

Chapter H 63

LICENSING OF AUTOMATIC FIRE SPRINKLER
FITTERS AND CONTRACTORS

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H 63.01 Apprenticeship. (1) **REGISTRATION.** Every automatic fire sprinkler fitter apprentice shall register with the department immediately. Registration forms will be furnished by the department which shall require the applicant to indicate his name, age, preliminary schooling, beginning date of indenture, name and address of employer and such other information as the department may require.

(2) **QUALIFICATIONS FOR REGISTRATION.** All applicants for registration as apprentices must have reached the age of 16 years and have completed the 12th grade in school or its equivalent. Applicants who have not completed the 12th grade or its equivalent shall be required to attend part-time school 4 hours per week during the entire period of their apprenticeship. In each case when the applicant seeks to establish the equivalency of completion of the 12th grade, the matter shall be referred to the department.

(3) **RESPONSIBILITY OF EMPLOYER.** Registration as an apprentice shall not be accepted unless the particular contractor for whom the apprentice is to work is equipped and qualified to have an apprentice and that the requirements as to both shop and school training will be complied with. Contractors employing registered apprentices shall report to the department any changes made in relation to the continued employment of such apprentices.

(4) **SUSPENSION OF REGISTRATION.** (a) Whenever an apprenticeship ceases to exist or whenever a registration has been accepted under such conditions as would not have warranted an acceptance if the facts had been presented or when there has been willful noncompliance with the shop and school training requirements, the department shall suspend such registration until the conditions shall have been remedied or cancel such registration if necessary.

(b) A registration which has lapsed either through suspension or cancellation may be renewed in the same manner as new registrations and the department may grant such credit toward completion of the 5-year apprenticeship as it may deem proper in each case.

History: Cr. Register, October, 1975, No. 238, eff. 11-1-75.

H 63.02 Journeyman automatic fire sprinkler fitter license. (1) **JOURNEYMAN.** Proof of experience, skill, and related instruction shall be provided by all applicants for journeyman licenses. Proof shall consist of a completed accredited apprenticeship program in automatic fire sprinkler systems installation, or a list of 5 installations

installed in a one-year period prior to March 1, 1967, with the following items included for each specific installation listed:

(a) Installation hours per job and number of sprinkler heads installed in each system. Sprinkler heads taken off domestic water supply shall not qualify.

(b) A minimum of 1,000 hours per year engaged in automatic fire sprinkler systems installation.

(c) Other information the department may require.

(2) **APPRENTICESHIP.** The department may determine and prescribe the conditions under which any person may serve an automatic fire sprinkler system apprenticeship, as to preliminary and vocational, technical and adult educational school attendance requirements, and credit for such school attendance in serving such an apprenticeship. Every person, regardless of age, commencing an automatic fire sprinkler apprenticeship after July 1, 1973, shall be indentured under chapter 106, Wis. Stats. The term of an automatic fire sprinkler apprentice shall be 5 years, but the department of industry, labor and human relations or the department may upon application of the apprentice or his employer or both, extend such term for not to exceed one additional year. After expiration of an apprenticeship term, no apprentice shall engage in the business of automatic fire sprinkler work either as an apprentice or as a journeyman automatic fire sprinkler fitter unless after the expiration of the apprenticeship term he secures a journeyman automatic fire sprinkler fitter's license. In case of failure to pass the examination for such license, he may continue to serve as an apprentice, but not beyond the time for reexamination for a journeyman automatic fire sprinkler fitter's license, as prescribed by the rules and regulations of the department.

(3) **PRACTICAL TRAINING.** (a) *Instruction and experience.* The apprentice shall receive instruction and experience in all branches of automatic fire sprinkler system installations.

(b) *First 2 1/2 years.* During the first 2 1/2 years, the apprentice shall be given the opportunity to install automatic fire sprinkler material as his skill will permit under the immediate supervision of a journeyman automatic fire sprinkler fitter licensed in Wisconsin.

