

<b>AGENCY NAME:</b>	<b>S.C. DEPARTMENT OF LABOR, LICENSING AND REGULATION</b>		
<b>AGENCY CODE:</b>	<b>R36</b>	<b>SECTION:</b>	<b>81</b>

## Fiscal Year 2017-18 Accountability Report

### SUBMISSION FORM

<b>AGENCY MISSION</b>	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.
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<b>AGENCY VISION</b>	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.
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Please select yes or no if the agency has any major or minor (internal or external) recommendations that would allow the agency to operate more effectively and efficiently.


<b>RESTRUCTURING RECOMMENDATIONS:</b>	<b>Yes</b>	<b>No</b>
	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Please identify your agency's preferred contacts for this year's accountability report.

	<i><b>Name</b></i>	<i><b>Phone</b></i>	<i><b>Email</b></i>
<b>PRIMARY CONTACT:</b>	Emily H. Farr	803.896.4390	emily.farr@llr.sc.gov
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I have reviewed and approved the enclosed FY 2017-18 Accountability Report, which is complete and accurate to the extent of my knowledge.

<b>AGENCY DIRECTOR (SIGN AND DATE):</b>			
	10/15/18		
<b>(TYPE/PRINT NAME):</b>	Emily H. Farr		

<b>BOARD/CMSN CHAIR (SIGN AND DATE):</b>			
<b>(TYPE/PRINT NAME):</b>			

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## AGENCY'S DISCUSSION AND ANALYSIS

The South Carolina Department of Labor, Licensing and Regulation (LLR or Agency) is an umbrella agency comprised of the Division of Professional and Occupational Licensing (POL); the Division of Fire and Life Safety (State Fire); the Office of Elevators and Amusement Rides; and labor programs, including Wages and Child Labor, Division of Occupational Safety and Health Administration (SC OSHA), and the Office of Immigration Compliance. The mission of the Agency is to promote the health, safety, and economic well-being of the public through regulation, licensing, enforcement, training, and education. All of its divisions strive to make South Carolina a safer place to work and live.

For FY17-18, the Agency produced four agency-level goals, all four of which were designed to link to the Statewide Enterprise Strategic Objectives that focused on: education, training, and human development (Goals 1 and 4); healthy and safe families (Goal 2); and government and citizens (Goal 3).

**Goal 1: Promote the Public's Health and Safety by Enhancing Education Outreach and Communication with Customers, the Public and Other Stakeholders.**

Each year, the Agency collaborates with its external partners having similar or overlapping missions to provide the state's citizens with workforce training opportunities, many of which occur in an educational setting before students graduate from school. SC OSHA, through its Office of Voluntary Programs (now known as the Office of Outreach and Education), offers both OSHA-10 and general safety awareness training classes to high school students through Career and Technology Education (CATE) schools. These classes provide information needed to help workers learn to be aware of health and safety hazards so that they may be avoided, and they provide an excellent opportunity for school-based training at no cost to the State's future workforce. This past year, 24 OSHA 10 classes and 35 general safety awareness classes were offered, providing training and certification for 867 students in partnership with 13 different companies that are Voluntary Protection Program sites (i.e. achieved exceptional safety standards in the workplace). This number of classes was twice the target number established for FY17-18. In the next fiscal year, SC OSHA intends to focus on increasing the number of schools and areas in which the classes are offered, rather than just the actual number of classes offered.

In 2014, the South Carolina Fire Academy (SCFA) within State Fire, partnered with the State Department of Education and the Firefighters' Association to create new Firefighter I and II programs to offer in CATE schools, recognizing they serve as resources for recruiting and training future firefighters in light of the decline in the number of volunteer firefighters in the state. The curriculum provides certification-level training for high school-aged students. In FY17-18, the number of programs offered increased by six, three of which were offered in counties not previously offering the program. There are now 36 active programs operating in 25 counties. Over the next two years, the SCFA will continue to expand the program into more counties.

In FY17-18, the Agency took a visual approach to communicating its role in protecting the health and safety of the public. Agency divisions began creating videos, still shots, and posters depicting the Agency's work. Posters are now displayed in the lobby of the Agency's main office and at State Fire that use words and images to illustrate the umbrella Agency's structure and to characterize the work of each division. The photographs show Agency licensees, employees and board members all performing tasks falling within the purview of the Agency. The Agency also created a "We Are LLR" video, and similar videos for State Fire, located on the Agency website, to explain how the Agency's work touches the lives of all South Carolinians in an effort to make South Carolina a safe place to work and live. The Agency also installed a television monitor in its main office lobby to better communicate activities occurring at the Agency to the public. It currently displays daily board meetings and their locations, as well as a listing of upcoming meetings.

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The Office of State Fire Marshal (OSFM) within State Fire is also creating an online fire inspection training video for its contractual clients and school facility personnel. In the last year, the OSFM's Community Risk Reduction (CRR) staff filmed a base training video to provide guidance on performing home safety inspections. Building upon that base, staff will create additional segments for its external state agency partners, DSS and DDSN, during FY18-19. Concurrently, the OSFM will be working with the State Department of Education's Office of School Facilities (OSF) to produce a video that outlines school safety guidelines as required by the recent passage of S.709. The video will be developed in time for use during the 2019-2020 school year.

The Agency now maintains a Facebook page where it posts important information about the Agency from job postings and event information to practice tips from the Boards, SC OSHA and the Fire Marshal. It is also rebuilding its website. In FY17-18, the Agency issued an RFP and hired a third party to complete the task, but only after making revisions in-house and at no cost to the public over the last several years in an effort to be good stewards of the public's resources. The importance of the Agency's website cannot be understated: with each passing year, the website is becoming the chief mechanism by which licensees and the general public interact with the Agency. The new website will be user-friendly, informative, and inviting, and will be capable of interacting with both stationary and mobile devices. The Agency projects that the website will go live in the spring of 2019.

The best way for the Agency to know if it is effectively communicating with its customers is to request feedback. The Agency has, for many years, included surveys attached to its staff members' emails so that customers would be invited to comment on their interaction with the Agency. The Agency worked to update the survey to make the responses more meaningful and effective as an evaluative and management tool. The Agency will now also be able to generate automatic reports that zero-in on successes and problems for management to review and utilize.

In June of 2018, the SCFA also developed a survey for all of its instructors to gauge their level of satisfaction with the Academy's support and to elicit their input into what additional support they need and what they would like to see the Academy offer in terms of instructor development and enrichment activities.

**Goal 2: Ensure State Fire is a leader and focal point for service and support in South Carolina to preserve life and property.**

State Fire, consisting of the Office of State Fire Marshal (OSFM), the South Carolina Fire Academy (SCFA) and the South Carolina Emergency Response Task Force (SC-ERTF), made significant progress toward its objectives for FY17-18, while also redefining its mission, collaboratively working in the absence of key leadership positions that are now all filled, and improving its overall delivery of services to its customers. Customer satisfaction and employee morale are high, and the team has embraced the vision, direction and philosophies of the new leadership team.

The Community Risk Reduction (CRR) team within the OSFM manages programs and initiatives to reduce fire-related deaths and injuries in South Carolina. This past year, CRR offered programs to 6,032 adults and 7,592 children. In addition to providing educational resources, CRR, through its partnership with multiple entities, provided 3,936 smoke alarms, 261 carbon monoxide alarms, and 104 deaf/hard of hearing specialty smoke alarms to local fire departments to be disbursed to the public.

In 2016, CRR partnered with the Firefighters' Association, the Fire Chiefs' Association and the Fire Marshals' Association to create Fire Safe SC, a cooperative effort that seeks to reduce fire-related injuries, promote consistent messaging, increase data quality, and provide valuable resources. This past year, Fire Safe SC began holding county meetings to deliver its message and seek collaboration with the local communities. These meetings were held in 40 of 46 counties with more than 800 persons attending. By FY18-19, CRR intends to present its program in all counties to recruit fire departments and other community partners to join the efforts to reduce fires and fatalities from fire across the state.

Another important role CRR plays is encouraging fire departments to provide data to the National Fire Incident Report System (NFIRS). Whenever a fire department responds to an incident, a statistical report is generated and then analyzed according to county, cause, presence of a smoke alarm, age of fire death victim, and

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type of structure so the root causes of fires can be identified in an effort to reduce fire-related deaths. In November of 2017, the National Fire Information Council held its annual conference at SCFA, and participants were encouraged to report data accurately and frequently and to use their data for community risk reduction projects. In FY18-19, CRR will continue to identify fire departments that are not reporting their incidents through NFIRS and offer them training and assistance to begin reporting.

Staff also continues to provide and enhance training opportunities for fire departments regarding their NFIRS reporting and data quality. NFIRS classes will be delivered through the SCFA so that more departments can receive training on data quality and basic reporting, and the NFIRS Training Online course will be offered through SCFA Online to give departments a 24/7 resource on how to complete the more difficult aspects of the report.

The OSFM, through its Licensing and Permitting section, is responsible for licensing and permitting public fireworks displays; proximate audience fireworks displays; individual pyrotechnic operators and trainees; storage, use, sale and manufacturing of explosives; individual blaster employees; and fire equipment dealers and employees. In FY17-18, the OSFM endeavored to improve the efficiency and turnaround time of permitting and licensing conducted by its office by increasing the number of electronically submitted license and permit applications and payments. The first program area, licensed pyrotechnic operators, was successfully placed online for renewals beginning July 2018. Other program areas will follow with a goal to have at least 15% of all licensing applications conducted online by the end of FY18-19.

The Engineering Services Office of the OSFM is responsible for, among other things, plan reviews of buildings, fire sprinkler systems, fire alarm systems, aboveground storage tanks, motor vehicle fuel storage and dispensing systems at retail service stations, LP Gas storage tank installations and other reviews as necessary. In FY17-18, the OSFM focused on reducing the time it takes for the engineering office to review fire sprinkler plans. Staff conducted meetings with stakeholders from the sprinkler industry and the fire service to discuss concerns associated with the current plan review process and to suggest possible solutions. New procedures have been implemented to improve efficiency and customer service, but the office has also seen an increase in the number of plan reviews being requested. From FY16-17, fire sprinkler reviews increased 13 percent, and since 2010, reviews have increased 72 percent. The OSFM has issued an RFP for a new records management system that should provide for a more efficient process in FY18-19.

The OSFM is also responsible for performing fire and life safety inspections for state buildings, public schools, fire equipment dealers, outdoor and indoor firework displays, consumer retail firework sales, LP Gas, explosives, magazines, contractual obligations and local requests for assistance. In FY17-18, the OSFM focused on reducing the time it takes for Deputy State Fire Marshals to conduct requested inspections by modifying its online request and scheduling system. The Agency continues to work with its contractual partners, DDSN and DSS, to improve the new procedures for requesting inspections and ensuring that inspections are conducted in a timely, efficient manner which is important given that foster home inspection requests are growing annually. (The Code Enforcement Section scheduled 6,073 inspections in FY17-18.) The new process has proven to be more efficient for the deputies, but has not yet reduced the turnaround time to the projected 20 days as a result of time lost between scheduling the requests and conducting the inspections. The new records management system, however, will serve as an important tool in FY18-19 because it will more accurately track the date of submission and date of inspection for every request, allowing the office to focus on reducing time lost between the two.

In FY17-18, the SC Fire Academy enhanced the quality and relevance of the training programs it provided by expanding its offerings to Emergency Medical Technicians (EMTs) and by tracking and evaluating the condition, safety, and effectiveness of training props on the SCFA campus.

First, the SCFA hired a full-time EMS Program Coordinator and is in the process of hiring 12 part-time EMT instructors. In FY17-18, the pilot Emergency Medical Technician-Basic (EMT-B) program began, hosted by the Hartsville Fire Department, offering training for five students. The prior goal of 24 students will be extended to the next fiscal year, but the Agency expects this will be achieved as SCFA already has received multiple requests for programs to be delivered in other areas of the State. An Academy Certified Instructor model of instruction is also now approved, allowing more EMT courses to be held in FY18-19. The EMS Education and Emergency

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Management Manager and EMS Program Coordinator are also working with several fire departments who already have established EMT programs in order to affiliate their programs with the SCFA.

The SCFA also updated its maintenance database, which is currently in use. The revised database includes fields added to track maintenance costs associated with each training prop and each building, down to the specific room. The SCFA hired a new Facility Manager in August of 2018, and he will begin developing policies and procedures for routine and preventative maintenance. This will ensure the Agency has a better plan for replacement or upgrades of buildings, equipment and training props because it will be tracking data on the repair and maintenance costs of these assets.

In FY17-18, State Fire set out to ensure the operational readiness of ERTF and Firefighter Mobilization (FFM) as 2018 marks the fourth consecutive year of damaging hurricane activity during the months of September and October. ERTF conducted an inventory of all large-scale, deployable equipment, and will inventory the remaining equipment, including PPE and disposable supplies, during the fall of 2018.

ERTF membership has continued to grow in FY17-18, with several new members added each month. New members become deployable once they meet the minimum training requirements. Current ERTF membership is 113 deployable personnel for in-state emergencies with 12 applicants added in August in advance of the hurricane season.

In April 2018, SC TF-1 held its first Operational Readiness Exercise (ORE) in several years. During the exercise, the team deployed 68 operational personnel and all of its major equipment assets for three days. The ORE exercised every component and rescue discipline of the team. Also, SC-HART deployed to Texas, in response to Hurricane Harvey, in late August 2017, by special request from Texas Task Force 1 and Texas HART. SC-HART continues to train on a quarterly basis, which culminated in their annual one-week training event in June 2018.

State Fire also sought to increase the number of fire departments maintaining their Firefighter Mobilization data in the Fire Portal, which is used for managing and responding to in-state emergency needs. However, it provided difficult to determine the percentage of fire departments maintaining their Firefighter Mobilization data there. Most fire departments have at least some data entered in the Fire Portal because their annually-required equipment reports automatically transfer into the Portal. However, not every piece of equipment in a department's inventory is considered by the department to be deployable during a Mobilization event, and many fire departments do not have their personnel entered for Firefighter Mobilization. In FY18-19, State Fire will work to determine a better way to capture this data in the Fire Portal and to make it as easy as possible for a local Fire Chief to maintain.

