

**Amended Rules and Regulations
Relating to Licensing of Master Electricians in the County of Rockland
Adopted January 28, 2008 by the Board of Electrical Examiners**

**(New Material is underlined.)
(Deleted Material is identified by [brackets].)**

**RULES AND REGULATIONS
relating to
Licensing of Master Electricians**

1) Qualifications of Applicants for Licenses - An applicant for license at the time of applying for examination, shall be a high school graduate or equivalent, shall have at least seven and one-half (7-1/2) years of experience for the Public at Large in the installation, alteration and repair of wiring and appliances for electric light, heat and power in or on buildings, under the requirements of the National Fire Protection Association's National Electrical Code or any municipal codes within the United States which equal or exceed the requirements of the National Electrical code. Credit for said seven and one-half (7-1/2) years of experience shall be computed as follows:

A. A high school graduate or equivalent, who is an electrician who has worked at least seven and one-half (7-1/2) years with his tools for the Public at Large on the installation, alteration and repair or wiring and appliances for light, heat and power in or on buildings, under the requirements of the National Fire Protection Association's National Electrical Code or any municipal codes within the United States which equal or exceed the requirements or the National Electrical Code, or

B. A graduate engineer of a college or university who holds a degree of electrical engineering, master engineering or Bachelor of Science in electrical engineering and has in addition worked at least three and one-half (3-1/2) years, or two and one-half (2-1/2) years with his tools for the Public at Large on the installation, alteration and repair or wiring and appliances for electric light, heat and power in or on buildings, under the requirements of the National Fire Protection Association's National Electrical Code or any municipal codes within the United States which equal or exceed the requirements of the national Electrical Code; the period of three and one-half (3-1/2) years, or two and one-half (2-1/2) years, being dependent upon whether such graduate engineer

attended the college or university four or five years for the purpose of obtaining his degree, or

C. A high school graduate or equivalent who is a graduate of a vocational, industrial or trade school in electric wiring, installation and design or applied electricity, and has worked at least five and one-half (5-1/2) years with his tools for the Public at Large on the installation, alteration and repair of wiring and appliances for electric light, heat and power in or on buildings, under the requirements of the National Fire Protection Association's National Electrical Code or any municipal codes within the United States which equal or exceed the requirements of the National Electrical Code, or

D. Any person who attended courses in a college or university leading to a degree in electric engineering, mechanical engineering, Bachelor of Science in electrical engineering or mechanical engineering, who passed all subjects in the required courses shall be credited with practical experience equal to fifty percent (50%) of the number of curricula years he has satisfactorily completed which, in no event, however, shall exceed two and one-half (2-1/2) credit of practical experience, the balance of the required seven and one-half (7-1/2) years, i.e., five (5) years of practical experience must have been obtained by working with his tools for the Public at Large on the installation, alteration and repairs of wiring and apparatus for light, heat and power in or on buildings, under the requirements of the National Fire Protection Association's National Electrical Code or any municipal codes within the United States which equal or exceed the requirements of the National Electrical Code, or

E. Any person who attended courses in a recognized vocational, industrial or trade school in electrical wiring, installation and design or applied electricity who has passed all subjects in the required-courses shall be credited with fifty percent (50%) of the number of curricula years that he has satisfactorily completed which, however, in no event, shall exceed two (2) years credit of practical experience, the balance of the required seven and one-half (7-1/2) years, i.e., five and one-half (5-1/2) years of practical experience must have been obtained by working with his tools for the Public at Large on the installation, alteration and repair of wiring for electric light, heat and power in or on buildings, under the requirements of the National Fire Protection Association's National Electrical Code or any municipal codes within the United States which equal or exceed the requirements of the National Electrical Code.

F. It is the affirmative duty of an applicant for license to provide [A]acceptable proof[s] of education, which shall consist of a certified copy of any transcript(s). The board may in its discretion accept or require other or additional proof pertaining to the applicant's education.

