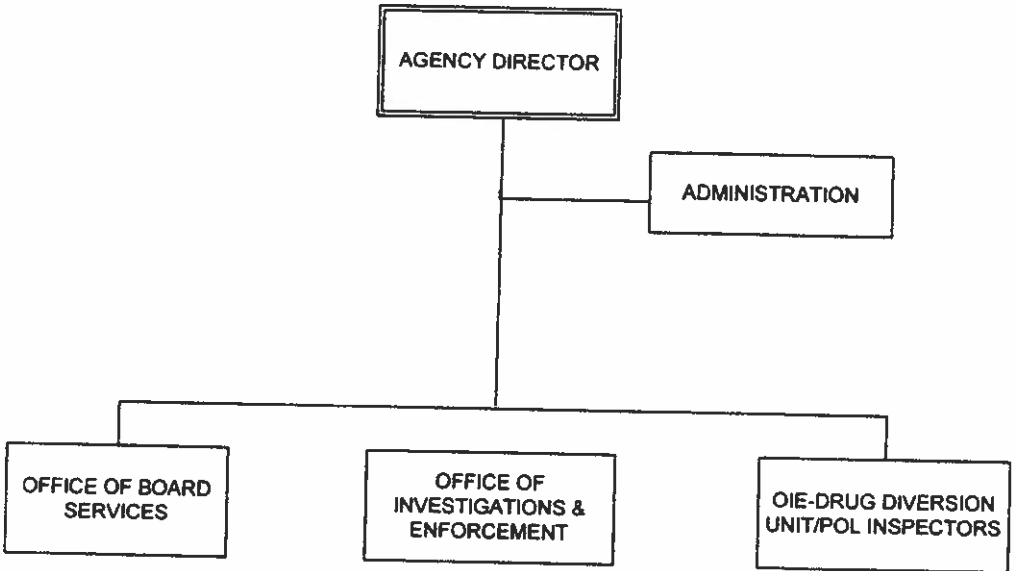
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Division of Fire and Life Safety



SOUTH CAROLINA DEPARTMENT OF LABOR, LICENSING AND REGULATION
Division of Labor



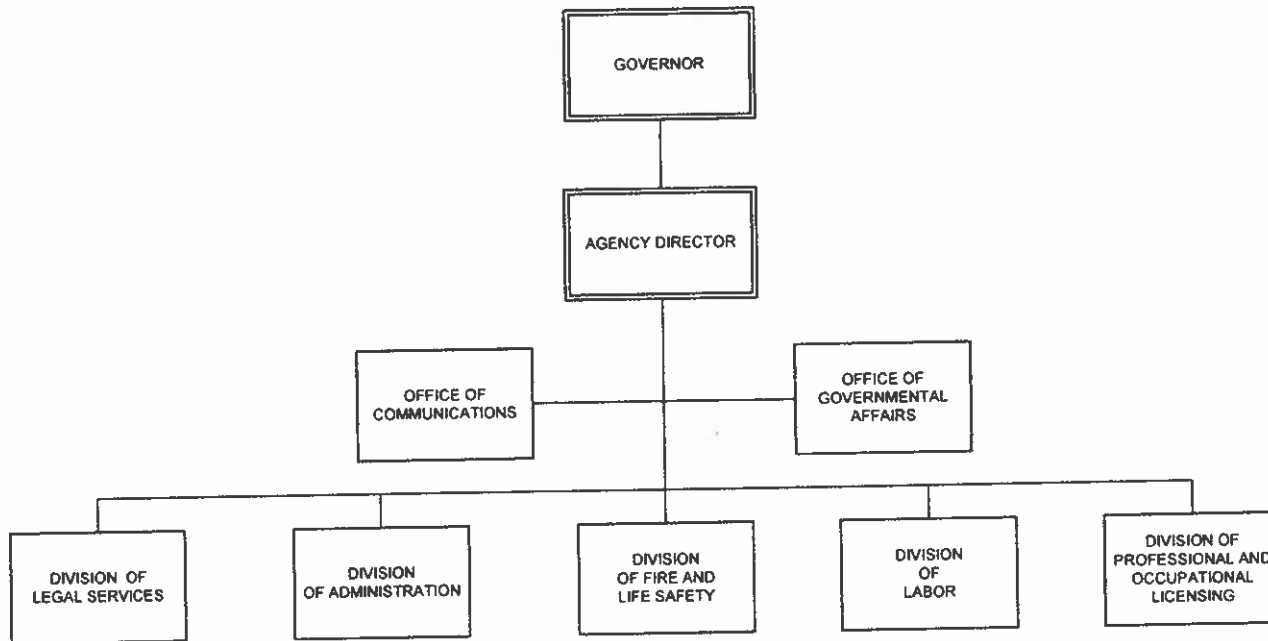
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Division of Professional and Occupational Licensing



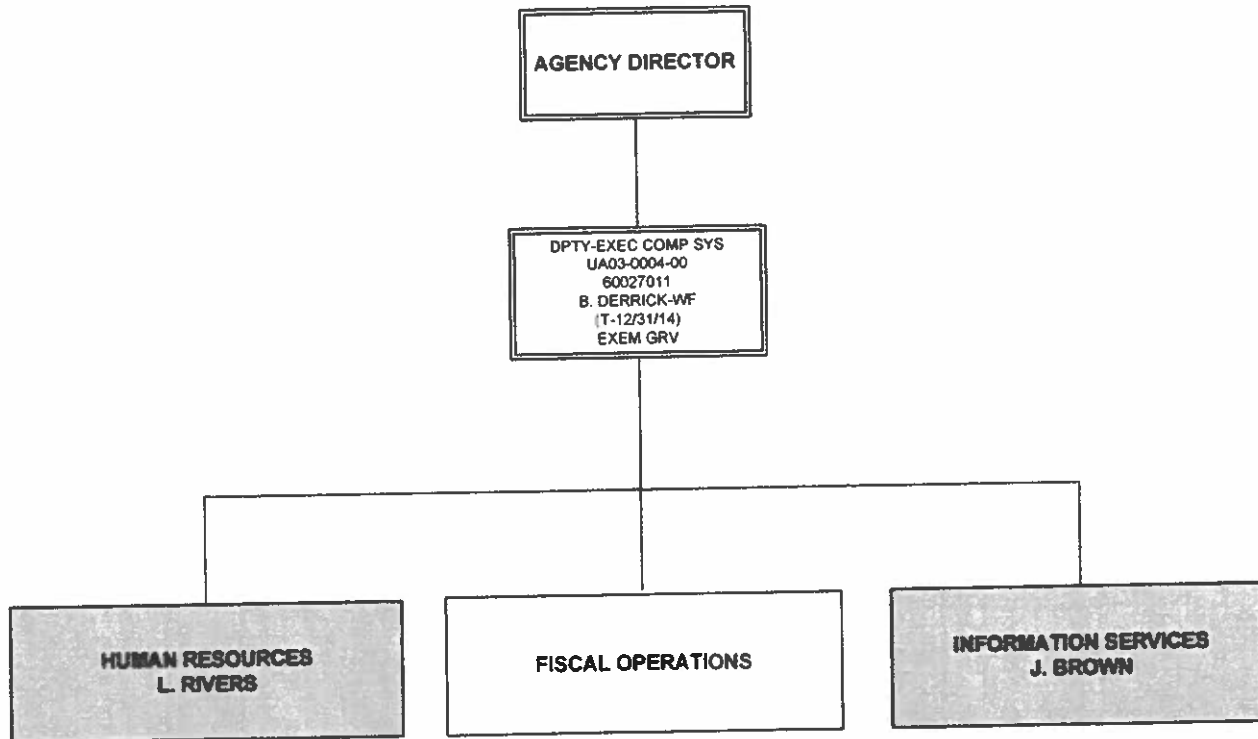
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DEPARTMENT OF LABOR, LICENSING AND REGULATION
ORGANIZATIONAL CHART

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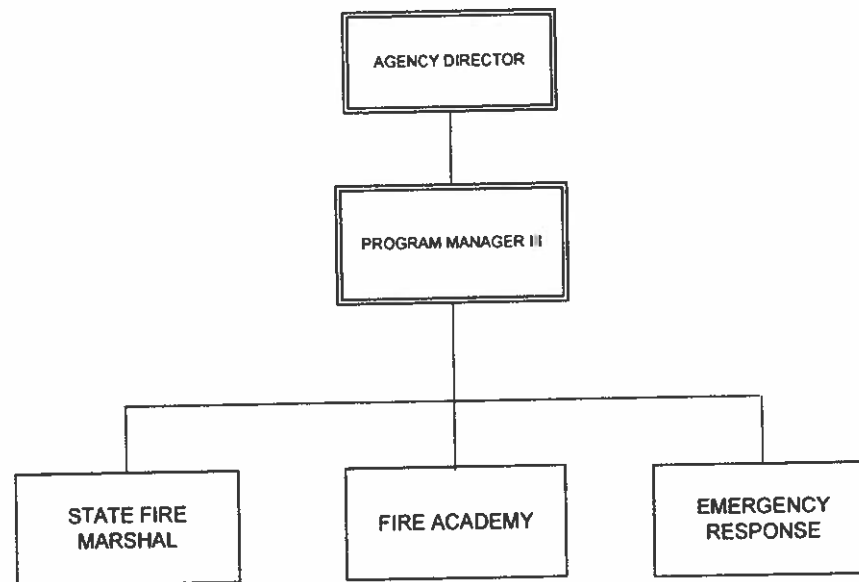
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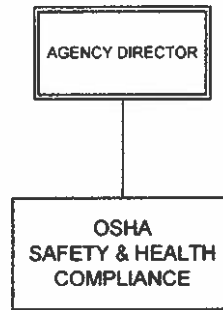
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Division of Administration



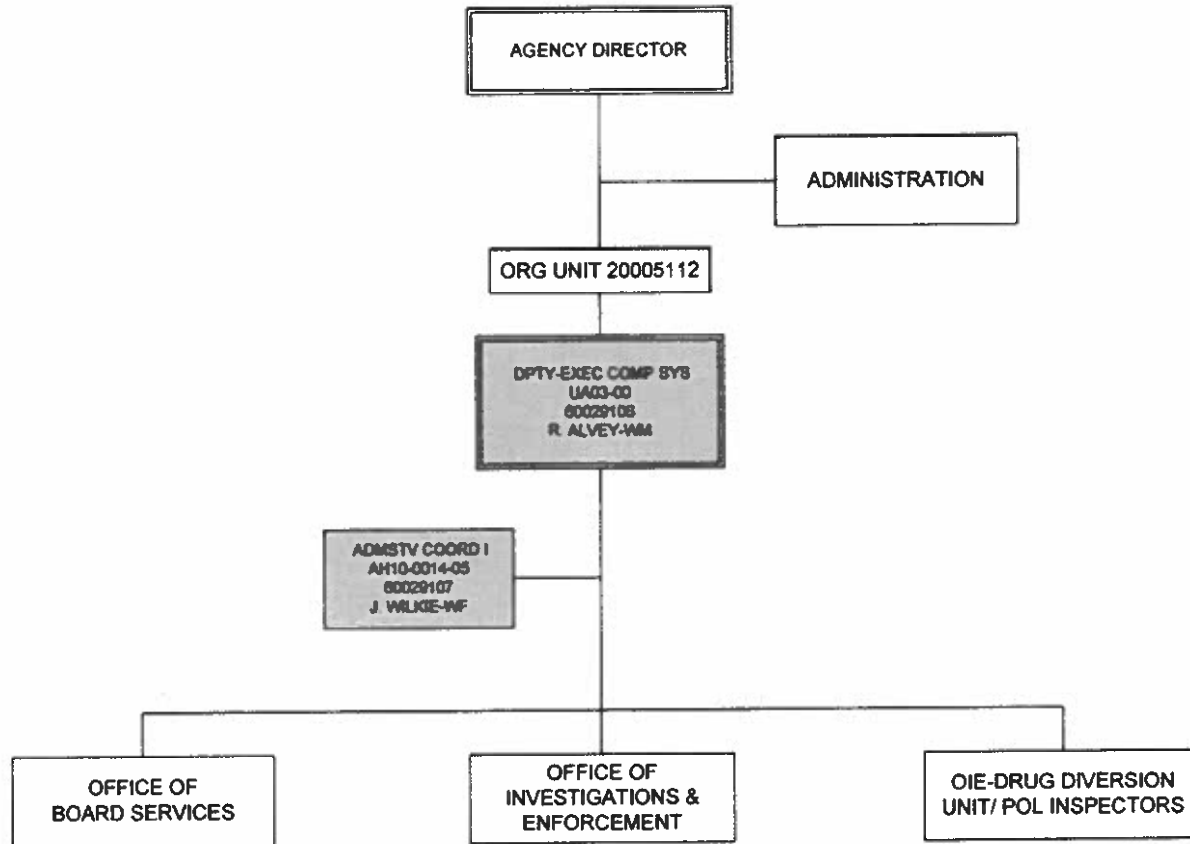
SOUTH CAROLINA DEPARTMENT OF LABOR, LICENSING AND REGULATION
Division of Fire and Life Safety



SOUTH CAROLINA DEPARTMENT OF LABOR, LICENSING AND REGULATION
Division of Labor



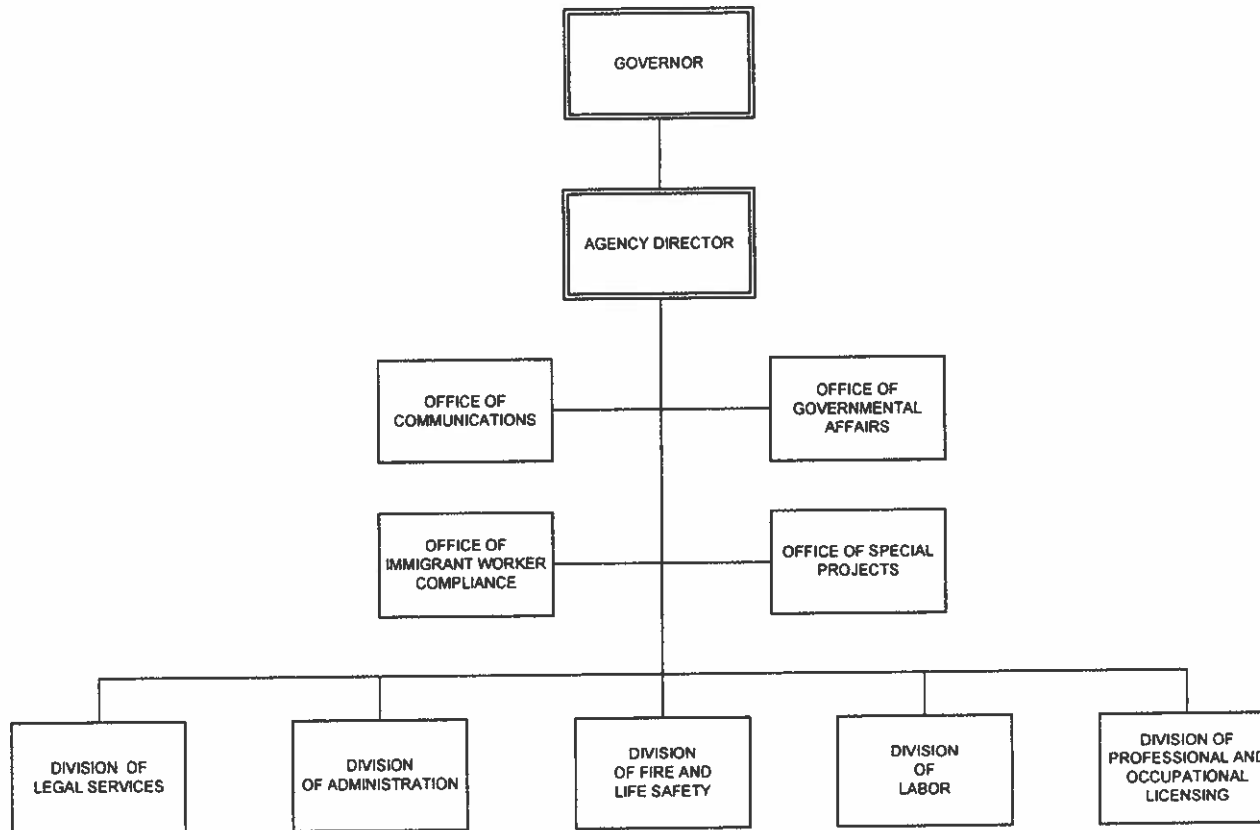
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Division of Professional and Occupational Licensing



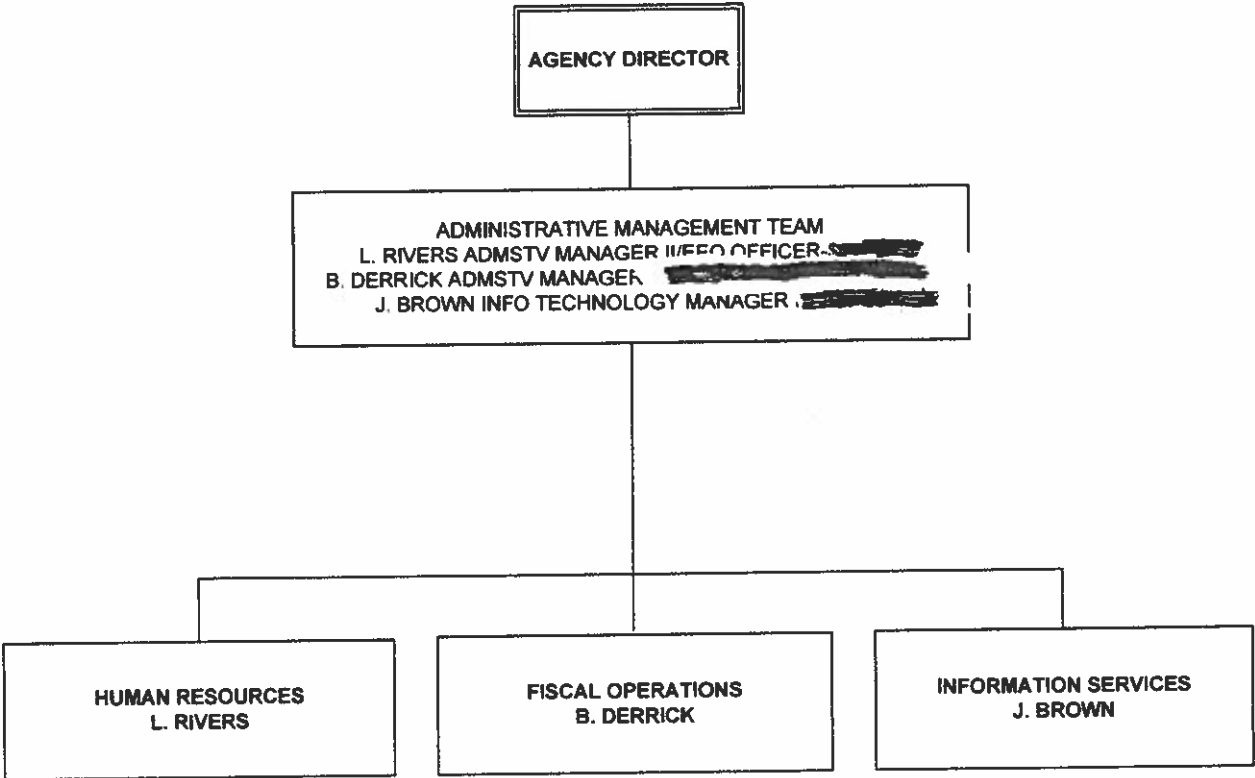
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ORGANIZATIONAL CHART

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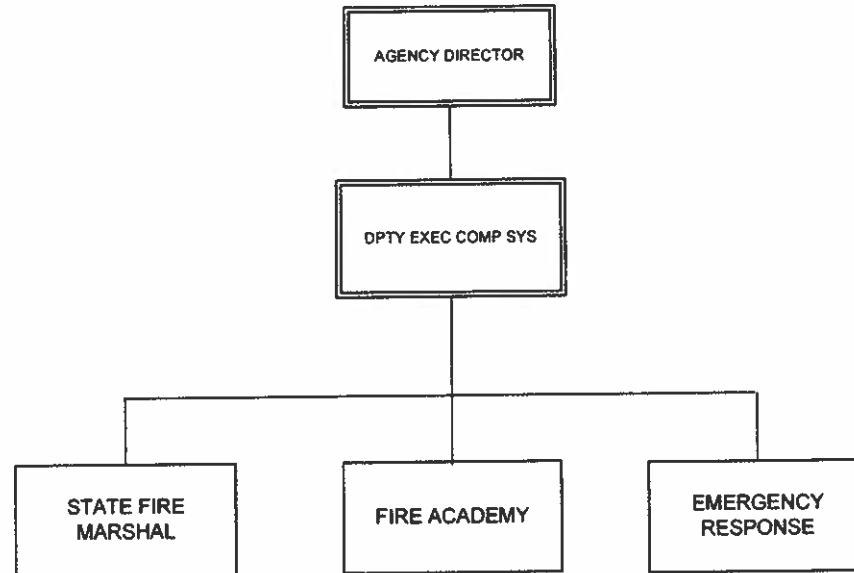
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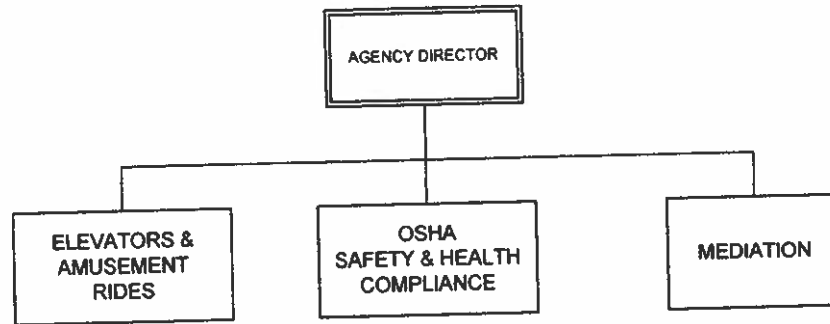
SOUTH CAROLINA DEPARTMENT OF LABOR, LICENSING AND REGULATION
Division of Administration



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Division of Fire and Life Safety



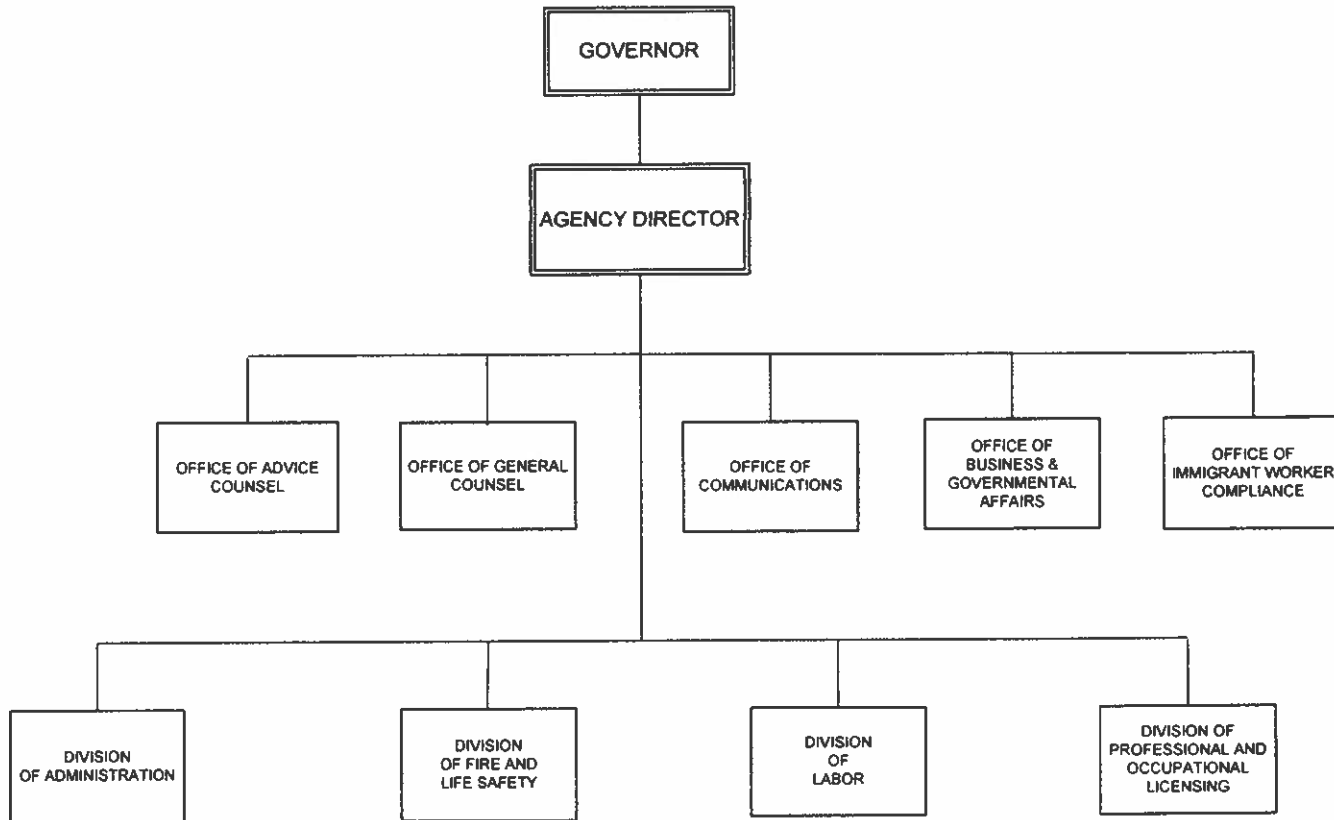
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Division of Labor



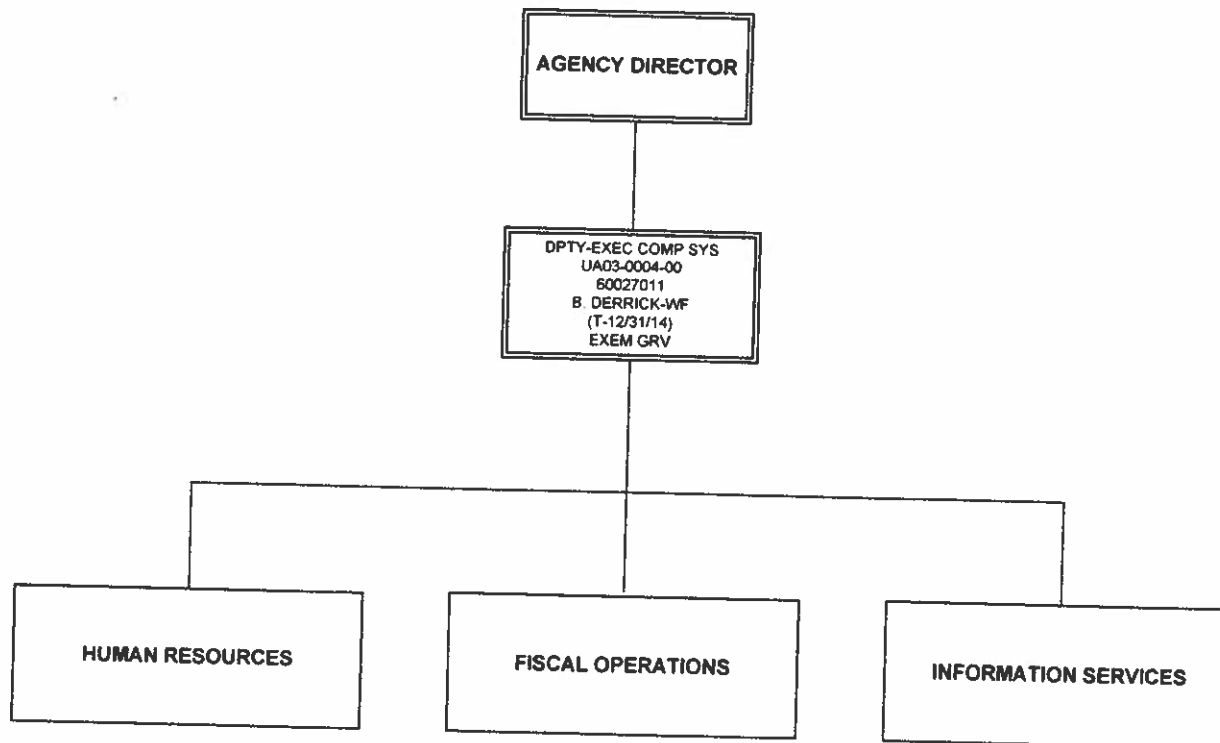
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ORGANIZATIONAL CHART

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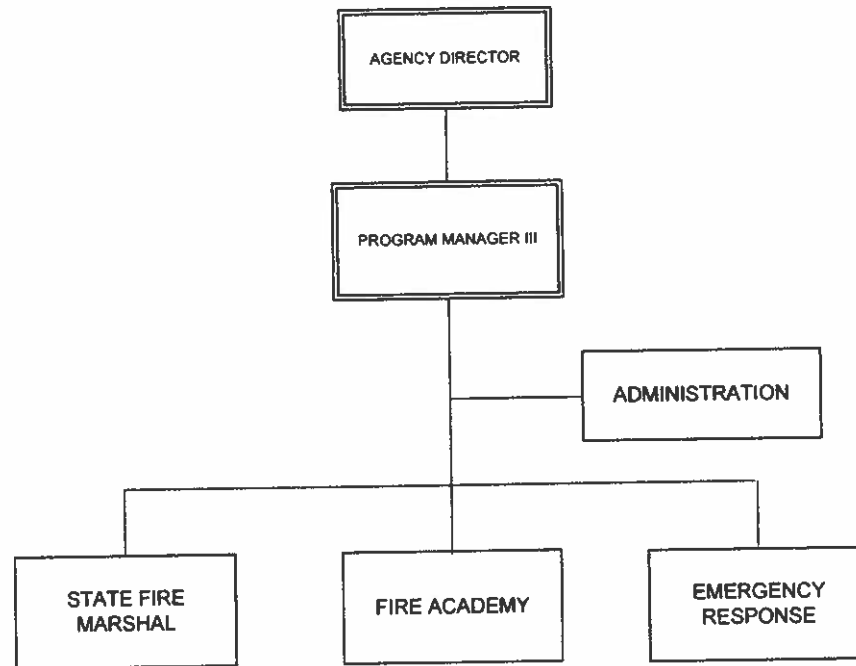
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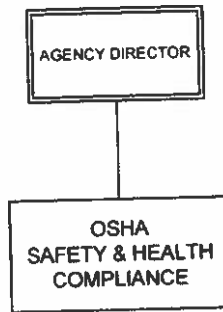
SOUTH CAROLINA DEPARTMENT OF LABOR, LICENSING AND REGULATION
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SOUTH CAROLINA DEPARTMENT OF LABOR, LICENSING AND REGULATION
Division of Fire and Life Safety



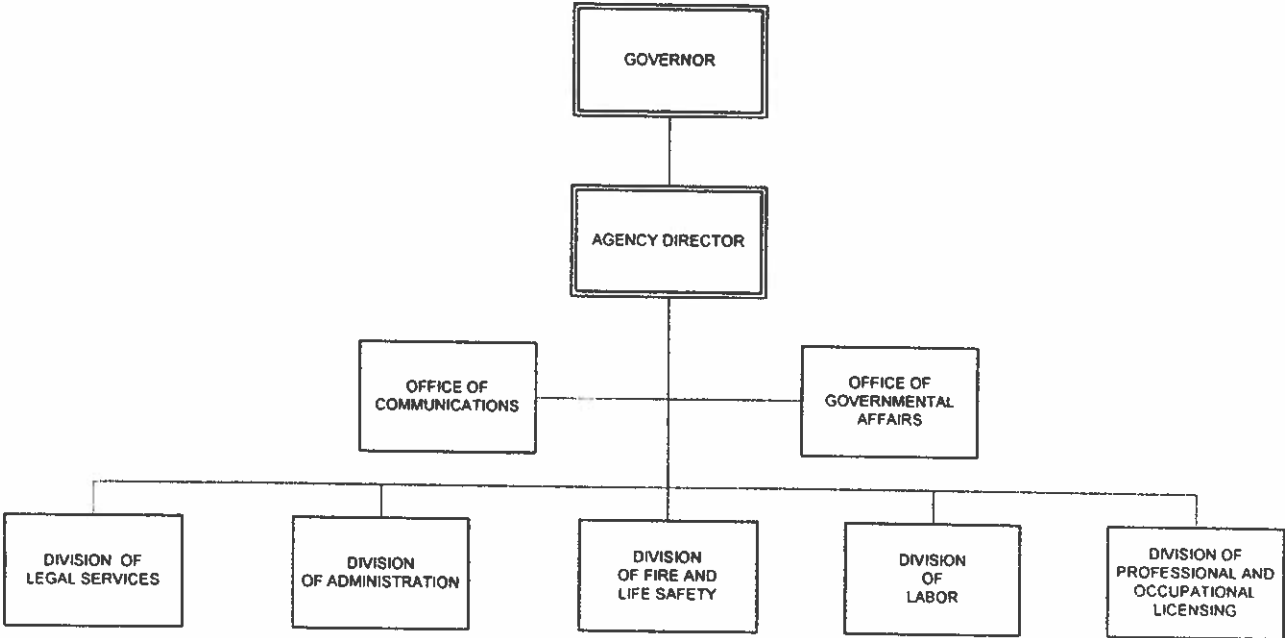
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Division of Labor



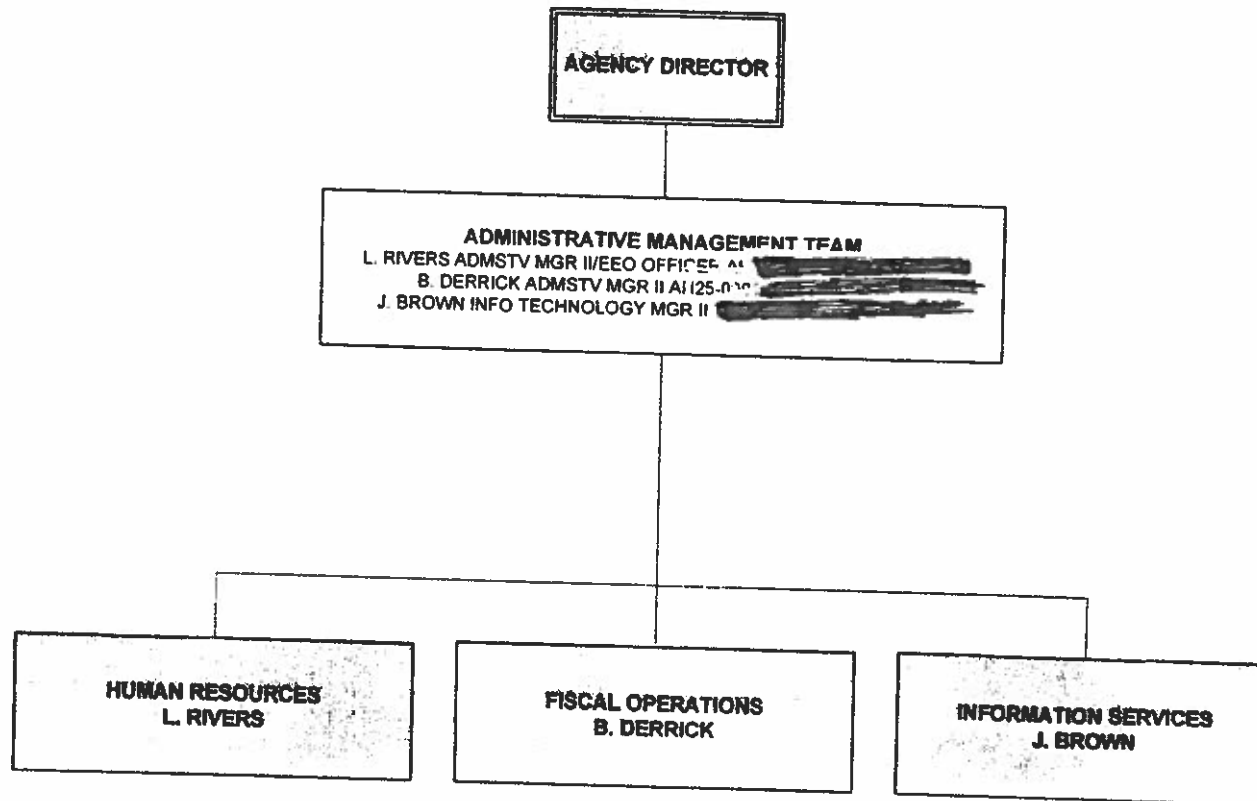
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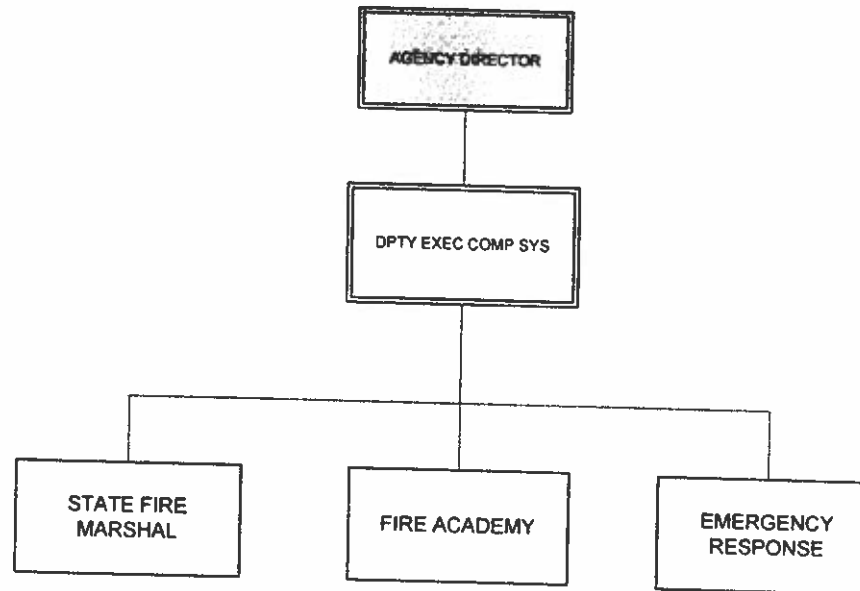
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Division of Administration



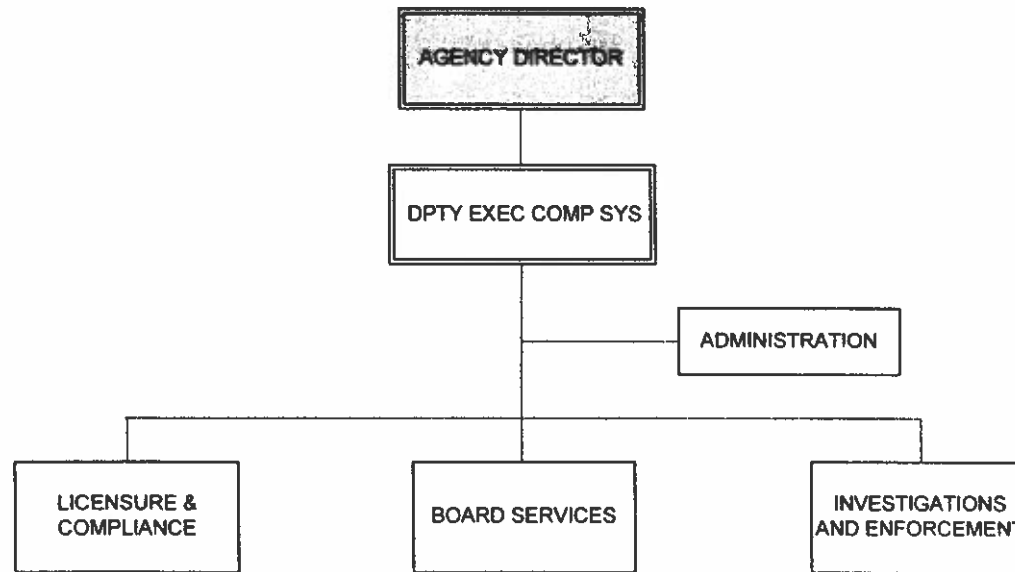
SOUTH CAROLINA DEPARTMENT OF LABOR, LICENSING AND REGULATION
Division of Fire and Life Safety



SOUTH CAROLINA DEPARTMENT OF LABOR, LICENSING AND REGULATION
Division of Labor



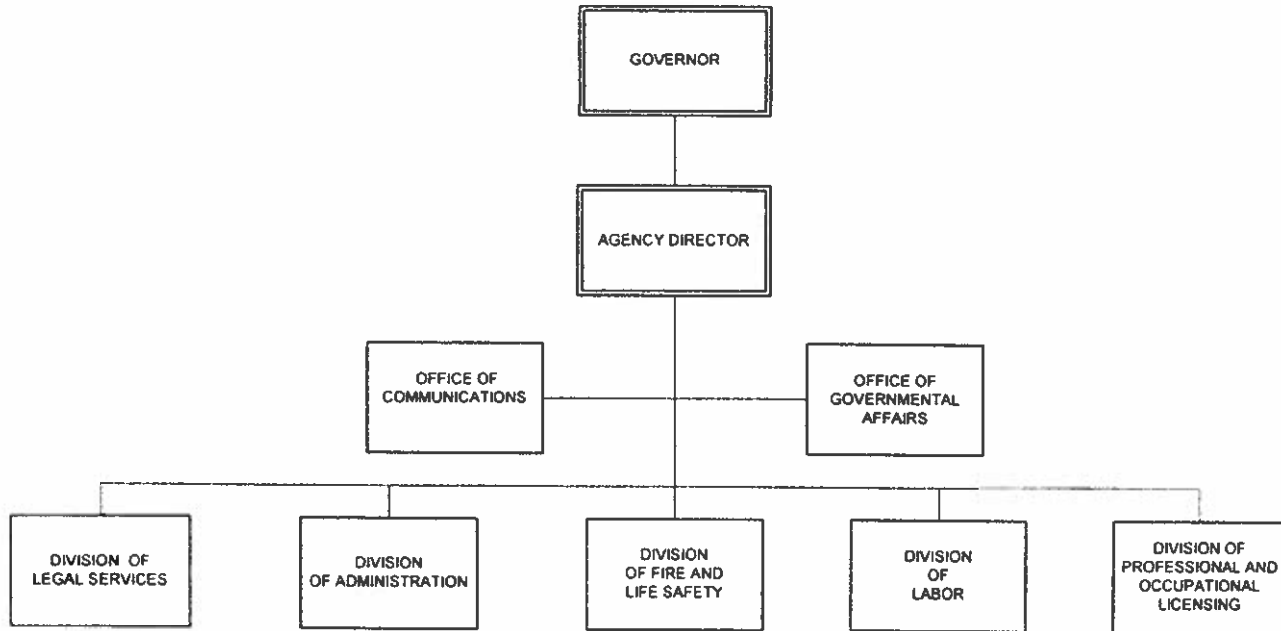
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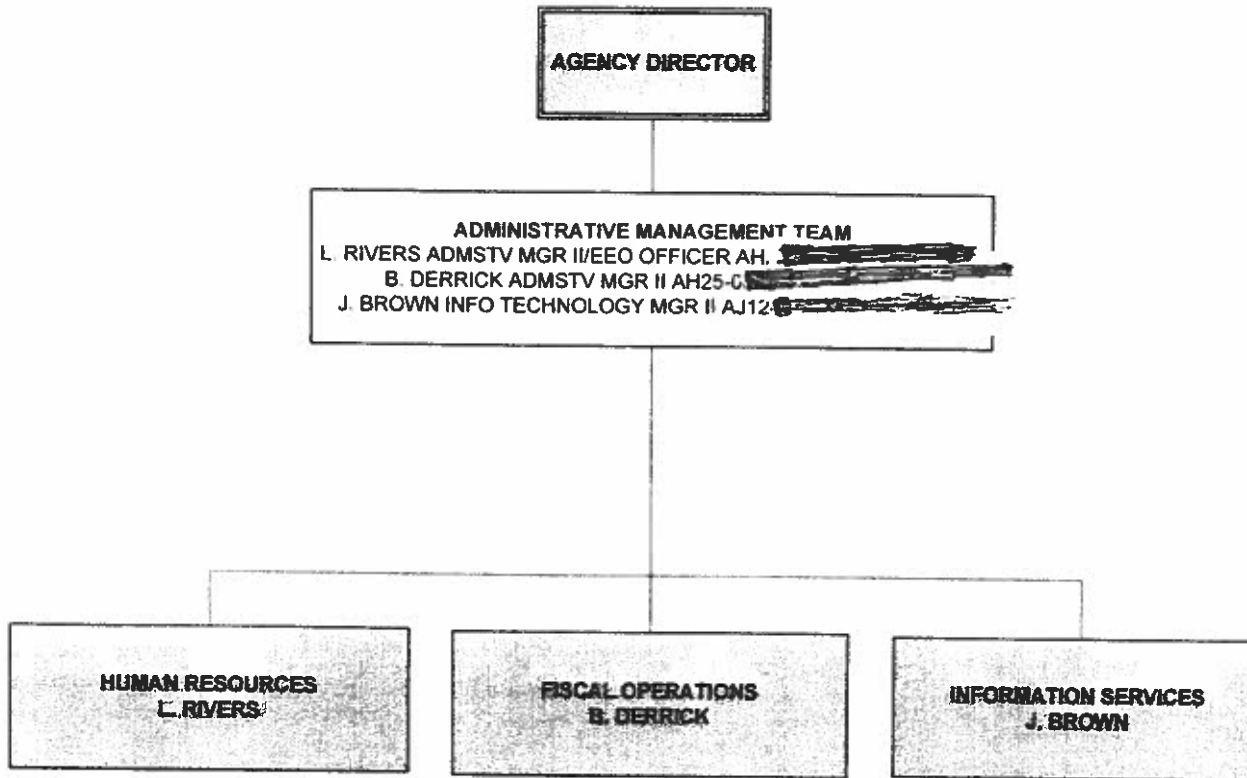
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ORGANIZATIONAL CHART

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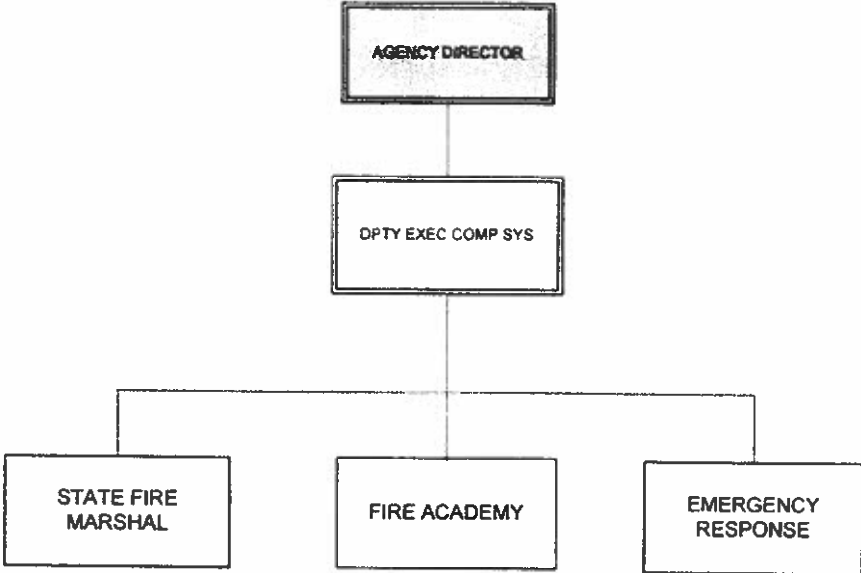
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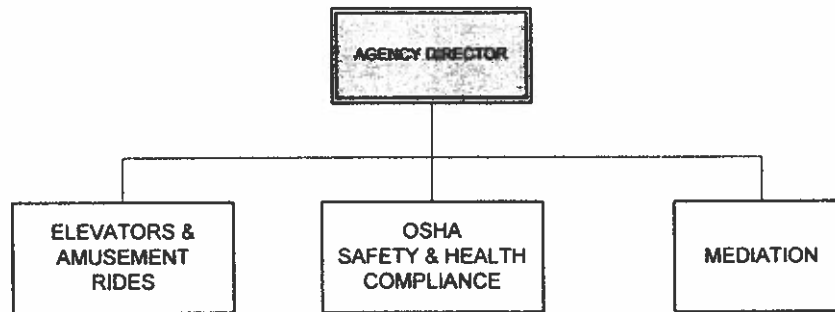
SOUTH CAROLINA DEPARTMENT OF LABOR, LICENSING AND REGULATION
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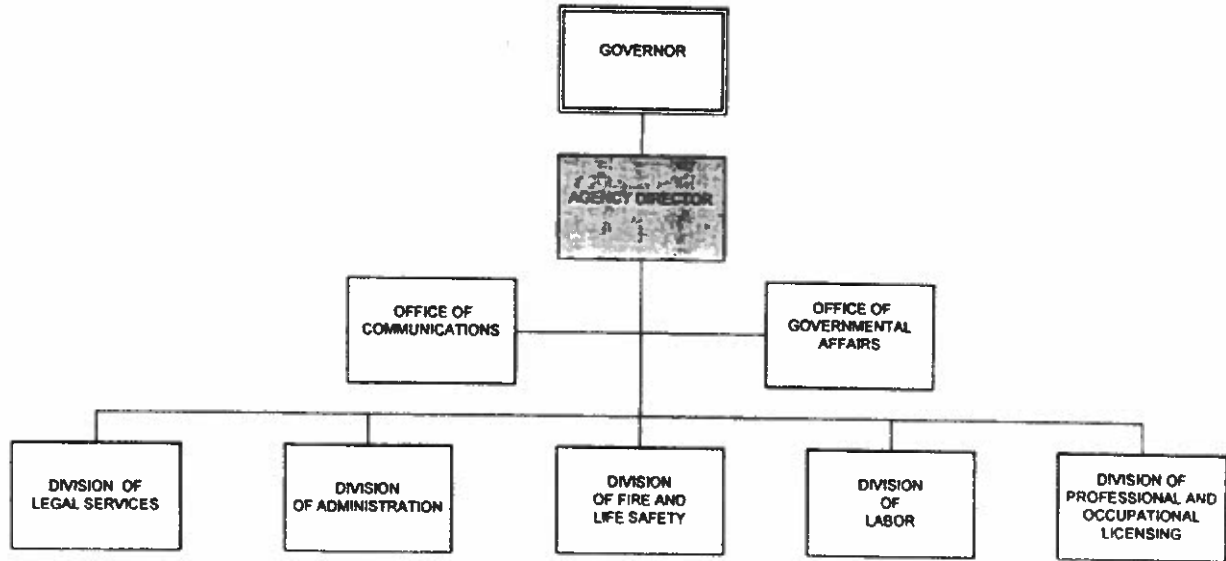
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Division of Labor