**Goal 3: Protect the public by ensuring the Agency's licensing, permitting, inspection and enforcement operations are efficient and effective.**

The Agency continues to work on streamlining processes to provide services that meet customer needs in the most efficient and effective manner. After spending the past year evaluating whether or not the Agency could process background checks for licensure in-house, and after meeting several times with SLED, the Agency determined it was necessary to retain the services of a third party who will process all criminal background checks required by law for initial and renewal licenses so as not to delay applicants' licensure. The Agency intends to issue an RFP in the fall of 2018. The Agency is prepared to handle background checks on a temporary basis if the third-party provider is unable to commence processing in time to comply with the 2020 statutory deadline.

The Agency also continues to make more initial licensure applications available online, but this is an ongoing process. In order to ensure questions asked are both legally compliant and legally required, Agency lawyers review each application prior to uploading. The less complex licenses, most of which are individuals' licenses, are now available online, but the majority of the remaining licenses to be uploaded are the more complex commercial business licenses that do take considerable more time to prepare, review and upload.

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 ensure licensees' compliance with required continuing education, and by tracking it continuously and electronically, will enable staff to spend less time auditing and

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reviewing continuing education so they can concentrate on front line customer service for licensees. Eleven boards are currently using the system, three boards are in the testing phase, and fifteen boards are in the development phase. For FY18-19, the Agency plans to have all boards actively using CE Broker.

The Agency has also begun implementing a new centralized mail intake system, which will better assist in measuring the time it takes the Agency to issue a license. Previously, the Agency has tracked license cycle times. However, that data was proven not to be entirely accurate because it was neither tracking exactly when an application or other required information comes to the agency when it is sent in paper form, nor was it accounting accurately for the amount of time lost when waiting for additional information from licensees and third parties when staff is processing applications, a variable over which they have no control. The Agency initially created a program that allowed staff to manually turn on and turn off tracking based on staff’s activity in the file, but that created an extra burden on staff and is subject to human error. The new program automates more steps in the licensure process by centralizing the intake of documentation and inputting it in the system.

Currently, when applications are received in the mail, they are taken to the program area to await manual entry into the database. Under the new program, staff of the Agency’s Operational Management (OM) division will receive the application and scan and enter it into the database, thereby triggering a start time for processing the application. The application will then be directed into the appropriate board administrator’s queue for assignment. Next, the board administrator will forward the application to the designated staff person to begin the licensing process. Time will continue to run throughout the remainder of the process, and the Agency is building a program that establishes benchmarks from start to finish indicating when staff work is paused to await responses from applicants and third parties. Once an application is complete, supervisors will be able to track the entire process from start to finish to determine exactly how many days it takes to issue a license. Supervisors will also be able to evaluate the efficiency of staff as well as counsel staff when deficiencies are discovered. The Agency piloted this process with initial licensure for two boards thus far and will continue to implement it incrementally for other boards and agency programs.

A similar program has been established for investigations. The Agency created an automated system that will track steps taken from receipt of a complaint throughout an investigation. This process has two benefits: first, it allows a case to move forward electronically by issuing notifications rather than requiring employees to generate unnecessary paperwork; and second, it allows managers to monitor time spent at each stage of an investigation to ensure efficiency in the process and provide instruction to employees who may not be performing optimally. In connection with this, the Agency is also working to establish a uniform coding system to track cases by type from complaint to resolution. This will also allow the boards and the Agency to gather statistical data about the types of complaints that are trending in each profession and how the type of complaint is handled from investigation to final disposition.

Finally, regarding inspections, the Agency created the dental sedation registration and inspection program, required by a statutory change to the Board of Dentistry practice act.

The Agency also endeavored to increase the small business E-Verify compliance rate. Last fiscal year, 3,034 audits of businesses were conducted compared to 2,994 in FY16-17. The percentage of employers in compliance increased from 83% in FY16-17 to 87% in FY17-18. Ninety-five percent of employees hired by audited employers were E-Verified this fiscal year, the same percentage as last year. Small employers, employing fewer than 25 workers, continue to be cited more frequently than large employers for failure to E-Verify new hires, but the Agency undertook several initiatives to educate small employers on the state law this past year. These included placement of an article, targeted to accountants, in the South Carolina Board of Accountancy’s newsletter for licensees, and reaching out to accountancy-related organizations to request they disseminate information about the law to their clients. The Immigration Compliance staff determined that restaurants/hotels are one of the most frequently cited groups for failure to E-Verify new employees, so they contacted the South Carolina Restaurant and Lodging Association in July 2018 and enlisted its help educating its members about the law. A continuing challenge is how to reach and educate the smallest of employers who do not belong to trade

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associations, chambers of commerce, etc. The target of 90 percent compliance with the E-Verify law by small businesses employing fewer than 25 workers will be the goal for the program FY18-19.

The Office of Elevators and Amusement Rides also reduced its backlog of elevators with outstanding abatements by 50 percent in FY17-18. This objective will continue as a priority in FY18-19.

The Division of SC OSHA worked toward ensuring efficiency and effectiveness to improve the safety of the state’s worksites and work force. In FY17-18, SC OSHA conducted three compliance blitzes focused on industries with statistically higher levels of fatalities, in this instance, construction-focused inspections. The blitzes took place in the upstate, midlands and low country and consisted of 94 total inspections. It also conducted three internal audits for accidents/fatalities, complaints/referrals and inspection scheduling. These internal audits allow SC OSHA to be well-prepared for the Federal Annual Monitoring Evaluation (FAME).

SCOSHA also reduced the number of compliance officers conducting inspections of the same employers by cross-training officers in additional industries. This benefits employers by allowing them to develop a relationship with one point of contact for all health and safety issues. It benefits the state as well because it reduces the cost of travel per employer and allows the SC OSHA employee to develop a knowledge base about their assigned employers.

**Goal 4: Ensure employees perform at a high level, offer solutions to problems, are good stewards of public resources, and are supported in those efforts through recognition, training, leadership development, performance accountability and succession planning.**

The Agency’s HR office focused its efforts on increasing participation and visibility with colleges and universities that would support agency recruitment efforts. In an effort to recruit new applicants, HR sought to increase the Agency’s participation in job fairs, including in colleges and universities, as well as increasing the Agency’s jobs presence by posting vacancies to various external job boards. HR participated in seven job fairs, and in FY17-18, externally posted FTE positions to thirteen free job boards. It also refined its processes to ensure hiring managers receive a list of eligible applicants within one to three business days after the posting closes and that HR processes an interview and selection packet within one business week of receipt. Through the recruitment efforts, the Agency has seen the following improvements in filling and retaining employees:

- 11,191 applications for posted positions which represents a 20.19% increase
- 90.83% acceptance rate with offered positions
- Average number of vacancies reduced from 44.33 in 2016, 38.17 in 2017 to 35.35 in 2018
- Average business days to fill vacancies reduced from 47.09 in 2017 to 36.25 in 2018

HR developed a training class to teach best practices for legal and effective interviewing methodologies to management and staff involved in interviewing candidates for vacancies, and implemented mandatory supervisor training for employees hired into supervisory roles for the first time. HR also focused on its onboarding and retention system to ensure new employees are transitioned into their new roles with the tools they need to be successful. Finally, HR developed an onboarding checklist to ensure all necessary policies, procedures and training information were delivered to new employees prior to beginning to work at the Agency, and followed up with a survey after employees begin to seek comments on the recruitment and onboarding process.

***Risk Management and Mitigation Strategies***

If the Agency fails to accomplish its goals and objectives, then the most negative potential impact on the public would be the potential for poor customer service and delay in providing services that affect a number of facets of South Carolina life. The purpose of all of these services is to make South Carolina safe, so failure of the Agency to strive toward its mission would result in less safe working and living conditions in the State from worksites to fire safety and emergency response to occupational and professional services that require regulation to ensure public safety and welfare. Some of this impact would be mitigated by similar regulatory state agencies



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(like DHEC), local municipalities, and professional associations, but only limited in scope by their particular missions and abilities. Insofar as the Agency is asked for recommendations to the General Assembly to avoid such a crisis, the Agency would offer that the General Assembly continue to grant FTE positions, whenever requested, as those are needed to have sufficient staff to provide excellent customer service and implement the various number of Agency services; and to continue to support adequate funding to fulfill those missions.

***Restructuring Recommendations***

None.

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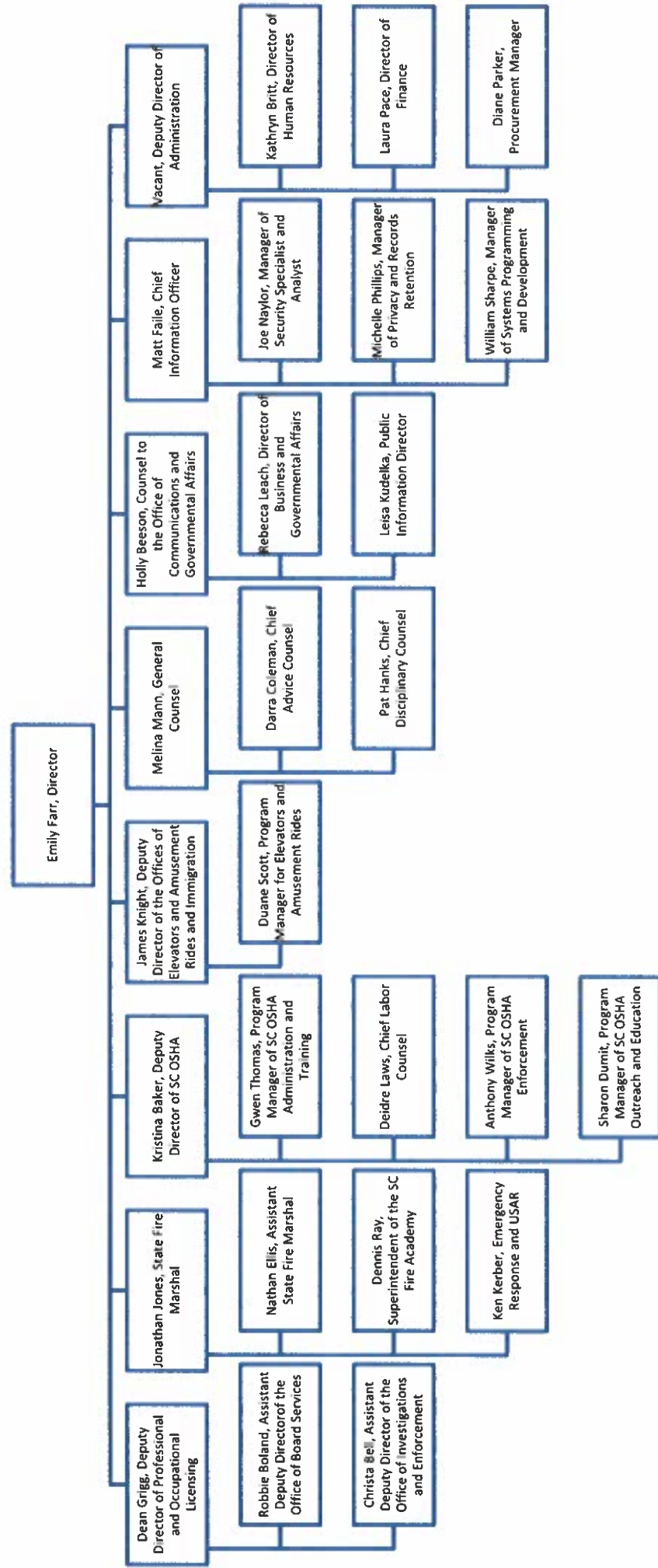
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SECTION:



Strategic Planning and Performance Measurement Template

Type	Item #			Description	2017-18			Time Applicable	Data Source and Availability	Calculation Method	Meaningful Use of Measure
	Goal	Strategy	Measure		Base	Target	Actual				
G	1			Promote the Public's Health and Safety by Enhancing Education Outreach and Communication with Customers, Public, and Other Stakeholders							
S	1.1			Partner with high school, vocational and professional pre-licensure education providers to train and educate future work force							
M			1.1.1	Number of OSHA ten classes	10	12	24	FY18	OVP database	Add the number of classes provided	Shows the progress of the program expansion into additional counties.
M			1.1.2	VPP site participation	11	15	13	FY18	OVP database	Add the number of VPP participants	The sites provide funding, trainers, and support for the OSHA 10 program. The more VPP sites, the more the program can expand into additional counties.
M			1.1.3	Number of high school students that completed OSHA ten classes	124	155	476	FY19	OVP database	Add the number of students who completed the class	Shows the number of students who graduate ready to enter the manufacturing job market with an OSHA 10 certificate.
M			1.1.4	Pilot program at HS	0	2	0	FY20	POL	Pilot program established at high school	Graduating HS with skills that make graduates eligible for professional license ensures that more South Carolinians graduate ready to enter the workforce.
M			1.1.5	Addition of FF programs at high schools in counties	22	41	25	FY19	Fire Academy Office	Add the number of counties that have added FF training to high school students	Ensures that students in the remaining counties graduate with the skills necessary to become a Firefighter I and that counties have access to trained firefighters.
S	1.2			Implement user-friendly website and other electronic media to facilitate delivery of services to agency customers							
M			1.2.1	Number of videos highlighting agency mission	0	2	6	FY18	LLR website	Add number of videos on the website	Uses new technology to provide better services in order to improve the customer experience.
M			1.2.2	Training video for DDSN and DSS	0	1	0	FY18	State Fire Marshal Office	Production of the video	Currently we train, at least quarterly, a number of DDSN and DSS personnel. We are producing the video to reach more customers.