G. It is the affirmative duty of any applicant for license to provide [A]acceptable proof[s] of experience, which shall consist of certified detailed

earnings information (showing periods of employment or self employment and the names and addresses of employers) provided directly to the board by the Social Security Administration at the applicant's own expense and request pursuant to SSA Form 7050-F4 ("Request for Social Security Earnings Information"), as from time to time revised. The board may in its discretion accept or require other or additional proof pertaining to the applicant's practical experience working with his tools for the Public at Large.

H. Additionally, each applicant must provide two references that will attest to the applicant's trade experience.

I. Master Electrician examinations and Homeowner Permit examinations shall be written and closed book; no notes, scratch or scrap paper, calculators, palm pilots, cell phones, or other such devices or aids may be used during any examination.

J. Any applicant who has failed an examination may, no later than thirty (30) days after receiving notification of such failure, request in writing that the board review and reconsider the examination results; however, no applicant shall have access to any such examination or to the results of such examination or to the manner of or criteria for scoring such examination, nor shall any applicant participate in any way in any requested review or reconsideration process.

K. No applicant who has two or more times failed an examination shall be eligible for a subsequent examination unless six months shall have elapsed between the date of the last failed examination and the date of such subsequent examination.

L. The board shall, upon receipt of notification that any insurance required by this chapter has been cancelled, notify the approved inspection agencies (e.g., Tri-State or the New York Board of Fire Underwriters) that the license is subject to suspension or revocation because the licensee is no longer insured as an electrical contractor.

M. The Master Electrician examination begins at 9:00 a.m. on the day scheduled.

N. The Homeowner Permit examination begins at 8:30 on the day scheduled.

O. Practical Experience: Only practical experience that has been acquired during the ten (10) years immediately preceding an application shall constitute practical experience sufficient to satisfy the requirements of these rules. Only practical experience obtained under the direct supervision of a master electrician licensed in Rockland county, or with respect to practical experience obtained outside Rockland county, only such experience obtained under the direct supervision of a person with comparable qualifications, as determined by the

board, shall constitute practical experience sufficient to satisfy the requirements of these rules. Three thousand seven hundred fifty (3750) hours of practical experience accumulated over a period of at least two and one half (2 ½) years constitute two and one half (2 ½) years of practical experience, provided that at least one thousand five hundred (1500) of those hours be accumulated during each of two (2) calendar years; five thousand two hundred fifty (5250) hours accumulated over a period of at least three and one half (3 ½) years constitute three and one half (3 ½) years, provided that at least one thousand five hundred (1500) of those hours be accumulated during each of three (3) calendar years; seven thousand five hundred (7500) hours accumulated over a period of at least five (5) years constitute five (5) years, provided that at least one thousand five hundred (1500) of those hours be accumulated during each of four (4) calendar years; eight thousand two hundred fifty (8250) hours over a period of at least five and one half (5 ½) years constitute five and one half (5 ½) years, provided that at least one thousand five hundred (1500) of those hours be accumulated during each of four (4) calendar years; eleven thousand seven hundred fifty (11750) hours over a period of at least seven and one half (7 ½) years constitute seven and one half (7 ½) years, provided that at least one thousand five hundred (1500) of those hours be accumulated during each of five (5) calendar years..

2. [Place of Business] Address for Purposes of Official Notices and Communications. Every application [Applicants] for a license must [establish a bona fide place for the regular transaction of business in Rockland County and must be able to verify such place in a manner satisfactory to the Board]state the applicant's street address or post office box address. It shall be the affirmative duty of every applicant, every master electrician, and every "holder of the license" to notify the board of any change of his or its address or post office box number, in writing and within fifteen (15) calendar days after such change. Service of official notices and communications upon the applicant, master electrician, or "holder of the license", as the case may be, by first class mail to such street address or post office address shall be considered sufficient for all purposes under chapter 250 of the laws of Rockland county and under these rules and regulations.

