

## Chapter Comm 5

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**Note:** Corrections made in this chapter were made under s. 13.93 (2m) (b) 1., 7. and 14. Stats., Register, October, 1996, No. 490 and February, 1997, No. 494.

**Comm 5.001 Purpose.** This chapter is to protect public and employee health, safety and welfare by establishing minimum standards for the qualifications and responsibilities of persons and businesses that are required or permitted to obtain licenses, certifications or registrations under chs. 101, 145 and 167, Stats.

**History:** Cr. Register, October, 1996, No. 490, eff. 11-1-96.

**Comm 5.002 Scope.** This chapter applies to any person or business engaging or offering to engage in an activity or provide a service for which a license, certification or registration is required or desired under chs. 101, 145 and 167, Stats.

**History:** Cr. Register, October, 1996, No. 490, eff. 11-1-96; am. Register, April, 2000, No. 532, eff. 5-1-00.

**Comm 5.003 Definitions.** In this chapter:

(1) “Approved” means accepted by the department.

(1m) “ASME” means American society of mechanical engineers.

(2) “Automatic fire sprinkler contractor” has the meaning specified under s. 145.01 (1), Stats.

**Note:** Under section 145.01 (1), Stats., “automatic fire sprinkler contractor” means any individual, firm or corporation who has paid the annual license fee and obtained a license to conduct a business in the design, installation, maintenance or repair of automatic fire sprinkler systems.

(3) “Automatic fire sprinkler system” has the meaning specified under s. 145.01 (2), Stats.

**Note:** Under s. 145.01 (2), Stats., “automatic fire sprinkler system”, for fire protection purposes, means an integrated system of underground and overhead piping designed in accordance with fire protection engineering standards. The system includes a suitable water supply, such as a gravity tank, fire pump, reservoir or pressure tank or connection beginning at the supply side of an approved gate valve located at or near the property line where the pipe or piping system provides water used exclusively for fire protection and related appurtenances and to standpipes connected to automatic sprinkler systems. The portion of the sprinkler system above ground is a network of specially sized or hydraulically designed piping installed in a building, structure or area, generally overhead, and to which sprinklers are connected in a systematic pattern. The system includes a controlling valve and a device for actuating an alarm when the system is in operation. The system is usually activated by heat from a fire and discharges water over the fire area.

(4) “Automatic fire sprinkler system apprentice” has the meaning specified under s. 145.01 (3), Stats.

**Note:** Under s. 145.01 (3), Stats., “automatic fire sprinkler system apprentice” means any person other than an automatic fire sprinkler system contractor or a journeyman automatic fire sprinkler system fitter who is engaged in learning and assisting in the installation of automatic fire sprinkler systems and who is indentured under ch. 106, Stats.

(5) “Blasting” means any method of loosening, moving or shattering masses of solid matter by use of an explosive.

(6) “Blasting operation” means any enterprise or activity involving blasting.

(6m) “Branch” means an office, other than the main business office, involved in the sales of manufactured homes that advertises as a sales location, displays new or used homes, takes sales

calls, is staffed by licensed salespersons, has signage of a licensed dealer, and accepts offers or contracts on manufactured homes.

**(6s)** “Broker” means a manufactured home dealer who has no sales lot, no inventory and no ownership interest in the manufactured homes being sold.

**(7)** “Building permit” means an official document or certificate granting permission to perform construction or erosion control work, except for electrical, plumbing or HVAC, on a one- or 2-family dwelling.

**(8)** “Business establishment” means any industrial or commercial organization or enterprise, including but not limited to a proprietorship, partnership, firm, business trust, joint venture, syndicate, corporation or association.

**(8m)** “Cash price” means the manufactured home dealer asking price including dealer installed options and accessories and additional dealer mark-up, profit and transportation charges, minus the dollar value of cash discounts.

**(9)** “Combustible liquid” means a liquid with a flash point at or above 100°F.

**(10)** “Conflict of interest” means a certified inspector inspecting work in which the inspector or the inspector’s employer, other than the state or a municipality, has participated or has a monetary or personal interest.

**(11)** “Damage” means defects caused by reasons other than normal wear through home age and usage.

**(13)** “Department” means the department of commerce.

**(14)** “Direct supervision” means to assume the responsibility of an activity of others and its results by providing oversight and guidance at the site where the activity is being conducted.

**(15)** “Dwelling contractor” means any person, firm or corporation engaged in the business of performing construction or erosion control work on a one- or 2- family dwelling.

**Note:** Pursuant to s. 101.654 (1) (b), Stats., “dwelling contractor” does not include an owner of a dwelling who resides or will reside in the dwelling.

**(16)** “Electrical construction” means the installation of electrical wiring. “Electrical construction” does not include the maintenance, repair or fabrication of electrical equipment or the installation of electrical wiring and equipment covered by ch. PSC 114.

**(17)** “Electrical wiring” means all equipment, wiring, material, fittings, devices, appliances, fixtures and apparatus used for the production, modification, regulation, control, distribution, utilization or safeguarding of electrical energy for mechanical, chemical, cosmetic, heating, lighting or similar purposes as covered by the scope of ch. Comm 16.

**(17m)** “Financial statement” means a balance sheet showing assets, liabilities and net worth.

**(18)** “Fireworks” has the meaning specified under s. 167.10 (1), Stats.

**Note:** Under s. 167.10 (1), Stats., “fireworks” means anything manufactured, processed or packaged for exploding, emitting sparks or combustion which does not have another common use, but does not include any of the following:

- (a) Fuel or a lubricant.
- (b) A firearm cartridge or shotgun shell.
- (c) A flare used or possessed or sold for use as a signal in an emergency or in the operation of a railway, aircraft, watercraft or motor vehicle.
- (d) A match, cigarette lighter, stove, furnace, candle, lantern or space heater.
- (e) A cap containing not more than one-quarter grain of explosive mixture, if the cap is used or possessed or sold for use in a device which prevents direct bodily contact with a cap when it is in place for explosion.
- (f) A toy snake which contains no mercury.
- (g) A model rocket engine.
- (h) Tobacco and a tobacco product.
- (i) A sparkler on a wire or wood stick not exceeding 36 inches in length that is designed to produce audible or visible effects or to produce audible and visible effects.
- (j) A device designed to spray out paper confetti or streamers and which contains less than one-quarter grain of explosive mixture.
- (k) A fuseless device that is designed to produce audible or visible effects or audible and visible effects, and that contains less than one-quarter grain of explosive mixture.
- (L) A device that is designed primarily to burn pyrotechnic smoke-producing mixtures, at a controlled rate, and that produces audible or visible effects, or audible and visible effects.

(m) A cylindrical fountain that consists of one or more tubes and that is classified by the federal department of transportation as a Division 1.4 explosive, as defined in 49 CFR 173.50.

(n) A cone fountain that is classified by the federal department of transportation as a Division 1.4 explosive, as defined in 49 CFR 173.50.

**(19)** “Flammable liquid” means a liquid having a flash point below 100°F and having a vapor pressure not exceeding 40 psi absolute at 100°F.

**(20)** “General supervision” means to assume the responsibility of an activity of others and its results without being present at the site where the activity is being conducted.

**(21)** “HVAC” means heating, ventilating and air conditioning.

**(22)** “HVAC equipment” means materials, piping, fittings, devices, appliances, apparatus, controls and control wiring used as part of or in connection with permanent heating, ventilating or air conditioning installations in buildings. HVAC equipment includes furnaces, ventilation ductwork, baseboard heaters, bathroom fans and kitchen hoods. HVAC equipment does not include masonry fireplaces and chimneys, factory-built fireplaces and venting systems, decorative gas fireplaces, water heaters and process heating equipment.

**(23)** “Incompetence” means conduct which evidences a lack of competence or ability to discharge the duty required to protect the health, safety and welfare of the public, lack of knowledge of the fundamental principles of a particular trade or practice, or an inability to apply those principles, or failure to maintain competency in the current practices and methods applicable to the activity and the state statutes and rules governing the activity.

**(24)** “Journeyman automatic fire sprinkler fitter” has the meaning specified under s. 145.01 (6), Stats.

**Note:** Under s. 145.01 (6), Stats., “journeyman automatic fire sprinkler fitter” means any person other than an automatic fire sprinkler contractor who is engaged in the practical installation of automatic fire sprinkler systems.

**(25)** “Journeyman plumber” has the meaning specified under s. 145.01 (7), Stats.

**Note:** Under s. 145.01 (7), Stats., “journeyman plumber” means any person other than a master plumber, who is engaged in the practical installation of plumbing.

**(26)** “Journeyman plumber-restricted” means a person licensed under s. 145.14, Stats.

**Note:** See appendix for further explanatory material.

**(26m)** “Licensee” means any manufactured home dealer or manufactured home salesperson or any person who is both a manufactured home dealer and a manufactured home salesperson.

**(27)** “Listed device” has the meaning specified under s. 167.10 (1) (e), (f) and (i) to (n), Stats.

**Note:** See the note after the definition of “fireworks”, sub. (18), for the statutory language of s. 167.10 (1) (e), (f) and (i) to (n).

**(27e)** “Main business office” means an office involved in the sales of manufactured homes that is the primary management location of the licensed manufactured home dealer.

**(27m)** “Manufactured home” has the meaning given in s. 101.91 (2), Stats.

**Note:** Under s.101.91 (2), Stats., “manufactured home” means any of the following:

- (a) A structure, transportable in one or more sections, which in the traveling mode is 8 body feet or more in width or 40 body feet or more in length, or, when erected on site is 320 or more square feet, and which is built on a permanent chassis and designed to be used as a dwelling with or without a permanent foundation when connected to the required utilities.
- (b) A structure which meets all the requirements of par. (a) except the size requirements, and with respect to which the manufacturer voluntarily files a certification required by the secretary of housing and urban development and complies with the standards established under 42 USC 5401 to 5425.
- (c) A mobile home, unless a mobile home is specifically excluded under the applicable statute.

**(27s)** “Manufactured home dealer” has the meaning given in s. 101.91 (3), Stats., except for a person who sells no more than one new or used manufactured home in any one calendar year.

**Note:** Under s.101.91 (3), Stats., “manufactured home dealer” means a person who, for a commission or other thing of value, sells, exchanges, buys or rents, or offers or attempts to negotiate a sale or exchange of an interest in, manufactured homes or who is engaged wholly or partially in the business of selling manufactured homes, whether or not the manufactured homes are owned by the person, but does not include:

- (a) A receiver, trustee, personal representative, guardian, or other person appointed by or acting under the judgment or order of any court.
- (b) Any public officer while performing that officer's official duty.
- (c) Any employee of a person enumerated in par. (a) or (b).
- (d) Any lender, as defined in s. 421.301 (22).
- (e) A person transferring a manufactured home used for that person's personal, family or household purposes, if the transfer is an occasional sale and is not part of the business of the transferor.

**(27w)** "Manufactured home park" has the meaning given in s. 101.91 (5m), Stats.

**Note:** Under s. 101.91 (5m), Stats., "manufactured home park" means any plot or plots of ground upon which 3 or more manufactured homes that are occupied for dwelling or sleeping purposes are located. "Manufactured home park" does not include a farm where the occupants of the manufactured homes are the father, mother, son, daughter, brother or sister of the farm owner or operator or where the occupants of the manufactured homes work on the farm.

**(28)** "Master plumber" has the meaning specified under s. 145.01 (8), Stats.

**Note:** Under s. 145.01 (8), Stats., "master plumber" means any person skilled in the planning, superintending and the practical installation of plumbing and familiar with the laws, rules and regulations governing the same.

**(29)** "Master plumber—restricted" means a person licensed under s. 145.14, Stats.

**Note:** See appendix for further explanatory material.

**(30)** "Misconduct" means an act performed by an individual relating to the responsibilities or duties for which the individual has been licensed, registered or certified that jeopardizes the interests of the public, including violation of federal or state laws, local ordinances or administrative rules; preparation of deficient or falsified reports; failure to submit information or reports required by law or contract when requested by the municipality or the department; conduct which evidences a lack of trustworthiness; misrepresentation of qualifications such as education, experience or certification; illegal entry of premises; misuse of funds; or misrepresentation of authority.

**(30m)** "Multipurpose piping system" means a type of water distribution system conveying potable water to plumbing fixtures and appliances and automatic fire sprinklers with the intention of serving both domestic water needs and fire protection needs within a one- or 2-family dwelling or manufactured dwelling.

**(31)** "Municipality" means a city, village, town or county.

**(32)** "Negligence" means the failure to exercise the degree of care and judgment to protect public health and safety normally expected of an individual performing activities within the scope of a license, certification or registration category.

**(32e)** "Net worth" means the difference between the asset and liability values on a financial statement. Negative net worth is the excess of liabilities over assets.

**(32h)** "New manufactured home" has the meaning given in s. 101.91 (11), Stats.

**Note:** Under s. 101.91 (11), Stats., "new manufactured home" means a manufactured home that has never been occupied, used or sold for personal or business use.

**(32m)** "PECFA" means petroleum environmental cleanup fund award, as established in s. 101.143, Stats.

**(33)** "Pipelayer" has the meaning specified under s. 145.01 (9), Stats.

**Note:** Under s. 145.01 (9), Stats., "pipelayer" means a person registered under s. 145.07 (11).

**(34)** "Plumbing" has the meaning specified under s. 145.01 (10), Stats.

**Note:** Under s. 145.01 (10), Stats., "plumbing" means and includes:

(a) All piping, fixtures, appliances, equipment, devices and appurtenances in connection with the water supply, water distribution and drainage systems, including hot water storage tanks, water softeners and water heaters connected with such water and drainage systems and also includes the installation thereof.

(b) The construction, connection or installation of any drain or waste piping system from the outside or proposed outside foundation walls of any building to the mains or other sewage system terminal within bounds of, or beneath an area subject to easement for highway purposes, including private sewage systems, and the alteration of any such systems, drains or waste piping.

(c) The water service piping from the outside or proposed outside foundation walls of any building to the main or other water utility service terminal within bounds of, or beneath an area subject to easement for highway purposes and its connections.

(d) The water pressure system other than municipal systems as provided in ch. 281.

(e) A plumbing and drainage system so designed and vent piping so installed as to keep the air within the system in free circulation and movement; to prevent with a margin of safety unequal air pressures of such force as might blow, siphon or affect trap seals, or retard the discharge from plumbing fixtures, or permit sewer air to escape into the building; to prohibit cross-connection, contamination or pollution of the potable water supply and distribution systems; and to provide an adequate supply of water to properly serve, cleanse and operate all fixtures, equipment, appurtenances and appliances served by the plumbing system.

**(35)** "Plumbing appliance" means any one of a class of plumbing devices which is intended to perform a special function. The operation or control of the appliance may be dependent upon one or more energized components, such as motors, controls, heating elements, or pressure or temperature sensing elements. The devices may be manually adjusted or controlled by the user or operator, or may operate automatically through one or more of the following actions: a time cycle, a temperature range, a pressure range, a measured volume or weight.

**(36)** "Plumbing apprentice" has the meaning specified under s. 145.01 (11), Stats.

**Note:** Under s. 145.01 (11), Stats., "plumbing apprentice" means any person other than a journeyman or master plumber who is engaged in learning and assisting in the installation of plumbing and drainage.

**(37)** "Place of employment" has the meaning specified under s. 101.01 (11), Stats.

**Note:** Under s. 101.01 (11), Stats., "place of employment" includes every place, whether indoors or out or underground and the premises appurtenant thereto where either temporarily or permanently any industry, trade or business is carried on, or where any process or operation, directly or indirectly related to any industry, trade or business, is carried on, and where any person is, directly or indirectly, employed by another for direct or indirect gain or profit, but does not include any place where persons are employed in private domestic service which does not involve the use of mechanical power or in farming. "Farming" includes those activities specified in s. 102.04 (3), and also includes the transportation of farm products, supplies or equipment directly to the farm by the operator of said farm or employees for use thereon, if such activities are directly or indirectly for the purpose of producing commodities for market, or as an accessory to such production. When used with relation to building codes, "place of employment" does not include an adult family home, as defined in s. 50.01 (1), or, except for the purposes of s. 101.11, a previously constructed building used as a community-based residential facility, as defined in s. 50.01 (1g), which serves 20 or fewer unrelated residents.

**(38)** "POWTS" means private onsite wastewater treatment system and has the meaning specified under s. 145.01 (12), Stats., for "private sewage system".

**Note:** Under s. 145.01 (12), Stats., "private sewage system" means a sewage treatment and disposal system serving a single structure with a septic tank and soil absorption field located on the same parcel as the structure. This term also means an alternative sewage system approved by the department including a substitute for the septic tank or soil absorption field, a holding tank, a system serving more than one structure or a system located on a different parcel than the structure. A private sewage system may be owned by the property owner or by a special purpose district.

**(39)** "Private interceptor main sewer" has the meaning specified under s. Comm 81.01 (193).

**Note:** Under s. Comm 81.01 (193) "private interceptor main sewer" means a privately owned sewer serving 2 or more buildings and not directly controlled by a public authority.

**(40)** "Private water main" has the meaning specified under s. Comm 81.01 (195).

**Note:** Under s. Comm 81.01 (195) "private water main" means a privately owned water main serving 2 or more buildings and not directly controlled by a public authority.

**(41)** "Process piping" means that piping which is separated from a water supply system or drain system by the appropriate methods or means specified under ch. Comm 82 and is part of a system used exclusively for refining, manufacturing, industrial or shipping purposes of every character and description.

**(42)** "Public building" has the meaning specified under s. 101.01 (12), Stats.

**Note:** Under s. 101.01 (12), Stats., "public building" means any structure, including exterior parts of such building, such as a porch, exterior platform or steps providing means of ingress or egress, used in whole or in part as a place of resort, assembly, lodging, trade, traffic, occupancy, or use by the public or by 3 or more tenants. When used in relation to building codes, "public building" does not include a previously constructed building used as a community-based residential facility as defined in s. 50.01 (1g) which serves 20 or fewer unrelated residents or an adult family home, as defined in s. 50.01 (1).

**(43)** "Refrigeration equipment" has the meaning specified under s. 101.177 (1) (c), Stats.

**Note:** Under s. 101.177 (1) (c), Stats., "refrigeration equipment" means mechanical vapor compression refrigeration equipment except for a mobile air conditioner,

as defined in s. 100.45 (1) (b), Stats., or trailer refrigeration equipment, as defined in s. 100.45 (1) (e), Stats.

**(44)** "Registered learner" has the meaning specified under s. 145.01 (13), Stats.

**Note:** Under s. 145.01 (13), Stats., "registered learner" means a person, other than a restricted plumber licensee, who is learning a limited type of plumbing and is engaged in assisting a restricted plumber licensee.

**(45)** "Rental unit" has the meaning specified under s. 101.122 (1) (e), Stats.

**Note:** Under s. 101.122 (1) (e), Stats., "rental unit" means any rented dwelling units. "Rental unit" does not include:

1. Any building containing up to 4 dwelling units, one of which is owner-occupied.
2. Any building constructed after December 1, 1978, which contains up to 2 dwelling units and which is less than 10 years old.
3. Any building constructed after April 15, 1976, which contains more than 2 dwelling units and which is less than 10 years old.
4. Any dwelling unit not rented at any time from November 1 to March 31.

**(46)** "Restricted plumber licensee" has the meaning specified under s. 145.01 (14), Stats.

**Note:** Under s. 145.01 (14), Stats., "restricted plumber licensee" means any person licensed as a master plumber (restricted) or a journeyman plumber (restricted) under s. 145.14.

**(46m)** "Retail purchaser" means any purchaser not licensed as a manufactured home dealer or a manufactured home salesperson.

**(47)** "Sanitary building sewer" has the meaning specified under s. Comm 81.01 (45).

**Note:** Under s. Comm 81.01 (45) "sanitary building sewer" means a building sewer which conveys wastewater consisting in part of domestic wastewater.

**(47m)** "Site" means any plot of land which is owned or rented, and used or intended to be used for the accommodation of a manufactured home for residential purposes.

**(48)** "Storm building sewer" has the meaning specified under s. Comm 81.01 (46).

**Note:** Under s. Comm 81.01 (46) "storm building sewer" means a building sewer which conveys storm water wastes or clear water wastes, or both.

**(48m)** "UDC" means chs. Comm 20 to 25, the Wisconsin uniform dwelling code.

**(48s)** "Used manufactured home" has the meaning given in s. 101.91 (12), Stats.

**Note:** Under s. 101.91 (12), Stats., "used manufactured home" means a manufactured home that has previously been occupied, used or sold for personal or business use.

**(49)** "Utility contractor" has the meaning specified under s. 145.01 (15), Stats.

**Note:** Under s. 145.01 (15), Stats., "utility contractor" means a person licensed under s. 145.07 (10).

**(50)** "Water service" has the meaning specified under s. Comm 81.01 (282).

**Note:** Under s. Comm 81.01 (282) "water service" means that portion of a water supply system from the water main or private water supply to the building control valve.

**(51)** "Water supply system" has the meaning specified under s. Comm 81.01 (284).

**Note:** Under s. Comm 81.01 (284) "water supply system" means the piping of a private water main, water service and water distribution system, fixture supply connectors, fittings, valves, and appurtenances through which water is conveyed to points of usage such as plumbing fixtures, plumbing appliances, water using equipment or other piping systems to be served.