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Strategic Planning and Performance Measurement Template

Type	Item #			Description	2017-18			Time Applicable	Data Source and Availability	Calculation Method	Meaningful Use of Measure
	Goal	Strategy	Measure		Base	Target	Actual				
M			1.2.3	Training video for fire school safety inspections	0	1	0	FY18	State Fire Marshal Office	Production of the video	Promotes safe schools by giving every school district the resources to do a fire safety inspection.
M			1.2.4	RFP for bid for new website	0	Solicitation of RFP	0	FY18	LLR Administration	Solicitation of the bid	A new website layout will improve customer service in providing information and better delivery of services.
S		1.3	<b>Provide opportunities for customers to comment on agency processes and procedures</b>								
M			1.3.1	75% of instructor and customer response rate	0	75% response rate	22.50%	FY18	Fire Academy Office	Calculate the number of instructors and customers who take the survey	Addresses whether our instructors are committed and engaged in working for State Fire and whether we are adequately meeting the needs of our customers.
G		2	<b>Ensure State Fire is a leader and focal point for service and support in South Carolina to preserve life and property</b>								
S		2.1	<b>Enhance effectiveness and presence of OFSM's community risk reduction program, Fire Safe SC, in the state</b>								
M			2.1.1	Number of fire-related fatalities	77	25% reduction	84.8	FY27	<a href="http://scfiremarshal.llr-online.com/crr/forms/2016%20Annual%20NFIRS%20Report.pdf">http://scfiremarshal.llr-online.com/crr/forms/2016%20Annual%20NFIRS%20Report.pdf</a>	Add the number of fire-related deaths per year (5 year average)	Reducing fire deaths shows how many lives can be saved.
M			2.1.2	Increase the number of fire departments that provide data to the National Fire Incident Reporting System (NFIRS)	424	450	435	FY20	Fire Marshal website, Community Risk Reduction Tab	Add the number of fire departments who report to NFIRS	Provides the state with accurate statistics regarding fires and fire-related injuries in order to provide accurate resources and education to counties to reduce fires.

Strategic Planning and Performance Measurement Template

Type	Item #			Description	2017-18			Time Applicable	Data Source and Availability	Calculation Method	Meaningful Use of Measure
	Goal	Strategy	Measure		Base	Target	Actual				
M			2.1.3	Decrease the number of errors reported to NFIRS reports by fire departments	10.85% of reports do not meet state data quality minimum standards	7.5% decrease in errors	8.75%	FY20	Fire Marshal website, Community Risk Reduction Tab	Calculate the percentage of errors in reports, using state data quality minimum standards	Provides the state with accurate statistics regarding fires and fire-related injuries and deaths so the state can correctly assess the effectiveness of its fire reduction programs and initiatives.
<b>S</b>	<b>2.2</b>	<b>Improve efficiency and turnaround time of permitting, licensing, inspections and plan reviews conducted by the Office of State Fire Marshal</b>									
M			2.2.1	Reduce turnaround time to conduct inspections	60 days	20 days	45 days	FY20	Fire Marshal Office	Calculate the time the request for inspection is received until the time the inspection takes place	Prompt inspections ensure fire and life safety of the public.
M			2.2.2	% of licenses and permit applications submitted electronically	0	15% increase	6.80%	FY18	State Fire Marshal Office	Calculate the number of licenses and permits offered electronically at State Fire	Provides exceptional licensing services and allows agency to use new technology to improve the experience of applicants.
M			2.2.3	Number of days for engineer review of fire sprinkler plans	17.25 days	12 days	16.6 days	FY18	State Fire Marshal Office	Time is measured from date of the initial submission to the time it takes an engineer to send a letter approving/requesting additional information or changes to the plan. The stats are compiled monthly.	The office must balance ensuring that fire sprinkler plans are statutorily compliant with not additionally delaying the building process.
<b>S</b>	<b>2.3</b>	<b>Enhance the quality and relevance of the training programs provided by the SC Fire Academy</b>									
M			2.3.1	Number of EMT students taught	0	24	5	FY18	Fire Academy Course Schedule	Add the number of classes that are taught and completed by students	Firefighters are now the first responders on many accident sites. Developing an EMT program at the Fire Academy ensures that we are meeting the needs of our customers.

Strategic Planning and Performance Measurement Template

Type	Item #			Description	2017-18			Time Applicable	Data Source and Availability	Calculation Method	Meaningful Use of Measure
	Goal	Strategy	Measure		Base	Target	Actual				
M			2.3.2	Policy drafted	0	1	1	FY18	Fire Academy Office	Policy drafted	Better tracking of programs and props ensures that the Fire Academy is able to deliver classes and training to meet the current needs of the fire service.
M			2.3.3	Report issued	0	1	1	FY18	Fire Academy Office	Report issued	Better tracking of programs and props ensures that the Fire Academy is able to deliver classes and training to meet the current needs of the fire service.
<b>S</b>	<b>2.4</b>	<b>Ensure the operational readiness of the Emergency Response Task Force and Firefighter Mobilization</b>									
M			2.4.1	ERTF emergency inventory system	0	1	1	FY18	Emergency Response Task Force Inventory System	Assets inventoried	Ensures that the State has a deployable emergency task force with the assets necessary during an emergency.
M			2.4.2	Increase ERTF membership	88	120 members	113	FY17	Emergency Response Task Force Personnel Management System	Add the number of task force members that are deployable	Ensures that the State has a deployable emergency task force with the assets necessary during an emergency.
<b>G</b>	<b>3</b>	<b>Protect the public by ensuring the agency's licensing, permitting, inspection and enforcement operations are efficient and effective</b>									
<b>S</b>	<b>3.1</b>	<b>Ensure applicants who meet education requirements are vetted as required by statute and licensed expeditiously</b>									
M			3.1.1	Total number of agency licensees who have FBI background checks conducted	11,380	61,000	11,380	FY20	ReLAES	Calculate the total number of licensees who have FBI background checks conducted	Measures how many FBI background checks the agency performs in order to be statutorily compliant, and ensures that the boards have the necessary criminal background checks when making licensure decisions.
M			3.1.2	Number of applications available online	175	216	175	FY18	LLR Website	Add the number of applications available on website	Provides exceptional licensing services and allows agency to use new technology to improve the experience of applicants.

Strategic Planning and Performance Measurement Template

Type	Item #			Description	2017-18			Time Applicable	Data Source and Availability	Calculation Method	Meaningful Use of Measure
	Goal	Strategy	Measure		Base	Target	Actual				
M			3.1.3	Number of boards utilizing CE Broker	5 boards	10 boards	12 boards	FY18	CE Broker Database	Add the number of boards utilizing CE Broker	Provides for automatic educational audits of all licensees to ensure licensees are adequately complying with education requirements.
M			3.1.4	Creation of online license verification portal	0	Portal created	0	FY18	LLR Website	Establishment of electronic portal	Promotes fiscal stewardship by replacing a manual procedure with an electronic automatic process that provides a benefit to the public and other states' licensing boards by allowing for automatic verification of a license.
M			3.1.5	Bulk license verification program launch	0	Program created	0	FY18	Program Launch	Establishment of bulk verification program	Provides exemplary customer service by utilizing new technology that allows hospitals and other healthcare employers the ability to bulk verify licenses of their employees.
M			3.1.6	Number of nursing disciplinary cases	727 total opened cases	Increase # of cases closed per yr to balance new opened cases	534	FY20	ReLAES	Measurement is comparison of closed cases per year with the number of new cases	Although the agency has no control over the number of nursing complaints received per year, this measure will demonstrate efficient management of an increasing and fluctuating workload. Closure of approximately the same number of newly-opened cases each year enhances public protection and economic stability within this industry.
S		3.2	Increase effectiveness and efficiency of complaint, disciplinary, and enforcement process								
M			3.2.1	Number of dental practices inspected/permitted	0	600	94	FY18	ReLAES	Calculate the number of dental practices inspected/permitted	Protects the public by inspecting dental facilities providing sedation and ensuring dentists who perform sedation possess the requisite education.

Strategic Planning and Performance Measurement Template

Type	Item #			Description	2017-18			Time Applicable	Data Source and Availability	Calculation Method	Meaningful Use of Measure
	Goal	Strategy	Measure		Base	Target	Actual				
M			3.2.2	Reduction of citations issued to small businesses	404 citations 89% of citations	75%	87%	FY17	Immigration Database	Calculate the number of citations issued to businesses who employ fewer than 25 people	Illustrates the problem that small employers have with E-Verify compliance.
M			3.3.3	Reduction of outstanding abatements	2,763	999	723	F17	South Carolina Elevator Information System (SCELIS)	Calculates the number of elevators with abatement issues	Provides for safe elevators in this state by not allowing elevators with outstanding abatement issues to operate.
S		3.3	Utilize resources efficiently and effectively in Division of OSHA to improve safety of South Carolina's worksites and workforce								
M			3.3.1	Number of employee fatalities	25	30% reduction	32	FY18	OSHA Express	The number of employee deaths per year	By reducing worker fatalities, OSHA strives to make South Carolina a safer place for workers.
G		4	Ensure employees perform at high level, offer solutions to problems, are good stewards of public resources, and are supported in those efforts through recognition, training, leadership development, performance accountability and succession planning								
S		4.1	Improve recruitment methods to attract the most qualified employees with the necessary skill set, education and/or knowledge								
M			4.1.1	Increase eligible applicants by 5% for the agency's most difficult positions to fill: Board Administrators, Attorneys, and Investigators	0	Increase by 5%	57.19%	FY18	NeoGov	Add the total number of applicants minus the number of ineligible employees	Assists agency managers by ensuring quality applicants for key agency positions.
M			4.1.2	Interviewing technique class	0	25 employees	42	FY18	HR	Add the number of managers and staff trained	Provides training to employees to hire more qualified employees to deliver effective and quality agency services.
S		4.2	Create an onboarding and retention system that ensures employees are seamlessly transitioned into new positions and have the tools and resources necessary to be successful at LLR								
M			4.2.1	Provide training curriculum for new and current employees in POL division	0	100% new employees 50% of current employees	100%	FY18	HR training and development portal	Calculate the number of new and current employees trained	Improves employee performance to better serve the public.



DEPARTMENT OF LABOR, LICENSING & REGULATION

R360 Section: 81

Strategic Planning and Performance Measurement Template

Type	Item #			Description	2017-18			Time Applicable	Data Source and Availability	Calculation Method	Meaningful Use of Measure
	Goal	Strategy	Measure		Base	Target	Actual				
M			4.2.2	Solicit feedback from new employees regarding recruitment and onboarding processes	0	100% surveys from FTEs hired 1/2/18 to 6/30/18	100%	FY19	HR training and development portal	Tracking receipt of completed surveys of FTEs hired	Measures the efficacy of the new recruitment and onboarding processes.

Strategic Planning and Performance Measurement Template

Type	Item #			Description	2018-19	Actual	Time Applicable	Data Source and Availability	Calculation Method	Meaningful Use of Measure	
	Goal	Strategy	Measure								
G	1			<b>Promote the Public's Health and Safety by Enhancing Education Outreach and Communication with Customers, Public, and Other Stakeholders</b>							
S	1.1			<b>Partner with high school, vocational and professional pre-licensure education providers to train and educate future work force</b>							
M			1.1.1	Number of authorized OSHA-10 instructors provided by VPP site.	24	30	TBD	FY19	OVP database	Add the number of VPP participants	The sites provide funding, trainers, and support for the OSHA-10 program. The more VPP sites, the more the program can expand into additional counties.
M			1.1.2	Number of high school students that completed OSHA-10 classes	476	525	TBD	FY19	OVP database	Add the number of students who completed the class	Shows the number of students who graduate ready to enter the manufacturing job market with an OSHA-10 certificate.
M			1.1.3	Addition of FF programs at high schools in counties	25	41	TBD	FY22	Fire Academy	Add the number of counties that have added FF training to high school students	Ensures that students in the remaining counties graduate with the skills necessary to become a Firefighter I and that counties have access to trained firefighters.
S	1.2			<b>Improve user-friendly website and other electronic media to facilitate delivery of services to agency customers</b>							
M			1.2.1	Number of posts per week on agency social media accounts	4/week	5/week	TBD	FY19	LLR website	Add number of videos on the website	Uses new technology to provide better services in order to improve the customer experience.
M			1.2.2	Training videos for OSHA and State Fire	0	3	TBD	FY19	OSHA/Fire Marshal	Production of the videos	Currently we train, at least quarterly, a number of DDSN and DSS personnel. We are producing the videos to reach more customers.
M			1.2.4	New website launched	N/A	Completed	TBD	FY19	LLR	A new website would be launched	A new website layout will improve customer service in providing information and better deliver services.

Type	Item #			Description	2018-19			Time Applicable	Data Source and Availability	Calculation Method	Meaningful Use of Measure
	Goal	Strategy	Measure		Base	Target	Actual				
G	2			Ensure State Fire is a leader and focal point for service and support in South Carolina to preserve life and property							
S	2.1			Enhance effectiveness and presence of OFSM's community risk reduction program, Fire Safe SC, in the state							
M			2.1.1	Number of fire-related fatalities	84.8	63.6	TBD	FY27	Fire Marshal	Add the number of fire-related deaths per year (5 year average)	Reducing fire deaths shows how many lives can be saved.
M			2.1.2	Increase the number of fire departments that provide data to the National Fire Incident Reporting System (NFIRS)	435	450	TBD	FY20	Fire Marshal	Add the number of fire departments who report to NFIRS	Provides the state with accurate statistics regarding fires and fire-related injuries in order to provide accurate resources and education to counties to reduce fires.
M			2.1.3	Decrease the number of errors reported to NFIRS reports by fire departments	8.75%	7.50%	TBD	FY20	Fire Marshal	Calculate the percentage of errors in reporting data of fire departments NFIRS reports, using state data quality minimum standards	Provides the state with accurate statistics regarding fires and fire-related injuries and deaths so the state can correctly assess the effectiveness of its fire reduction programs and initiatives.
S	2.2			Improve efficiency and turnaround time of permitting, licensing, inspections and plan reviews conducted by the Office of State Fire Marshal							
M			2.2.1	Reduce turnaround time to conduct inspections	45 days	20 days	TBD	FY20	Fire Marshal	Calculate the time the request for inspection is received until the time the inspection takes place	Prompt inspections ensure fire and life safety of the public.
M			2.2.2	% of licenses and permit applications submitted electronically	6.80%	15%	TBD	FY20	Fire Marshal	Calculate the number of licenses and permits offered electronically at State Fire	Provides exceptional licensing services and allows agency to use new technology to improve the experience of applicants.