(c) *2 1/2 through 5 years.* During the second half of the third year and the fourth and fifth years any apprentice who is meeting the related instruction requirement may, under general supervision of a licensed journeyman automatic fire sprinkler fitter, make automatic fire sprinkler installations as the apprentice's skill will permit.

(d) *School credits.* Apprentice applicants who have attended an accredited trade school may receive up to 6 months credit for each school year completed. Any attendance of less than one year shall not receive recognition.

History: Cr. Register, October, 1975, No. 238, eff. 11-1-75.

H 63.03 Automatic fire sprinkler contractor license. (1) **PROOF OF EXPERIENCE.** Proof of experience, skill and background shall be provided by all applicants for an automatic fire sprinkler contractor license. Proof shall consist of:

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(a) A letter of past business contact from each of the following: a general contractor, customer, architect or engineer and approving agency (insurance company).

(b) A list of 5 installations of automatic fire sprinkler systems installed in a one-year period prior to March 1, 1967, with the following items included for each specific installation listed.

1. Installation hours per job and number of sprinkler heads installed in each system. Sprinkler heads taken off domestic water supply shall not qualify.

2. Approval agency for each installation listed.

3. Other information the department may require.

(2) **APPLICATION.** The individual making application or writing the examination for the automatic fire sprinkler contractor license shall be a principal or officer of the firm who shall be knowledgeable and responsible for the design, installation and certification of all automatic fire sprinkler systems or portions of systems installed by the licensed contractor.

(3) **QUALIFICATION.** The individual which has qualified the contractor for licensure shall remain as a principal or officer of the firm. Upon separation for any reason from the contractor's employ, the firm shall be required to have his replacement show evidence of qualifications by application to the department and register this change with the department within 90 days. Where deemed necessary, the department may require a written or oral examination to determine the qualification of the applicant. An individual may qualify not more than one automatic fire sprinkler contractor at any one time.

(4) **REGISTRATION.** The automatic fire sprinkler contractor shall register with the department, on forms furnished by the department, the principal or officer who qualifies the contractor for licensure.

History: Cr. Register, October, 1975, No. 238, eff. 11-1-75.

H 63.04 Examinations. (1) **LICENSE EXAMINATION.** Not less than 2 automatic fire sprinkler examinations for the licensing of journeyman and automatic fire sprinkler contractors will be conducted annually at such time and place as the department may direct. An apprentice is eligible to make application for examination 90 days prior to the expiration and completion date of the indentured apprenticeship. License shall be issued upon receipt of a passing grade in the examination and expiration of the apprenticeship tenure. Application forms for examination for licensure and renewal of licenses may be obtained from the department.

(2) **DATE OF FILING APPLICATION.** All applications for examination shall be on file in the office of the section of plumbing and fire protection systems at least 4 weeks prior to the date of examination. Failure to have the application on file within the required time shall necessitate postponement of the applicant's appearance to the next examination. All applications shall expire after a period of one year from the date of filing.

(3) FEES, EXPIRATION OF LICENSES, REGISTRATION. (a) *Automatic Fire Sprinkler Contractor*. The fees are as follows for automatic fire sprinkler contractor.

1. Examination fees. Automatic fire sprinkler contractors examination, \$100. Each subsequent examination, \$100.

2. License fee. Automatic fire sprinkler contractor license, \$500 and \$500 for each renewal of license if application is made prior to January 1 annually; after that date an additional fee of \$25.

3. Temporary permit fee. A temporary permit pending examination will be issued upon receipt of application and a fee of \$350 which covers the examination fee and the temporary permit fee. When the contractor successfully passes the examination an additional fee of \$250 shall be paid prior to issuance of license for the remainder of the calendar year.

(b) *Journeyman Automatic Fire Sprinkler Fitter*. The fees are as follows for journeyman automatic fire sprinkler fitter.

1. Examination fee. Journeyman automatic fire sprinkler fitter examination, \$20. Each subsequent examination, \$20.

2. License fee. For journeyman automatic fire sprinkler fitter license, \$30 and \$30 for each renewal of license if application is made prior to January 1 annually; after that date an additional fee of \$10.