3) Insurance: [Those who pass the examination must submit a current Certificate of Insurance indicating that the Licensee maintains liability insurance for damage to persons and property, Workers compensation and Workers Disability, or form C105.21 from the N.Y.S. Workers Compensation Board indicating the applicant is not required to carry Compensation or Disability] Every electrical contractor that is a "holder of the license" pursuant to that chapter shall submit proof to the board, in such form and in such manner as the board may from time to time require or determine to be satisfactory, that such electrical contractor at all times during which it is a "holder of the license" either maintains such workers compensation and disability insurance as may be required by New

York state law, or that such electrical contractor is exempt from maintaining such insurance, as well as that such electrical contractor maintains occurrence-based liability insurance in an amount not less than \$500,000 and in such form and in such manner as the board may from time to time require or determine to be satisfactory, for damage to persons and property in connection with the carrying on of business as an electrical contractor.

4) Interview: Those who have passed the examination must be interviewed by the Secretary of the Board before issuance of a license in order to assure that all requirements have been complied with.

5) Licensing fee:

A. Each application shall be accompanied by a non-refundable check or money order in the amount of one two hundred fifty dollars (\$100250.) for administration of the examination. A passing grade for the master electrician exam is 75% correct. [Upon receipt of a passing grade of 75% correct for the master electrician exam the one hundred dollar (\$100.) application fee shall be applied to the licensing fee.] Each application for a re-test following failure to receive a passing grade on a master electrician examination shall be accompanied by a non-refundable re-test application fee of one hundred twenty five (\$125).

B. The license fee for residents of the State of New York shall be [three] four hundred dollars (\$300400.). The license fee for nonresidents of the State of New York shall be [four] five hundred dollars (\$400500.). Such a license may be renewed annually on or before the expiration thereof for the period of one (1) year upon payment of an annual fee of [three] four hundred dollars (\$300400.) for residents of the State of New York and [four] five hundred dollars (\$400500.) for nonresidents of the State of New York.

C. Licensed master electricians who are not actively engaged in the business of master electrician may shelve such a license for a fee of [seventy five] one hundred dollars (\$75100.) per year.

D. The board may issue and renew a master electrician's license. Such license shall permit the licensee to engage in the business of master electrical contractor within the county of Rockland for the period of one (1) year from the date on which it was issued. To renew a license, the holder shall, apply to the board in writing and in such form and manner as the board may from time to time prescribe, and shall accompany the application with the fee required by these rules and regulations, no later than thirty (30) calendar days before the date the license expires.

E. Fee for additional decals shall be ten dollars (\$10.) each

6) Homeowners Permit*: Fee for tests for individuals seeking permission to do electrical work (general wiring only) on existing non-attached personally owned one family primary residence structures, but not on new additions or structures: one hundred twenty five dollars (\$~~100~~125). Each application for a re-test following failure to receive a passing grade on a homeowners permit examination shall be accompanied by a non-refundable re-test application fee of seventy five (\$75).

* Passing grade is 70% correct for Homeowners Permit.

7) Fee for electrical contractor certificate or name change after initial issuance of master electrician license shall be one hundred seventy five dollars (\$175.).

8) Continuing Education:

[(a) At the time of publication of each new edition of the National Electrical Code, each licensee seeking renewal or reactivation of a shelved license, shall attend an eight (8) hour course of study approved by the board relating to the new Code.

(b) Proof of the completion of the Code course referred to in (a) above shall be provided to the board by each licensee as a prerequisite to the renewal of their license or reactivation of a shelved license.]

Every annual application for the renewal of any license granted pursuant to this chapter, every request to shelve any such license, every annual request to continue to shelve any such license, and every request to un-shelve (reactivate) any such shelved license shall, as a condition for the granting of any such application or request, be accompanied by proof satisfactory to the board or its designee that, between the date of publication of the latest new edition of the National Electrical Code and the date of filing such application or request, the person to whom the license was issued attended an eight (8) hour course of study (continuing education) that relates to the latest new edition of the National Electrical Code and that has been approved by the board.

JLW
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