Strategic Planning and Performance Measurement Template

Type	Item #			Description	Base	2018-19		Time Applicable	Data Source and Availability	Calculation Method	Meaningful Use of Measure
	Goal	Strategy	Measure			Target	Actual				
M			2.2.3	Number of days for engineer review of fire sprinkler plans	16.6 days	12 days	TBD	FY20	Fire Marshal	Time is measured from date of the initial submission to the time it takes an engineer to send a letter approving/requesting additional information or changes to the plan. The stats are compiled monthly.	The office must balance ensuring that fire sprinkler plans are statutorily compliant with not additionally delaying the building process.
<b>S</b>		<b>2.3</b>	<b>Enhance the quality and relevance of the training programs provided by the SC Fire Academy</b>								
M			2.3.1	Number of EMT students taught	5	24	TBD	FY18	Fire Academy	Add the number of classes that are taught and completed by students	Firefighters are now the first responders on many accident sites. Developing an EMT program at the Fire Academy ensures that we are meeting the needs of our customers.
M			2.3.2	Track maintenance of building and prop and costs associated with maintenance	NEW	Produce Report at end of FY	TBD	FY19	Fire Academy	SCFA Maintenance Database tracks maintenance needs, related costs, and completion of maintenance projects for each training prop and each building (down to the specific room)	Better tracking of programs and props ensures that the Fire Academy is able to deliver classes and training to meet the current needs of the fire service.
<b>S</b>		<b>2.4</b>	<b>Ensure the operational readiness of the Emergency Response Task Force and Firefighter Mobilization</b>								
M			2.4.1	Number of deployable members of the SC Task Force	113 members	120 members	TBD	FY19	ERTF	Total number of deployable members of SC Task Force 1	Ensures that the State has a deployable emergency task force.
M			2.4.2	Conduct operational readiness and evaluate competency of the team	1	1	TBD	FY19	ERTF	Completion of Operational Readiness Exercise	The Exercise will test and evaluate every component and rescue discipline of the team.
<b>G</b>		<b>3</b>	<b>Protect the public by ensuring the agency's licensing, permitting, inspection and enforcement operations are efficient and effective</b>								
<b>S</b>		<b>3.1</b>	<b>Ensure applicants who meet education requirements are vetted as required by statute and licensed expeditiously</b>								

Strategic Planning and Performance Measurement Template

Type	Item #			Description	Base	2018-19		Time Applicable	Data Source and Availability	Calculation Method	Meaningful Use of Measure
	Goal	Strategy	Measure			Target	Actual				
M			3.1.1	Total number of agency licensees who have FBI background checks conducted	11,380	11,380	TBD	FY20	ReLAES	Calculate the total number of licensees who have FBI background checks conducted	Measures how many FBI background checks the agency performs in order to be statutorily compliant, and ensures that the boards have the necessary criminal background checks when making licensure decisions.
M			3.1.2	Number of boards utilizing CE Broker	12 Boards	20 boards	TBD	FY18	CE Broker Database	Add the number of boards utilizing CE Broker	Provides for automatic educational audits of all licensees to ensure licensees are adequately complying with education requirements.
M			3.1.3	Number of boards utilizing central mail processing	0	10	TBD	FY19	ReLAES	Calculate the total number of boards inputting data to ReLAES automatically.	Evaluate the efficiency of paper documents input to ReLAES.
<b>S</b>		<b>3.2</b>	<b>Increase effectiveness and efficiency of complaint, disciplinary, and enforcement process</b>								
M			3.2.1	Number of average business days to complete investigation	126.2 days	125 days	TBD	FY19	ReLAES	Calculate the number of investigations that were completed in FY 18	Measures the number of cases completed to ensure that cases are moving forward to resolution in an efficient and timely manner.
M			3.2.2	Reduction of citation issued to small businesses	87%	83%	TBD	FY19	Immigration Database	Calculate the number of citations issued to businesses who employ fewer than 25 people	Illustrates the problem that small employers have with E-Verify compliance.
M			3.3.3	Reduction of outstanding abatements	1,271	900	TBD	FY19	South Carolina Elevator Information System (SCELIS)	Calculates the number of elevators with abatement issues	Provides for safe elevators in this state by not allowing elevators with outstanding abatement issues to operate.
<b>S</b>		<b>3.3</b>	<b>Utilize resources efficiently and effectively in Division of OSHA to improve safety of South Carolina's worksites and workforce</b>								
M			3.3.1	Number of employee fatalities	22	10% reduction	TBD	FY19	OSHA Express	The number of employee deaths per year	By reducing worker fatalities, OSHA strives to make South Carolina a safer place for workers.

Strategic Planning and Performance Measurement Template

Type	Item #			Description	Base	2018-19		Time Applicable	Data Source and Availability	Calculation Method	Meaningful Use of Measure
	Goal	Strategy	Measure			Target	Actual				
M			3.3.2	Number of consultations	836	520	TBD	FY19	OVP database	The number of consultation visits per year	Provide assistance to small employer worksites to reduce hazards and/or injuries in the workplace.
<b>G</b>	<b>4</b>			<b>Ensure the agency performs at a high level through employee training and development; investment in technology and infrastructure; and by fostering a culture of excellence</b>							
<b>S</b>	<b>4.1</b>			<b>Improve recruitment methods to attract and retain the most qualified employees with the necessary skill set, education and/or knowledge</b>							
M			4.1.1	Average number of FTE vacancies per month	36.42	30	TBD	FY20	SCEIS	Number of FTE vacancies divided by 12 (over the course of July 2018 to June 2019 fiscal year)	By reducing FTE vacancies, the Agency is better staffed to meet the customer service needs and demands of operations.
M			4.1.2	Average number of weeks to fill positions at the agency	8.92	6.5	TBD	FY20	SCEIS/NeoGov/ HR Tracking Log	Averaging the number of business days per month it takes to fill an FTE position divided by 12 (over the course of July 2018 to June 2019 fiscal year)	Reducing the number of business days to fill positions at the Agency will provide an increased opportunity to offer a position to the selected and most qualified candidate before the candidate has lost interest in the position or found another position.
M			4.1.3	Improve employee retention and reduce employee turnover percentage.	13.81%	12.50%	TBD	FY20	SCEIS/HR Tracking Log	Divide number of separations by average number of agency employees during fiscal year	Reducing employee turnover improves morale, lowers recruitment time and costs, and increases productivity and efficiencies.
<b>S</b>	<b>4.2</b>			<b>Modernize and strengthen agency IT infrastructure in order to deliver high quality services while protecting customer data.</b>							
M			4.2.1	Percent of agency desktop computers replaced with newer devices utilizing more secure operating systems	165	250	TBD	FY18	Agency Inventory	Calculate the number of replaced desktops	Improves employee performance to better serve the public.
M			4.2.2	Replacement of consolidated agency server and storage infrastructure platform	0	100%	TBD	FY19	Agency Inventory	Tracking implementation of new infrastructure implementation	Improves reliability of information systems accessed by customers and by agency staff.

Strategic Planning and Performance Measurement Template

Type	Item #			Description	Base	2018-19		Time Applicable	Data Source and Availability	Calculation Method	Meaningful Use of Measure
	Goal	Strategy	Measure			Target	Actual				
M			4.2.3	Percentage of agency employees completing annual security training	0	100%	TBD	FY19	HR Training Database	Calculate the number of employees completing training	Improves employee awareness of the sensitive nature of the customer data they handle day to day.

Agency Name: DEPARTMENT OF LABOR, LICENSING & REGULATION

Fiscal Year 2017-2018  
Accountability Report

Agency Code: R360 Section: 081

Program Template

Program/Title	Purpose	FY 2017-18 Expenditures (Actual)				FY 2018-19 Expenditures (Projected)				Associated Measure(s)
		General	Other	Federal	TOTAL	General	Other	Federal	TOTAL	
I. Administration	Provides support services to Agency programs in Human Resource Management, Legal Services, Information Technology, Public Information, Finance, and Procurement.		\$ 6,643,625		\$ 6,643,625		\$ 7,202,825		\$ 7,202,825	1.2.1, 1.2.3, 3.1.4, 3.1.5, 3.1.6, 3.2.2, 4.1.1, 4.1.2, 4.2.1, 4.2.2
II. Programs & Services, A. OSHA Voluntary Programs	Assists workplace in voluntarily complying with Occupational Safety & Health Standards.	\$ 305,256	\$ 118,636	\$ 1,094,314	\$ 1,518,206	\$ 305,256		\$ 998,731	\$ 1,303,987	1.1.1, 1.1.2, 1.1.3, 1.2.1, 1.2.3, 3.3.1
II. Programs & Services, B. Occupational Safety & Health	Ensures workplace safety by enforcing Occupational Safety & Health Standards.	\$ 1,111,353	\$ 640,300	\$ 1,766,878	\$ 3,518,531	\$ 1,111,353		\$ 1,766,878	\$ 2,878,231	1.2.1, 1.2.3, 3.3.1
II. Programs & Services, C. Fire Academy	Trains firefighters, paid and volunteer, private and public sector.		\$ 7,093,194		\$ 7,093,194		\$ 8,395,542		\$ 8,395,542	1.1.5, 1.2.1, 1.2.3, 2.1.1, 2.1.2, 2.1.3, 2.3.1, 2.3.2, 2.3.3, 2.4.1, 2.4.2
II. Programs & Services, D. State Fire Marshal	Ensures fire and life safety protection for SC citizens through enforcement and inspections.		\$ 4,572,304	\$ 23,393	\$ 4,595,697		\$ 3,664,631	\$ 138,655	\$ 3,803,286	1.2.1, 1.2.2, 1.2.3, 1.3.1, 2.1.1, 2.1.3, 2.2.1, 2.2.2, 2.2.3, 2.4.1, 2.4.2
II. Programs & Services, E. Elevators & Amusement Rides	Inspects and permits elevators and amusement rides.		\$ 693,237		\$ 693,237		\$ 1,083,429		\$ 1,083,429	1.2.1, 1.2.3, 3.3.3
II. Programs & Services, F. Professional and Occupational Licenses	Licenses and regulates qualified applications in professions and occupations.		\$ 15,449,196		\$ 15,449,196		\$ 15,457,969		\$ 15,457,969	1.1.4, 1.2.1, 1.2.3, 3.1.1, 3.1.2, 3.1.2, 3.1.3, 3.1.4, 3.1.5, 3.1.6, 3.2.1, 4.1.1, 4.2.2
II Programs & Services, G. Labor and H. Building Codes	Ensures state wage & hour and other state labor laws are enforced; licenses and regulates building code officials and adopts state building code.		\$ 995,367		\$ 995,367		\$ 993,212		\$ 993,212	1.2.1, 1.2.3, 4.2.1, 4.2.2
					\$ -				\$ -	
					\$ -				\$ -	
					\$ -				\$ -	



Agency Name: DEPARTMENT OF LABOR, LICENSING & REGULATION				Fiscal Year 2017-2018 Accountability Report				
Agency Code: R360				Section: 081				
				Legal Standards Template				
Item #	Law Number	Jurisdiction	Type of Law	Statutory Requirement and/or Authority Granted	Does this law specify who your agency must or may serve? (Y/N)	Does the law specify a product or service your agency must or may provide?	If yes, what type of service or product?	If other service or product, please specify what service or product.
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	No		
2	40-1-20	State	Statute	Sets forth definitions used in Title 40, Chapter 1 (sometimes referred to as the Engine Act).	No	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	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	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	No		
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	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	Yes	Report our agency must/may provide	
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	Yes	Other service or product our agency must/may provide	Recordkeeping
9	40-1-50(D)	State	Statute	Establishes the framework for the boards' fee structures and future adjustment of fees.	Yes	No	No - But relates to sources of funding for one or more agency deliverables	
10	40-1-50(E)	State	Statute	Authorizes the Director to implement biennial licensure renewal.	No	No	No - But relates to manner in which one or more agency deliverables is provided	
11	40-1-50(F)	State	Statute	Allows licensing boards to delegate licensing decisions to LLR within established guidelines.	No	No	No - But relates to manner in which one or more agency deliverables is provided	
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	No	No - Does not relate directly to any agency deliverables	
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	Yes	Other service or product our agency must/may provide	License suspension for child support enforcement

Agency Name:		DEPARTMENT OF LABOR, LICENSING & REGULATION						
Agency Code:		R360	Section:	081				
Item #	Law Number	Jurisdiction	Type of Law	Statutory Requirement and/or Authority Granted	Does this law specify who your agency must or may serve? (Y/N)	Does the law specify a product or service your agency must or may provide?	If yes, what type of service or product?	If other service or product, please specify what service or product.
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	Yes	Report our agency must/may provide	
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	No	No - But relates to manner in which one or more agency deliverables is provided	
16	40-1-70	State	Statute	Establishes the powers and duties of the regulatory boards within LLR.	No	No	No - But relates to manner in which one or more agency deliverables is provided	
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	No	No - But relates to manner in which one or more agency deliverables is provided	
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	No	No - But relates to manner in which one or more agency deliverables is provided	
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	No	No - But relates to manner in which one or more agency deliverables is provided	
20	40-1-110	State	Statute	Establishes the additional grounds for a board to take disciplinary action against a licensee.	No	No	No - But relates to manner in which one or more agency deliverables is provided	
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	No	No - But relates to manner in which one or more agency deliverables is provided	
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	No	No - But relates to manner in which one or more agency deliverables is provided	
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	No	No - But relates to manner in which one or more agency deliverables is provided	
24	40-1-140	State	Statute	States circumstances under which an authorization to practice may be denied because of a prior criminal conviction.	No	No	No - But relates to manner in which one or more agency deliverables is provided	
25	40-1-150	State	Statute	Provides for voluntary surrender of an authorization to practice.	No	No	No - But relates to manner in which one or more agency deliverables is provided	

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Agency Code:		R360	Section:	081					
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26	40-1-160	State	Statute	Provides for appeal of a board decision to the Administrative Law Court.	No	No	No - But relates to manner in which one or more agency deliverables is provided		
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	No	No - But relates to sources of funding for one or more agency deliverables		
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	No	No - But relates to sources of funding for one or more agency deliverables		
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	No	No - But relates to manner in which one or more agency deliverables is provided		
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	No	No - But relates to manner in which one or more agency deliverables is provided		
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	No	No - But relates to manner in which one or more agency deliverables is provided		
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	No	No - Does not relate directly to any agency deliverables		
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	Yes	Other service or product our agency must/may provide	Facilitating temporary licensure for military spouses and permanent licensure for veterans,	
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	Yes	Other service or product our agency must/may provide	Fee assessments	
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	Yes	Other service or product our agency must/may provide	Licensing	
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	Yes	Other service or product our agency must/may provide	Licensing and discipline of licensees	

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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	No	- But relates to manner in which one or more agency deliverables is provided	
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	No	- But relates to manner in which one or more agency deliverables is provided	
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	Yes	Other service or product our agency must/may provide	Final plan review and approval; inspection; enforcement of compliance
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	Yes	Other service or product our agency must/may provide	Final plan review and approval; inspection; discipline of licensees
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	No	- But relates to manner in which one or more agency deliverables is provided	