**(52)** "Year" means 12 consecutive months.

**History:** Cr. Register, October, 1996, No. 490, eff. 11-1-96; corrections made under s. 13.93 (2m) (b), 6. and 7., Stats., Register, October, 1996, No. 490; cr. (1m), (32m) am. (7), (15), (16), (33), (36), (37) and (42), r. (11); Register, March, 1998, No. 507, eff. 4-1-98; r. (12), cr. (30m), am. (32), Register, April, 2000, No. 532, eff. 5-1-00; CR 00-159; cr. (48m), Register September 2001 No. 549 eff. 10-1-01; CR 04-134; cr. (6m), (6s), (8m), (11), (17m), (26m), (27e), (27m), (27s), (27w), (32e), (32h), (46m), (47m), and (48s) Register June 2005 No. 594, eff. 7-1-05; **CR 04-058: am. (32m) Register February 2006 No. 602, eff. 5-1-06.**

**Comm 5.004 Incorporation of standards by reference.** The following standards of the American Welding Society are hereby incorporated by reference into this chapter:

- (1) D1.1-02, Structural Welding Code - Steel.
- (2) D1.3-98, Structural Welding Code - Sheet Steel.

**Note:** Copies of the American Welding Society (AWS) standards can be purchased from Global Engineering Documents, 15 Inverness Way East, Englewood, CO 80112-5776, telephone 800-854-7179, or through the AWS web site at [www.aws.org/](http://www.aws.org/).

**Note:** Copies of standards incorporated by reference are on file in the offices of the department, the secretary of state, and the revisor of statutes.

**History:** CR 03-075: cr. Register June 2004 No. 582, eff. 8-1-04.

**Subchapter I — General Requirements**

**Comm 5.01 Application.** (1) Application for a license, certification or registration or a license, certification or registration examination covered under this chapter shall be submitted on a form prescribed by the department.

**Note:** Applications and related forms for licenses, certifications or registrations covered under subchapters II to VII and IX of this chapter are available from the Division of Safety and Buildings at P.O. Box 7082, Madison, WI 53707-7082, or at telephone 608/261-8500 and 608/264-8777 (TTY), or at the Safety and Buildings' Web site at [commerce.wi.gov/SB/](http://commerce.wi.gov/SB/). Applications for certifications or registrations covered under subchapter VIII of this chapter are available from the Division of Environmental and Regulatory Services at P.O. Box 7837, Madison, WI 53707-7837, or at telephone 608/266-7874 and 608/264-8777 (TTY), or at the Web sites for petroleum programs and PECFA at [commerce.wi.gov](http://commerce.wi.gov).

(2) An application for a license, certification or registration which either requires or recognizes the attendance at or completion of educational courses as a qualification for the license, certification or registration shall be accompanied by such evidence, including but not limited to transcripts, that verifies fulfillment of the prerequisite.

(3) Pursuant to s. 101.02 (20) (b) and (21) (b), Stats., the department may not issue or renew any license, certification or registration under this chapter unless the applicant for the license, certification or registration includes his or her social security number, or in the case of a license, certification or registration for a business, the applicant includes the federal employer identification number. The department shall consider the failure by the applicant to provide a social security number or a federal employer identification number as an incomplete application and shall not process the application further until the appropriate number is provided.

(4) A business having multiple locations covered under one federal employer identification number applying for any of the following licenses, certifications or registrations need not obtain a separate license, certification or registration for each location:

- (a) Dwelling contractor financial responsibility.
- (b) Electrical contractor.
- (c) UDC inspection agency.
- (d) HVAC contractor.
- (e) PECFA consulting firm.
- (f) Tank specialty firm.

**History:** Cr. Register, October, 1996, No. 490, eff. 11-1-96; am. (1) and (2), cr. (3), Register, April, 2000, No. 532, eff. 5-1-00; CR 03-075: cr. (4) Register June 2004 No. 582, eff. 8-1-04.

**Comm 5.02 Fees.** (1) (a) Fees required for the various licenses, certifications or registrations and their processing under this chapter shall be determined in accordance with Table 5.02, except as provided in par. (b).

(b) 1. Pursuant to s. 145.05, Stats., a person who holds a master plumber license, master plumber-restricted license, journeyman plumber license or journeyman plumber-restricted license and who is employed by a city of the first, second or third class as a plumbing inspector is not required to submit a license fee in order to renew his or her license.

2. A person who applies to renew his or her master plumber license, master plumber-restricted license, journeyman plumber license or journeyman plumber-restricted license without the license fee as permitted under subd. 1. shall provide evidence that he or she is a plumbing inspector for a first, second or third class city with the application for renewal.

**Note:** The exemption of not having to pay a license fee does not relieve an individual of fulfilling all other obligations or responsibilities to renew the license such as continuing education requirements.

(2) Fees required under this chapter for the various licenses, certifications or registrations or their processing examinations shall not be refundable.

(3) The department shall prorate a license, certification or registration fee on a monthly basis for the initial issuance of a license, certification or registration which is issued for less than the full

license, certification or registration period.

(4) (a) The fee for a petition for variance submitted for a rule relative to this chapter shall be \$200.00, except as provided in par. (b).

(b) The fee for a petition for variance submitted and requested by the submitter to be reviewed on a priority basis shall be \$400.00.

(5) A fee of \$10.00 shall be charged to replace a lost or destroyed license, certification or registration.

**Table 5.02  
FEES**

	License, Certification or Registration Category	Type	Application Fee	Examination Fee	License, Certification or Registration Fee
	<b>Subchapter II</b>				
1.	Class 1 Blaster	License	none	\$30	\$100
2.	Class 2 Blaster	License	none	\$30	\$100
3.	Class 3 Blaster	License	none	\$30	\$100
4.	Class 4 Blaster	License	none	\$30	\$100
5.	Class 5 Blaster	License	none	\$30	\$100
6.	Class 6 Blaster	License	none	\$30	\$100
7.	Class 7 Blaster	License	none	\$30	\$100
8.	Fireworks Manufacturer	License	none	NA	\$70
	<b>Subchapter III</b>				
9.	Dwelling Contractor Financial Responsibility	Certification	\$10	NA	\$30
10.	Dwelling Contractor Financial Responsibility–Restricted	Certification	\$10	NA	\$30
11.	Manufactured Home Manufacturer	License	\$10	NA	\$900
11e.	Manufactured Home Dealer – Main Business Office	License	none	NA	\$200
11m.	Manufactured Home Dealer – Branch	License	none	NA	\$200
11s.	Manufactured Home Salesperson	License	none	NA	\$16
12.	Soil Tester	Certification	\$25	\$50	\$240
13.	Welder	Registration	none	NA	\$35
14.	Weld Test Conductor–Physical	Certification	none	\$20	\$80
15.	Weld Test Conductor–Radiographic	Certification	none	\$20	\$80
16.	POWTS Maintainer	Registration	\$10	NA	\$60
	<b>Subchapter IV</b>				
17.	Electrical Contractor	Certification	\$35	NA	\$200
18.	Electrical Contractor–Restricted	Certification	\$35	NA	\$200
19.	Master Electrician	Certification	\$35	\$30	\$200
20.	Journeyman Electrician	Certification	\$35	\$30	\$100
21.	Beginning Electrician	Certification	\$35	NA	\$80
	<b>Subchapter V</b>				
22.	Automatic Fire Sprinkler Contractor	License	\$25	\$100	\$1000
23.	Journeyman Automatic Fire Sprinkler Fitter	License	\$10	\$20	\$90
24.	Automatic Fire Sprinkler System Apprentice	Registration	none	NA	\$15
25.	Automatic Fire Sprinkler Contractor–Maintenance	Registration	\$25	\$50	\$200
26.	Automatic Fire Sprinkler Fitter–Maintenance	Registration	\$10	NA	\$30
27.	Automatic Fire Sprinkler System Tester	Registration	\$10	\$20	\$180
	<b>Subchapter VI</b>				
28.	Boiler–Pressure Vessel Inspector	Certification	none	NA	\$120
29.	In–Service Field Inspector	Certification	none	NA	\$120
30.	Commercial Building Inspector	Certification	\$10	\$20	\$30
31.	Commercial Electrical Inspector	Certification	\$10	\$20	\$30
32.	Commercial Plumbing Inspector	Certification	\$10	\$20	\$30
33.	UDC–Construction Inspector	Certification	\$10	\$20	\$30

**Table 5.02  
FEES**

	License, Certification or Registration Category	Type	Application Fee	Examination Fee	License, Certification or Registration Fee
34.	UDC–Electrical Inspector	Certification	\$10	\$20	\$30
35.	UDC–HVAC Inspector	Certification	\$10	\$20	\$30
36.	UDC–Plumbing Inspector	Certification	\$10	\$20	\$30
37.	UDC Inspection Agency	Registration	\$10	NA	\$30
38.	Soil Erosion Inspector	Certification	\$10	NA	\$30
39.	Elevator Inspector	Certification	none	\$45	\$120
40.	POWTS Inspector	Certification	\$10	\$20	\$30
41.	Rental Weatherization Inspector	Certification	\$10	\$20	\$30
42.	Tank System Inspector	Certification	\$20	\$15	\$50
	<b>Subchapter VII</b>				
43.	HVAC Contractor	Registration	\$10	NA	\$100
44.	HVAC Qualifier	Certification	\$10	\$20	\$60
45.	Refrigerant Handling Technician	Certification	none	NA	\$20
	<b>Subchapter VIII</b>				
46.	PECFA Consulting Firm	Registration	\$20	NA	\$50
47.	PECFA Consultant	Registration	\$20	NA	\$50
48.	Tank Specialty Firm	Registration	\$20	NA	\$50
49.	Site Assessor	Certification	\$20	\$15	\$50
50.	Aboveground Tank System Installer	Certification	\$20	\$15	\$50
51.	Underground Tank System Installer	Certification	\$20	\$15	\$50
52.	Tank System Liner	Certification	\$20	\$15	\$50
53.	Tank System Remover–Cleaner	Certification	\$20	\$15	\$50
54.	Tank System Tightness Tester	Certification	\$20	NA	\$50
	<b>Subchapter IX</b>				
55.	Master Plumber	License	\$20	\$30	\$250
56.	Master Plumber–Restricted Service	License	\$20	\$30	\$250
57.	Master Plumber–Restricted Appliance	License	\$20	\$30	\$250
58.	Journeyman Plumber	License	\$10	\$20	\$90
59.	Journeyman Plumber–Restricted Service	License	\$10	\$20	\$90
60.	Journeyman Plumber–Restricted Appliance	License	\$10	\$20	\$90
61.	Plumbing Apprentice	Registration	none	NA	\$15
62.	Plumbing Learner–Restricted Appliance	Registration	none	NA	\$15
63.	Plumbing Learner–Restricted Service	Registration	none	NA	\$15
64.	Utility Contractor	Registration	\$10	\$30	\$250
65.	Pipelayer	Registration	\$10	NA	\$90
66.	Cross Connection Control Tester	Registration	\$10	NA	\$90

NA means Not Applicable.

**History:** Cr. Register, October, 1996, No. 490, eff. 11–1–96; cr. line 11, renum. lines 11 to 63 to be 12 to 64; Register, March, 1998, No. 507, eff. 4–1–98; am. (1) to (3), (5) and Table 5.02, Register, April, 2000, No. 532, eff. 5–1–00; except Table 5.02 line 17 eff. 7–1–00; am. Table 5.02, Register, July, 2000, No. 535, eff. 9–1–00; CR 00–159; renumber Table 5.02 lines 37 to 65 to be lines 38 to 66, cr. line 37; Register September 2001 No. 549 eff. 10–1–01; CR 03–075; am. (1) (a) and Table 5.02 Register June 2004 No. 582, eff. 8–1–04; CR 04–134; cr. lines 11e, 11m and 11s of Table 5.02 Register June 2005 No. 594, eff. 7–1–05.

**Comm 5.03 Petitions for variance.** An individual may submit a petition for variance to any rule in this chapter in accordance with ch. Comm 3.

**Note:** Many of the rules relating to credentials reflect specific statutory requirements; in such cases the department is not able to grant a petition for variance if it would supersede a statutory requirement.

**History:** Cr. Register, October, 1996, No. 490, eff. 11–1–96.

**Comm 5.04 Processing times. (1)** An application for a license, certification or registration covered under this chapter shall be granted or denied by the department within 21 calendar days after the department receives all of the application materials necessary to obtain the license, certification or registration.

**Note:** Pursuant to s. 227.116, Stats., the failure by the department to make a determination on an application results in the department having to prepare and file a report with the permit information center of the department. The failure by the department to make a determination on an application does not relieve a person from

the obligation to comply with the requirements or qualifications of the license, certification or registration or to secure the license, certification or registration.

**(2) (a)** If the license, certification or registration application information is insufficient, the department shall request additional information within 21 calendar days of receipt of the application.

**(b)** If an applicant does not respond to a request by the department for additional information within 3 months after the date of the request, the department shall make a determination on the application based upon the information on hand.

**History:** Cr. Register, October, 1996, No. 490, eff. 11–1–96; am. (1) and (2) (a), Register, April, 2000, No. 532, eff. 5–1–00.

**Comm 5.05 Mailing. (1)** Unless otherwise provided by law, all orders, notices and other papers may be served by the department by first class mail at the address on file with the department.

(2) A license, certification or registration holder shall be responsible for notifying the department of any change in mailing address.

**History:** Cr. Register, October, 1996, No. 490, eff. 11-1-96; am. (2), Register, April, 2000, No. 532, eff. 5-1-00.

**Comm 5.06 Terms.** (1) A license, certification or regis-

tration issued under this chapter shall be valid for a period of time no longer than that specified in Table 5.06.

(2) A license, certification or registration issued under this chapter shall expire at midnight on the day or date of expiration of the term specified in Table 5.06.

**Table 5.06  
TERMS**

	<b>License, Certification or Registration Category</b>	<b>Term</b>	<b>Expiration Date</b>	<b>Continuing Education Cycle</b>
	<b>Subchapter II</b>			
1.	Class 1 Blaster	4 years	Date of Issuance	NA
2.	Class 2 Blaster	4 years	Date of Issuance	NA
3.	Class 3 Blaster	4 years	Date of Issuance	NA
4.	Class 4 Blaster	4 years	Date of Issuance	NA
5.	Class 5 Blaster	4 years	Date of Issuance	NA
6.	Class 6 Blaster	4 years	Date of Issuance	NA
7.	Class 7 Blaster	4 years	Date of Issuance	NA
8.	Fireworks Manufacturer	4 years	Date of Issuance	NA
	<b>Subchapter III</b>			
9.	Dwelling Contractor Financial Responsibility	1 year	Date of Issuance	NA
10.	Dwelling Contractor Financial Responsibility–Restricted	1 year	Date of Issuance	NA
11.	Manufactured Home Manufacturer	4 years	December 31	NA
11e.	Manufactured Home Dealer – Main Business Office	4 years	Date of Issuance	NA
11m.	Manufactured Home Dealer – Branch	4 years	Date of Issuance	NA
11s.	Manufactured Home Salesperson	4 years	Date of Issuance	NA
12.	Soil Tester	4 years	June 30	March 30
13.	Welder	4 years	Date of Issuance	NA
14.	Weld Test Conductor–Physical	4 years	Date of Issuance	NA
15.	Weld Test Conductor–Radiographic	4 years	Date of Issuance	NA
16.	POWTS Maintainer	4 years	Date of Issuance	3 Months Prior to Date of Expiration
	<b>Subchapter IV</b>			
17.	Electrical Contractor	4 years	June 30	NA
18.	Electrical Contractor–Restricted	4 years	June 30	NA
19.	Master Electrician	4 years	June 30	March 30
20.	Journeyman Electrician	4 years	June 30	March 30
21.	Beginning Electrician	4 years	June 30	NA
	<b>Subchapter V</b>			
22.	Automatic Fire Sprinkler Contractor	2 years	June 30	March 30
23.	Journeyman Automatic Fire Sprinkler Fitter	2 years	June 30	March 30
24.	Automatic Fire Sprinkler System Apprentice	1 year	Date of Issuance	NA
25.	Automatic Fire Sprinkler Contractor–Maintenance	2 years	June 30	March 30
26.	Automatic Fire Sprinkler Fitter–Maintenance	2 years	June 30	NA
27.	Automatic Fire Sprinkler System Tester	4 years	Date of Issuance	NA
	<b>Subchapter VI</b>			
28.	Boiler–Pressure Vessel Inspector	4 years	December 31	September 30
29.	In–Service Field Inspector	4 years	December 31	September 30
30.	Commercial Building Inspector	4 years	June 30	March 30
31.	Commercial Electrical Inspector	4 years	June 30	March 30
32.	Commercial Plumbing Inspector	4 years	June 30	March 30
33.	UDC–Construction Inspector	4 years	June 30	March 30
34.	UDC–Electrical Inspector	4 years	June 30	March 30
35.	UDC–HVAC Inspector	4 years	June 30	March 30
36.	UDC–Plumbing Inspector	4 years	June 30	March 30
37.	UDC Inspection Agency	4 years	Date of Issuance	NA
38.	Soil Erosion Inspector	4 years	June 30	NA

**Table 5.06  
TERMS**

	License, Certification or Registration Category	Term	Expiration Date	Continuing Education Cycle
39.	Elevator Inspector	4 years	December 31	September 30
40.	POWTS Inspector	4 years	June 30	March 30
41.	Rental Weatherization Inspector	4 years	June 30	NA
42.	Tank System Inspector	2 years	Date of Issuance	3 Months Prior to Date of Expiration
	<b>Subchapter VII</b>			
43.	HVAC Contractor	4 years	Date of Issuance	NA
44.	HVAC Qualifier	4 years	Date of Issuance	NA
45.	Refrigerant Handling Technician	4 years	Date of Issuance	NA
	<b>Subchapter VIII</b>			
46.	PECFA Consulting Firm	2 years	Date of Issuance	NA
47.	PECFA Consultant	2 years	Date of Issuance	NA
48.	Tank Specialty Firm	2 years	Date of Issuance	NA
49.	Site Assessor	2 years	Date of Issuance	3 Months Prior to Date of Expiration
50.	Aboveground Tank System Installer	2 years	Date of Issuance	3 Months Prior to Date of Expiration
51.	Underground Tank System Installer	2 years	Date of Issuance	3 Months Prior to Date of Expiration
52.	Tank System Liner	2 years	Date of Issuance	3 Months Prior to Date of Expiration
53.	Tank System Remover–Cleaner	2 years	Date of Issuance	3 Months Prior to Date of Expiration
54.	Tank System Tightness Tester	2 years	Date of Issuance	NA
	<b>Subchapter IX</b>			
55.	Master Plumber	2 years	March 31	December 31
56.	Master Plumber–Restricted Service	2 years	March 31	December 31
57.	Master Plumber–Restricted Appliance	2 years	March 31	December 31
58.	Journeyman Plumber	2 years	March 31	December 31
59.	Journeyman Plumber–Restricted Service	2 years	March 31	December 31
60.	Journeyman Plumber–Restricted Appliance	2 years	March 31	December 31
61.	Plumbing Apprentice	1 year	Date of Issuance	NA
62.	Plumbing Learner–Restricted Appliance	2 years	Date of Issuance	NA
63.	Plumbing Learner–Restricted Service	2 years	Date of Issuance	NA
64.	Utility Contractor	2 years	March 31	NA
65.	Pipelayer	2 years	March 31	NA
66.	Cross Connection Control Tester	2 years	Date of Issuance	NA

NA means Not Applicable.

**History:** Cr. Register, October, 1996, No. 490, eff. 11–1–96; am. Table, line 36, Register, January, 1998, No. 505, eff. 2–1–98; renum. lines 11 to 63 to 12 to 64 and am. line 21 and 39, cr. line 11, Register, March, 1998, No. 507, eff. 4–1–98; am. Register, April, 2000, No. 532, eff. 5–1–00; except Table 5.06 line 17 eff. 7–1–00; CR 00–159; renum. Table 5.06, lines 37 to 65 to be 38 to 66, cr. line 37, Register September 2001 No. 549 eff. 10–1–01; CR 03–075: am. (2) and Table 5.06 Register June 2004 No. 582, eff. 8–1–04; CR 04–134: cr. lines 11e, 11m and 11s of Table 5.06 Register June 2005 No. 594, eff. 7–1–05; CR 05–025: am. Table 5.06 lines 28 and 29 Register October 2005 No. 598, eff. 11–1–05.

**Comm 5.07 Renewal. (1)** (a) Except under s. Comm 5.96, a notice of renewal shall be mailed by the department to a license, certification or registration holder at least 30 calendar days prior to the expiration of the license, certification or registration.

(b) Failure to receive a notice for renewal of a license, certification or registration shall not be considered as an excuse or good cause for failure to renew a license, certification or registration prior to the expiration of the license, certification or registration.

**(2)** (a) Except as provided in par. (b), upon receipt of the renewal application from the department, a person may apply to renew his or her license, certification or registration provided an application, a license, certification or registration fee and evi-

dence of all renewal obligations, if any, are submitted to the department prior to the expiration date of the license, certification or registration.