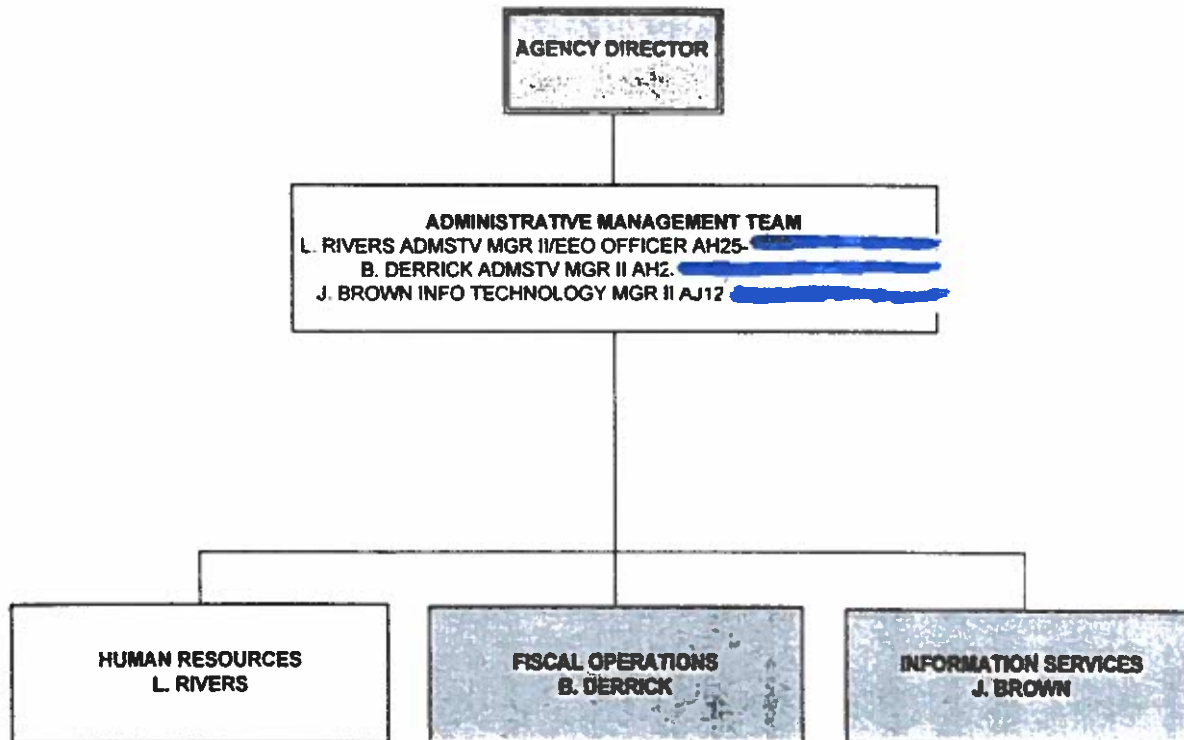
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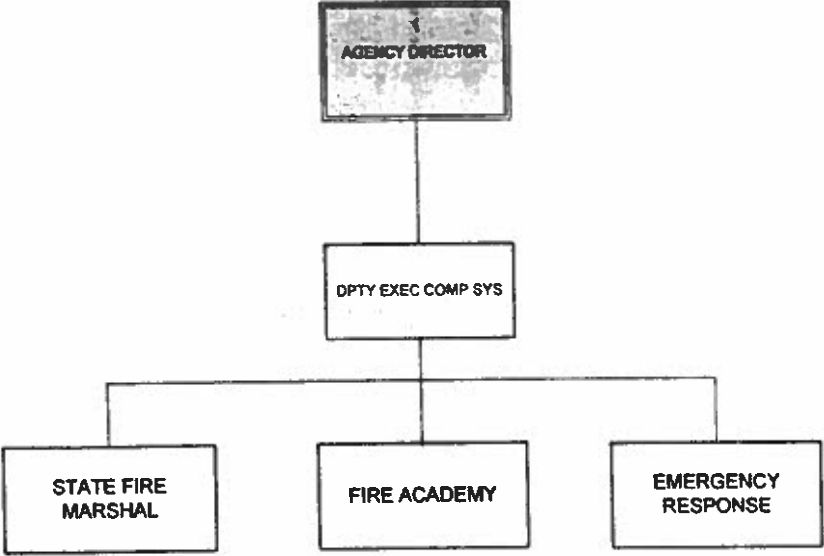
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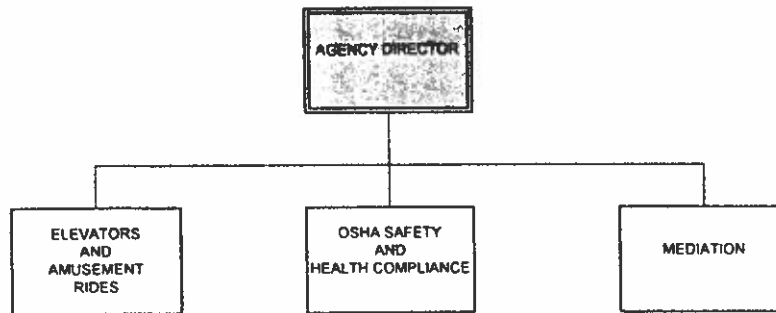
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Division of Administration



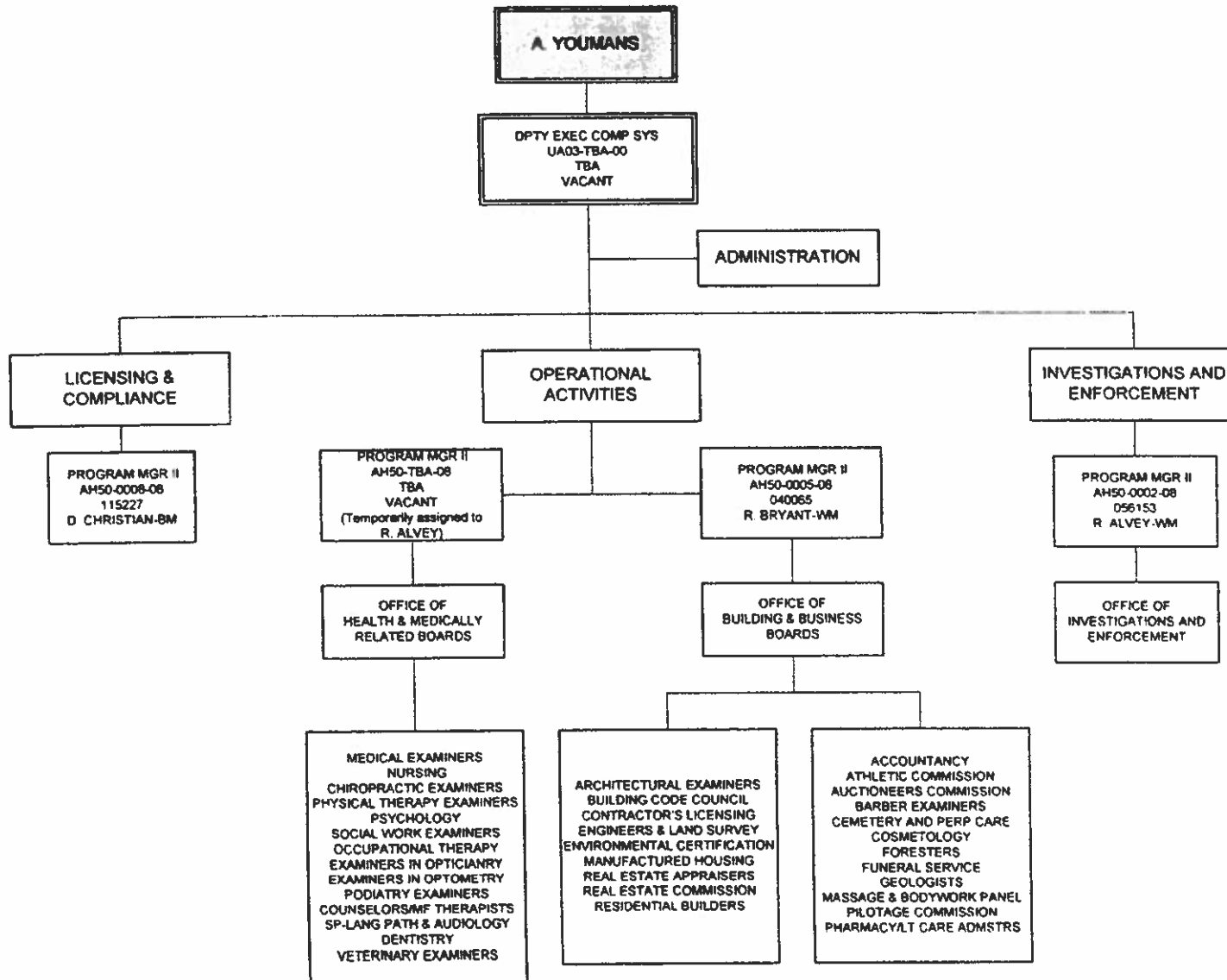
SOUTH CAROLINA DEPARTMENT OF LABOR, LICENSING AND REGULATION
Division of Fire and Life Safety



SOUTH CAROLINA DEPARTMENT OF LABOR, LICENSING AND REGULATION
Division of Labor



SOUTH CAROLINA DEPARTMENT OF LABOR, LICENSING AND REGULATION
Division of Professional and Occupational Licensing

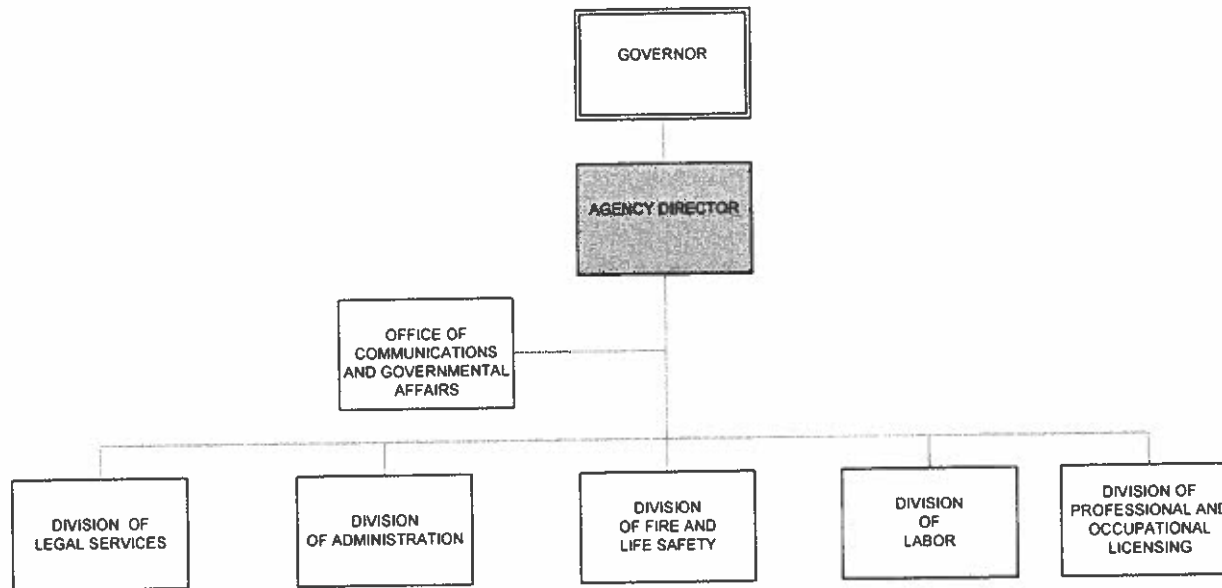


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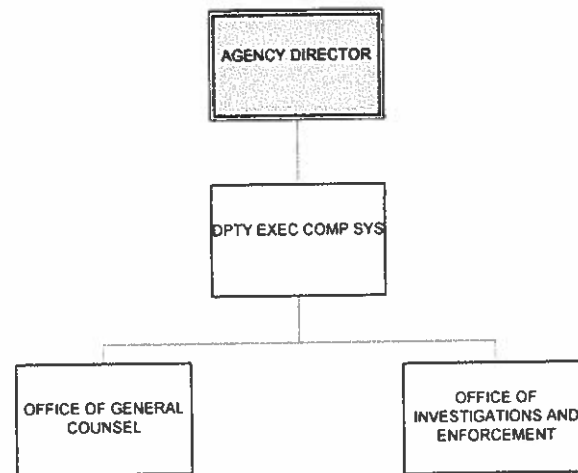
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ORGANIZATIONAL CHART

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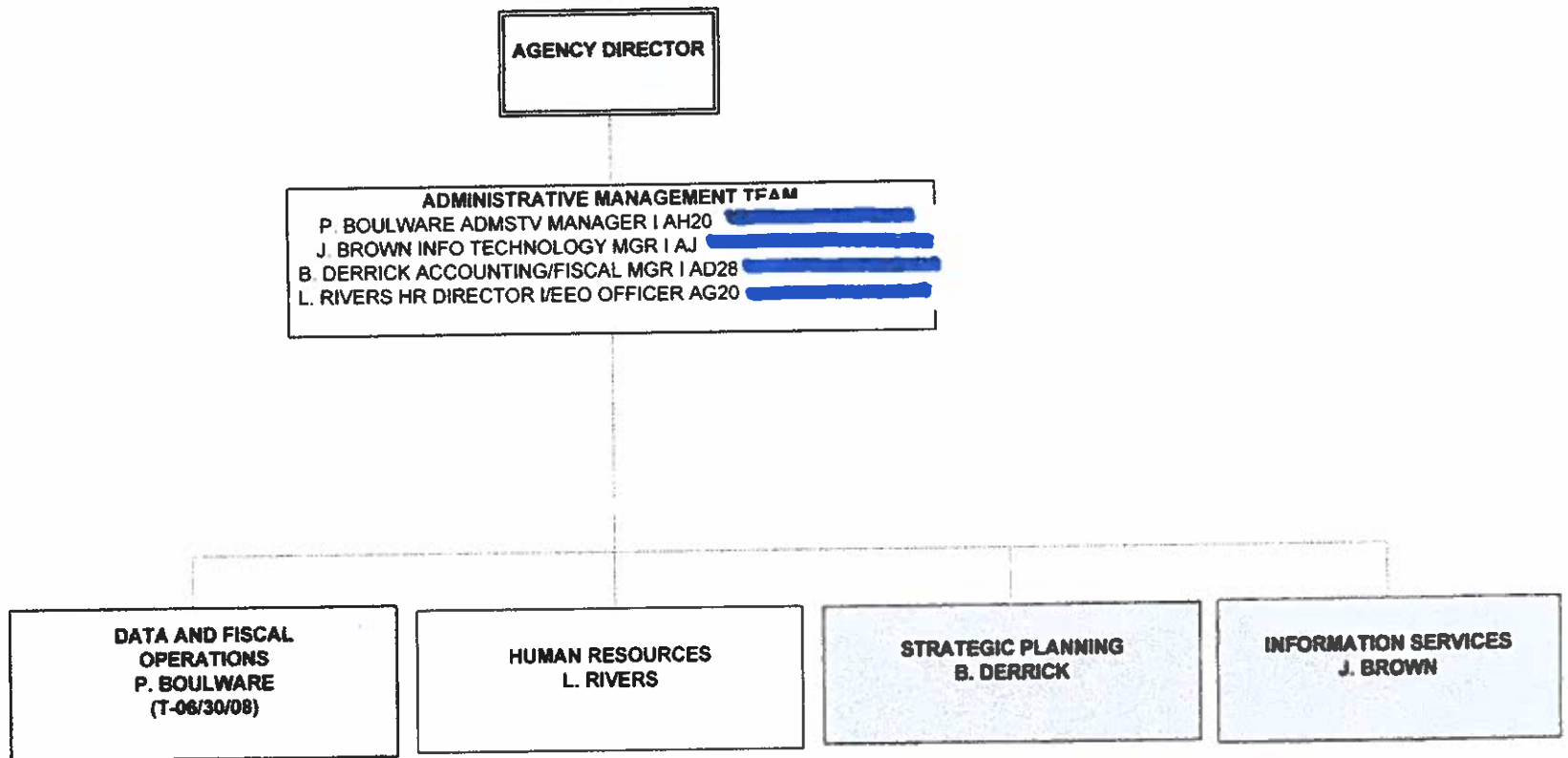
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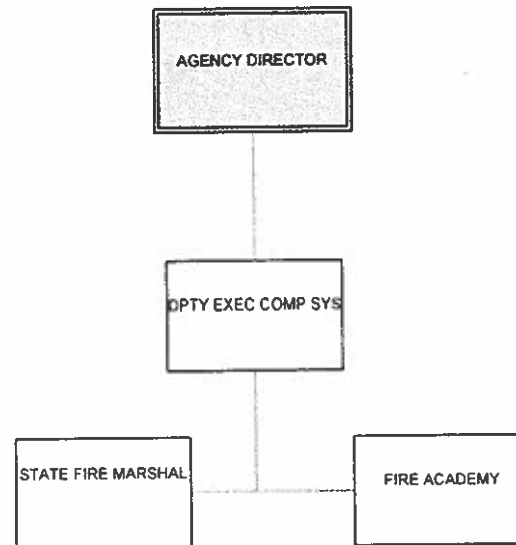
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Division of Legal Services



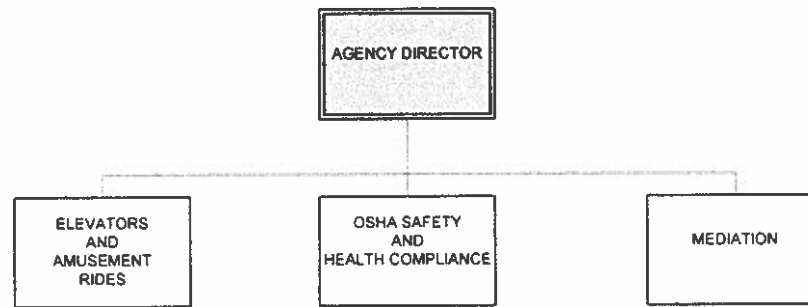
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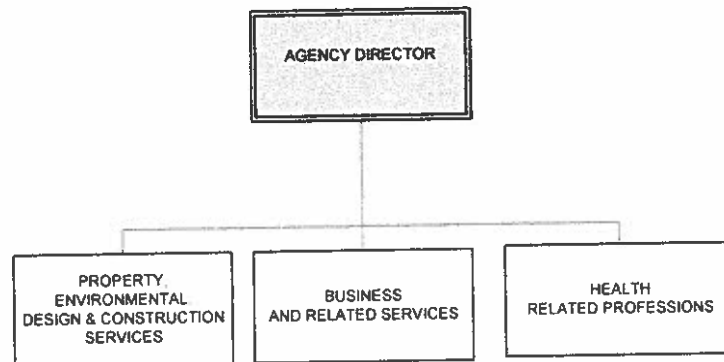
SOUTH CAROLINA DEPARTMENT OF LABOR, LICENSING AND REGULATION
Division of Fire and Life Safety



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Division of Labor

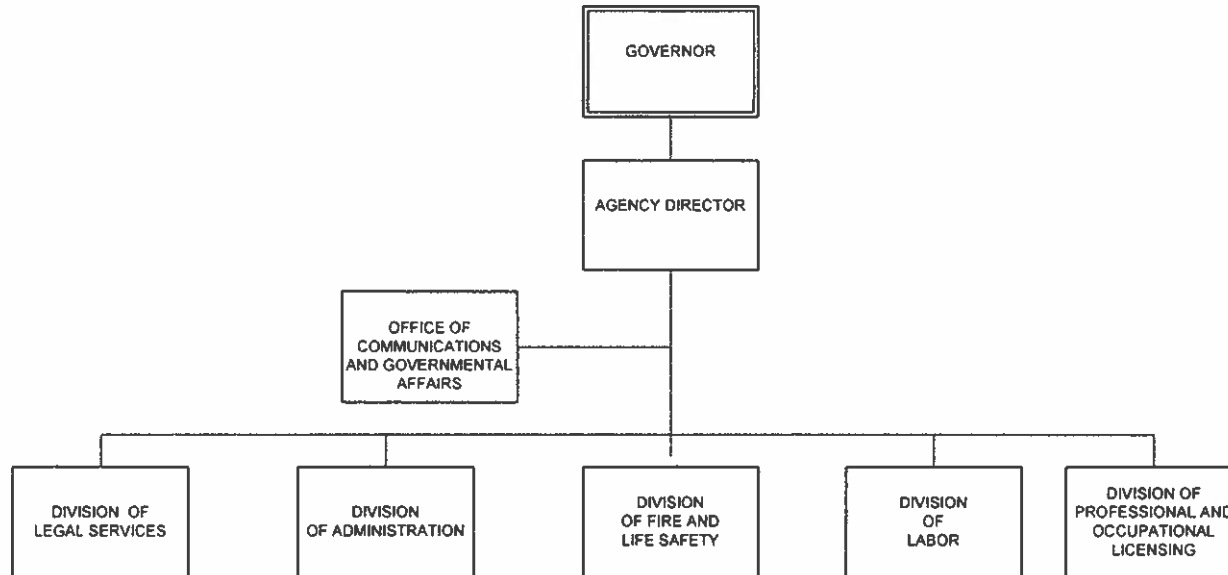


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Division of Professional and Occupational Licensing

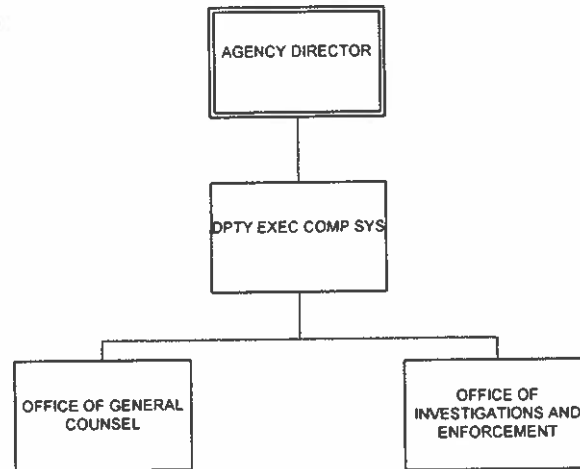


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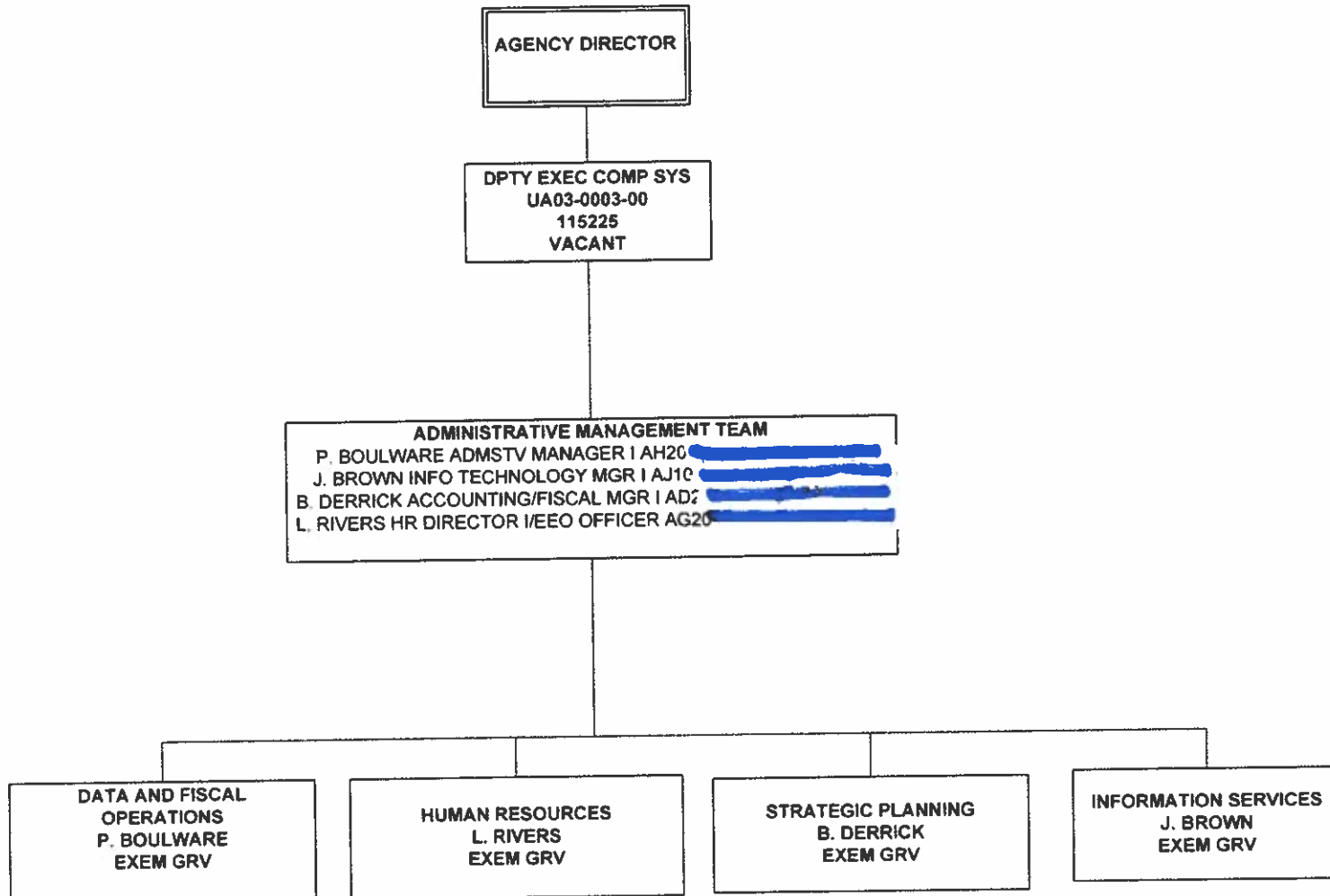
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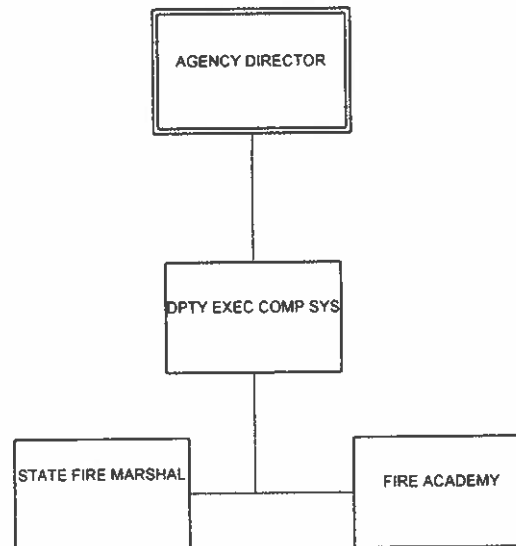
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Division of Legal Services



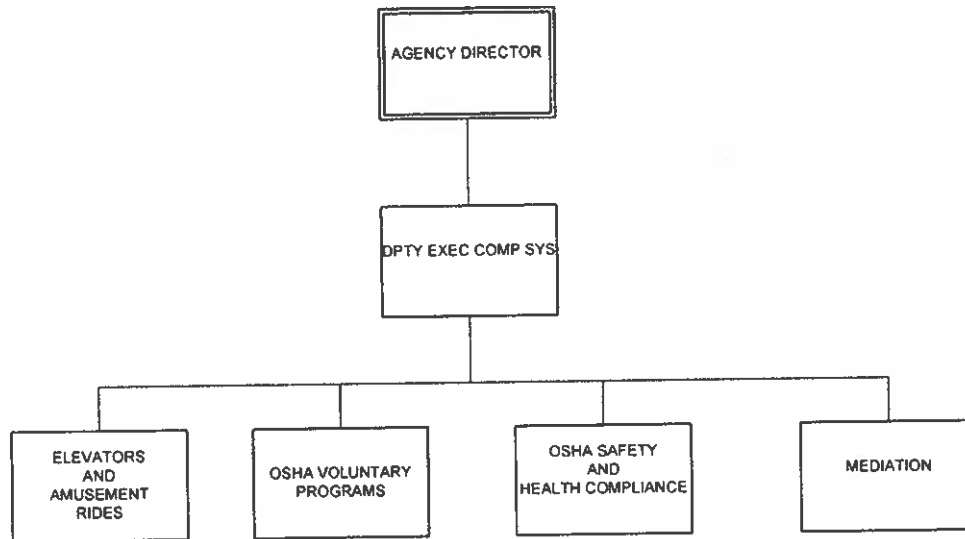
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Division of Administration



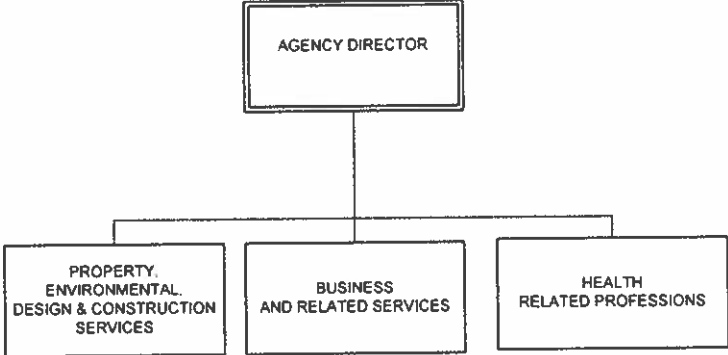
SOUTH CAROLINA DEPARTMENT OF LABOR, LICENSING AND REGULATION
Division of Fire and Life Safety



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Division of Labor



SOUTH CAROLINA DEPARTMENT OF LABOR, LICENSING AND REGULATION
Division of Professional and Occupational Licensing

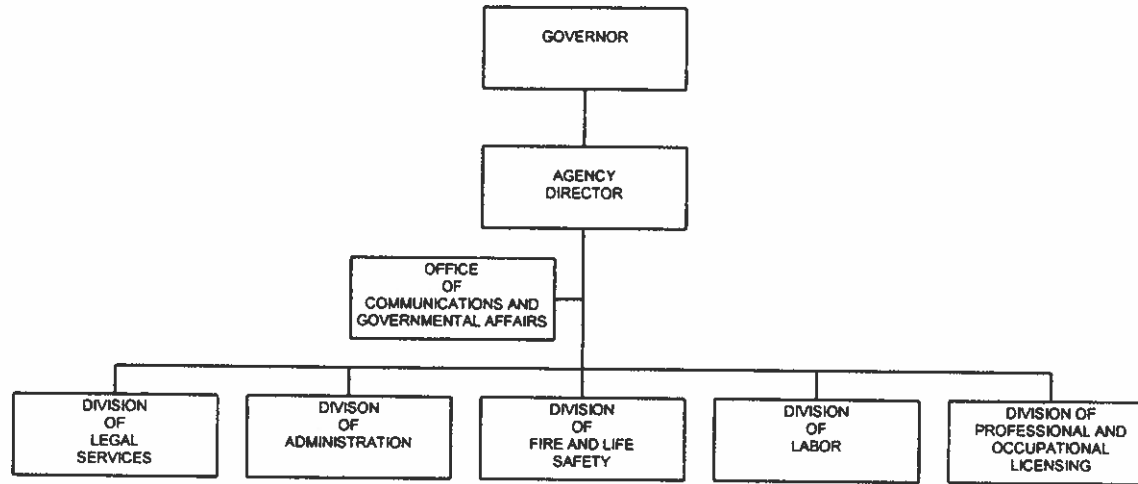


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DEPARTMENT OF LABOR, LICENSING AND REGULATION
ORGANIZATIONAL CHART

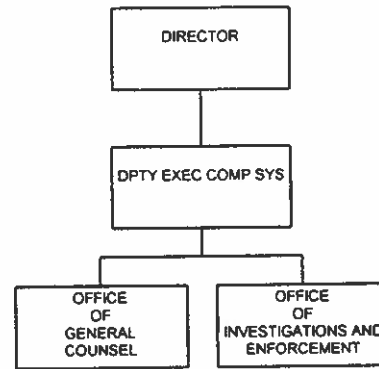
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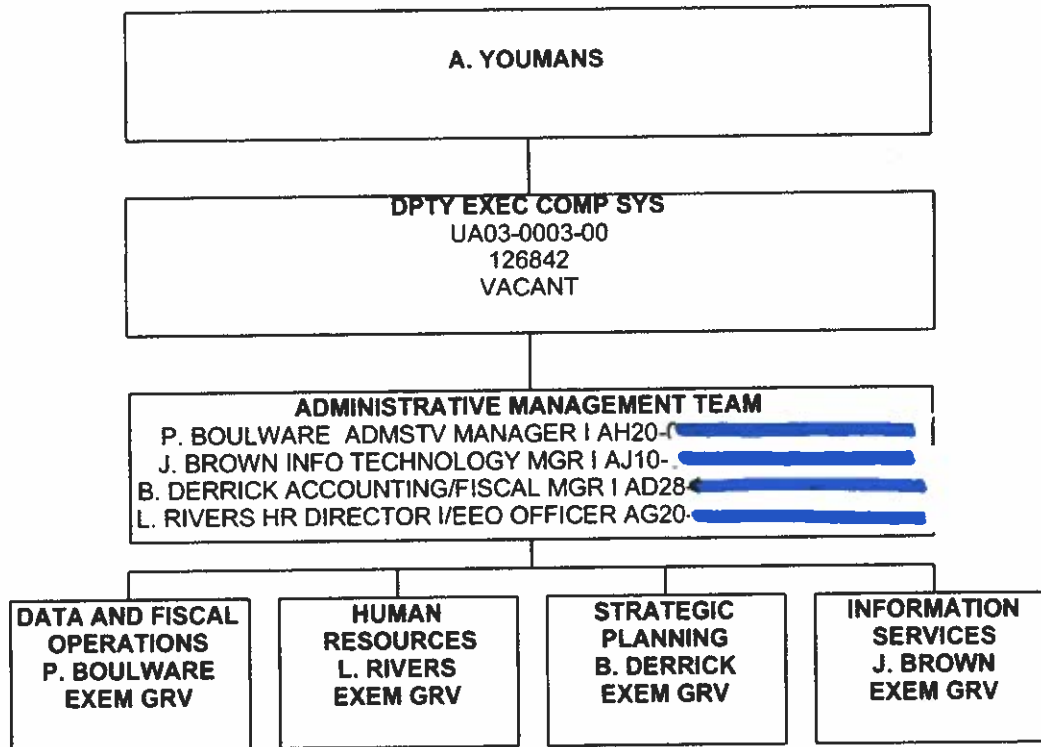
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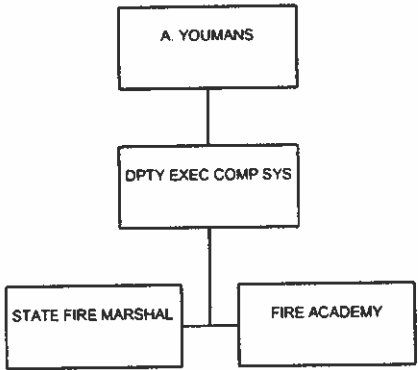
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Division of Legal Services



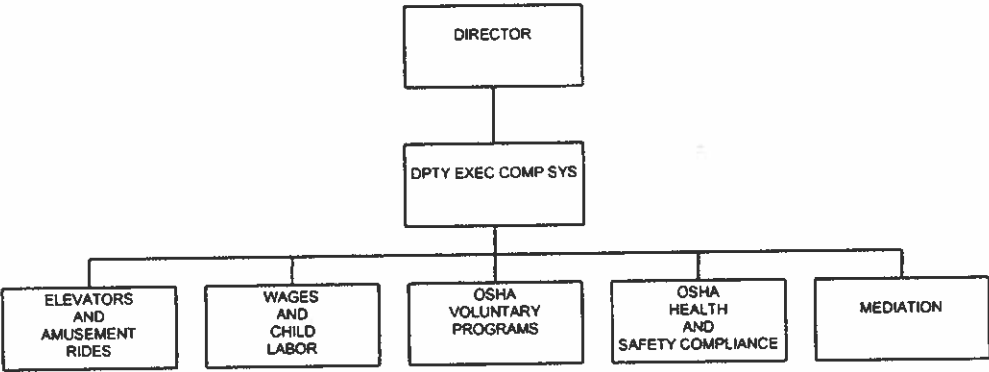
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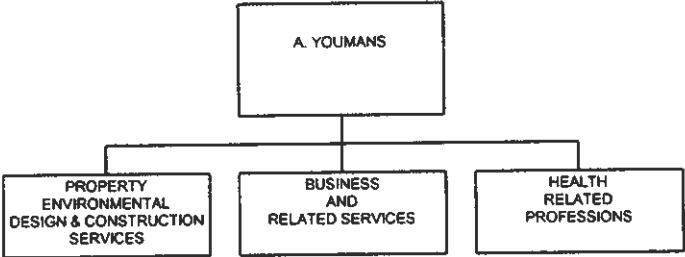
SOUTH CAROLINA DEPARTMENT OF LABOR, LICENSING AND REGULATION
Division of Fire and Life Safety



SOUTH CAROLINA DEPARTMENT OF LABOR, LICENSING AND REGULATION
Division of Labor



SOUTH CAROLINA DEPARTMENT OF LABOR, LICENSING AND REGULATION
Division of Professional and Occupational Licensing

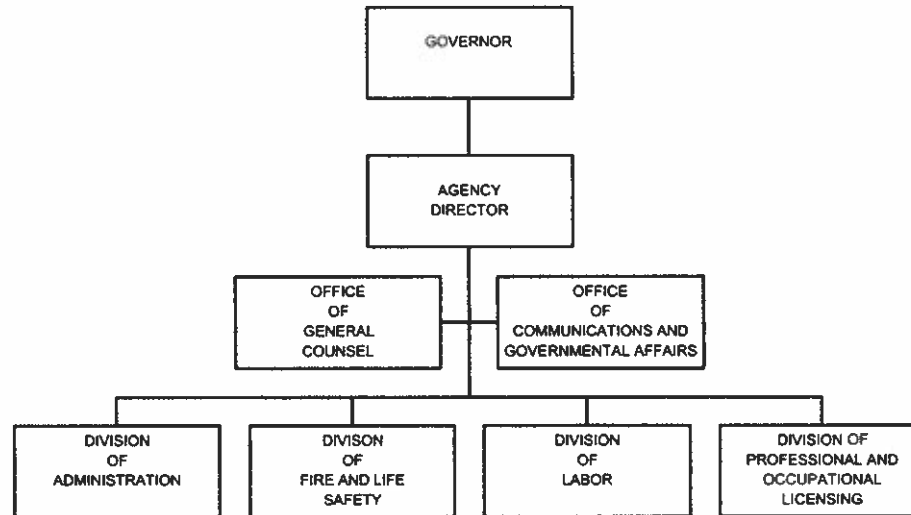


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DEPARTMENT OF LABOR, LICENSING AND REGULATION
ORGANIZATIONAL CHARTS**

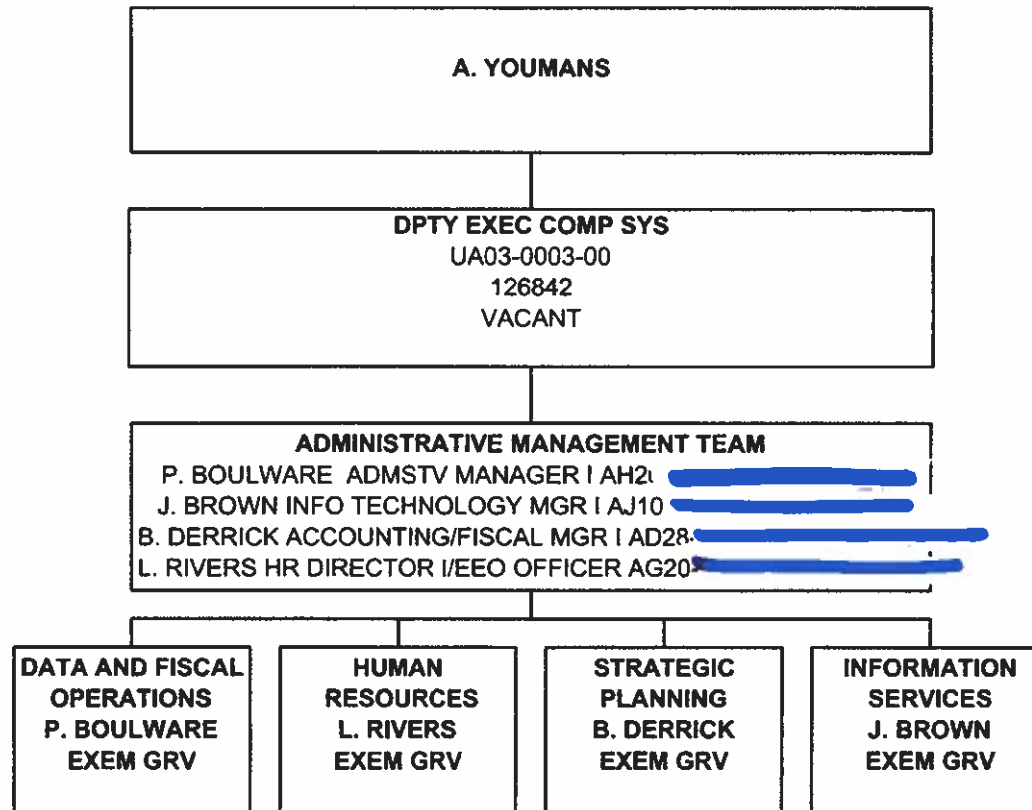
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May 6, 2004

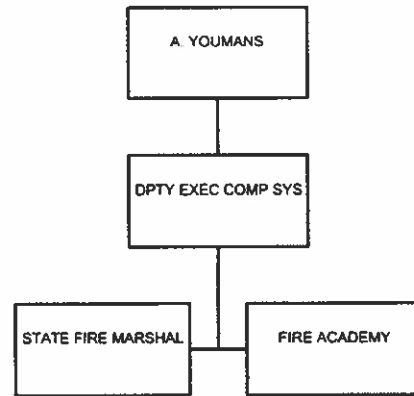


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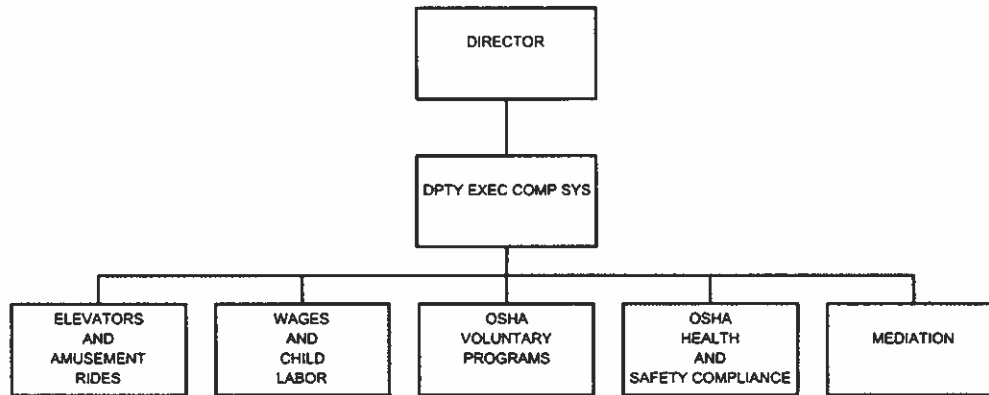
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Division of Administration



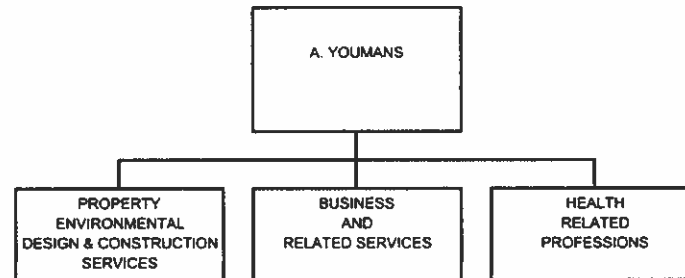
SOUTH CAROLINA DEPARTMENT OF LABOR, LICENSING AND REGULATION
Division of Fire and Life Safety



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Division of Labor



SOUTH CAROLINA DEPARTMENT OF LABOR, LICENSING AND REGULATION
Division of Professional and Occupational Licensing

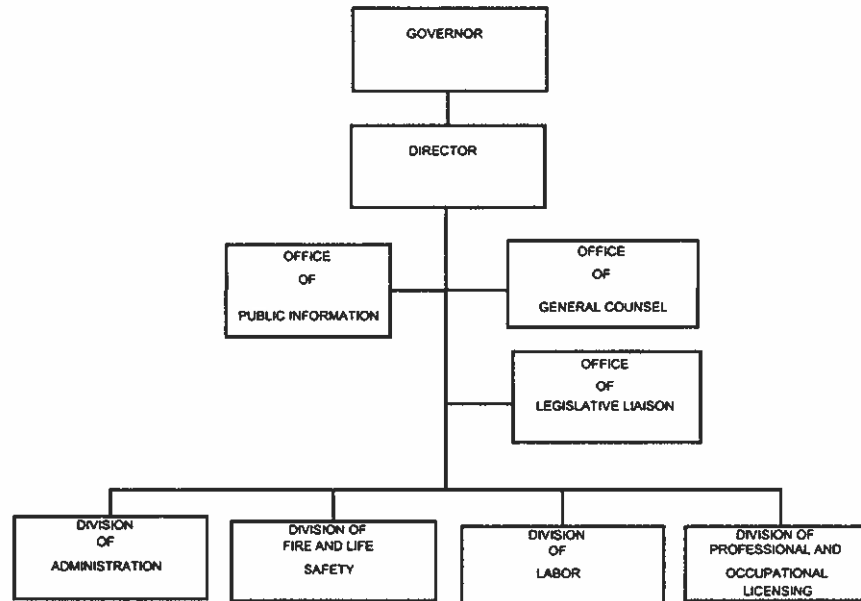


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DEPARTMENT OF LABOR, LICENSING AND REGULATION
ORGANIZATIONAL CHARTS**

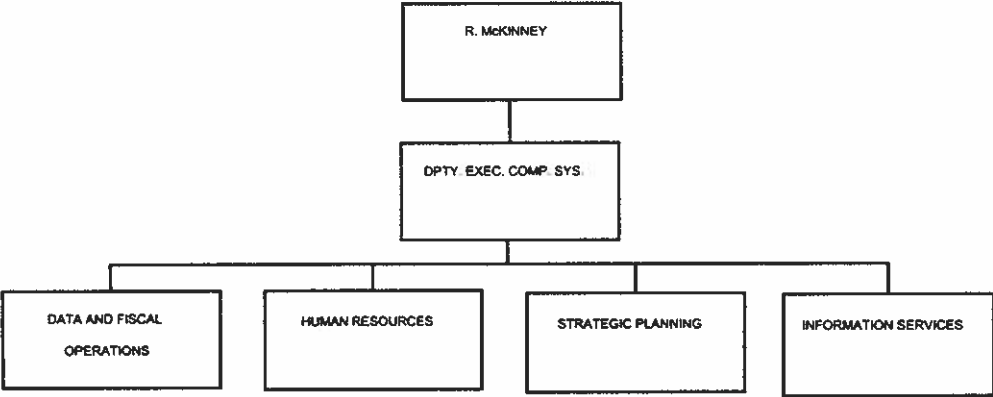
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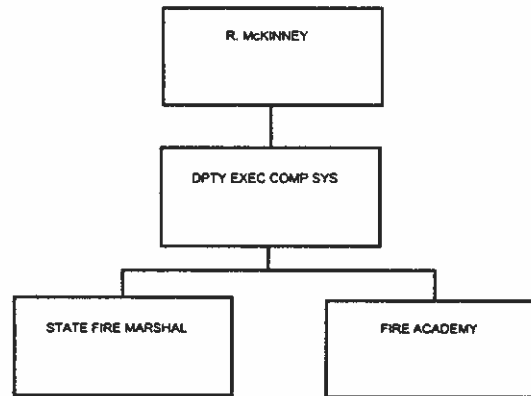
SOUTH CAROLINA DEPARTMENT OF LABOR, LICENSING AND REGULATION



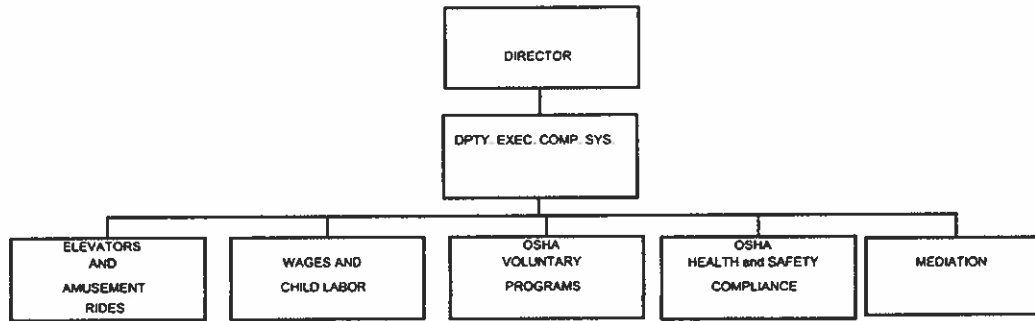
SOUTH CAROLINA DEPARTMENT OF LABOR, LICENSING AND REGULATION
Division of Administration