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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	No - But relates to manner in which one or more agency deliverables is provided		
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	Yes	Other service or product our agency must/may provide	Review and approval of registration documents
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	Yes	Other service or product our agency must/may provide	Review and approval of registration documents
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	No - But relates to manner in which one or more agency deliverables is provided		
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	Yes	Other service or product our agency must/may provide	Licensing, complaint investigation and discipline of licensees
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	Yes	Other service or product our agency must/may provide	Licensing, peer review, complaint investigation, discipline of licensees and safeguarding of files of deceased or incapacitated licensees
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	Yes	Other service or product our agency must/may provide	Licensing, complaint investigation and discipline of licensees
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	Yes	Other service or product our agency must/may provide	Licensing

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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	Yes	Other service or product our agency must/may provide	Licensing, complaint investigation and discipline of licensees, administration of recovery fund
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	Yes	Other service or product our agency must/may provide	Licensing, administration of recovery fund
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	Yes	Other service or product our agency must/may provide	Licensing, complaint investigation, and discipline of licensees; inspections of barber shops and barber schools
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	Yes	Other service or product our agency must/may provide	Licensing and inspection
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	Yes	Other service or product our agency must/may provide	Licensing, complaint investigation and discipline of licensees
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	Yes	Other service or product our agency must/may provide	Licensing
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	Yes	Other service or product our agency must/may provide	Licensing, complaint investigation and discipline of licensees
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	Yes	Other service or product our agency must/may provide	Licensing, complaint investigation and discipline of licensees
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	Yes	Other service or product our agency must/may provide	Licensing, complaint investigation and discipline of licensees, plan review

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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	Yes	Other service or product our agency must/may provide	Licensing, complaint investigation and discipline of licensees
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	Yes	Other service or product our agency must/may provide	Licensing, complaint investigation and discipline of licensees and persons engaging in unlicensed practice
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	Yes	Other service or product our agency must/may provide	Licensing and imposition of fines for unlicensed practice
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	Yes	Other service or product our agency must/may provide	Licensing, complaint investigation, and discipline of licensees; inspections of salons and cosmetology schools
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	Yes	Other service or product our agency must/may provide	Licensing and administrative citations and penalties
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	Yes	Other service or product our agency must/may provide	Licensing, complaint investigation and discipline of licensees
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	Yes	Other service or product our agency must/may provide	Licensing and sanitary standards
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	Yes	Other service or product our agency must/may provide	Licensing, complaint investigation and discipline of licensees, inspection of funeral establishments

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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	Yes	Other service or product our agency must/may provide	Licensing and inspection	
68	40-20-5 to 40-20-130	State	Statute	Dietetics Practice Act. Creates the Panel for Dietetics; and directs the licensing of dieticians, discipline of licensees and mediation of consumer complaints.	Yes	Yes	Other service or product our agency must/may provide	Licensing, discipline and mediation	
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	Yes	Other service or product our agency must/may provide	Licensing, complaint investigation, reporting of disciplinary actions	
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	Yes	Other service or product our agency must/may provide	Licensing, complaint investigation and discipline of licensees and persons engaging in unlicensed practice	
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	Yes	Other service or product our agency must/may provide	Licensing	
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	Yes	Other service or product our agency must/may provide	Licensing, complaint investigation and discipline of licensees	
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	Yes	Other service or product our agency must/may provide	Licensing	
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	Yes	Other service or product our agency must/may provide	Discipline of licensees	
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	Yes	Other service or product our agency must/may provide	Licensing, complaint investigation and discipline of licensees	



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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	Yes	Other service or product our agency must/may provide	Licensing, complaint investigation and discipline of licensees
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	Yes	Other service or product our agency must/may provide	Licensing
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	Yes	Other service or product our agency must/may provide	Licensing, complaint investigation and discipline of licensees and persons engaging in unlicensed practice, inspections of factories, warehouses and dealerships
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	Yes	Other service or product our agency must/may provide	Licensing, discipline, and inspection
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	Yes	Other service or product our agency must/may provide	Licensing, complaint investigation and discipline of licensees, mediation of consumer complaints
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	Yes	Other service or product our agency must/may provide	Licensing
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 licensees; provides for continuing education; and enacts the enhanced Nurse Licensure Compact for interstate practice of LPNs and RNs.	Yes	Yes		Licensing, complaint investigation and discipline of licensees, reporting disciplinary actions
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	Yes	Other service or product our agency must/may provide	Licensing, complaint investigation and discipline of licensees and inspection and approval of nursing schools

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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 licensees.	Yes	Yes	Other service or product our agency must/may provide	Licensing, complaint investigation and discipline of licensees	
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	Yes	Other service or product our agency must/may provide	Licensing and discipline of licensees	
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	Yes	Other service or product our agency must/may provide	Licensing, complaint investigation and discipline of licensees	
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	Yes	Other service or product our agency must/may provide	Licensing and discipline of licensees	
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	Yes	Other service or product our agency must/may provide	Licensing, complaint investigation and discipline of licensees	
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	Yes	Other service or product our agency must/may provide	Licensing	
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	Yes	Other service or product our agency must/may provide	Licensing	
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	Yes	Other service or product our agency must/may provide	Licensing	
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	Yes	Other service or product our agency must/may provide	Licensing, complaint investigation and discipline of licensees; permitting and inspection of pharmacies and facilities for the manufacturing, distribution or storage of prescription drugs and devices	

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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	Yes	Other service or product our agency must/may provide	Permitting facilities and discipline of licensees	
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	Yes	Other service or product our agency must/may provide	Licensing, complaint investigation and discipline of licensees	
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	Yes	Other service or product our agency must/may provide	Licensing and discipline of licensees	
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	Yes	Other service or product our agency must/may provide	Licensing, complaint investigation and discipline of licensees	
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	Yes	Other service or product our agency must/may provide	Licensing, complaint investigation and discipline of licensees; safeguarding of files of deceased or incapacitated licensees	
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	Yes	Other service or product our agency must/may provide	Licensing and discipline of licensees	
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	Yes	Other service or product our agency must/may provide	Licensing	

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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	Yes	Other service or product our agency must/may provide	Licensing, complaint investigation and discipline of licensees	
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	Yes	Other service or product our agency must/may provide	Licensing	
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	Yes	Other service or product our agency must/may provide	Licensing, complaint investigation and discipline of licensees	
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	Yes	Other service or product our agency must/may provide	Licensing	
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	Yes	Other service or product our agency must/may provide	Licensing, complaint investigation and discipline of licensees; audit inspections of licensees' offices	
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	Yes	Other service or product our agency must/may provide	Licensing, auditing	

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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	Yes	Other service or product our agency must/may provide	Licensing, complaint investigation and discipline of licensees and persons engaging in unlicensed practice	
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	Yes	Other service or product our agency must/may provide	Licensing	
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	Yes	Other service or product our agency must/may provide	Licensing, complaint investigation and discipline of licensees	
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	Yes	Other service or product our agency must/may provide	Licensing, complaint investigation and discipline of licensees	
110	12 USCA 3331 et seq., 12 CFR 225.31	Federal	Statute	Outlines Real Estate Appraiser standards and mandates certain Board requirements.	No	No	No - But relates to manner in which one or more agency deliverables is provided		
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	Yes	Other service or product our agency must/may provide	Licensing, complaint investigation and discipline of licensees	
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	Yes	Other service or product our agency must/may provide	Licensing, complaint investigation and discipline of licensees	
113	Chapter 110-1 to 110-20	State	Regulation	Social Work Regulations establish continuing education requirements and principles of professional ethics.	Yes	Yes	Other service or product our agency must/may provide	Licensing	

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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	Yes	Other service or product our agency must/may provide	Licensing, complaint investigation and discipline of licensees	
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	Yes	Other service or product our agency must/may provide	Licensing	
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	Yes	Other service or product our agency must/may provide	Licensing, complaint investigation and discipline of licensees	
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	Yes	Other service or product our agency must/may provide	Licensing	
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	Yes	Other service or product our agency must/may provide	Licensing, complaint investigation and discipline of licensees; recordkeeping	
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	Yes	Other service or product our agency must/may provide	Licensing and inspection	
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	Yes	Other service or product our agency must/may provide	Licensing, complaint investigation and discipline of licensees	

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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	Yes	Other service or product our agency must/may provide	Licensing	
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	Yes	Other service or product our agency must/may provide	Licensing, complaint investigation and discipline of licensees	
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	Yes	Other service or product our agency must/may provide	Licensing	
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	Yes	Other service or product our agency must/may provide	Licensing, complaint investigation and discipline of licensees and persons engaging in unlicensed practice; permitting and supervision of events	
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	Yes	Other service or product our agency must/may provide	Licensing and discipline of licensees; event regulation	
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	Yes	Other service or product our agency must/may provide	Licensing, complaint investigation and discipline of licensees	

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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	Yes	Other service or product our agency must/may provide	Licensing, complaint investigation and discipline of licensees; inspection of premises		
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	Yes	Other service or product our agency must/may provide	Licensing, site approval		
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	Yes	Other service or product our agency must/may provide	Licensing, complaint investigation and discipline of licensees		
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	Yes	Other service or product our agency must/may provide	Licensing		



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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	Yes	Other service or product our agency must/may provide	Licensing, complaint investigation and discipline of licensees		
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	Yes	Other service or product our agency must/may provide	Licensing, complaint investigation and discipline of licensees		
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	Yes	Other service or product our agency must/may provide	Create protocol		
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	No - But relates to manner in which one or more agency deliverables is provided				
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	Yes	Other service or product our agency must/may provide	Licensing, complaint investigation and discipline of licensees, inspection of boilers		

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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	Yes	Other service or product our agency must/may provide	Licensing and inspection	
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	Yes	Other service or product our agency must/may provide	Permitting and inspection of elevators	
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	Yes	Other service or product our agency must/may provide	Permitting and inspection of elevators	
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	Yes	Other service or product our agency must/may provide	Permitting and inspection of amusement devices	
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	Yes	Other service or product our agency must/may provide	Permitting and inspection of amusement devices	
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	Yes	Other service or product our agency must/may provide	Enforcement of private employer compliance	
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	No - But relates to manner in which one or more agency deliverables is provided			
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	Yes	Other service or product our agency must/may provide	Verification of legal status of licensee applicants	
144	23-9-20	State	Statute	Establishes the duties and authority of the State Fire Marshal.	No	No - But relates to manner in which one or more agency deliverables is provided			
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	Yes	Other service or product our agency must/may provide	Distribute funding to another entity	
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	Yes	Other service or product our agency must/may provide	Certification of local fire marshals	
147	23-9-40 (a) to (f)	State	Statute	Establishes the laws and ordinances the Fire Marshal is statutorily obligated to enforce.	No	No - Does not relate directly to any agency deliverables			
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	Yes	Other service or product our agency must/may provide	Licensing and permitting for fire equipment	

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Item #	Law Number	Jurisdiction	Type of Law	Statutory Requirement and/or Authority Granted	Does this law specify who your agency must or may serve? (Y/N)	Does the law specify a product or service your agency must or may provide?	If yes, what type of service or product?	If other service or product, please specify what 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	No	- But relates to manner in which one or more agency deliverables is provided	
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	No	- But relates to manner in which one or more agency deliverables is provided	
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	No	- But relates to manner in which one or more agency deliverables is provided	
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	No	- But relates to manner in which one or more agency deliverables is provided	
153	23-9-150	State		Establishes procedure for Fire Marshal's declaration of "Unsafe Building."	No	No	- But relates to manner in which one or more agency deliverables is provided	
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	No	- But relates to manner in which one or more agency deliverables is provided	
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	No	- But relates to manner in which one or more agency deliverables is provided	
156	23-9-190	State	Statute	Establishes Fire Marshal's emergency powers concerning unsafe buildings.	No	No	- But relates to manner in which one or more agency deliverables is provided	
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	Yes	Other service or product our agency must/may provide	Licensing and inspection

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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	Yes	Other service or product our agency must/may provide	Investigation of complaints of fire and life safety regulations; plan review of regulated facilities
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	Yes	Other service or product our agency must/may provide	Licensing, investigation of violations and discipline of licensees
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	Yes	Other service or product our agency must/may provide	Safety inspections
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	Yes	Other service or product our agency must/may provide	Licensing, investigation of violations and discipline of licensees
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	Yes	Other service or product our agency must/may provide	Licensing and event permits

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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	Yes	Other service or product our agency must/may provide	Licensing and facility inspection	
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	Yes	Other service or product our agency must/may provide	Creating plans for emergencies	
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	Yes	Other service or product our agency must/may provide	Operation of the Fire Academy	
166	23-35-45; 23-35-150	State	Statute	Regulates the use of pyrotechnic materials indoors; and outlines penalties for violation of chapter.	Yes	Yes	Other service or product our agency must/may provide		
167	23-51-10 to 23-51-110	State	Statute	Reduced Cigarette Ignition Propensity Standards and Firefighter Protection Act.	No	No - But relates to manner in which one or more agency deliverables is provided			
168	23-36-10 to 23-36-170	State	Statute	Establishes the license and permit structure for dealers and blasters of explosive materials.	Yes	Yes	Other service or product our agency must/may provide	Licensing	
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	Yes	Other service or product our agency must/may provide	Recordkeeping	
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	No - Does not relate directly to any agency deliverables			
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	Yes	Other service or product our agency must/may provide	Certification of certain state employees to perform functions of fire marshal for state buildings	
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	Yes	Report our agency must/may provide	Inspection of jails and prisons	
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	Yes	Other service or product our agency must/may provide	Enforcement of health and safety standards for private and public worksites throughout the State	
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	Yes	Other service or product our agency must/may provide	Adoption of standards, consideration of variances from standards, enforcement of inspection authority generally, enforcement of document review generally, issuance of citations, and requests for appeals	
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	Yes	Other service or product our agency must/may provide	Investigate complaints of employees retaliated against for addressing health/safety issues in the workplace	