**Note:** Qualification obligations for renewal are specified under the appropriate license, certification or registration category sections.

(b) 1. A person may apply to renew his or her license, certification or registration in accordance with par. (a) no later than one term after expiration of the license, certification or registration as specified in Table 5.06 in accordance with all of the following conditions:

a. An application fee as specified in s. Comm 5.02, Table 5.02 shall accompany the renewal application.



b. Any continuing education credit obtained after the time frame specified under s. Comm 5.08 (3) (a), but prior to the one-term deadline for renewal as specified in Table 5.06, that is needed to fulfill the renewal obligations shall be documented and filed with the department on a form prescribed by the department.

**Note:** The form to document late continuing education credit may be obtained from the Safety and Buildings Division, P.O. Box 7082, Madison, Wisconsin 53707-7082, telephone 608/261-8500.

2. The submission of a form under subd. 1. b. to the department shall include a \$25.00 processing fee.

(c) A person who files for renewal more than one term after expiration of his or her license, certification or registration may be reinstated by filing with the department an administrative fee of \$200.00, an application, and the application fee and the license, certification or registration fee specified in s. Comm 5.02, Table 5.02. The department may also require demonstration of competence by various methods including, but not limited to, written or oral examination, documentation of relevant work experience in other jurisdictions, or documentation of education or experience in the field. Any education or examination required by the department may not be more extensive than the requirements in effect at the time of the request for reinstatement.

**History:** Cr. Register, October, 1996, No. 490, eff. 11-1-96; am. Register, April, 2000, No. 532, eff. 5-1-00; am. (2), Register, May, 2001, No. 545, eff. 6-1-01; CR 03-075: r. and recr. (2) (c) Register June 2004 No. 582, eff. 8-1-04.

**Comm 5.08 Continuing education. (1) PROGRAM SPECIFICATIONS.** (a) Only courses, programs and seminars approved in writing by the department shall be used for credit to fulfill continuing education requirements.

(b) 1. Requests for a course, program or seminar to be recognized for approval shall be submitted in writing to the department.

2. Requests for approval shall include sufficient information to determine if the course, program or seminar complies with this subsection.

3. The department shall review and make a determination on a request for approval within 21 calendar days of receipt of the request and information necessary to complete the review.

(c) 1. Thirty minutes of attendance in an approved course, program or seminar shall be deemed equal to 0.5 hours of acceptable continuing education.

2. Continuing education credit for attendance in approved continuing education courses, programs or seminars in other than 30 minute increments shall be rounded down to the next half hour.

(d) Courses, programs and seminars to be considered for approval towards continuing education credit shall relate to the skills and knowledge of one or more license, certification or registration categories.

(e) 1. The department may impose specific conditions in approving a course, program or seminar for continuing education credit, including limiting credit to specific license, certification or registration categories.

2. a. The approval of a course, program or seminar for continuing education credit shall expire 5 years after the date of approval.

b. Approval of courses, programs or seminars for continuing education credit may be renewed. Renewal shall be in accordance with par. (b).

3. The department may revoke the approval of a course, program or seminar for continuing education credit for any false statements, misrepresentation of facts or violation of the conditions on which the approval was based. The department may not revoke the approval of a course, program or seminar less than 30 calendar days prior to the course, program or seminar being held.

(f) 1. The individual or organization which had obtained the course, program or seminar approval shall maintain an attendance record of those individuals who have attended and completed the course, program or seminar.

2. The attendance record shall include all of the following:

a. The course name.

b. The course identification number assigned by the department.

c. The date or dates the course was held or completed.

d. The name of each attendee.

e. The name of each license, certification or registration held by the attendee for which the course applies.

f. The license, certification or registration number assigned by the department of each attendee.

3. A copy of the attendance record shall be forwarded by the person or organization which had obtained the course, program or seminar approval to the department within 14 calendar days after completion of the course or program.

**(2) EVIDENCE OF COMPLIANCE.** Each license, certification or registration holder shall retain evidence of compliance with continuing education requirements throughout the license, certification or registration period for which continuing education credit was required for renewal of the license, certification or registration.

(a) The department shall accept as evidence of compliance original or copies of documents, certified by the individual or organization providing the course, program or seminar, indicating attendance and completion of the continuing education credit.

(b) The department may require a license, certification or registration holder to submit evidence of compliance for the continuing education credit which was required to renew the license, certification or registration.

**(3) CONTINUING EDUCATIONAL CYCLE.** (a) Except as provided under s. Comm 5.07 (2) (b), for those license, certification or registration categories which require continuing educational credit for renewal, the license, certification or registration holder shall obtain the necessary amount of continuing educational credit at least 3 months prior to the expiration date of the license, certification or registration as specified in Table 5.06.

(b) Except as provided under s. Comm 5.07 (2) (b), the time period during which a license, certification or registration holder may obtain continuing education credit to fulfill the renewal obligations shall commence 3 months prior to the expiration date of the previous license, certification or registration term.

(c) The attendance of a continuing education course, program or seminar in order to fulfill late renewal obligations under s. Comm 5.07 (2) (b) may not be credited toward more than one renewal cycle for a specific license, certification or registration.

**Note:** The provisions under par. (c) do not limit an individual in attending or completing courses, programs or seminars multiple times on separate occasions for continuing education credit.

**History:** Cr. Register, October, 1996, No. 490, eff. 11-1-96; am. (3) (a), Register, March, 1998, No. 507, eff. 4-1-98; am. (1) (d), (e) 1., (f) 2. e., f., (2) (intro.), (b) and (3), Register, April, 2000, No. 532, eff. 5-1-00; am. (3), Register, May, 2001, No. 545, eff. 6-1-01; CR 03-075: r. (1) (b) 2., renum. (1) (b) 3. and 4. to be (1) (b) 2. and 3., r. and recr. (1) (e) 2. b. Register June 2004 No. 582, eff. 8-1-04.

**Comm 5.09 Examinations. (1)** For those license, certification or registration categories which require examination, the department shall conduct at least 4 license, certification or registration examinations annually for each license, certification or registration category at times and locations specified by the department.

**(2)** An application and fee for a license, certification or registration that requires an examination shall be received by the department at least 30 calendar days prior to the day of the examination. The department may postpone the applicant's appearance to another examination date if any of the following occur:

(a) The applicant fails to have the application on file with the department within the required time.

(b) The application information or required qualifications are incomplete.

(c) The examination center is filled to capacity.

(3) Upon verification of the application and the required qualifications, the department shall notify an applicant in writing of the date, time and place of the examination.

(4) (a) An applicant for license, certification or registration examination shall provide a photo identification or other appropriate evidence to gain admittance to an examination.

(b) An applicant shall bring to a license, certification or registration examination all necessary materials as specified by the department.

(c) 1. Except as provided in subd. 2., an applicant who fails to appear at a scheduled license, certification or registration examination without giving notice to the department at least 24 hours before the examination shall be considered to have failed the examination and shall be required to submit a re-examination application and examination fee.

2. The department may waive the 24-hour notification requirement of subd. 1. due to inclement weather, if the applicant notifies the department the day of the examination.

(5) The examination for a license, certification or registration shall be based on a job analysis of the knowledge, skills and abilities associated with the license, certification or registration. The examination shall include all of the following subject matter:

(a) Regulations and standards governing the work or activities required or permitted under the license, certification or registration.

(b) Theories, principles, and practices associated with the activities required or permitted under the license, certification or registration.

(6) (a) A grade of 70% or greater in each part of a license, certification or registration examination shall be considered a passing grade.

(b) 1. Except as provided in subd. 2., an applicant failing a part of a multi-part license, certification or registration examination shall be required to retake only those parts failed.

2. An applicant who does not pass all required parts of a multi-part license, certification or registration examination within one year after the date of the initial examination shall apply, retake and pass all parts of the license, certification or registration examination.

(7) (a) The department shall inform an applicant of the results of an examination in writing within 21 calendar days from the examination date.

(b) Upon notification of failing a license, certification or registration examination, an applicant may request another examination in accordance with s. Comm 5.01.

(c) 1. An applicant who has successfully passed a license, certification or registration examination may submit an application and the license, certification or registration fee as specified under s. Comm 5.02, Table 5.02 for the appropriate license, certification or registration within 3 months after the date the department had mailed the results of the examination.

2. Failure to apply for a license, certification or registration in accordance with subd. 1., shall necessitate the applicant to apply, retake and pass another license, certification or registration examination in order to obtain the license, certification or registration.

(8) (a) An applicant may request and make an appointment with the department to review his or her examination.

(b) An applicant who has failed his or her examination may not review the examination less than 7 calendar days before the applicant is scheduled to retake the examination.

(c) The department shall retain license, certification or registration examinations at least 2 months after the date of the examination.

**History:** Cr. Register, October, 1996, No. 490, eff. 11-1-96; am. (1), (2) (intro.), (4) (a), (b), (c) 1., (5), (6), (7) (b), (c) and (8) (c), Register, April, 2000, No. 532, eff. 5-1-00.

**Comm 5.10 Denial, suspension and revocation.**

(1) Except as provided in sub. (2) pertaining to licenses or registrations for master plumbers, journeyman plumbers, cross connection control testers and utility contractors, the department may deny, suspend or revoke a license, certification or registration under this chapter in accordance with this subsection.

(a) *Reasons.* The department may deny, suspend or revoke a license, certification or registration under this chapter if the department determines that an applicant or holder of the license, certification or registration is responsible for any of the following:

1. Fails to meet the qualifications for the license, certification or registration.

2. Has obtained the license, certification or registration through fraud or deceit.

3. Has demonstrated negligence or incompetence in fulfilling the responsibilities or obligations of the license, certification or registration.

4. Has a conflict of interest in fulfilling the responsibilities or obligations under the license, certification or registration.

5. Has demonstrated misconduct in fulfilling the responsibilities or obligations under the license, certification or registration.

6. Has been arrested or convicted for a crime substantially related to the license, certification or registration.

7. Has a physical or mental impairment which prevents the applicant or holder from fulfilling the responsibilities or obligations under the license, certification or registration.

8. Has violated state, federal or local laws or regulations relating to the conduct of the activities under the license, certification or registration.

9. Has been certified by the department of revenue under s. 73.0301, Stats., to be liable for taxes.

10. Has been delinquent in making court-ordered payments relating to the support of a child or former spouse pursuant to s. 101.02 (21) (a), (c) and (d), Stats.

11. Has failed to comply with a subpoena or warrant issued by the department of workforce development or a county child support agency relating to paternity or child support proceedings pursuant to s. 101.02 (21) (a), (c) and (d), Stats.

12. If registered or certified under ss. Comm 5.80 to 5.81, has performed any of the following:

a. Intentionally shifted costs, for the purpose of making ineligible costs appear to be eligible.

b. Intentionally billed for activities not undertaken at a specific cleanup site.

c. Rebated the deductible or structured a claim to provide a responsible party with a rebate or reimbursement of the deductible.

d. Intentionally submitted invoices or bills containing fraud, or submitted claims that were incomplete or contained fraud.

e. Conducted unnecessary, ineffective or incomplete remedial activities or services.

f. Attempted to defraud, including but not limited to false or double billing of clients for work conducted.

g. Charged a fee that the department determined was excessive, after written notice from the department that the fee was excessive and should not have been charged.

h. Failed to maintain required records.

i. Denied the department access to requested records.

j. Failed to submit a required notice or report to the department, within a required time period.

k. Exhibited a pattern of attempting and failing to complete remediations of PECFA sites.

(b) *Notice of denial, suspension or revocation.* Except as provided under s. 101.654 (4), Stats., relative to a dwelling contractor financial responsibility certification, and par. (c), a notice of denial, suspension or revocation shall be sent to the applicant or

the license, certification or registration holder. The notice shall include all of the following:

1. The basis for the denial, suspension or revocation, including the facts relied on by the department to make its decision and a citation of applicable statutes and administrative rules establishing the legal basis for the decision; and

2. A statement that the applicant or the license, certification or registration holder may file a request for an administrative hearing.

**Note:** See the appendix under A5.31 for a reprint of s. 101.654 (4), Stats.

(c) *Summary suspension.* Under s. 227.51 (3), Stats., the department may summarily suspend any license, certification or registration if the department finds that immediate action is necessary for public health, safety or welfare. The summary suspension of a license, certification or registration shall remain in effect until after a final decision is issued following a hearing.

(d) *Hearing.* 1. The request for an administrative hearing shall be received by the office of legal counsel of the department no later than 30 days following the date of mailing of the notice under par. (b), otherwise, the request for hearing shall be denied by the department.

**Note:** Requests for an administrative hearing may be mailed to the Office of Legal Counsel, P.O. Box 7970, Madison, WI 53707-7970, or faxed to (608) 266-3447. Facsimile requests received after 4:30 p.m. are considered filed on the next business day.

2. Hearings shall comply with the provisions of ch. 227, Stats.

(e) *Surrender of license, certification or registration.* A person whose license, certification or registration has been suspended or revoked shall surrender the license, certification or registration to the department upon request.

(f) *Reinstatement.* 1. Suspension. a. A person whose license, certification or registration has been suspended may apply to have the license, certification or registration reissued only after the time set for suspension by the department or hearing examiner has passed and by complying with the conditions set forth in the suspension order.

b. The request to the department to have a suspended license, certification or registration reissued shall be made in writing.

c. The department may require a person whose license, certification or registration has been suspended to apply for the license, certification or registration by complying with all of the requirements for a new applicant, including paying the application fees and successfully passing an examination.

d. The department may impose conditions on the reissued license, certification or registration to assure compliance with this chapter.

2. Revocation. A person whose license, certification or registration has been revoked may not apply to ever receive such a license, certification or registration.

(2) Pursuant to s. 145.10, Stats., the department may suspend or revoke the license or registration of any master plumber, journeyman plumber, master plumber-restricted, journeyman plumber-restricted, utility contractor, or cross connection control tester in accordance with this subsection.

(a) *General.* The department may suspend or revoke a license or registration for any of the following reasons:

1. The practice of fraud or deceit in obtaining a license or registration.

2. Negligence, incompetence or misconduct in the practice or work allowed by the license or registration.

3. Failure to correct an installation for which the license or registration holder is responsible within the time prescribed by the department.

**Note:** Section 145.10 (1) (b), Stats., indicates that the correction of an installation must take place within 30 days following notification by the department of a violation.

4. Falsified information on an inspection form under s. 145.20 (5), Stats.

(b) *Investigations.* The department may conduct an investigation of any alleged violations of this chapter or chs. Comm 82 and 83. If it is determined that no further action is warranted, the department shall notify the persons affected. If the department determines that there is probable cause, it shall order a hearing and notify the persons affected.

(c) *Summary suspension.* Under s. 227.51 (3), Stats., the department may summarily suspend any license or registration if the department finds that immediate action is necessary for public health, safety or welfare. The summary suspension of a license or registration shall remain in effect until after a final decision is issued following a hearing.

(d) *Hearings.* The hearing for the suspension or revocation of a license or registration shall be conducted as a contested case hearing in accordance with ch. 227, Stats., and s. 145.10, Stats.

(e) *Findings.* The department may make findings and enter its order on the basis of the facts revealed by its investigation. Any findings as a result of petition or hearing shall be in writing and shall be binding unless appealed to the secretary.

1. Suspension. The period for suspension shall be determined by the hearing examiner or the department. The period for suspension may not exceed one year. A person whose license or registration has been suspended may apply to have the license or registration reinstated by filing a new application and payment of the appropriate fee specified in s. Comm 5.02.

2. Revocation. The period for revocation shall be determined by the hearing examiner or the department. The period for revocation shall not exceed one year. A person whose license or registration has been revoked shall be eligible for the license or registration only after the time set for revocation by department order has passed. A person whose license or registration has been revoked may apply to have the license or registration reinstated only after submitting a completed application for license or registration examination, if required, payment of the examination fee, passing of the examination and payment of the license or registration fee specified in s. Comm 5.02.

**History:** Cr. Register, October, 1996, No. 490, eff. 11-1-96; am. (1) (a) (intro.), r. and recr. (1) (e), (2) (c), cr. (1) (f), Register, March, 1998, No. 507, eff. 4-1-98; am. (1) (intro.), (a), (b) (intro.), 2., (c), (e), (f), (2) (intro.) to (a) 3., (c), (d), (e) 1. and 2., cr. (1) (a) 9. to 11., Register, April, 2000, No. 532, eff. 5-1-00; correction in (2) (a) 4. made under s. 13.93 (2m) (b) 7., Stats., Register, April, 2000, No. 532; **CR 04-058; cr. (1) (a) 12. Register February 2006 No. 602, eff. 5-1-06; correction in (2) (a) 4. made under s. 13.93 (2m) (b) 7., Stats.**

**Comm 5.11 Responsibilities.** (1) A person who holds a license, certification or registration under this chapter shall carry on his or her person the license, certification or registration issued by the department while performing or conducting the activity or activities permitted under the license, certification or registration.

(2) A person who holds a license, certification or registration under this chapter shall upon request of the department or its representative present the license, certification or registration for identification.

(3) The requirements of this section apply to licenses, certifications or registrations issued to an individual and not to a business.

**History:** Cr. Register, October, 1996, No. 490, eff. 11-1-96; cr. (3), Register, March, 1998, No. 507, eff. 4-1-98; am. Register, April, 2000, No. 532, eff. 5-1-00.

**Comm 5.12 Penalties.** Penalties for violation of the provisions of this chapter shall be assessed in accordance with the respective penalty provisions in the statutes, depending upon the license, certification or registration category or activity involved.

**Note:** See appendix for a partial reprint of the penalty provisions in the statutes.

**History:** Cr. Register, October, 1996, No. 490, eff. 11-1-96; am., Register, March, 1998, No. 507, eff. 4-1-98; am. Register, April, 2000, No. 532, eff. 5-1-00.

## Subchapter II — Blasting and Fireworks

**Comm 5.20 Blasters.** (1) **GENERAL.** (a) No person may prepare explosive charges or conduct blasting operations unless the person complies with one of the following conditions:

1. Holds a license issued by the department as a licensed class 1 blaster, licensed class 2 blaster, licensed class 3 blaster, licensed class 4 blaster, licensed class 5 blaster, licensed class 6 blaster or licensed class 7 blaster.

2. Is under the direct supervision of a person who holds a license issued by the department as a licensed blaster in one or more of the categories specified in subd. 1.

(b) The operations and activities associated with a person who holds a license as a licensed class 1 blaster, licensed class 2 blaster, licensed class 3 blaster, licensed class 4 blaster, licensed class 5 blaster, licensed class 6 blaster or licensed class 7 blaster shall be limited to the operations or activities delineated under this paragraph.

1. A person, who either holds a license as a licensed class 1 blaster or is under the direct supervision of a person who holds a license as a licensed class 1 blaster, may conduct blasting operations and activities not closer than 500 feet to an inhabited building for stumps, boulders, ice, frost, concrete, footings, foundations, pole settings, drainage ditches, beaver dams, pot holes, seismic tests, boiler tubes, fertilizer piles, silos, dimension stone, well shooting, metal forms, black powder or coal piles.

2. A person, who either holds a license as a licensed class 2 blaster or is under the direct supervision of a person who holds a license as a licensed class 2 blaster, may conduct blasting operations and activities for stumps, boulders, ice, frost, concrete, footings, foundations, pole settings, drainage ditches, beaver dams, pot holes, seismic tests, boiler tubes, fertilizer piles, silos, dimension stone, well shooting, metal forms, black powder or coal piles.

3. A person, who either holds a license as a licensed class 3 blaster or is under the direct supervision of a person who holds a license as a licensed class 3 blaster, may conduct blasting operations and activities for underground mining, underground construction or tunnels.

4. A person, who either holds a license as a licensed class 4 blaster or is under the direct supervision of a person who holds a license as a licensed class 4 blaster, may conduct blasting operation and activities not closer than 2500 feet to an inhabited building for quarries, open pits, road cuts, trenches, site excavations, basements, underwater demolition or underground excavations.

5. A person, who either holds a license as a licensed class 5 blaster or is under the direct supervision of a person who holds a license as a licensed class 5 blaster, may conduct blasting operations and activities 2500 feet and closer to an inhabited building for quarries, open pits and road cuts.

6. A person, who either holds a license as a licensed class 6 blaster or is under the direct supervision of a person who holds a license as a licensed class 6 blaster, may conduct blasting operations and activities 2500 feet and closer to an inhabited building for trenches, site excavations, basements, underwater demolition, underground excavations or structures 15 feet or less in height.

7. A person, who either holds a license as a licensed class 7 blaster or is under the direct supervision of a person who holds a license as a licensed class 7 blaster, may conduct blasting operations and activities for structures greater than 15 feet in height, bridges, towers or any of the objects or purposes specified under subds. 1. to 6.

(c) A person who holds a valid blaster license which was issued prior to November 1, 1996 shall be deemed to hold the category of blaster license specified in Table 5.20 and may conduct blasting operations and activities under par. (b).