SOUTH CAROLINA DEPARTMENT OF LABOR, LICENSING AND REGULATION
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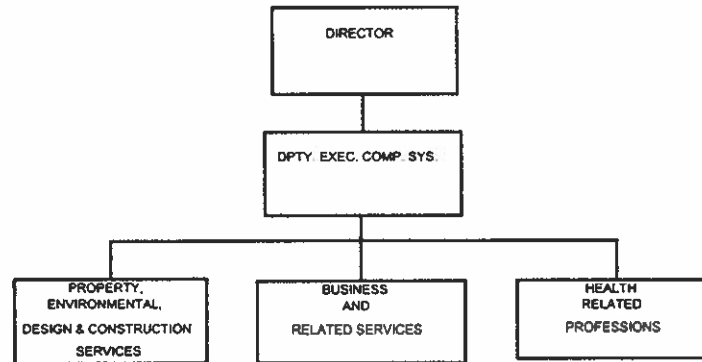


SOUTH CAROLINA DEPARTMENT OF LABOR, LICENSING AND REGULATION
Division of Labor



SOUTH CAROLINA DEPARTMENT OF LABOR, LICENSING AND REGULATION

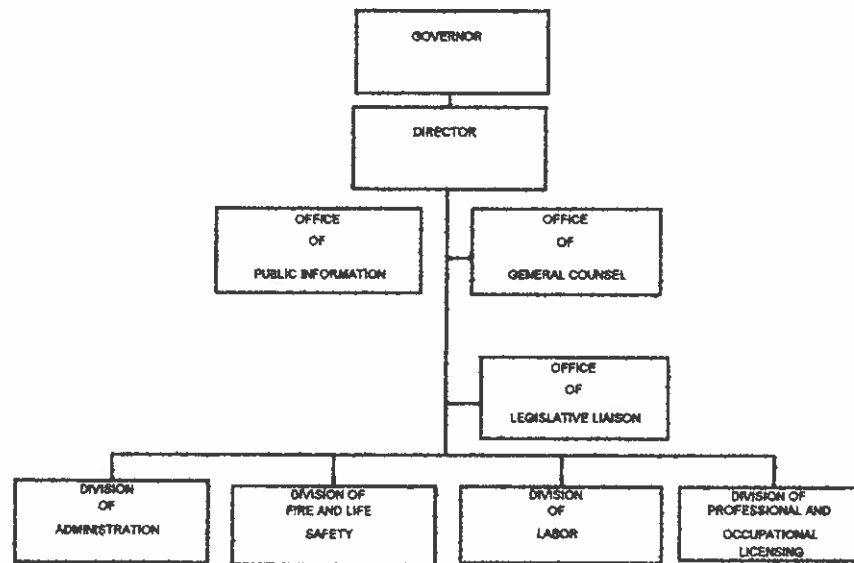
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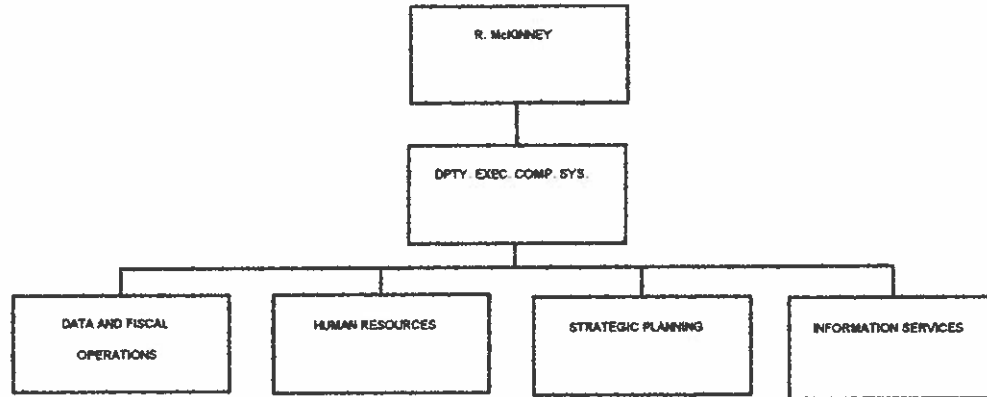
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DEPARTMENT OF LABOR, LICENSING AND REGULATION
ORGANIZATIONAL CHARTS**

July 2001

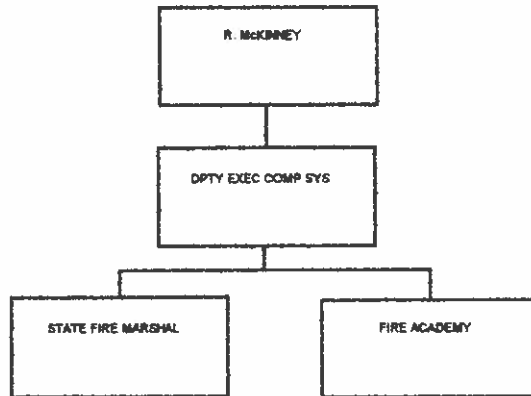
SOUTH CAROLINA DEPARTMENT OF LABOR, LICENSING AND REGULATION



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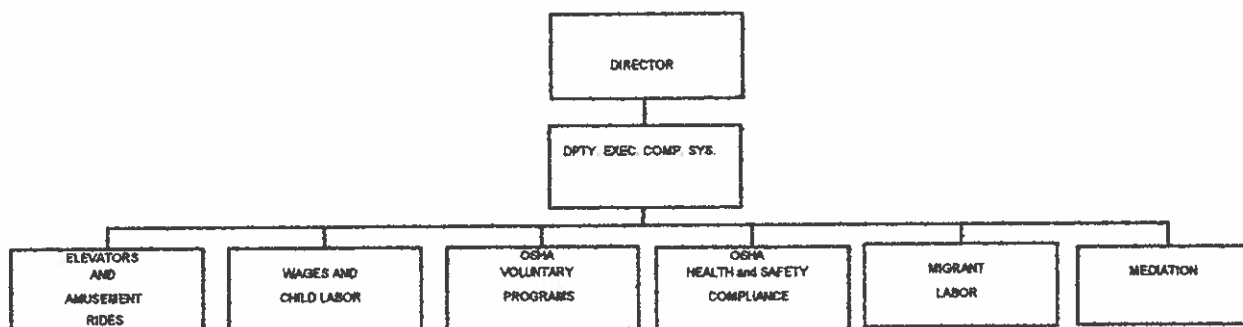


SOUTH CAROLINA DEPARTMENT OF LABOR, LICENSING AND REGULATION
Division of Fire and Life Safety



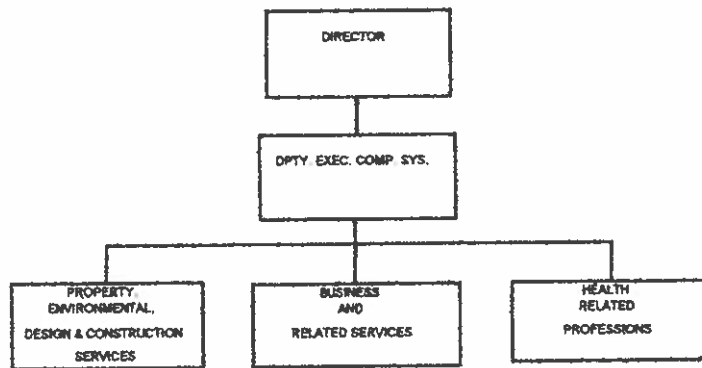
SOUTH CAROLINA DEPARTMENT OF LABOR, LICENSING AND REGULATION

Division of Labor



SOUTH CAROLINA DEPARTMENT OF LABOR, LICENSING AND REGULATION

Division of Professional and Occupational Licensing

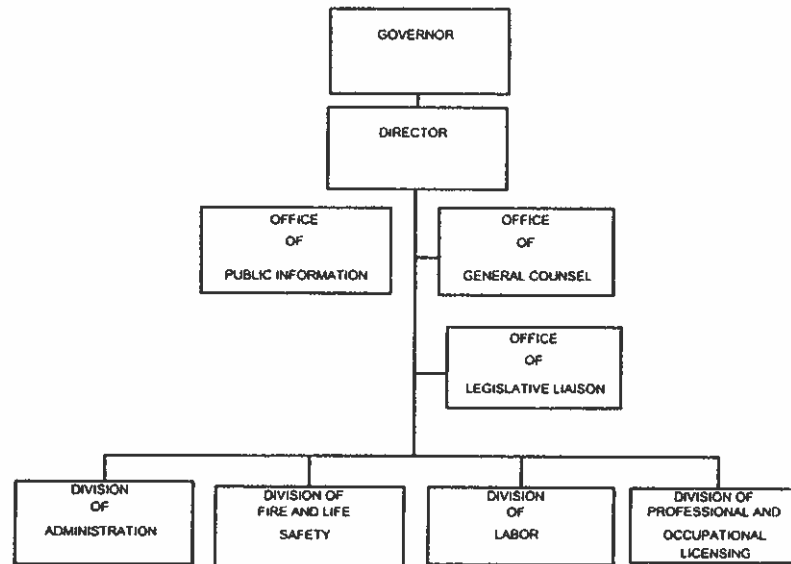


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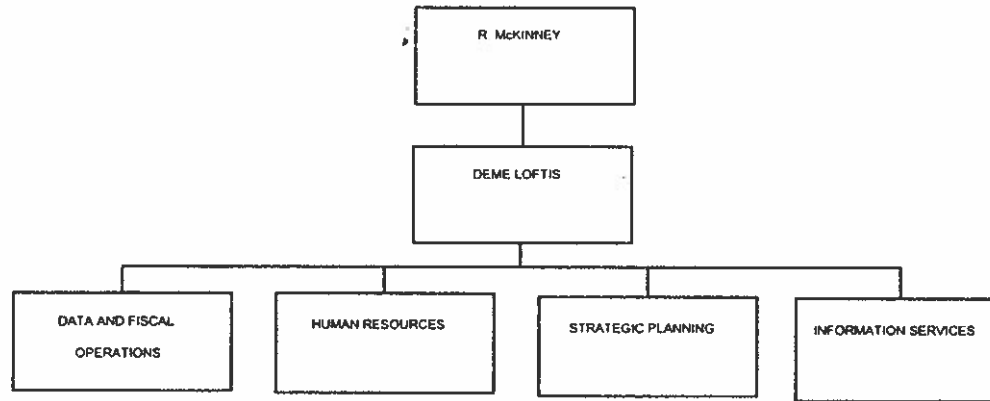
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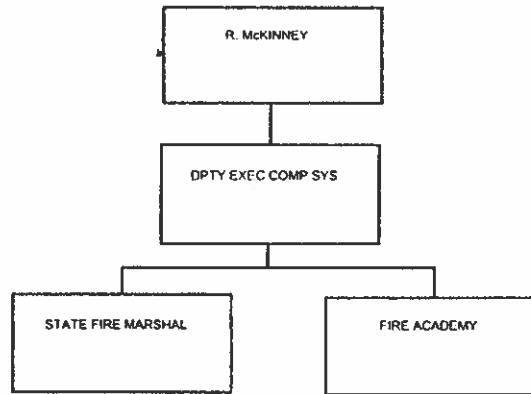
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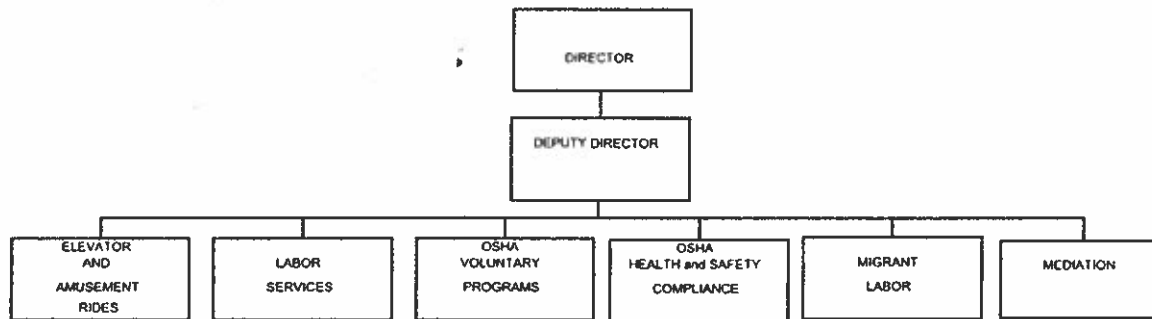
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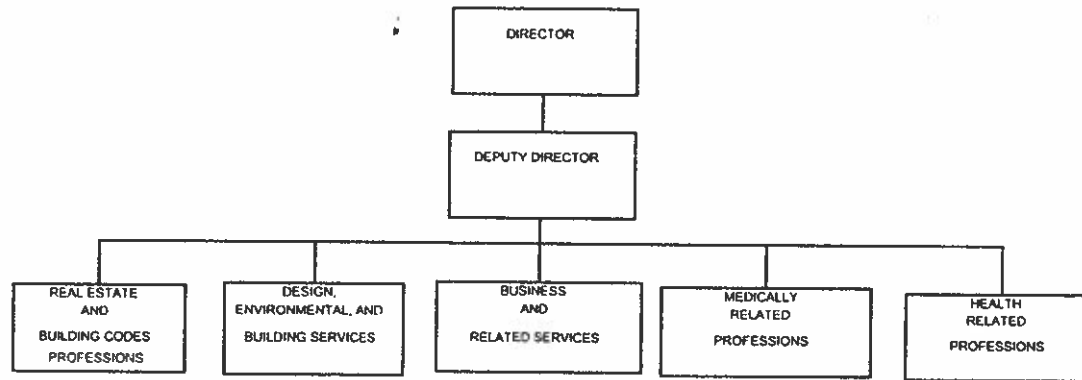


SOUTH CAROLINA DEPARTMENT OF LABOR, LICENSING AND REGULATION
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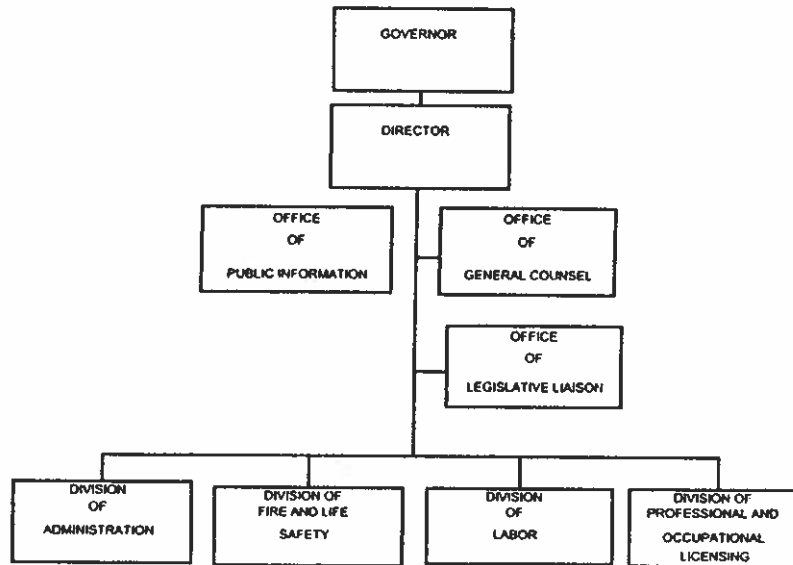
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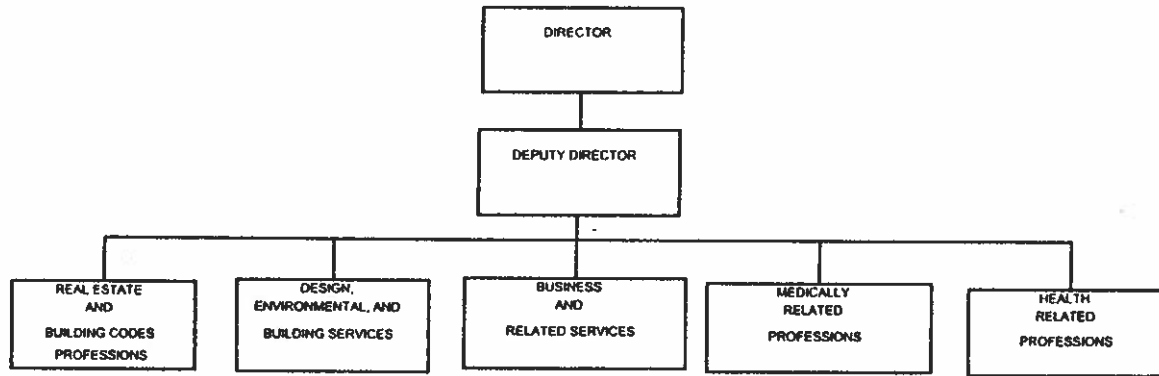
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SOUTH CAROLINA DEPARTMENT OF LABOR, LICENSING AND REGULATION

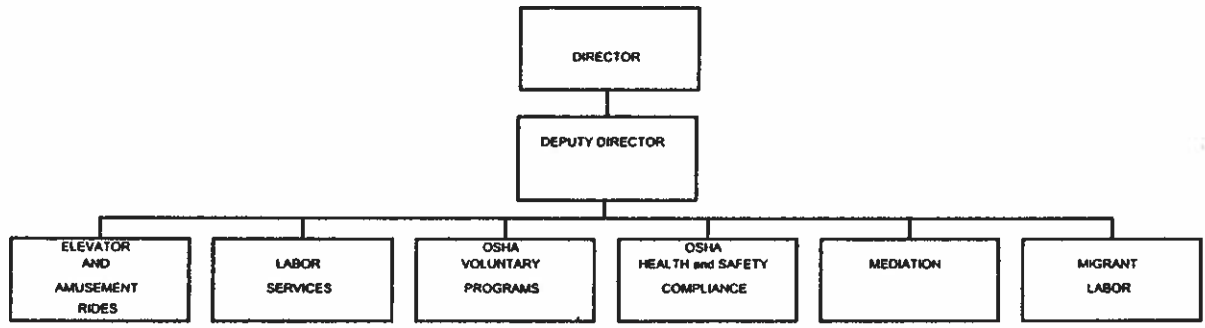


SOUTH CAROLINA DEPARTMENT OF LABOR, LICENSING AND REGULATION

Division of Professional and Occupational Licensing

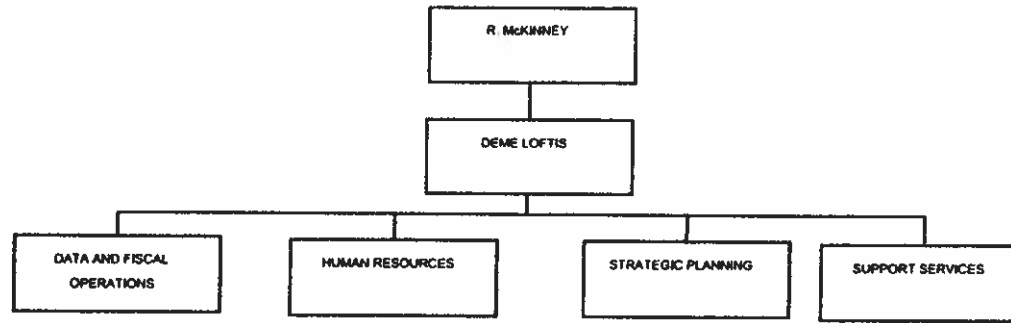


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SOUTH CAROLINA DEPARTMENT OF LABOR, LICENSING AND REGULATION

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1	40-1-10 (A), (B), (C)	State	Statute	Establishes the right of persons to engage in a lawful profession or occupation, limits abridgement of that right, and sets standards for determining the proper degree of regulation of professions and occupations; and outlines the factors the General Assembly needs to weigh when determining if an occupation or profession needs to be regulated.	No	N/A	No
2	40-1-20	State	Statute	Sets forth definitions used in Title 40, Chapter 1 (sometimes referred to as the Engine Act).	No	N/A	No
3	40-1-30	State	Statute	Provides that it is unlawful to engage in a profession or occupation regulated by an LLR administered board or commission without holding a valid authorization to practice, and provides that such authorizations are valid for up to two years and are renewable.	No	N/A	No
4	40-1-40(A),(B),(C)	State	Statute	Creates the Division of Professional and Occupational Licensing and provides that the Boards listed in 40-1-40(B) are to be administered by LLR, but that each regulatory board within LLR is a separate board.	No	N/A	No
5	40-1-40(D)	State	Statute	Establishes LLR as a member of the Governor's Cabinet and provides the Director, who supervises the department, is appointed by the Governor with the advice and consent of the Senate.	No	N/A	No

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6	40-1-45	State	Statute	Directs that public and consumer members of professional and occupational licensing boards may not be current, former active or inactive members of the regulated profession or occupation, and that they generally have the same rights as other board members.	No	N/A	No
7	40-1-50(A)	State	Statute	Establishes authority of the Department and Director with respect to the boards. Mandates the Director to annually prepare a report to the Governor and General Assembly indicating those regulated trades, occupations, and professions that do not meet the criteria for regulation.	Yes	The boards and commissions outlined in 40-1-40.	Yes - Providing report
8	40-1-50(B)(C)	State	Statute	Requires LLR to provide records of board proceedings and registry of all licensees and applicants upon request and payment of a fee.	Yes	Members of the public who have requested the information.	Yes - Other service or product
9	40-1-50(D)	State	Statute	Establishes the framework for the boards' fee structures and future adjustment of fees.	Yes	The boards and commissions outlined in 40-1-40.	Yes - Other service or product
10	40-1-50(E)	State	Statute	Authorizes the Director to implement biennial licensure renewal.	No	N/A	No
11	40-1-50(F)	State	Statute	Allows licensing boards to delegate licensing decisions to LLR within established guidelines.	No	N/A	No
12	40-1-50(G)	State	Statute	Authorizes the department to suspend a license for use of a financial instrument that is not honored by the financial institution named.	No	N/A	No
13	40-1-50(H)	State	Statute	Authorizes the Department to suspend a license for a person found to be in violation of the Family Independence Act as it relates to child support enforcement.	Yes	Individuals or state agency seeking relief pursuant to the Family Independence Act.	Yes - Other service or product

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14	40-1-50(I)	State	Statute	Authorizes LLR to prepare an annual report to the Governor and requires the LLR Director to seek approval of LLR administered boards and commissions at least 30 days before filing with the Legislative Council any proposed changes in rules or regulations which may affect the practice or service of the licensing board or commission.	Yes	The Governor	Yes - Serving on board, commission, or committee
15	40-1-60 (A), (B),(C), (D)	State	Statute	Provides for election of board officers, minimum number of meetings, quorum requirements, and attendance at meetings by board members	No	N/A	No
16	40-1-70	State	Statute	Establishes the powers and duties of the regulatory boards within LLR.	No	N/A	No
17	40-1-80 (A), (B)	State	Statute	Authorizes the Department to conduct investigations for allegations of professional misconduct, and outlines the Department's investigative subpoena powers.	No	N/A	No
18	40-1-90 (A), (B)	State	Statute	Authorizes the boards to take disciplinary action for allegations of professional misconduct, and authorizes the Department to administer oaths and subpoenas as part of a disciplinary action proceeding.	No	N/A	No
19	40-1-100 (A), (B)	State	Statute	Authorizes the boards to issue cease and desist orders to a person who is violating or intends to violate one of the practice acts and permits the board to seek a temporary restraining order. Also grants the board and Agency immunity for a wrongful temporary restraining order.	No	N/A	No
20	40-1-110	State	Statute	Establishes the additional grounds for a board to take disciplinary action against a licensee.	No	N/A	No

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21	40-1-115	State	Statute	Establishes the term of board jurisdiction over actions committed or omitted by current and former licensees during the entire period of licensure.	No	N/A	No
22	40-1-120 (A), (B), (C), (D), and (E)	State	Statute	Authorizes and outlines board sanctions after a finding of misconduct pursuant to a board's licensing act.	No	N/A	No
23	40-1-130	State	Statute	Authorizes a board to deny authorization to practice to an applicant who has committed an act that would be grounds for disciplinary action.	No	N/A	No
24	40-1-140	State	Statute	States circumstances under which an authorization to practice may be denied because of a prior criminal conviction.	No	N/A	No
25	40-1-150	State	Statute	Provides for voluntary surrender of an authorization to practice.	No	N/A	No
26	40-1-160	State	Statute	Provides for appeal of a board decision to the Administrative Law Court.	No	N/A	No
27	40-1-170 (A), (B), (C), (D), and (E)	State	Statute	Authorizes assessment of costs of investigation and prosecution for disciplinary cases against licensees.	No	N/A	No
28	40-1-180 (A), (B)	State	Statute	Establishes consequences of failure to pay fines or costs and requires LLR to remit collected fines and costs to the State Treasurer for deposit in a special fund for LLR's use to defray costs of investigations and hearings.	No	N/A	No

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29	40-1-190 (A), (B), and (C)	State	Statute	Provides that any communications by a board or LLR are privileged; permits respondent to have access to the charges and evidence filed; and provides that final orders are public information.	No	N/A	No
30	40-1-200	State	Statute	Makes unlicensed practice or fraudulently obtaining a license a misdemeanor punishable by up to a year imprisonment or a fine of up to \$50,000.	No	N/A	No
31	40-1-210	State	Statute	Authorizes the Agency to institute a proceeding for injunctive relief against a person violating Title 40 or an order of the board.	No	N/A	No
32	40-1-220	State	Statute	Provides that the invalidity of a portion of Chapter 1 of Title 40 does not invalidate the remaining unaffected provisions.	No	N/A	No
33	40-1-610 to 40-1-640	State	Statute	Licensure Provisions for Military Personnel and Spouses. Exempts licensees on active military duty from continuing education requirements and license fees, authorizes temporary licenses for spouses of active duty U.S. military assigned to a duty station in SC, and authorizes licensing boards to consider certain military education, training and experience for satisfaction of licensing requirements.	Yes	Military personnel and spouses who meet the statutory requirements.	Yes - Other service or product
34	Chapter 10-1 to 10-42	State	Regulations	Chapter 10 establishes in regulation the fees charged by most of the professional and occupational licensing boards and commissions administered by LLR	Yes	Agency Licensees	Yes - Other service or product

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35	6-8-10 to 6-8-70	State	Statute	Building Codes Enforcement Officers Practice Act. Directs that the Building Codes Council is responsible for the registration (licensing) of building codes enforcement officers, contract inspectors and special inspectors, and sets forth the general requirements to obtain registration.	Yes	Potential and existing licensees.	Yes - Other service or product
36	Chapter 8-105 to 8-185	State	Regulation	Building Code Council Regulations establish the registration classifications for building officials and inspectors and the specific qualifications required for each classification; - time limits within which the qualifications must be obtained; - exemptions from registration, renewal procedures, reinstatement of registrations; - proration of continuing education requirements for the first renewal, comity and conflict of interest provisions, grounds for denial, suspension or revocation of a registration; and disciplinary procedure.	Yes	Potential and existing licensees.	Yes - Other service or product

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37	6-9-5 to 6-9-130	State	Statute	Building Codes Act establishes the membership, function, and meeting requirements of the Building Codes Council; authorizes the Building Codes Council to review, adopt, modify, and promulgate the designated nationally recognized ICC building, residential, gas, plumbing, mechanical, fire and energy codes and the National Fire Protection Association national electrical code; provides a procedure for adopting such codes; provides for standards of the Council's review and approval of modifications of adopted codes and energy standards requested by local governments; and provides for enforcement of such adopted codes by municipalities and counties.	No	N/A	No
38	Chapter 8-205 to 8-248	State	Regulation	Building Codes Council regulations authorize the Council to clarify the codes and standards it adopts; provide a procedure and requirements for modification of building codes; provides for a study committee to perform a technical analysis of proposed statewide modifications to building codes; and provides for notice and comments on proposed building code modifications.	No	N/A	No

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39	23-43-10 to 23-43-200	State	Statute	Modular Buildings Construction Act . Applies to the construction of modular building units constructed offsite in accordance with applicable building codes, other than HUD codes for mobile or manufactured homes; prescribes standards for modular building units and for such units to be certified by the Building Codes Council; establishes standards for placement of modular homes;. requires an approved inspection agency to perform final plan review and approval, inspection and certification of a single family residential modular building, and for those plans to be thereafter submitted to LLR for filing (commercial or multifamily modular building plans are submitted to LLR for final plan review and approval); provides for the Council's suspension or revocation of certification of noncompliant modular building units; authorizes the Council to grant variance from regulations in certain situations; requires the licensing of third-party inspection agencies, manufacturers of modular building units and manufacturer's representatives; and provides for a private cause of action for violation of the act or regulations.	Yes	The owners and users of modular building units.	Yes - Other service or product

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40	Chapter 8-600 to 8-626	State	Regulation	Modular building regulations provide for the delegation of inspection authority to approved inspection agencies and set forth the details of the documentation such approved agencies must submit to LLR for filing or for LLR's final plan review; require quality control procedures; address requirements for changes to approved plans and to name, address and ownership of licensees; provide for the use of alternate methods of construction and materials; provide for inspection standards; authorize the Council to enter into reciprocity agreements with other states; address the issuance, use and denial of certification labels; provide details on license application requirements and grounds for denial; provide for disciplinary procedures and grounds for discipline of licensees; provide for appeal procedures; allow for erection of modular buildings by licensed general contractors or residential builders; provide exemptions from regulation for certain types of mobile units; and provide for recertification of modular buildings.	Yes	The owners and users of modular building units.	Yes - Other service or product

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41	10-5-210 to 10-5-320	State	Statute	Building Accessibility Act. Creates the Accessibility Committee for the South Carolina Building Codes Council to advise the Council on all matters concerning accessibility to buildings, structures and facilities by persons with disabilities; establishes general minimum standards for accessibility requirements and requires buildings to comply with them; requires display of international handicapped wheelchair symbol at entry of buildings; and provides for a private cause of action for enforcement of the act and regulations.	Yes	Building Code Council	No
42	Chapter 8-700 to 8-703	State	Regulation	Accessibility Regulations provide that buildings except for one and two family detached dwellings and certain other residential buildings, all buildings must have all levels and areas made accessible to disabled persons in accordance with the latest edition of ICC/ANSI document A117.1, and provide the minimum number of fully accessible units for buildings with rental units, depending on number of units; prohibit construction of public buildings not in compliance with the regulations; and provide for the interpretation and enforceability of the regulations.	No	N/A	No

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43	27-29-10 to 27-29-210	State	Statute	Uniform Land Sales Practices Act. Requires registration with the Real Estate Commission prior to sale in this state of undeveloped, subdivided land located out of state, and review by the Commission of that registration. Annual renewal reports are also required. Applications include among other things, public offering statements, copies of deeds, statement of condition of title and other information relevant to purchasers of the property; provides for investigative power by the Commission, and creates a procedure for revocation of a registration.	Yes	Registrants for undeveloped, subdivided land located out-of-state that meet the criteria outlined in Chapter 29 of Title 27.	Yes - Other service or product
44	27-32-10 to -27-32-360	State	Statute	Vacation Time Sharing Plans. Requires the registration of time sharing plans with the Real Estate Commission prior to sale in this state and provides for review by the Commission; sets forth requirements for sale and closing of timeshare interests, including contract requirements, disclosure and rescission rights, and escrow funds; creates the Time Sharing Recovery Fund administered by the Commission; provides for investigative power by the Commission and creates a procedure for revocation of a registration. Also requires the registration of persons selling timeshares, excluding regular employees of the seller of the timeshares.	Yes	Time share plan entities and sellers; purchasers of time share plans.	Yes

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45	Chapter 105-2 to 105-3	State	Regulation	Timeshare Regulations of the Real Estate Commission clarify certain types ownership interests that are considered time sharing ownership or interval ownership plans and provide that the act does not prevent sale of time sharing plan receivables.	No	N/A	No
46	40-2-10 to 40-2-340	State	Statute	Accountancy Practice Act. Creates Board of Accountancy; directs licensing of public accountants and registration of accounting firms; and provides for investigations of complaints against and discipline of licensed accountants and accounting firms.	Yes	Licensees and individuals who file a complaint.	Yes - Other service or product
47	Chapter 1-01 to 1-12	State	Regulation	Accountancy Board regulations setting forth details of licensing requirements, continuing education requirements, peer review of firms, establishing professional standards, and addressing safeguarding of client files on death or incapacity of public accountant.	Yes	Licensees	Yes - Other service or product
48	40-3-5 to 40-3-330	State	Statute	Architectural Practice Act. Creates Board of Architectural Examiners; directs licensing of architects and issuance of certificates of authority for architecture firms; provides for investigations of complaints against and discipline of licensees and firms; and authorizes the SC Architecture Education and Research Fund.	Yes	Licensees and individuals who file a complaint.	Yes - Other service or product

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49	Chapter 11-1 to 11-14	State	Regulation	Architectural Board Regulations address details of election and terms of board members, board meetings, licensing, renewals and reinstatements of licenses, reciprocity registrations, continuing education requirements, and use of seals by licensees and creates a code of professional ethics.	Yes	Licensees	Yes - Other service or product
50	40-6-10 to 40-6-370	State	Statute	Auctioneers Practice Act. Creates the Auctioneers Commission; directs licensing of auctioneers and auction firms; provides for complaints against and discipline of licensed auctioneers and auction firms; establishes obligations of auctioneers, including trust or escrow accounts; creates the Auctioneer Recovery Fund administered by the Commission; and prohibits municipal licensing of auctioneers.	Yes	Licensees and individuals who file a complaint.	Yes - Other service or product
51	Chapter 14-1 to 14-17	State	Regulation	Auctioneers Board Regulations implement the Auctioneer Practice Act, setting forth details on licensing requirements, continuing education, Commission access to licensee auction agreements and records, apprenticeships, and other administrative details. Creates the Auctioneer Recovery Fund to be maintained by LLR.	Yes	Licensees and individuals who file a complaint.	Yes - Other service or product

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52	40-7-5 to 40-7-400	State	Statute	Barber Practice Act. Creates the Board of Barber Examiners; directs the licensing of barbers and related occupations, including but not limited to hair braiders; provides for the inspection and registration of barber shops and barber schools and colleges; and provides for investigation of complaints against and discipline of individual licensees, shops and schools.	Yes	Licensees and individuals who file a complaint.	Yes - Other service or product
53	Chapter 17-1 to 17-51	State	Regulation	Barber Board Regulations set forth details regarding the registration and inspections of barber shops and schools, and the regulation of barbering education, as well as the minimum education requirements for licensing cosmetologists and master hair care specialists.	Yes	Licensees	Yes - Other service or product
54	40-8-10 to 40-8-240	State	Statute	Perpetual Care Cemeteries Practice Act. Creates the Perpetual Care Cemetery Board; directs the licensing of companies developing or operating perpetual care cemeteries, mausoleums and underground crypts; sets forth substantive obligations of those regulated entities; and provides for investigation of complaints against and discipline of licensees.	Yes	Licensees and individuals who file a complaint.	Yes - Other service or product
55	Chapter 21-1 to 21-64	State	Regulation	Perpetual Care Cemeteries Regulations provide details regarding various required trust funds, licensing requirements, records requirements, and disclosures and other sales practices.	Yes	Licensees	Yes - Other service or product

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56	40-9-10 to 40-9-110	State	Statute	Chiropractors Practice Act. Creates the Board of Chiropractic Examiners; directs the licensing of chiropractors and chiropractic preceptors; and provides for investigations and discipline of licensees.	Yes	Licensees and individuals who file a complaint.	Yes - Other service or product
57	Chapter 25-1 to 25-9	State	Regulation	Chiropractors Regulations provide details on application for licensure; provisions for licensing chiropractors already licensed elsewhere; reactivation of expired licenses; set forth continuing education requirements; establish permitted therapeutic modalities, including machines and equipment; identify unprofessional conduct; establish patient rights; adopt a code of ethics; and provide a procedure for disciplinary actions against licensees.	Yes	Licensees	Yes - Other service or product
58	40-10-05 to 40-10-300	State	Statute	Fire Protection Sprinkler Act is administered by the Contractor's Licensing Board. It directs licensing of fire sprinkler contractors, provides for investigation of complaints and discipline against licensees, and requires review of shop drawings by the State Fire Marshal; and bars unlicensed contractors from bidding or entering into or enforcing a contract, or obtaining a construction permit.	Yes	Licensees and individuals who file a complaint.	Yes - Other service or product

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59	Chapter 29-70 to 29-110	State	Regulations	Fire Sprinkler Systems Regulations provide details on applications, fees (including plan review fees), limitations on certificate holders and grandfathered qualifiers; transfer of qualifications of a certificate holder from one sprinkler contractor to another; renewals of authorizations; exemptions from licensure; and provide for procedures for complaints and violations.	Yes	Licensees	Yes - Other service or product
60	40-11-5 to 40-11-430	State	Statute	Contractors Practice Act. Establishes the Contractor's Licensing Board and directs licensing of numerous license classifications and subclassifications of general and mechanical construction contractors as well as construction managers; provides for investigation of complaints and discipline against licensees as well as administrative citations with fines for unlicensed contractors; and bars unlicensed contractors from bidding, or entering into or enforcing contracts, or obtaining building permits.	Yes	Licensees and individuals who file a complaint.	Yes - Other service or product
61	Chapter 29-1 to 29-12	State	Regulation	Contractor's Board regulations provide administrative details on exams and other licensure requirements, and administrative fines.	Yes	Licensees	Yes - Other service or product
62	40-13-5 to 40-13-370	State	Statute	Cosmetology Practice Act. Creates the Board of Cosmetology and directs the licensing of cosmetologists and related occupations, provides for the inspection and registration of salons and cosmetology schools; and provides for investigations of complaints against and discipline of individual licensees, salons and schools.	Yes	Licensees and individuals who file a complaint.	Yes - Other service or product

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63	Chapter 35-1 to 35-26	State	Regulation	Cosmetology Regulations address details of requirements for schools and instructors, continuing education requirements, exam requirements, equipment and sanitary and safety rules for schools and salons, and administrative citations and penalties.	Yes	Licensees	Yes - Other service or product
64	40-15-10 to 40-15-380	State	Statute	Dentistry Practice Act. Establishes the Board of Dentistry; directs licensing of dentists, dental hygienists, dental technicians and related dental occupations; sets dental sedation requirements and permitting of mobile dental facilities; and provides for investigation of complaints against and discipline of licensees.	Yes	Licensees and individuals who file a complaint.	Yes - Other service or product
65	Chapter 39-1 to 39-18	State	Regulation	Dentistry Board Regulations provide details on board elections, licensure requirements and continuing education; creates a code of ethics and procedures approved for performance by dental assistants and establishes sanitary standards for dental offices and labs, sedation and general anesthesia guidelines, and requirements for portable dental operations.	Yes	Licensees	Yes - Other service or product
66	40-19-5 to 40-19-320	State	Statute	Funeral Services Practice Act. Establishes the Board of Funeral Services; directs licensing of funeral directors, embalmers and related occupations; provides for permits for funeral homes and other funeral related business establishments; establishes inspections of new and existing funeral establishments; sets forth investigation of complaints against and discipline of individual and establishment licensees; and imposes disclosure and other obligations on licensees.	Yes	Licensees and individuals who file a complaint.	Yes - Other service or product

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67	Chapter 57-01 to 57-15	State	Regulation	Board of Funeral Services Regulations address board meetings, election Board officers, licensing and apprenticeship requirements, and continuing education; adopts a code of ethics; and create inspection guidelines and crematory requirements.	Yes	Licensees	Yes - Other service or product
68	40-20-5 to 40-20-130	State	Statute	Dietetics Practice Act. Creates the Panel for Dietetics; and directs the licensing of dietitians, discipline of licensees and mediation of consumer complaints.	Yes	Licensees and individuals who file a complaint.	Yes - Other service or product
69	Chapter 40-1 to 40-17	State	Regulation	Dietetic Regulations provide for meetings of the Panel, the election of Panel officers and their duties; requirements for sitting for the licensure exam and for obtaining a license; requirements for continuing education and licensure renewal; reinstatement of expired licenses; adoption of a code of ethics; provide a procedure for complaints; exempt weight control programs from regulation; provide for interpretation of the statute and regulations consistent with the Standards of Professional Responsibility and Standards of Practice of the American Dietetic Association Commission of Dietetic Registration (Commission); authorize reporting disciplinary actions to the Commission.	Yes	Licensees	Yes - Other service or product

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70	40-22-2 to 40-22-320	State	Statute	Board of Registration for Professional Engineers and Surveyors Practice Act. Establishes the Board of Registration for Professional Engineers and Surveyors; directs licensing of engineers and surveyors, and issuance of certificates of authority for engineering and surveying firms; and provides for investigation of complaints against and discipline of individual licensees and firms, including enforcement of unlicensed practice with fines.	Yes	Licensees and individuals who file a complaint.	Yes - Other service or product
71	Chapter 49-100 to 49-610	State	Regulation	Engineers and Surveyors Regulations provide details on licensure requirements, firm registrations, use of seals and continuing education; adopt rules of professional conduct; provide standards of practice for surveying.	Yes	Licensees	Yes - Other service or product
72	40-23-5 to 40-23-340	State	Statute	Environmental Certification Board Practice Act. Creates the Environmental Certification Board; directs the licensing of persons working as operators of environmental systems such as public water and wastewater treatment facilities, public water systems and well drillers; and provides for investigation of complaints against and discipline of licensees.	Yes	Licensees and individuals who file a complaint.	Yes - Other service or product
73	Chapter 51-1 to 51-7	State	Regulation	Environmental Certification Board regulations address details of licensure requirements for the various categories and levels of licensure, trainee permits, and continuing education.	Yes	Licensees	Yes - Other service or product

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74	40-24-10 to 40-24-20	State	Statute	Eyecare Consumer Protection Law. Sets requirements for valid eyeglass or contact lens prescriptions; prohibits prescriptions for eyeglasses or contact lenses based solely on the refractive eye error of the human eye or those generated by a kiosk; makes violations sanctionable misconduct under the optometry and medical practice acts.	Yes	Licensees and individuals who file a complaint.	Yes - Other service or product
75	40-26-10 to 40-26-60	State	Statute	Directs the licensing of individuals as commercial inspectors under the Contractor's Licensing Board; and provides for discipline of licensees; prohibits entity licensing; prohibits unlicensed inspectors from enforcing contracts.	Yes	Licensees and individuals who file a complaint.	Yes - Other service or product
76	40-28-10 to 40-28-220	State	Statute	Landscape Architects Practice Act. Creates the Board of Landscape Architectural Examiners; directs the licensing of landscape architects and issuance of certificates of authority for landscape architectural firms; and provides for investigation of complaints against and discipline of individual and firm licensees.	Yes	Licensees and individuals who file a complaint.	Yes - Other service or product
77	Chapter 76-1 to 76-9	State	Regulation	Landscape Architect Regulations provide details on exam and licensure requirements, use of seals, continuing education, practice by firms, and adoption of a code of ethics.	Yes	Licensees	Yes - Other service or product

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78	40-29-5 to 40-29-380	State	Statute	Manufactured Housing Practice Act. Creates the Manufactured Housing Board; directs licensing of individuals and businesses engaged in selling or manufacturing of manufactured homes or installing, modifying or repairing them; provides for investigation of complaints against and discipline of licensees as well as citations and fines for unlicensed practice; provides for claims against surety bonds; authorizes the Board to carry out the Federal Construction and Safety Standards Act as the designated state agency and conduct inspections of factories, warehouses and dealerships; imposes statutory warranties; and directs energy efficient labeling.	Yes	Licensees and individuals who file a complaint.	Yes - Other service or product
79	Chapter 79-1 to 79-44	State	Regulation	Manufactured Housing Regulations provide details on licensure requirements and procedures, surety bonds and other security, contract rescission, handling of funds, recordkeeping requirements, inspections, construction and safety standards, installation requirements, minimum habitability requirements for used manufactured homes, reporting requirements of licensees, limitations on scope of various licenses, training requirements, and complaint and hearing procedures.	Yes	Licensees	Yes - Other service or product

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80	40-30-10 to 40-30-320	State	Statute	Massage/Bodywork Practice Act. Creates the Panel for Massage/Bodywork to advise LLR, to conduct hearings on licensure decisions for massage/bodywork therapists, to mediate consumer complaints, to conduct disciplinary hearings and to discipline licensed individuals. LLR issues the licenses, promulgates regulations and investigates complaints.	Yes	Licenses and individuals who file a complaint.	Yes - Other service or product
81	Chapter 77-100 to 77-140	State	Regulation	Massage/Body Work Regulations provide details on qualifications for licensure, reciprocity, continuing education approvals, and health restrictions.	Yes	Licenses	Yes - Other service or product
82	40-33-10 to 40-33-1365	State	Statute	Nursing Practice Act. Creates the Board of Nursing; directs the licensing of and creates the scope of practice of various classifications of nurses and requires approval of nursing schools; provides for reporting of misconduct against and discipline of licenses; provides for continuing education; and enacts the enhanced Nurse Licensure Compact for interstate practice of LPNs and RNs.	Yes	Licenses and individuals who file a complaint.	Yes - Other service or product
83	Chapter 91-1 to 91-32	State	Regulation	Nursing Board Regulations provide details on nursing education program procedures and requirements, establish a procedure for disciplinary hearings, and adopt a code of ethics.	Yes	Licenses	Yes - Other service or product
84	40-35-5 to 40-35-260	State	Statute	Long Term Health Care Practice Act. Creates the Board of Long Term Health Care Administrators; directs the licensing of administrators of nursing home and assisted living facilities; and provides for the investigation of complaints against and discipline of licenses.	Yes	Licenses and individuals who file a complaint.	Yes - Other service or product

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85	Chapter 93-50 to 93-260	State	Regulation	Long Term Health Care Regulations provide details on qualifications for licensure, exam and training requirements, grounds for discipline, and disciplinary hearing procedures; and set forth continuing education requirements.	Yes	Licensees	Yes
86	40-36-5 to 40-36-310	State	Statute	Occupational Therapy Practice Act. Creates the Board of Occupational Therapy; directs the licensing of occupational therapists and occupational therapy assistants; and provides for the investigation of complaints against and discipline of licensees.	Yes	Licensees and individuals who file a complaint.	Yes - Other service or product
87	Chapter 94-01 to 94-10	State	Regulation	Occupational Therapy Regulations provide details on election of board officers and meetings, on licensing requirements, reactivation of licenses, and continuing education; and on adoption of a code of ethics.	Yes	Licensees	Yes - Other service or product
88	40-37-5 to 40-37-420	State	Statute	Optometrists Practice Act. Creates the Board of Examiners in Optometry; directs the licensing of optometrists and permits for mobile units; provides for the investigation of complaints against and discipline of licensees; prohibits laser and other surgery and administration of medicines by injection or IV; requires \$1 million of malpractice insurance; and prohibits certain advertising practices.	Yes	Licensees and individuals who file a complaint.	Yes - Other service or product

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89	Chapter 95-1 to 95-6	State	Regulation	Optometry Regulations address advertisements, approved schools and exams for meeting licensure requirements; and continuing education requirements, licensure of optometrists licensed elsewhere, standards for patient records, and scope of contact lens prescribing.	Yes	Licensees	Yes - Other service or product
90	40-38-10 to 40-38-340	State	Statute	Opticianry Practice Act. Creates the Board of Examiners in Opticianry; directs the licensure of opticians and contact lens opticians; requires a prescription; prohibits dispensing eyeglasses from manufacturing and wholesale locations; and regulates certain sales practices.	Yes	Licensees and individuals who file a complaint.	Yes - Other service or product
91	Chapter 96-101 to 96-110	State	Regulation	Opticianry Regulations provide details on election of board officers, board meetings, licensure exams, continuing education, apprenticeships, and reinstatement of lapsed licenses; and establish standards of practice for patient records and advertising.	Yes	Licensees	Yes - Other service or product

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92	40-43-10 to 40-43-200	State	Statute	Pharmacy Practice Act. Creates the Board of Pharmacy; directs the licensing of pharmacists and related occupations, permitting and inspection of in state pharmacies and facilities for the manufacturing, distribution or storage of prescription drugs and devices and permitting of out of state pharmacies and other entities distributing prescription products in SC; provides for investigation of complaints against and discipline of licensees and permittees; creates facility requirements and standards for pharmacies and other facilities, and reporting requirements for permit holders; provides for continuing education; and authorizes pharmacists to administer certain vaccines.	Yes	Licensees and individuals who file a complaint.	Yes - Other service or product
93	Chapter 99-15 to 99-46	State	Regulation	Pharmacy Regulations establish categories of facility permits; and provide for administrative citations, and monetary penalties for licensees and permittees as well as for unlicensed practice by individuals.	Yes	Licensees	Yes - Other service or product
94	40-45-5 to 40-45-330	State	Statute	Physical Therapy Practice Act. Creates the Board of Physical Therapy Examiners; directs the licensing of physical therapists and physical therapy assistants; and provides for investigation of complaints against and discipline of licensees.	Yes	Licensees and individuals who file a complaint.	Yes - Other service or product
95	Chapter 101-01 to 101-15	State	Regulation	Physical Therapy Regulations address board meetings and election of board officers, details on licensing requirements, reactivation of licenses, continuing education; and denial of a license or imposition of a sanction for payment of fees with a bad check.	Yes	Licensees	Yes - Other service or product

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96	40-47-5 to 40-47-1620	State	Statute	Physicians and Miscellaneous Health Professionals Practice Act. Creates the Board of Medical Examiners, and directs the licensing of physicians, physician assistants, respiratory care therapists, anesthesiologist assistants, cardiovascular invasive specialists, acupuncturist and acupuncturist related occupations; provides for investigation of complaints against and discipline of licensees; creates a medical disciplinary commission and procedure to hear disciplinary matters against physicians, and various committees to review applications and to hear disciplinary actions against non-physicians licensed by the Board; provides for physician supervision and scope of practice guidelines for certain non-physician practitioners; addresses requirement of practice by telemedicine; provides for continuing education; and authorizes, but does not mandate inspections of facilities employing physician assistants, anesthesiologist assistants, acupuncturists, or auricular detoxification specialists.	Yes	Licensees and individuals who file a complaint.	Yes - Other service or product