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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	Yes	Other service or product our agency must/may provide	Enforcement of health and safety standards for private and public worksites throughout the State	
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	Yes	Other service or product our agency must/may provide	Consideration of employer requests for temporary or permanent relief from certain standard(s)	
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	Yes	Report our agency must/may provide		
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	Yes	Other service or product our agency must/may provide	Enforcement of employer compliance with OSHA standards, prosecuting violations and assessment of penalties	
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	Yes	Other service or product our agency must/may provide	Investigating complaints of OSHA violations; conducting inspections of worksites throughout the State	
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	Yes	Other service or product our agency must/may provide	Enforcement of employer compliance with general industry standards	
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	Yes	Other service or product our agency must/may provide	Enforcement of employer compliance with construction industry standards	
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	Yes	Other service or product our agency must/may provide	Enforcement of employer compliance with agriculture industry standards	
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	No - But relates to manner in which one or more agency deliverables is provided			
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	Yes	Other service or product our agency must/may provide	Enforcement of employer compliance with anti-retaliation provisions of OSHA	
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	Yes	Other service or product our agency must/may provide	Record-keeping and disclosure; consideration of employer requests for confidentiality of documents	
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	Yes	Other service or product our agency must/may provide	Enforcement of employer compliance with general industry standards	
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	Yes	Other service or product our agency must/may provide	Enforcement of employer compliance with construction industry standards	

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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	Yes	Other service or product our agency must/may provide	Enforcement of employer compliance with agriculture industry standards	
190	29 USC 2	Federal	Statute	OSHA/Labor; establishes BLS and annual generation of injury and illness reports.	Yes	Yes	Report our agency must/may provide	Tracking injury and illness data for employee incidents occurring in the workplace	
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	Yes	Other service or product our agency must/may provide	Enforcement of employer compliance with child labor regulations, prosecuting violations and assessment of penalties	
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	Yes	Other service or product our agency must/may provide	Enforcement of employer compliance with child labor regulations, assessments of penalties	
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	Yes	Other service or product our agency must/may provide	Enforcement of employer compliance; with assessments of penalties	
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	Yes	Other service or product our agency must/may provide	Investigating complaints of wage payment violations; conducting hearings on protests of penalties for wage payment violations	
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	No	No - But relates to sources of funding for one or more agency deliverables		
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	Yes	Report our agency must/may provide		
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	No	No - But relates to sources of funding for one or more agency deliverables		
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	No	No - But relates to sources of funding for one or more agency deliverables		
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	No	No - But relates to sources of funding for one or more agency deliverables		
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	No	No - But relates to sources of funding for one or more agency deliverables		
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	No	No - But relates to sources of funding for one or more agency deliverables		

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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	No	No - But relates to sources of funding for one or more agency deliverables	
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	No	No - But relates to sources of funding for one or more agency deliverables	
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	Yes	Report our agency must/may provide	
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	No	No - But relates to sources of funding for one or more agency deliverables	
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	No	No - Does not relate directly to any agency deliverables	
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	No	No - But relates to manner in which one or more agency deliverables is provided	
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	No	No - Does not relate directly to any agency deliverables	
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	No	No - But relates to manner in which one or more agency deliverables is provided	



Divisions or Major Programs	Description	Service/Product Provided to Customers	Customer Segments	<i>Specify only for the following Segments: (1) Industry: Name; (2) Professional Organization: Name; (3) Public: Demographics.</i>
SC OSHA Voluntary Program	Provides safety and health consultations to employers statewide.	Health and Safety Consultations	Industry	Private and Public Sector employers including but not limited to the following industries: Construction, Government, Health Services, Manufacturing, Retail, and Transportation
SC OSHA Voluntary Program	Provides safety and health trainings to employers/employees statewide.	Health and Safety Trainings	Industry	Private and Public Sector employers and employees including but not limited to the following industries: Construction, Government, Health Services, Manufacturing, Retail, and Transportation
SC OSHA	Provides additional knowledge and practical guidance of safety standards and regulations to employers and employees statewide.	Standards Officer Feedback	Industry	Private and Public Sector employers and employees including but not limited to the following industries: Construction, Government, Health Services, Manufacturing, Retail, and Transportation
SC OSHA Voluntary Program	Assists with "OSHA 10" classes to high school students.	"OSHA 10" class	School Districts	
State Fire - EMS	This section is responsible for coordinating CPR and First Aid classes for the Academy recruit program and, in FY 2017, will offer several catalog courses.	Coordinates CPR and First Aid classes for the Academy recruit program and, in FY 2017, will offer several catalog courses. Also has representation on the EMS Programs Working Group.	Professional Organization	EMS Association
State Fire - EMS	This section is responsible for coordinating CPR and First Aid classes for the Academy recruit program and, in FY 2017, will offer several catalog courses.	Has representation on the EMS Programs Working Group.	Professional Organization	EMS Educators' Association (SC)
State Fire - Community Risk Reduction	This section is responsible for providing ongoing, high-quality training to community risk reduction and fire and life safety educators.	It conducts Fire and Life Safety Educator's Quarterly training sessions. Serves as member of CRR Working Group to meet with goal of advising and collaborating with OSFM in regard to CRR efforts and campaigns.	Professional Organization	Fire and Life Safety Education Association (SC)
State Fire - Community Risk Reduction	This section is responsible for providing ongoing, high-quality training to community risk reduction and fire and life safety educators.	Partnered to bring the "Home Fire Safety Patrol – Sound Off" program to this state and to deliver the 1,000 Smoke Alarm Program to the highest risk areas in S.C. where injury or death from fire is most likely.	Professional Organization	Fire Chiefs' Association (SC)
State Fire - Community Risk Reduction	This section is responsible for providing ongoing, high-quality training to community risk reduction and fire and life safety educators.	Serve as a member of the CRR Working Group to meet with the goal of advising and collaborating with the OSFM in regard to CRR efforts and campaigns.	Professional Organization	Fire Marshals Association (SC)
State Fire - EMS	This section is responsible for coordinating CPR and First Aid classes for the Academy recruit program and, in FY 2017, will offer several catalog courses.	FFA has Representation on the EMS Programs Working Group	Professional Organization	Firefighters' Association (SC)

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State Fire - Academy	Provide statewide training for South Carolina fire service personnel: paid, volunteer, airport crash rescue firefighters, industrial fire brigade, and other emergency response personnel.	ISFSI leads fire and EMS instructors in their efforts to reduce firefighter fatalities and injuries, increase firefighter safety, and improve the profession through education and training.	Professional Organization	International Society of Fire Service Instructors
State Fire - Licensing and Permitting	Tasked with the licensing and permitting responsibilities.	Work together to maintain high standards of practice within the industry, and in so doing, protect and expand the ability of its members to compete in the marketplace.	Professional Organization	Propane Gas Association (SC)
State Fire - Engineering	Provides technical assistance and consultation services to design professionals, state officials, local building and fire officials, contractors, builders, building owners, and the public.	Improve life safety	Professional Organization	Sprinkler Association (SC)
State Fire - EMS	This section is responsible for coordinating CPR and First Aid classes for the Academy recruit program and, in FY 2017, will offer several catalog courses.	Has Representation on the EMS Programs Working Group	Professional Organization	Private Ambulance Providers Association (SC)
State Fire - EMS	This section is responsible for coordinating CPR and First Aid classes for the Academy recruit program and, in FY 2017, will offer several catalog courses.	Has Representation on the EMS Programs Working Group	Industry	Carolina Hospital System
State Fire - Academy	Provide statewide training for South Carolina fire service personnel: paid, volunteer, airport crash rescue firefighters, industrial fire brigade, and other emergency response personnel.	Provide audio-visual equipment and set up training programs for the Fire Service Improvement conference and the annual Myrtle Beach conference.	Professional Organization	Firefighters' Association (SC)
State Fire - Community Risk Reduction	This section is responsible for providing ongoing, high-quality training to community risk reduction and fire and life safety educators.	Serve as a member of the CRR Working Group to meet with the goal of advising and collaborating with the OSFM in regard to CRR efforts and campaigns.	Professional Organization	Firefighters' Association (SC)
State Fire - Community Risk Reduction	This section is responsible for providing ongoing, high-quality training to community risk reduction and fire and life safety educators.	Serve as a member of the CRR Working Group to meet with the goal of advising and collaborating with the OSFM in regard to CRR efforts and campaigns.	Professional Organization	EMS PIER Team (SC)

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Divisions or Major Programs	Description	Service/Product Provided to Customers	Customer Segments	<i>Specify only for the following Segments: (1) Industry: Name; (2) Professional Organization: Name; (3) Public: Demographics.</i>
State Fire - Community Risk Reduction	This section is responsible for providing ongoing, high-quality training to community risk reduction and fire and life safety educators.	Serve as a member of the CRR Working Group to meet with the goal of advising and collaborating with the OSFM in regard to CRR efforts and campaigns. Serves as a partner with the Home Fire Preparedness Campaign.	Industry	American Red Cross (SC)
State Fire - Community Risk Reduction	This section is responsible for providing ongoing, high-quality training to community risk reduction and fire and life safety educators.	Serve as a member of the CRR Working Group to meet with the goal of advising and collaborating with the OSFM in regard to CRR efforts and campaigns.	Executive Branch/State Agencies	Office on Aging (SC)
State Fire - Community Risk Reduction	This section is responsible for providing ongoing, high-quality training to community risk reduction and fire and life safety educators.	Serve as a member of the CRR Working Group to meet with the goal of advising and collaborating with the OSFM in regard to CRR efforts and campaigns.	Executive Branch/State Agencies	
State Fire - Community Risk Reduction	This section is responsible for providing ongoing, high-quality training to community risk reduction and fire and life safety educators.	Serve as a member of the CRR Working Group to meet with the goal of advising and collaborating with the OSFM in regard to CRR efforts and campaigns.	Professional Organization	Palmetto State Teachers' Association
State Fire - Community Risk Reduction	This section is responsible for providing ongoing, high-quality training to community risk reduction and fire and life safety educators.	Serve as a member of the CRR Working Group to meet with the goal of advising and collaborating with the OSFM in regard to CRR efforts and campaigns. Provide personnel and program support.	Executive Branch/State Agencies	EdVenture Children's Museum
State Fire - Community Risk Reduction	This section is responsible for providing ongoing, high-quality training to community risk reduction and fire and life safety educators.	Serve as a member of the CRR Working Group to meet with the goal of advising and collaborating with the OSFM in regard to CRR efforts and campaigns.	Professional Organization	Safe Kids (SC)
State Fire - Community Risk Reduction	This section is responsible for providing ongoing, high-quality training to community risk reduction and fire and life safety educators. This section is responsible for providing ongoing, high-quality training to community risk reduction and fire and life safety educators.	Autism Spectrum Disorder (ASD) Emergency Planning Research Project is a collaborative effort.	Executive Branch/State Agencies	
State Fire - Community Risk Reduction	This section is responsible for providing ongoing, high-quality training to community risk reduction and fire and life safety educators.	Carbon Monoxide Awareness Training project is an educational partnership.	Professional Organization	Jeffrey Lee Williams Foundation

Divisions or Major Programs	Description	Service/Product Provided to Customers	Customer Segments	<i>Specify only for the following Segments: (1) Industry: Name; (2) Professional Organization: Name; (3) Public: Demographics.</i>
State Fire - Community Risk Reduction	This section is responsible for providing ongoing, high-quality training to community risk reduction and fire and life safety educators.	Carbon Monoxide Awareness Training project is an educational partnership.	Local Govts.	
State Fire - Code Enforcement	Performs fire and life safety inspections for state buildings, public schools, fire equipment dealers, outdoor and indoor firework displays, Liquefied Petroleum gas, explosive magazines, contractual obligations, and local requests for assistance. It also provides fire marshal training and certification.	Inspection of existing state buildings.	Executive Branch/State Agencies	
State Fire - Administration	Provides programs and services to enhance the quality of life for citizens, visitors, and firefighters.	Consultation with new business enterprises.	Executive Branch/State Agencies	
State Fire - Code Enforcement	Performs fire and life safety inspections for state buildings, public schools, fire equipment dealers, outdoor and indoor firework displays, Liquefied Petroleum gas, explosive magazines, contractual obligations, and local requests for assistance. It also provides fire marshal training and certification.	Plan reviews and inspection of licensed facilities.	Executive Branch/State Agencies	
State Fire - Code Enforcement	Performs fire and life safety inspections for state buildings, public schools, fire equipment dealers, outdoor and indoor firework displays, Liquefied Petroleum gas, explosive magazines, contractual obligations, and local requests for assistance. It also provides fire marshal training and certification.	Provide inspections for new construction and public school renovations.	Executive Branch/State Agencies	
State Fire - Engineering	Provides technical assistance and consultation services to design professionals, state officials, local building and fire officials, contractors, builders, building owners, and the public.	Sprinkler plan reviews.	Executive Branch/State Agencies	
State Fire - Administration	Provides programs and services to enhance the quality of life for citizens, visitors, and firefighters.	Assist with development of State Emergency Operation Plan.	Executive Branch/State Agencies	

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Divisions or Major Programs	Description	Service/Product Provided to Customers	Customer Segments	<i>Specify only for the following Segments: (1) Industry; Name; (2) Professional Organization; Name; (3) Public; Demographics.</i>
State Fire - EMS	This section is responsible for coordinating CPR and First Aid classes for the Academy recruit program and, in FY 2017, will offer several catalog courses.	Collaborate with HazMat mitigation and a pediatric disaster management project.	Executive Branch/State Agencies	
State Fire - Code Enforcement	Performs fire and life safety inspections for state buildings, public schools, fire equipment dealers, outdoor and indoor firework displays, Liquefied Petroleum gas, explosive magazines, contractual obligations, and local requests for assistance. It also provides fire marshal training and certification.	Inspection of foster homes.	Executive Branch/State Agencies	
State Fire - Code Enforcement	Performs fire and life safety inspections for state buildings, public schools, fire equipment dealers, outdoor and indoor firework displays, Liquefied Petroleum gas, explosive magazines, contractual obligations, and local requests for assistance. It also provides fire marshal training and certification	Provides fire marshal training and certification.	Professional Organization	Fire Marshals Association (SC)
State Fire - Engineering	Provides technical assistance and consultation services to design professionals, state officials, local building and fire officials, contractors, builders, building owners, and the public.	Chief engineer serves on Building Codes Council.	Executive Branch/State Agencies	
State Fire - Academy	Provide statewide training for South Carolina fire service personnel: paid, volunteer, airport crash rescue firefighters, industrial fire brigade, and other emergency response personnel.	Academy is accredited by IFSAC in 18 fire service occupational levels.	Industry	International Fire Service Accreditation Congress (IFSAC)
State Fire - Academy	Provide statewide training for South Carolina fire service personnel: paid, volunteer, airport crash rescue firefighters, industrial fire brigade, and other emergency response personnel.	Academy is accredited by the Pro Board in 16 levels Fire Service Professional Qualifications.	Industry	National Board on Fire Service Professional Qualifications (Pro Board)
State Fire - ERTF	Provide initial and long-term responses to natural and man-made disasters.	Partner with the S.C. National Guard to offer a statewide helicopter rescue program.	Local Govts.	