<b>Blaster License Categories Prior to November 1, 1996</b>	<b>New Blaster License Categories</b>
Class 1—Limited Blasting: 1a, 1b, 1c, 1d, 1g	Class 1 Blaster
Class 1—Limited Blasting: 1e, 1f, 1h; Class 4—Precision Blasting: 4g, 4h	Class 2 Blaster
Class 2—Underground Blasting: 2a, 2b	Class 3 Blaster
Class 3—Surface Blasting: 3a, 3b, 3c, 3d	Class 4 Blaster
Class 4—Precision Blasting: 4a, 4b	Class 5 Blaster
Class 4—Precision Blasting: 4c, 4d, 4e, 4f	Class 6 Blaster
Class 5—Special Blasting: 5a, 5b	Class 7 Blaster

(2) APPLICATION FOR EXAMINATION. A person applying to take a blaster license examination shall submit all of the following:

(a) An application in accordance with s. Comm 5.01.

(b) An application fee and examination fee in accordance with s. Comm 5.02, Table 5.02.

(3) QUALIFICATIONS FOR EXAMINATION. (a) A person applying to take a blaster license examination shall be at least 21 years old.

(b) A person applying to take a blaster license examination shall have one or more of the following qualifying experience:

1. At least 640 hours of experience working under the direct supervision of a person who holds a class 1 blaster license for a class 1 blaster license examination.

2. At least 640 hours of experience working under the direct supervision of a person who holds a class 2 blaster license for a class 2 blaster license examination.

3. At least 640 hours of experience working under the direct supervision of a person who holds a class 3 blaster license for a class 3 blaster license examination.

4. At least 640 hours of experience working under the direct supervision of a person who holds a class 4, class 5 or class 6 blaster license for a class 4 license examination.

5. At least 640 hours of experience working under the direct supervision of a person who holds a class 5 blaster license for a class 5 blaster license examination.

6. At least 1000 hours of experience working under the direct supervision of a person who holds a class 6 blaster license for a class 6 blaster license examination.

7. At least 2000 hours of experience working under the direct supervision of a person who holds a class 7 blaster license for a class 7 blaster license examination.

(4) EXAMINATION. A person seeking to obtain a blaster license shall take and pass an examination in accordance with s. Comm 5.09.

(5) APPLICATION FOR LICENSE. Upon notification of the successful passage of the examination for a blaster license, a person may obtain the license by submitting an application and the license fee in accordance with ss. Comm 5.01 and 5.09 (7) (c).

(6) RENEWAL. (a) 1. A person may renew his or her license as a blaster.

2. A blaster license shall be renewed in accordance with s. Comm 5.07.

(b) The renewal of a blaster license shall be contingent upon the applicant completing and passing a take home examination.

(c) The renewal of a blaster license shall be contingent upon the department's review of the applicant's criminal history record from the state department of justice.

**Note:** The department will obtain the criminal history record directly from the state department of justice.

**History:** Cr. Register, October, 1996, No. 490, eff. 11-1-96; cr. (2) (c), (6) (c), Register, March, 1998, No. 507, eff. 4-1-98; am. (1) (a) 1. and 2., (b) and (5), Register, April, 2000, No. 532, eff. 5-1-00; CR 03-075: r. (2) (c), am. (6) (c) Register June 2004 No. 582, eff. 8-1-04.

### Comm 5.21 Fireworks manufacturers. (1) GENERAL.

(a) Pursuant to s. 167.10 (6m), Stats., no person may manufacture fireworks or a listed device in this state unless the person holds a license issued by the department as a licensed fireworks manufacturer.

(b) A fireworks manufacturer license shall be obtained and held for each plant where fireworks or listed devices are to be manufactured.

(2) APPLICATION FOR LICENSE. A person applying for a fireworks manufacturer license shall submit all of the following:

(a) An application in accordance with s. Comm 5.01.

(b) An application fee and a license fee in accordance with s. Comm 5.02, Table 5.02.

(3) QUALIFICATIONS FOR LICENSE. (a) A person applying for a license as a fireworks manufacturer shall hold a federal license issued under 18 USC chapter 40 section 843.

(b) The person applying for a fireworks manufacturer license shall be the owner of the business, a partner in the business applying on behalf of a partnership, or the chairman of the board or chief executive officer applying on behalf of the corporation.

(3m) RESPONSIBILITIES. A person who holds a fireworks manufacturer license shall post the license at the plant where the fireworks are to be manufactured.

(4) RENEWAL. (a) 1. A person may renew his or her license as a fireworks manufacturer.

2. A fireworks manufacturer license shall be renewed in accordance with s. Comm 5.07.

(b) The renewal of a fireworks manufacturer license shall be contingent upon the applicant possessing a federal license issued under 18 USC chapter 40 section 843.

**History:** Cr. Register, October, 1996, No. 490, eff. 11-1-96; cr. (3m), Register, March, 1998, No. 507, eff. 4-1-98; am. (1) (a) and (2) (b), Register, April, 2000, No. 532, eff. 5-1-00.

## Subchapter III — Dwellings, Structures and Sites

**Comm 5.31 Dwelling contractor financial responsibility. (1) GENERAL.** Pursuant to s. 101.654 (1) (a), Stats., no person may obtain a building permit for a one- or 2-family dwelling unless the person holds a certification issued by the department as a dwelling contractor financial responsibility-restricted certification, except as provided under s. 101.654 (1) (b), Stats.

**Note:** Section 101.654 (1) (b), Stats., exempts an owner of a dwelling who resides or will reside in the dwelling and who applies for a building permit to perform work on the dwelling from obtaining a dwelling contractor financial responsibility certification.

**Note:** A dwelling contractor financial responsibility-restricted certification will be issued to an individual who applies using a bond of less than \$25,000. The card issued by the department for a dwelling contractor financial responsibility-restricted certification will read "Financial Responsibility-by a bond under \$25,000 Certification".

(2) APPLICATION FOR CERTIFICATION. A person applying for a dwelling contractor financial responsibility certification or a dwelling contractor financial responsibility-restricted certification shall submit all of the following:

(a) An application in accordance with s. Comm 5.01.

(b) An application fee and a certification fee in accordance with s. Comm 5.02, Table 5.02.

(3) QUALIFICATIONS FOR CERTIFICATION. (a) A person applying for a dwelling contractor financial responsibility certification or

a dwelling contractor financial responsibility-restricted certification shall provide evidence that the person complies with the worker's compensation requirements, unemployment compensation requirements and liability or bond insurance requirements as specified under s. 101.654 (2) and (2m), Stats.

**Note:** See the appendix for a reprint of the requirements under s. 101.654 (2) and (2m), Stats.

(b) The person applying for a dwelling contractor financial responsibility certification or a dwelling contractor financial responsibility-restricted certification shall be the owner of the contracting business, a partner in the contracting business applying on behalf of a partnership, or the chairman of the board or chief executive officer applying on behalf of the contracting corporation.

(4) RESPONSIBILITIES. (a) A person who holds a dwelling contractor financial responsibility certification or a dwelling contractor financial responsibility-restricted certification shall comply with the responsibilities under s. 101.654 (4), Stats.

**Note:** See the appendix for a reprint of the requirements under s. 101.654 (4), Stats.

(b) For any construction project that requires a uniform building permit under s. Comm 20.08, a person who holds a dwelling contractor financial responsibility certification or dwelling contractor financial responsibility-restricted certification may not commence construction until a permit is issued for the construction.

(c) For any construction project that involves installation or modification of a private onsite wastewater treatment system, a person who holds a dwelling contractor financial responsibility certification or dwelling contractor financial responsibility-restricted certification may not commence construction until a sanitary permit is issued for the construction in accordance with s. Comm 83.21.

(5) RENEWAL. (a) Pursuant to s. 101.654 (3), Stats., a dwelling contractor financial responsibility certification or a dwelling contractor financial responsibility-restricted certification shall be valid for no longer than one year after the date of issuance.

(b) 1. A person may renew his or her dwelling contractor financial responsibility certification or a dwelling contractor financial responsibility-restricted certification.

2. A dwelling contractor financial responsibility certification or a dwelling contractor financial responsibility-restricted certification shall be renewed in accordance with s. Comm 5.07.

**History:** Cr. Register, October, 1996, No. 490, eff. 11-1-96; am., Register, March, 1998, No. 507, eff. 4-1-98; am. (1) and (2) (b), Register, April, 2000, No. 532, eff. 5-1-00; CR 03-075: renun. (4) to be (4) (a), cr. (4) (b) and (c) Register June 2004 No. 582, eff. 8-1-04.

### Comm 5.32 Manufactured home manufacturers.

(1) GENERAL. (a) Pursuant to s. 101.95, Stats., no manufacturer of manufactured homes may manufacture, sell or distribute for sale manufactured homes unless the manufacturer holds a license issued by the department as a licensed manufactured home manufacturer.

(b) A manufactured home manufacturer license shall be required for each manufacturing plant which manufactures homes to be sold or distributed for sale in the state.

(2) APPLICATION FOR LICENSE. A person applying for a manufactured home manufacturer license shall submit all of the following:

(a) An application in accordance with s. Comm 5.01.

(b) An application fee and a license fee in accordance with s. Comm 5.02, Table 5.02.

(3) QUALIFICATIONS FOR LICENSE. The person applying for a manufactured home manufacturer license shall be the owner of the manufacturing business, a partner in the manufacturing business applying on behalf of the partnership, or the chairman of the board or chief executive officer applying on behalf of the manufacturing corporation.

**(3m) RESPONSIBILITIES.** A person who holds a manufactured home manufacturer license shall post the license at the plant which manufactures homes to be sold or distributed for sale in the state.

**(4) RENEWAL.** (a) A person may renew his or her manufactured home manufacturer license.

(b) A manufactured home manufacturer license shall be renewed in accordance with s. Comm 5.07.

**History:** Cr. Register, October, 1996, No. 490, eff. 11-1-96; cr. (3m), Register, March, 1998, No. 507, eff. 4-1-98; am. (1) (a) and (2) (b), Register, April, 2000, No. 532, eff. 5-1-00; CR 03-075: am. Register June 2004 No. 582, eff. 8-1-04; **correction in (1) (a) made under s. 13.93 (2m) (b) 7., Stats., Register February 2006 No. 602.**

**Comm 5.323 Manufactured home dealer. (1) GENERAL.** Under s. 101.951 (1), Stats., no person may engage in the business of selling manufactured homes to a consumer or to the retail market unless the person holds a license issued by the department as a licensed manufactured home dealer.

**(2) APPLICATION FOR LICENSE.** A person applying for a manufactured home dealer license shall submit all of the following:

(a) An application in accordance with s. Comm 5.01.

(b) An application fee and a license fee in accordance with s. Comm 5.02, Table 5.02.

(c) A license fee for each branch in accordance with s. Comm 5.02, Table 5.02.

(d) One of the following forms of security:

1. Surety bond. A surety bond shall be filed on form SBD-10679 and issued by a bonding company licensed by this state. The surety bond shall be payable for the benefit of any person sustaining a loss because of an act of the licensee constituting grounds for the suspension or revocation of a license under s. 101.951 (6), Stats.

2. Financial statement. A financial statement shall be filed on form SBD-10678 or the equivalent in accordance with generally accepted accounting principles and be dated not more than 90 days prior to the date of application. A small business, as defined in s. 227.114 (1), Stats., that does no interim financial reporting may submit a financial statement from the close of the business's most recent fiscal year. Financial statements anticipating some future event shall not be accepted.

**(3) QUALIFICATIONS.** (a) *Minimum net worth or bond.* The minimum level of net worth or surety bond of an applicant shall be determined in accordance with Table 5.323-1 for a non-broker or Table 5.323-2 for a broker. The department shall deny the license of any applicant who fails to meet the net worth or surety bond criteria specified in the tables.

**Table 5.323-1  
Minimum Net Worth or Bond for a Non-Broker**

Number of Manufactured Homes Sold Per Year	Amount
New Dealer	\$50,000
2-50	\$50,000
51-up	\$100,000

**Table 5.323-2  
Minimum Net Worth or Bond for a Broker**

Number of Manufactured Homes Sold Per Year	Amount
New Dealer	\$25,000
2-50	\$25,000
51-up	\$50,000

(b) *Person applying.* The person applying for a manufactured home dealer license shall be the owner of the business, a partner in the business applying on behalf of a partnership, or the chairperson of the board or chief executive officer applying on behalf of the corporation.

**(4) Responsibilities.** A person who holds a manufactured home dealer license shall post the license at the main business office and shall comply with the trade practices, facilities and records requirements specified in subs. (5) to (9).

**(5) ADVERTISING AND SALES REPRESENTATIONS.** (a) *Truthful.* The use of false, deceptive or misleading advertising or representations by any licensee to induce the purchase of a manufactured home is prohibited.

(b) *Factual.* Any licensee, making a statement of fact to the public in an advertisement, written statement or representation concerning the manufactured home offered for sale, the services provided or any other aspects of business operation, shall, upon request of the department, furnish evidence of the validity and accuracy of the statement of fact at the time it was made.

(c) *Disclosures required when advertising price.* When the price of a manufactured home is advertised by a licensee, the advertised price shall include all charges that shall be paid by the retail purchaser to acquire ownership of the advertised home with the exception of sales tax, title registration fees, government required permits, and charges from lenders or other entities.

(d) *Name.* Advertisements for manufactured home sales shall include the licensed business name.

(e) *New or used.* When advertising a manufactured home, a licensee shall state the model year of the home or whether the home is a new manufactured home or a used manufactured home. If the manufactured homes in an advertisement are either all new or all used, one reference in the advertisement designating that they are new or used is sufficient.

(f) *Expiration terms of sales or promotions.* Whenever a sale or promotion offering gifts, merchandise, equipment, accessories, service, discounts, price reductions or cash is advertised, the advertisement shall specifically disclose the expiration terms or date of the sale or promotion.

(g) *Relocations.* Whenever a licensee advertises a manufactured home on a rental lot site that may have to be moved as a condition of the sale, that fact shall be stated in the advertisement.

**(6) PURCHASE CONTRACT.** (a) *Usage.* 1. A licensee shall furnish retail purchasers with a manufactured home purchase contract that clearly states that the retail purchaser is making an offer to purchase a manufactured home. An exact copy of the purchase contract shall be provided to the retail purchaser at the time the retail purchaser signs the offer and again after the offer is accepted by the manufactured home dealer if accepted at a different time than accepted by the retail purchaser. Any changes in the purchase contract after signing by the retail purchaser or subsequent to acceptance by the manufactured home dealer shall be initialed by all the parties on all copies.

2. A manufactured home purchase contract shall be executed whenever the licensee accepts a down payment, deposit, or title for a trade-in unit from a prospective retail purchaser.

(b) *Contract requirements.* A manufactured home purchase contract shall be completed on form SBD-10807.

(c) *Termination of offer to purchase.* 1. Unless otherwise specified in the contract, the offer to purchase is automatically voided if the licensee fails to accept or reject the offer by the close of the manufactured home dealer's next business day.

2. The licensee shall not sell the manufactured home to any other person until the offer is rejected by the licensee or the offer is voided in accordance with this subsection, or the retail purchaser cancels the contract in accordance with par. (d).

3. Any down payment, deposit or title shall be returned to the prospective retail purchaser within 2 working hours of the time the

offer to purchase is rejected by the licensee. If the prospective retail purchaser is not present or available during the 2 hour period, those items shall be returned in person or mailed by the close of the manufactured home dealer's next business day.

(d) *Cancellation of agreements.* 1. The purchase contract shall clearly state that cancellation of a manufactured home contract within one business day of acceptance by a manufactured home dealer may subject the retail purchaser to a penalty of up to 1% of the cash price of the manufactured home and that cancellation after the close of the next business day may subject the retail purchaser to a penalty not to exceed the penalty amount specified in the contract. Modification of the purchase contract shall not extend the cancellation period. Documented proof of notification of cancellation is required regardless of the method of notification.

2. The title and any down payment or deposit which is not retained by the manufactured home dealer as a penalty in accordance with subd. 1. shall be returned to the retail purchaser by the close of the manufactured home dealer's next business day following receipt of the retail purchaser's notice of cancellation.

3. Whenever a manufactured home is sold away from the licensed place of business, the manufactured home dealer shall furnish the customer with a written notice of the 3-day consumer cancellation rights in accordance with s. 423.202, Stats.

(e) *Price changes.* Any increase in price to a retail purchaser after the manufactured home dealer has accepted an offer is prohibited except when the price increase is due to any of the items in subds. 1. to 3.

1. The addition of new equipment required by local, state or federal law.

2. Local, state or federal tax changes.

3. The reappraisal of a trade-in unit that has suffered damage or is missing furnishings, appliances or accessories that were part of the trade-in unit at the time the purchase contract was executed. Reappraisal by the licensee shall be limited to an amount equal to the retail repair costs of the damage incurred, or to the value of furnishings, appliances or accessories removed.

4. The purchase contract shall include information regarding possible price increases due to any of the items in subds. 1. to 3.

(f) *Warranties.* Warranties, warranty disclaimers and repair agreements sold by a licensee that apply to the manufactured home shall be indicated on the purchase contract.

(g) *Name of prior owner.* The purchase contract shall include the name and address of the current titled owner if the manufactured home is consigned to or listed by the licensee. The name and address of the previous owner shall be kept on file at the manufactured home dealer's main business office if the manufactured home is owned and offered for sale by the licensee.

(h) *On-site sales.* If the manufactured home is displayed for sale on a rental lot site or if a licensee represents that a manufactured home may occupy a site in a specified manufactured home park, the manufactured home dealer shall:

1. Clearly state on the purchase contract whether or not the manufactured home may have to be moved from the site.

2. Clearly state on the purchase contract that the contract is voidable by the retail purchaser if the retail purchaser is rejected by, or the purchaser's manufactured home is not permitted in, the manufactured home park.

3. If the manufactured home may remain on site, inform the prospective retail purchaser in writing prior to the execution of the contract that a copy of the current manufactured home park lease and rules may be obtained from the current manufactured home owner or manufactured home park operator.

(i) *Service fees.* A licensee shall not assess a retail purchaser an additional service charge or fee for completing any sales-related home inspection forms that are required by law or rule.

(j) *Waiver.* The use of a manufactured home purchase contract that requires the retail purchaser to waive any claims the retail purchaser may have for breach of contract by the licensee is prohibited.

(7) CONSIGNMENT AND LISTING AGREEMENTS. (a) *Usage and contents.* 1. Form SBD-10808 shall be used whenever a manufactured home dealer lists or offers to sell a used manufactured home on consignment.

2. Form SBD-10807 shall be used whenever a manufactured home dealer sells a listed or consigned used manufactured home.

(b) *On-site sales on rental sites.* Manufactured homes selling agreements for units offered for sale on-site on rental sites shall comply with sub. (6) (h).

(c) *Net sales prohibited.* Licensees shall not obtain, negotiate, or attempt to negotiate any manufactured home selling agreement providing for a stipulated net price to the owner with the excess over the stipulated net price to be received by the licensee as commission.

(8) DISCLOSURE OF THE CONDITIONS OF THE MANUFACTURED HOME. (a) *Model year designation.* Changing the model year of a manufactured home is prohibited. If no model year is designated, the year of manufacture applies.

(b) *New manufactured home disclosure.* The licensee shall, on the face of the new manufactured home purchase contract, disclose all manufactured home dealer installed options or accessories and whether or not the options or accessories are warranted.

(c) *Used manufactured home general condition disclosure.* 1. Before the execution of a purchase contract for a used manufactured home owned by a licensee, the licensee shall inform a prospective retail purchaser of all significant structural or mechanical defects or damage on form SBD-10809. If the licensee is unable to determine whether specific damage or defects exist, that fact shall be noted on the disclosure form. Disclosure of information shall include that which the licensee discovers as a result of a reasonably competent and diligent inspection which shall consist of, but is not limited to, a walk-around and interior inspection, an under-home inspection, roof inspection and inspection of the appliances. A reasonably competent and diligent inspection is not required to cover every possible technical detail. The licensee is not required to dismantle any part of the manufactured home during the inspection process.

2. The seller of a listed or consigned used manufactured home shall provide a completed form SBD-10809 to the licensee. The licensee shall provide the completed disclosure statement to the prospective retail purchaser.

3. Unless otherwise agreed to in the purchase contract, the inspection disclosures shall not create any warranties, expressed or implied, or affect warranty coverage provided for in the purchase contract.

(9) FACILITIES AND RECORDS. (a) *Business facilities.* Manufactured home dealers shall provide and maintain business facilities that comply with all of the following:

1. A main business office that maintains books, records and files necessary to conduct business. The required business office may be established within a residence if the office is accessible to an outside entrance and is used primarily for conducting the manufactured home business.

2. A display lot within the same block or directly across the street from the main business office, if a display lot is provided.

3. A repair shop, or a service agreement with a nearby repair shop, where there are repair tools, repair equipment and personnel to perform the services provided for in a warranty applicable to a manufactured home sold by the manufactured home dealer. Any service agreement shall be on form SBD-10685.

(b) *Relocation.* A main business office may not be relocated without notice to the department.

(c) *Sign.* Manufactured home dealers who carry and display inventory shall provide an exterior business sign in compliance with s. 100.18 (5), Stats.