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97	Chapter 81-1 to 81-300	State	Regulation	Medical Examiners regulations provide details regarding disciplinary procedures, and procedures for safeguarding patient records of deceased, missing or incapacitated physicians; sets forth reinstatement procedures, requirements regarding licensing exams, procedures for election of board members, requirements for office-based surgery, and criteria for physician supervision of advanced practice nurses. Additional regulations govern licensure, continuing education requirements, adoption of medical ethics, and mandatory reporting of misconduct for respiratory care practitioners (RCPs) and competency requirements for training of non RCPs providing respiratory care.	Yes	Licensees	Yes - Other service or product
98	40-51-10 to 40-51-270	State	Statute	Podiatrists Practice Act. Creates the Board of Podiatry Examiners, and directs the licensing of podiatrists; provides grounds and procedure for disciplining licensees; and provides for continuing education and disposition of board income.	Yes	Licensees and individuals who file a complaint.	Yes - Other service or product
99	Chapter 134-10 to 134-50	State	Regulation	Podiatry Regulations provide additional details on requirements for licensure, application procedures, documentation requirements to sit for the licensure exam, and procedures for review of an examination and re-examination.	Yes	Licensees	Yes - Other service or product

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100	40-55-40 to 40-55-190	State	Statute	Psychologists Practice Act. Creates the Board of Examiners in Psychology; directs the licensing of psychologists; and provides for investigation of complaints against and discipline of licensees; provides for disposition of board income.	Yes	Licensees and individuals who file a complaint.	Yes - Other service or product
101	Chapter 100-1 to 100-10	State	Regulation	Psychology Board Regulations provide details of the educational qualifications and exam requirements for licensure and of the documentation and procedure requirements for application for licensure; provide for license renewal and consequences of expiration; adopt a code of ethics, address advertising, provide guidelines for employing and supervising unlicensed persons; and address continuing education, election of officers and board meetings and procedures.	Yes	Licensees	Yes - Other service or product

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102	40-56-1 to 40-56-270	State	Statute	Pyrotechnic Safety Act. Creates the Board of Pyrotechnic Safety; requires a license for each location where consumer or display fireworks (former class B and C fireworks) are manufactured, sold or stored as well as inspection of such locations prior to initial licensure as well as prior to licensure renewal; provides for investigation of complaints against and discipline of licensees; requires fireworks to comply with federal standards and consumer fireworks to also comply with CPSC standards; prohibits sale of fireworks to anyone under age 16 and makes retail sale and use of small bottle rockets illegal; provides for the issuance of administrative citations; and mandates reporting of any fire or explosion at a licensed location.	Yes	Licensees and individuals who file a complaint.	Yes - Other service or product
103	Chapter 71-7405	State	Regulation	Pyrotechnic Safety Board Regulations. Establishes the NFPA 1124, 2006 edition as the applicable minimum standards; sets fees and license terms and permitting requirements; and provides supplemental provisions to statute for sale of consumer and display fireworks and for wholesale distributors.	Yes	Licensees	Yes - Other service or product

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104	40-57-10 to 40-57-810	State	Statute	Real Estate Practice Act. Creates the Real Estate Commission; directs the licensing of real estate salespersons, brokers, property managers and related occupations; provides for investigation of complaints against and discipline of licensees; sets forth inspections of licensees' offices; establishes approvals of education courses, providers and instructors; establishes duties and obligations of licensees, including trust accounts, record keeping, and continuing education requirements; and provides for an Education and Research Fund administer by the Commission.	Yes	Licensees and individuals who file a complaint.	Yes - Other service or product
105	Chapter 105-4 to 105-13	State	Regulation	Real Estate Commission Regulations provide details on requirements for real estate education courses, providers of those courses, and instructors of those courses, including auditing by the Commission's representative.	Yes	Licensees	Yes - Other service or product
106	40-59-5 to 40-59-600	State	Statute	Residential Home Builders Practice Act. Creates the Residential Builders Commission; directs licensing of individual residential builders, home inspectors, and of various residential building specialty trade contractors, as well as for entities that do not have an individual with least 51% ownership who is the sole resident licensee; sets forth investigations of complaints against and discipline of licensees, as well as administrative citations with fines for unlicensed practice; and prohibits filing of mechanics liens and enforcement of contracts by unlicensed persons.	Yes	Licensees and individuals who file a complaint.	Yes - Other service or product

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107	Chapter 106-1 to 106-5	State	Regulation	Residential Home Builders Regulations establish the classifications of residential trade specialty contractors regulated by the Residential Builders Commission for which an examination is required for licensure and those for which no exam is required, set forth the required qualifications for home inspectors, and provide for emergency licenses and registrations.	Yes	Licensees	Yes - Other service or product
108	40-60-5 to 40-60-230	State	Statute	Real Estate Appraiser License and Certification Act. Creates the Real Estate Appraisers Board; directs the licensing of various classifications of real estate appraisers; requires continuing education; provides for the approval of appraiser education courses, educational providers and instructors; adopts national appraisal standards; investigation of complaints against and discipline of licensees.	Yes	Licensees and individuals who file a complaint.	Yes - Other service or product
109	40-60-310 to 40-60-560	State	Statute	Appraisal Management Company Registration Act. Directs the registration of appraisal management companies by the Real Estate Appraisers Board; sets requirements for their owners, employees and independent contractors; establishes record-keeping requirements and imposes other obligations upon appraisal management companies; and provides for investigation of complaints against and discipline of appraisal management companies.	Yes	Licensees and individuals who file a complaint.	Yes - Other service or product
110	12 USCA 3331 et seq., 12 CFR 225.31	Federal	Statute	Outlines Real Estate Appraiser standards and mandates certain Board requirements.	No	N/A	No

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111	Chapter 137-100 to 137-900.09	State	Regulation	Real Estate Appraiser Regulations provide details on qualifications of various categories of appraisers; create a point system for determining experience credit; establish responsibilities of apprentice and supervising appraisers; provide details of continuing education; provide details on investigative and disciplinary procedures and actions; provide for cancellation of licenses for payment of fees with a bad check; address consequences of expired licenses; give details on requirements for appraiser education courses, of educational providers, and for instructors; and establish maximum fees.	Yes	Licensees	Yes - Other service or product
112	40-63-5 to 40-63-300	State	Statute	Social Work Practice Act. Creates the Board of Social Work Examiners; directs the licensing of various classifications of social workers; provides for investigation of complaints against and discipline of licensees; prohibits disclosure of client information with limited exceptions; and requires licensees to make certain disclosures to clients.	Yes	Licensees and individuals who file a complaint.	Yes - Other service or product
113	Chapter 110-1 to 110-20	State	Regulation	Social Work Regulations establish continuing education requirements and principles of professional ethics.	Yes	Licensees	Yes - Other service or product
114	40-65-5 to 40-65-220	State	Statute	Soil Classifiers Practice Act. Directs the licensing by LLR of professional soil classifiers and trainees; provides for investigation of complaints against and discipline of licensees and provides for LLR's appointment of a soil classifiers advisory council, which hears disciplinary matters.	Yes	Licensees and individuals who file a complaint.	Yes - Other service or product

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115	Chapter 108-1 to 108-8	State	Regulation	Soil Classifiers Regulations provide details regarding applications and examinations for licensure, requirements for licensee seals and continuing education; and adopt a code of ethics.	Yes	Licensees	Yes - Other service or product
116	40-67-5 to 40-67-350	State	Statute	Speech Pathologists & Audiologists Practice Act. Creates the Board of Examiners in Speech-Language Pathology and Audiology; directs the licensing of speech-language pathologists and audiologists, and related occupations; provides for investigation of complaints against and discipline of licensees; sets forth continuing education requirements; establishes audiologist obligations regarding dispensing of hearing aids; and adopts a code of ethics.	Yes	Licensees and individuals who file a complaint.	Yes - Other service or product
117	Chapter 115-1 to 115-7	State	Regulation	Speech-Language Pathology & Audiology Regulations provide details on licensing requirements, continuing education, scope of practice for speech language pathology assistants, and supervision requirements for assistants and for interns,	Yes	Licensees	Yes - Other service or product

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118	40-69-5 to 40-69-305	State	Statute	Veterinarians Practice Act. Creates the Board of Veterinary Medical Examiners; directs the licensing of veterinarians and veterinary technicians; provides for the registration and regulation by the Veterinary Board of non-governmental animal shelters that provide veterinary services; provides for lien on animals for payment of charges; provides for notice and disposition of abandoned animals left with a veterinarian; imposes requirements for veterinary prescription labels; imposes obligations regarding mobile veterinary facilities; and requires the registration of emergency veterinary clinics and directs LLR to maintain a list of all such emergency clinics on its website.	Yes	Licensees and individuals who file a complaint.	Yes - Other service or product
119	Chapter 120-1 to 120-14	State	Regulation	Veterinary Regulations provide for the election of nominees for the Veterinary Board; provide details on licensure requirements and renewals, continuing education requirements of licensees and for providers or sponsors of continuing education programs; establish practice standards for veterinarians, veterinary technicians and unlicensed veterinary assistants; establish requirements for various types of veterinary facilities; and authorize LLR inspection of veterinary facilities.	Yes	Licensees	Yes - Other service or product

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120	40-75-5 to 40-75-310	State	Statute	Professional Counselors, Marriage and Family Therapists, and Licensed Psycho-educational Specialists Practice Act. Creates the Board of Examiners for Licensure of Professional Counselors, Marriage and Family Therapists, and Psycho-educational Specialists; directs the licensing of those professionals and certain related occupations; provides for investigation of complaints against and discipline of licensees; establishes confidentiality of client communications; and requires a disclosure statement to clients.	Yes	Licensees and individuals who file a complaint.	Yes - Other service or product
121	Chapter 36-01 to 36-23	State	Regulation	Professional Counselors, Marriage and Family Therapists, and Licensed Psycho-educational Specialists Regulations address election officers of the board and board meetings; provide details on licensing requirements and describe specific training requirements for the different categories of licensees; provide for reactivation of expired licenses; and establish continuing education requirements.	Yes	Licensees	Yes - Other service or product
122	40-77-5 to 40-77-320	State	Statute	Geologists Practice Act. Creates the Board of Registration for Geologists; directs the licensing of geologists and geologists-in-training; provides for investigation of complaints against and discipline of licensees.	Yes	Licensees and individuals who file a complaint.	Yes - Other service or product

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123	Chapter 131-01 to 131-15	State	Regulation	Geologists Regulations address election officers of the board and board meetings; provide details on exams and other licensing requirements; provide for licensure in SC of geologists already licensed elsewhere; address reactivation of licenses; set forth requirements for and use of seals by licensees; describe continuing education requirements; and adopt a code of ethics.	Yes	Licensees	Yes - Other service or product
124	40-81-10 to 40-81-520	State	Statute	Athletic Commission Act. Creates the Athletic Commission; incorporates by reference the federal Professional Boxing Safety Act and other federal laws relating to boxing; requires the licensure of boxers, kick boxers, mixed martial arts contestants, wrestlers, and others involved in regulated exhibitions, matches or events such as promoters, referees, judges, managers, trainers, seconds, timekeepers, announcers, or matchmakers; requires permits for all regulated events such as exhibitions and provides for LLR's supervision of such events; and provides for investigation of complaints against and discipline of licensees, including issuance of administrative citations and administrative penalties for unlicensed or unpermitted activities.	Yes	Licensees and individuals who file a complaint.	Yes - Other service or product

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125	Chapter 20-1.1 to 20-27.23	State	Regulation	Athletic Commission Regulations establish the details of the substantive regulation of boxing, kick boxing, mixed martial arts, such as classes of boxers, weighing of contestants, ring safety and equipment; establish rules applicable to the conduct of matches or bouts as well as to boxers, managers, seconds, referees and judges, promoters, matchmakers announcers, timekeepers , and physicians; establish the duties of the LLR Commission representative at events; provide details on licensing and permit requirements; establish additional rules for female boxers; establish procedures for hearings; establish insurance requirements.	Yes	Licensees	Yes - Other service or product
126	40-79-5 to 40-70-320	State	Statute	Alarm System Business Act. Directs the licensing by the Contractor's Licensing Board of burglar alarm system and fire alarm system businesses, and of their qualifying persons; requires the registration of certain other of their employees; investigation of complaints against and discipline of licensees and their registered employees; bars unlicensed businesses from enforcing contracts or obtaining building permits.	Yes	Licensees and individuals who file a complaint.	Yes - Other service or product

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127	40-82-5 to 40-82-330	State	Statute	Liquid Petroleum Gas Practice Act. Creates the Liquid Petroleum Gas Board; directs the licensing of manufacturers (gas plants), distributors, sellers, and transporters of liquefied petroleum gas (LPG), as well as storage facilities, gas cylinder exchange facilities and those installing, servicing, repairing, adjusting or connecting appliances to LPG systems or containers; provides for investigation of complaints of violations of the act, and discipline of licensees as well as sanctions for unlicensed persons; authorizes the State Fire Marshal to enter and inspect premises of those engaged in the LPG industry and take necessary action, including orders to remove or correct the violation or to order evacuation; prohibits grounding of electrical circuits or electrical appliances or apparatus to an LPG gas system or LPG appliance; requires certain safety features for LPG heaters or heating appliances used at certain types of buildings; requires an installer or worker to notify the propane supplier before beginning work on any LPG system and requires the consumer, owner or end user to notify the dealer who next fills or services the LPG system that such work has been performed; and requires LPG dealers to annually notify their customers of their duty to report such work.	Yes	Licensees and individuals who file a complaint.	Yes - Other service or product

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128	Chapter 71-8304.1 to 71-8304.5	State	Regulation	Liquid Petroleum Gas Regulations reference the licensing requirements, require display of the license, and further require permits be issued by the State Fire Marshal to a designated supervisory person for each site who supervises people handling, dispensing, installing, transporting, repairing or exchanging LPG; provide for form of permits and require they be in the possession of the permit holder; reference the applicable fire and building codes and standards; provide for retesting if licensing exam is not passed; provide that expired permits are nonrenewable; and require compliance with plan submittal requirements of R. 71-8304.2 where the LPG Practice Act requires site approval as a condition of issuance of the license.	Yes	Licensees	Yes - Other service or product
129	48-27-10 to 48-27-260	State	Statute	Foresters Practice Act. Creates the Board of Registration for Foresters; directs the licensing of individuals as registered foresters and prohibits firm or entity licensing; requires trust or escrow accounts and provides that records of those accounts must be made available to the Board on request; and provides for investigation of complaints against and discipline of licensees.	Yes	Licensees and individuals who file a complaint.	Yes

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130	Chapter 53-1 to 53-30	State	Regulation	Forester Regulations establish the headquarters of the Board; provide for the election of Board officers and their respective duties; provide details regarding Board meetings and use of the Board seal; provide details regarding applications and requirements for licensure; address expiration and renewal of licenses; provide for reciprocity registration; require licensees to notify the board of changes of address; provide for exceptions to statutorily prohibited acts; adopt a code of ethics; establish Board fees; and establish continuing education requirements.	Yes	Licensees	Yes - Other service or product

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131	54-15-10 to 54-15 -360	State	Statute	Pilotage Practice Act. Divides jurisdiction for the regulation of pilotage for the bars and harbors of South Carolina between the South Carolina Commissioners of Pilotage for the Lower Costal Areas and the Commissioners of Pilotage for the Upper Coastal area; establishes pilot requirements for vessels entering ports; provides for the licensing of various categories of harbor and bar pilots and apprenticeships for the Georgetown and Charleston ports; provides for investigation of marine disasters or complaints that a licensee is unfit to practice; provides for discipline of licensees; requires the Commissioners approval of all boats used in pilotage for the port and harbor of Charleston and subjects them to inspection; requires the Commissioners to fix pilot fees and charges for each port and for pilots to print and make available the published schedule of rates and fees; provides for return of pilots piloting vessels that are exiting port; imposes restrictions on serving enemy vessels; and imposes a \$5,000 damages cap.	Yes	Licensees and individuals who file a complaint.	Yes - Other service or product

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132	Chapter 136-001 to 136-99 and 136-701 to 136-799			Pilotage Regulations. Address the selection, training, and licensure of pilots and apprentice pilots, including physical requirements and age limitations; set forth the licensure and registration of pilots; provide for the discipline, including investigations and the suspension and revocation of pilot licenses; establish license and registration fees; pilot charges and fees; pilot functions and responsibilities; safe vessel movement; and reports of accidents, marine casualties and other dangerous situations; address docking and undocking; establish number of licensed pilots; establish pilotage areas; require the maintenance and publication of a Commission policies and procedures manual; provide that pilots and pilot vessels are part of the S.C. Naval Militia; and other matters affecting the safe and efficient administration of pilotage.	Yes	Licensees and individuals who file a complaint.	Yes - Other service or product
133	44-130-40	State	Statute and Protocol	Allows pharmacists to dispense Naloxone pursuant to a written joint protocol issued by the South Carolina Board of Medical Examiners and the South Carolina Board of Pharmacy. That protocol allows pharmacists to register as voluntary participants via the www.naloxonesavessc.org website, which was created by and is maintained by LLR.	Yes	Pharmacists	Yes - Other service or product
134	Title 41, Chapter 15, Article 1 (41-15-80 To 41-15-100)	State	Statute	OSHA; establishes the Division's authority to maintain/regulate the health and safety of the state's workers in the workplace.	Yes	Licensees and individuals who file a complaint.	No

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135	Title 41, Chapter 14 (41-14-10 to 41-14-150)	State	Statute	Boiler Safety Act. Directs LLR to regulate the installation and inspection of boilers, to certify special inspectors for boilers, to investigate complaints against and discipline certified inspectors; requires owners and operators of boilers to file with LLR evidence of timely inspection; authorizes LLR inspections; and provides for restamping of boilers, condemnation of boilers and reinstallation of boilers.	Yes	Licensees and individuals who file a complaint.	Yes - Other service or product
136	Chapter 71, Article 9 (71-9100)			Boiler Safety Regulations establish minimum construction standards for boilers, and frequency and notification of inspections of boilers; address exams required for special inspectors, and submission of inspection reports to LLR; prohibit inspector conflicts of interest; and require special inspectors to notify LLR of unsafe boilers and owners to notify of accidents resulting in personal injury.	Yes	Licensees	Yes - Other service or product
137	Title 41, Chapter 16 (41-16-10 to 41-16-180)	State	Statute	Elevators; "South Carolina Elevator Code" establishes the Division's authority to regulate and issue annual certificates regarding the safe installation, maintenance and operation of the state's elevators and related equipment.	Yes	Elevator owners and operators	Yes - Other service or product
138	Chapter 71, Article 5 (71-5000 to 71-5900)	State	Regulation	Elevators; establishes how the Division exercises its authority to regulate the safe operation of the state's elevators and related equipment.	Yes	Elevator owners and operators	Yes - Other service or product

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139	Title 41, Chapter 18 (41-18-10 to 41-18-360)	State	Statute	Amusement Rides; "South Carolina Amusement Rides Safety Code" establishes the division's authority to regulate the safe operation of the state's amusement rides and related equipment.	Yes	Amusement device owners and operators	Yes - Other service or product
140	Chapter 71, Article 4 (71-4000 to 71-4950)	State	Regulation	Amusement Rides; establishes how the Division exercises its authority to regulate the safe operation of the state's amusement rides and related equipment.	Yes	Amusement device owners and operators	Yes - Other service or product
141	Title 41, Chapter 8, (Section 41-8-10 to 41-8-140)	State	Statute	Immigration - Illegal Aliens and Private Employment; establishes this Division's authority to regulate the verification of workers within the state.	Yes	Licensees and individuals who file a complaint.	Yes-Other service or product.
142	Chapter 71, Article 10 (71-10000 to 71-10003)	State	Regulation	Establishes how the Division exercises its authority to discipline employers who fail to E-Verify employees and immigration assistance services who fail to comply with the law.	No	N/A	No
143	8-29-10 (A) - (L)	State	Statute	Requires LLR verify the lawful presence in the U.S. through SAVE of any alien 18 years of age or older who has applied for a state benefit (occupational or professional license).	Yes	Applicants for a professional or occupational license who is an alien 18 years of age or older.	Yes - Other service or product
144	23-9-20	State	Statute	Establishes the duties and authority of the State Fire Marshal.	No	N/A	No
145	23-9-25(A) to (G)	State	Statute	Establishes the Volunteer Strategic Assistance and Fire Equipment Program and authorizes the Fire Marshal to administer the grants.	Yes	Chartered Fire Departments	Yes - Other service or product

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146	23-9-30 (a),(b)	State	Statute	Authorizes the State Fire Marshal to certify resident fire marshals to act under the authority of the State Fire Marshal.	Yes	Resident fire marshals and those seeking to become resident fire marshals.	Yes - Other service or product
147	23-9-40 (a) to (f)	State	Statute	Establishes the laws and ordinances the Fire Marshal is statutorily obligated to enforce.	No	N/A	No
148	23-9-45 (A) to(C)	State	Statute	Authorizes the Fire Marshal to issue and charge a fee for fire equipment licenses and permits.	Yes	Applicants and current Class D fire equipment dealer licensees or permit holders.	Yes - Other service or product
149	23-9-50(a) to (c); 23-9-60	State	Statute	Establishes the Fire Marshal's authority to inspect buildings or premises; and mandates the Fire Marshal require conformance with fire prevention and protections based on nationally recognized standards.	No	N/A	No
150	23-9-65	State	Statute	Authorizes the Fire Marshal to promulgate regulations to implement the automatic fueling clips on self-service gasoline dispensers.	No	N/A	No
151	23-9-70 to 23-9-120	State	Statute	Outlines the appeal process from an order of the State Fire Marshal; authorizes assessments of penalties; establishes subpoena power; establishes a duty to report to local law enforcement; and establishes public's access to records and retention schedule.	No	N/A	No
152	23-9-130 to 23-9-140	State	Statute	Authorizes State Fire Marshal to disseminate information concerning causes and prevention of fires, and provides the expenses are to be paid by the State.	Np	N/A	No
153	23-9-150	State		Establishes procedure for Fire Marshal's declaration of "Unsafe Building."	No	N/A	No

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154	23-9-155	State		Authorizes the Fire Marshal to promulgate regulations governing the installation of smoke detectors in apartments and houses having no fire protection system.	No	N/A	
155	23-9-157 to 23-8-180	State	Statute	Establishes procedure for Fire Marshal to issue a "Notice of Violation" concerning an unsafe buildings, and allows the Fire Marshal to seek injunctive relief.	No	N/A	No
156	23-9-190	State	Statute	Establishes Fire Marshal's emergency powers concerning unsafe buildings.	No	N/A	No
157	23-9-510 to 23-9-570	State	Statute	Establishes the South Carolina Hydrogen Permitting Program, and authorizes the Fire Marshal to permit, license, and inspect.	Yes	Members of the public and they hydrogen and fuel cell industry.	Yes - Other service or product
158	71-8300	State	Regulation	Fire and Life Safety Regulations establish the codes and standards for fire prevention and life safety for construction, occupancy and use of buildings other than one or two family dwellings, authorize the State Fire Marshal to investigate complaints for violations of such regulations, and to seek injunctive relief for violations; authorizes the State Fire Marshal to declare buildings unsafe and order evacuation; authorizes the State Fire Marshal to accept alternative methods of compliance; provides for incident reporting to the State Fire Marshal; and provides for State Fire Marshal review of construction documents and shop drawings of fire sprinkler systems, LP Gas systems, hydrogen facilities, and facilities that the State Fire Marshal is contractually obligated to review.	Yes	Members of the public, Fire sprinkler contractors	Yes - Other service or product

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	Date of Submission	April 20, 2018					
					Customer/Client		Deliverable
Item #	Law Number	Jurisdiction	Type of Law	Statutory Requirement and/or Authority Granted	Does this law specify who (customer) the agency must or may serve? (Y/N)	If yes, who is/are the customer(s)?	Does the law specify a deliverable (service or product) the agency must or may provide? (Y/N)
159	71-8302	State	Regulation	Explosive regulations establish codes and standards applicable to the manufacture, transportation, handling, use and storage of explosives other than sale or storage of fireworks regulated by the Board of Pyrotechnic Safety; provide for licensing of blasters and issuance of permits for blasting by the State Fire Marshal and fees for the same; establish recordkeeping requirements for blasts; establish safety and operational requirements for blasting; provide for investigations by the State Fire Marshal; and authorize the State Fire Marshal to grant, modify and revoke variances of certain provisions of the regulations.	Yes	Certain users of fireworks and explosives	Yes- Other service or product
160	71-8301	State	Regulation	Fire and Life Safety Regulations for Special Occupancies establish the codes and standards for fire prevention and life safety for day care facilities and foster homes; and require the State Fire Marshal to work with local resident fire marshals to ensure regular fire and life safety inspections are conducted for all public schools that are subject to the regulations and to work in conjunction with the State Department of Education to ensure inspection of each new school is conducted prior to occupancy.	Yes	Schools, daycare facilities and individuals who wish to become foster parents	Yes- Other service or product

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161	71-8303	State	Regulation	Portable Fire Extinguishers and Fixed Fire Extinguishing Systems regulations regulate the leasing, renting, reselling, servicing and testing of portable fire extinguishers and installation, testing and servicing of fixed fire extinguishing systems; and establish the State Fire Marshal's mandatory licensing and permitting requirements of individuals and firms; provide for the investigation of complaints against licensed persons or permit holders, and the imposition of fines, administrative sanctions or suspension or revocation of licenses and permits.	Yes	licensees	Yes- Other service or product
162	71-8305	State	Regulation	Fireworks and Pyrotechnics regulations regulate the handling, use, transportation and storage of pyrotechnics and fireworks except those governed by the State Board of Pyrotechnic Safety; establish applicable codes, requirements and standards; and provide for licensing of pyrotechnic operators (shooters) and issuance of event permits for displays.	Yes	licensees	Yes- Other service or product
163	71-8306	State	Regulation	Hydrogen Facilities regulations regulate the handling, use storage, transfer and dispensing at a hydrogen facility; establish the applicable codes and standards; and provide for Fire Marshal review of plans and specifications for hydrogen facilities, licensing and permitting and inspection of hydrogen facilities, and applicable fees.	Yes	Hydrogen facility licensees	Yes- Other service or product

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164	23-49-10 to 23-49-120	State	Statute	Creates the South Carolina Firefighter Mobilization Committee and requires the committee to establish the Firefighter Mobilization Plan and Emergency Response Task Force Plan.	No	N/A	Yes - Serving on board, commission, or committee
165	23-10-10 to 23-10-20	State	Statute	Establishes the South Carolina Fire Academy and Fire Academy Advisory Committee; and allows for purchase of uniforms.	Yes	South Carolina's paid, volunteer, and industrial fire service personnel.	Yes - Other service or product
166	23-35-45; 23-35-150	State	Statute	Regulates the use of pyrotechnic materials indoors; and outlines penalties for violation of chapter.	Yes	Owner or operator of establishment where the indoor pyrotechnics are used.	Yes - Other service or product
167	23-51-10 to 23-51-110	State	Statute	Reduced Cigarette Ignition Propensity Standards and Firefighter Protection Act.	No	N/A	No
168	23-36-10 to 23-36-170	State	Statute	Establishes the license and permit structure for dealers and blasters of explosive materials.	Yes	Class I and Class II Dealers, and Blasters.	Yes - Other service or product
169	40-80-10 to 40-80-70	State	Statute	Requires the State Fire Marshal to maintain a file on each registered firefighter that includes certain information.	Yes	South Carolina firefighters	Yes - Other service or product
170	5-190	State	Regulation	Provides that heaters or heating elements used at the State Farmers Market are subject to inspection by the Fire Marshal's Office.	No	N/A	No
171	6-9-110	State	Statute	Requires the State Fire Marshal to certify designated personnel of the State Engineer's Office, after completing training, to exercise the powers and jurisdictional authority of the State Fire Marshal for state buildings	Yes	Designated personnel of the State Engineer's Office	Yes - Other service or product

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172	24-9-20	State	Statute	Requires a representative of the State Fire Marshal in conjunction with the Jail and Prison Inspection Division of the Department of Corrections to annually inspect jails and prisons for fire safety, and to prepare a written report.	Yes	N/A	Yes - Other service or product
173	Title 41, Chapter 15, Article 1 (41-15-80 to 41-15-100)	State	Statute	OSHA, establishes the Division's authority to maintain/regulate the health and safety of the state's workers in the workplace.	Yes	State workforce (employers and employees)	Yes - Other service or product
174	Title 41, Chapter 15, Article 3 (41-15-210 to 41-15-330)	State	Statute	OSHA; establishes Division's authority to promulgate, modify and/or revoke the rules and regulations to be utilized in the maintenance and regulation of the health and safety of the state's workers as well as identifies such rules used.	Yes	State workforce (employers and employees)	Yes - Other service or product
175	Title 41, Chapter 15, Article 5 (41-15-510 and 41-15-520)	State	Statute	OSHA; establishes the Division's authority to address the rights and remedies of aggrieved employees through the whistleblower program.	Yes	State workforce (employers and employees)	Yes - Other service or product
176	Chapter 71, Article 1, Subarticle 1 (71-100 to 71-113)	State	Regulation	OSHA; establishes how the Division can exercise its authority to maintain/regulate the health and safety of the state's workers in the workplace in more detail.	Yes	State workforce (employers and employees)	Yes - Other service or product
177	Chapter 71, Article 1, Subarticle 2 (71-200 to 71-223)	State	Regulation	OSHA; establishes how the Division can exercise its authority to maintain/regulate the health and safety of the state's workers in the workplace specifically dealing with the requests for variances, limitations, variations, tolerance and other exemptions.	Yes	State workforce (employers and employees)	Yes - Other service or product

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178	Chapter 71, Article 1, Subarticle 3 (71-300 to 71-346)	State	Regulation	OSHA; establishes how the Division can exercise its authority to maintain/regulate the health and safety of the state's workers in the workplace specifically dealing with recordkeeping and reporting of specific injuries and illnesses.	Yes	State workforce (employers and employees)	Yes - Providing report
179	Chapter 71, Article 1, Subarticle 4 (71-400 to 71-411)	State	Regulation	OSHA; establishes how the Division can exercise its authority to maintain/regulate the health and safety of the state's workers in the workplace specifically dealing with the enforcement of violations.	Yes	State workforce (employers and employees)	Yes - Other service or product
180	Chapter 71, Article 1, Subarticle 5 (71-500 to 71-512)	State	Regulation	OSHA; establishes how the Division can exercise its authority to maintain/regulate the health and safety of the state's workers in the workplace specifically dealing with the inspection process and procedures.	Yes	State workforce (employers and employees)	Yes - Other service or product
181	Chapter 71, Article 1, Subarticle 6	State	Regulation	OSHA; identical to Federal Regulations identified in item 15 but editor's note includes the "modifications"; establishes health and safety standards for general industry employers.	Yes	General Industry employers and employees, Public Sector Marine Terminal employers and employees	Yes - Other service or product
182	Chapter 71, Article 1, Subarticle 7	State	Regulation	OSHA; identical to Federal Regulations identified in item 16 but editor's note includes the "modifications"; establishes health and safety standards for construction employers.	Yes	Construction employers and employees	Yes - Other service or product
183	Chapter 71, Article 1, Subarticle 8	State	Regulation	OSHA; identical to Federal Regulations identified in item 17; establishes health and safety standards for agriculture employers.	Yes	Agriculture employers and employees	Yes - Other service or product

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184	Chapter 71, Article 1, Subarticle 9 (71-900 to 71-912)	State	Regulation	OSHA; establishes how the Division can exercise its authority to maintain/regulate the health and safety of the state's workers in the workplace, specifically dealing with access to employee medical records.	Yes	State workforce (employers and employees)	No
185	Chapter 71, Article 1, Subarticle 10 (71-1001 to 71-1021)	State	Regulation	OSHA; establishes how the Division can exercise its authority to address the rights and remedies of aggrieved employees in discrimination cases.	Yes	State workforce (employers and employees)	Yes - Other service or product
186	Chapter 71, Article 1, Subarticle 11 (71-1100 to 71-1108)	State	Regulation	OSHA; establishes how the Division can exercise its authority to maintain/regulate the health and safety of the state's workers in the workplace specifically dealing with the release and/or disclosure of sensitive, secret and/or confidential information.	Yes	State workforce (employers and employees)	Yes - Other service or product
187	29 CFR 1910	Federal	Statute	OSHA; all applicable standards which have been adopted and/or modified by the state (See #9/State regulations that mirror) establish specific health and safety standards for general industry employers.	Yes	General Industry employers and employees, Public Sector Marine Terminal employers and employees	Yes - Other service or product
188	29 CFR 1926	Federal	Statute	OSHA; all applicable standards which have been adopted and/or modified by the state (See #10/State regulations that mirror) establish specific health and safety standards for construction employers.	Yes	Construction employers and employees	Yes - Other service or product
189	29 CFR 1928	Federal	Statute	OSHA; all applicable standards which have been adopted by the state (See #11/State regulations that mirror) establish specific health and safety standards for agriculture employers.	Yes	Agriculture employers and employees	Yes - Other service or product
190	29 USC 2	Federal	Statute	OSHA/Labor; establishes BLS and annual generation of injury and illness reports.	Yes	Industry, Government Agency	Yes - Providing report

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191	Title 41, Chapter 13 (41-13-5 to 41-13-60)	State	Statute	Child Labor; establishes the Division's authority to manage/regulate child labor in the state.	Yes	State's children	Yes - Other service or product
192	Chapter 71, Article 3 (71-3100 to 71-3111)	State	Regulation	Child Labor; establishes how the Division exercises its authority to manage/regulate child labor in the state.	Yes	State's children	Yes - Other service or product
193	Title 41, Chapter 10 (41-10-10 to 41-10-110)	State	Statute	Payment of Wages; establishes the division's authority to manage/regulate the payment of wages to employees within the state.	Yes	State workforce (employers and employees)	Yes - Other service or product
194	Chapter 71, Article 6 (71-6000)	State	Regulation	Payment of Wages; establishes how the division exercises its authority to manage/regulate the payment of wages within the state.	Yes	State workforce (employers and employees)	Yes - Other service or product
195	Act 60 of 2001, Section 2	State	Uncodified Statute	Directs the Department of Insurance to impose a tax of thirty-five one-hundredths percent on fire insurance companies for capital improvements to the State Fire Academy.	No	N/A	No
196	Act 268 of 204, Section 6	State	Uncodified Statute	Directs the LLR Director to submit an annual report to Chairmen of the Senate and House Committees concerning the workload of the Administrator for the Accountancy Board.	Yes	Chairmen of the House and Senate LCI Committees	Yes --Provide a report
197	Proviso 81.1 (LLR: Fire Marshal-Authorization to Charge Fees for Training), 2017-2018 S.C. Appropriations Act, Part 1B.	State	Proviso	The Fire Academy may charge participants a fee to cover the cost of education, training programs, and operations. The revenue generated may be applied to the cost of operations, and any unexpended balance may be carried forward to the current fiscal year and utilized for the same purposes.	No	N/A	No

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198	Proviso 81.2 (LLR: Real Estate -Special Account), 2017-2018 S.C. Appropriations Act, Part 1B.	State	Proviso	Revenue in the Real Estate Appraisal Registry account shall not be subject to fiscal year limitations and shall carry forward each fiscal year for the designated purpose.	No	N/A	No
199	Proviso 81.3 (LLR: POLA - Ten Percent, Other Funds), 2017-2018 S.C. Appropriations Act, Part 1B.	State	Proviso	Remission of Funds in Program II.F. Professional and Occupational Licensing must remit annually an amount equal to ten percent of the expenditures to the general fund. The Contractor's Licensing Board must remit all revenues above their expenditures to the general fund. The revenue remitted by the Contractor's Licensing Board to the general fund includes the ten percent.	No	N/A	No
200	Proviso 81.4 (LLR: Fire Marshal Fallen Firefighters Memorial), 2017-2018 S.C. Appropriations Act, Part 1B.	State	Proviso	Division of the State Fire Marshal is authorized to accept gifts or grants of services, properties, or monies from individuals or public and private organizations to honor South Carolina firefighters who have died in the line of duty. All excess monies collected to erect a memorial are to be placed in a fund for upkeep and maintenance. Any later contributions are to be used for upkeep and maintenance.	No	N/A	No

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201	Proviso 81.5 (LLR: Firefighter Mobilization Project), 2017-2018 S.C. Appropriations Act, Part 1B.	State	Proviso	Directs LLR to utilize \$165,000 of the funds derived under Section 2 of Act 1377 of 1968, as amended by Act 60 of 2001 from the tax of thirty-five one-hundredths percent imposed annually on the gross premium receipts less premiums returned on canceled policy contracts and less dividends and returns of unabsorbed premium deposits of all fire insurance companies doing business in the State to fund the Firefighter Mobilization Project.	No	N/A	No
202	Proviso 81.6 (LLR: Match for Federal Funds), 2017-2018 S.C. Appropriations Act, Part 1B.	State	Proviso	State appropriations to the Department of Labor, Licensing and Regulation that are required to provide match for federal grant programs in the prior fiscal year may be carried forward into the current fiscal year and expended for the same purpose as originally appropriated.	No	N/A	No
203	Proviso 81.7 (LLR: Flexibility), 2017-2018 S.C. Appropriations Act, Part 1B.	State	Proviso	Authorizes LLR to spend Agency earmarked and restricted accounts to maintain OSHA programs previously funded with general fund appropriations. Any increase in spending authorization for these purposes must receive the prior approval of the Executive Budget Office.	No	N/A	No

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204	Proviso 81.8 (LLR: Immigration Bill Funding Report), 2017-2018 S.C. Appropriations Act, Part 1B.	State	Proviso	Prior to any funds carried forward from the prior fiscal year in Subfund 3135 being transferred to fund any other purpose, requires LLR to retain \$250,000 to fund the department's responsibilities under the South Carolina Illegal Immigration Reform Act. Requires LLR to compile an accountability report outlining expenditures of the Immigration Bill funding to be issued to the President Pro Tempore of the Senate, the Chairman of the Senate Finance Committee, the Chairman of the Senate Finance Natural Resources and Economic Development Subcommittee, the Speaker of the House of Representatives, the Chairman of the House Ways and Means Committee, and the Chairman of the House Ways and Means Transportation and Regulatory Subcommittee. That report must be issued on the first Tuesday of February in the current fiscal year.	Yes	President Pro Tempore of the Senate, Chairman of the Senate Finance Committee, Chairman of the Senate Finance Natural Resources and Economic Development Subcommittee, the Speaker of the House of Representatives, the Chairman of the House Ways and Means Committee, and the Chairman of the House Ways and Means Transportation and Regulatory Subcommittee	Yes -Providing Report
205	Proviso 81.9 (LLR: Authorized Reimbursement), 2017-2018 S.C. Appropriations Act, Part 1B.	State	Proviso	Prohibits LLR from authorizing reimbursement under Section 40-1-50(A) of the 1976 Code to members of any board listed in Section 40-1-40(B) for meetings held at any location other than the offices of the Department unless there has been a determination that the Department is unable to provide space for the meeting in a state-owned or leased facility in Richland or Lexington County.	No	N/A	No

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206	Proviso 81.10 (LLR: Illegal Immigration Hotline Assistance), 2017-2018 S.C. Appropriations Act, Part 1B.	State	Proviso	Upon the request of the Commission on Minority Affairs, the Department of Labor, Licensing, and Regulation shall provide assistance to establish and maintain a twenty-four hour toll free telephone number and electronic website to receive, record, collect, and report allegations of violations of federal immigration laws or related provisions of South Carolina law by any non-United States citizen or immigrant, and allegations of violations of any federal immigration laws or related provisions in South Carolina law against any non-United States citizen or immigrant.	No	N/A	No
207	Proviso 81.11 (LLR: Board of Pharmacy), 2017-2018 S.C. Appropriations Act, Part 1B.	State	Proviso	LLR: Pharmacy Interns. Requires the Board of Pharmacy to accept affidavits of practical experience from interns whose practical experience internships occurred in this State. The affidavit must provide that the supervising pharmacist and the site of experience is licensed and in good standing with the Board and that the internship falls within the criteria for internships set by the Board. The affidavit must be accompanied by a ten dollar fee to cover administrative costs associated with compliance with this proviso.	No	N/A	No
208	Proviso 81.12 (LLR: Office of State Fire Marshal-Clothing), 2017-2018 S.C. Appropriations Act, Part 1B.	State	Proviso	LLR is authorized to purchase and issue clothing to the non-administrative staff of the Office of the State Fire Marshal that are field personnel working in a regulatory aspect and/or certified to be a resident state fire marshal.	No	N/A	No

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209	Proviso 81.13 (LLR: Amusement Park Rides), 2017-2018 S.C. Appropriations Act, Part 1B.	State	Proviso	For the current fiscal year, prohibits LLR from enforcing provisions contained in Chapter 18, Title 41 of the 1976 Code, relating to amusement park rides, against open-wheel motorsport vehicles, karts, superkarts, gearbox or shifter karts, or go karts used for racing at speeds in excess of fifty miles per hour.	No	N/A	No

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Deliverables

(Study Step 1: Agency Legal Directives, Plan and Resources)

Agency Responding	Department of Labor, Licensing and Regulation
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Item #	Deliverable	Applicable Laws	Is deliverable provided because...	Optional - Service or Product component(s) (If deliverable is too broad to complete the remaining columns, list each product/service associated with the deliverable, and complete the remaining columns)	Associated Organizational Unit	Does the agency evaluate the outcome obtained by customers / individuals who receive the service or product (on an individual or aggregate basis?)	Does the agency know the annual # of potential customers?	Does the agency know the annual # of customers served?	Does the agency evaluate customer satisfaction?	Does the agency know the cost it incurs, per unit, to provide the service or product?	Does the law allow the agency to charge for the service or product?	Additional comments from agency (Optional)
1	Agency Permits/Certificates (Elevator -new installation and alteration permits and certificates of operation and Amusement Device Permits)	S.C. Code Ann. §41-16-90 Permits for new installations (elevators); 41-16-80 Alteration permits (elevators); 41-16-100 Operating certificates (elevators); 41-18-50 Permit required; duration of permit; revocation (amusement device)	Require		Office of Elevators and Amusement Rides	Yes	Yes	Yes	No	No	Yes	
2	New Elevator Installation and Alterations Inspections	S.C. Code Ann. §41-16-70 Inspections	Require		Office of Elevators and Amusement Rides	No	Yes	Yes	No	No	Yes	
3	Elevator and Amusement Ride Audits	S.C. Code Ann. §41-16-70 Inspections	Not specifically mentioned in law, but provided to achieve the requirements of the applicable law		Office of Elevators and Amusement Rides	No	No	Yes	No	No	No	
4	Accounting Practitioner and Certified Public Accountant Initial licenses and Renewal licenses	S.C. Code Ann. §40-2-35 Requirements for license to practice (CPA); 40-2-250 Renewal of licenses; renewal of registration; 40-2-550 Applicant qualifications (accounting practitioner); 40-2-560 Issuance of licenses	Require		Professional and Occupational Licensing - Office of Board Services	Yes	Yes	Yes	Yes	Yes	Yes	
5	Architect Initial Licenses and Renewal	S.C. Code Ann. §40-3-30 Licensing, certificate of authorization, and registration requirements; S.C. Code of Reg. Chapter 11, Section 5 Applications and Fees; Chapter 11, Section 8 Renewals	Require		Professional and Occupational Licensing - Office of Board Services	Yes	Yes	Yes	Yes	Yes	Yes	

Deliverables

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6	Athletics- Announcer, Athletics –Judge, Athletics –Manager, Athletics –Matchmaker, Mixed martial arts contestant—amateur, Mixed martial arts contestant—professional, Off the street boxer, Professional boxer, Professional kick boxer, Promoter, Promoter's representative, Referee, Second, Timekeeper, Trainer and Wrestler Initial Licenses	S.C. Code Ann. §40-81-230 Issuance of licenses; S.C. Code of Reg. Chapter 20, Sections 4.1 to 4.12 Licenses and Permits for Boxing; Chapter 20, Sections 20-22.2 to 22.4 Licenses and Permits for Kick Boxing; Chapter 20, Sections 20-23.2 to 23.9 Licenses and Permits for Wrestling; Chapter 20, Section 27.17 Licensing for Mixed Martial Arts	Require		Professional and Occupational Licensing - Office of Board Services	Yes	Yes	Yes	Yes	Yes	Yes	
7	Apprentice Auctioneer, Auctioneer, Purebred livestock auctioneer, and Tobacco auctioneer Initial Licenses and Renewals	S.C. Code Ann. §40-6-240 Term of licenses; renewal; 40-6-250 License required; S.C. Code of Reg. Chapter 14, Section 17 License Certification	Require		Professional and Occupational Licensing - Office of Board Services	Yes	Yes	Yes	Yes	Yes	Yes	

Deliverables

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8	Barber, Barber Apprentice, Barber Instructor, Hair braider, Manicurist Barber Assistant, Master Hair Care Specialist, Shampooist Barber Assistant, Student Barber Initial Licenses and Renewals	S.C. Code Ann. §40-7-30 Licensure requirement; 40-7-230 Barber assistant; requirements for licensure; certificate of registration for registered barber apprentice, registered barber, or master haircare specialist; 40-7-255 Hair braiding practitioner registration; training; term and renewal of registration; S.C. Code of Reg. Chapter 17, Sections 8 to 13 Barber Students; Chapter 17 Section 51 Minimum Requirements for Licensing of Cosmetologists as Master Hair Care Specialists	Require		Professional and Occupational Licensing - Office of Board Services	Yes	Yes	Yes	Yes	Yes	Yes	
9	Boiler Installers, Certified Boiler Inspectors Initial Licenses and Renewals	S.C. Code Ann. §40-14-80 Certification of special inspectors; examination	Require		Professional and Occupational Licensing - Office of Board Services	Yes	Yes	Yes	Yes	Yes	Yes	

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10	Building Code Enforcement Officer (provisional), Building Official, Commercial Inspector, Commercial Plans Examiner, Modular Building Manufacturer's Representative, Residential Inspector, Residential Plans Examiner, Single discipline inspector, Special Inspector Initial Licenses and Renewals	S.C. Code Ann. §6-8-40 Registration requirement for codes enforcement officer, contract inspector and special inspector; penalties; 6-8-60 Application for registration; special and general registration; 6-8-70 Duration of certificates; renewal; continuing education requirements; funding; S.C. Code of Reg. Chapter 8, Section 115 Classifications and Qualifications for Registration	Require		Professional and Occupational Licensing - Office of Board Services	Yes	Yes	Yes	Yes	Yes	Yes	
11	Chiropractic Preceptor, Chiropractor Initial Licenses and Renewals	S.C. Code Ann. §40-9-10 Definitions (chiropractic preceptor); 40-9-20 License required; students participating in a preceptorship or residency training program excepted; S.C. Code of Reg. Chapter 25, Sections 2 to 4 Licensure	Require		Professional and Occupational Licensing - Office of Board Services	Yes	Yes	Yes	Yes	Yes	Yes	

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12	Contractors -Concrete Contractor - Primary Qualifying Party, Construction Manager-General, Construction Manager- Mechanical, Electrical Mechanical Contractor- Primary Qualifying Party, Fire Alarm Contractor - Primary Qualifying Agent, Fire Alarm Contractor- Registered Employee, Fire Sprinkler Contractor - Primary Qualifying Party, General Roofing Contractor- Primary Qualifying Party, Glass & Glazing Contractor- Primary Qualifying Party, Heating Mechanical Contractor- Primary Qualifying Party, Highway Asphalt Paving Contractor -Primary Qualifying Party, Highway Bridges Contractor- Primary Qualifying Party,	S.C. Code Ann. §40-11-30 Licensing requirement; 40-11-250 Renewal of license; lapsed license; 40-11-400 Qualifying party certificates; 40-11-410 License classifications and subclassifications; S.C. Code of Reg. Chapter 29, Sections 70 to 100 Regulations Administering Fire Protection Sprinkler Systems Act; 40-79-220 Branch office and registered employee requirements (alarms systems)	Require		Professional and Occupational Licensing - Office of Board Services	Yes	Yes	Yes	Yes	Yes	Yes	

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13	Cosmetologist, Esthetician, Instructor - Cosmetologist, Instructor - Esthetician, Instructor - Nail Technician, and Nail Technician Initial Licenses and Renewals	S.C. Code Ann. §40-13-230 Qualifications for licensure; cosmetologist; esthetician; nail technician; 40-13-250 Biennial renewal of licenses; expiration; reinstatement; reexamination; inactive licenses; 40-13-310 Minimum curriculum for schools and qualifications for instructors; instructor's license; fee; renewal; S.C. Code of Reg. Chapter 35, Section 4 Instructor Qualifications and Applications; Chapter 35, Section 9. Instructor Renewal License; Chapter 35, Section 26 Minimum Requirements for Crossover Between Licensed Cosmetologists and Master Hair Care Specialists	Require		Professional and Occupational Licensing - Office of Board Services	Yes	Yes	Yes	Yes	Yes	Yes	

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14	Marriage and Family Therapist, Marriage and Family Therapist Intern, Marriage and Family Therapy Supervisor, Professional Counselor, Professional Counselor Intern, Professional Counselor Supervisor, and Psycho-Educational Specialist Initial Licenses and Renewals	S.C. Code Ann. §40-75-30 Licensure requirement; 40-75-250 Issuance of license; display; renewal; S.C. Code of Reg. Chapter 36, Sections 04 to 12 Licensing Provisions	Require		Professional and Occupational Licensing - Office of Board Services	Yes	Yes	Yes	Yes	Yes	Yes	
15	Dental Instructor, restricted (professor), Dental Assistant, Expanded Duty for Nitrous Oxide Monitoring, Dental Auxiliary Instructor, restricted (technical colleges), Dental Hygienist, Dental Hygienist, Nitrous Oxide Monitoring Certified, Dental Orthodontic Technician, Dental Technician, Dental Hygienist, Local Infiltration Anesthesia Administration Certified, Dentist, Deep Sedation Permitted, Dentist, General, Dentist, Moderate Sedation Permitted, Dentist, Sedation (Deep and Moderate) Provider, Dentist, Specialty (for each specialty recognized by American Dental Association), Mobile and Portable Dental Units Initial Licenses and Renewals	S.C. Code Ann. §40-15-120 Penalties for practice of dentistry or dental hygiene without license and for performance of dental or orthodontic technological work by unregistered person; 40-15-220. License to practice specialty; S.C. Code of Reg. Chapter 39, Section 1 License to Practice Dentistry; Chapter 39, Section 2 License of Practice Dental Hygiene; Chapter 39, Section 3 Registration as a Dental Technician; Chapter 39, Section 5 Registration of Licenses or Certificates	Require		Professional and Occupational Licensing - Office of Board Services	Yes	Yes	Yes	Yes	Yes	Yes	