Divisions or Major Programs	Description	Service/Product Provided to Customers	Customer Segments	<i>Specify only for the following Segments: (1) Industry; Name; (2) Professional Organization; Name; (3) Public; Demographics.</i>
State Fire - Code Enforcement	Performs fire and life safety inspections for state buildings, public schools, fire equipment dealers, outdoor and indoor firework displays, Liquefied Petroleum gas, explosive magazines, contractual obligations, and local.	Bring together resource parents, agency representatives and community members to promote mutual coordination, cooperation and communication among foster families.	Professional Organization	State Foster Parent Association
POL-Acupuncture (BME)	This division is responsible for making recommendations to the Board of Medical Examiners relating to the licensure and regulation of acupuncturists in South Carolina.	Conduct disciplinary proceedings, license qualified applicants and establish the professional standard of care for licensees practicing in South Carolina.	Industry	Acupuncture
POL-Accountancy	This division is responsible for the regulation of certified public accountants, public accountants, accounting practitioners and accounting firms in South Carolina.	Conduct disciplinary proceedings, license qualified applicants and establish the professional standard of care for licensees practicing in South Carolina.	Industry	Accountancy
POL-Architecture	This division is responsible for the regulation of licensed architects in South Carolina.	Conduct disciplinary proceedings, license qualified applicants and establish the professional standard of care for licensees practicing in South Carolina.	Industry	Architecture
POL-Athletic Commission	This division is responsible for the permitting of various athletic events, including boxing, kickboxing, off-the-street boxing, and mixed martial arts, and authorization of participants and associated professionals.	Authorize athletic events, approve participating athletes, conduct pre-event inspection and monitor events.	Industry	Athletics
POL-Auctioneers	This division is responsible for the regulation of auctioneers in South Carolina.	Conduct disciplinary proceedings, license qualified applicants and establish the professional standard of care for licensees practicing in South Carolina.	Industry	Auctioneers
POL-Barbers	This division is responsible for the regulation of barbers, master hair care specialists, barber training programs, barber shops, and hair braiders in South Carolina.	Conduct disciplinary proceedings, license qualified applicants and establish the professional standard of care for licensees practicing in South Carolina.	Industry	Barbers
POL-Perpetual Care Cemetery	This division is responsible for the regulation of perpetual care cemeteries and the individuals operating them.	Conduct disciplinary proceedings, license qualified applicants and establish the professional standard of care for licensees practicing in South Carolina.	Industry	Perpetual Care Cemetery

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POL-Chiropractors	This division is responsible for the regulation of the practice of chiropractic care in South Carolina.	Conduct disciplinary proceedings, license qualified applicants and establish the professional standard of care for licensees practicing in South Carolina.	Industry	Chiropractic
POL-Contractors	This division is responsible for the regulation of general and mechanical contractors, burglar and fire alarm system businesses, fire protection sprinkler systems businesses and commercial inspectors.	Conduct disciplinary proceedings, license qualified applicants and establish the professional standard of care for licensees practicing in South Carolina.	Industry	General and mechanical contractors, burglar and fire alarm system businesses, fire protection sprinkler systems businesses and commercial inspectors
POL-Cosmetologists	This division is responsible for the regulation of cosmetology schools, cosmetologists, estheticians, and nail technicians in South Carolina.	Conduct disciplinary proceedings, license qualified applicants and establish the professional standard of care for licensees practicing in South Carolina.	Industry	Cosmetology schools, cosmetologists, estheticians, and nail technicians
POL-Counselors/Marriage & Family Therapists/Psycho-Educational Specialists	This divisions is responsible for the regulation of licensed professional counselors, licensed marriage family therapists, interns of these professionals, and licensed psycho-educational specialists practicing in South Carolina.	Conduct disciplinary proceedings, license qualified applicants and establish the professional standard of care for licensees practicing in South Carolina.	Industry	Professional counseling, marriage and family therapy, and psycho-educational services
POL-Dentists/Dental Hygienists/Dental Technicians	This division is responsible for the regulation of dentists, dental hygienists and dental technicians in South Carolina.	Conduct disciplinary proceedings, license qualified applicants and establish the professional standard of care for licensees practicing in South Carolina.	Industry	Dentistry
POL-Dieticians	This division is responsible for the regulation of dieticians practicing in South Carolina.	Conduct disciplinary proceedings, license qualified applicants and establish the professional standard of care for licensees practicing in South Carolina.	Industry	Dietetics
POL-Embalmers/Funeral Directors	This division is responsible for the regulation of embalmers, funeral directors and funeral homes in South Carolina.	Conduct disciplinary proceedings, license qualified applicants and establish the professional standard of care for licensees practicing in South Carolina.	Industry	Embalmers/Funeral Services

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POL-Engineers and Surveyors	This division is responsible for the regulation of engineers and surveyors practicing in South Carolina.	Conduct disciplinary proceedings, license qualified applicants and establish the professional standard of care for licensees practicing in South Carolina.	Industry	Engineers and Surveyors
POL-Environmental Certifications	This division is responsible for the regulation of environmental systems operators practicing in South Carolina.	Conduct disciplinary proceedings, license qualified applicants and establish the professional standard of care for licensees practicing in South Carolina.	Professional Organization	Environmental Systems Operation
POL-Landscape Architects	This division is responsible for the regulation of landscape architects practicing in South Carolina.	Conduct disciplinary proceedings, license qualified applicants and establish the professional standard of care for licensees practicing in South Carolina.	Industry	Landscape Architecture
POL-Long Term Health Care Administrators	This division is responsible for the regulation of nursing home administrators, community residential care administrators, nursing home administrators in training practicing in South Carolina.	Conduct disciplinary proceedings, license qualified applicants and establish the professional standard of care for licensees practicing in South Carolina.	Industry	Long Term Health Care Administration
POL-Manufactured Housing	This division is responsible for the regulation of manufactured housing manufacturers, retail dealers, multi-lot salespersons, salespersons, contractors, installers and repairers.	Conduct disciplinary proceedings, license qualified applicants and establish the professional standard of care for licensees practicing in South Carolina.	Industry	Manufactured housing manufacturers, retail dealers, multi-lot salespersons, salespersons, contractors, installers and repairers
POL-Massage/ Bodywork	This division is responsible for the regulation of licensed massage/bodywork therapists practicing in South Carolina.	Conduct disciplinary proceedings, license qualified applicants and establish the professional standard of care for licensees practicing in South Carolina.	Industry	Massage/bodywork therapy
POL-Nurses	This division is responsible for the regulation of nurses, including licensed practical nurses, registered nurses and advanced practice registered nurses, and nursing schools in South Carolina.	Conduct disciplinary proceedings, license qualified applicants and establish the professional standard of care for licensees practicing in South Carolina.	Industry	Nursing
POL-Occupational Therapists	This division is responsible for the regulation of occupational therapists and occupational therapy assistants practicing in South Carolina.	Conduct disciplinary proceedings, license qualified applicants and establish the professional standard of care for licensees practicing in South Carolina.	Industry	Occupational Therapy



Divisions or Major Programs	Description	Service/Product Provided to Customers	Customer Segments	<i>Specify only for the following Segments: (1) Industry: Name; (2) Professional Organization: Name; (3) Public: Demographics.</i>
POL-Opticians	This division is responsible for the regulation of opticians and opticianry apprentices practicing in South Carolina.	Conduct disciplinary proceedings, license qualified applicants and establish the professional standard of care for licensees practicing in South Carolina.	Industry	Opticianry
POL-Optometrists	This division is responsible for the regulation of optometrists practicing in South Carolina.	Conduct disciplinary proceedings, license qualified applicants and establish the professional standard of care for licensees practicing in South Carolina.	Industry	Optometry
POL-Pharmacists/Pharm. Techs/Pharmacies	This division is responsible for the regulation of pharmacies, pharmacists and pharmacy technicians practicing in South Carolina.	Conduct disciplinary proceedings, license qualified applicants and establish the professional standard of care for licensees practicing in South Carolina.	Industry	Pharmacy
POL-Physical Therapists	This division is responsible for the regulation of physical therapists and physical therapist assistants practicing in South Carolina.	Conduct disciplinary proceedings, license qualified applicants and establish the professional standard of care for licensees practicing in South Carolina.	Industry	Physical Therapy
POL-Physicians and Misc. Health Care Professionals	This division is responsible for the regulation of physicians, physician assistants, respiratory care practitioners, acupuncturists, anesthesiologist's assistants and registered cardiovascular invasive specialists practicing in South Carolina.	Conduct disciplinary proceedings, license qualified applicants and establish the professional standard of care for licensees practicing in South Carolina.	Industry	Physicians, physician assistants, respiratory care practitioners, acupuncturists, anesthesiologist's assistants and registered cardiovascular invasive specialists
POL-Pilotage Commission	This division is responsible for the regulation of harbor pilots and harbor pilot apprentices practicing in South Carolina.	Conduct disciplinary proceedings, license qualified applicants and establish the professional standard of care for licensees practicing in South Carolina.	Industry	Harbor Pilotage
POL-Podiatrists	This division is responsible for the regulation of podiatrists practicing in South Carolina.	Conduct disciplinary proceedings, license qualified applicants and establish the professional standard of care for licensees practicing in South Carolina.	Industry	Podiatry
POL-Psychologists	This division is responsible for the regulation of psychologists practicing in South Carolina.	Conduct disciplinary proceedings, license qualified applicants and establish the professional standard of care for licensees practicing in South Carolina.	Industry	Psychology

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Divisions or Major Programs	Description	Service/Product Provided to Customers	Customer Segments	<i>Specify only for the following Segments: (1) Industry: Name; (2) Professional Organization: Name; (3) Public: Demographics.</i>
POL-Pyrotechnic Safety	This division is responsible for the regulation of pyrotechnic wholesalers, jobbers, retailers, displayers, and manufacturers practicing in South Carolina.	Conduct disciplinary proceedings, license qualified applicants and establish the professional standard of care for licensees practicing in South Carolina.	Industry	Pyrotechnic Safety
POL-Real Estate Appraisers	This division is responsible for the regulation of real estate appraisers, mass appraisers and apprentices practicing in South Carolina.	Conduct disciplinary proceedings, license qualified applicants and establish the professional standard of care for licensees practicing in South Carolina.	Industry	Real Estate Appraisal
POL-Real Estate Brokers/Salesmen/Property Managers	This division is responsible for the regulation of real estate salesmen, real estate brokers and property managers practicing in South Carolina.	Conduct disciplinary proceedings, license qualified applicants and establish the professional standard of care for licensees practicing in South Carolina.	Industry	Real Estate Sales/Property Management
POL-Residential Home Builders	This division is responsible for the regulation of residential home builders, residential specialty electrical contractors, residential specialty heating and air licensees, residential home inspectors, residential specialty plumbing licensees, and residential specialty contractor registrants.	Conduct disciplinary proceedings, license qualified applicants and establish the professional standard of care for licensees practicing in South Carolina.	Industry	Residential home builders, residential specialty electrical contractors, residential specialty heating and air licensees, residential home inspectors, residential specialty plumbing licensees, and residential specialty contractor registrants
POL-Social Workers	This division is responsible for the regulation of social workers practicing in South Carolina.	Conduct disciplinary proceedings, license qualified applicants and establish the professional standard of care for licensees practicing in South Carolina.	Industry	Social Work
POL-Soil Classifiers	This division is responsible for the regulation of soil classifiers practicing in South Carolina.	Conduct disciplinary proceedings, license qualified applicants and establish the professional standard of care for licensees practicing in South Carolina.	Industry	Soil Classifiers
POL-Speech-Language Pathologists & Audiologists	This division is responsible for the regulation of audiologists, speech-language pathologists, and interns and assistants in the fields of audiology and speech pathology practicing in South Carolina.	Conduct disciplinary proceedings, license qualified applicants and establish the professional standard of care for licensees practicing in South Carolina.	Industry	Speech-Language Pathology and Audiology

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Divisions or Major Programs	Description	Service/Product Provided to Customers	Customer Segments	<i>Specify only for the following Segments: (1) Industry: Name; (2) Professional Organization: Name; (3) Public: Demographics.</i>
POL-Veterinarians	This division is responsible for the regulation of veterinarians and veterinary technicians practicing in South Carolina. Animal shelters providing veterinary services in South Carolina must also register with this division.	Conduct disciplinary proceedings, license qualified applicants and establish the professional standard of care for licensees practicing in South Carolina.	Industry	Veterinary
POL/LLR	This division is responsible for promoting the health, safety and economic well-being of the public through regulation, licensing, enforcement, training and education.	Review licensure applications, conduct application review hearings, conduct disciplinary proceedings, provide educational outreach and training opportunities to the public.	General Public	Gender: All; Age: All; Economic Requirements: All incomes

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Partner Template

Name of Partner Entity	Type of Partner Entity	Description of Partnership	Associated Goal(s)
Department of Employment and Workforce	State Government	DEW provides OSHA and other departments within the Division of Labor information to assist with employer identification and contact.	Goals 1, 3, 4
OSHA	Federal Government	OSHA promulgates applicable safety standards and regulations that SC OSHA utilizes to assist in both providing health and safety consultations and trainings to employers statewide as well as enforcing such standards as necessary.	Goals 1, 3, 4
VPP Sites and Facilities	Private Business Organization	Assists with providing the "OSHA 10" Classes to high school students; personnel serve as trainers.	Goals 1, 4
EMS Association	Professional Association	The purpose of this organization is to study, discuss and recommend improvements in EMS as well as to cooperate with other organizations and to effect more efficient administration of EMS. They also have representation on the EMS Working Group that meets quarterly.	Goals 1, 2, 4
Fire and Life Safety Education Association (SC)	Professional Association	Mission is to promote fire and life safety education for the general public and to encourage fire and life safety organizations to be proactive in the preventive measures in safety education, thereby reducing the number of preventable injuries and/or deaths in our state.	Goals 2, 4
Fire Chiefs' Association (SC)	Professional Association	To provide leadership to career and volunteer fire service leaders, managers of emergency services organizations, persons interested in: saving life, protecting property, mitigating, and responding to all hazards that threaten the well being of our neighbors throughout the State of South Carolina through vision, information, services and representation to enhance their professionalism and capabilities.	Goals 2, 4