(d) *Temporary sales locations.* 1. Manufactured home dealers shall be permitted to display and sell manufactured homes at a temporary site other than the licensed place of business.

2. A temporary sales location may not be used for longer than 30 days.

3. A consigned, listed or model manufactured home shall not be considered a temporary sales location.

**Note:** There may be zoning, building code and permit requirements relating to business locations that are enforced by local municipalities.

(e) *Records kept.* The books, records and files required to be kept and maintained at the main business office by a manufactured home dealer shall include all of the following:

1. A written verification that the manufactured home dealer has in place a dealership arrangement or an established relationship with a manufacturer to sell and advertise the manufacturer's new manufactured homes.

2. The title or other evidence of ownership for each used manufactured home owned and offered for sale and the manufacturer's statement of origin information for each new manufactured home owned and offered for sale. The manufactured home dealer shall also have a factory invoice, a completed manufactured home dealer reassignment form or a purchase contract evidencing trade-in or purchase when a manufacturer or lending institution is holding the title or manufacturer's statement of origin of the manufactured home.

3. A written selling agreement between the owner and the manufactured home dealer for each manufactured home owned by an individual and offered for sale or listed by the manufactured home dealer.

4. The original or a copy of all manufactured home purchase contracts, purchase orders and invoices. The records shall also include a copy of form SBD-10687 as additional evidence of the sale as well as information regarding collection of sales tax and Wisconsin title and registration fees, if applicable.

5. A record of every manufactured home bought, sold, exchanged, consigned, or listed that includes the following information: date acquired, acquired from name and address, new or used, year, model and identification number, date sold or disposed of, disposed of or sold to name and address.

(f) *Maintenance of records.* The records under par. (e) shall be maintained for 5 years. The records shall be open to inspection and copying by the department during reasonable business hours.

**(10) RENEWAL.** (a) 1. A person may renew his or her manufactured home dealer license.

2. A manufactured home dealer license shall be renewed in accordance with s. Comm 5.07.

(b) The renewal of a license as a manufactured home dealer shall be contingent upon the applicant providing the information required under sub. (2) (d).

**History:** CR 04-134; cr. Register June 2005 No. 594, eff. 7-1-05.

**Comm 5.325 Manufactured home salesperson.**

**(1) GENERAL.** (a) Under s. 101.952 (1), Stats., no person may engage in the business of selling manufactured homes to a consumer or to the retail market unless the person holds a license issued by the department as a licensed manufactured home salesperson. A manufactured home dealer who acts as a manufactured home salesperson shall secure a manufactured home salesperson license in addition to the manufactured home dealer license.

(b) A manufactured home salesperson shall obtain a manufactured home salesperson license for each manufactured home dealer employing the manufactured home salesperson.

**(2) APPLICATION FOR LICENSE.** A person applying for a manufactured home salesperson license shall submit all of the following:

(a) An application in accordance with s. Comm 5.01.

(b) An application fee and a license fee in accordance with s. Comm 5.02, Table 5.02.

**(3) QUALIFICATIONS FOR LICENSE.** A person applying for a manufactured home salesperson license shall hold a manufactured home dealer license issued by the department or shall be employed by a person who holds a manufactured home dealer license issued by the department.

**(4) RESPONSIBILITIES.** (a) A person who holds a manufactured home salesperson license shall comply with the responsibilities under s. 101.952 (3), Stats.

**Note:** Section 101.952 (3), Stats., indicates that every licensee shall carry his or her license when engaged in his or her business and display the same upon request. The license shall name his or her employer, and, in case of a change of employer, the manufactured home salesperson shall immediately mail his or her license to the department, which shall endorse that change on the license without charge.

(b) A person who holds a manufactured home salesperson license shall comply with the provisions under s. Comm 5.323 that apply to a licensee.

**(5) INVALID LICENSE.** (a) A manufactured home salesperson license shall remain valid until one of the following conditions occur:

1. The manufactured home dealer license held by the manufactured home salesperson's current employer expires.

2. The manufactured home salesperson ceases employment with a licensed manufactured home dealer.

3. The manufactured home salesperson's employer goes out of business.

4. The department suspends or revokes the manufactured home salesperson's license.

(b) A person whose manufactured home salesperson license is invalidated by ceasing employment with a licensed manufactured home dealer may request the department to transfer their manufactured home salesperson license to a new employer without charge, as long as the department receives the application before the new employer's manufactured home dealer license expires.

**(6) RENEWAL.** (a) A person may renew his or her manufactured home salesperson license.

(b) A manufactured home salesperson license shall be renewed in accordance with s. Comm 5.07.

**History:** CR 04-134; cr. Register June 2005 No. 594, eff. 7-1-05.

**Comm 5.33 Soil testers.** **(1) GENERAL.** Pursuant to s. 145.045, Stats., no person may conduct soil evaluations relative to the discharge or disposal of liquid domestic wastes into the soil unless the person holds a certification issued by the department as a certified soil tester.

**(2) APPLICATION FOR EXAMINATION.** A person applying to take a soil tester certification examination shall submit all of the following:

(a) An application in accordance with s. Comm 5.01.

(b) An application fee and examination fee specified in s. Comm 5.02, Table 5.02.

**(3) QUALIFICATIONS FOR EXAMINATION.** A person applying to take a soil tester certification examination shall be at least 18 years old.

**(4) EXAMINATION.** A person seeking to obtain a soil tester certification shall take and pass an examination in accordance with s. Comm 5.09.

**(5) APPLICATION FOR CERTIFICATION.** Upon notification of the successful passage of the examination for soil tester certification, a person may obtain the certification by submitting an application and a certification fee in accordance with ss. Comm 5.01 and 5.09 (7) (c).

**(6) RESPONSIBILITIES.** A certified soil tester who, as either an employee of a local governmental unit or under contract to a local governmental unit, is responsible for administering regulations



governing privately owned wastewater treatment systems may not provide soil evaluations relative to the design, installation or maintenance of private sewage systems within the boundaries of the local governmental unit.

**(7) RENEWAL.** (a) 1. A person may renew his or her certification as a soil tester.

2. A soil tester certification shall be renewed in accordance with s. Comm 5.07.

(b) 1. a. The renewal of a certification as a certified soil tester which has an expiration date on or before June 30, 2006 shall be contingent upon the soil tester obtaining at least 6 hours of acceptable continuing education within the time period specified in s. Comm 5.08 and Table 5.06, except as provided in subd. 2.

b. The renewal of a certification as a certified soil tester which has an expiration date after June 30, 2006 shall be contingent upon the soil tester obtaining at least 12 hours of acceptable continuing education within the time period specified in s. Comm 5.08 and Table 5.06, except as provided in subd. 2.

2. A person who holds a certification as a certified soil tester may apply to the department for waiver of the continuing education requirements under subd. 1. on the grounds of prolonged illness or disability or similar circumstances. Each application for waiver shall be considered individually on its merits by the department.

**History:** Cr. Register, October, 1996, No. 490, eff. 11-1-96; am. (1), (5) and (7) (b), Register, April, 2000, No. 532, eff. 5-1-00; CR 03-075: r. and recr. (7) (b) 1. Register June 2004 No. 582, eff. 8-1-04.

**Comm 5.34 Welders. (1) GENERAL.** No person may perform structural welding under chs. Comm 34 and 61 to 65 unless the person holds a registration issued by the department as a registered welder.

**(2) APPLICATION FOR REGISTRATION.** A person applying for a welder registration shall submit all of the following:

(a) An application in accordance with s. Comm 5.01.

(b) A registration fee in accordance with s. Comm 5.02, Table 5.02.

**(3) QUALIFICATIONS FOR REGISTRATION.** (a) The person applying for a welder registration shall have taken and passed, not more than one year before the date the application is received by the department, one or more welding tests in accordance with the following standards:

1. American Welding Society D 1.1, section 4, part C.

2. American Welding Society D 1.3, section 4, part C.

(b) The test under par. (a) shall have been conducted by a person who is a certified weld test conductor in accordance with s. Comm 5.35 or is under the general supervision of a certified weld test conductor.

**(4) RESPONSIBILITIES.** A person who does structural welding as a registered welder shall do all of the following:

(a) Perform only those structural welding procedures for which the person has qualified by test within the last 4 years.

(b) Carry proof as to which welding procedures the person has qualified by test.

(c) Present upon request to the department or its representative proof of the qualified welding procedures.

(d) Identify the welding on each structurally significant member with a distinguishing mark stamped on the member by the person doing the welding.

**(5) RENEWAL.** (a) A person may renew his or her registration as a welder.

(b) A welder registration shall be renewed in accordance with s. Comm 5.07.

(c) The renewal of a welder registration shall be contingent upon the welder having taken and passed not more than one year before the date of the renewal application a welding test in accordance with sub. (3).

(d) A welder certification issued by the department prior to November 1, 1996 may be renewed as a registration in accordance with this subsection.

**History:** Cr. Register, October, 1996, No. 490, eff. 11-1-96; am. (3) (a) (intro.), (b), (5) (c), Register, March, 1998, No. 507, eff. 4-1-98; am. (1), (2) (b) and (3) (a) (intro.), Register, April, 2000, No. 532, eff. 5-1-00; CR 01-139: am. (1) and (3) (a) (intro.) Register June 2002 No. 558, eff. 7-1-02; CR 03-075: am. (3) (a) Register June 2004 No. 582, eff. 8-1-04; CR 05-011: am. (4) (intro.), (a) and (b), cr. (4) (d) Register July 2005 No. 595, eff. 8-1-05.

**Comm 5.35 Weld test conductors. (1) GENERAL.** No person may conduct welding tests for the purpose of qualifying structural welders under s. Comm 5.34 unless the person holds a certification issued by the department as a certified weld test conductor—physical or a certified weld test conductor—radiographic.

**(2) APPLICATION FOR EXAMINATION.** A person applying to take a weld test conductor—physical or weld test conductor—radiographic certification examination shall submit all of the following:

(a) An application in accordance with s. Comm 5.01.

(b) An examination fee in accordance with s. Comm 5.02, Table 5.02.

**(3) EXAMINATION.** (a) The person seeking to obtain a weld test conductor—physical or weld test conductor—radiographic certification shall take and pass an examination in accordance with s. Comm 5.09.

**(4) APPLICATION FOR CERTIFICATION.** Upon notification of the successful passage of the examination for weld test conductor certification, a person may obtain the certification by submitting an application and the certification fee in accordance with ss. Comm 5.01 and 5.09 (7) (c).

**(5) RESPONSIBILITIES.** A person who conducts welding tests for qualifying structural welders under s. Comm 5.34 as a certified weld test conductor—physical or weld test conductor—radiographic shall do all of the following:

(a) Ensure that the welding tests, the testing facilities and testing equipment conform with the following appropriate standard or standards:

1. American Welding Society D 1.1, section 4, part C.

2. American Welding Society D 1.3, section 4, part C.

(b) Provide to each individual who passes a qualifying welding test, documentation in a format specified by the department, indicating the welding procedures for which the individual qualified.

(c) 1. Maintain a record of those individuals who passed a structural welding qualifying test, including the procedures for which the individuals qualified, for at least 5 years after the date of the test.

2. Present upon request to the department or its representative the records under subd. 1.

**(6) RENEWAL.** (a) A person may renew his or her certification as a weld test conductor—physical or weld test conductor—radiographic.

(b) A weld test conductor—physical or weld test conductor—radiographic certification shall be renewed in accordance with s. Comm 5.07.

(c) 1. All weld test conductor certifications or licenses issued by the department prior to November 1, 1996 shall expire one year from November 1, 1996.

2. Failure to renew a weld test conductor certification or license that was issued prior to November 1, 1996 shall be considered as a surrender of the certification or license to conduct or supervise qualifying structural welding tests.

**History:** Cr. Register, October, 1996, No. 490, eff. 11-1-96; am. (1), (4) and (5) (a) (intro.), Register, April, 2000, No. 532, eff. 5-1-00; CR 01-139: am. (5) (a) (intro.) Register June 2002 No. 558, eff. 7-1-02; CR 03-075: am. (5) (a) Register June 2004 No. 582, eff. 8-1-04; CR 05-011: am. (5) (intro.), (b) and (c) 1., Register July 2005 No. 595, eff. 8-1-05.

**Comm 5.36 POWTS maintainers. (1) GENERAL.** Pursuant to s. Comm 83.52 (3), a person who holds a registration

issued by the department as a registered POWTS maintainer may evaluate and monitor POWTS components for the purpose of providing the management of a POWTS under subch. V of ch. Comm 83.

**(2) APPLICATION FOR REGISTRATION.** A person applying for a POWTS maintainer registration shall submit all of the following:

- (a) An application in accordance with s. Comm 5.01.
- (b) An application and registration fee in accordance with s. Comm 5.02, Table 5.02.
- (c) Information or documentation relating to the qualifications under sub. (3).

**(3) QUALIFICATIONS FOR REGISTRATION.** A person applying for a POWTS maintainer registration shall have completed or obtained at least one of the following:

(a) At least 6 hours in a course or courses approved under s. Comm 5.08 that relate to the theory, operation, maintenance and inspection of POWTS treatment and dispersal components, including instruction in at least all of the following:

- 1. Sand filters.
- 2. Effluent pumps and switches.
- 3. Alarms and floats.
- 4. Active filtration devices.
- 5. Valves and solenoids for distributing effluent.
- 6. Aerobic treatment units.

(b) At least 60 hours of experience as a licensed master plumber, master plumber–restricted service, journeyman plumber or journeyman plumber–restricted service installing POWTS treatment and dispersal components that involve installation of at least all of the devices delineated under par. (a) 1. to 6.

**(4) RENEWAL.** (a) 1. A person may renew his or her registration as a POWTS maintainer.

2. A POWTS maintainer registration shall be renewed in accordance with s. Comm 5.07.

(b) 1. a. The renewal of a registration as a POWTS maintainer which has an expiration date before August 1, 2006 shall be contingent upon the maintainer obtaining at least 6 hours of acceptable continuing education within the time period specified in s. Comm 5.08 and Table 5.06, except as provided in subd. 2.

b. The renewal of a registration as a POWTS maintainer which has an expiration date on or after August 1, 2006 shall be contingent upon the maintainer obtaining at least 12 hours of acceptable continuing education within the time period specified in s. Comm 5.08 and Table 5.06, except as provided in subd. 2.

2. A person who holds a registration as a POWTS maintainer may apply to the department for waiver of the continuing education requirements under subd. 1. on the grounds of prolonged illness or disability or similar circumstances. Each application for waiver shall be considered individually on its merits by the department.

**History:** Cr. Register, April, 2000, No. 532, eff. 7–1–00; CR 03–075: r. and recr. (4) (b) 1. Register June 2004 No. 582, eff. 8–1–04.

**Subchapter IV — Electrical**

**Comm 5.40 Electricians. (1)** A person who holds a certification issued by the department as a certified electrical contractor, certified electrical contractor–restricted, certified master electrician, certified journeyman electrician or certified beginning electrician may perform electrical construction work in a municipality which requires licensure to perform electrical work pursuant to s. 101.87 (2) to (4), Stats., and in accordance with local ordinances.

**Note:** See the appendix for a reprint of s. 101.87 (2) and (4), Stats., relating to municipal requirements for electrical contractors.

**Note:** This subchapter establishes a statewide certification of electricians in various classes, master, journeyman and beginning, recognizing their knowledge and

abilities. When an electrician certification is required and what category of certification is needed are determined by individual municipalities.

**History:** Cr. Register, October, 1996, No. 490, eff. 11–1–96; am. Register, April, 2000, No. 532, eff. 5–1–00; CR 05–011: r. (2) Register July 2005 No. 595, eff. 8–1–05.

**Comm 5.41 Electrical contractors. (1) APPLICATION FOR CERTIFICATION.** (a) A person applying for an electrical contractor certification shall submit all of the following:

- 1. An application in accordance with s. Comm 5.01.
- 2. An application fee and a certification fee in accordance with s. Comm 5.02, Table 5.02.

(b) Pursuant to s. 101.87 (1), Stats., a person applying for an electrical contractor certification shall provide all of the following:

- 1. Their social security number.
- 2. Their worker’s compensation number.
- 3. Their unemployment insurance account number.
- 4. Their state tax identification number.
- 5. Their federal tax identification number.
- 6. The name and address of each partner or member if they are partnerships or limited liability companies, of the owner if they are individual proprietorships and of the officers if the companies are corporations.

**(2) QUALIFICATIONS FOR CERTIFICATION.** The person applying for an electrical contractor certification shall be the owner of the contracting business, a partner in the contracting business applying on behalf of the partnership, or the chairman of the board or chief executive officer applying on behalf of the contracting corporation.

**(3) RESPONSIBILITIES.** (a) Pursuant to s. 101.87 (1), Stats., a person who holds an electrical contractor certification shall be a certified master electrician or employ one or more certified master electricians.

(b) For any electrical installation that requires a uniform building permit under s. Comm 20.08, a person who holds an electrical contractor certification may not commence installation of electrical wiring until a permit is issued for the installation.

**Note:** Chs. Comm 20 to 25 apply to one- and 2-family dwellings and manufactured dwellings. The department’s uniform building permit is issued either by the municipality in which the dwelling is located or by a UDC inspection agency where the municipality does not administer the Uniform Dwelling Code.

**(4) RENEWAL.** (a) 1. A person may renew his or her certification as an electrical contractor.

2. An electrical contractor certification shall be renewed in accordance with s. Comm 5.07.

(b) The renewal of an electrical contractor certification shall be contingent upon the applicant providing the information required under sub. (1) (b).

**History:** Cr. Register, October, 1996, No. 490, eff. 11–1–96; am. (3), Register, March, 1998, No. 507, eff. 4–1–98; am. (1) (a) 2., Register, April, 2000, No. 532, eff. 5–1–00; CR 03–075: renum. (3) to be (3) (a), cr. (3) (b) Register June 2004 No. 582, eff. 8–1–04.

**Comm 5.42 Electrical contractors–restricted.**

**(1) GENERAL.** Pursuant to s. 101.87 (3), Stats., a person who holds a certification as an electrical contractor–restricted may continue to perform electrical construction work in one or more municipalities where the person held municipal electrical licenses or certifications.

**Note:** See the appendix for a reprint of s. 101.87 (3), Stats.

**(2) APPLICATION FOR CERTIFICATION.** A person applying for an electrical contractor–restricted certification shall submit all of the following:

- (a) An application in accordance with s. Comm 5.01.
- (b) An application fee and a certification fee in accordance with s. Comm 5.02, Table 5.02.

(c) Proof of municipal licensure and the date the municipal ordinance changed to require certification under s. Comm 5.41.

**(3) QUALIFICATIONS FOR CERTIFICATION.** Pursuant to s. 101.87 (3), Stats., a person applying for an electrical contractor–restricted certification shall hold or have held a license or certification to do electrical construction work issued by one or more municipalities as of the date the municipalities required state certification under s. 101.87 (3), Stats.

**(4) RESPONSIBILITIES.** For any electrical installation that requires a uniform building permit under s. Comm 20.08, a person who holds an electrical contractor–restricted certification may not commence installation of electrical wiring until a permit is issued for the installation.

**Note:** Chs. Comm 20 to 25 apply to one- and 2-family dwellings and manufactured dwellings. The department's uniform building permit is issued either by the municipality in which the dwelling is located or by a UDC inspection agency where the municipality does not administer the Uniform Dwelling Code.

**(5) RENEWAL.** (a) A person may renew his or her certification as an electrical contractor–restricted.

(b) An electrical contractor–restricted certification shall be renewed in accordance with s. Comm 5.07.

**History:** Cr. Register, October, 1996, No. 490, eff. 11–1–96; cr. (2) (c), Register, March, 1998, No. 507, eff. 4–1–98; am. (2) (b), Register, April, 2000, No. 532, eff. 5–1–00; CR 03–075: renum. (4) to be (5), cr. (4) Register June 2004 No. 582, eff. 8–1–04.

**Comm 5.43 Master electricians. (1) APPLICATION FOR EXAMINATION.** A person applying to take a master electrician certification examination shall submit all of the following:

(a) An application in accordance with s. Comm 5.01.

(b) An application fee and examination fee in accordance with s. Comm 5.02, Table 5.02.

**(2) QUALIFICATIONS FOR EXAMINATION.** (a) Except as provided in par. (b), a person applying for a master electrician certification examination shall have at least 1,000 hours per year of experience for at least 7 years in electrical construction work.

(b) Relative to the experience required under par. (a), each semester spent full–time in a school of electrical engineering or other accredited college, university, technical or vocational school in an electrical–related program shall be considered equivalent to 500 hours of experience, with no more than 3,000 hours and 3 years of experience through education being credited toward the required experience.

**(3) EXAMINATION.** A person seeking to obtain a master electrician certification shall take and pass an examination in accordance with s. Comm 5.09.

**(4) APPLICATION FOR CERTIFICATION.** Upon notification of the successful passage of the examination for a master electrician certification, a person may obtain the certification by submitting an application and the certification fee in accordance with ss. Comm 5.01 and 5.09 (7) (c).

**(5) RESPONSIBILITIES.** For any electrical installation that requires a uniform building permit under s. Comm 20.08, a person who holds a master electrician certification may not commence installation of electrical wiring until a permit is issued for the installation.