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16	Dietician Initial Licenses and Renewals	S.C. Code Ann. §40-20-30 Licensing requirement; 40-20-55 Administration of Panel; fees; 40-20-60 Application; contents; 40-20-80 Renewal of license; late fees; inactive status; reinstatement and expiration	Require		Professional and Occupational Licensing - Office of Board Services	Yes	Yes	Yes	Yes	Yes	Yes	
17	Engineer -Associate, Engineer –Professional, Engineer-in-Training, Surveyor in training, Surveyor - Geographic Information Systems (GIS), Surveyor- Land (Tier A), Surveyor - Land (Tier B), and Surveyor-Photogrammetry Initial Licenses and Renewals	S.C. Code Ann. §40-22-50 Duties of board; promulgation of examination, licensing, and registration fees; records; register of applications for certificates of authorization; roster; 40-22-210 Eligibility requirement for license as engineer; 40-22-220 Licensure requirements; engineer-in-training; professional engineer; examination; 40-22-222 Licensing of existing engineers; review process; 40-22-225 Eligibility requirement for license as surveyor; 40-22-240 Renewal of registration; fees and late fees; lapsed license; continuing professional competency requirement; S.C. Code of Reg. Chapter 39, Section 202 Classifications and Scopes	Require			Yes	Yes	Yes	Yes	Yes	Yes	

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18	Environmental Certification Initial Licenses and Renewals - Bottled Water Class Operator, Wastewater treatment operator biological Class D, Wastewater treatment operator physical/chemical Class B, Wastewater treatment operator physical/chemical Class C, Wastewater treatment operator physical/chemical Class D, Wastewater treatment operator, biological Class A, Wastewater treatment operator, biological Class B, Wastewater treatment operator, biological Class C, Wastewater treatment operator, biological trainee, Wastewater treatment operator, physical/chemical Class A, Wastewater	S.C. Code Ann. §40-23-30 Environmental systems operator licensure requirement; 40-23-230 Issuance, renewal, and reinstatement of licenses; notification of address change; 40-23-300 Certification classifications; 40-23-305 Wastewater treatment operator licenses; 40-23-310 Water distribution system operator licenses; 40-23-320 Well drilling licenses; categories; classes.		Environmental systems	Professional and Occupational Licensing - Office of Board Services	Yes	Yes	Yes	Yes	Yes		
19	Forester Initial Licenses and Renewals	S.C. Code Ann. §48-27-120 Licensing and registration as registered foresters; exceptions; 48-27-190 Expiration and renewal of licenses; renewal fees; S.C. Code of Reg. Chapter 53, Section 7 Application for Registration; Chapter 53, Section 9 Expiration and Renewal	Require		Professional and Occupational Licensing - Office of Board Services	Yes	Yes	Yes	Yes	Yes	Yes	

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20	Embalmer, Embalmer Apprentice, Embalmer Student, Funeral Director, Funeral Director Apprentice, Funeral Director Student Initial Licenses and Renewals	S.C. Code Ann. §40-19-30 required licenses; permit restrictions regarding unlicensed persons; exemption; 40-19-50 Administrative and fiscal activities of board to be provided by Department of Labor, Licensing and Regulation; 40-19-230 Qualifications for license as embalmer for funeral director; examinations; conditions for licensure without examination; renewal of licenses; 40-19-240 Apprentices; application; certificate; periodic reporting; eligibility for licensure; sponsor limitations; 40-19-245 Student permits to engage in practice of funeral service; S.C. Code of Reg. Chapter 57, Sections 04 to 09 Licensing Provisions	Require		Professional and Occupational Licensing - Office of Board Services	Yes	Yes	Yes	Yes	Yes	Yes	

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21	Landscape Architects Initial Licenses and Renewals	S.C. Code Ann. §40-28-30 Licensure; qualifications; 40-28-40 Application form for licensure; 40-28-60 Renewal of license; requirements; reinstatement of license after lapse; return to active practice of emeritus landscape architect; 40-28-80 Administration of licensure program by Department of Labor, Licensing and Regulation; annual fees; S.C. Code of Reg. Chapter 76, Section 2 Registration; Chapter 76, Section 5 License Expiration, Renewals and Reinstatement	Require		Professional and Occupational Licensing - Office of Board Services	Yes	Yes	Yes	Yes	Yes	Yes	
22	LP Gas Appliance and Equipment Installer/servicer- Qualifying employee, LPG Cylinder Exchange Facility Qualifying Employee, LPG Dealer- Qualifying employee, LPG Reseller- Qualifying employee, LPG Transporter- Qualifying employee, and LPG Utility Gas Plant- Qualifying employee Initial Licenses and Renewals	S.C. Code Ann. §40-82-30 Unlawful acts without license; exemption; 40-82-50 Department to provide administrative and other support of board operations and activities; 40-82-220 License application requirements for various persons or entities; renewal	Require		Professional and Occupational Licensing - Office of Board Services	Yes	Yes	Yes	Yes	Yes	Yes	

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23	Community Residential Care Administrator, Community Residential Care Administrator Trainee (AIT), Community Residential Care Facility Administrator Preceptor, Nursing Home Administrator, Nursing Home Administrator Preceptor, and Nursing Home Administrator Trainee (AIT) Initial Licenses and Renewal Licenses	S.C. Code Ann. §40-35-40 Issuance of license; qualifications and requirements; S.C. Code of Reg. Chapter 93, Section 70 Additional combination of education and experience acceptable by the Board; Criminal Background Check; Completion of probation or parole; Chapter 93, Section 80 Administrator-in-Training Program Requirements; Chapter 93, Section 200 Continuing Education for Relicensure	Require		Professional and Occupational Licensing - Office of Board Services	Yes	Yes	Yes	Yes	Yes	Yes	
24	Manufactured Home Contractor, Manufactured Home Dealer - Authorized Official, Manufactured Home Installer, Manufactured Home Multi-Lot Salesperson, Manufactured Home Repairer, Manufactured Home Retail Salesman, and Manufactured Home Salesperson Apprentice Initial Licenses and Renewal Licenses	S.C. Code Ann. §40-29-30 License requirement; administrative penalty; appeal; 40-29-40 Operations and activities provided by Department of Labor, Licensing and Regulation; 40-29-200 License expiration; applicant requirements for license.	Require		Professional and Occupational Licensing - Office of Board Services	Yes	Yes	Yes	Yes	Yes	Yes	

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25	Massage/Bodywork Therapist Initial Licenses and Renewals	S.C. Code Ann. §40-30-110 Qualifications for license; 40-30-60 Employees; duties; S.C. Code of Reg. Chapter 77, Section 100 Qualifications for Licensure	Require		Professional and Occupational Licensing - Office of Board Services	Yes	Yes	Yes	Yes	Yes	Yes	
26	Board of Medical Examiners Initial Licenses and Renewal Licenses - Acupuncturist, Anesthesiologist's Assistant, Auricular Detoxification Therapist, Auricular Therapist, Cardiovascular Invasive Specialist, Medical Professor (academic license), Physician, Physician Assistant, Physician -Limited (training), Respiratory Care Practitioner (therapist or technician)	S.C. Code Ann. §40-47-31 Limited and temporary licenses; 40-47-32 Permanent licenses; requirements; examinations; post-graduate medical residency training requirements; fee; 40-47-33 Academic license; qualifications; responsibility of dean for compliance with practice limitations; 40-47-41 License renewal; notification of change of address or adverse disciplinary action in another jurisdiction; 40-47-50 Administrative support; fees to cover costs of operation of board; maintenance of records; 40-47-520 Licensing requirement (respiratory care); 40-47-640 Renewal and reinstatement of licenses (respiratory care); 40-47-720 License to practice acupuncture; requirements and	Require		Professional and Occupational Licensing - Office of Board Services	Yes	Yes	Yes	Yes	Yes	Yes	

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27	Advanced Practice Registered Nurse with Prescription Privileges, Nurse Anesthetist, Nurse Midwife, Nurse Practitioner, Nurse Specialist – Clinical, Nurse- Licensed Practical, Nurse - Registered Initial Licenses and Renewal Licenses	S.C. Code Ann. §40-33-30 Licensing requirement; use of title "nurse"; exceptions; establishment of policies to cover special health care needs; 40-33-20 Definitions; 40-33-38 Renewal of licenses	Require		Professional and Occupational Licensing - Office of Board Services	Yes	Yes		Yes	Yes		
28	Occupational Therapist and Occupational Therapy Assistant Initial Licenses and Renewal Licenses	S.C. Code Ann. §40-36-30 Required licenses; practice while license suspended or revoked; penalty; 40-36-50 Administrative and fiscal activities of board to be provided by Department of Labor, Licensing and Regulation; establishment of fees; S.C. Code of Reg. Chapter 94, Sections 04 to 07 Licensing Provisions.	Require		Professional and Occupational Licensing - Office of Board Services	Yes	Yes	Yes	Yes	Yes	Yes	
29	Apprentice Optician, Contact Lens Optician, Optician and Optometrist Therapeutic Initial Licenses and Renewal Licenses	S.C. Code Ann. §40-38-50 Administration of Board by Department of Labor, Licensing and Regulation; 40-38-240 Qualifications for licensure as optician or contact lens optician; 40-38-260 Annual renewal of licenses and registrations; revocation for default; reinstatement; continuing education requirements	Require		Professional and Occupational Licensing - Office of Board Services	Yes	Yes	Yes	Yes	Yes	Yes	

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30	Optometrist Initial Licensing and Renewals	S.C. Code Ann. §40-37-240	Require		Professional and Occupational Licensing - Office of Board Services	Yes	Yes	Yes	Yes	Yes	Yes	
31	Pharmacist, Pharmacy Intern, Pharmacy Technician –Certified, Pharmacy Technician-Registered Initial Licenses and Renewals	S.C. Code Ann. §40-43-80	Require		Professional and Occupational Licensing - Office of Board Services	Yes	Yes	Yes	Yes	Yes	Yes	

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32	Physical Therapist, Physical Therapy Assistant Initial Licenses and Renewals	S.C. Code Ann. §40-45-30 Required licenses; practice while license suspended or revoked; practice without license; penalties; 40-45-50 Administrative and fiscal responsibilities of board to be provided by Department of Labor, Licensing and Regulation; establishment of fees	Require		Professional and Occupational Licensing - Office of Board Services	Yes	Yes	Yes	Yes	Yes	Yes	
33	Apprentice Pilot, First Short Branch Pilot, Fourth Short Branch Pilot, Harbor (full branch) Pilot, Second Short Branch Pilot-Third Short Branch Pilot Initial Licenses and Renewals	S.C. Code Ann. §54-15-110 Licenses or branches and oath of pilots and apprentices	Require		Professional and Occupational Licensing - Office of Board Services	Yes	Yes	Yes	Yes	Yes	Yes	
34	Podiatrist, Podiatrist, training (limited license)	S.C. Code Ann. §40-51-60 Preceptorships and residency program; 40-51-65 License required to practice; examination; qualifications; temporary license; 40-51-140 Annual renewal of licenses; continuing education requirements	Require		Professional and Occupational Licensing - Office of Board Services	Yes	Yes	Yes	Yes	Yes	Yes	
35	Psychologist Initial Licenses and Renewal Licenses	S.C. Code Ann. §40-55-55 Licensure requirement; 40-55-80 Application for license; qualifications of applicants	Require		Professional and Occupational Licensing - Office of Board Services	Yes	Yes	Yes	Yes	Yes	Yes	

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36	Appraiser- Apprentice, Appraiser-Certified General, Appraiser-Licensed, Appraiser-Mass, General Appraiser-Certified Mass, Residential Appraiser-Certified Mass, Residential Appraiser - Mass Initial Licenses and Renewal Licenses	S.C. Code Ann. §40-60-20 Definitions; 40-60-30 License requirement; exceptions; 40-60-33 Educational and applicable experience requirements; 40-60-35 Continuing education requirements; exceptions	Require		Professional and Occupational Licensing - Office of Board Services	Yes	Yes	Yes	Yes	Yes	Yes	
37	Property Manager, Property Manager-In-charge, Real Estate Broker, Real Estate Broker-In-Charge, Real Estate Instructor, Real Estate Salesperson, Time Share Salesperson Initial Licenses and Renewal Licenses; Time Share Salesperson Initial Licenses and Renewal Licenses; Time Share Salesperson Initial Licenses and Renewal Licenses, Time Share Plan and Out of State Subdivided Land Sales Registrations	S.C. Code Ann. §40-57-20 Valid licensure requirement for real estate brokers, salespersons, and property managers; 40-57-110 Issuance and classification of license; inactive status; renewal; lapse	Require	Valid licensure requirement	Professional and Occupational Licensing - Office of Board Services	Yes	Yes	Yes	Yes	Yes	Yes	

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38	Geologist, Geologist-In-training Initial Licenses and Renewal Licenses	S.C. Code Ann. §40-77-30 Submission of evidence of qualifications to practice; requirement to register; 40-77-50 Provision of staffing, fiscal, and licensing operations and activities by Department of Labor, Licensing and Regulation; 40-77-230 Eligibility for registration; qualifications; certificate of registration	Require		Professional and Occupational Licensing - Office of Board Services	Yes	Yes	Yes	Yes	Yes	Yes	

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39	Residential Home Builder, Residential Home Inspector, Certificate of Authorization, Residential Builder, Specialty Contractor— Residential HVAC Heating and Air Conditioning installers and repairers, Residential Stucco Installer, Residential Carpenter, Residential Drywall Installer Contractor, Residential Electrician, Residential Floor Covering Installer, Residential Insulation Installer, Residential Mason, Residential Painter/Wallpaperer, Residential Plumber, Residential Roofer, Residential Vinyl/Aluminum Siding Installer Initial Licenses, Reinstatements, and Renewals Builder,	S.C. Code Ann. §40-59-20 Definitions; 40-59-220. Licenses and certificates of registration; application; qualifications; bonds; examinations; reciprocity; 40-59-230 Renewal; continuing education; notification of change of circumstances; 40-59-520 Licensing requirement (home inspector); licensing of business entity; S.C. Code of Reg. Chapter 106, Section 1 Classification of Residential Specialty Contractors; Chapter 106, Section 2 Residential Specialty Contractors License; Chapter 106, Section 4 Qualifications for Home Inspectors	Require		Professional and Occupational Licensing - Office of Board Services	Yes	Yes	Yes	Yes	Yes	Yes	

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40	Social Worker-Baccalaureate, Social Worker-Clinical Practice Supervisor, Social Worker-Independent Advanced Practice, Social Worker-Independent Clinical Practice, Social Worker- Independent Advanced Practice Supervisor, Social Worker-Masters Initial Licenses and Renewal Licenses	S.C. Code Ann. §40-63-30 License as a prerequisite to practice or offer to practice; providing social work services through telephone or electronic means; 40-63-250 Issuance of license; display; indication of title on documents; renewal; lapse	Require		Professional and Occupational Licensing - Office of Board Services	Yes	Yes	Yes	Yes	Yes	Yes	
41	Soil Classifier, Professional and Soil-Classifier-in-Training Initial Licenses and Renewal Licenses	S.C. Code Ann. §40-65-20 Administration of chapter; department is agency of registration; appointment and membership of advisory council; 40-65-36 Issuance of license; prima facie evidence; issuance of certification; fees; limitations; examination, reciprocity; 40-65-38 Renewal of license; requirements; reinstatement of license after lapse	Require		Professional and Occupational Licensing - Office of Board Services	Yes	Yes	Yes	Yes	Yes	Yes	
42	Audiology Intern, Speech-Language Pathologist, Speech-Language Pathology Assistant, Speech-Language Pathology Intern Initial Licenses and Renewal Licenses	S.C. Code Ann. §40-67-220 Period of licensure; submitted or documented evidence; inactive licensure; 40-67-270 Renewal periods; renewal fee; evidence of continuing education; reinstatement of license	Require		Professional and Occupational Licensing - Office of Board Services	Yes	Yes	Yes	Yes	Yes	Yes	

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43	Pyrotechnic Operator Commercial Indoor, Pyrotechnic Operator Commercial Outdoor, Pyrotechnic Operator Motion Picture, Pyrotechnic Operator Rockets, Pyrotechnic Operator Trainee, Pyrotechnic Operator Unrestricted, Pyrotechnic displays and Operators Licenses	S.C. Code Ann. §23-9-60 Duty to require conformance with minimum fire prevention and protection standards; S.C. Code of Reg. Chapter 71, Section 8305.3 Licensing and Permitting Fees; Chapter 71, Section 8305.4 Qualifications of Operators	Allow		Division of Fire and Life Safety -Office of the State Fire Marshal	Yes	Yes	Yes	Yes	Yes	Yes	
44	Veterinarian, Veterinary Technician, Veterinarian trainee (temporary license for clinical experience) Initial Licenses and Renewal Licenses	S.C. Code Ann. §40-69-220 Application for veterinary license examination; conduct and evaluation of examination; 40-69-230 Application for veterinary technician license examination; qualifications; conduct and evaluation of examination	Require		Professional and Occupational Licensing - Office of Board Services	Yes	Yes	Yes	Yes	Yes	Yes	
45	SCDC facility compliance inspections	S.C. Code Ann. §24-9-20 Inspection of State and local facilities housing prisoners or pretrial detainees; reports	Require		Division of Fire and Life Safety -Office of the State Fire Marshal	Yes	Yes	Yes	No	No	No	

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46	Facility permits/licenses for accounting, architectural, auction, engineering, landscape architectural, and surveying firms; contractors and builders; alarm businesses; pharmacies, non-dispensing drug outlets, medical gas and prescription device dispensers; salons; barbershops, cemeteries, funeral establishments; dental sedation offices and mobile dental units, and dealer lots for manufactured housing; real estate appraisal management companies; school approvals for nursing schools, cosmetology schools, barber schools;	S.C. Code Ann. §40-2-40 Grant or renewal of registration to practice as a firm (accounting); 40-3-30 Licensing, certificate of authorization, and registration requirements (architecture); 40-6-235 Requirements for license as an auction firm; 40-7-320 Barbershops to be registered; 40-7-350 License required for barber colleges and instructors; 40-8-40 Licensure requirements, "perpetual Care: and "No Perpetual Care" designations; 40-10-41 Licensing provisions (fire sprinkler contractors); 40-11-30 Licensing requirement (general and mechanical contractors); 40-13-300 Licensing of salons; issuance and display of license; license not transferrable; 40-13-340 Licensing of schools; submission of floor plan	Require		Professional and Occupational Licensing - Office of Board Services	Yes	Yes	Yes	Yes	Yes	No	

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47	Initial, Routine, and Compliance Inspections Athletic events, pharmacies, salons, barbershops, boilers, funeral establishments, dental sedation offices, cemeteries, manufactured housing dealer lots, real estate offices.	S.C. Code of Reg. Chapter 20, Section 9 Athletic Commission Representative Duties Regulation; S.C. Code Ann. §40-7-330 Inspection of barbershop or barber schools; 40-8-110 Care and maintenance trust funds; merchandise accounts; financial reports; 40-19-80 Inspector to be hired by board; qualifications (funeral); 40-13-290 Requirements and restrictions applicable to schools and salons; inspections (cosmetology); 40-15-410 Requirements for sedation permit; 40-19-270 Permit for funeral establishment . . . Inspection of premises; S.C. Code Reg. Chapter 57, Section 15 Funeral Services Inspection Guidelines Regulation; 40-29-310 Board entry for purpose of inspection	Require		Professional and Occupational Licensing - Office of Investigations and Enforcement	Yes	No	Yes	No	Yes	No	
48	Investigations of complaints of misconduct against professional and occupational licensees and permit holders.	S.C. Code Ann. §40-1-80 Investigations; 40-1-90 Disciplinary action proceedings	Require		Professional and Occupational Licensing - Office of Investigations and Enforcement	Yes	No	Yes	No	Yes	No	

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49	Resolution of allegations of misconduct against licensees through the board-specific disciplinary process	S.C. Code Ann. §40-47-110 Misconduct constituting grounds for disciplinary action; temporary suspensions; review of final actions; conduct subverting security or integrity of medical licensing exam process; 40-47-117 Formal complaint; service; answer; formal hearing by panel; filing of report with board; board action; notice; 40-47-118 Discovery; exchange of information and evidence; depositions; prehearing motions; 40-47-119 Information to be exchanged before hearing; admissibility; identification of relevant portions of information; 40-47-590(C) Responsibilities of committee (Respiratory care committee); investigatory powers of board;	Require		Division of Legal Services	Yes	Yes	Yes	No	No	No	
50	Animal Shelter Registration	S.C. Code Ann. §40-69-300 Registration of animal shelters that provide veterinary services;	Require		Professional and Occupational Licensing - Office of Board Services	No	No	Yes	No	No	No	

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51	E-Verification compliance audits	S.C. Code Ann. 41-8-20; South Carolina employment licenses; federal work authorization program; requirements for verification of new employees; contractors and subcontractors; 41-8-50 Violations; investigations; suspension and revocation of license; 41-8-120 Promulgation of regulations; statewide random auditing program	Not specifically mentioned in law, but provided to achieve the requirements of the applicable law		Office of Immigration Compliance	Yes	Yes	Yes	No	No	Yes	
52	Firefighter/Industrial training	S.C. Code Ann. §23-10-10 Operation of South Carolina Fire Academy; Fire Academy advisory committee created; membership	Require		Division of Fire and Life Safety - Fire Academy	Yes	Yes	Yes	Yes	No	Yes	
53	Hydrogen Permitting and Inspection Program	S.C. Code Ann. §23-9-550; Fire Marshal Duties S.C. Code of Reg. Chapter 71, Section 8306.1 to 8306.5 Hydrogen Facilities Fire Marshal Regulations	Require		Division of Fire and Life Safety - Office of State Fire Marshal	Yes	No	Yes	No	No	Yes	
54	V-SAFE Grant Administration	S.C. Code Ann. §23-9-25 (F)(1) Volunteer Strategic Assistance and Fire Equipment Program; purpose; administration of grants.	Require		Division of Fire and Life Safety - Office of State Fire Marshal	Yes	Yes	Yes	Yes	No	No	
55	DSS foster home fire safety and lead inspections, DDSN facility inspections, State Building Inspections	S.C. Code Ann. §23-9-50 Authority to inspect buildings or premises	Allow		Division of Fire and Life Safety - Office of State Fire Marshal	Yes	Yes	Yes	Yes	Yes	Yes	

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56	Blasters, Explosives, and Fire Equipment Dealers Permits	S.C. Code Ann. §23-36-80 Promulgation of Regulations by Division of State Fire Marshal; administrative procedures applicable; enforcement of chapter by State Fire Marshal; 23-9-45 Class D fire equipment dealer license or fire equipment permit; proof of training; fees; S.C. Code of Reg. Chapter 71, Sections 8302.3. to 8302.4 Fire Marshal Explosives Regulations; Chapter 71, Sections 8303.1 to 8303.18 Fire Marshal Portable Fire Extinguishers and Fixed Fire Extinguishing System Regulations	Require		Division of Fire and Life Safety - Office of State Fire Marshal	Yes	No	Yes	No	Yes	Yes	

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57	Blasters, Explosives, and Fire Equipment Dealers Inspections	S.C. Code Ann. §23-36-80 Promulgation of Regulations by Division of State Fire Marshal; administrative procedures applicable; enforcement of chapter by State Fire Marshal; 23-9-60 Duty to require conformance with minimum fire prevention and protection standards; S.C. Code of Reg. Chapter 71, Section 8303.3. B.5 Portable Fire Extinguishers and Fixed Fire Extinguishing System Regulations; Chapter 71, Sections 8302.5 to 8302.7 Fire Marshal Explosives Regulations	Allow		Division of Fire and Life Safety - Office of State Fire Marshal	Yes	No	Yes	No	Yes	Yes	
58	Fire Marshal Training and Certificates	S.C. Code Ann. §23-9-30 Resident fire marshals; persons who may act under authority of State Fire Marshal	Allow		Division of Fire and Life Safety - Office of State Fire Marshal	Yes	No	Yes	No	No	Yes	
59	Fire Code Enforcement	S.C. Code Ann. § 23-9-40 Duty of State Fire Marshal to enforce certain laws and ordinances; 23-9-60 Duty to require conformance with minimum fire prevention and protection standards	Require		Division of Fire and Life Safety - Office of State Fire Marshal	Yes	No	Yes	No	No	No	

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60	Fire Cause and Origin Investigation	S.C. Code Ann. §23-9-40(f); Duty of State Fire Marshal to enforce certain laws and ordinances; 23-9-210 Creation of Program; advisory committee; laboratory services; 23-9-220; Duties and responsibilities; 23-9-230 Powers of investigators and of program (Arson Control); S.C. Code of Reg. Chapter 71, Section 8300.6 B	Require		Division of Fire and Life Safety - Office of State Fire Marshal	Yes	No	Yes	No	No	No	
61	Determine Eligibility for Income Tax Deduction by Volunteers	S.C. Code Ann. §23-9-190 Determining eligibility for income tax deduction by volunteer fighters, rescue squad members, and Hazardous Materials Response Team Members	Require		Division of Fire and Life Safety - Office of State Fire Marshal	Yes	Yes	Yes	No	No	No	
62	Administration of Firefighter Mobilization Plan	S.C. Code Ann. §23-49-30 Officers; meetings; vacancies; 23-49-70 State and regional coordinators	Require		Division of Fire and Life Safety - Emergency Response Task Force	Yes	No	Yes	Yes	No	No	
63	Registration of Firefighters	S.C. Code Ann. §40-80-30 Registration, maintenance, and availability of information	Require		Division of Fire and Life Safety - Fire Academy	Yes	No	Yes	No	No	No	

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64	LP Gas and Pyrotechnic Retailer Licensing Inspections	S.C. Code Ann. §23-9-20 Additional duties of State Fire Marshal; 23-9-40 Duty of State Fire Marshal to enforce certain laws and ordinances; S.C. Code of Reg. Chapter 71, Section 8305.3 D Fire Marshal Fireworks and Pyrotechnics Regulations	Require		Division of Fire and Life Safety- Office of State Fire Marshal	Yes	No	Yes	No	Yes	Yes	
65	Licensure Exams for Professional and Occupational Boards	S.C. Code Ann. §40-1-50(A) Authority of department; record of proceedings, roster of licensees; fee structures; 40-82-230 Examinations and equivalencies	Require		Professional and Occupational Licensing - Office of Board Services	Yes	Yes	Yes	No	Yes	Yes	
66	Monitor Continuing Educational Requirements for Renewal Licensure	S.C. Code Ann. §40-1-50(A) Authority of department; record of proceedings, roster of licensees; fee structures	Allow		Professional and Occupational Licensing - Office of Board Services	Yes	Yes	Yes	No	Yes	No	
67	License special inspectors for amusement ride and elevator inspections	S.C. Code Ann. §41-18-80 Inspection procedures	Require		Office of Elevators and Amusement Rides	Yes	Yes	Yes	No	No	Yes	
68	Make available registry of licensees upon request	S.C. Code Ann. §40-1-50(C) Authority of department; record of proceedings, roster of licensees; fee structures	Require		Professional and Occupational Licensing - Office of Board Services	No	Yes	Yes	No	No	Yes	
69	License suspension for Family Independence Act violations	S.C. Code Ann. §40-1-50(H) Authority of department; record of proceedings, roster of licensees; fee structures	Require		Professional and Occupational Licensing - Office of Board Services	Yes	No	Yes	No	No	No	
70	Temporary professional and occupational licenses for military spouses	S.C. Code Ann. §40-1-630 Temporary professional licenses; applications	Allow		Professional and Occupational Licensing - Office of Board Services	Yes	No	Yes	No	Yes	No	

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71	Maintain naloxonesavessc.org website to facilitate licensed pharmacists to register and dispense Naloxone Hydrochloride products to persons without a prescription under certain conditions.	S.C. Code Ann. §44-130-40 Pharmacists may dispense opioid antidote; joint written protocol	Not specifically mentioned in law, but provided to achieve the requirements of the applicable law		Professional and Occupational Licensing - Office of Board Services	Yes	Yes	Yes	Yes	Yes	No	
72	Consultations (eliminate and prevent workplace injury)	S.C. Code Ann. §41-15-80 Employers shall furnish safe place; compliance of employers and employees to certain rules; 41-15-90 Employers shall inform employees of protections and obligations; exceptions; 41-15-100 Exposure of employees to potentially harmful materials; S.C. Code of Reg. Chapter 71, Sections 100 to 113 General provisions OSHA Regulations	Not specifically mentioned in law, but provided to achieve the requirements of the applicable law		Division of Occupational Safety and Health Administration	Yes	Yes	Yes	Yes	Yes	No	

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73	Trainings - Employers/Employees	S.C. Code Ann. §41-15-80 Employers shall furnish safe place; compliance of employers and employees to certain rules; 41-15-90 Employers shall inform employees of protections and obligations; exceptions; 41-15-100 Exposure of employees to potentially harmful materials; S.C. Code of Reg. Chapter 71, Sections 100 to 113 General provisions OSHA Regulations	Not specifically mentioned in law, but provided to achieve the requirements of the applicable law		Division of Occupational Safety and Health Administration	No	Yes	Yes	No	Yes	No	
74	Closing Conference, inspection/investigation citation	S.C. Code of Reg. Chapter 71, Sections 400 to 411 OSHA Enforcement of Violations Regulations; Chapter 71, Sections 500 to 512 OSHA Inspection Regulations	Require		Division of Occupational Safety and Health Administration	No	No	No	No	Yes	No	
75	Reports (injury/illness)	29 USC 2 Collection, collation, and reports of labor statistics	Require		Division of Occupational Safety and Health Administration	No	No	No	No	Yes	No	

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76	Rulemaking/Public Hearing/Variance	S.C. Code Ann. §41-15-80 Employers shall furnish safe place; compliance of employers and employees to certain rules; 41-15-90 Employers shall inform employees of protections and obligations; exceptions; 41-15-100 Exposure of employees to potentially harmful materials; 41-15-210 Commissioner may promulgate, modify or revoke rules and regulations; 41-15-220 Notice and hearing; occupational safety and health standards not subject to Administrative Procedure Act; rebuttable presumptions created by publication of notice; 41-15-230 Effective dates; 41-15-240 Temporary permits for variances; 41-15-250 Permits for permanent variances;	Require		Division of Occupational Safety and Health Administration	Yes	No	Yes	Yes	Yes	No	

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77	Youth Safety Program (OSHA 10 classes, Safety Awareness classes)	S.C. Code Ann. §41-15-80 Employers shall furnish safe place; compliance of employers and employees to certain rules; 41-15-90 Employers shall inform employees of protections and obligations; exceptions; 41-15-100 Exposure of employees to potentially harmful materials; S.C. Code of Reg. Chapter 71, Sections 100 to 113 General provisions of OSHA Regulations.	Not specifically mentioned in law, but provided to achieve the requirements of the applicable law		Division of Occupational Safety and Health Administration	No	No	Yes	No	Yes	No	
78	Partnerships/Alliances	S.C. Code Ann. §41-15-80 Employers shall furnish safe place; compliance of employers and employees to certain rules; 41-15-90 Employers shall inform employees of protections and obligations; exceptions; 41-15-100 Exposure of employees to potentially harmful materials; S.C. Code of Reg. Chapter 71, Sections 100 to 113. General provisions OSHA Regulations.	Not specifically mentioned in law, but provided to achieve the requirements of the applicable law		Division of Occupational Safety and Health Administration	No	No	Yes	No	Yes	Yes	

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79	FOIA responses (protection of confidential, sensitive and/or trade secret information)	S.C. Code of Reg. Chapter 71, Sections 900 to 912 Rules of Agency Practice and Procedure Concerning LLR OSHA Division Access to Employee Medical Records; Chapter 71, Sections 1100 to 1108 Rules of Agency Practice and Procedure Concerning LLR OSHA Division Disclosure Policy and Confidentiality of Trade Secrets	Require		Division of Occupational Safety and Health Administration	Yes	No	Yes	Yes	Yes	No	
80	Customer service (telephone calls, correspondence, in-person contact)	S.C. Code Ann. §41-15-80 Employers shall furnish safe place; compliance of employers and employees to certain rules; 41-15-90 Employers shall inform employees of protections and obligations; exceptions; 41-15-100 Exposure of employees to potentially harmful materials; S.C. Code of Reg. Chapter 71, Sections 100 to 113 General provisions of OSHA Regulations	Not specifically mentioned in law, but provided to achieve the requirements of the applicable law		Division of Occupational Safety and Health Administration	Yes	No	Yes	Yes	Yes	No	

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81	Compliance Assistance (interpretive letters, technical assistance, guidance documents, custom industry information)	S.C. Code Ann. §41-15-80 Employers shall furnish safe place; compliance of employers and employees to certain rules; 41-15-90 Employers shall inform employees of protections and obligations; exceptions; 41-15-100 Exposure of employees to potentially harmful materials; S.C. Code of Reg. Chapter 71, Sections 100 to 113 General provisions of OSHA Regulations	Not specifically mentioned in law, but provided to achieve the requirements of the applicable law		Division of Occupational Safety and Health Administration	No	No	Yes	No	Yes	No	
82	Recognition Programs (VPP/Sharp/Safety Awards)	S.C. Code Ann. §41-15-80 Employers shall furnish safe place; compliance of employers and employees to certain rules; 41-15-90 Employers shall inform employees of protections and obligations; exceptions; 41-15-100 Exposure of employees to potentially harmful materials; S.C. Code of Reg. Chapter 71, Sections 100 to 113. General provisions OSHA Regulations.	Not specifically mentioned in law, but provided to achieve the requirements of the applicable law		Division of Occupational Safety and Health Administration	No	No	Yes	No	Yes	No	

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83	Inspection/Investigation (Eliminate and prevent 11c discrimination and workplace injury)	S.C. Code Ann. §41-15-520 Remedies of an employee charging discrimination; S.C. Code of Reg. Chapter 71, Sections 400 to 411 OSHA Enforcement Regulations; Chapter 71, Sections 500 to 512 OSHA Inspection Regulations; Chapter 71, Sections 500 to 512; Chapter 71, Subarticle 6 State OSHA Standards for General Industry and Public Sector Marine Terminals; Chapter 71, Subarticle 7 State OSHA Standards for the Construction Industry; Chapter 71, Subarticle 8, State OSHA Standards for Agricultural Operations; Chapter 71, Sections 1001 to 1021 OSHA Regulations Prohibiting Discrimination Against Those Exercising OSHA Rights; 29 CFR 1910 Federal OSHA Standards for General Industry and Public Sector Marine Terminals; 29 CFR 1926 Federal OSHA Standards for Construction	Require		Division of Occupational Safety and Health Administration	No	No	Yes	No	Yes	No	
84	Informal Conference	S.C. Code of Reg. Chapter 71, Sections 400 to 411 OSHA Enforcement of Violations Regulations	Require		Division of Occupational Safety and Health Administration							

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1	Agency Permits/Certificates (Elevator - new installation and alteration permits and certificates of operation and Amusement Device Permits)	Require		Risk of physical harm and loss of life.	Maintain statutory and regulatory authority.	DHEC
2	New Elevator Installation and Alterations Inspections	Require		Risk of physical harm and loss of life.	Maintain statutory and regulatory authority.	DHEC
3	Elevator and Amusement Ride Audits	Not specifically mentioned in law, but provided to achieve the requirements of the applicable law		Undetected non-compliance may result in risk of physical harm and loss of life.	Support Elevator and Amusement Ride Audits.	DHEC
4	Accounting Practitioner and Certified Public Accountant Initial licenses and Renewal licenses	Require		Unlicensed or unprofessional practice may expose clients to financial risks in business transactions or unsuccessful audits.	Maintain statutory and regulatory authority.	Department of Revenue
5	Architects Initial Licenses and Renewals	Require		Unlicensed or unprofessional practice may expose the public to the risk of damage to property or bodily harm.	Maintain statutory and regulatory authority.	DHEC

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6	Athletics- Announcer, Athletics - Judge, Athletics - Manager, Athletics - Matchmaker, Mixed martial arts contestant - amateur, Mixed martial arts contestant - professional, Off the street boxer, Professional boxer, Professional kick boxer, Promoter, Promoter's representative, Referee, Second, Timekeeper, Trainer and Wrestler Initial Licenses and Renewals	Require		Unregulated professionals may give rise to the risk of physical harm to the fighter.	1. Maintain statutory and regulatory authority. 2. Move Board to an agency where it could promote the industry. Unlike other professions under agency umbrella, regulation of Athletics protects the fighter as opposed to the general public, and its revenue is based upon the number of events that occur in South Carolina. This board may be better served if housed within an agency that would allow it to be actively promoting fights to receive revenue.	Department of Commerce
7	Apprentice Auctioneer, Auctioneer, Purebred livestock auctioneer, and Tobacco auctioneer Initial Licenses and Renewals	Require		Unlicensed or unprofessional practice may expose clients to financial risks in business transactions.	Maintain statutory and regulatory authority.	Department of Revenue
8	Barber, Barber Apprentice, Barber Instructor, Hair braider, Manicurist Barber Assistant, Master Hair Care Specialist, Shampooist Barber Assistant, Student Barber Initial Licenses and Renewals	Require		Unlicensed or unprofessional practice may expose clients to unsanitary conditions and biological hazards.	Maintain statutory and regulatory authority.	DHEC
9	Boiler Installers, Certified Boiler Inspectors Initial Licenses and Renewals	Require		Unlicensed or unprofessional practice may expose the public to the risk of damage to property or bodily harm.	Maintain statutory and regulatory authority.	DHEC

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10	Building Code Enforcement Officer (provisional), Building Official, Commercial Inspector, Commercial Plans Examiner, Modular Building Manufacturer's Representative, Residential Inspector, Residential Plans Examiner, Single discipline inspector, and Special Inspector Initial Licenses and Renewals	Require		Unlicensed or unprofessional practice may expose the public to the risk of damage to property or bodily harm.	Maintain statutory and regulatory authority.	DHEC
11	Chiropractic Preceptor and Chiropractor Initial Licenses and Renewals	Require		Unlicensed or unprofessional practice may result in bodily harm to patients.	Maintain statutory and regulatory authority.	DHEC, DHHS

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12	Contractors - Concrete Contractor - Primary Qualifying Party, Construction Manager - General, Construction Manager - Mechanical, Electrical Mechanical Contractor - Primary Qualifying Party, Fire Alarm Contractor - Primary Qualifying Agent, Fire Alarm Contractor r - Registered Employee, Fire Sprinkler Contractor - Primary Qualifying Party, General Roofing Contractor - Primary Qualifying Party, Glass & Glazing Contractor - Primary Qualifying Party, Heating Mechanical Contractor - Primary Qualifying Party, Highway Asphalt Paving Contractor - Primary Qualifying Party, Highway Bridges Contractor - Primary Qualifying Party, Highway Concrete Paving Contractor - Primary Qualifying Party, Highway General Contractor - Primary Qualifying Party, Highway Grading Contractor - Primary Qualifying Party, Highway incidental Contractor, Primary Qualifying Party, Inspector - Commercial, Interior Renovation Contractor - Primary Qualifying Party, Lighting Protection Systems Mechanical Contractor - Primary Qualifying Party, Marine Contractor, - Primary Qualifying Party, Masonry Contractor, Primary Qualifying Party, Packaged Heating and Cooling Equipment Contractor - Primary Qualifying Party, Pipelines Contractor - Primary Qualifying Party, Plumbing Mechanical Contractor, Primary Qualifying Party, Pre-Engineered Metal Buildings Contractor - Primary Qualifying Party, Pressure and Process Piping Mechanical Contractor - Primary Qualifying Party, Public Utility Electrical Contractor- Primary Qualifying Party, Public Utility General Contractor- Primary Qualifying Party, Railroad Lines Contractor- Primary Qualifying Party, Refrigeration Mechanical Contractor -Primary Qualifying Party, Specialty Roofing Contractor- Primary Qualifying Party, Structural Framing Contractor-Primary Qualifying Party, Structural Shapes Contractor- Primary Qualifying Party, Swimming Pools Contractor-Primary Qualifying Party, Water and Sewer Lines General Contractor- Primary Qualifying Party, Water and Sewer Plants Contractor -Primary Qualifying Party	Require		Unlicensed or unprofessional practice may result in property damage or bodily harm.	Maintain statutory and regulatory authority.	DHEC

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13	Cosmetologist, Esthetician, Instructor - Cosmetologist, Instructor – Esthetician, Instructor - Nail Technician, and Nail Technician Initial Licenses and Renewals	Require		Unlicensed or unprofessional practice may expose clients to unsanitary conditions and biological hazards	Maintain statutory and regulatory authority.	DHEC
14	Marriage and Family Therapist, Marriage and Family Therapist Intern, Marriage and Family Therapy Supervisor, Professional Counselor, Professional Counselor Intern, Professional Counselor Supervisor, and Psycho-Educational Specialist Initial Licenses and Renewals	Require		Unlicensed or unprofessional practice may expose clients to psychological, mental or emotional damage.	Maintain statutory and regulatory authority.	DHEC, DAODAS, DSS, Department of Mental Health

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15	Dental Instructor, restricted (professor), Dental Assistant, Expanded Duty for Nitrous Oxide Monitoring, Dental Auxiliary Instructor, restricted (technical colleges), Dental Hygienist, Dental Hygienist, Nitrous Oxide Monitoring Certified, Dental Orthodontic Technician, Dental Technician, Dental Hygienist, Local Infiltration Anesthesia Administration Certified, Dentist, Deep Sedation Permitted, Dentist, General, Dentist, Moderate Sedation Permitted, Dentist, Sedation (Deep and Moderate) Provider, and Dentist, Specialty (for each specialty recognized by American Dental Association) Initial Licenses and Renewals	Require		Unlicensed or unprofessional practice may expose patients to risk of personal injury or loss of life.	1. Maintain statutory and regulatory authority.	DHEC, DEA
16	Dietetics Panel initial licenses and Renewals	Require		Unlicensed or unprofessional practice may expose the public to risk of personal injury or loss of life.	Maintain statutory and regulatory authority.	DHEC

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17	Engineer - Associate, Engineer - Professional, Engineer-in-Training, Surveyor in training, Surveyor - Geographic Information Systems (GIS), Surveyor - Land (Tier A), Surveyor - Land (Tier B), and Surveyor - Photogrammetry Initial Licenses and Renewals	Require		Unlicensed or unprofessional practice may expose the public to the risk of damage to property or bodily harm.	Maintain statutory and regulatory authority.	DHEC

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18	Environmental Certification Initial Licenses and Renewals - Bottled Water Class Operator, Wastewater treatment operator biological Class D, Wastewater treatment operator physical/chemical Class B, Wastewater treatment operator physical/chemical Class C, Wastewater treatment operator physical/chemical Class D, Wastewater treatment operator, biological Class A, Wastewater treatment operator, biological Class B, Wastewater treatment operator, biological Class C, Wastewater treatment operator, biological trainee, Wastewater treatment operator, physical/chemical Class A, Wastewater treatment operator, physical/chemical trainee, Water distribution system operator Class A, Water distribution system operator Class B, Water distribution system operator Class C, Water distribution system operator Class D, Water distribution system trainee, Water treatment operator Class E, Water treatment operator trainee, Water treatment operator, Class A, Water treatment operator, Class B, Water treatment operator, Class C, Water treatment operator, Class D, Well Driller Borer (non-environmental), Well Driller Class A (can do all three subclassifications), Well Driller, Coastal Class B, Well Driller, Coastal Class C, Well Driller, Coastal Class D, Well Driller, Environmental Class B, Well Driller, Environmental Class C, Well Driller, Environmental Class D, Well Driller, Rock Class B, Well Driller, Rock Class C, and Well			Unlicensed or unprofessional practice may expose the public to environmental hazards, property damage and personal injury.	Maintain statutory and regulatory authority.	DHEC, Department of Natural Resources

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19	Forester Initial Licenses and Renewals	Require		Unlicensed or unprofessional practice may expose the public to property damage.	Maintain statutory and regulatory authority.	DHEC, Department of Natural Resources, Forestry Commission
20	Embalmer, Embalmer Apprentice, Embalmer Student, Funeral Director, Funeral Director Apprentice, Funeral Director Student Initial Licenses and Renewals	Require		Unlicensed or unprofessional practice may expose the public to environmental hazards, property damage and personal injury. Financial harm and/or fraud.	Maintain statutory and regulatory authority.	DHEC
21	Landscape Architects Initial Licenses and Renewals	Require		Unlicensed or unprofessional practice may expose the public to property damage.	Maintain statutory and regulatory authority.	DHEC and Department of Natural Resources
22	LP Gas Appliance and Equipment Installer/servicer- Qualifying employee, LPG Cylinder Exchange Facility Qualifying Employee, LPG Dealer- Qualifying employee, LPG Reseller- Qualifying employee, LPG Transporter- Qualifying employee, and LPG Utility Gas Plant- Qualifying employee Initial Licenses and Renewals	Require		Unlicensed or unprofessional practice may expose the public to environmental hazards, property damage and personal injury.	Maintain statutory and regulatory authority.	DHEC, Office of Regulatory Staff Energy Office

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23	Community Residential Care Administrator, Community Residential Care Administrator Trainee (AIT), Community Residential Care Facility Administrator Preceptor, Nursing Home Administrator, Nursing Home Administrator Preceptor, and Nursing Home Administrator Trainee (AIT) Initial Licenses and Renewal Licenses	Require		Unlicensed or unprofessional practice may expose patients to risk of property damage, personal injury or loss of life.	Maintain statutory and regulatory authority.	DHEC, DSS, Department of Mental Health
24	Manufactured Home Contractor, Manufactured Home Dealer - Authorized Official, Manufactured Home Installer, Manufactured Home Multi-Lot Salesperson, Manufactured Home Repairer, Manufactured Home Retail Salesman, and Manufactured Home Salesperson Apprentice Initial Licenses and Renewal Licenses	Require		Unlicensed or unprofessional practice may expose the public to risk of property damage, personal injury or loss of life.	Maintain statutory and regulatory authority.	DHEC
25	Massage/Bodywork Therapist Initial Licenses and Renewals	Require		Unlicensed or unprofessional practice may expose the public to risk of property damage or personal injury.	Maintain statutory and regulatory authority.	DHEC

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26	Board of Medical Examiners Initial Licenses and Renewal Licenses - Acupuncturist, Anesthesiologist's Assistant, Auricular Detoxification Therapist, Auricular Therapist, Cardiovascular Invasive Specialist, Medical Professor (academic license), Physician, Physician Assistant, Physician Expert Witness, Physician -Limited (training), Respiratory Care Practitioner (therapist or technician)	Require		Unlicensed or unprofessional practice may expose patients to risk of property damage, personal injury or loss of life.	Maintain statutory and regulatory authority.	DHEC, DSS, DAODAS, Department of Mental Health
27	Advanced Practice Registered Nurse with Prescription Privileges, Nurse Anesthetist, Nurse Midwife, Nurse Practitioner, Nurse Specialist - Clinical, Nurse - Licensed Practical, and Nurse - Registered Initial Licenses and Renewal Licenses	Require		Unlicensed or unprofessional practice may expose patients to risk of property damage, personal injury or loss of life.	Maintain statutory and regulatory authority.	DHEC, DSS, DAODAS, Department of Mental Health
28	Occupational Therapist and Occupational Therapy Assistant Initial Licenses and Renewal Licenses	Require		Unlicensed or unprofessional practice may expose patients to risk of property damage, personal injury or loss of life.	Maintain statutory and regulatory authority.	DHEC

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29	Apprentice Optician, Contact Lens Optician, Optician and Optometrist- Therapeutic Initial Licenses and Renewal Licenses	Require		Unlicensed or unprofessional practice may expose patients to risk of property damage, personal injury or loss of life.	Maintain statutory and regulatory authority.	DHEC
30	Optometrist Initial Licensing and Renewals	Require		Unlicensed or unprofessional practice may expose patients to risk of property damage, personal injury or loss of life.	Maintain statutory and regulatory authority.	DHEC
31	Pharmacist, Pharmacy Intern, Pharmacy Technician - Certified, and Pharmacy Technician - Registered Initial Licenses and Renewals	Require		Unlicensed or unprofessional practice may expose patients to risk of property damage, personal injury or loss of life.	Maintain statutory and regulatory authority.	DHEC, Department of Mental Health
32	Physical Therapist and Physical Therapy Assistant Initial Licenses and Renewals	Require		Unlicensed or unprofessional practice may expose patients to risk of property damage, personal injury or loss of life.	Maintain statutory and regulatory authority.	DHEC, DHHS
33	Apprentice Pilot, First Short Branch Pilot, Fourth Short Branch Pilot, Harbor (full branch) Pilot, and Second Short Branch Pilot - Third Short Branch Pilot Initial Licenses and Renewals	Require		Unlicensed or unprofessional practice may expose patients to risk of property damage, personal injury or loss of life.	Maintain statutory and regulatory authority.	DHEC, SC Ports Authority
34	Podiatrist, Podiatrist, training (limited license)	Require		Unlicensed or unprofessional practice may expose patients to risk of property damage, personal injury or loss of life.	Maintain statutory and regulatory authority.	DHEC