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Name of Partner Entity	Type of Partner Entity	Description of Partnership	Associated Goal(s)
Fire Marshals Association (SC)	Professional Association	To unite for mutual benefit those public officials and private persons engaged in fire inspection and prevention of fires. To provide for exchange of technical information and developments. To cooperate with other inspection agencies and associations to further fire prevention, fire inspections and life safety protection. To encourage a high professional standard of conduct among fire inspectors and to continually strive to eliminate all factors which interfere with administration of fire prevention, inspections, and life safety protection.	Goals 2, 4
Firefighters' Association (SC)	Professional Association	To enhance professionalism and increase capabilities within our state's fire service organizations and by doing so, help them to better respond to emergencies involving fire, rescue, hazardous materials, acts of terrorism and natural disasters.	Goals 2, 4
International Society of Fire Service Instructors	Professional Association	ISFSI leads fire and EMS instructors in their efforts to reduce firefighter fatalities and injuries, increase firefighter safety, and improve the profession through education and training.	Goals 2, 4
Propane Gas Association (SC)	Professional Association	To maintain high standards of practice within the industry, and in so doing, protect and expand the ability of its members to compete in the marketplace.	Goal 2
Sprinkler Association (SC)	Professional Association	Seeks to promote the fire sprinkler industry in South Carolina and improve life safety for all citizens of the state through the proper installation of fire sprinklers.	Goals 2, 4
SCDAODAS	State Government	LLR and DAODAS collaborate in furtherance of special initiatives relating to addiction and overdose prevention, including the development of the Joint Naloxone Protocol, pursuant to S.C. Code Ann. § 44-130-40, and other efforts in furtherance of the work of the South Carolina Prescription Drug Abuse Prevention Council authorized by Executive Order 2014-22.	Goals 3, 4

Name of Partner Entity	Type of Partner Entity	Description of Partnership	Associated Goal(s)
SCDHEC	State Government	LLR and DHEC partner to protect the public from environmental and health-related concerns. LLR and DHEC have overlapping regulatory authority over a number of professionals and/or facilities.	Goals 3, 4
SC Recovering Professional Program (RPP)	Private Business Organization	Pursuant to a contractual relationship with LLR, RPP coordinates the evaluation and monitoring of impaired professionals licensed by the following boards: Chiropractic Examiners; Professional Counselors, Marriage and Family Therapists, Addiction Counselors and Psycho-Educational Specialists; Dentistry; Engineers/Surveyors; Long Term Health Care Administrators; Medical Examiners; Nursing; Occupational Therapy; Optometry; Pharmacy; Physical Therapy Examiners; Podiatry Examiners; Psychology; Social Work Examiners; Speech-Language Pathology and Audiology; and Veterinary Medical Examiners. RPP's services may be initiated pursuant to a board's order or a licensee's voluntary enrollment.	Goals 3, 4
Professional Associations	Professional Association	Professional and Occupational Licensing (POL) boards often collaborate with their respective professional associations to provide feedback, including the identification of potential regulatory burdens, regarding proposed legislation and/or regulations.	Goals 3, 4
Continuing Education Providers	Private Business Organization	Various POL boards must approve courses offered by vendors for continuing education credits for licensed professionals.	Goals 3, 4
PSI	Private Business Organization	LLR contracts with PSI to administer professional licensing exams for various POL boards.	Goals 3, 4
Federal Bureau of Investigations	Federal Government	LLR submits criminal national background requests for initial and renewal licensure applicants when specifically authorized by the applicable practice act and/or regulations.	Goals 3, 4

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Name of Partner Entity	Type of Partner Entity	Description of Partnership	Associated Goal(s)
SC Law Enforcement Division	State Government	LLR submits South Carolina criminal background requests for initial and renewal licensure applicants when specifically authorized by the applicable practice act and/or regulations.	Goals 3, 4
National Practitioner Data Bank	Federal Government	LLR submits reports of disciplinary actions involving certain professionals to the NPDB as required by federal law.	Goal 3
Wells Fargo	Private Business Organization	LLR utilizes Wells Fargo for electronic ACH processing.	Goals 2, 3, 4
First Data Merchant Services	Private Business Organization	LLR utilizes First Data Merchant Services for credit card processing.	Goals 2, 4
DEA	Federal Government	LLR and DEA collaborate regarding licensure and possible violations involving controlled substances.	Goals 3, 4
FDA	Federal Government	LLR and FDA collaborate regarding the regulation of certain aspects of the practice of pharmacy in South Carolina.	Goals 3, 4
DHHS	Federal Government	LLR and DHHS collaborate regarding multiple regulatory issues relating to the delivery of healthcare services and associated billing practices.	Goals 3, 4
SC Attorney General's Office	State Government	LLR occasionally seeks advisory opinions from the S.C. Attorney General's Office and cooperates in cases within its jurisdiction, as appropriate.	Goals 3, 4
US Attorney's Office	Federal Government	LLR partners with the U.S. Attorney's Office in cases involving the investigation and prosecution of federal crimes involving licensees or permitted facilities.	Goals 3, 4

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Report and External Review Template

Item	Is this a Report, Review, or both?	Report or Review Name	Name of Entity Requesting the Report or Conducting Review	Type of Entity	Reporting Frequency	Current Fiscal Year: Submission Date or Review Timeline (MM/DD/YYYY)	Summary of Information Requested in the Report or Reviewed	Method to Access the Report or Information from the Review
1	Internal Review and Report	5- Year Strategic Management Plan - Annual Performance Plan	OSHA	Federal	Annually	07/31/2018	Sets out goals and strategies for a five year period, with progress on these goals and strategies being assessed and reported annually.	<a href="http://www.scosha.lronline.com/pdfs/SC-SOAR-FY-2http://www.scosha.lronline.com/pdfs/SC-SOAR-FY-2015.pdf015.pdf">http://www.scosha.lronline.com/pdfs/SC-SOAR-FY-2http://www.scosha.lronline.com/pdfs/SC-SOAR-FY-2015.pdf015.pdf</a>
2	Internal Review and Report	1% Expenditure Report	General Assembly	State	Annually	07/26/2018	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 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	Internal Review and Report	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.	<a href="http://www.admin.sc.gov/budget/agency-accountability-reports">http://www.admin.sc.gov/budget/agency-accountability-reports</a>
4	Internal Review and Report	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.	Agency's website
5	Internal Review and Report	Accountancy Report: 268 of 2014, Section 6	General Assembly	State	Annually	02/05/2018	LLR Director must submit an annual report to the Chairmen of the Senate and House Committees on Labor, Licensing and Regulation concerning the workload of the Accountancy Board's 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.	Senate and House Committees on Labor, Licensing and Regulation
6	Internal Review and Report	Agency Regulatory Review Report	General Assembly - Codes Commissioner	State	5 Years	05/01/2018	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.	Hard copy available upon request
7	Internal Review and Report	Bank Account Transparency and Accountability	General Assembly	State	Annually	09/04/2018	Each state agency having composite reservoir bank accounts or any other accounts containing public funds which are not included in the Comptroller Generals 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
8	Internal Review and Report	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.	<a href="http://www.scstatehouse.gov/reports/reports.php">http://www.scstatehouse.gov/reports/reports.php</a>
9	Internal Review and Report	Bonuses Report	Department of Administration, Division of State Human Resources	State	Annually	08/31/2018	Requires each state agency to report bonuses given to state employees during the preceding fiscal year.	Department of Administration, Division of State Human Resources
10	Internal Review and Report	Capital Asset Report	Comptroller General	State	Annually	09/10/2018	Requires reporting and information of all Agency Capital Assets	<a href="http://www.cg.sc.gov/publicationsandreports/Pages/CAFR.aspx">http://www.cg.sc.gov/publicationsandreports/Pages/CAFR.aspx</a>



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Report and External Review Template

Item	Is this a Report, Review, or both?	Report or Review Name	Name of Entity Requesting the Report or Conducting Review	Type of Entity	Reporting Frequency	Current Fiscal Year: Submission Date or Review Timeline (MM/DD/YYYY)	Summary of Information Requested in the Report or Reviewed	Method to Access the Report or Information from the Review
11	Internal Review and Report	Capital Lease Report Verification Form	State Treasurer's Office	State	Annually	07/14/2018	Requires reporting and information on any Agency Capital Lease	Comptroller General's Office
12	Internal Review and Report	Commuting Costs (Proviso 117.82)	Comptroller General	State	Quarterly	09/30/2017; 12/31/2017; 03/31/2018; 06/30/2018	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.
13	Internal Review and Report	Comprehensive Permanent Improvement Plan (CPIP)	General Assembly	State	Annually	07/07/2018	Agency's 5 year plan for permanent improvements	<a href="http://admin.sc.gov/budget/capital-budgeting-unit/CPIP">http://admin.sc.gov/budget/capital-budgeting-unit/CPIP</a>
14	Internal Review and Report	Corrective Action Plan	OSHA	Federal	Annually	07/31/2018	Lists SC OSHA's plan to correct any issues or concerns in the annual FAME (Federal Annual Monitoring and Evaluation) Report.	www.osha.gov
15	Internal Review and Report	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.	Agency's website
16	Internal Review and Report	Deficit Monitoring (Proviso 117.81)	Executive Budget Office	State	Quarterly	09/30/2017; 12/31/2017; 03/31/2018; 06/30/2018	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.
17	Internal Review and Report	Director Regulatory Review Report	General Assembly	State	Annually	No Date Listed	Requires Director of agency to prepare a report indicating those regulated trades, occupations, and professions that do not meet the spirit and intend of Section 40-1-10	General Assembly
18	Internal Review and Report	Discrimination Policy (EEO Report)	SC Human Affairs Commission	State	Annually	10/31/2018	Requires each state agency to submit to SC Human Affairs Commission employment and filled vacancy data by race and sex.	<a href="http://www.scstatehouse.gov/reports/reports.php#s">http://www.scstatehouse.gov/reports/reports.php#s</a>
19	External Review only	Division of State Human Resources	Department of Administration, Division of State Human Resources	State	Annually	07/01/2017 - 06/30/2018	Review and audit of new hire and reclassification actions within the agency to ensure compliance with state human resources regulations and delegation authority guidelines.	Hard copy supplied upon request
20	Internal Review and Report	Federal Financial Report	US Department of Labor	Federal	Quarterly	01/31/2017; 04/30/2017; 07/31/2017; 10/31/2017; 03/31/2018	Report on grant draw amounts, grant expenditures, and grant balance.	Hard copy available upon request.
21	External Review only	Federal OSHA	OSHA	Federal	Annually	10/01/2016 - 09/30/2017	Lists issues or concerns found with SC OSHA's plan while conducting the FAME (Federal Annual Monitoring and Evaluation)	FAME (Federal Monitoring and Evaluation) Report found at <a href="https://www.osha.gov/dcsp/osp/efame/index.html">https://www.osha.gov/dcsp/osp/efame/index.html</a>
22	Internal Review and Report	FFR Cash Transaction Report	US Department of Health and Human Services	Federal	Quarterly	01/31/2017; 04/30/2017; 07/31/2017; 10/31/2017; 03/31/2018	Report on grant draw amounts, grant expenditures, and grant balance.	Hard copy available upon request.
23	Internal Review and Report	Fines and Fees Report	General Assembly	State	Annually	08/30/2018	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.	Agency's website

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24	Internal Review and Report	Fire Safe Cigarette Report	General Assembly	State	Annually	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
25	Internal Review and Report	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.
26	Internal Review and Report	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.	Agency's website
27	External Review only	Legislative Audit Council	General Assembly	State	Other	01/2018	Audit of State Fire	LAC website
28	Internal Review and Report	Minority Business Enterprise Utilization Plan	SC Division of Small and Minority Business Contracting and Certification	State	Annually	08/15/2018	Provides the annual agency goal for utilizing small and minority business 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.	SC Division of Small and Minority Business Contracting and Certification
29	Internal Review and Report	Organizational Charts	General Assembly	State	Annually	Monthly	Directs each agency to provide to Human Resources. This is provided through SCEIS.	SCEIS
30	Internal Review and Report	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.	Agency's website
31	Internal Review and Report	Reporting Packages and Closing Reports	Comptroller General	State	Annually	07/2018-09/2018	Comprehensive Annual Financial Report (CAFR) related information; Fiscal Year End Reporting Packages	Comptroller's Office
32	Internal Review and Report	Schedule of Expenditures of Federal Awards	SC Office of State Auditor	State	Annually	08/18/2018	Requires information on federal grants received by agency, including federal grantor, amount and expenditures.	SC Office of State Auditor
33	Internal Review and Report	Small and Minority Business Contracting and Certification MBE Quarterly Progress Report	SC Division of Small and Minority Business Contracting and Certification	State	Quarterly	Quarterly - month following end of quarter: 10/2017; 01/2018; 04/2018; 07/2018	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
34	Internal Review and Report	Sole Source Procurements, Emergency Procurements, Unauthorized Procurements, Trade-Ins, Preference, 10% Rule	MMO-SFAA	State	Quarterly	Quarterly - month following end of quarter: 10/2017; 01/2018; 04/2018; 07/2018	Requires that agency provide details of these procurement items, including purchase order date, amount, vendor name, description of goods/service.	MMO-SFAA
35	Internal Review and Report	South Carolina State Accident Fund Payroll Report (WCC)	State Accident Fund	State	Annually	08/17/2018	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
36	External Review only	State Auditor's Office	State Auditor	State	Other	06/2017 to 07/2017	Agency finance audit.	<a href="http://www.osa.sc.gov">www.osa.sc.gov</a>
37	Internal Review and Report	Travel Report	Comptroller General, Senate Finance Committee, the House Ways and Means Committee, and the Statehouse Press Room	State	Annually	09/15/2017	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.	<a href="http://www.cg.sc.gov/publicationsandreports/Pages/travelreports.aspx">http://www.cg.sc.gov/publicationsandreports/Pages/travelreports.aspx</a>

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38	Internal Review and Report	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.	Agency's website
39	Internal Review and Report	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.
40	Internal Review and Report	V-Safe Report	General Assembly	State	Annually	First time grant program has been funded since 2008 and the report will be submitted 12 months after grant funds are received by the local fire departments.	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