**Note:** Chs. Comm 20 to 25 apply to one- and 2-family dwellings and manufactured dwellings. The department's uniform building permit is issued either by the municipality in which the dwelling is located or by a UDC inspection agency where the municipality does not administer the Uniform Dwelling Code.

**(6) RENEWAL.** (a) 1. A person may renew his or her certification as a master electrician.

2. A master electrician certification shall be renewed in accordance with s. Comm 5.07.

(b) 1. a. The renewal of a certification as a certified master electrician which has an expiration date on or before June 30, 2007 shall be contingent upon the master electrician obtaining at least 18 hours of acceptable continuing education within the time period specified in s. Comm 5.08 and Table 5.06, except as provided in subd. 2.

b. The renewal of a certification as a certified master electrician which has an expiration date after June 30, 2007 shall be con-

tingent upon the master electrician obtaining at least 24 hours of acceptable continuing education within the time period specified in s. Comm 5.08 and Table 5.06, except as provided in subd. 2.

2. A person who holds a certification as a certified master electrician may apply to the department for waiver of the continuing education requirements under subd. 1. on the grounds of prolonged illness or disability or similar circumstances. Each application for waiver shall be considered individually on its merits by the department.

**History:** Cr. Register, October, 1996, No. 490, eff. 11–1–96; am. (2) (b), (5) (b) 1., Register, March, 1998, No. 507, eff. 4–1–98; am. (4) and (5) (b), Register, April, 2000, No. 532, eff. 5–1–00; CR 03–075: renum. (5) to be (6) and r. and recr. (6) (b) 1., cr. (5) Register June 2004 No. 582, eff. 8–1–04.

**Comm 5.44 Journeyman electricians. (1) GENERAL.**

A person may obtain a certification as a certified journeyman electrician by either one of the following:

(a) Taking and passing the journeyman electrician certification examination.

(b) Completing an electrical construction apprenticeship.

**(2) APPLICATION FOR EXAMINATION.** A person applying to take a journeyman electrician certification examination shall submit all of the following:

(a) An application in accordance with s. Comm 5.01.

(b) An application fee and examination fee in accordance with s. Comm 5.02, Table 5.02.

**(3) QUALIFICATIONS FOR EXAMINATION.** (a) Except as provided in par. (b), a person applying for a journeyman electrician certification examination shall have at least 1,000 hours per year of experience for at least 5 years in electrical construction work.

(b) Relative to the experience required under par. (a), each semester spent full–time in a school of electrical engineering or other accredited college, university, technical or vocational school in an electrical–related program shall be considered equivalent to 500 hours of experience, with no more than 2,000 hours and 2 years of experience through education being credited toward the required experience.

**(4) EXAMINATION.** Except as provided in sub. (1) (b), a person seeking to obtain a journeyman electrician certification shall take and pass an examination in accordance with s. Comm 5.09.

**(5) APPLICATION FOR CERTIFICATION.** (a) Upon notification of the successful passage of the examination for a journeyman electrician certification, a person may obtain the certification by submitting an application and the certification fee in accordance with ss. Comm 5.01 and 5.09 (7) (c).

(b) A person may apply for a certification as a certified journeyman electrician by submitting all of the following:

1. An application, application fee and a certification fee in accordance with ss. Comm 5.01 and 5.02, Table 5.02.

2. Evidence of completing an electrical construction apprenticeship program and the program has been recognized by the department under ch. 106, Stats., and the federal department of labor.

**(6) RENEWAL.** (a) 1. A person may renew his or her certification as a journeyman electrician.

2. A journeyman electrician certification shall be renewed in accordance with s. Comm 5.07.

(b) 1. a. The renewal of a certification as a certified journeyman electrician which has an expiration date on or before June 30, 2007 shall be contingent upon the journeyman electrician obtaining at least 18 hours of acceptable continuing education within the time period specified in s. Comm 5.08 and Table 5.06, except as provided in subd. 2.

b. The renewal of a certification as a certified journeyman electrician which has an expiration date after June 30, 2007 shall be contingent upon the journeyman electrician obtaining at least 24 hours of acceptable continuing education within the time

period specified in s. Comm 5.08 and Table 5.06, except as provided in subd. 2.

2. A person who holds a certification as a certified journeyman electrician may apply to the department for waiver of the continuing education requirements under subd. 1. on the grounds of prolonged illness or disability or similar circumstances. Each application for waiver shall be considered individually on its merits by the department.

3. A person who initially obtained his or her journeyman electrician certification by completing an electrical construction apprenticeship and whose request to renew his or her certification is denied because of the failure to fulfill the continuing education requirements of subd. 1., shall be required to take and pass the journeyman electrician certification examination in order to reacquire the journeyman electrician certification.

**History:** Cr. Register, October, 1996, No. 490, eff. 11-1-96; am. (1) (b), (3) (b), (5) (b) 2., (6) (b) 3., Register, March, 1998, No. 507, eff. 4-1-98; am. (1) (intro.), (5) (a), (b) (intro.) and 1., (6) (b) 1. and 2., Register, April, 2000, No. 532, eff. 5-1-00; CR 03-075: r. and recr. (6) (b) 1., am. (6) (b) 3. Register June 2004 No. 582, eff. 8-1-04.

**Comm 5.45 Beginning electricians. (1) APPLICATION FOR CERTIFICATION.** A person applying for a beginning electrician certification shall submit all of the following:

(a) An application in accordance with s. Comm 5.01.

(b) An application fee and a certification fee in accordance with s. Comm 5.02, Table 5.02.

**(2) RENEWAL.** (a) A person may renew his or her certification as a beginning electrician.

(b) A beginning electrician certification shall be renewed in accordance with s. Comm 5.07.

**History:** Cr. Register, October, 1996, No. 490, eff. 11-1-96; am. (1) (b), Register, April, 2000, No. 532, eff. 5-1-00.

### Subchapter V — Fire Sprinkler

**Comm 5.50 Fire sprinkler installers. (1)** (a) Except as provided in par. (b), pursuant to ss. 145.15 (4), 145.165 and 145.175, Stats., no person may install, maintain or repair automatic fire sprinkler systems unless the person holds a license or registration issued by the department as a licensed automatic fire sprinkler contractor, a licensed journeyman sprinkler fitter, a registered automatic fire sprinkler system apprentice, a registered automatic fire sprinkler contractor-maintenance, or a registered automatic fire sprinkler fitter-maintenance.

(b) Paragraph (a) does not apply to a person repairing, replacing or maintaining electrical supervisory devices for existing automatic fire sprinkler systems.

**(2)** No person may conduct the annual activities relative to inspection and testing of an existing automatic fire sprinkler system and components as required by ch. Comm 14 unless the person holds a license or registration issued by the department as a licensed automatic fire sprinkler contractor, a licensed journeyman sprinkler fitter, a registered automatic fire sprinkler system apprentice, a registered automatic fire sprinkler contractor-maintenance, a registered automatic fire sprinkler fitter-maintenance or a registered automatic fire sprinkler system tester.

**Note:** The rules of this subchapter further restrict or limit the type of automatic fire sprinkler installations and activities which certain license or registration categories may perform or undertake.

**History:** Cr. Register, October, 1996, No. 490, eff. 11-1-96; am. (1) (a), Register, March, 1998, No. 507, eff. 4-1-98; am. Register, April, 2000, No. 532, eff. 5-1-00; CR 01-139: am. (2) Register June 2002 No. 558, eff. 7-1-02.

**Comm 5.51 Sprinkler contractors. (1) GENERAL.** Except as provided in s. Comm 5.54, a person licensed as an automatic fire sprinkler contractor shall be responsible for each installation of an automatic fire sprinkler system.

**(2) APPLICATION FOR EXAMINATION.** A person applying to take an automatic fire sprinkler contractor license examination shall submit all of the following:

(a) An application in accordance with s. Comm 5.01.

(b) An application fee and examination fee in accordance with s. Comm 5.02, Table 5.02.

**(2m) QUALIFICATIONS FOR EXAMINATION.** A person applying for an automatic fire sprinkler contractor license examination shall have one of the following qualifications relating to the engineering principles and skills associated with the design, installation and maintenance of automatic fire sprinkler systems:

(a) At least 1000 hours of experience per year for at least 3 consecutive years as a licensed journeyman automatic fire sprinkler fitter.

(b) Graduated from an accredited 4-year university or college with a degree in civil engineering, mechanical engineering or other approved engineering curriculum related to automatic fire sprinklers.

(c) At least 1000 hours of experience per year for at least 7 years in automatic fire sprinkler design or installation. Each semester spent full-time in a school of civil or mechanical engineering or other accredited college, university, technical or vocational school in an automatic fire sprinkler-related program shall be considered equivalent to 500 hours of experience, with no more than 3,000 hours and 3 years of experience through education being credited toward the 7 years of experience.

(d) A level III certification in fire protection/automatic fire sprinkler system layout from the national institute for certification in engineering technologies.

**(3) EXAMINATION.** A person seeking to obtain an automatic fire sprinkler contractor license shall take and pass an examination in accordance with s. Comm 5.09.

**(4) APPLICATION FOR LICENSE.** Upon notification of the successful passage of the examination for an automatic fire sprinkler system contractor license, a person may obtain the license by submitting an application and the license fee in accordance with ss. Comm 5.01 and 5.09 (7) (c).

**(5) RESPONSIBILITIES.** (a) A person who installs, inspects, tests or maintains an automatic fire sprinkler system as a licensed automatic fire sprinkler contractor shall utilize the appropriately licensed or registered persons to install, inspect, test or maintain automatic fire sprinkler systems.

(b) For any construction project that requires a uniform building permit under s. Comm 20.08, a person who holds a sprinkler contractor certification may not commence installation of fire sprinklers until a general construction permit is issued for the installation.

**Note:** Chs. Comm 20 to 25 apply to one- and 2-family dwellings and manufactured dwellings. The department's uniform building permit is issued either by the municipality in which the dwelling is located or by a UDC inspection agency where the municipality does not administer the Uniform Dwelling Code.

**(6) RENEWAL.** (a) A person may renew his or her license as an automatic fire sprinkler contractor.

(b) An automatic fire sprinkler contractor license shall be renewed in accordance with s. Comm 5.07.

(c) 1. The renewal of a license as an automatic fire sprinkler contractor which has an expiration date after June 30, 2002 shall be contingent upon the automatic fire sprinkler contractor obtaining at least 12 hours of acceptable continuing education within the time period specified in s. Comm 5.08 and Table 5.06, except as provided in subd. 2.

2. A person who holds a license as an automatic fire sprinkler contractor may apply to the department for waiver of the continuing education requirements under subd. 1. on the grounds of prolonged illness or disability or similar circumstances. Each application for waiver shall be considered individually on its merits by the department.

**History:** Cr. Register, October, 1996, No. 490, eff. 11-1-96; cr. (2m) and (6) (c), am. (4) and (5), Register, April, 2000, No. 532, eff. 5-1-00; CR 03-075: renum. (5) to be (5) (a), cr. (5) (b) Register June 2004 No. 582, eff. 8-1-04.

**Comm 5.52 Journeyman sprinkler fitters. (1) GENERAL.** The activities under s. Comm 5.50 that may be undertaken by a person who holds a license as a licensed journeyman automatic fire sprinkler fitter shall be performed under the general supervision of a person who holds a license as a licensed automatic fire sprinkler contractor.

**(2) APPLICATION FOR EXAMINATION.** A person applying to take a journeyman automatic fire sprinkler fitter license examination shall submit all of the following:

- (a) An application in accordance with s. Comm 5.01.
- (b) An application fee and examination fee in accordance with s. Comm 5.02, Table 5.02.

**(3) QUALIFICATIONS FOR EXAMINATION.** A person applying for journeyman automatic fire sprinkler fitter license examination shall have completed an automatic fire sprinkler system apprenticeship recognized under ch. 106, Stats.

**(4) EXAMINATION.** A person seeking to obtain a journeyman automatic fire sprinkler fitter license shall take and pass an examination in accordance with s. Comm 5.09.

**(5) APPLICATION FOR LICENSE.** Upon notification of the successful passage of the examination for a journeyman automatic fire sprinkler system fitter license, a person may obtain the license by submitting an application and the license fee in accordance with ss. Comm 5.01 and 5.09 (7) (c).

**(6) RENEWAL.** (a) A person may renew his or her license as a journeyman automatic fire sprinkler fitter.

(b) A journeyman automatic fire sprinkler fitter license shall be renewed in accordance with s. Comm 5.07.

(c) 1. The renewal of a license as a journeyman automatic fire sprinkler fitter which has an expiration date after June 30, 2002 shall be contingent upon the journeyman automatic fire sprinkler fitter obtaining at least 12 hours of acceptable continuing education within the time period specified in s. Comm 5.08 and Table 5.06, except as provided in subd. 2.

2. A person who holds a license as a journeyman automatic fire sprinkler fitter may apply to the department for waiver of the continuing education requirements under subd. 1. on the grounds of prolonged illness or disability or similar circumstances. Each application for waiver shall be considered individually on its merits by the department.

**History:** Cr. Register, October, 1996, No. 490, eff. 11-1-96; am. (1) and (5), cr. (6) (c), Register, April, 2000, No. 532, eff. 5-1-00.

**Comm 5.53 Sprinkler system apprentices. (1) GENERAL.** The activities under s. Comm 5.50 that may be undertaken by a person who holds a registration as a registered automatic fire sprinkler system apprentice shall be performed under the general supervision of a person who is a licensed automatic fire sprinkler contractor.

**Note:** The Department of Workforce Development, Bureau of Apprenticeship Standards has additional supervision standards for apprentices for the purpose of training and education.

**(2) APPLICATION FOR REGISTRATION.** A person applying for an automatic fire sprinkler system apprentice registration to install, test or maintain automatic fire sprinkler systems shall submit all of the following:

- (a) An application in accordance with s. Comm 5.01.
- (b) An application fee and a registration fee in accordance with s. Comm 5.02, Table 5.02.

**(3) QUALIFICATIONS FOR REGISTRATION.** A person applying for an automatic fire sprinkler apprentice registration to install, test or maintain automatic fire sprinkler systems shall be indentured in an automatic fire sprinkler apprenticeship recognized under ch. 106, Stats.

**(4) RENEWAL.** (a) 1. A person may renew his or her registration as an automatic fire sprinkler system apprentice.

2. An automatic fire sprinkler system apprentice registration shall be renewed in accordance with s. Comm 5.07.

(b) The renewal of a registration as an automatic fire sprinkler apprentice is contingent upon the person submitting evidence that the person is indentured in an automatic fire sprinkler system apprenticeship under ch. 106, Stats.

**History:** Cr. Register, October, 1996, No. 490, eff. 11-1-96; am. (1) and (2) (b), Register, April, 2000, No. 532, eff. 5-1-00.

**Comm 5.54 Sprinkler maintenance contractors.**

**(1) GENERAL.** Pursuant to s. 145.175, Stats., the activities under s. Comm 5.50 that may be undertaken by a person who holds a registration as a registered automatic fire sprinkler contractor-maintenance shall be:

- (a) Performed only within the facilities or properties of the business establishment where the person is employed; and
- (b) Limited to modifying or extending an existing automatic fire sprinkler system by no more than 15 sprinklers per project.

**(2) APPLICATION FOR EXAMINATION.** A person applying to take an automatic fire sprinkler contractor-maintenance registration examination shall submit all of the following:

- (a) An application in accordance with s. Comm 5.01.
- (b) An application fee and examination fee in accordance with s. Comm 5.02, Table 5.02.

**(3) EXAMINATION.** A person seeking to obtain an automatic fire sprinkler contractor-maintenance registration shall take and pass an examination in accordance with s. Comm 5.09.

**(4) APPLICATION FOR REGISTRATION.** Upon notification of the successful passage of the examination for an automatic fire sprinkler contractor-maintenance registration, a person may obtain the registration by submitting an application and the registration fee in accordance with ss. Comm 5.01 and 5.09 (7) (c).

**(5) RENEWAL.** (a) A person may renew his or her registration as an automatic fire sprinkler contractor-maintenance.

(b) An automatic fire sprinkler contractor-maintenance registration shall be renewed in accordance with s. Comm 5.07.

(c) 1. The renewal of a registration as an automatic fire sprinkler contractor-maintenance which has an expiration date after June 30, 2002 shall be contingent upon the automatic fire sprinkler contractor-maintenance obtaining at least 6 hours of acceptable continuing education within the time period specified in s. Comm 5.08 and Table 5.06, except as provided in subd. 2.

2. A person who holds a registration as an automatic fire sprinkler contractor-maintenance may apply to the department for waiver of the continuing education requirements under subd. 1. on the grounds of prolonged illness or disability or similar circumstances. Each application for waiver shall be considered individually on its merits by the department.

**History:** Cr. Register, October, 1996, No. 490, eff. 11-1-96; am. (1) (intro.) and (4), cr. (5) (c), Register, April, 2000, No. 532, eff. 5-1-00.

**Comm 5.55 Sprinkler maintenance fitters. (1) GENERAL.**

Pursuant to s. 145.165, Stats., the activities under s. Comm 5.50 that may be undertaken by a person registered as an automatic fire sprinkler fitter-maintenance shall be performed:

(a) Only within the facilities or properties of the business establishment where employed; and

(b) Under the general supervision of a person who holds a registration as a registered automatic fire sprinkler contractor-maintenance.

**(2) APPLICATION FOR REGISTRATION.** A person applying for an automatic fire sprinkler fitter-maintenance registration shall submit all of the following:

- (a) An application in accordance with s. Comm 5.01.
- (b) An application fee and a registration fee in accordance with s. Comm 5.02, Table 5.02.

(3) RENEWAL. (a) A person may renew his or her registration as an automatic fire sprinkler fitter–maintenance.

(b) An automatic fire sprinkler fitter–maintenance registration shall be renewed in accordance with s. Comm 5.07.

**History:** Cr. Register, October, 1996, No. 490, eff. 11–1–96; am. (2) (b), Register, March, 1998, No. 507, eff. 4–1–98; am. (1) (b) and (2) (b), Register, April, 2000, No. 532, eff. 5–1–00.

**Comm 5.56 Sprinkler testers. (1) GENERAL.** A person who holds a registration issued by the department as a registered automatic fire sprinkler system tester may conduct the annual activities relative to inspection and testing of an existing automatic fire sprinkler system and components as required by ch. Comm 14 and NFPA 25.

(2) APPLICATION FOR EXAMINATION. A person applying to take an automatic fire sprinkler system tester registration examination shall submit all of the following:

(a) An application in accordance with s. Comm 5.01.

(b) An application fee and examination fee in accordance with s. Comm 5.02, Table 5.02.

(3) EXAMINATION. A person seeking to obtain an automatic fire sprinkler system tester registration shall take and pass an examination in accordance with s. Comm 5.09.

(4) APPLICATION FOR REGISTRATION. Upon notification of the successful passage of the examination for an automatic fire sprinkler system tester registration, a person may obtain the registration by submitting an application and the registration fee in accordance with ss. Comm 5.01 and 5.09 (7) (c).

(5) RENEWAL. (a) A person may renew his or her registration as an automatic fire sprinkler system tester.

(b) An automatic fire sprinkler system tester registration shall be renewed in accordance with s. Comm 5.07.

**History:** Cr. Register, October, 1996, No. 490, eff. 11–1–96; am. (2) (b), (4), Register, March, 1998, No. 507, eff. 4–1–98; am. (1) and (4), Register, April, 2000, No. 532, eff. 5–1–00; CR 01–139; am. (1) Register June 2002 No. 558, eff. 7–1–02.

**Subchapter VI — Inspection**

**Comm 5.60 Boiler–pressure vessel inspectors.**

(1) GENERAL. No person may inspect, as required under ch. Comm 41, a boiler or pressure vessel for the purpose of determining compliance with ch. Comm 41 or submit an inspection report to the department documenting compliance or noncompliance with ch. Comm 41 unless the person holds a certification issued by the department as a:

(a) Certified boiler–pressure vessel inspector; or

(b) Certified in–service field inspector working under the general supervision of a certified boiler–pressure vessel inspector who has assumed responsibility for the inspection or the report.

(2) APPLICATION FOR CERTIFICATION. A person applying for a boiler–pressure vessel inspector certification or an in–service field inspector certification shall submit all of the following:

(a) An application in accordance with s. Comm 5.01.

(b) An application fee and a certification fee in accordance with s. Comm 5.02, Table 5.02.

(3) QUALIFICATIONS FOR CERTIFICATION. (a) A person applying for a boiler–pressure vessel inspector certification shall have:

1. Passed the competency examination by the national board of boiler and pressure vessel inspectors; and

**Note:** See ch. Comm 2 for the fee for the competency examination.

2. a. A degree in engineering from an accredited college or university and at least 1,000 hours in one year of experience in the design, construction, operation or inspection of boilers or pressure vessels;

b. An associate degree in mechanical technology from an accredited college or school and at least 1,000 hours per year for at least 2 years of experience in the design, construction, operation or inspection of boilers or pressure vessels; or

c. At least 1,000 hours per year for at least 3 years of experience in the design, construction, operation, or inspection of boilers or pressure vessels.