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35	Psychologist Initial Licenses and Renewal Licenses	Require		Unlicensed or unprofessional practice may expose clients to psychological, mental or emotional damage.	Maintain statutory and regulatory authority.	DHEC, DAODAS, Department of Mental Health
36	Appraiser - Apprentice, Appraiser - Certified General, Appraiser - Licensed, Appraiser - Mass, General Appraiser - Certified Mass, Residential Appraiser - Certified Mass, Residential Appraiser - Mass Initial Licenses and Renewal Licenses	Require		Unlicensed or unprofessional practice may expose clients to financial risks in business transactions and/or audits.	Maintain statutory and regulatory authority.	Department of Revenue
37	Property Manager, Property Manager-In-charge, Real Estate Broker, Real Estate Broker-In-Charge, Real Estate Instructor, Real Estate Salesperson, Time Share Salesperson Initial Licenses and Renewal Licenses; Time Share Salesperson Initial Licenses and Renewal Licenses, Time Share Plan and Out of State Subdivided Land Sales Registrations	Require		Unlicensed or unprofessional practice may expose the public to financial risks in business and personal transactions and/or audits, as well as potential property damage and personal injury.	Maintain statutory and regulatory authority.	Department of Revenue, DHEC
38	Geologist and Geologist-In-training Initial Licenses and Renewal Licenses	Require		Unlicensed or unprofessional practice may expose the public to potential property damage.	Maintain statutory and regulatory authority.	DHEC, Department of Natural Resources

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39	Residential Home Builder, Residential Home Inspector, Certificate of Authorization, Residential Builder, Specialty Contractor - Residential HVAC Heating and Air Conditioning installers and repairers, Residential Stucco Installer, Residential Carpenter, Residential Drywall Installer Contractor, Residential Electrician, Residential Floor Covering Installer, Residential Insulation Installer, Residential Mason, Residential Painter/Wallpaperer, Residential Plumber, Residential Roofer, Residential Vinyl/Aluminum Siding Installer Initial Licenses, Reinstatements, and Renewals Builder, Residential Home Inspector, Residential Insulation Installer, Residential Mason, Residential Painter/Wallpaperer, Residential Plumber, Residential Roofer, and Residential Vinyl/Aluminum Siding Installer Initial Licenses and Renewals	Require		Unlicensed or unprofessional practice may expose the public to risk of property damage.	Maintain statutory and regulatory authority.	DHEC

Deliverables - Potential Harms

(Study Step 1: Agency Legal Directives, Plan and Resources)

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40	Social Worker - Baccalaureate, Social Worker - Clinical Practice Supervisor, Social Worker - Independent Advanced Practice, Social Worker - Independent Clinical Practice, Social Worker - Independent Advanced Practice Supervisor, Social Worker - Masters Initial Licenses and Renewal Licenses	Require		Unlicensed or unprofessional practice may expose the public to psychological, mental or emotional damage, as well as personal injury.	Maintain statutory and regulatory authority.	DHEC, DAODAS, Department of Mental Health
41	Soil Classifier, Professional and Soil-Classifier-in-Training Initial Licenses and Renewal Licenses	Require		Unlicensed or unprofessional practice may expose the public to potential property damage and personal injury.	Maintain statutory and regulatory authority.	DHEC, Department of Agriculture, Department of Natural Resources
42	Audiology Intern, Speech-Language Pathologist, Speech-Language Pathology Assistant, and Speech-Language Pathology Intern Initial Licenses and Renewal Licenses	Require		Unlicensed or unprofessional practice may expose the public to potential personal injury.	Maintain statutory and regulatory authority.	DHEC, Department of Education, DSS, DHHS
43	Pyrotechnic Operator Commercial Indoor, Pyrotechnic Operator Commercial Outdoor, Pyrotechnic Operator Motion Picture, Pyrotechnic Operator Rockets, Pyrotechnic Operator Trainee, Pyrotechnic Operator Unrestricted, Pyrotechnic displays and Operators Licenses			Unlicensed or unprofessional practice may expose the public to potential environmental hazards, property damage, personal injury and loss of life.	Maintain statutory and regulatory authority.	DHEC, Department of Revenue

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44	Veterinarian, Veterinary Technician, and Veterinarian Trainee (temporary license for clinical experience) Initial Licenses and Renewal Licenses	Require		Unlicensed or unprofessional practice may expose the public to potential property damage, personal injury and loss of life.	Maintain statutory and regulatory authority.	DHEC, Department of Agriculture, Department of Natural Resources
45	SCDC facility compliance inspections	Require		Non-compliance creates a risk of bodily injury and environmental hazards.	Maintain statutory and regulatory authority.	SCDC
46	Facility permits/licenses (pharmacy, salons, barbershops, cemeteries, funeral homes, dental sedation offices, and dealer lots for manufactured housing)	Require		Failure to inspect will result in risk of required equipment to not be on site and possible injury to the consuming public.	Maintain statutory and regulatory authority.	DHEC
47	Initial, Routine, and Compliance Inspections (Athletics, pharmacies, salons, barbershops, boilers, real estate, dental sedation offices, cemeteries, manufactured housing dealer lots, real estate offices, and veterinary locations).	Require		Failure to inspect will result in risk of required equipment to not be on site and possible injury to the consuming public.	Maintain statutory and regulatory authority.	DHEC
48	Investigations of complaints of misconduct against professional and occupational licensees and permit holders.	Require		Failure to investigate complaints will result in risk of property damage, personal injury and possible loss of life to the consuming public.	Maintain statutory and regulatory authority.	Attorney General's Office, DHEC, SLED

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49	Resolution of allegations of misconduct against licensees through the board-specific disciplinary process	Require		Failure to prosecute misconduct will result in risk of property damage, personal injury and possible loss of life to the consuming public.	Maintain statutory and regulatory authority.	Attorney General's Office, DHEC, SLED
50	Animal Shelter Registration	Require		Failure to register animal shelters will enhance nuisance created by stray animals and may create safety concerns in communities.	Maintain registration requirement.	Department of Natural Resources
51	E-Verification compliance audits	Not specifically mentioned in law, but provided to achieve the requirements of the applicable law		Non-compliance may destabilize the workforce, lead to undetected identity theft and less job security for families.	Maintain support of e-verification compliance audits.	Department of Revenue, DSS
52	Firefighter/Industrial training	Require		Significant loss of life and/or property, including loss of life of emergency responders.	Maintain statutory and regulatory authority.	SC Technical College System; Law Enforcement Training Council
53	Hydrogen Permitting and Inspection Program	Require		Loss of life and/or property.	Maintain statutory and regulatory authority.	DPS, DHEC, SLED
54	V-Safe Grant Administration	Require		Decrease response capabilities for volunteer fire departments.	1. Allow peer review panel to establish annual funding priorities for the grant program. 2. Allow OSFM to utilize 3% of the available grant funds, to cover the costs associated with the administration of the program.	Department of Insurance, DPS, SLED
55	DSS foster home fire safety and lead inspections, DDSN facility inspections, and State Building Inspections	Allow		Loss of life and/or property.	Maintain support of contractual relationship between agencies.	Department of Insurance, DSS, DDSN
56	Blasters, Explosives, and Fire Equipment Dealers Permits	Require		Loss of life and/or property.	Maintain statutory and regulatory authority.	DPS, DHEC, SLED

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57	Blasters, Explosives, and Fire Equipment Dealers Inspections	Allow		Loss of life and/or property.	Maintain statutory and regulatory authority.	DPS, DHEC, SLED
58	Fire Marshal Training and Certificates	Allow		Untrained and uncertified fire code officials, leading to substandard and inconsistent enforcement of fire & life safety codes.	Maintain statutory and regulatory authority.	SC Technical College System; Law Enforcement Training Council
59	Fire Code Enforcement	Require		Loss of life and/or property.	Better define the enforcement authority of the State Fire Marshal, to include the ability to issue fines for certain violations.	Department of Insurance, SLED, DPS
60	Fire Cause and Origin Investigation	Require		Cause and circumstance of fire is not determined and prevention efforts are hampered.	Broaden the scope of Title 23, Chapter 9, Article 2 to include fire cause and origin investigation for fires not caused by arson.	Department of Insurance, SLED, DPS
61	Determine Eligibility for Income Tax Deduction by Volunteers	Require		Decrease in number of volunteer firefighters in SC communities.	Maintain statutory and regulatory authority.	Department of Revenue
62	Administration of Firefighter Mobilization Plan	Require		Loss of life and/or property.	Maintain statutory and regulatory authority.	Adjutant General's Office
63	Registration of Firefighters	Require		Non-qualified firefighters and/or firefighters with a significant criminal history (including arson) serving our communities.	Define minimum training standards for firefighters, fire chiefs, and other rescue personnel, based on the activities each group is expected to perform.	SC Technical College System; Law Enforcement Training Council
64	LP Gas and Pyrotechnic Retailer Licensing Inspections	Require		Loss of life and/or property.	Maintain statutory and regulatory authority.	DPS, DHEC, SLED
65	Licensure Exams for Professional and Occupational Boards	Require		Unverified competency prior to licensure may expose the public to risk of property damage, personal injury or loss of life.	Maintain statutory and regulatory authority.	DHEC, Department of Revenue, DSS, Department of Natural Resources, Department of Agriculture, SLED

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66	Monitor Continuing Educational Requirements for Renewal Licensure	Allow		Unverified demonstration of sustained competency as a condition of license renewal may expose the public to risk of property damage, personal injury or loss of life.	Maintain statutory and regulatory authority.	DHEC, Department of Revenue, DSS, Department of Natural Resources, Department of Agriculture, SLED
67	License special inspectors for amusement ride and elevator inspections	Require		Unlicensed or unprofessional practice may expose the public to potential property damage and personal injury.	Maintain statutory and regulatory authority.	DHEC, Department of Revenue
68	Make available registry of licensees upon request	Require		Lack of transparency will diminish public confidence in the professions and occupations.	Maintain public access to registry of licensees with limited information.	DHEC, Department of Revenue, DSS, Department of Natural Resources, Department of Agriculture, SLED
69	License suspension for Family Independence Act violations	Require		Failure to enforce child support obligations leads to destabilization of the family unit and deprives the most vulnerable South Carolinians of basic needs.	Maintain statutory authority.	DSS
70	Temporary professional and occupational licenses for military spouses	Allow		Failure to accommodate qualified spouses of military service members imposes an undue burden on service members stationed in South Carolina.	Maintain statutory and regulatory authority.	DHEC, Department of Revenue, DSS, Department of Natural Resources, Department of Agriculture, SLED

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71	Maintain naloxonesavessc.org website to facilitate licensed pharmacists to register and dispense Naloxone Hydrochloride products to persons without a prescription under certain conditions.	Not specifically mentioned in law, but provided to achieve the requirements of the applicable law		Failure to maintain this website makes it more difficult for pharmacists, those at risk of opioid overdose and/or their caregivers to access information about the opioid antidote and for pharmacists to register to voluntarily participate in the program to dispense Naloxone without a prescription.	Support LLR's commitment to combat the opioid epidemic.	DAODAS, DHEC, Department of Mental Health
72	Consultations (eliminate and prevent workplace injury)	Not specifically mentioned in law, but provided to achieve the requirements of the applicable law		Employee illness, injury and/or death. The agency would also lose the 21d Federal Grant.	Continued support of OSHA mission.	Workers Comp
73	Trainings -Employers/Employees	Not specifically mentioned in law, but provided to achieve the requirements of the applicable law		Employee illness, injury and/or death.	Continued support of OSHA mission.	DEW
74	Closing Conference and inspection/investigation citation	Require		Employee illness, injury and/or death.	1. Maintain current statutory authority. 2. Continued support of OSHA mission.	Workers' Compensation Commission
75	Reports (injury/illness)	Require		Employee illness, injury and/or death. The agency would also lost the BLS Federal Grant.	Continued support of OSHA mission.	Workers' Compensation Commission
76	Rulemaking/Public Hearing/Variance	Require		Employee illness, injury and/or death. The agency would lose the 23g Federal Grant, and the State of South Carolina would lose its State OSHA plan.	Continued support of OSHA mission.	Workers' Compensation Commission
77	Youth Safety Program (OSHA 10 classes and Safety Awareness classes)	Not specifically mentioned in law, but provided to achieve the requirements of the applicable law		Employee illness, injury and/or death	Continued support of OSHA mission.	Department of Education

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78	Partnerships/Alliances	Not specifically mentioned in law, but provided to achieve the requirements of the applicable law		Employee illness, injury and/or death.	Continued support of OSHA mission.	Department of Commerce, DEW
79	FOIA responses (protection of confidential, sensitive and/or trade secret information)	Require		Protected information is released.	Maintain current statutory authority.	Department of Archives and History
80	Customer service (telephone calls, correspondence, in-person contact)	Not specifically mentioned in law, but provided to achieve the requirements of the applicable law		Public including employers and employees would not feel valued and appreciated.	Continued support of OSHA mission.	Department of Administration
81	Compliance Assistance (interpretive letters, technical assistance, guidance documents and custom industry information)	Not specifically mentioned in law, but provided to achieve the requirements of the applicable law		Employee illness, injury and/or death.	Continued support of OSHA mission.	DEW, Workers' Compensation Commission
82	Recognition Programs (VPP/Sharp/Safety Awards)	Not specifically mentioned in law, but provided to achieve the requirements of the applicable law		Employee illness, injury and/or death.	Continued support of OSHA mission.	DEW, Workers' Compensation Commission, Department of Commerce
83	Inspection/Investigation (Eliminate and prevent 11c discrimination and workplace injury)	Require		Employee illness, injury and/or death. The agency would lose the 23g Federal Grant, and the State of South Carolina would lose its State OSHA plan.	Continued support of OSHA mission.	Workers' Compensation Commission, SCHAC
84	Informal Conference	Require		Employee illness, injury and/or death.	1. Maintain current statutory authority. 2. Continued support of OSHA mission.	Workers' Compensation Commission

Organizational Units

(Study Step 1: Agency Legal Directives, Plan and Resources)

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Did the agency make efforts to obtain information from employees leaving the agency (e.g., exit interview, survey, evaluation, etc.) in 2014-15; 2015-16; or 2016-17? (Y/N)	2014-15: Yes, exit surveys 2015-16: Yes, exit surveys 2016-17: Yes, exit surveys
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Organizational Unit	Purpose of Organizational Unit	Year	Turnover Rate in the organizational unit	Did the agency evaluate and track employee satisfaction in the organizational unit? (Y/N)	Did the agency allow for anonymous feedback from employees in the organizational unit? (Y/N)	Did any of the jobs in the organizational unit require a certification (e.g., teaching, medical, accounting, etc.)? (Y/N)	If yes, in the previous column, did the agency pay for, or provide in-house, classes/instruction/etc. needed to maintain all, some, or none of the required certifications?
Administration (Director's Office, Communications and Governmental Affairs, Procurement, Finance, Human Resources, Support Services, Records Retention, and Training and Development)	Provides support services to all LLR program divisions, including responding to inquiries from the public and public officials and handling legislative affairs	2014-15:	8.00%	No	No	Yes	Some
		2015-16:	21.42%	No	No	Yes	Some
		2016-17:	11.32%	No	No	Yes	Some
Department of Technology and Security	Administers information systems and end-user computing and administers mobile technology with regards to applicable laws and security mandated for agency programs	2014-15:	16.67%	No	No	No	None
		2015-16:	7.69%	No	No	No	None
		2016-17:	12.90%	No	No	No	None
Legal Services (Office of Advice Counsel and Office of Disciplinary Counsel)	Provides advice and legal services to POL Boards and agency; handles disciplinary cases, appeals, injunctions, and emergency suspensions of licenses; and assists boards in drafting orders, policies, and regulations	2014-15:	24.14%	No	No	Yes	Some
		2015-16:	33.89%	No	No	Yes	Some
		2016-17:	15.87%	No	No	Yes	Some
Fire and Life Safety - Office of State Fire Marshal	Conducts inspections to increase compliance with state fire safety regulations, conducts code consultation and plan review services	2014-15:	9.38%	No	No	Yes	All
		2015-16:	23.88%	No	No	Yes	All
		2016-17:	16.90%	Yes	Yes	Yes	All
Fire and Life Safety - Emergency Response Task Force	Supports LLR's role in emergency support functions	2014-15:	7.41%	No	No	No	Some
		2015-16:	100.00%	No	No	No	Some

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Organizational Units

(Study Step 1: Agency Legal Directives, Plan and Resources)

Organizational Unit	Purpose of Organizational Unit	Year	Turnover Rate in the organizational unit	Did the agency evaluate and track employee satisfaction in the organizational unit? (Y/N)	Did the agency allow for anonymous feedback from employees in the organizational unit? (Y/N)	Did any of the jobs in the organizational unit require a certification (e.g., teaching, medical, accounting, etc.)? (Y/N)	If yes, in the previous column, did the agency pay for, or provide in-house, classes/instruction/etc. needed to maintain all, some, or none of the required certifications?
	within the State Emergency Response Plan and day-to-day operations	2016-17:	0.00%	No	No	No	Some
Fire and Life Safety - South Carolina Fire Academy	Provides fire and life safety programs and services, including training in-state and out-of-state fire service personnel	2014-15:	13.98%	No	No	Yes	All
		2015-16:	19.09%	No	No	Yes	All
		2016-17:	22.97%	No	No	Yes	All
Professional and Occupational Licensing - Office of Board Services	Oversees the administrative and functional needs of 42 professional and occupational licensing boards	2014-15:	10.38%	No	No	Yes	Some
		2015-16:	18.57%	No	No	Yes	Some
		2016-17:	14.59%	No	No	Yes	Some
Professional and Occupational Licensing - Office of Investigations and Enforcement	Investigates complaints involving alleged misconduct by licensees	2014-15:	19.70%	No	No	Yes	Some
		2015-16:	16.67%	No	No	Yes	Some
		2016-17:	10.60%	No	No	Yes	Some
Offices of Elevators and Amusement Rides and Immigration Compliance	Oversees the application and enforcement of laws related to elevators/amusement rides and immigration compliance	2014-15:	13.33%	No	No	Yes	All
		2015-16:	9.52%	No	No	Yes	All
		2016-17:	0.00%	No	No	Yes	All
Division of Occupational Safety and Health Administration	Oversees the application and enforcement of state and federal laws related to occupational health and safety	2014-15:	10.62%	No	No	Yes	All
		2015-16:	5.36%	No	No	Yes	All
		2016-17:	13.91%	No	No	Yes	All

Additional Notes

The turnover %s above include both FTE and state temporary turnover. LLR has provided only FTE turnover (noted below) as the agency believes this is a better indicator of employee retention as state temporary employees separate at a higher rate due to the temporary nature of the work and/or position.

Organizational Unit	FTE Org Unit Turnover % FY14-15	All Org Unit Turnover % FY14-15	FTE Org Unit Turnover % FY15-16	All Org Unit Turnover % FY15-16	FTE Org Unit Turnover % FY16-17	All Org Unit Turnover % FY16-17

Organizational Units

(Study Step 1: Agency Legal Directives, Plan and Resources)

Organizational Unit	Purpose of Organizational Unit	Year	Turnover Rate in the organizational unit	Did the agency evaluate and track employee satisfaction in the organizational unit? (Y/N)	Did the agency allow for anonymous feedback from employees in the organizational unit? (Y/N)	Did any of the jobs in the organizational unit require a certification (e.g., teaching, medical, accounting, etc.)? (Y/N)	If yes, in the previous column, did the agency pay for, or provide in-house, classes/instruction/etc. needed to maintain all, some, or none of the required certifications?
Administration		8%	14.81%	21%	11.54%	11.32%	
Dept of Technology and Security		16.67%	7.69%	7.69%	12.90%	12.90%	
Legal Services		24.14%	12.50%	33.89%	3.57%	15.87%	
FLS - Office of Sate Fire Marshal		9.38%	17.86%	23.88%	13.11%	16.90%	
FLS - Emergency Response Task Force		7.41%	100.00%	100.00%	0.00%	0.00%	
FLS - SC Fire Academy		13.98%	14.93%	19.09%	12.11%	22.70%	
POL - Office of Board Services		10.83%	12.03%	18.57%	15.09%	14.59%	
POL - Office of Investigations and Enforcement		19.70%	16.26%	16.67%	11.02%	10.60%	
Labor - Elevators/Amusement Rides and Immg Compl		13.33%	10%	9.52%	0%	0.00%	
Labor - OSHA		10.62%	5.36%	5.36%	12.28%	13.91%	

	A	B	C	D	E	F	G
1		Agency Responding	Department of Labor, Licensing and Regulation				
2		Date of Submission	April 20, 2018				
3							
4		If the agency feels additional explanation of data provided in any of the sections below would assist those reading the document in better understanding the data please add a row under the applicable section, lab					
5	Line #	Fiscal Year 2016-17					
6							
7		START OF YEAR FINANCIAL RESOURCES AVAILABLE (2016-17)					
8		Revenue (generated or received) sources	Total	Source #1	Source #2	Source #3	Source #4
9	1A	Revenue (generated or received) Source (do not combine recurring with one-time and please list the sources deposited in the same SCEIS Fund in consecutive columns)	N/A	General Appropriation Programs	Proviso 118.14(B)(42)(a-c)	Indirect Cost Recovery	Section 40-1-180 fines and costs
10	2A	Recurring or one-time?	N/A	Recurring	One-Time	Recurring	Recurring
11	3A	State, Federal, or Other?	N/A	State	State	Other	Other
12	3A-2	Organizational Unit (or all agency) that generated or received the money	N/A	Division of OSHA	Division of Fire & Life Safety - Office of State Fire Marshal	Division of OSHA	Division of Professional and Occupational Licensing
13	3A-3	Indicate whether revenue is generated (by agency through sale of deliverables or application for grants) or received (from state or set federal matching formula)?	N/A	Received from state or set federal match	Received from state or set federal match	Generated by agency	Generated by agency
14	4A	Does this money remain with the agency or go to the General Fund?	N/A	Remain with agency	Remain with agency	Go to the General Fund	Remain with agency
15							
16		Revenue (generated or received) last year	Total				
17	5A	Total generated or received by June 30, 2016 (end of 2015-16)	\$ 43,218,187	\$ 1,378,076	\$ 240,000	\$ 128,481	\$ 512,450
18							
19		Where revenue (generated or received) appears in SCEIS	Total				
20	6A	SCEIS Fund # (Expendable Level - 8 digit) (full set of financials available for each through SCEIS); same Fund may be in multiple columns if multiple funding sources are deposited into it	N/A	10010000	10010000	28230000	28370000
21	7A	SCEIS Fund Description	N/A	General Fund	General Fund	Indirect Cost Rec	General Revenue
22							
23		Cash balances at start of the year - (Cash balance for each Source of Fund should be entered only once and appear in the column where the Source of Fund is first listed)	Total				

	A	B	C	D	E	F	G
24	8A-2	Cash balance at the end of 2014-15	\$ 34,945,395	\$ 1,662	\$ -	\$ -	\$ -
25	8A-3	Change in cash balance during 2015-16	\$ 3,956,191	\$ -	\$ -	\$ -	\$ -
26	8A	Total cash balance as of July 1, 2016 (start of 2016-17)	\$ 38,901,586	\$ 1,662	\$ -	\$ -	\$ -
27							
28		RESOURCES AGENCY IS ALLOWED TO USE (2016-17)					
29		General Appropriations Act Programs	Total				
30	9A	State Funded Program #	N/A	1002.050000.000 1003.100000.000 9500.050000.000	9811.040000X000 9815.050000X000 9818.060000X000 9815.130000X000	1002.050000.000 1003.100000.000	1000.350000.000 1003.100000.000 1000.200000.000 1000.400000.000
31	10A	State Funded Program Description in the General Appropriations Act	N/A	II.A. OSHA Voluntary II.B. Occupational Safety & Health, III. Employee Benefits	II.D. State Fire Marshal	II. A. OSHA Voluntary, II.B. Occupational Safety & Health	II. G. Labor Services, II.B. Occupational Safety & Health , II.D. State Fire Marshal, II.H. Building Codes
32							
33		Amounts Appropriated and Authorized (i.e. allowed to spend)	Total				
34		<i>Note: Appropriations and authorizations are based on cash available and amounts estimated to receive during the year</i>					
35	11A	Amounts appropriated, and amounts authorized, to the agency for 2015-16 that were not spent AND the agency can spend in 2016-17	\$ 9,072	\$ 297	\$ -	\$ -	\$ -
36	12A	2016-17 Appropriations & Authorizations to agency (start of year)	\$ 41,556,657	\$ 1,354,785	\$ -	\$ -	\$ -
37	13A	Total allowed to spend at START of 2016-17	\$ 41,565,729	\$ 1,355,082	\$ -	\$ -	\$ -
38	14A	2016-17 Appropriations & Authorizations to agency (during the year)	\$ 1,987,186	\$ 46,120	\$ 25,000	\$ -	\$ -
39	15A	Total allowed to spend by END of 2016-17	\$ 43,552,915	\$ 1,401,201	\$ 25,000	\$ -	\$ -
40							
41		HOW RESOURCES ARE UTILIZED (2016-17)					
42		How Spending is Tracked	Total				
43	16A	Database(s) through which expenditures are tracked	N/A	SCEIS	SCEIS	SCEIS	SCEIS
44							
45		Summary of Resources Available	Total				
46	17A	Source of Funds	N/A	General Appropriation Programs	Proviso 118.14(B)(42)(a-c)	Indirect Cost Recovery	Section 40-1-180 fines and costs
47	18A	If source of funds is multi-year grant, # of years, including this yr, remaining	N/A				

	A	B	C	D	E	F	G
48	19A	External restrictions (from state/federal govt, grant issuer, etc.), if any, on use of funds	N/A			Remit to General Fund	Remit to General Fund
49	20A	State Funded Program Description in the General Appropriations Act	N/A	II.A. OSHA Voluntary II.B. Occupational Safety & Health, III. Employee Benefits	II.D. State Fire Marshal	II. A. OSHA Voluntary, II.B. Occupational Safety & Health	II. G. Labor Services, II.B. Occupational Safety & Health , II.D. State Fire Marshal, II.H. Building Codes
50	21A	Total Appropriated and Authorized (i.e. allowed to spend) by the end of 2016-17	\$ 43,552,915	\$ 1,401,201	\$ 25,000	\$ -	\$ -
51							
52		<u>Toward Agency's 2016-17 Comprehensive Strategic Plan</u> (By Strategy at a minimum, and if possible, by Objective)					
53		STRATEGIC PLAN					
54							
55		Goal 1 - Ensure State Fire is a leader and focal point for service and support in South Carolina to preserve life and property					
56		<i>Strategy 1.1: Prevent fires and save lives and property through quality education and efficient enforcement, licensing, permitting, and engineering services.</i>					
57		Objective 1.1.1 - Review and process permit and license applications for regulated industries.	\$ 487,533				
58		Objective 1.1.2- Provide effective and comprehensive Community Risk Reduction programs throughout the State.	\$ 536,979				
59		Objective 1.1.3 - Provide efficient and quality inspections when required by law or requested by local or state officials.	\$ 1,590,396				
60		Objective 1.1. 4 - Objective: Ensure the public's fire and life safety by conducting plan reviews for fire sprinkler systems, building construction, L.P. gas systems, aboveground storage of flammable and combustible liquids, and hydrogen fueling systems for fire code compliance.	\$ 649,845				
61		<i>Strategy 1.2: Save lives and minimize property loss by enhancing and coordinating firefighting and rescue resources to respond to statewide and local emergencies.</i>					
62		Objective 1.2.1 - Coordinate, administer, and ensure the operational readiness of firefighting and rescue resources through the Firefighter Mobilization Plan.	\$ 256,426				
63		Objective 1.2.2 - Coordinate, administer, and ensure the operational readiness of the Emergency Response Task Force.	\$ 584,275				
64		Objective 1.2.3 - Coordinate and lead the agency's emergency support functions in the State Emergency Management Operations Plan and provide support and response to other state and local entities during emergencies.	\$ 67,240				
65		<i>Strategy 1.3: Enhance the training and capabilities of South Carolina's paid, volunteer, and industrial fire service personnel.</i>					

	A	B	C	D	E	F	G
66		Objective 1.3.1 - Develop course curriculum that meets the needs of the state's fire and rescue community while ensuring testing standards that maintain course accreditation through the International Fire Service Accreditation Congress and the National Board on Fire Service Professional Qualifications.	\$ 1,443,132				
67		Objective 1.3.2 - Provide state-of-the-art facilities and equipment for the delivery of modern, relevant and realistic fire and rescue training.	\$ 1,890,114				
68		Objective 1.3.3 - Deliver on-campus and regional training programs that meet the needs of the state's fire service community and enhance the operational readiness of South Carolina's fire and rescue personnel.	\$ 3,918,663				
69		Objective 1.3.4 - Deliver on-campus and regional EMS education and training to meet the growing needs of the fire service and to contribute to an adequate EMS response force in South Carolina.	\$ 282,224				
70		Goal 2 - Protect the public by ensuring efficient and effective licensing, permitting, inspection and enforcement operations for the State's regulated professions and occupations.					
71		<i>Strategy 2.1: Ensure the public's health and safety by issuing licenses to qualified members of the public who meet the educational- and statutorily-required standards and by issuing permits to facilities that likewise demonstrate compliance with legal requirements and standards.</i>					
72		Objective 2.1.1 - Review initial applications, conduct background checks, and issue licenses, registrations and permits for individuals and facilities that meet the statutory requirements for 42 professional and occupational boards.	\$ 6,655,023				
73		Objective 2.1.2 - Process renewal applications annually or biennially and issue renewal licenses or permits.	\$ 2,303,677				
74		Objective 2.1.3 - Provide administrative support to the regulatory boards and commissions to enable them to organize board meetings, hold hearings, and otherwise conduct business.	\$ 1,158,585				
75		Objective 2.1.4 - Provide quality customer service to applicants, licensees and the public, including preparing verifications and certifications of licensure status; disseminating information to licensees with e-blasts, renewal notices, newsletters, and legislative updates; and handling inquiries regarding licensure requirements and scope of practice.	\$ 1,158,585				
76		Objective 2.1.5 - Oversee and monitor continuing education requirements for licensees to ensure compliance with professional standards for applicable boards.	\$ 417,705				
77		<i>Strategy 2.2: Ensure the public's health and safety by inspecting facilities for compliance with standards required by law.</i>					
78		Objective 2.2.1 - Conduct initial inspections of funeral homes, pharmacy facilities, mobile and portable dental units, dental sedation offices, barber shops and schools, and cosmetology salons and schools to ensure statutory compliance before issuance of a permit.	\$ 204,056				

	A	B	C	D	E	F	G
79		Objective 2.2.2 - Conduct inspections to verify compliance of funeral homes, perpetual care cemeteries, pharmacy facilities, mobile and portable dental units, dental sedation offices, veterinarian facilities, manufactured housing lots, real estate offices, barber shops and schools, and cosmetology salons and schools.	\$ 394,618				
80		Objective 2.2.3 - Enforce compliance with professional standards by conducting inspections in response to complaints including issuing citations, cease and desist orders for unlicensed practice or for professional acts outside the scope of the profession.	\$ 204,056				
81		<i>Strategy 2.3: Ensure the public's health and safety by investigating complaints of allegations of misconduct against licensees whose acts may not have met the standards established by the professional or occupational board or commission and allegations of unlicensed practice in the State.</i>					
82		Objective 2.3.1 - Review and process complaints, insuring they meet jurisdictional requirements and sufficiency to initiate investigation of alleged violations.	\$ 394,618				
83		Objective 2.3.2 - Investigate complaints, including conducting witness interviews, analyzing evidence, and organizing, preparing for and attending Investigative Review Committee meetings.	\$ 1,919,111				
84		Objective 2.3.3 - Proffer testimony at Board or Commission hearings and assist with administering Board or Commission actions such as serving emergency orders, cease and desist orders, and final orders.	\$ 204,056				
85		Goal 3 -Improve and protect the safety and health of South Carolina workers while ensuring employers' compliance with state law.					
86		<i>Strategy 3.1: Develop, implement, and facilitate programming that will aid in the improvement and protection of worker safety and health throughout the State.</i>					
87		Objective 3.1.1 - Provide compliance assistance, technical support, in-house training and guidance, and community outreach.	\$ 283,975	\$ 70,060			
88		Objective 3.1.2 - Provide training and development for new and current OSHA staff.	\$ 175,783	\$ 42,036			
89		Objective 3.1.3 - Provide accurate statistical safety and health injury and illness data for all South Carolina industries.	\$ 121,687	\$ 28,024			
90		<i>Strategy 3.2: Implement and enforce OSHA standards throughout the State to ensure that South Carolina workers are safe at work.</i>					
91		Objective 3.2.1 - Conduct inspections to verify safety standard compliance of worksites throughout the State.	\$ 1,636,374	\$ 420,360			
92		Objective 3.2.2- Conduct investigations of reported injuries, fatalities, and alleged noncompliance with health and safety standards in the work place.	\$ 1,095,415	\$ 280,240			
93		Objective 3.2.3 - Conduct focused inspections in industries with statistically higher numbers of fatalities in specific geographical areas.	\$ 175,783	\$ 42,036			
94		<i>Strategy 3.3: Train and educate South Carolina workforce and employers with respect to OSHA health and safety guidelines and standards.</i>					
95		Objective 3.3.1 - Conduct timely, relevant trainings to employers statewide.	\$ 283,975	\$ 70,060			
96		Objective 3.3.2- Provide consultation services to requesting employers.	\$ 824,934	\$ 210,180			

	A	B	C	D	E	F	G
97		Objective 3.3.3 - Provide outreach services to employers seeking entry into the VPP or Sharp Recognition programs.	\$ 283,975	\$ 70,060			
98		Objective 3.3.4 - Provide Youth Safety Outreach Program throughout the State.	\$ 175,783	\$ 42,036			
99		<i>Strategy 3.4: Provide legal support and guidance to all labor programs within the agency to aid in the continued safety, health, and legal compliance of South Carolina worksites.</i>					
100		Objective 3.4.1 - Provide legal representation, advice, and training to labor-related programs in the agency.	\$ 229,879	\$ 56,048			
101		Objective 3.4.2 - Conduct investigations of alleged retaliation against employees for health and/or safety complaints.	\$ 121,687	\$ 28,024			
102		Objective 3.4.3 - Conduct informal conferences for employers seeking further understanding and resolution of a pending citation from SC OSHA.	\$ 121,687	\$ 28,024			
103		Objective 3.4.4 - Objective: Provide responses to requests for information from employers and other members of the public related to SC OSHA.	\$ 67,591	\$ 14,012			
104		<i>Strategy 3.5: Ensure South Carolina employers' lawful compliance with state immigration law.</i>					
105		Objective 3.5.1 - Prohibit the knowing or intentional employment of unauthorized workers by conducting audits of South Carolina's private employers for compliance with the South Carolina Illegal Immigration Reform Act that requires new hires be verified through E-Verify.	\$ 199,286				
106		Objective 3.5.2 - Investigate complaints alleging non-compliance by employers with the South Carolina Illegal Immigration Reform Act, forwarding those complaints alleging violation of state or federal laws that fall within jurisdiction of an enforcing agency (for example, Federal Immigration and Customs Enforcement (ICE) or the South Carolina Department of Public Safety, Immigration Enforcement Unit).	\$ 18,140				
107		Objective 3.5.3 - Register and inspect Immigration Assistance Service providers.	\$ 18,140				
108		Objective 3.5.4 - Verify lawful presence in the United States of aliens applying for a professional or occupational license through the Systematic Alien Verification of Entitlement (SAVE) program operated by the U.S. Department of Homeland Security.	\$ 50,653				
109		<i>Strategy 3.6: Ensure lawful treatment of employees under state law by investigating complaints alleging violations of the Payment of Wages Act and Child Labor Laws.</i>					
110		Objective 3.6.1 - Review and process complaints, insuring they meet jurisdictional requirements and sufficiency to initiate investigation of alleged violations.	\$ 204,056				
111		Objective 3.6.2 - Investigate complaints alleging Payment of Wages and Child Labor law violations, including conducting witness interviews and analyzing evidence.	\$ 204,056				
112		Objective 3.6.3 - Enforce Payment of Wages Act and Child Labor Laws by holding informal conferences and issuing warnings and citations for confirmed violations.	\$ 204,056				
113		Goal 4- Protect the riding public and industry personnel in the enjoyment and use of public amusement ride devices and elevators in South Carolina					
114		<i>Strategy 4.1: Provide oversight of the State's Elevator and Amusement Ride Safety programs.</i>					
115		Objective 4.1.1 - Register and issue permits and operating certificates to those elevators that qualify after demonstrating compliance with legal standards and requirements.	\$ 174,432				

	A	B	C	D	E	F	G
116		Objective 4.1.2 - Register and issue permits to authorize operation of amusement devices in South Carolina after ensuring proper initial inspection and operation.	\$ 216,416				
117		Objective 4.1.3 - License, oversee, and audit Special Inspectors who conduct annual inspections of public elevators and amusement devices in the State.	\$ 111,457				
118		Objective 4.1.4 - Conduct inspections of new installation or new alteration of public elevators and audit Special Inspectors' annual inspections.	\$ 251,402				
119		Goal 5- Ensure the agency performs at a high level by offering its division's high quality legal and administrative services; employee training and development; investment in technology and infrastructure; and by fostering a culture of excellence.					
120		<i>Strategy 5.1: Provide effective and quality prosecutorial legal support and advice to the agency.</i>					
121		Objective 5.1.1 - Prosecute cases of misconduct against licensees, including obtaining expert reviews, conducting witness and expert interviews in preparation for hearings, pursuing actions to enforce unlicensed individuals at the administrative law court, and managing cases through the appellate process.	\$ 1,043,525				
122		Objective 5.1.2 - Provide legal advice and support to the agency's investigators and inspectors in the Office of Investigations and Enforcement, including attendance at Investigative Review Committee meetings and preparation of draft orders for suspension and evaluations for POL boards and commissions.	\$ 366,056				
123		<i>Strategy 5.2 - Provide exemplary in-house legal services to the agency's divisions and professional and occupational boards.</i>					
124		Objective 5.2.1 - Serve as counsel to the POL boards and commissions, providing legal advice and support on licensure and disciplinary decisions and during administrative hearings, drafting final orders, handling appeals arising from licensure decisions and offering legal advice regarding temporary orders of suspension and cease and desist orders.	\$ 488,842				
125		Objective 5.2.2 - Serve as counsel to all divisions of the agency in reviewing contracts, providing legal advice, and otherwise ensuring legal expertise and support.	\$ 488,842				
126		<i>Strategy 5.3: Ensure excellent advisory, legislative and public service support and collaboration for all of the agency's divisions, programs and professional and occupational boards.</i>					
127		Objective 5.3.1 - Analyze, process and respond to all requests for information to the agency, including media inquiries, FOIA requests, subpoenas, and concerns addressed to the agency's ombudsman.	\$ 146,790				
128		Objective 5.3.2 - Draft, review and advise in the promulgation of all agency regulations.	\$ 142,870				
129		Objective 5.3.3 - Provide legislative support and direction in monitoring legislation affecting the agency, proffering testimony before legislative committees regarding such legislation, and communicating with board staff and board members regarding the impact of any proposed legislation.	\$ 142,870				

	A	B	C	D	E	F	G
130		<i>Strategy 5.4: Streamline the information technology infrastructure and continue to allow for automation of the many agency functions.</i>					
131		Objective 5.4.1 - Enhance the agency's software application portfolio to continue to strengthen coordination and performance across agency programs.	\$ 342,171				
132		Objective 5.4.2 - Improve customer and partner experience through enhanced online services.	\$ 342,171				
133		Objective 5.4.3 - Expand the capacity and increase the reliability of the agency's IT infrastructure.	\$ 342,171				
134		Objective 5.4.4 - Ensure the physical and information security of agency employees and data.	\$ 342,171				
135		<i>Strategy 5.5: Provide excellent customer service to the citizens of South Carolina and support all divisions of the agency to succeed in meeting the mission of the agency by ensuring operational excellence through recruitment, development and retention of high quality employees and promotion of fiscal responsibility.</i>					
136		Objective 5.5.1 - Promote operational excellence in finance, human resources and the procurement of goods and services by instituting policies and procedures and utilizing practices that ensure timely execution and fiscal responsibility of agency projects.	\$ 753,015				
137		Objective 5.5.2 - Provide effective recruitment and onboarding processes to recruit, retrain, and develop high quality employees.	\$ 309,303				
138		Objective 5.5.3 - Encourage an agency culture that prioritizes and rewards innovation and learning by providing job specific and employee development training opportunities to maximize employees' contributions to the agency.	\$ 457,208				
139	22A	Total spent toward Strategic Plan	\$ 39,679,543	\$ 1,401,202	\$ -	\$ -	\$ -
140							
141	22A-2	Prior to receiving these report guidelines, did the agency have a comprehensive strategic plan? (enter Yes or No after the question mark in this cell)					
142							
143	23A	Spent/Transferred not toward Agency's Comprehensive Strategic Plan	Total				
144		<i>Proviso 118.16(B)(41)</i>	\$ 25,000	\$ -	\$ 25,000	\$ -	\$ -
145		<i>Act 285 of 2016</i>	\$ 500,000	\$ -	\$ -	\$ -	\$ -
146		<i>Insert any additional unrelated purposes</i>	\$ -	\$ -	\$ -	\$ -	\$ -
147	24A	Total not toward Strategic Plan in 2016-17	\$ 525,000	\$ -	\$ 25,000	\$ -	\$ -
148							
149		END OF YEAR AMOUNT REMAINING (2016-17)					
150		Appropriations and Authorizations remaining at end of year	Total				
151	25A	Source of Funds	N/A	General Appropriation Programs	Proviso 118.14(B)(42)(a-c)	Indirect Cost Recovery	Section 40-1-180 fines and costs
152	26A	Recurring or one-time?	N/A	Recurring	One-Time	Recurring	Recurring

	A	B	C	D	E	F	G
153	27A	State, Federal, or Other?	N/A	State	State	Other	Other
	28A	State Funded Program Description in the General Appropriations Act	N/A	II.A. OSHA Voluntary II.B. Occupational Safety & Health, III. Employee Benefits	II.D. State Fire Marshal	II. A. OSHA Voluntary, II.B. Occupational Safety & Health	II. G. Labor Services, II.B. Occupational Safety & Health , II.D. State Fire Marshal, II.H. Building Codes
154							
155	29A	Total allowed to spend by END of 2016-17	\$ 43,552,915	\$ 1,401,201	\$ 25,000	\$ -	\$ -
156	30A	(minus) Spent to Achieve Agency's Comprehensive Strategic Plan	\$ 39,679,543	\$ 1,401,202	\$ -	\$ -	\$ -
157	31A	(minus) Spending/Transferring agency does not control	\$ 525,000	\$ -	\$ 25,000	\$ -	\$ -
158	32A	Appropriations and authorizations remaining from 2016-17	\$ 3,348,372	\$ (0)	\$ -	\$ -	\$ -
159							
160	Line #	Fiscal Year 2017-18					
161							
162		START OF YEAR FINANCIAL RESOURCES AVAILABLE (2017-18)					
163		Revenue (generated or received) sources	Total	Source #1	Source #2	Source #3	Source #4
	1B	Revenue (generated or received) Source (do not combine recurring with one-time and please list the sources deposited in the same SCEIS Fund in consecutive columns)	N/A	General Appropriation Programs	Proviso 118.14(B)(42)(a-c)	Indirect Cost Recovery	Section 40-1-180 fines and costs
164							
165	2B	Recurring or one-time?	N/A	Recurring	One-Time	Recurring	Recurring
166	3B	State, Federal, or Other?	N/A	State	State	Other	Other
	3B-2	Organizational Unit (or all agency) that generated or received the money	N/A	Division of OSHA	Division of Fire & Life Safety - Office of State Fire Marshal	Division of OSHA	Division of Professional and Occupational Licensing
167							
	3B-3	Indicate whether revenue is generated (by agency through sale of deliverables or application for grants) or received (from state or set federal matching formula)?	N/A	Received from state or set federal match	Received from state or set federal match	Generated by agency	Generated by agency
168							
169	4B	Does this money remain with the agency or go to the General Fund?	N/A	Remain with agency	Remain with agency	Go to the General Fund	Remain with agency
170							
171		Revenue (generated or received) last year	Total				
172	5B	Total generated or received by June 30, 2017 (end of 2016-17)	\$ 44,828,822	\$ 1,401,202	\$ 25,000	\$ 489,772	\$ 447,574
173							
174		Where revenue (generated or received) appears in SCEIS	Total				

	A	B	C	D	E	F	G
175	6B	SCEIS Fund # (Expendable Level - 8 digit) (full set of financials available for each through SCEIS); same Fund may be in multiple columns if multiple funding sources are deposited into it	N/A	10010000	10010000	28230000	28370000
176	7B	SCEIS Fund Description	N/A	General Fund	General Fund	Indirect Cost Rec	General Revenue
177							
178		Cash balances at start of the year - (Cash balance for each Source of Fund should be entered only once and appear in the column where the Source of Fund is first listed)	Total				
179	8B-2	Cash balance at the end of 2015-16	\$ 38,899,925	\$ -	\$ -	\$ -	\$ -
180	8B-3	Change in cash balance during 2016-17	\$ 2,446,169	\$ -	\$ -	\$ -	\$ -
181	8B	Total cash balance as of July 1, 2017 (start of 2017-18)	\$ 41,346,094	\$ -	\$ -	\$ -	\$ -
182							
183		RESOURCES AGENCY IS ALLOWED TO USE (2017-18)					
184		General Appropriations Act Programs	Total				
185	9B	State Funded Program #	N/A	1002.050000.000 1003.100000.000 9500.050000.000	9811.040000X000 9815.050000X000 9818.060000X000 9815.130000X000	1002.050000.000 1003.100000.000	1000.350000.000 1003.100000.000 1000.200000.000 1000.400000.000
186	10B	State Funded Program Description in the General Appropriations Act	N/A	II.A. OSHA Voluntary II.B. Occupational Safety & Health, III. Employee Benefits	II.D. State Fire Marshal	II. A. OSHA Voluntary, II.B. Occupational Safety & Health	II. G. Labor Services, II.B. Occupational Safety & Health , II.D. State Fire Marshal, II.H. Building Codes
187							
188		Amounts Appropriated and Authorized (i.e. allowed to spend)	Total				
189	11B	Amounts appropriated, and amounts authorized, to the agency for 2016-17 that were not spent AND the agency can spend in 2017-18	\$ 937,910	\$ 0	\$ -	\$ -	\$ -
190	12B	2017-18 Appropriations & Authorizations to agency (start of year)	\$ 41,102,777	\$ 1,400,905	\$ -	\$ -	\$ -
191	13B	Total allowed to spend at START of 2017-18	\$ 42,040,687	\$ 1,400,905	\$ -	\$ -	\$ -
192	14B	2017-18 Appropriations & Authorizations to agency (during the year) (BUDGETED)	\$ 227,688	\$ 15,704	\$ -	\$ -	\$ -
193	15B	Total allowed to spend by END of 2017-18	\$ 42,268,375	\$ 1,416,609	\$ -	\$ -	\$ -
194							
195		HOW RESOURCES ARE UTILIZED (2017-18)					
196		How Spending is Tracked	Total				
197	16B	Database(s) through which expenditures are tracked	N/A	SCEIS	SCEIS	SCEIS	SCEIS
198							
199		Summary of Resources Available	Total				

	A	B	C	D	E	F	G
200	17B	Source of Funds	N/A	General Appropriation Programs	Proviso 118.14(B)(42)(a-c)	Indirect Cost Recovery	Section 40-1-180 fines and costs
201	18B	If source of funds is multi-year grant, # of years, including this yr, remaining	N/A				
202	19B	External restrictions (from state/federal govt, grant issuer, etc.), if any, on use of funds	N/A	0	0	Remit to General Fund	Remit to General Fund
203	20B	State Funded Program Description in the General Appropriations Act	N/A	II.A. OSHA Voluntary II.B. Occupational Safety & Health, III. Employee Benefits	II.D. State Fire Marshal	II. A. OSHA Voluntary, II.B. Occupational Safety & Health	II. G. Labor Services, II.B. Occupational Safety & Health , II.D. State Fire Marshal, II.H. Building Codes
204	21B	Total Appropriated and Authorized (i.e. allowed to spend) by the end of 2017-18	\$ 42,268,375	\$ 1,416,609	\$ -	\$ -	\$ -
205							
206		Toward Agency's 2017-18 Comprehensive Strategic Plan (By Strategy at a minimum, and if possible, by Objective)					
207		STRATEGIC PLAN					
208		Goal 1 - Ensure State Fire is a leader and focal point for service and support in South Carolina to preserve life and property					
209		<i>Strategy 1.1: Prevent fires and save lives and property through quality education and efficient enforcement, licensing, permitting, and engineering services.</i>					
210		Objective 1.1.1 - Review and process permit and license applications for regulated industries.	\$ 548,921				
211		Objective 1.1.2- Provide effective and comprehensive Community Risk Reduction programs throughout the State.	\$ 605,210				
212		Objective 1.1.3 - Provide efficient and quality inspections when required by law or requested by local or state officials.	\$ 1,804,409				
213		Objective 1.1. 4 - Objective: Ensure the public's fire and life safety by conducting plan reviews for fire sprinkler systems, building construction, L.P. gas systems, aboveground storage of flammable and combustible liquids, and hydrogen fueling systems for fire code compliance.	\$ 733,696				
214		<i>Strategy 1.2: Save lives and minimize property loss by enhancing and coordinating firefighting and rescue resources to respond to statewide and local emergencies.</i>					
215		Objective 1.2.1 - Coordinate, administer, and ensure the operational readiness of firefighting and rescue resources through the Firefighter Mobilization Plan.	\$ 285,832				
216		Objective 1.2.2 - Coordinate, administer, and ensure the operational readiness of the Emergency Response Task Force.	\$ 659,052				