3. Temporary permit fee. Temporary permits pending examination and issuance of license for a journeyman automatic fire sprinkler fitter, \$50. The fee shall cover the examination fee prescribed and the license fee for the calendar year issued.

(c) *Apprenticeship fees*. To establish a record of his beginning, an apprentice automatic fire sprinkler fitter shall within 30 days after beginning the apprenticeship register with the department. A fee of \$15 shall be paid at the time of registration and for each subsequent calendar year during which the apprenticeship is active.

(d) *Expiration of licenses and registrations*. No license shall be issued for longer than one year and all licenses and registrations shall expire on December 31 of each year and may be renewed upon application made prior to date of expiration. The department may renew licenses upon application made after January 1 if it is satisfied that the applicant has good cause for not making application within the month of December and upon payment of the renewal and additional fees prescribed.

(4) NOTICE OF EXAMINATION TO APPLICANTS. Notice of the time and place of examination shall be sent by first class mail to those who have approved applications on file. Such notice shall be mailed to the address given on the application blank and shall be presented by the applicant to gain admittance to the examination room. Failure to receive the notice due to change in address shall not be the responsibility of the department.

(5) CHARACTER OF EXAMINATIONS. (a) The examinations shall be conducted by the committee of examiners. They shall consist of written tests and may be practical or oral in part. The examination will cover the theory and practice of automatic fire sprinkler systems,

the interpretation of charts and blueprints and plans of automatic fire sprinkler installations, and such other tests as the committee may deem necessary to properly pass upon the qualifications of the candidate.

(b) Applicants shall participate in all portions of the examination and shall acquire a passing grade of 75%. Applicants who fail to acquire a passing grade will be required to rewrite the complete examination.

(6) **MATERIALS USED IN EXAMINATION.** Applicants shall furnish the necessary tools and material for the examination as requested by the examiners.

(7) **REEXAMINATION.** Applicants failing an initial examination may be reexamined within 3 months. Applicants shall not be eligible for a second reexamination until the expiration of 6 months after the first reexamination, and not for the third and subsequent reexaminations until the expiration of one year after the last reexamination.

History: Cr. Register, October, 1975, No. 238, eff. 11-1-75; emerg. am. (3), eff. 11-1-75; am. (3), Register, April, 1976, No. 244, eff. 5-1-76.

H 63.05 Temporary permits. Temporary permits shall become void upon the date of the first examination following issuance of permit and shall be surrendered to the department. Not more than 2 permits shall be issued to an individual or contractor in any 12-month period or no more than 3 permits shall be issued in a 5-year period. Applicants for temporary permits shall comply with all other applicable rules and statutes.

History: Cr. Register, October, 1975, No. 238, eff. 11-1-75.

H 63.06 License renewal. (1) **ANNUAL NOTICE FOR RENEWAL OF LICENSES.** Notice for the renewal of licenses shall be sent to all journeyman automatic fire sprinkler fitters and automatic fire sprinkler system contractors, whose licenses were in force during the previous year, to the address given on the latest license renewal blank on file unless notice of another address is given. Failure to receive the notice for renewal of license shall not be an excuse for failure to renew.

(2) **DELINQUENT OR ELAPSED LICENSES.** Whenever a journeyman automatic fire sprinkler fitter or contractor fails to renew his license for a period of 2 years, the department shall require evidence to show that he is competent to perform the work of either a contractor or journeyman fire sprinkler fitter before such license is renewed.

History: Cr. Register, October, 1975, No. 238, eff. 11-1-75.

H 63.07 Allowable maintenance. Weekly or monthly test of sprinkler alarm equipment, weekly or monthly test of fire pumps, valves, appurtenances and refilling of storage and pressure tanks shall not require licensure under chapter 145, Wis. Stats. Maintenance personnel may replace automatic fire sprinkler heads under emergency conditions.

History: Cr. Register, October, 1975, No. 238, eff. 11-1-75.