(b) A person applying for an in–service field inspector certification shall have:

1. Passed the competency examination by the national board of boiler and pressure vessel inspectors; and

2. a. A degree in engineering from an accredited college or university;

b. An associate degree in mechanical technology from an accredited college or school and at least 1,000 hours in one year of experience in the design, construction, operation or inspection of boilers or pressure vessels; or

c. At least 1,000 hours per year for at least 2 years of experience in the design, construction, operation or inspection of boilers or pressure vessels.

(4) RESPONSIBILITIES. A person who inspects boilers and pressure vessels as a certified boiler–pressure vessel inspector or a certified in–service field inspector shall:

(a) Maintain a record of the inspections made including the dates and the findings of the inspections;

(b) Provide a copy of the inspection report to the property owner or his or her agent; and

(c) Make available to the department upon request or as required under ch. Comm 41, his or her inspection records.

(5) RENEWAL. (a) A person may renew his or her certification as a boiler–pressure vessel inspector or an in–service field inspector.

(b) A boiler–pressure vessel inspector certification and an in–service field inspector certification shall be renewed in accordance with s. Comm 5.07.

(c) 1. The renewal of a certification as a certified boiler–pressure vessel inspector or certified in–service field inspector which has an expiration after December 31, 2008, shall be contingent upon the boiler–pressure vessel inspector or in–service field inspector obtaining at least 24 hours of acceptable continuing education within the time period specified in s. Comm 5.08 and Table 5.06, except as provided in subd. 2.

2. A person who holds a certification as a certified boiler–pressure vessel inspector or certified in–service field inspector may apply to the department for waiver of the continuing education requirements under subd. 1. on the grounds of prolonged illness or disability or similar circumstances. The department shall consider each application for waiver individually on its merits.

3. A person who initially obtained his or her boiler–pressure vessel inspector certification or in–service field inspector certification by providing evidence of having passed the competency examination by the national board and whose request to renew his or her certification is denied because of the failure to fulfill the continuing education requirements of subd. 1., shall be required to take and pass the competency examination in order to reacquire the boiler–pressure vessel inspector certification or the in–service field inspector certification.

**History:** Cr. Register, October, 1996, No. 490, eff. 11–1–96; am. (3) (a) 2. a., (4) (b), Register, March, 1998, No. 507, eff. 4–1–98; am. (1) (intro.) and (2) (b), Register, April, 2000, No. 532, eff. 5–1–00; corrections in (1) and (4) (c) made under s. 13.93 (2) (b) 7., Stats., Register, April, 2000, No. 532; **CR 05–025; cr. (5) (c) Register October 2005 No. 598, eff. 11–1–05.**

**Comm 5.61 Commercial building inspectors.**

(1) GENERAL. A person who holds a certification issued by the department as a certified commercial building inspector may conduct inspections of public buildings and places of employment for the purpose of administering and enforcing chs. Comm 61 to 65, 70 and 75 to 79.

**Note:** Pursuant to s. 101.14 (2), Stats., deputies of the department may perform fire prevention inspections of public buildings and places of employment without holding the certification as a certified commercial building inspector.

**(2) APPLICATION FOR EXAMINATION.** A person applying to take a commercial building inspector certification examination shall submit all of the following:

- (a) An application in accordance with s. Comm 5.01.
- (b) An application fee and examination fee in accordance with s. Comm 5.02, Table 5.02.

**(3) EXAMINATION.** Except as provided in sub. (4) (b), a person seeking to obtain a commercial building inspector certification shall take and pass an examination in accordance with s. Comm 5.09.

**(4) APPLICATION FOR CERTIFICATION.** (a) Upon notification of the successful passage of the examination for a commercial building inspector certification, a person may obtain the certification by submitting an application and the certification fee in accordance with ss. Comm 5.01 and 5.09 (7) (c).

(b) A person may apply for a certification as a certified commercial building inspector by submitting an application, an application fee and the certification fee in accordance with ss. Comm 5.01 and 5.02 and one of the following:

- 1. Evidence that the person holds a certificate issued by the International Code Council as one of the following:
  - a. Commercial combination inspector.
  - b. Building inspector.
  - c. Combination plans examiner.
  - d. Commercial building inspector and commercial mechanical inspector.
  - e. Building plans examiner and mechanical plans examiner.
- 2. Evidence that the person holds a registration issued under ch. 443, Stats., as one of the following:
  - a. Architect.
  - b. Engineer.

**(5) RESPONSIBILITIES.** A person who inspects public buildings and places of employment as a certified commercial building inspector shall:

- (a) Maintain a record of the inspections made including the dates and the findings of the inspections;
- (b) Provide a copy of the inspection report to the owner of the property or his or her agent; and
- (c) Make available to the department upon request his or her inspection records.

**(6) RENEWAL.** (a) 1. A person may renew his or her certification as a commercial building inspector.

2. A commercial building inspector certification shall be renewed in accordance with s. Comm 5.07.

(b) 1. a. The renewal of a certification as a certified commercial building inspector which has an expiration date on or before June 30, 2006 shall be contingent upon the commercial building inspector obtaining at least 12 hours of acceptable continuing education within the time period specified in s. Comm 5.08 and Table 5.06, except as provided in subd. 2.

b. The renewal of a certification as a certified commercial building inspector which has an expiration date after June 30, 2006 shall be contingent upon the commercial building inspector obtaining at least 24 hours of acceptable continuing education within the time period specified in s. Comm 5.08 and Table 5.06, except as provided in subd. 2.

2. A person who holds a certification as a certified commercial building inspector may apply to the department for waiver of the continuing education requirements under subd. 1. on the grounds of prolonged illness or disability or similar circumstances. Each application for waiver shall be considered individually on its merits by the department.

3. A person who initially obtained his or her commercial building inspector certification by providing evidence of registration as an architect or engineer and whose request to renew his or

her certification is denied because of the failure to fulfill the continuing education requirements of subd. 1., shall be required to take and pass the commercial building inspector certification examination in order to reacquire the commercial building inspector certification.

**History:** Cr. Register, October, 1996, No. 490, eff. 11-1-96; am. (6) (a) 2., (b) 2., Register, March, 1998, No. 507, eff. 4-1-98; am. (1) and (4), r. (6) (b), renum. (6) (c) to be (6) (b) and am., Register, April, 2000, No. 532, eff. 5-1-00; CR 01-139: am. (1) Register June 2002 No. 558, eff. 7-1-02; CR 03-075: am. (3), renum. (4) to be (4) (a), cr. (4) (b) and (6) (b) 3., r. and recr. (6) (b) 1. Register June 2004 No. 582, eff. 8-1-04.

**Comm 5.62 Commercial electrical inspectors.**

**(1) GENERAL.** Pursuant to s. 101.88 (2), Stats., no person may conduct the inspection of electrical wiring in public buildings and places of employment for the purpose of administering and enforcing ch. Comm 16 unless the person holds a certification issued by the department as a certified commercial electrical inspector.

**Note:** Those persons who hold a valid certification as a certified restricted commercial electrical inspector will be issued a certification as a certified commercial electrical inspector upon application for renewal.

**(2) APPLICATION FOR EXAMINATION.** A person applying to take a commercial electrical inspector certification examination shall submit all of the following:

- (a) An application in accordance with s. Comm 5.01.
- (b) An application fee and examination fee in accordance with s. Comm 5.02, Table 5.02.

**(3) QUALIFICATIONS FOR EXAMINATION.** A person applying to take a commercial electrical inspector certification examination shall have:

- (a) 1. At least 1,000 hours per year for at least 6 years of experience in electrical work, except as provided in subd. 2.
- 2. Relative to the experience required under subd. 1., each full-time semester spent in a school of electrical engineering or other accredited college, university, technical or vocational school in an electrical-related program shall be considered equivalent to 500 hours of experience, with no more than 3,000 hours and 3 years of experience through education being credited toward the required experience;

(b) At least 1,000 hours per year for at least 3 years of experience in electrical work and has a degree in electrical engineering from an accredited college or university; or

(c) At least 1,000 hours per year for at least 3 years of experience in electrical work and holds a registration or certification under ch. 443, Stats., as a registered professional engineer, a registered architect or a certified designer of electrical systems.

**(4) EXAMINATION.** Except as provided in sub. (5) (b), a person seeking to obtain a commercial electrical inspector certification shall take and pass an examination in accordance with s. Comm 5.09.

**(5) APPLICATION FOR CERTIFICATION.** (a) Upon notification of the successful passage of the examination for a commercial electrical inspector certification, a person may obtain the certification by submitting an application and the certification fee in accordance with ss. Comm 5.01 and 5.09 (7) (c).

(b) A person may apply for a certification as a certified commercial electrical inspector by submitting an application, an application fee and the certification fee in accordance with ss. Comm 5.01 and 5.02 and one of the following:

- 1. Evidence that the person holds a certification as a master electrician issued under s. Comm 5.43.
- 2. Evidence that the person holds a certification issued by the International Code Council as either an electrical inspector or a commercial electrical inspector.
- 3. Evidence that the person holds a certification issued under the International Association of Electrical Inspectors/National Fire Protection Association certification program as a certified electrical inspector-master.

**(6) RESPONSIBILITIES.** A person who inspects electrical construction work as a certified commercial electrical inspector shall:

- (a) Maintain a record of the inspections made including the dates and the findings of the inspections;
- (b) Provide a copy of the inspection report to the property owner or his or her agent; and
- (c) Make available to the department upon request his or her inspection records.

**(7) RENEWAL.** (a) 1. A person may renew his or her certification as a commercial electrical inspector.

2. A commercial electrical inspector certification shall be renewed in accordance with s. Comm 5.07.

(b) 1. a. The renewal of a certification as a certified commercial electrical inspector which has an expiration date on or before June 30, 2006 shall be contingent upon the commercial electrical inspector obtaining at least 12 hours of acceptable continuing education within the time period specified in s. Comm 5.08 and Table 5.06, except as provided in subd. 2.

b. The renewal of a certification as a certified commercial electrical inspector which has an expiration date after June 30, 2006 shall be contingent upon the commercial electrical inspector obtaining at least 24 hours of acceptable continuing education within the time period specified in s. Comm 5.08 and Table 5.06, except as provided in subd. 2.

2. A person who holds a certification as a certified commercial electrical inspector may apply to the department for waiver of the continuing education requirements under subd. 1. on the grounds of prolonged illness or disability or similar circumstances. Each application for waiver shall be considered individually on its merits by the department.

**History:** Cr. Register, October, 1996, No. 490, eff. 11-1-96; am. (1), (3), (4) and (7) (b) 2., Register, March, 1998, No. 507, eff. 4-1-98; am. (1), (3) (c) and (5), r. (7) (b), renum. (7) (c) to be (7) (b) and am., Register, April, 2000, No. 532, eff. 5-1-00; CR 03-075: am. (1), r. and recr. (5) (b) and (7) (b) 1. Register June 2004 No. 582, eff. 8-1-04.

**Comm 5.625 Commercial plumbing inspectors.**

**(1) GENERAL.** (a) Pursuant to s. 145.05 (1), Stats., a city of the first, second or third class shall supervise the installation, alteration and repair of plumbing within its jurisdiction in accordance with one of the following approaches:

1. The city shall utilize at least one supervisor to oversee all plumbing inspections and all plumbing plan reviews who shall hold a certification as a commercial plumbing inspector issued under this section and who shall hold a license as a master plumber issued under s. Comm 5.91 or a license as a journeyman plumber issued under s. Comm 5.93.

2. The city shall utilize at least one individual to conduct all plumbing inspections and all plumbing plan reviews who shall hold a certification as a commercial plumbing inspector issued under this section and who shall hold a license as a master plumber issued under s. Comm 5.91 or a license as a journeyman plumber issued under s. Comm 5.93.

**Note:** Utilizing the approach under subd. 2 does not prevent the employment of individuals to organizationally supervise the plumbing inspectors and plumbing plan reviewers. In such cases, where the individuals are providing administrative supervision, the supervisors are not required to be certified as commercial plumbing inspectors or to be licensed plumbers.

**Note:** The requirements for review of plumbing plans by agent municipalities are contained in s. Comm 82.20 (2).

(b) 1. Under par. (a) 1., individuals who, under a supervisor, conduct plumbing inspections and plumbing plan reviews shall hold a certification as a commercial plumbing inspector, except as provided in subd. 2.

2. Individuals who, under a supervisor, conduct plumbing inspections and plumbing plan reviews for the purpose of administering and enforcing ch. Comm 25 shall hold a certification as a commercial plumbing inspector issued under this section or as a UDC-plumbing inspector issued under s. Comm 5.63.

**(2) APPLICATION FOR EXAMINATION.** A person applying to take a commercial plumbing inspector certification examination shall submit all of the following:

(a) An application in accordance with s. Comm 5.01.

(b) An application fee and examination fee in accordance with s. Comm 5.02, Table 5.02.

**(3) EXAMINATION.** Except as provided in sub. (4) (b) and (c), a person seeking to obtain a commercial plumbing inspector certification shall take and pass an examination in accordance with s. Comm 5.09.

**(4) APPLICATION FOR CERTIFICATION.** (a) Upon notification of the successful passage of the examination for a commercial plumbing inspector certification, a person may obtain the certification by submitting an application and the certification fee in accordance with ss. Comm 5.01 and 5.09 (7) (c).

(b) A person may apply for certification as a certified commercial plumbing inspector by submitting an application, an application fee and the certification fee in accordance with ss. Comm 5.01 and 5.02 and one of the following:

1. Evidence that the person holds a license as a master plumber issued under s. Comm 5.91.

2. Evidence that the person holds a license as a journeyman plumber issued under s. Comm 5.93.

(c) 1. A person may apply for certification as a certified commercial plumbing inspector by submitting an application, an application fee and the certification fee in accordance with ss. Comm 5.01 and 5.02 and all of the following:

a. Evidence that the person holds a certification as a UDC-plumbing inspector issued under s. Comm 5.63.

b. Evidence that the person has conducted plumbing inspections of at least 50 commercial buildings.

c. Evidence that the person is employed by or under contract with a municipality to provide plumbing inspection services.

2. This paragraph shall not apply after August 1, 2005.

**(5) RESPONSIBILITIES.** A person who inspects plumbing as a certified commercial plumbing inspector shall:

(a) Maintain a record of the inspections made including the dates and the findings of the inspections;

(b) Provide a copy of the inspection report to the property owner or his or her agent; and

(c) Make his or her inspection records available to the department upon request.

**(6) RENEWAL.** (a) A person may renew his or her certification as a commercial plumbing inspector. A commercial plumbing inspector certification shall be renewed in accordance with s. Comm 5.07.

(b) 1. The renewal of a certification as a certified commercial plumbing inspector shall be contingent upon the commercial plumbing inspector obtaining at least 24 hours of acceptable continuing education within the time period specified in s. Comm 5.08 and Table 5.06, except as provided in subd. 2.

2. A person who holds a certification as a certified commercial plumbing inspector may apply to the department for waiver of the continuing education requirements under subd. 1. on the grounds of prolonged illness or disability or similar circumstances. The department shall consider each application for waiver individually on its merits.

**History:** CR 03-075: cr. Register June 2004 No. 582, eff. 8-1-04, except (1) is eff. 2-1-05.

**Comm 5.63 Dwelling inspectors. (1) GENERAL.** (a)

Pursuant to s. 101.66 (2), Stats., no person may conduct the inspection of one- and 2-family dwellings for the purpose of administering and enforcing chs. Comm 20 to 25 unless the person holds one or more of the following certifications issued by the department:

- 1. Certified UDC-construction inspector.



2. Certified UDC–electrical inspector.
3. Certified UDC–HVAC inspector.
4. Certified UDC–plumbing inspector.
5. Certified soil erosion inspector.
6. Certified commercial electrical inspector.
7. Certified commercial plumbing inspector.

**Note:** Pursuant to s. 101.14 (1) (bm), Stats., deputies of the department may perform inspections for smoke detector installation and maintenance without holding a certification issued by the department.

(b) A person who holds a certification as a:

1. Certified UDC–construction inspector may inspect one– and 2–family dwellings for the purpose of administering and enforcing chs. Comm 20 to 22.
2. Certified UDC–electrical inspector or certified commercial electrical inspector may inspect one– and 2–family dwellings for the purpose of administering and enforcing chs. Comm 16 and 24.
3. Certified UDC–HVAC inspector may inspect one– and 2–family dwellings for the purpose of administering and enforcing ch. Comm 23.
4. Certified UDC–plumbing inspector or certified commercial plumbing inspector may inspect one– and 2–family dwellings for the purpose of administering and enforcing chs. Comm 25, 82 and 84.
5. Certified soil erosion inspector may inspect one– and 2–family dwellings for the purpose of administering and enforcing s. Comm 21.125.

**(2) APPLICATION FOR EXAMINATION.** A person applying to take a UDC–construction inspector certification examination, UDC–electrical inspector certification examination, UDC–HVAC inspector certification examination, or UDC–plumbing inspector certification examination shall submit all of the following:

- (a) An application in accordance with s. Comm 5.01.
- (b) An application fee and examination fee in accordance with s. Comm 5.02, Table 5.02.

**(3) EXAMINATION.** Except as provided in sub. (4) (a) 2., (b) 2. and (c) 2., a person seeking to obtain a UDC–construction inspector certification, UDC–electrical inspector certification, UDC–HVAC inspector certification, or UDC–plumbing inspector certification shall take and pass an examination in accordance with s. Comm 5.09.

**(4) APPLICATION FOR CERTIFICATIONS.** (a) *UDC–construction.*

1. Upon notification of the successful passage of the examination for a UDC–construction inspector certification, a person may obtain the certification by submitting an application and the certification fee in accordance with ss. Comm 5.01 and 5.09 (7) (c).

2. A person may apply for certification as a certified UDC–construction inspector by submitting all of the following:

- a. An application, an application fee and the certification fee in accordance with ss. Comm 5.01 and 5.02.
- b. Evidence that the person holds a certification as a commercial building inspector issued under s. Comm 5.61.

(b) *UDC–electrical.* 1. Upon notification of the successful passage of the examination for a UDC–electrical inspector certification, a person may obtain the certification by submitting an application and the certification fee in accordance with ss. Comm 5.01 and 5.09 (7) (c).

2. A person may apply for certification as a certified UDC–electrical inspector by submitting an application, an application fee and the certification fee in accordance with ss. Comm 5.01 and 5.02 and one of the following:

- a. Evidence that the person holds a certification as a journeyman electrician issued under s. Comm 5.44.
- b. Evidence that the person holds a certification issued under the International Association of Electrical Inspectors/National

Fire Protection Association certification program as a certified electrical inspector–residential.

(c) *UDC–HVAC.* 1. Upon notification of the successful passage of the examination for a UDC–HVAC inspector certification, a person may obtain the certification by submitting an application and the certification fee in accordance with ss. Comm 5.01 and 5.09 (7) (c).

2. A person may apply for certification as a certified UDC–HVAC inspector by submitting an application, an application fee and the certification fee in accordance with ss. Comm 5.01 and 5.02 and one of the following:

- a. Evidence that the person holds a certification as an HVAC qualifier issued under s. Comm 5.71.
- b. Evidence that the person holds a certification as a commercial building inspector issued under s. Comm 5.61.

(d) *UDC–plumbing.* Upon notification of the successful passage of the examination for a UDC–plumbing inspector certification, a person may obtain the certification by submitting an application and the certification fee in accordance with ss. Comm 5.01 and 5.09 (7) (c).

(e) *Soil erosion.* A person may apply for certification as a certified soil erosion inspector by submitting all of the following:

1. An application, an application fee and the certification fee in accordance with ss. Comm 5.01 and 5.02.
2. Evidence that the person has completed an approved training course on soil erosion control standards.

**(5) RESPONSIBILITIES.** A person who inspects one– and 2–family dwellings as a certified UDC–construction inspector, certified UDC–electrical inspector, certified UDC–HVAC inspector, certified UDC–plumbing inspector, or certified soil erosion inspector shall:

- (a) Maintain a record of the inspections made including the dates and the findings of the inspections;
- (b) Provide a copy of the inspection report to the property owner or his or her agent, and
- (c) Make available to the department upon request his or her inspection records.

**(6) RENEWAL.** (a) 1. A person may renew his or her certification as a UDC–construction inspector, UDC–electrical inspector, UDC–HVAC inspector, UDC–plumbing inspector or soil erosion inspector.

2. An inspector certification under this section shall be renewed in accordance with s. Comm 5.07.

(b) 1. a. The renewal of a certification as a certified UDC–construction inspector, certified UDC–electrical inspector, certified UDC–HVAC inspector, or certified UDC–plumbing inspector which has an expiration date on or before June 30, 2006 shall be contingent upon the inspector obtaining at least 12 hours of acceptable continuing education within the time period specified in s. Comm 5.08 and Table 5.06, except as provided in subd. 2.

b. The renewal of a certification as a certified UDC–construction inspector, certified UDC–electrical inspector, certified UDC–HVAC inspector, or certified UDC–plumbing inspector which has an expiration date after June 30, 2006 shall be contingent upon the inspector obtaining at least 24 hours of acceptable continuing education within the time period specified in s. Comm 5.08 and Table 5.06, except as provided in subd. 2.