	A	B	C	D	E	F	G
217		Objective 1.2.3 - Coordinate and lead the agency's emergency support functions in the State Emergency Management Operations Plan and provide support and response to other state and local entities during emergencies.	\$ 70,466				
218		<i>Strategy 1.3: Enhance the training and capabilities of South Carolina's paid, volunteer, and industrial fire service personnel.</i>					
219		Objective 1.3.1 - Develop course curriculum that meets the needs of the state's fire and rescue community while ensuring testing standards that maintain course accreditation through the International Fire Service Accreditation Congress and the National Board on Fire Service Professional Qualifications.	\$ 1,636,766				
220		Objective 1.3.2 - Provide state-of-the-art facilities and equipment for the delivery of modern, relevant and realistic fire and rescue training.	\$ 1,662,298				
221		Objective 1.3.3 - Deliver on-campus and regional training programs that meet the needs of the state's fire service community and enhance the operational readiness of South Carolina's fire and rescue personnel.	\$ 4,454,883				
222		Objective 1.3.4 - Deliver on-campus and regional EMS education and training to meet the growing needs of the fire service and to contribute to an adequate EMS response force in South Carolina.	\$ 315,200				
223		Goal 2 - Protect the public by ensuring efficient and effective licensing, permitting, inspection and enforcement operations for the State's regulated professions and occupations.					
224		<i>Strategy 2.1: Ensure the public's health and safety by issuing licenses to qualified members of the public who meet the educational- and statutorily-required standards and by issuing permits to facilities that likewise demonstrate compliance with legal requirements and standards.</i>					
225		Objective 2.1.1 - Review initial applications, conduct background checks, and issue licenses, registrations and permits for individuals and facilities that meet the statutory requirements for 42 professional and occupational boards.	\$ 7,016,955				
226		Objective 2.1.2 - Process renewal applications annually or biennially and issue renewal licenses or permits.	\$ 2,425,720				
227		Objective 2.1.3 - Provide administrative support to the regulatory boards and commissions to enable them to organize board meetings, hold hearings, and otherwise conduct business.	\$ 1,217,501				
228		Objective 2.1.4 - Provide quality customer service to applicants, licensees and the public, including preparing verifications and certifications of licensure status; disseminating information to licensees with e-blasts, renewal notices, newsletters, and legislative updates; and handling inquiries regarding licensure requirements and scope of practice.	\$ 1,217,501				
229		Objective 2.1.5 - Oversee and monitor continuing education requirements for licensees to ensure compliance with professional standards for applicable boards.	\$ 451,767				
230		<i>Strategy 2.2: Ensure the public's health and safety by inspecting facilities for compliance with standards required by law.</i>					

	A	B	C	D	E	F	G
231		Objective 2.2.1 - Conduct initial inspections of funeral homes, pharmacy facilities, mobile and portable dental units, dental sedation offices, barber shops and schools, and cosmetology salons and schools to ensure statutory compliance before issuance of a permit.	\$ 236,117				
232		Objective 2.2.2 - Conduct inspections to verify compliance of funeral homes, perpetual care cemeteries, pharmacy facilities, mobile and portable dental units, dental sedation offices, veterinarian facilities, manufactured housing lots, real estate offices, barber shops and schools, and cosmetology salons and schools.	\$ 462,953				
233		Objective 2.2.3 - Enforce compliance with professional standards by conducting inspections in response to complaints including issuing citations, cease and desist orders for unlicensed practice or for professional acts outside the scope of the profession.	\$ 236,117				
234		<i>Strategy 2.3: Ensure the public's health and safety by investigating complaints of allegations of misconduct against licensees whose acts may not have met the standards established by the professional or occupational board or commission and allegations of unlicensed practice in the State.</i>					
235		Objective 2.3.1 - Review and process complaints, insuring they meet jurisdictional requirements and sufficiency to initiate investigation of alleged violations.	\$ 462,953				
236		Objective 2.3.2 - Investigate complaints, including conducting witness interviews, analyzing evidence, and organizing, preparing for and attending Investigative Review Committee meetings.	\$ 2,277,637				
237		Objective 2.3.3 - Proffer testimony at Board or Commission hearings and assist with administering Board or Commission actions such as serving emergency orders, cease and desist orders, and final orders.	\$ 236,117				
238		Goal 3 -Improve and protect the safety and health of South Carolina workers while ensuring employers' compliance with state law.					
239		<i>Strategy 3.1: Develop, implement, and facilitate programming that will aid in the improvement and protection of worker safety and health throughout the State.</i>					
240		Objective 3.1.1 - Provide compliance assistance, technical support, in-house training and guidance, and community outreach.	\$ 262,857	\$ 70,830			
241		Objective 3.1.2 - Provide training and development for new and current OSHA staff.	\$ 161,427	\$ 42,498			
242		Objective 3.1.3 - Provide accurate statistical safety and health injury and illness data for all South Carolina industries.	\$ 110,712	\$ 28,332			
243		<i>Strategy 3.2: Implement and enforce OSHA standards throughout the State to ensure that South Carolina workers are safe at work.</i>					
244		Objective 3.2.1 - Conduct inspections to verify safety standard compliance of worksites throughout the State.	\$ 1,530,735	\$ 424,983			
245		Objective 3.2.2- Conduct investigations of reported injuries, fatalities, and alleged noncompliance with health and safety standards in the work place.	\$ 1,023,584	\$ 283,322			
246		Objective 3.2.3 - Conduct focused inspections in industries with statistically higher numbers of fatalities in specific geographical areas.	\$ 161,427	\$ 42,498			

	A	B	C	D	E	F	G
247		<i>Strategy 3.3: Train and educate South Carolina workforce and employers with respect to OSHA health and safety guidelines and standards.</i>					
248		Objective 3.3.1 - Conduct timely, relevant trainings to employers statewide.	\$ 262,857	\$ 70,830			
249		Objective 3.3.2- Provide consultation services to requesting employers.	\$ 770,008	\$ 212,491			
250		Objective 3.3.3 - Provide outreach services to employers seeking entry into the VPP or Sharp Recognition programs.	\$ 262,857	\$ 70,830			
251		Objective 3.3.4 - Provide Youth Safety Outreach Program throughout the State.	\$ 161,427	\$ 42,498			
252		<i>Strategy 3.4: Provide legal support and guidance to all labor programs within the agency to aid in the continued safety, health, and legal compliance of South Carolina worksites.</i>					
253		Objective 3.4.1 - Provide legal representation, advice, and training to labor-related programs in the agency.	\$ 212,142	\$ 56,664			
254		Objective 3.4.2 - Conduct investigations of alleged retaliation against employees for health and/or safety complaints.	\$ 110,712	\$ 28,332			
255		Objective 3.4.3 - Conduct informal conferences for employers seeking further understanding and resolution of a pending citation from SC OSHA.	\$ 110,712	\$ 28,332			
256		Objective 3.4.4 - Objective: Provide responses to requests for information from employers and other members of the public related to SC OSHA.	\$ 59,997	\$ 14,166			
257		<i>Strategy 3.5: Ensure South Carolina employers' lawful compliance with state immigration law.</i>					
258		Objective 3.5.1 - Prohibit the knowing or intentional employment of unauthorized workers by conducting audits of South Carolina's private employers for compliance with the South Carolina Illegal Immigration Reform Act that requires new hires be verified through E-Verify.	\$ 197,096				
259		Objective 3.5.2 - Investigate complaints alleging non-compliance by employers with the South Carolina Illegal Immigration Reform Act, forwarding those complaints alleging violation of state or federal laws that fall within jurisdiction of an enforcing agency (for example, Federal Immigration and Customs Enforcement (ICE) or the South Carolina Department of Public Safety, Immigration Enforcement Unit).	\$ 13,977				
260		Objective 3.5.3 - Register and inspect Immigration Assistance Service providers.	\$ 13,977				
261		Objective 3.5.4 - Verify lawful presence in the United States of aliens applying for a professional or occupational license through the Systematic Alien Verification of Entitlement (SAVE) program operated by the U.S. Department of Homeland Security.	\$ 46,844				
262		<i>Strategy 3.6: Ensure lawful treatment of employees under state law by investigating complaints alleging violations of the Payment of Wages Act and Child Labor Laws.</i>					
263		Objective 3.6.1 - Review and process complaints, insuring they meet jurisdictional requirements and sufficiency to initiate investigation of alleged violations.	\$ 236,117				
264		Objective 3.6.2 - Investigate complaints alleging Payment of Wages and Child Labor law violations, including conducting witness interviews and analyzing evidence.	\$ 236,117				
265		Objective 3.6.3 - Enforce Payment of Wages Act and Child Labor Laws by holding informal conferences and issuing warnings and citations for confirmed violations.	\$ 236,117				

	A	B	C	D	E	F	G
266		Goal 4- Protect the riding public and industry personnel in the enjoyment and use of public amusement ride devices and elevators in South Carolina					
267		<i>Strategy 4.1: Provide oversight of the State's Elevator and Amusement Ride Safety programs.</i>					
268		Objective 4.1.1 - Register and issue permits and operating certificates to those elevators that qualify after demonstrating compliance with legal standards and requirements.	\$ 185,246				
269		Objective 4.1.2 - Register and issue permits to authorize operation of amusement devices in South Carolina after ensuring proper initial inspection and operation.	\$ 231,149				
270		Objective 4.1.3 - License, oversee, and audit Special Inspectors who conduct annual inspections of public elevators and amusement devices in the State.	\$ 116,390				
271		Objective 4.1.4 - Conduct inspections of new installation or new alteration of public elevators and audit Special Inspectors' annual inspections.	\$ 269,402				
272		Goal 5- Ensure the agency performs at a high level by offering its division's high quality legal and administrative services; employee training and development; investment in technology and infrastructure; and by fostering a culture of excellence.					
273		<i>Strategy 5.1: Provide effective and quality prosecutorial legal support and advice to the agency.</i>					
274		Objective 5.1.1 - Prosecute cases of misconduct against licensees, including obtaining expert reviews, conducting witness and expert interviews in preparation for hearings, pursuing actions to enforce unlicensed individuals at the administrative law court, and managing cases through the appellate process.	\$ 1,049,094				
275		Objective 5.1.2 - Provide legal advice and support to the agency's investigators and inspectors in the Office of Investigations and Enforcement, including attendance at Investigative Review Committee meetings and preparation of draft orders for suspension and evaluations for POL boards and commissions.	\$ 365,190				
276		<i>Strategy 5.2 - Provide exemplary in-house legal services to the agency's divisions and professional and occupational boards.</i>					
277		Objective 5.2.1 - Serve as counsel to the POL boards and commissions, providing legal advice and support on licensure and disciplinary decisions and during administrative hearings, drafting final orders, handling appeals arising from licensure decisions and offering legal advice regarding temporary orders of suspension and cease and desist orders.	\$ 500,988				
278		Objective 5.2.2 - Serve as counsel to all divisions of the agency in reviewing contracts, providing legal advice, and otherwise ensuring legal expertise and support.	\$ 500,988				
279		<i>Strategy 5.3: Ensure excellent advisory, legislative and public service support and collaboration for all of the agency's divisions, programs and professional and occupational boards.</i>					
280		Objective 5.3.1 - Analyze, process and respond to all requests for information to the agency, including media inquiries, FOIA requests, subpoenas, and concerns addressed to the agency's ombudsman.	\$ 143,916				

	A	B	C	D	E	F	G
281		Objective 5.3.2 - Draft, review and advise in the promulgation of all agency regulations.	\$ 139,956				
282		Objective 5.3.3 - Provide legislative support and direction in monitoring legislation affecting the agency, proffering testimony before legislative committees regarding such legislation, and communicating with board staff and board members regarding the impact of any proposed legislation.	\$ 139,956				
283		<i>Strategy 5.4: Streamline the information technology infrastructure and continue to allow for automation of the many agency functions.</i>					
284		Objective 5.4.1 - Enhance the agency's software application portfolio to continue to strengthen coordination and performance across agency programs.	\$ 341,076				
285		Objective 5.4.2 - Improve customer and partner experience through enhanced online services.	\$ 341,076				
286		Objective 5.4.3 - Expand the capacity and increase the reliability of the agency's IT infrastructure.	\$ 341,076				
287		Objective 5.4.4 - Ensure the physical and information security of agency employees and data.	\$ 341,076				
288		<i>Strategy 5.5: Provide excellent customer service to the citizens of South Carolina and support all divisions of the agency to succeed in meeting the mission of the agency by ensuring operational excellence through recruitment, development and retention of high quality employees and promotion of fiscal responsibility.</i>					
289		Objective 5.5.1 - Promote operational excellence in finance, human resources and the procurement of goods and serves by instituting policies and procedures and utilizing practices that ensure timely execution and fiscal responsibility of agency projects.	\$ 755,818				
290		Objective 5.5.2 - Provide effective recruitment and onboarding processes to recruit, retrain, and develop high quality employees.	\$ 307,896				
291		Objective 5.5.3 - Encourage an agency culture that prioritizes and rewards innovation and learning by providing job specific and employee development training opportunities to maximize employees' contributions to the agency.	\$ 457,203				
292	22B	Total spent toward Strategic Plan	\$ 41,727,273	\$ 1,416,609	\$ -	\$ -	\$ -
293							
294	22B-2	Prior to receiving these report guidelines, did the agency have a comprehensive strategic plan? (enter Yes or No after the question mark in this cell)					
295							
296	23B	Spent/Transferred not toward Agency's Comprehensive Strategic Plan	Total				
297		<i>Act 285 of 2016</i>	\$ 500,000	\$ -	\$ -	\$ -	\$ -
298		<i>Insert any additional unrelated purposes</i>	\$ -	\$ -	\$ -	\$ -	\$ -
299	24B	Total not toward Strategic Plan in 2017-18	\$ 500,000	\$ -	\$ -	\$ -	\$ -
300							
301		END OF YEAR AMOUNT REMAINING (2017-18)					
302		Appropriations and Authorizations remaining at end of year	Total				

	A	B	C	D	E	F	G
303	25B	Source of Funds	N/A	General Appropriation Programs	Proviso 118.14(B)(42)(a-c)	Indirect Cost Recovery	Section 40-1-180 fines and costs
304	26B	Recurring or one-time?	N/A	Recurring	One-Time	Recurring	Recurring
305	27B	State, Federal, or Other?	N/A	State	State	Other	Other
306	28B	State Funded Program Description in the General Appropriations Act	N/A	II.A. OSHA Voluntary II.B. Occupational Safety & Health, III. Employee Benefits	II.D. State Fire Marshal	II. A. OSHA Voluntary, II.B. Occupational Safety & Health	II. G. Labor Services, II.B. Occupational Safety & Health , II.D. State Fire Marshal, II.H. Building Codes
307	29B	Total allowed to spend by END of 2017-18	\$ 42,268,375	\$ 1,416,609	\$ -	\$ -	\$ -
308	30B	(minus) Spent to Achieve Agency's Comprehensive Strategic Plan (BUDGETED)	\$ 41,727,273	\$ 1,416,609	\$ -	\$ -	\$ -
309	31B	(minus) Spent/Transferred not toward Agency's Comprehensive Strategic Plan (BUDGETED)	\$ 500,000	\$ -	\$ -	\$ -	\$ -
310	32B	Amount of appropriations and authorizations remaining (BUDGETED)	\$ 41,103	\$ 0	\$ -	\$ -	\$ -

	H	I	J	K	L	M	N	O	P
130									
131	\$ 110,893								\$ 231,278
132	\$ 110,893								\$ 231,278
133	\$ 110,893								\$ 231,278
134	\$ 110,893								\$ 231,278
135									
136	\$ 249,509								\$ 503,506
137	\$ 99,804								\$ 209,499
138	\$ 149,706								\$ 307,502
139	\$ 12,886,309	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 21,150,061
140									
141									
142									
143									
144	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
145	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
146	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
147	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
148									
149									
150									
	Fire Insurance Premium Tax	Act 60 - Fire Insurance Premium Tax	Immigration Fees	Elevators/Amusement Ride Fees	State Fire Marshal Fees	Fire Academy Fees	Building Code, Manuf'd Housing and Boiler Safety Program Fees	Donations-Fire Academy	State Fire Marshal Fees
151									
152	Recurring	Recurring	Recurring	Recurring	Recurring	Recurring	Recurring	One-Time	Recurring

	Q	R	S	T	U	V	W	X	Y
303	Professional and Occupational Licensee Fees	State Fire Marshal - Pyro and LP Gas Fees	Federal Grants- Unrestricted R3601PAFL016 (matching funds for 2015 Flood Grant)	Sale of Surplus Materials & Supplies	Refunds from Prior Year Expenditures	Insurance Claims	Research and Education Funds	Real Estate Appraisal Registry	V-Safe Grant Funds
304	Recurring	Recurring	Recurring	Recurring	Recurring	Recurring	Recurring	Recurring	One-Time
305	Other	Other	Other	Other	Other	Other	Other	Other	Other
306	II.F. Prof & Occup, III. Employee Benefits	II.D. State Fire Marshal, III. Employee Benefits	II.C. Fire Academy, III. Employee Benefits	I. Administration	I. Administration, II.F. Pol & Occup	II. D. State Fire Marshal	II. F. Prof & Occup	II. F. Prof & Occup	II.D. State Fire Marshal
307	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200,000	\$ -	\$ 500,000
308	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 140,842	\$ 50,000	\$ -
309	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500,000
310	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 59,158	\$ (50,000)	\$ -

	Z	AA	AB	AC	AD	AE	AF	AG
79								
80								
81								
82								
83								
84								
85								
86								
87					\$ 39,752	\$ 118,598	\$ 4,129	
88					\$ 23,851	\$ 71,159	\$ 2,477	
89					\$ 15,901	\$ 47,439	\$ 1,651	
90								
91					\$ 238,512	\$ 711,591	\$ 24,772	
92					\$ 159,008	\$ 474,394	\$ 16,515	
93					\$ 23,851	\$ 71,159	\$ 2,477	
94								
95					\$ 39,752	\$ 118,598	\$ 4,129	
96					\$ 119,256	\$ 355,795	\$ 12,386	

	Z	AA	AB	AC	AD	AE	AF	AG
130								
131								
132								
133								
134								
135								
136								
137								
138								
139	\$ -	\$ 809,229	\$ -	\$ 7,970	\$ 795,040	\$ 2,371,969	\$ 82,573	\$ -
140								
141								
142								
143								
144	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
145	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
146	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
147	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
148								
149								
150								
	Real Estate Vacation Time Share Recovery Fund	Capital Projects	Auctioneer Recovery Funds	State Fire Training FEMA Grant	OSHA 21D Grant	OSHA 23G Grant	OSHA BLS Grant	Public Assistance Flood 2015 R3601PAFL016
151								
152	Recurring	Recurring	Recurring	One-Time	One-Time	One-Time	One-Time	One-Time

	Z	AA	AB	AC	AD	AE	AF	AG
200	Real Estate Vacation Time Share Recovery Fund	Capital Projects	Auctioneer Recovery Funds	State Fire Training FEMA Grant	OSHA 21D Grant	OSHA 23G Grant	OSHA BLS Grant	Public Assistance Flood 2015 R3601PAFL016
201								
202	Vacation Time Share Recovery	Capital Projects	Auctioneer Recovery	Grant	Grant	Grant	Grant	Grant
203	II. F. Prof & Occup	II.C. Fire Academy	II. F. Prof & Occup	II. C. Fire Academy, III.Employee Benefits	II.A. OSHA Voluntary, III. Employee Benefits	II.A. OSHA Voluntary and II.B. Occupational Safety & Health III. Employee Benefits	II.B. Occupational Safety & Health, III. Employee Benefits	II.C. Fire Academy, III.Employee Benefits
204	\$ -	\$ 437,910	\$ -	\$ 41,583	\$ 793,442	\$ 2,007,401	\$ 82,500	\$ -
205								
206								
207								
208								
209								
210				\$ 1,834				
211				\$ 2,025				
212				\$ 6,100				
213				\$ 2,462				
214								
215				\$ 940				
216				\$ 2,208				

	Z	AA	AB	AC	AD	AE	AF	AG
231								
232								
233								
234								
235								
236								
237								
238								
239								
240					\$ 39,410	\$ 102,735	\$ 4,100	
241					\$ 23,646	\$ 61,641	\$ 2,460	
242					\$ 15,764	\$ 41,094	\$ 1,640	
243								
244					\$ 236,460	\$ 616,410	\$ 24,600	
245					\$ 157,640	\$ 410,940	\$ 16,400	
246					\$ 23,646	\$ 61,641	\$ 2,460	

	Z	AA	AB	AC	AD	AE	AF	AG
303	Real Estate Vacation Time Share Recovery Fund	Capital Projects	Auctioneer Recovery Funds	State Fire Training FEMA Grant	OSHA 21D Grant	OSHA 23G Grant	OSHA BLS Grant	Public Assistance Flood 2015 R3601PAFL016
304	Recurring	Recurring	Recurring	One-Time	One-Time	One-Time	One-Time	One-Time
305	Other	Other	Other	Federal	Federal	Federal	Federal	Federal
306	II. F. Prof & Occup	II.C. Fire Academy	II. F. Prof & Occup	II. C. Fire Academy, III.Employee Benefits	II.A. OSHA Voluntary, III. Employee Benefits	II.A. OSHA Voluntary and II.B. Occupational Safety & Health III. Employee Benefits	II.B. Occupational Safety & Health, III. Employee Benefits	II.C. Fire Academy, III.Employee Benefits
307	\$ -	\$ 437,910	\$ -	\$ 41,583	\$ 793,442	\$ 2,007,401	\$ 82,500	\$ -
308	\$ -	\$ 437,910	\$ 10,000	\$ 41,583	\$ 788,200	\$ 2,054,700	\$ 82,000	\$ -
309	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
310	\$ -	\$ -	\$ (10,000)	\$ (0)	\$ 5,242	\$ (47,299)	\$ 500	\$ -

Performance Measures
(Study Step 2: Performance)

Agency Responding	Department of Labor, Licensing and Regulation
Date of Submission	April 20, 2018

Types of Performance Measures:

Outcome Measure - A quantifiable indicator of the public and customer benefits from an agency's actions. Outcome measures are used to assess an agency's effectiveness in serving its key customers and in achieving its mission, goals and objectives. They are also used to direct resources to strategies with the greatest effect on the most valued outcomes. Outcome measures should be the first priority. Example - % of licensees with no violations.

Efficiency Measure - A quantifiable indicator of productivity expressed in unit costs, units of time, or other ratio-based units. Efficiency measures are used to assess the cost-efficiency, productivity, and timeliness of agency operations. Efficiency measures measure the efficient use of available resources and should be the second priority. Example - cost per inspection

Output Measure - A quantifiable indicator of the number of goods or services an agency produces. Output measures are used to assess workload and the agency's efforts to address demands. Output measures measure workload and efforts and should be the third priority. Example - # of business license applications processed.

Input/Activity Measure - Resources that contribute to the production and delivery of a service. Inputs are "what we use to do the work." They measure the factors or requests received that explain performance (i.e. explanatory). These measures should be the last priority. Example - # of license applications received

Performance Measure	Type of Measure:	Agency selected; Required by State; or Required by Federal:	Time Applicable	Target and Actual row labels	Target and Actual Results (Time Period #1)	Target and Actual Results (Time Period #2)	Target and Actual Results (Time Period #3)	Target and Actual Results (Time Period #4)	Target and Actual Results (Time Period #5 most recent completed time period)	Target Results Time Period #6 (current time period)	Currently using, considering using in future, no longer using
Number of Employer/Employee Requests	Input/Activity Measure	Agency Selected	October 1 - September 30	Target: DNE Actual: 2,329	DNE 3,051	DNE 2,321	DNE 2,136	DNE 2,097	DNE 893	DNE	Currently Using
Number of Public Hearings	Output Measure	Required by Federal	October 1 - September 30	Target: 2 Actual: 2	2 2	2 2	2 2	2 2	2 0	2	Currently Using
Number of Classes Conducted	Output Measure	Agency Selected	October 1 - September 30	Target: 2 Actual: 2	2 2	2 2	2 2	2 2	2 1	2	Currently Using
Number of Tweets	Output Measure	Agency Selected	October 1 - September 30	Target: DNE Actual: DNE	DNE DNE	DNE DNE	DNE DNE	DNE 20	20 21	20	Currently Using
Number of eBlasts	Output Measure	Agency Selected	October 1 - September 30	Target: DNE Actual: DNE	DNE DNE	DNE DNE	DNE DNE	DNE 12	7 2	12	Currently Using
Number of Outside Presentations/Meetings	Output Measure	Agency Selected	October 1 - September 30	Target: DNE Actual: DNE	DNE DNE	DNE DNE	DNE DNE	3 5	3 3	3	Currently Using
Number of Website Updates (new information)	Output Measure	Agency Selected	October 1 - September 30	Target: DNE Actual: DNE	DNE DNE	DNE DNE	DNE DNE	12 20	12 4	12	Currently Using
Number of Employees Recruited	Input/Activity Measure	Agency Selected	October 1 - September 30	Target: DNE Actual: DNE	DNE DNE	DNE DNE	DNE DNE	DNE 9	DNE 10	DNE	Considering Using in the Future
Number of Employees Retained (within 2 years)	Input/Activity Measure	Required by Federal	October 1 - September 30	Target: DNE Actual: DNE	DNE DNE	DNE DNE	DNE DNE	DNE DNE	DNE DNE	DNE	Considering Using in the Future
Percentage of Employees Receiving 40 or More Hours of Annual Training	Input/Activity Measure	Required by Federal	October 1 - September 30	Target: DNE Actual: N/A	DNE DNE	DNE DNE	DNE DNE	100% 100%	100% DNE	100%	Currently Using
Percentage of Required Employers Contacted for Annual Survey/Audit	Output Measure	Required by Federal	October 1 - September 30	Target: 85% Actual: >85%	85% >85%	85% >85%	85% >85%	85% >85%	85% >85%	85% >85%	Currently Using
Number of Programmed Inspections	Output Measure	Required by Federal	Quarterly	Target: 45 Actual: 59	45 54	45 52	45 70	37 52	37 70	37	Currently Using
Number of Affected Employees (programmed)	Outcome Measure	Agency Selected	Quarterly	Target: DNE	DNE	DNE	DNE	DNE	DNE	DNE	Currently Using
Number of Unprogrammed Investigations	Output Measure	Required by Federal	Quarterly	Target: 25 Actual: 68	25 56	25 56	25 65	20 55	20 36	20	Currently Using
Number of Affected Employees (unprogrammed)	Outcome Measure	Agency Selected	Quarterly	Target: DNE Actual: 3977	DNE 3178	DNE 1576	DNE 4522	DNE 3902	DNE 5629	DNE	Currently Using

Performance Measures
(Study Step 2: Performance)

Performance Measure	Type of Measure:	Agency selected; Required by State; or Required by Federal:	Time Applicable	Target and Actual row labels	Target and Actual Results (Time Period #1)	Target and Actual Results (Time Period #2)	Target and Actual Results (Time Period #3)	Target and Actual Results (Time Period #4)	Target and Actual Results (Time Period #5 most recent completed time period)	Target Results Time Period #6 (current time period)	Currently using, considering using in future, no longer using
Complaints; Response Time Within 7 Days	Efficiency Measure	Required by Federal	Quarterly	Target:	100%	100%	100%	100%	100%	100%	Currently Using
				Actual:	87.50%	100%	85.70%	88.90%	66.70%	100%	
Number of Focused Inspections	Output Measure	Agency Selected	Quarterly	Target:	DNE	DNE	DNE	DNE	DNE	20	Currently Using
				Actual:	0	0	16	22	0	25	
Number of Affected Employees (focus)	Outcome Measure	Agency Selected	Quarterly	Target:	DNE	DNE	DNE	DNE	DNE	175	Currently Using
				Actual:	0	0	141	108	0	185	
Number of Training Classes	Output Measure	Agency Selected	October 1 - September 30	Target:	DNE	DNE	DNE	DNE	DNE	DNE	Currently Using
				Actual:	461	400	436	322	268	178	
Number of Employers Trained	Outcome Measure	Agency Selected	October 1 - September 30	Target:	DNE	DNE	DNE	DNE	DNE	DNE	Currently Using
				Actual:	3328	2737	2449	2325	1953	1009	
Number of Employees Trained	Outcome Measure	Agency Selected	October 1 - September 30	Target:	DNE	DNE	DNE	DNE	DNE	DNE	Currently Using
				Actual:	12604	7905	8032	5702	2223	4769	
Number of Consultations	Output Measure	Agency Selected	October 1 - September 30	Target:	788	755	755	755	800	688	Currently Using
				Actual:	919	837	919	862	870	373	
Number of Affected Employees (consultations)	Outcome Measure	Agency Selected	Monthly	Target:	DNE	DNE	DNE	DNE	DNE	DNE	Currently Using
				Actual:	820	1153	285	515	485	1179	
Number of Employers	Outcome Measure	Agency Selected	October 1 - September 30	Target:	DNE	DNE	DNE	DNE	DNE	DNE	Currently Using
				Actual:	919	837	919	862	870	373	
Amount of Fines Saved	Efficiency Measure	Agency Selected	July - June	Target:	DNE	DNE	DNE	DNE	DNE	DNE	Currently Using
				Actual:	\$1,537,438	\$1,635,366	\$1,852,570	\$1,721,075	\$1,420,226	\$1,429,870	
Lapse Time Between Request and Consultation	Efficiency Measure	Agency Selected	Quarterly	Target:	DNE	DNE	DNE	DNE	DNE	DNE	Considering Using in the Future
				Actual:	DNE	DNE	DNE	DNE	DNE	DNE	
Number of VPP Sites	Input/Activity Measure	Agency Selected	October 1 - September 30	Target:	DNE	DNE	DNE	DNE	DNE	DNE	Currently Using
				Actual:	42	40	41	40	40	41	
Number of SHARP Sites (new)	Input/Activity Measure	Agency Selected	October 1 - September 30	Target:	2	2	2	2	1	1	Currently Using
				Actual:	2	2	1	1	0	0	
Number of Students Trained (Youth Safety Program)	Outcome Measure	Agency Selected	October 1 - September 30	Target:	DNE	DNE	DNE	DNE	250	500	Currently Using
				Actual:	DNE	DNE	DNE	DNE	370	850	
Number of Classes Conducted (Youth Safety Program)	Output Measure	Agency Selected	October 1 - September 30	Target:	DNE	DNE	DNE	DNE	1	5	Currently Using
				Actual:	DNE	DNE	DNE	DNE	1	3	
Number of Counties (Youth Safety Program)	Input/Activity Measure	Agency Selected	October 1 - September 30	Target:	DNE	DNE	DNE	DNE	1	3	Currently Using
				Actual:	DNE	DNE	DNE	DNE	1	1	
Number of Active VPP Sites (Youth Safety Program)	Input/Activity Measure	Agency Selected	October 1 - September 30	Target:	DNE	DNE	DNE	DNE	5	20	Currently Using
				Actual:	DNE	DNE	DNE	DNE	9	21	
Number of Contested Cases Filed	Input/Activity Measure	Agency Selected	January - December	Target:	DNE	DNE	DNE	DNE	DNE	12	Currently Using
				Actual:	12	18	20	23	14	2	
Number of Contested Cases Resolved	Output Measure	Agency Selected	Monthly	Target:	DNE	DNE	DNE	DNE	1	1	Currently Using
				Actual:	0	1	2	2	1	0	
Number of 11c Whistleblower Complaints Filed	Input/Activity Measure	Agency Selected	Monthly	Target:	DNE	DNE	DNE	DNE	DNE	DNE	Currently Using
				Actual:	5	5	9	4	6	9	
Number of Whistleblower Complaints Resolved	Output Measure	Agency Selected	Monthly	Target:	DNE	DNE	DNE	DNE	DNE	7	Currently Using
				Actual:	11	4	2	20	4	8	

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Performance Measures
(Study Step 2: Performance)

Performance Measure	Type of Measure:	Agency selected; Required by State; or Required by Federal:	Time Applicable	Target and Actual row labels	Target and Actual Results (Time Period #1)	Target and Actual Results (Time Period #2)	Target and Actual Results (Time Period #3)	Target and Actual Results (Time Period #4)	Target and Actual Results (Time Period #5 most recent completed time period)	Target Results Time Period #6 (current time period)	Currently using, considering using in future, no longer using
Number of Informal Conferences	Input/Activity Measure	Agency Selected	Monthly	Target:	DNE	DNE	DNE	DNE	DNE	DNE	Currently Using
				Actual:	11	4	7	3	4	8	
Number of Contested Cases Filed After an Informal Conference	Input/Activity Measure	Agency Selected	Monthly	Target:	DNE	DNE	DNE	DNE	DNE	DNE	Currently Using
				Actual:	11	10	13	17	9	0	
Number of Settlements	Output Measure	Agency Selected	Monthly	Target:	DNE	DNE	DNE	DNE	DNE	DNE	Considering Using in the Future
				Actual:	DNE	DNE	DNE	DNE	DNE	DNE	
Number of OSHA FOIA Requests	Input/Activity Measure	Agency Selected	Monthly	Target:	DNE	DNE	DNE	DNE	DNE	DNE	Currently Using
				Actual:	15	16	8	8	12	18	
Decrease in Injury and Illness Rates	Outcome Measure	Required by Federal	October 1 - September 30	Target:	2%	2%	2%	2%	1%	1%	Currently Using
				Actual:	>2%	>2%	>2%	>2%	>1%	DNE	
Number of counties with FF programs at high schools/CTCs	Outcome Measure	Agency Selected	July - June	Target:	DNE	DNE	DNE	DNE	DNE	46	Currently using
				Actual:	DNE	DNE	DNE	16	19	21	
Training video for DDSN and DSS	Output Measure	Agency Selected	July - June	Target:	DNE	DNE	DNE	DNE	DNE	1	Currently using
				Actual:	DNE	DNE	DNE	DNE	DNE	0	
Training video for fire school safety inspections	Output Measure	Agency Selected	July - June	Target:	DNE	DNE	DNE	DNE	DNE	1	Currently using
				Actual:	DNE	DNE	DNE	DNE	DNE	0	
RFP for bid for new records management system	Output Measure	Agency Selected	July - June	Target:	DNE	DNE	DNE	DNE	DNE	1	Currently using
				Actual:	DNE	DNE	DNE	DNE	DNE	1	
Instructor and customer survey response rate	Input/Activity Measure	Agency Selected	July - June	Target:	DNE	DNE	DNE	DNE	DNE	75%	Considering using
				Actual:	DNE	DNE	DNE	DNE	DNE	DNE	
Number of fire-related fatalities	Outcome Measure	Agency Selected	Jan. - Dec.	Target:	DNE	DNE	DNE	DNE	DNE	78	Currently using
				Actual:	71	96	78	77	102	34	
Increase the percentage of SC fire departments that actively provide data to the National Fire	Input/Activity Measure	State government + Agency Selected	Jan. - Dec.	Target:	DNE	DNE	DNE	DNE	DNE	75%	Currently using
				Actual:	DNE	DNE	68%	69%	69%	70%	
Decrease the number of errors reported to NFIRS reports by active fire departments.	Input/Activity Measure	Agency Selected	Jan. - Dec.	Target:	DNE	DNE	DNE	DNE	DNE	10%	Currently using
				Actual:	DNE	DNE	14.55%	11.15%	10.65%	10.19%	
Reduce turnaround time to conduct inspections	Efficiency Measure	Agency Selected	July - June	Target:	DNE	DNE	DNE	DNE	DNE	DNE	Considering Using in the Future
				Actual:	DNE	DNE	DNE	DNE	DNE	DNE	
% of licenses and permit applications submitted electronically	Efficiency Measure	Agency Selected	July - June	Target:	DNE	DNE	DNE	DNE	DNE	15%	Currently using
				Actual:	0%	0%	0%	0%	0%	0%	
Number of days for engineer review of fire sprinkler plans	Efficiency Measure	Agency Selected	Jan. - Dec.	Target:	DNE	DNE	DNE	DNE	DNE	12	Currently using
				Actual:	DNE	DNE	9.4	12.2	17.5	16	
Number of students taught	Outcome Measure	Agency Selected	July - June	Target:	DNE	DNE	DNE	DNE	DNE	31,000	Currently using
				Actual:	DNE	30,941	30,765	32,311	30,563	19,604	
Policy drafted	Output Measure	Agency Selected	July - June	Target:	DNE	DNE	DNE	DNE	DNE	1	Currently using
				Actual:	DNE	DNE	DNE	DNE	DNE	1	
Report issued	Output Measure	Agency Selected	July - June	Target:	DNE	DNE	DNE	DNE	DNE	1	Currently using
				Actual:	DNE	DNE	DNE	DNE	DNE	0	
% of ERTF assets in inventory system	Outcome Measure	Agency Selected	July - June	Target:	DNE	DNE	DNE	DNE	DNE	45%	Currently using
				Actual:	DNE	DNE	DNE	DNE	DNE	100%	
Increase ERTF membership	Outcome Measure	Agency Selected	July - June	Target:	DNE	DNE	DNE	DNE	120	120	Currently using
				Actual:	DNE	DNE	DNE	DNE	88	108	

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Performance Measures
(Study Step 2: Performance)

Performance Measure	Type of Measure:	Agency selected; Required by State; or Required by Federal:	Time Applicable	Target and Actual row labels	Target and Actual Results (Time Period #1)	Target and Actual Results (Time Period #2)	Target and Actual Results (Time Period #3)	Target and Actual Results (Time Period #4)	Target and Actual Results (Time Period #5 most recent completed time period)	Target Results Time Period #6 (current time period)	Currently using, considering using in future, no longer using
Number of county Fire Safe SC meetings	Output Measure	Agency Selected	July - June	Target:	DNE	DNE	DNE	DNE	DNE	46	Currently using
				Actual:	DNE	DNE	DNE	DNE	DNE	22	
Number of IFSAC/Pro Board accredited programs	Outcome Measure	Agency Selected	July - June	Target:	18	18	18	18	18	19	Currently using
				Actual:	18	18	18	18	18	19	
Student completion rates	Outcome Measure	Agency Selected	July - June	Target:	DNE	DNE	DNE	DNE	95%	95%	Currently using
				Actual:	91%	87%	92%	90%	88%	87%	
Number of classes completed	Outcome Measure	Agency Selected	July - June	Target:	DNE	DNE	DNE	DNE	DNE	2000	Currently using
				Actual:	DNE	1973	2259	2132	1851	1076	
Number of executive leadership/planning programs	Output Measure	Agency Selected	July - June	Target:	DNE	DNE	DNE	DNE	DNE	1	Currently using
				Actual:	DNE	DNE	DNE	DNE	DNE	0	
Number of EMT Instructors	Output Measure	Agency Selected	July - June	Target:	DNE	DNE	DNE	DNE	DNE	12	Currently using
				Actual:	DNE	DNE	DNE	DNE	DNE	0	
Number of EMT Students	Output Measure	Agency Selected	July - June	Target:	DNE	DNE	DNE	DNE	DNE	24	Currently using
				Actual:	DNE	DNE	DNE	DNE	DNE	12	
Number of SCFA course developed/updated	Outcome Measure	Agency Selected	July - June	Target:	DNE	17	12	17	8	17	Currently using
				Actual:	DNE	17	12	17	8	13	
Total number of agency licensees who have FBI background checks conducted	Input/activity measure	Agency Selected	July - June	Target:	DNE	DNE	DNE	DNE	DNE	DNE	Currently using
				Actual:	7957	9508	10034	10496	11379	8043	
Number of applications available online-individual	Input/activity measure	Agency selected	July - June	Target:	DNE	DNE	212	137	69	52	Currently using
				Actual:	DNE	DNE	75	68	17	0	
Number of boards utilizing CE tracker	Outcome measure	Agency selected	July - June	Target:	DNE	DNE	DNE	DNE	4	8	Currently using
				Actual:	DNE	DNE	DNE	0	3	5 (10 pending)	
Creation of online license verification portal	Output Measure	Agency Selected	July - June	Target:	DNE	DNE	DNE	DNE	DNE	1	Currently using
				Actual:	DNE	DNE	DNE	DNE	DNE	0	
Bulk license verification program launch	Output Measure	Agency Selected	July - June	Target:	DNE	DNE	DNE	DNE	DNE	1	Currently using
				Actual:	DNE	DNE	DNE	DNE	DNE	0	
Number of dental practices inspected/permitted	Output measure		July - June	Target:	DNE	DNE	DNE	DNE	DNE	DNE	Currently using
				Actual:	DNE	DNE	DNE	DNE	DNE	46	
Increase eligible applicants by 5% for the agency's most difficult positions to fill: Board	Outcome Measure	Agency Selected	July - June	Target:	DNE	DNE	DNE	DNE	5%	5%	Currently Using
				Actual:	DNE	DNE	DNE	DNE	50%	DNE	
Create, schedule and conduct interviewing technique class	Outcome Measure	Agency Selected	July - June	Target:	DNE	DNE	DNE	DNE	15	10	Currently Using
				Actual:	DNE	DNE	DNE	DNE	3	1	
Create a departmental on-boarding checklist that has department specific training and policies to ensure employees are properly informed of their	Output Measure	Agency Selected	July - June	Target:	DNE	DNE	DNE	DNE	2	2	Currently Using
				Actual:	DNE	DNE	DNE	DNE	0	2	
Explore and implement mandatory training for employees transitioning to supervisor role at time	Output Measure	Agency Selected	July - June	Target:	DNE	DNE	DNE	DNE	4	4	Currently Using
				Actual:	DNE	DNE	DNE	DNE	4	4	
Revamp and modify components to LLR's internal application software (RELEAS) to ensure a more	Output Measure	Agency Selected	July - June	Target:	DNE	DNE	DNE	DNE	100%	50%	Consider using in future
				Actual:	DNE	DNE	DNE	DNE	50%	60%	
Revamp and modify components to LLR's internal application software (State Fire Finance) to	Output Measure	Agency Selected	July - June	Target:	DNE	DNE	DNE	DNE	100%	50%	Consider using in future
				Actual:	DNE	DNE	DNE	DNE	50%	50%	
Solicit feedback from new employees regarding				Target:	DNE	DNE	100% - Sent (1st qrt)	100% - Sent (2nd qrt)	100% - Sent (3rd qrt)	100%	

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Performance Measures
(Study Step 2: Performance)

Performance Measure	Type of Measure:	Agency selected; Required by State; or Required by Federal:	Time Applicable	Target and Actual row labels	Target and Actual Results (Time Period #1)	Target and Actual Results (Time Period #2)	Target and Actual Results (Time Period #3)	Target and Actual Results (Time Period #4)	Target and Actual Results (Time Period #5 most recent completed time period)	Target Results Time Period #6 (current time period)	Currently using, considering using in future, no longer using
recruitment and onboarding processes	Input/Activity Measure	Agency Selected	July - June	Actual:	DNE	DNE	61% Responded	56% Responded	DNE	DNE	Currently Using
Percentage of open cases closed in one year	Efficiency Measure	Agency Selected	July - June	Target:	1303	943	982	1181	1207	323	Currently Using
				Actual:	805	1084	1193	943	1361	290	
Average age of cases from open to Investigative Review Committee	Efficiency Measure	Agency Selected	July - June	Target:	200	200	200	200	200	200	Currently Using
				Actual:	211	204	220	228	231	254	
Number of initial applications received (online and paper)	Input/activity measure	Agency selected	July - June	Target:	DNE	DNE	DNE	DNE	DNE	DNE	Currently using
				Actual:	39265	41107	43009	41669	45913	34283	
Number of initial licenses/ permits issued	Output measure	Agency selected	July - June	Target:	DNE	DNE	DNE	DNE	DNE	DNE	Currently using
				Actual:	33071	35575	38001	40336	44177	32467	
Number of applications available online- business	Input/activity measure	Agency selected	July - June	Target:	DNE	DNE	DNE	DNE	DNE	148	Considering using
				Actual:	DNE	DNE	DNE	DNE	DNE	DNE	
Number of renewals issued	Outcome measure	Agency selected	July - June	Target:	DNE	DNE	DNE	DNE	DNE	DNE	Currently using
				Actual:	DNE	166211	158916	182689	166468	89400	
Number of board meetings held	Output measure	Agency selected	July - June	Target:	84	84	84	84	84	84	Currently using
				Actual:	225	219	218	205	207	147	
Average license turnaround time (business days)	Efficiency measure	Agency selected	Monthly	Target:	7-10	7-10	7-10	7-10	7-10	7-10	Currently using
				Actual:	8	8	8	7	8	8	
Number of Customer Satisfaction Surveys received	Input/activity measure	Agency selected	July - June	Target:	DNE	DNE	DNE	DNE	DNE	DNE	Currently using
				Actual:	10111	12393	14616	17043	19391	21726	
Number of complaints received	Input/activity measure	Agency selected	July - June	Target:	DNE	DNE	DNE	DNE	DNE	DNE	Currently using
				Actual:	4900	4939	5183	6758	6689	5031	
Numbers of investigations opened	Output measure	Agency selected	July - June	Target:	DNE	DNE	DNE	DNE	DNE	DNE	Currently using
				Actual:	3906	3796	3692	4877	4623	3535	
Average time to complete investigation (business days)	Efficiency measure	Agency selected	July - June	Target:	150	150	150	150	150	150	Currently using
				Actual:	114	92	110	110	118	125	
Number of cases closed	Outcome measure	Agency selected	July - June	Target:	DNE	DNE	DNE	DNE	DNE	DNE	Currently using
				Actual:	4677	4690	5492	6122	6661	4958	
Number of initial/opening inspections completed	Efficiency measure	Agency selected	July - June	Target:	DNE	DNE	DNE	DNE	DNE	DNE	Currently using
				Actual:	DNE	254	349	329	344	190	
Number of routine inspections conducted	Output measure	Agency selected	July - June	Target:	DNE	DNE	DNE	DNE	DNE	DNE	Currently using
				Actual:	13650	8531	7516	9292	9292	8227	
Number of citations issued	Outcome measure	Agency selected	July - June	Target:	DNE	DNE	DNE	DNE	DNE	DNE	Currently using
				Actual:	649	879	813	1129	1327	687	
Number of Cease and Desist orders issued	Outcome measure	Agency selected	July - June	Target:	DNE	DNE	DNE	DNE	DNE	DNE	Currently using
				Actual:	224	172	261	285	356	230	
Number of complaint based inspections completed	Output measure	Agency selected	July - June	Target:	DNE	DNE	DNE	DNE	DNE	DNE	Currently using
				Actual:	80	78	118	63	98	39	
Number of dental practices pending inspection/permitting	Input/activity measure	Agency selected	July - June	Target:	DNE	DNE	DNE	DNE	DNE	DNE	Currently using
				Actual:	DNE	DNE	DNE	DNE	DNE	25	
Number of online verification requests filled	Output measure	Agency selected	July - June	Target:	DNE	DNE	DNE	DNE	DNE	DNE	Currently using
				Actual:	8077	5871	6675	6960	7401	5660	
Number of emergency orders served	Output measure	Agency selected	July - June	Target:	DNE	DNE	DNE	DNE	DNE	DNE	Currently using

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Performance Measures
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				Actual:	199	174	150	133	124	121	
Number of wage and labor claims received	Input/Activity measure	Agency selected	July - June	Target:	DNE	DNE	DNE	DNE	DNE	DNE	Currently using
				Actual:	1160	1008	1125	1815	2023	1133	
Number of wage and labor investigations opened	Output measure	Agency selected	July - June	Target:	DNE	DNE	DNE	DNE	DNE	DNE	Currently using
				Actual:	1092	926	1091	1788	1982	1112	
Number of wage and labor citations issued	Outcome measure	Agency selected	July - June	Target:	DNE	DNE	DNE	DNE	DNE	DNE	Currently using
				Actual:	424	338	437	712	781	439	
Amount of penalties assessed for wage violations	Output measure	Agency selected	July - June	Target:	DNE	DNE	DNE	DNE	DNE	DNE	Currently using
				Actual:	\$164,450.00	\$81,600.00	\$97,751.00	\$139,099.00	\$151,300.00	\$93,790.00	
Final Orders prepared by OAC	Output Measure	Required by State	Jan 1-Dec 31	Target:	DNE	576	1021	785	899	0	Currently using
				Actual:	DNE	576	1021	785	899	224	
Average number of days between proceedings and execution of Final Orders prepared by OAC	Efficiency Measure	Agency Selected	Jan 1-Dec 31	Target:	DNE	37.8	45	45	30	30	Currenty Using
				Actual:	DNE	N/A	42.3	36.6	31.8	28.8	
Panel Hearings or Hearing Officer Recommendations prepared by OAC	Output Measure	Required by State	Jan 1-Dec 31	Target:	DNE	157	280	178	222	0	Currently using
				Actual:	DNE	157	280	178	222	67	
Average Number of days between Panel Hearing and Execution of Recommendation	Efficiency Measure	Agency Selected	Jan 1-Dec 31	Target:	DNE	N/A	45	45	30	0.4	Currently using
				Actual:	DNE	19.4	24.7	8.2	13.1	13.6	
Consent Agreements/C&Ds prepared by OAC	Output Measure	Required by State	Jan 1-Dec 31	Target:	DNE	175	154	213	315	0	Currently using
				Actual:	DNE	175	154	213	315	37	
Average Number of Days Between Request and Execution of Document	Efficiency Measure	Agency Selected	Jan 1-Dec 31	Target:	DNE	N/A	45	45	30	30	Currently using
				Actual:	DNE	2.8	6.1	1.8	1.4		
Increase the number of training sessions offered to POL boards and commissions per FY	Outcome Measure	Agency Selected	July-June	Target:	DNE	DNE	DNE	DNE		24	Considering using
				Actual:	DNE	DNE	DNE	DNE	DNE	DNE	
Respond timely to all FOIA requests and subpoenas.	Output Measure	Required by State	Jan - Dec	Target:	All requested	All requested	All requested	All requested	All requested	All requested	Currently using
				Actual:	816	940	1024	1039	1094	307	
Reply to inquiries within 24 hours, excluding holidays and weekends.	Output Measure	Agency selected	Jan - Dec	Target:	All inquiries	All inquiries	All inquiries	All inquiries	All inquiries	All inquiries	Currently using
				Actual:	157	230	196	455	503	147	
Number of E-Verify audits conducted	Output Measure	Agency selected	Monthly	Target:	DNE	DNE	DNE	DNE	DNE	DNE	Currently using
				Actual:	268	141	294	293	299	178	
Percentage of employers E-Verifying new hires	Outcome Measure	Agency selected	Monthly	Target:	DNE	DNE	DNE	DNE	DNE	DNE	Currently using
				Actual:	90%	96%	85%	90%	87%	86%	
Small business E-Verify compliance rate	Output Measure	Agency selected	Monthly	Target:	DNE	DNE	DNE	DNE	DNE	DNE	Currently using
				Actual:	88%	61%	83%	81%	79%	82%	
Number of Registered Immigration Assistance Providers	Output Measure	Agency selected	Monthly	Target:	DNE	DNE	DNE	DNE	DNE	DNE	Currently using
				Actual:	24	24	24	24	25	25	
Number of aliens verified through SAVE	Output Measure	Agency selected	January - Dec	Target:	DNE	DNE	DNE	DNE	DNE	DNE	Currently using
				Actual:	DNE	DNE	1,094	1,428	1,677	421	
Number of elevators registered in the state	Output Measure	Agency selected	July - June	Target:	DNE	DNE	DNE	DNE	DNE	DNE	Currently using
				Actual:	12,129	12,379	12,778	13,115	13,710	13,916	
Number of elevators inspected	Output Measure	Agency selected	July - June	Target:	DNE	DNE	DNE	DNE	DNE	DNE	Currently using
				Actual:	9,269	8,812	10,324	10,473	10,332	8,300	

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Number of elevators with outstanding abatements	Output Measure	Agency selected	Monthly	Target:	DNE	DNE	DNE	DNE	DNE	DNE	Currently using
				Actual:	1,789	1,346	1,170	1,302	1,270	1,116	
Number of amusement rides inspected and permitted	Output Measure	Agency selected	July - June	Target:	DNE	DNE	DNE	DNE	DNE	DNE	Currently using
				Actual:	715	700	494	501	716	315	
Number of permits issued for alteration/installation of elevators	Output Measure	Agency selected	July - June	Target:	DNE	DNE	DNE	DNE	DNE	DNE	Currently using
				Actual:	344	256	714	423	728	513	
Attend board meetings when proposed regulations are discussed	Output Measure	Agency selected	Jan - Dec	Target:	DNE	DNE	DNE	DNE	DNE	DNE	Consider using in future
				Actual:	DNE	DNE	DNE	DNE	DNE	DNE	
Draft proposed regulations.	Output Measure	Agency selected	July -June	Target:	DNE	DNE	DNE	DNE	DNE	DNE	Currently using
				Actual:	14	17	25	17	14	20	
Publish drafting notices and proposed regulations.	Output Measure	Agency selected	July -June	Target:	DNE	DNE	DNE	DNE	DNE	DNE	Currently using
				Actual:	14	17	25	17	14	20	
Oversee the scheduling and handling of administrative hearings.	Output Measure	Agency selected	July -June	Target:	DNE	DNE	DNE	DNE	DNE	DNE	Currently using
				Actual:	14	17	25	17	17	20	
Attend legislative hearings.	Output Measure	Agency selected	July -June	Target:	DNE	DNE	DNE	DNE	DNE	DNE	Consider using in future
				Actual:	DNE	DNE	DNE	DNE	DNE	DNE	
Report on the status of legislation and regulations to the boards.	Output Measure	Agency selected	July -June	Target:	DNE	DNE	DNE	DNE	DNE	DNE	Consider using in future
				Actual:	DNE	DNE	DNE	DNE	DNE	DNE	
Weekly legislative updates to boards.	Output Measure	Agency selected	July -June	Target:	18	22	17	21	18	18	Currently using
				Actual:	18	22	17	21	18	18	
Weekly notifications to boards of legislative hearings.	Output Measure	Agency selected	July -June	Target:	18	22	17	21	18	18	Currently using
				Actual:	18	22	17	3	4	13	
Annual summary of legislative and regulatory changes.	Output Measure	Agency selected	July -June	Target:	1	1	1	1	1	1	Currently using
				Actual:	1	1	1	1	1	0	
Respond timely to all FOIA requests and subpoenas.	Output Measure	Required by State	Jan - Dec	Target:	DNE	DNE	DNE	DNE	DNE	DNE	Currently using
				Actual:	816	940	1024	1039	1094	307	
Reply to inquiries within 24 hours, excluding holidays and weekends.	Output Measure	Agency selected	Jan - Dec	Target:	DNE	DNE	DNE	DNE	DNE	DNE	Currently using
				Actual:	157	230	196	455	503	147	

Comprehensive Strategic Plan Summary

(Study Step 1: Agency Legal Directives, Plan and Resources; and Study Step 2: Performance)

Agency Responding	Department of Labor, Licensing and Regulation
Date of Submission	April 20, 2018

Mission: The mission of the Department of Labor, Licensing and Regulation (LLR) is to promote the health, safety and economic well-being of the public through regulation, licensing, enforcement, training and education.
Legal Basis: S.C. Code Ann. §§ 23-10-10, 40-1-40, 41-15-80

Vision: LLR will provide responsible regulatory oversight. We will work with licensees, boards, associations, and citizens to achieve the shared goals and interests of our state. LLR will cultivate an atmosphere of trust, integrity, innovation, compliance and accountability with our partners, leading to a better future for citizens. Through the Agency's work, LLR will reduce injuries in the workplace, fire-related injuries and fatalities, and licensee misconduct through education and enforcement.
Legal Basis: S.C. Code Ann. §§ 23-10-10, 40-1-40, 41-15-80

2016-17	
Total # of FTEs available / Total # filled at start of year	Total amount Appropriated and Authorized to Spend
Available FTEs: 415.97 Filled FTEs: 362 Temp/Grant: 0 Time Limited: 0 Part Time: 0	\$ 43,552,915

2017-18	
Total # of FTEs available / Total # filled at start of year	Total amount Appropriated and Authorized to Spend
Available FTEs: 428.97/ *434.05 Filled FTEs: 379 Temp/Grant: 0 Time Limited: 0 Part Time: 0	\$ 42,268,375

* 8.08 FTEs were converted from Temp positions in February 2018, per Proviso 117.14.

Amount of remaining	\$ 525,000
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Amount remaining	\$ 500,000
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2017-18 Comprehensive Strategic Plan Part and Description (e.g., Goal 1 - Insert Goal 1; Strategy 1.1 - Insert Strategy 1.1; Objective 1.1.1 - Insert Objective 1.1.1)	Intended Public Benefit/Outcome: (Ex. Outcome = incidents decrease and public perceives that the road is safer)	2016-17				2017-18				Associated Performance Measures (Please ensure each performance measure is on a separate line within the cell by typing the first associated performance measure, "Alt + Enter," then type the next assoc. PM, "Alt + Enter," and continue until all associated PMs are entered)	Associated Organizational Unit(s)	Responsible Employee Name & Time staff member has been responsible for the goal or objective (e.g. John Doe (responsible less than 3 years) or Jane Doe (responsible more than 3 years))	Does this person have input into the budget for this goal, strategy or objective? (Y/N)	Partner(s), by segment, the agency works with to achieve the objective (Federal Government; State Government; Local Government; Higher Education Institution; K-12 Education Institution; Private Business; Non-Profit Entity; Individual; or Other)	
		# of FTE equivalents utilized	Amount Spent (including employee salaries/wages and benefits)	% of Total Available to Spend	Associated General Appropriations Act Program(s) (If there are a number of different assoc. programs, please enter "A," then explain at the end of the chart what is included in "A")	# of FTE equivalents planned to utilize	Amount budgeted (including employee salaries/wages and benefits)	% of Total Available to Budget	Associated General Appropriations Act Program(s)						
Goal 1 - Ensure State Fire is a leader and focal point for service and support in South Carolina to preserve life and property															
<i>Strategy 1.1: Prevent fires and save lives and property through quality education and efficient enforcement, licensing, permitting, and engineering services.</i>															
Objective 1.1.1 - Review and process permit and license applications for regulated industries.	Businesses within regulated industries have a positive economic impact on their communities. The public is provided with a safe environment to work, live and play.	4.87	\$ 487,532.62	1.12%	II.C.Fire Academy II.D.State Fire Marshal	4.87	\$ 548,921.14	1.30%	II.C.Fire Academy II.D.State Fire Marshal	RFP for new records management system % of licenses and permit applications submitted electronically	FLS - Office of State Fire Marshal	Nathan Ellis (responsible less than 3 years)	Yes	Private Business	
Objective 1.1.2 - Provide effective and comprehensive Community Risk Reduction programs throughout the State.	The public is provided with education and resources that reduce fire ignitions, and ultimately, fire-related fatalities.	5.18	\$ 536,978.73	1.23%	II.C.Fire Academy II.D.State Fire Marshal	6.18	\$ 605,210.07	1.43%	II.C.Fire Academy II.D.State Fire Marshal	Number of fire-related fatalities Increase the percentage of SC fire departments that actively provide data to the National Fire Incident Reporting System Decrease the number of errors reported to NFIRS reports by active fire departments Number of county Fire Safe SC meetings	FLS - Office of State Fire Marshal	Nathan Ellis (responsible less than 3 years)	Yes	Federal Government; State Government; Local Government; Non-Profit Entities; Private Businesses Individuals	
Objective 1.1.3 - Provide efficient and quality inspections when required by law or requested by local or state officials.	The number of fire ignitions are reduced within occupancies inspected by OSFM and the public is provided with a safe environment to work, live and play.	14.37	\$ 1,590,395.86	3.65%	II.C.Fire Academy II.D.State Fire Marshal	14.37	\$ 1,804,409.02	4.27%	II.C.Fire Academy II.D.State Fire Marshal	Training video for DDSN and DSS Training video for schools fire and life safety inspections RFP for new records management system Reduce turnaround time to conduct inspections	FLS - Office of State Fire Marshal	Nathan Ellis (responsible less than 3 years)	Yes	State Government; Local Government; K-12 Institutions; Private Business	
Objective 1.1.4 - Ensure the public's fire and life safety by conducting plan reviews for fire sprinkler systems, building construction, L.P. gas systems, aboveground storage of flammable and combustible liquids, and hydrogen fueling systems for fire code compliance.	Regulated systems are designed and installed correctly, providing the public with a safe environment to work, live and play.	6.56	\$ 649,844.85	1.49%	II.C.Fire Academy II.D.State Fire Marshal	6.56	\$ 733,695.67	1.74%	II.C.Fire Academy II.D.State Fire Marshal	RFP for new records management system Number of days for engineer review of fire sprinkler plans	FLS - Office of State Fire Marshal	Nathan Ellis (responsible less than 3 years)	Yes	State Government; Local Government; K-12 Institutions; Private Business; Non-Profit Entities	
<i>Strategy 1.2: Save lives and minimize property loss by enhancing and coordinating firefighting and rescue resources to respond to statewide and local emergencies.</i>															

Comprehensive Strategic Plan Summary
(Study Step 1: Agency Legal Directives, Plan and Resources; and Study Step 2: Performance)

2017-18 Comprehensive Strategic Plan Part and Description (e.g., Goal 1 - Insert Goal 1; Strategy 1.1 - Insert Strategy 1.1; Objective 1.1.1 - Insert Objective 1.1.1)	Intended Public Benefit/Outcome: (Ex. Outcome = incidents decrease and public perceives that the road is safer)	2016-17				2017-18				Associated Performance Measures (Please ensure each performance measure is on a separate line within the cell by typing the first associated performance measure, "Alt + Enter," then type the next assoc. PM, "Alt + Enter," and continue until all associated PMs are entered)	Associated Organizational Unit(s)	Responsible Employee Name & Time staff member has been responsible for the goal or objective (e.g., John Doe (responsible less than 3 years) or Jane Doe (responsible more than 3 years))	Does this person have input into the budget for this goal, strategy or objective? (Y/N)	Partner(s), by segment, the agency works with to achieve the objective (Federal Government; State Government; Local Government; Higher Education Institution; K-12 Education Institution; Private Business; Non-Profit Entity; Individual; or Other)
		# of FTE equivalents utilized	Amount Spent (including employee salaries/wages and benefits)	% of Total Available to Spend	Associated General Appropriations Act Program(s) (If there are a number of different assoc. programs, please enter "A," then explain at the end of the chart what is included in "A")	# of FTE equivalents planned to utilize	Amount budgeted (including employee salaries/wages and benefits)	% of Total Available to Budget	Associated General Appropriations Act Program(s)					
Objective 1.2.1 - Coordinate, administer, and ensure the operational readiness of firefighting and rescue resources through the Firefighter Mobilization Plan.	Fire departments are able to receive aid from other fire departments across the state, once their resources have been depleted, resulting in a force multiplier for fire and rescue resource needs.	1.96	\$ 256,425.80	0.59%	II.C.Fire Academy II.D.State Fire Marshal	1.96	\$ 285,831.57	0.68%	II.C.Fire Academy II.D.State Fire Marshal	FLS - Emergency Response Task Force	Ken Kerber (responsible less than 3 years)	Yes	State Government; Local Government; Non-Profit Entities	
Objective 1.2.2 - Coordinate, administer, and ensure the operational readiness of the Emergency Response Task Force.	Local emergency response agencies are supplemented by a well-trained and well-equipped response force, providing specialized capabilities not typically available at the local level.	2.53	\$ 584,275.01	1.34%	II.C.Fire Academy II.D.State Fire Marshal	2.53	\$ 659,051.65	1.56%	II.C.Fire Academy II.D.State Fire Marshal	% of ERTF assets in inventory system Increase ERTF membership	FLS - Emergency Response Task Force	Ken Kerber (responsible less than 3 years)	Yes	State Government; Local Government; Non-Profit Entities
Objective 1.2.3 - Coordinate and lead the agency's emergency support functions in the State Emergency Management Operations Plan and provide support and response to other state and local entities during emergencies.	Firefighting and/or search and rescue resources are directed to the area of greatest public need in times of a statewide or regional disaster.	0.68	\$ 67,240.68	0.15%	II.C.Fire Academy II.D.State Fire Marshal	0.68	\$ 70,465.23	0.17%	II.C.Fire Academy II.D.State Fire Marshal		FLS - Emergency Response Task Force	Ken Kerber (responsible less than 3 years)	Yes	Federal Government; State Government; Local Government
<i>Strategy 1.3: Enhance the training and capabilities of South Carolina's paid, volunteer, and industrial fire service personnel.</i>														
Objective 1.3.1 - Develop course curriculum that meets the needs of the state's fire and rescue community while ensuring testing standards that maintain course accreditation through the International Fire Service Accreditation Congress and the National Board on Fire Service Professional Certification.	Firefighters and rescue personnel are provided with training and certifications that prepare them for the types of responses encountered within their communities.	8.43	\$ 1,443,132.45	3.31%	II.C.Fire Academy II.D.State Fire Marshal	8.43	\$ 1,636,765.90	3.87%	II.C.Fire Academy II.D.State Fire Marshal	Number of IFSAC/Pro Board accredited programs Number of SCFA courses developed/updated	FLS - SC Fire Academy	Dennis Ray (responsible less than 3 years)	Yes	State Government; Local Government; K-12 Institutions; Private Business; Non-Profit Entities
Objective 1.3.2 - Provide state-of-the-art facilities and equipment for the delivery of modern, relevant and realistic fire and rescue training.	Firefighters and rescue personnel are provided with training and certifications that prepare them for the types of responses encountered within their communities.	7.23	\$ 1,890,114.79	4.34%	II.C.Fire Academy II.D.State Fire Marshal	7.23	\$ 1,662,298.05	3.93%	II.C.Fire Academy II.D.State Fire Marshal	Policy drafted	FLS - SC Fire Academy	Dennis Ray (responsible less than 3 years)	Yes	State Government; Local Government; Private Business; Non-Profit Entities
Objective 1.3.3 - Deliver on-campus and regional training programs that meet the needs of the state's fire service community and enhance the operational readiness of South Carolina's fire and rescue personnel.	Firefighters and rescue personnel are provided with training and certifications that prepare them for the types of responses encountered within their communities.	19.71	\$ 3,918,662.71	9.00%	II.C.Fire Academy II.D.State Fire Marshal	22.71	\$ 4,454,883.44	10.54%	II.C.Fire Academy II.D.State Fire Marshal	Number of counties with FF programs at high schools/CTCs Instructor and customer survey response rate Number of students taught Student completion rates Number of classes completed Number of executive leadership/planning programs Report issued	FLS - SC Fire Academy	Dennis Ray (responsible less than 3 years)	Yes	State Government; Local Government; K-12 Institutions; Private Business; Non-Profit Entities
Objective 1.3.4 - Deliver on-campus and regional EMS education and training to meet the growing needs of the fire service and to contribute to an adequate EMS response force in South Carolina.	Firefighters and rescue personnel are provided with training and certifications that prepare them for the types of responses encountered within their communities.	1.81	\$ 282,223.77	0.65%	II.C.Fire Academy II.D.State Fire Marshal	1.81	\$ 315,199.71	0.75%	II.C.Fire Academy II.D.State Fire Marshal	Number of EMT Instructors Number of EMT Students	FLS - SC Fire Academy	Dennis Ray (responsible less than 3 years)	Yes	State Government; Local Government; Non-Profit Entities
Goal 2 - Protect the public by ensuring efficient and effective licensing, permitting, inspection and enforcement operations for the State's regulated professions and occupations.														
<i>Strategy 2.1: Ensure the public's health and safety by issuing licenses to qualified members of the public who meet the educational- and statutorily-required standards and by issuing permits to facilities that likewise demonstrate compliance with legal requirements and standards.</i>														
Objective 2.1.1 - Review initial applications, conduct background checks, and issue licenses, registrations and permits for individuals and facilities that meet the statutory requirements for 42 professional and occupational boards.	Services and health care are provided by properly qualified licensees.	51.04	\$ 6,655,022.45	15.28%	II.F. Prof & Occup, II.H. Building Codes	53.54	\$ 7,016,954.71	16.60%	II.F. Prof & Occup, II.H. Building Codes	Number of applications available online Number of initial applications received Number of initial licenses/permits issued Number of FBI background checks conducted	POL - Office of Board Services	Robbie Boland (responsible less than 3 years)	Yes	Federal Government, State Government, Local Government, Higher Education, K-12 Education, Institution, Private Business, Individual, Other
Objective 2.1.2 - Process renewal applications annually or biennially and issue renewal licenses or permits.	Licensees have maintained requisite qualifications for licensure.	19.12	\$ 2,303,676.82	5.29%	II.F. Prof & Occup, II.H. Building Codes	19.62	\$ 2,425,720.61	5.74%	II.F. Prof & Occup, II.H. Building Codes	Number of renewal applications received Number of renewals issued	POL - Office of Board Services	Robbie Boland (responsible less than 3 years)	Yes	Federal Government, State Government, Higher Education, Institution, Private Business, Individual
Objective 2.1.3 - Provide administrative support to the regulatory boards and commissions to enable them to organize board meetings, hold hearings, and otherwise conduct business.	Allows the professional boards to regulate their profession in a public setting and gives the public the ability to attend a meeting.	22.1	\$ 1,158,585.87	2.66%	II.F. Prof & Occup, II.H. Building Codes	22.6	\$ 1,217,501.11	2.88%	II.F. Prof & Occup, II.H. Building Codes	Number of board meetings held	POL - Office of Board Services	Robbie Boland (responsible less than 3 years)	Yes	Federal Government, State Government, Local Government Higher Education, K-12 Education, Institution, Private Business, Non-Profit Entity, Individual, Other
Objective 2.1.4 - Provide quality customer service to applicants, licensees and the public, including preparing verifications and certifications of licensure status; disseminating information to licensees with e-blasts, renewal notices, newsletters, and legislative updates; and handling inquiries regarding licensure requirements and scope of practice.	Public and licensees to receive information, legislative changes, and professional trends within the profession or occupation.	29.43	\$ 1,158,585.87	2.66%	II.F. Prof & Occup, II.H. Building Codes	30.93	\$ 1,217,501.11	2.88%	II.F. Prof & Occup, II.H. Building Codes	Average license turnaround time Number of customer satisfaction surveys received Number of online verification requests filed	POL - Office of Board Services	Dean Grigg (responsible more than 3 years)	Yes	Higher Education, K-12 Education, Institution, Private Business, Non-Profit Entity, Individual, Other

Comprehensive Strategic Plan Summary
(Study Step 1: Agency Legal Directives, Plan and Resources; and Study Step 2: Performance)

2017-18 Comprehensive Strategic Plan Part and Description (e.g., Goal 1 - Insert Goal 1; Strategy 1.1 - Insert Strategy 1.1; Objective 1.1.1 - Insert Objective 1.1.1)	Intended Public Benefit/Outcome: (Ex. Outcome = incidents decrease and public perceives that the road is safer)	2016-17				2017-18				Associated Performance Measures (Please ensure each performance measure is on a separate line within the cell by typing the first associated performance measure, "Alt + Enter," then type the next assoc. PM, "Alt + Enter," and continue until all associated PMs are entered)	Associated Organizational Unit(s)	Responsible Employee Name & Time staff member has been responsible for the goal or objective (e.g. John Doe (responsible less than 3 years) or Jane Doe (responsible more than 3 years))	Does this person have input into the budget for this goal, strategy or objective? (Y/N)	Partner(s), by segment, the agency works with to achieve the objective (Federal Government; State Government; Local Government; Higher Education Institution; K-12 Education Institution; Private Business; Non-Profit Entity; Individual; or Other)
		# of FTE equivalents utilized	Amount Spent (including employee salaries/wages and benefits)	% of Total Available to Spend	Associated General Appropriations Act Program(s) (If there are a number of different assoc. programs, please enter "A," then explain at the end of the chart what is included in "A")	# of FTE equivalents planned to utilize	Amount budgeted (including employee salaries/wages and benefits)	% of Total Available to Budget	Associated General Appropriations Act Program(s)					
Objective 2.1.5 - Oversee and monitor continuing education requirements for licensees to ensure compliance with professional standards for applicable boards.	Public has confidence that licensees have maintained the requisite education requirements needed for licensure.	5.97	\$ 417,705.10	0.96%	II.F. Prof & Occup, II.H. Building Codes	5.97	\$ 451,767.51	1.07%	II.F. Prof & Occup, II.H. Building Codes	Number of boards utilizing CE tracker	POL - Office of Board Services	Dean Grigg (responsible more than 3 years)	Yes	Higher Education, Private Business
<i>Strategy 2.2: Ensure the public's health and safety by inspecting facilities for compliance with standards required by law.</i>														
Objective 2.2.1 - Conduct initial inspections of funeral homes, pharmacy facilities, mobile and portable dental units, dental sedation offices, barber shops and schools, and cosmetology salons and schools to ensure statutory compliance before issuance of a permit.	Public has confidence that regulated facilities meet the requisite health, safety and sanitation requirements for operation.	2.81	\$ 204,056.48	0.47%	II.F. Prof & Occup	2.81	\$ 236,117.16	0.56%	II.F. Prof & Occup	Number of dental practices inspected/ permitted Number of dental practices pending inspection/permitting Number of initial/opening inspections completed	POL - Office of Investigations and Enforcement	Christa Bell (responsible more than 3 years)	Yes	Federal Government, State Government, Local Government, Private Business, Individuals
Objective 2.2.2 - Conduct inspections to verify compliance of funeral homes, perpetual care cemeteries, pharmacy facilities, mobile and portable dental units, dental sedation offices, veterinarian facilities, manufactured housing lots, real estate offices, barber shops and schools, and cosmetology salons and schools.	Public has confidence that regulated facilities are routinely inspected to ensure continued compliance with statutory requirements and professional standards.	10.43	\$ 394,618.04	0.91%	II.F. Prof & Occup	10.43	\$ 462,952.71	1.10%	II.F. Prof & Occup	Number of routine inspections conducted	POL - Office of Investigations and Enforcement	Christa Bell (responsible more than 3 years)	Yes	Federal Government, State Government, Local Government, Private Business, Individuals
Objective: 2.2.3 - Enforce compliance with professional standards by conducting inspections in response to complaints including issuing citations, cease and desist orders for unlicensed practice or for professional acts outside the scope of the profession.	Public concerns about licensees' qualifications to practice are efficiently and effectively addressed.	1.58	\$ 204,056.48	0.47%	II.F. Prof & Occup	1.58	\$ 236,117.16	0.56%	II.F. Prof & Occup	Number of citations issued Number of cease and desist orders issued Number of complaint based inspections completed	POL - Office of Investigations and Enforcement	Christa Bell (responsible more than 3 years)	Yes	Federal Government, State Government, Local Government, Private Business, Individuals
<i>Strategy 2.3: Ensure the public's health and safety by investigating complaints of allegations of misconduct against licensees whose acts may not have met the standards established by the professional or occupational board or commission and allegations of unlicensed practice in the State.</i>														
Objective 2.3.1 - Review and process complaints, insuring they meet jurisdictional requirements and sufficiency to initiate investigation of alleged violations.	Public has confidence that initial complaints are sufficiently screened to determine whether further investigation is warranted.	4.33	\$ 394,618.04	0.91%	II.F. Prof & Occup	5	\$ 462,952.71	1.10%	II.F. Prof & Occup	Number of complaints received	POL - Office of Investigations and Enforcement	Christa Bell (responsible more than 3 years)	Yes	Federal Government, State Government, Local Government, Higher Education, K-12 Education, Institutions, Private Business, Individuals, Other
Objective 2.3.2 - Investigate complaints, including conducting witness interviews, analyzing evidence, and organizing, preparing for and attending Investigative Review Committee meetings.	Public can be confident that complaints of alleged practice act violations will be thoroughly and timely investigated.	33.11	\$ 1,919,110.56	4.41%	II.F. Prof & Occup	33.78	\$ 2,277,637.11	5.39%	II.F. Prof & Occup	Number of investigations opened Average time to complete investigation Number of cases closed	POL - Office of Investigations and Enforcement	Christa Bell (responsible more than 3 years)	Yes	Federal Government, State Government, Local Government, Higher Education, K-12 Education, Institutions, Private Business, Individuals, Other
Objective 2.3.3 - Proffer testimony at Board or Commission hearings and assist with administering Board or Commission actions such as serving emergency orders, cease and desist orders, and final orders.	Public is protected because respondents are appropriately disciplined by the boards and commissions.	5.83	\$ 204,056.48	0.47%	II.F. Prof & Occup	6.49	\$ 236,117.16	0.56%	II.F. Prof & Occup	Number of board meetings Number of investigations opened Number of cases closed	POL - Office of Investigations and Enforcement	Christa Bell (responsible more than 3 years)	Yes	State Government, Local Government, Individuals
Goal 3 - Improve and protect the safety and health of South Carolina workers while ensuring employers' compliance with state law.														
<i>Strategy 3.1: Develop, implement, and facilitate programming that will aid in the improvement and protection of worker safety and health throughout the State.</i>														
Objective 3.1.1 - Provide compliance assistance, technical support, in-house training and guidance, and community outreach.	Decrease workplace injury and illness.	4.01	\$ 283,974.79	0.65%	II.A. OSHA Voluntary, Occupational	II.B. 4.01	\$ 262,857.06	0.62%	II.A. OSHA Voluntary, II.B. Occupational	Number of employer/employee requests Number of public hearings Number of classes conducted Number of tweets Number of eBlasts Number of outside presentations/meetings Number of website updates (new information) Decrease in injury and illness rates	Labor - OSHA	Gwen Thomas (responsible more than 3 years)	Yes	Federal Government
Objective 3.1.2 - Provide training and development for new and current OSHA staff.	Decrease workplace injury and illness.	2.01	\$ 175,782.84	0.40%	II.A. OSHA Voluntary, Occupational	II.B. 2.01	\$ 161,426.88	0.38%	II.A. OSHA Voluntary, II.B. Occupational	Number of Employees Recruited Number of Employees Retained (within 2	Labor - OSHA	Kristal Davis (responsible less than 3 years)	Yes	Federal Government
Objective 3.1.3 - Provide accurate statistical safety and health injury and illness data for all South Carolina industries.	Decrease workplace injury and illness.	3.03	\$ 121,686.86	0.28%	II.A. OSHA Voluntary, Occupational	II.B. 3.03	\$ 110,711.79	0.26%	II.A. OSHA Voluntary, II.B. Occupational	Percentage of Required Employers contacted for annual survey/audit Decrease in Injury and Illness Rates	Labor - OSHA	Felecia Busby (responsible more than 3 years)	No	Federal Government; Private Business
<i>Strategy 3.2: Implement and enforce OSHA standards throughout the State to ensure that South Carolina workers are safe at work.</i>														
Objective 3.2.1 - Conduct inspections to verify safety standard compliance of worksites throughout the State.	Decrease workplace injury and illness.	20.91	\$ 1,636,374.17	3.76%	II.A. OSHA Voluntary, Occupational	II.B. 22.91	\$ 1,530,734.31	3.62%	II.A. OSHA Voluntary, II.B. Occupational	Number of programmed inspections Number of affected employees (programmed) Decrease in injury and illness rates	Labor - OSHA	Anthony Wilks (responsible more than 3 years)	Yes	Federal Government; Private Business

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		# of FTE equivalents utilized	Amount Spent (including employee salaries/wages and benefits)	% of Total Available to Spend	Associated General Appropriations Act Program(s) (If there are a number of different assoc. programs, please enter "A," then explain at the end of the chart what is included in "A")	# of FTE equivalents planned to utilize	Amount budgeted (including employee salaries/wages and benefits)	% of Total Available to Budget	Associated General Appropriations Act Program(s)						
Objective 3.2.2 - Conduct investigations of reported injuries, fatalities, and alleged noncompliance with health and safety standards in the work place.	Decrease workplace injury and illness.	12.41	\$ 1,095,414.41	2.52%	II.A.OSHA Voluntary, Occupational	II.B.	12.41	\$ 1,023,583.41	2.42%	II.A.OSHA Voluntary, II.B. Occupational	Number of unprogrammed investigations (unprogrammed) complaints; response time within 7 days	Labor - OSHA	Anthony Wilks (responsible more than 3 years)	Yes	Federal Government; Private Business
Objective 3.2.3 - Conduct focused inspections in industries with statistically higher numbers of fatalities in specific geographical areas.	Decrease workplace injury and illness.	2.21	\$ 175,782.84	0.40%	II.A.OSHA Voluntary, Occupational	II.B.	2.21	\$ 161,426.88	0.38%	II.A.OSHA Voluntary, II.B. Occupational	Number of focused inspections Number of affected employees (focus) Decrease in injury and illness rates	Labor - OSHA	Anthony Wilks (responsible more than 5 years)	Yes	Federal Government; Private Business
<i>Strategy 3.3: Train and educate South Carolina workforce and employers with respect to OSHA health and safety guidelines and standards.</i>															
Objective 3.3.1 - Conduct timely, relevant trainings to employers statewide.	Educated employers and workforce; decrease workplace injuries and illnesses.	4.41	\$ 283,974.79	0.65%	II.A.OSHA Voluntary, Occupational	II.B.	4.41	\$ 262,857.06	0.62%	II.A.OSHA Voluntary, II.B. Occupational	Number of training classes Number of employers trained Number of employees trained Decrease in injury and illness rates	Labor - OSHA	Harvey Jessup (responsible more than 3 years)	Yes	Private Business
Objective 3.3.2 - Provide consultation services to requesting employers.	Educated employers and workforce; decrease workplace injuries and illnesses.	9.76	\$ 824,934.54	1.89%	II.A.OSHA Voluntary, Occupational	II.B.	9.76	\$ 770,007.96	1.82%	II.A.OSHA Voluntary, II.B. Occupational	Number of consultations Number of affected employees Number of employers Amount of fines saved Lapse time between request and consultation Decrease in injury and illness rates	Labor - OSHA	Harvey Jessup (responsible more than 3 years)	Yes	Federal Government, Private Business
Objective 3.3.3 - Provide outreach services to employers seeking entry into the VPP or Sharp Recognition programs.	Educated employers and workforce; decrease workplace injuries and illnesses.	2.82	\$ 283,974.79	0.65%	II.A.OSHA Voluntary, Occupational	II.B.	2.82	\$ 262,857.06	0.62%	II.A.OSHA Voluntary, II.B. Occupational	Number of VPP sites Number of Sharp sites (new)	Labor - OSHA	Harvey Jessup (responsible more than 3 years)	Yes	Federal Government, Private Business
Objective 3.3.4 - Provide Youth Safety Outreach Program throughout the State.	Educated employers and workforce; decrease workplace injuries and illnesses.	1.31	\$ 175,782.84	0.40%	II.A.OSHA Voluntary, Occupational	II.B.	1.31	\$ 161,426.88	0.38%	II.A.OSHA Voluntary, II.B. Occupational	Number of students trained (Youth Safety Program) Number of classes conducted (Youth Safety Program) Number of counties Number of active VPP sites (Youth Safety Program)	Labor - OSHA	Sharon Dumit (responsible more than 3 years)	No	Local Government, K-12 Education Institution, Higher Education Institution, Private Business; Individual
<i>Strategy 3.4: Provide legal support and guidance to all labor programs within the agency to aid in the continued safety, health, and legal compliance of South Carolina worksites.</i>															
Objective 3.4.1 - Provide legal representation, advice, and training to labor-related programs in the agency.	Efficient inspections and investigations from trained inspectors and compliance officers.	1.21	\$ 229,878.81	0.53%	II.A.OSHA Voluntary, Occupational	II.B.	1.21	\$ 212,141.97	0.50%	II.A.OSHA Voluntary, II.B. Occupational	Number of contested cases filed Number of contested cases resolved	Labor - OSHA	Deidre Laws (responsible more than 3 years)	Yes	Private Business, Individuals
Objective 3.4.2 - Conduct investigations of alleged retaliation against employees for health and/or safety complaints.	Decrease in workplace retaliation.	1.91	\$ 121,686.86	0.28%	II.A.OSHA Voluntary, Occupational	II.B.	1.91	\$ 110,711.79	0.26%	II.A.OSHA Voluntary, II.B. Occupational	Number of 11c whistleblower complaints filed Number of 11c whistleblower complaints resolved	Labor - OSHA	Deidre Laws (responsible less than 3 years)	Yes	Private Business, Individuals
Objective 3.4.3 - Conduct informal conferences for employers seeking further understanding and resolution of a pending citation from SC OSHA.	Educated employers and workforce; decrease workplace injuries and illnesses.	0.96	\$ 121,686.86	0.28%	II.A.OSHA Voluntary, Occupational	II.B.	0.96	\$ 110,711.79	0.26%	II.A.OSHA Voluntary, II.B. Occupational	Number of informal conferences Number of contested cases filed after an informal conference Number of settlements	Labor - OSHA	Deidre Laws (responsible less than 3 years)	Yes	Private Business, Individuals
Objective 3.4.4 - Objective: Provide responses to requests for information from employers and other members of the public related to SC OSHA.	Public perceives that agency is responsive and transparent.	1.46	\$ 67,590.89	0.16%	II.A.OSHA Voluntary, Occupational	II.B.	1.46	\$ 59,996.70	0.14%	II.A.OSHA Voluntary, II.B. Occupational	Number of FOIA requests Number of FOIA responses Response time from request to response (FOIA)	Labor - OSHA	Deidre Laws (responsible less than 3 years)	Yes	Private Business, Individuals
<i>Strategy 3.5: Ensure South Carolina employers' lawful compliance with state immigration law.</i>															
Objective 3.5.1 - Prohibit the knowing or intentional employment of unauthorized workers by conducting audits of South Carolina's private employers for compliance with the South Carolina Illegal Immigration Reform Act that requires new hires be verified through E-Verify	To ensure employees hired by South Carolina employers are legally in the United States and authorized to work.	1.93	\$ 199,286.45	0.46%	I.A.Administration		1.93	\$ 197,096.01	0.47%	I.A. Administration	Number of audits conducted during fiscal year. Percentage of employers in compliance. Small business E-Verify compliance rate.	Labor - Elevators/Amusement Rides and Immg Compl	James Knight (responsible more than 3 years)	Yes	State Government
Objective 3.5.2 - Investigate complaints alleging non-compliance by employers with the South Carolina Illegal Immigration Reform Act, forwarding those complaints alleging violation of state or federal laws that fall within jurisdiction of an enforcing agency (for example, Federal Immigration and Customs Enforcement (ICE) or the South Carolina Department of Public Safety, Immigration Enforcement Unit).	To ensure employers verify the employment authorization of new hires through E-Verify and only employ workers authorized by E-Verify.	0.09	\$ 18,139.70	0.04%	I.A.Administration		0.09	\$ 13,976.97	0.03%	I.A. Administration		Labor - Elevators/Amusement Rides and Immg Compl	James Knight (responsible more than 3 years)	Yes	State Government, Federal Government
Objective 3.5.3 - Register and inspect Immigration Assistance Service providers.	To ensure individuals providing immigration assistance services in South Carolina are licensed by LIR and comply with the state law's provisions	0.1	\$ 18,139.70	0.04%	I.A.Administration		0.1	\$ 13,976.97	0.03%	I.A. Administration	Number of registered immigration assistance providers during calendar year.	Labor - Elevators/Amusement Rides and Immg Compl	James Knight (responsible more than 3 years)	Yes	

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Objective 3.5.4 - Verify lawful presence in the United States of aliens applying for a professional or occupational license through the Systematic Alien Verification of Entitlement (SAVE) program operated by the U.S. Department of Homeland Security.	To ensure that aliens applying for the state benefit of professional and occupational licensure are legally in the United States and authorized to work.	0.4	\$ 50,653.22	0.12%	I.A.Administration	0.4	\$ 46,844.49	0.11%	I.A. Administration	Number of aliens verified through SAVE during calendar year.	Labor - Elevators/Amusement Rides and Immg Compl	James Knight (responsible more than 3 years)	Yes	State Government, Federal Government
Strategy 3.6 - Ensure lawful treatment of employees under state law by investigating complaints alleging violations of the Payment of Wages Act and Child Labor Laws.														
Objective 3.6.1- Review and process claims, insuring they meet jurisdictional requirements and sufficiency to initiate investigation of alleged violations.	Public has confidence that claims are sufficiently screened to determine whether further investigation is warranted.	1.07	\$ 204,056.48	0.47%	II.F.Prof & Occup	1.07	\$ 236,117.16	0.56%	II.F. Prof & Occup	Number of wage and labor claims received	POL - Office of Investigations and Enforcement	Christa Bell (responsible more than 3 years)	Yes	State Government, Local Government
Objective 3.6.2 -Investigate claims alleging Payment of Wages and Child Labor law violations, including conducting witness interviews and analyzing evidence.	Public can be confident that claims of alleged wage and labor law violations will be thoroughly and timely investigated.	4.13	\$ 204,056.48	0.47%	II.F.Prof & Occup	4.13	\$ 236,117.16	0.56%	II.F. Prof & Occup	Number of wage and labor investigations opened	POL - Office of Investigations and Enforcement	Christa Bell (responsible more than 3 years)	Yes	State Government, Local Government
Objective 3.6.3 - Enforce Payment of Wages Act and Child Labor Laws by holding informal conferences and issuing warnings and citations for confirmed violations.	Public can have confidence that Payment of Wages Act and Child Labor Laws are appropriately enforced.	1.47	\$ 204,056.48	0.47%	II.F.Prof & Occup	1.47	\$ 236,117.16	0.56%	II.F. Prof & Occup	Number of wage and labor citations issued Amount of penalties assessed for wage violations	POL - Office of Investigations and Enforcement	Christa Bell (responsible more than 3 years)	Yes	State Government, Local Government
Goal 4 - Protect the riding public and industry personnel in the enjoyment and use of public amusement ride devices and elevators in South Carolina														
Strategy 4.1: Provide oversight of the State's Elevator and Amusement Ride Safety programs.														
Objective 4.1.1 - Register and issue permits and operating certificates to those elevators that qualify after demonstrating compliance with legal standards and requirements.	To ensure the safety of the public riding elevators in South Carolina.	1.93	\$ 174,432.18	0.40%	II.E. Elevators	1.93	\$ 185,245.41	0.44%	II.E. Elevators	Number of elevators registered in the state. Number of elevators inspected during the fiscal year. Number of elevators with outstanding abatements	Labor - Elevators/Amusement Rides and Immg Compl	Duane Scott (responsible more than 3 years)	Yes	Private Business, State Government, Local Government, Individuals
Objective 4.1.2 - Register and issue permits to authorize operation of amusement devices in South Carolina after ensuring proper initial inspection and operation.	To ensure the safety of the public riding amusement rides in South Carolina.	2.53	\$ 216,415.81	0.50%	II.E. Elevators	3.53	\$ 231,149.01	0.55%	II.E. Elevators	Number of amusement rides inspected and permitted during fiscal year.	Labor - Elevators/Amusement Rides and Immg Compl	Duane Scott (responsible more than 3 years)	Yes	Private Business, Individuals
Objective 4.1.3 - License, oversee, and audit Special Inspectors who conduct annual inspections of public elevators and amusement devices in the State.	To ensure the competency of Special Inspectors conducting elevator and amusement ride inspections.	1.18	\$ 111,456.72	0.26%	II.E. Elevators	1.18	\$ 116,390.01	0.28%	II.E. Elevators	Number of elevators and amusement rides audited during fiscal year.	Labor - Elevators/Amusement Rides and Immg Compl	Duane Scott (responsible more than 3 years)	Yes	Private Business, State Government, Local Government, Individuals
Objective 4.1.4 - Conduct inspections of new installation or new alteration of public elevators and audit Special Inspectors' annual inspections.	To ensure the safety of the public riding elevators in South Carolina.	3.08	\$ 251,402.17	0.58%	II.E. Elevators	3.08	\$ 269,402.01	0.64%	II.E. Elevators	Number of permits issued during fiscal year for installation/alteration of elevators.	Labor - Elevators/Amusement Rides and Immg Compl	Duane Scott (responsible more than 3 years)	Yes	Private Business, State Government, Local Government, Individuals
Goal 5 - Ensure the agency performs at a high level by offering its division's high quality legal and administrative services; employee training and development; investment in technology and infrastructure; and by fostering a culture of excellence.														
Strategy 5.1 - Provide effective and quality prosecutorial legal support and advice to the agency.														
Objective 5.1.1 - Prosecute cases of misconduct against licensees, including obtaining expert reviews, conducting witness and expert interviews in preparation for hearings, pursuing actions to enforce unlicensed individuals at the administrative law court, and managing cases through the appellate process.	Protect the public by ensuring that licensees that commit misconduct are timely disciplined, and that those who are operating without a license are not in practice.	15.18	\$ 1,043,525.47	2.40%	I.A.Administration	17.18	\$ 1,049,093.76	2.48%	I.A.Administration	Percentage of open to closed cases in one year.	Legal Services	Pat Hanks (responsible more than 3 years)	Yes	State Government, Federal Government, and Local Government
Objective 5.1.2 - Provide legal advice and support to the agency's investigators and inspectors in the Office of Investigations and Enforcement, including attendance at Investigative Review Committee meetings and preparation of draft orders for suspension and evaluations for POL boards and commissions.	Protect the public by ensuring that licensees that commit misconduct are timely disciplined, and that those who are operating without a license are not in practice.	5.38	\$ 366,055.71	0.84%	I.A.Administration	7.38	\$ 365,190.47	0.86%	I.A.Administration	Average age of cases from open to IRC.	Legal Services	Pat Hanks (responsible more than 3 years)	Yes	State Government, Federal Government, and Local Government
Strategy 5.2: Provide exemplary in-house legal services to the agency's divisions and professional and occupational boards.														
Objective 5.2.1 - Serve as counsel to the POL boards and commissions, providing legal advice and support on licensure and disciplinary decisions and during administrative hearings, drafting final orders, handling appeals arising from licensure decisions and offering legal advice regarding temporary orders of suspension and cease and desist orders.	Regulatory boards and commissions render decisions consistent with state law.	8.48	\$ 488,841.88	1.12%	I.A.Administration	9.48	\$ 500,988.11	1.19%	I.A.Administration	Final Orders prepared by OAC Average number of days between proceedings and execution of Final Orders prepared by OAC Panel Hearings or Hearing Officer Recommendations prepared by OAC Average Number of Days Between Request and Execution of Document Consent Agreements/CRDs prepared by OAC	Legal Services	Darra James Coleman (responsible more than 3 years)	Yes	State Government

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Objective 5.2.2 - Serve as counsel to all divisions of the agency in reviewing contracts, providing legal advice, and otherwise ensuring legal expertise and support.	Agency engages in compliant regulatory conduct.	2.08	\$ 488,841.88	1.12%	I.A.Administration	2.08	\$ 500,988.11	1.19%	I.A.Administration	Increase the number of training sessions offered to POL boards and commissions per FY	Legal Services	Darra James Coleman (responsible more than 3 years)	Yes	Individuals, State Government
<i>Strategy 5.3: Ensure excellent advisory, legislative and public service support and collaboration for all of the agency's divisions, programs and professional and occupational boards.</i>														
Objective 5.3.1 - Analyze, process and respond to all requests for information to the agency, including media inquiries, FOIA requests, subpoenas, and concerns addressed to the agency's ombudsman.	Timely, transparent and thorough responses to inquiries will instill in the public confidence in the work product of the Agency.	1.73	\$ 146,790.37	0.34%	I.A.Administration	1.73	\$ 143,915.83	0.34%	I.A.Administration	Respond timely to all FOIA requests and subpoenas. Reply to inquiries within 24 hours, excluding holidays and weekends.	Administration	Lesia Kudelka (more than 3 years)	Yes	Private Business, Individuals
Objective 5.3.2 - Draft, review and advise in the promulgation of all agency regulations.	Input during the deliberative and drafting process will result in regulations narrowly tailored to meet the needs of the boards and commissions and will ensure proper statutory authority exists to support new regulations or changes to existing regulations.	0.93	\$ 142,869.91	0.33%	I.A.Administration	0.93	\$ 139,956.00	0.33%	I.A.Administration	Attend board meetings when proposed regulations are discussed. Draft proposed regulations. Publish drafting notices and proposed regulations. Oversee the scheduling and handling of administrative hearings.	Administration	Holly Beeson (more than 3 years)	Yes	State Government
Objective 5.3.3 - Provide legislative support and direction in monitoring legislation affecting the agency, proffering testimony before legislative committees regarding such legislation, and communicating with board staff and board members regarding the impact of any proposed legislation.	Timely updates to the boards and the Agency on pending legislation will ensure maximum opportunities for board, Agency and public input and will, when coupled with data-driven and fact-specific testimony from the Agency during legislative hearings, yield laws that protect the health and safety of the public.	1.43	\$ 142,869.91	0.33%	I.A.Administration	1.43	\$ 139,956.00	0.33%	I.A.Administration	Attend legislative hearings. Report on the status of legislation and regulations to boards. Weekly legislative updates to boards. Weekly notifications to boards of legislative hearings. Annual summary of legislative and regulatory changes.	Administration	Rebecca Leach (less than 3 years)	Yes	State Government
<i>Strategy 5.4 - Streamline the information technology infrastructure and continue to allow for automation of the many agency functions.</i>														
Objective 5.4.1 - Enhance the agency's software application portfolio to continue to strengthen coordination and performance across agency programs.	Increase communication across program areas for data sharing and security controls upon Agency data.	5.28	\$ 342,170.79	0.79%	I.A.Administration	5.28	\$ 341,075.72	0.81%	I.A.Administration	Creation of online license verification portal	Dept of Technology and Security	Matt Faile (responsible more than 3 years)	Yes	State Government
Objective 5.4.2 - Improve customer and partner experience through enhanced online services.	Increase public access to Agency services through a safe and secure medium.	4.28	\$ 342,170.79	0.79%	I.A.Administration	4.28	\$ 341,075.72	0.81%	I.A.Administration	Number of applications available online Bulk license verification program launch	Dept of Technology and Security	Matt Faile (responsible more than 3 years)	Yes	State Government; Private Business
Objective 5.4.3 - Expand the capacity and increase the reliability of the agency's IT infrastructure.	Provide reliable access to Agency services.	3.78	\$ 342,170.79	0.79%	I.A.Administration	3.78	\$ 341,075.72	0.81%	I.A.Administration	Replace Server and Storage Infrastructure	Dept of Technology and Security	Matt Faile (responsible more than 3 years)	Yes	State Government
Objective 5.4.4 - Ensure the physical and information security of agency employees and data.	Increase controls and monitoring surrounding data the Agency is secure.	2.78	\$ 342,170.79	0.79%	I.A.Administration	2.78	\$ 341,075.72	0.81%	I.A.Administration	Number of badge controlled doors Number of video cameras	Dept of Technology and Security	Matt Faile (responsible more than 3 years)	Yes	State Government
<i>Strategy 5.5: Provide excellent customer service to the citizens of South Carolina and support all divisions of the agency to succeed in meeting the mission of the agency by ensuring operational excellence through recruitment, development and retention of high quality employees and promotion of fiscal responsibility.</i>														
Objective 5.5.1 - Promote operational excellence in finance, human resources and the procurement of goods and services by instituting policies and procedures and utilizing practices that ensure timely execution and fiscal responsibility of agency projects.	Achieve and maintain operational excellence through an approach of continuous improvement by ensuring compliance with state oversight entities, yet ensuring timely continuity of Agency services for the citizens of SC.	13.63	\$ 753,015.64	1.73%	I.A.Administration	13.63	\$ 755,818.35	1.79%	I.A.Administration	Revamp and modify components to LLR's internal application software (RELEAS) to ensure a more "user friendly" environment for the end user and a more transparent financial outcome for Board financial reports. Revamp and modify components to LLR's internal application software (State Fire Finance) to ensure a more "user friendly" environment for the end user and a more transparent financial outcome for State Fire Stakeholder Finance reports.	Administration	Farrar Stewart (responsible for less than 3 years)	Yes	State Government

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Objective 5.5.2 - Provide effective recruitment and onboarding processes to recruit, retain, and develop high quality employees.	Ensure operational effectiveness and efficiencies through a highly skilled and engaged workforce.	3.33	\$ 309,303.20	0.71%	I.A.Administration	3.33	\$ 307,896.31	0.73%	I.A.Administration	Create a departmental on-boarding checklist that has department specific training and policies to ensure employees are properly informed of their area's policies, procedures, and employment expectations. Solicit feedback (via survey) from new employees regarding recruitment and onboarding processes. Increase eligible positions by 5% for the agency's most difficult positions to fill: Board Administrators, Attorneys, and Investigators. Create an interview technique class.	Administration	Farrar Stewart (responsible for less than 3 years)	Yes	State Government
Objective 5.5.3 - Encourage an agency culture that prioritizes and rewards innovation and learning by providing job specific and employee development training opportunities to maximize employees' contributions to the agency	Ensure employee engagement and development to carry out the Agency's mission.	1.3	\$ 457,207.35	1.05%	I.A.Administration	1.3	\$ 457,203.44	1.08%	I.A.Administration	Explore and implement mandatory training for employees transitioning to supervisor role at time of hire.	Administration	Farrar Stewart (responsible for less than 3 years)	Yes	State Government