2. A person who holds a certification as a certified UDC–construction inspector, certified UDC–electrical inspector, certified UDC–HVAC inspector, or certified UDC–plumbing inspector may apply to the department for waiver of the continuing education requirements under subd. 1. on the grounds of prolonged illness or disability or similar circumstances. Each application for waiver shall be considered individually on its merits by the department.

3. A person who initially obtained his or her UDC–construction inspector certification or UDC–HVAC inspector certification

by providing evidence of certification as a commercial building inspector and whose request to renew his or her certification is denied because of the failure to fulfill the continuing education requirements of subd. 1., shall be required to take and pass the UDC–construction inspector certification examination or UDC–HVAC inspector certification examination in order to reacquire the respective UDC inspector certification.

**History:** Cr. Register, October, 1996, No. 490, eff. 11–1–96; am. (1) (a) (intro.), (5) (a), (6) (b), 2., Register, March, 1998, No. 507, eff. 4–1–98; am. (1) (a) (intro.), (b) (intro.), (4) (a) and (b) 1., r. (6) (b), renum. (6) (c) to be (6) (b) and am., Register, April, 2000, No. 532, eff. 5–1–00; corrections in (1) (a) and (b) 1. made under s. 13.93 (2m) (b) 7., Stats., Register, April, 2000, No. 532; CR 03–075: am. (1) (a), (b) 2., 4. and (3), r. and recr. (4) and (6) (b) 1., cr. (6) (b) 3. Register June 2004 No. 582, eff. 8–1–04.

**Comm 5.635 UDC inspection agency. (1) GENERAL.**

No person may engage in or offer to engage in the activities of facilitating plan review, issuance of Wisconsin uniform building permits, or inspection of one– and 2–family dwellings in a municipality where the department has jurisdiction pursuant to s. 101.651 (3) (b), Stats., unless the person obtains a registration from the department as a registered UDC inspection agency.

**Note:** Section 990.01 (26), Stats., states that the term “person” includes all partnerships, associations and bodies politic or corporate.

**(2) APPLICATION FOR REGISTRATION.** A person applying for a UDC inspection agency registration shall submit all of the following:

- (a) An application in accordance with s. Comm 5.01.
- (b) An application fee and a registration fee in accordance with s. Comm 5.02, Table 5.02.

**(3) QUALIFICATIONS FOR REGISTRATION.** The person applying for a UDC inspection agency registration shall be the owner of the business, a partner in the business applying on behalf of a partnership, or the chairman of the board or chief executive officer applying on behalf of the corporation.

**(4) RESPONSIBILITIES.** A person who is responsible for facilitating plan review, issuance of Wisconsin uniform building permits and the inspections for one– and 2–family dwellings as a registered UDC inspection agency shall be responsible for all of the following:

- (a) Utilizing persons appropriately certified under s. Comm 5.63 to review the plans, issue the permits and conduct the inspections.
- (b) Making the records relative to the plan review, issuance of permits and inspections available to the department upon request.
- (c) Providing inspection services for all inspections required under s. Comm 20.10.
- (d) Cooperating with the department in any program monitoring, enforcement activities, and investigations.
- (e) Following all procedures established by the department for UDC enforcement by inspection agencies.
- (f) Reporting to the department in writing when the agency has been dismissed by the owner or builder.
- (g) Making any records associated with their permit, plan review and inspection activities available to the permit holder upon request.

**(5) RENEWAL.** (a) A person may renew his or her registration as a UDC inspection agency.

(b) A UDC inspection agency registration shall be renewed in accordance with s. Comm 5.07.

**History:** CR 00–159: cr. Register September 2001 No. 549 eff. 10–1–01.

**Comm 5.64 Elevator inspectors. (1) GENERAL.** No person, as an authorized representative of the department, may provide inspections required under ch. Comm 18 unless the person holds a certification issued by the department as a certified elevator inspector.

**(2) METHODS TO OBTAIN CERTIFICATION.** A person may obtain a certification as a certified elevator inspector by either one of the following:

(a) Taking and passing an examination in accordance with s. Comm 5.09.

(b) Providing evidence the person holds a current certification as an elevator inspector meeting the qualification requirements of the American Society of Mechanical Engineers (ASME) A17.1, Standard for the Qualification of Elevator Inspectors (QEI) – 1.

**(3) APPLICATION FOR EXAMINATION.** A person applying to take a elevator inspector certification examination shall submit all of the following:

- (a) An application in accordance with s. Comm 5.01.
- (b) An application fee and examination fee in accordance with s. Comm 5.02, Table 5.02.

**(4) APPLICATION FOR CERTIFICATION.** (a) Upon notification of the successful passage of the examination for an elevator inspector certification, a person may obtain the certification by submitting an application and the certification fee in accordance with ss. Comm 5.01 and 5.09 (7) (c).

(b) A person may apply for a certification as a certified elevator inspector by submitting all of the following:

1. An application, an application fee and the certification fee in accordance with ss. Comm 5.01 and 5.02.

2. Evidence that the person holds a certification as an ASME QEI–1 elevator inspector.

**(5) RESPONSIBILITIES.** A person who inspects elevators as a certified elevator inspector shall:

- (a) Maintain a record of the inspections made including the dates and the findings of the inspections;
- (b) Provide a copy of the inspection record to the elevator owner or his or her agent; and
- (c) Make available to the department upon request his or her inspection records.

**(6) RENEWAL.** (a) A person may renew his or her certification as an elevator inspector.

(b) An elevator inspector certification shall be renewed in accordance with s. Comm 5.07.

(c) 1. a. The renewal of a certification as a certified elevator inspector which has an expiration date on or before December 31, 2005 shall be contingent upon the elevator inspector obtaining at least 12 hours of acceptable continuing education within the time period specified in s. Comm 5.08 and Table 5.06, except as provided in subd. 2.

b. The renewal of a certification as a certified elevator inspector which has an expiration date after December 31, 2005 shall be contingent upon the elevator inspector obtaining at least 24 hours of acceptable continuing education within the time period specified in s. Comm 5.08 and Table 5.06, except as provided in subd. 2.

2. A person who holds a certification as a certified elevator inspector may apply to the department for waiver of the continuing education requirements under subd. 1. on the grounds of prolonged illness or disability or similar circumstances. Each application for waiver shall be considered individually on its merits by the department.

**History:** Cr. Register, October, 1996, No. 490, eff. 11–1–96; r. and recr. (1), renum. (2) and (3) to be (3) and (2) and r. and recr. (2) and (4), cr. (6) (c), Register, January, 1998, No. 505, eff. 2–1–98; am. (5) (c), Register, March, 1998, No. 507, eff. 4–1–98; am. (1), (2) (intro.), (4) and (6) (c) 2., Register, April, 2000, No. 532, eff. 5–1–00; CR 03–075: r. and recr. (6) (c) 1. Register June 2004 No. 582, eff. 8–1–04.

**Comm 5.66 POWTS inspectors. (1) GENERAL.** A person who holds a certification issued by the department as a certified POWTS inspector or a commercial plumbing inspector may inspect privately owned wastewater treatment systems, POWTS, for the purpose of administering and enforcing the provisions of

chs. Comm 81 to 87, as an authorized representative of the department or a local governmental unit.

**(2) APPLICATION FOR EXAMINATION.** A person applying to take a POWTS inspector certification examination shall submit all of the following:

- (a) An application in accordance with s. Comm 5.01.
- (b) An application fee and examination fee in accordance with s. Comm 5.02, Table 5.02.

**(3) EXAMINATION.** Except as provided in sub. (4) (b), a person seeking to obtain a POWTS inspector certification shall take and pass an examination in accordance with s. Comm 5.09.

**(4) APPLICATION FOR CERTIFICATION.** (a) Upon notification of the successful passage of the examination for a POWTS inspector certification, a person may obtain the certification by submitting an application and the certification fee in accordance with ss. Comm 5.01 and 5.09 (7) (c).

(b) A person may apply for a certification as a certified POWTS inspector by submitting an application, an application fee and the certification fee in accordance with ss. Comm 5.01 and 5.02 and one of the following:

- 1. Evidence that the person holds a license as a master plumber issued under s. Comm 5.91.
- 2. Evidence that the person holds a license as a master plumber–restricted service issued under s. Comm 5.92.
- 3. Evidence that the person holds a license as a journeyman plumber issued under s. Comm 5.93.
- 4. Evidence that the person holds a license as a journeyman plumber–restricted service issued under s. Comm 5.94.

**(5) RESPONSIBILITIES.** A person who inspects privately owned wastewater treatment systems as a certified POWTS inspector shall:

- (a) Maintain a record of the inspections made including the dates and the findings of the inspections;
- (b) Provide a copy of the inspection record to the privately owned wastewater treatment system owner or his or her agent; and
- (c) Make available to the department upon request his or her inspection records.

**(6) RENEWAL.** (a) 1. A person may renew his or her certification as a POWTS inspector.

2. A POWTS inspector certification shall be renewed in accordance with s. Comm 5.07.

(b) 1. a. The renewal of a certification as a certified POWTS inspector which has an expiration date on or before June 30, 2006 shall be contingent upon the POWTS inspector obtaining at least 6 hours of acceptable continuing education within the time period specified in s. Comm 5.08 and Table 5.06, except as provided in subd. 2.

b. The renewal of a certification as a certified POWTS inspector which has an expiration date after June 30, 2006 shall be contingent upon the POWTS inspector obtaining at least 12 hours of acceptable continuing education within the time period specified in s. Comm 5.08 and Table 5.06, except as provided in subd. 2.

2. A person who holds a certification as a certified POWTS inspector may apply to the department for waiver of the continuing education requirements under subd. 1. on the grounds of prolonged illness or disability or similar circumstances. Each application for waiver shall be considered individually on its merits by the department.

**History:** Cr. Register, October, 1996, No. 490, eff. 11–1–96; am. (5) (c), (6) (a) 2., (b) 2., March, 1998, No. 507, eff. 4–1–98; am. (1) and (4), r. (6) (b), renum. (6) (c) to be (6) (b) and am., Register, April, 2000, No. 532, eff. 5–1–00; CR 03–075: am. (1) and (3), renum. (4) to be (4) (a), cr. (4) (b), r. and recr. (6) (b) 1. Register June 2004 No. 582, eff. 8–1–04.

### Comm 5.67 Rental weatherization inspectors.

**(1) GENERAL.** No person may inspect rental units to determine compliance with ch. Comm 67 unless the person holds a certifica-

tion issued by the department as a certified rental weatherization inspector.

**(2) APPLICATION FOR EXAMINATION.** A person applying to take a rental weatherization inspector certification examination shall submit all of the following:

- (a) An application in accordance with s. Comm 5.01.
- (b) An application fee and examination fee in accordance with s. Comm 5.02, Table 5.02.

**(3) EXAMINATION.** A person seeking to obtain a rental weatherization inspector certification shall take and pass an examination in accordance with s. Comm 5.09.

**(4) APPLICATION FOR CERTIFICATION.** Upon notification of the successful passage of the examination for a rental weatherization inspector certification, a person may obtain the certification by submitting an application and the certification fee in accordance with ss. Comm 5.01 and 5.09 (7) (c).

**(5) RESPONSIBILITIES.** A person who inspects rental units as a certified rental weatherization inspector shall:

- (a) Maintain a record of the inspections made including the dates and the findings of the inspections;
- (b) Provide a copy of the inspection record to the rental property owner or his or her agent; and
- (c) Make available to the department upon request his or her inspection records.

**(6) RENEWAL.** (a) 1. A person may renew his or her certification as a rental weatherization inspector.

2. A rental weatherization inspector certification shall be renewed in accordance with s. Comm 5.07.

**History:** Cr. Register, October, 1996, No. 490, eff. 11–1–96; am. (5) (c) and (6) (b) 2., cr. (6) (c), Register, March, 1998, No. 507, eff. 4–1–98; am. (1) and (4), r. (6) (b), renum. (6) (c) to be (6) (b) and am., Register, April, 2000, No. 532, eff. 5–1–00; CR 03–075: r. (6) (b) Register June 2004 No. 582, eff. 8–1–04.

### Comm 5.68 Tank system inspectors. (1) GENERAL.

No person may inspect a tank system which has held or will hold flammable or combustible liquids to determine compliance with ch. Comm 10 unless the person holds a certification issued by the department as a certified tank system inspector.

**(2) APPLICATION FOR EXAMINATION.** A person applying to take a tank system inspector certification examination shall submit all of the following:

- (a) An application in accordance with s. Comm 5.01.
- (b) An application fee and examination fee in accordance with s. Comm 5.02, Table 5.02.

**(3) QUALIFICATIONS FOR EXAMINATION.** A person applying to take a tank system inspector certification examination shall have completed an approved educational course or training program.

**(4) EXAMINATION.** A person seeking to obtain a tank system inspector certification shall take and pass an examination in accordance with s. Comm 5.09.

**(5) APPLICATION FOR CERTIFICATION.** Upon notification of successfully passing the examination for a tank system inspector certification, a person may obtain the certification by submitting an application and the certification fee in accordance with ss. Comm 5.01 and 5.09 (7) (c).

**(6) RESPONSIBILITIES.** A person who inspects tank systems as a certified tank system inspector shall:

- (a) Maintain a record of the inspections made including the dates and the findings of the inspections;
- (b) Provide a copy of the inspection report to the owner of the tank system or his or her agent; and
- (c) Make available to the department upon request his or her tank system inspection records.

**(7) RENEWAL.** (a) 1. A person may renew his or her certification as a tank system inspector.

2. A tank system inspector certification shall be renewed in accordance with s. Comm 5.07.

(b) 1. The renewal of a certification as a certified tank system inspector which has an expiration date after December 31, 1999 shall be contingent upon the inspector obtaining at least 12 hours of acceptable continuing education within the time period specified in s. Comm 5.08 and Table 5.06, except as provided in subd. 2.

2. A person who holds a certification as a certified tank system inspector may apply to the department for waiver of the continuing education requirements under subd. 1. on the grounds of prolonged illness or disability or similar circumstances. Each application for waiver shall be considered individually on its merits by the department.

**History:** Cr. Register, October, 1996, No. 490, eff. 11-1-96; am. (2) (b), r. and recr. (4) and (7) (a), Register, 1998, eff. 4-1-98; am. (1), (5) and (7) (b), Register, April, 2000, No. 532, eff. 5-1-00.

### Subchapter VII — Mechanical

**Comm 5.70 HVAC contractors. (1) GENERAL.** (a) Pursuant to ss. 101.177 (2) and (3) (a) and 101.178 (2), Stats., no person, entity or business may engage or offer to engage in the activity of installing or servicing heating, ventilating or air conditioning equipment, except as provided in par. (b), or installing or servicing refrigeration equipment that would release or may release ozone-depleting refrigerant or sell for reuse used ozone-depleting refrigerant from refrigeration equipment, unless the person, entity or business holds a registration issued by the department as a registered HVAC contractor.

(b) 1. A person, entity or business is not required to hold a registration as a registered HVAC contractor to service existing heating, ventilating or air conditioning equipment or systems within facilities or properties owned by the person or entity.

2. A person, entity or business is not required to hold a registration as a registered HVAC contractor for electrical or plumbing work associated with the installation or servicing of HVAC equipment or systems.

**(2) APPLICATION FOR REGISTRATION.** A person applying for an HVAC contractor registration shall submit all of the following:

(a) An application in accordance with s. Comm 5.01.

(b) An application fee and a registration fee in accordance with s. Comm 5.02, Table 5.02.

**(3) QUALIFICATIONS FOR REGISTRATION.** The person applying for an HVAC contractor registration shall be the owner of the contracting business, a partner in the contracting business applying on behalf of a partnership, or the chairman of the board or chief executive officer applying on behalf of the contracting corporation.

**(4) RESPONSIBILITIES.** For any HVAC equipment installation that requires a uniform building permit under s. Comm 20.08, a person, entity or business which holds an HVAC contractor registration may not commence installation of HVAC equipment until a permit is issued for the installation.

**Note:** Chs. Comm 20 to 25 apply to one- and 2-family dwellings and manufactured dwellings. The department's uniform building permit is issued either by the municipality in which the dwelling is located or by a UDC inspection agency where the municipality does not administer the Uniform Dwelling Code.

**(5) RENEWAL.** (a) 1. A person may renew his or her registration as an HVAC contractor.

2. An HVAC contractor registration shall be renewed in accordance with s. Comm 5.07.

(b) A person, entity or business upon expiration of their registration to handle ozone-depleting refrigerants may renew the registration as an HVAC contractor in accordance with s. Comm 5.07.

**History:** Cr. Register, October, 1996, No. 490, eff. 11-1-96; am. (1) (b) 3., Register, March, 1998, No. 507, eff. 4-1-98; am. (1) (a), (b) 1., 2. and (2) (b), r. (1) (b) 3. and 4., Register, April, 2000, No. 532, eff. 5-1-00; CR 03-075: renum. (4) to be (5), cr. (4) Register June 2004 No. 582, eff. 8-1-04.

**Comm 5.71 HVAC qualifiers. (1) GENERAL.** (a) Pursuant to s. 101.178 (3), Stats., an individual may obtain in accordance with this section an HVAC qualifier certification from the

department relative to the business of installing or servicing heating, ventilating or air conditioning equipment.

(b) A person or entity who utilizes a person who holds an HVAC qualifier certification under this section shall be deemed to be a certified HVAC business and pursuant to s. 101.178 (3) (c), Stats., may not be required to obtain a local certification, license or other approval in order to engage in the business of installing or servicing heating, ventilating or air conditioning equipment.

**(2) APPLICATION FOR EXAMINATION.** A person applying to take HVAC qualifier certification examination shall submit all of the following:

(a) An application in accordance with s. Comm 5.01.

(b) An application fee and examination fee in accordance with s. Comm 5.02, Table 5.02.

**(3) QUALIFICATIONS FOR EXAMINATION.** A person applying for an HVAC qualifier certification examination shall have completed:

(a) At least 1000 hours per year for at least 4 years of experience in supervising or performing the design, installation, servicing or maintenance of HVAC systems or equipment;

(b) At least 4 years of attendance in a school of mechanical engineering or in an accredited college, university, or technical, vocational or apprenticeship school in an HVAC-related program; or

(c) Any combination of 4 years of experience recognized under par. (a) and education recognized under par. (b).

**(4) EXAMINATION.** A person seeking to obtain an HVAC qualifier certification shall take and pass an examination in accordance with s. Comm 5.09.

**(5) APPLICATION FOR CERTIFICATION.** Upon notification of the successful passage of the examination for HVAC qualifier certification, a person may obtain the certification by submitting an application and the certification fee in accordance with ss. Comm 5.01 and 5.09 (7) (c).

**(6) RESPONSIBILITIES.** For any HVAC equipment installation that requires a uniform building permit under s. Comm 20.08, a person who holds an HVAC qualifier certification may not commence installation of HVAC equipment until a permit is issued for the installation.

**Note:** Chs. Comm 20 to 25 apply to one- and 2-family dwellings and manufactured dwellings. The department's uniform building permit is issued either by the municipality in which the dwelling is located or by a UDC inspection agency where the municipality does not administer the Uniform Dwelling Code.

**(7) RENEWAL.** (a) A person may renew his or her HVAC qualifier certification.

(b) An HVAC qualifier certification shall be renewed in accordance with s. Comm 5.07.

**History:** Cr. Register, October, 1996, No. 490, eff. 11-1-96; am. (5), Register, April, 2000, No. 532, eff. 5-1-00; CR 03-075: renum. (6) to be (7), cr. (6) Register June 2004 No. 582, eff. 8-1-04.

### Comm 5.72 Refrigerant handling technicians.

**(1) GENERAL.** Pursuant to s. 101.177 (4), Stats., no person may install or service a piece of refrigeration equipment that would release or may release an ozone-depleting refrigerant unless the person holds a certification issued by the department as a certified refrigerant handling technician.

**(2) APPLICATION FOR CERTIFICATION.** A person applying for a refrigerant handling technician certification shall submit all of the following:

(a) An application in accordance with s. Comm 5.01.

(b) An application fee and a certification fee in accordance with s. Comm 5.02, Table 5.02.

**(3) QUALIFICATIONS FOR CERTIFICATION.** A person applying for a refrigerant handling technician certification shall hold a Type I, II, III or Universal technician certification issued in accordance with section 608 of the federal Clean Air Act and title 40 CFR part 82, subpart F.

**(4) RESPONSIBILITIES.** A person who installs or services a piece of refrigeration equipment as a certified refrigerant handling technician shall comply with the responsibilities under s. 101.177 (2), Stats.

*Note:* See the appendix for a reprint of s. 101.177 (2), Stats.

**(5) EXPIRATION SUNSET.** All certifications for certified refrigerant handling technicians issued by the department prior to November 1, 1996, shall expire on a date specified in writing by the department.

(a) 1. The expiration date specified by the department shall be no earlier than December 31, 1996 and no later than December 31, 1999.

2. The expiration date specified by the department for any certified refrigerant handling technician shall not be less than 3 years from the issuance of the original certification.

(b) 1. The department shall send an expiration notice to each individual certified prior to November 1, 1996.

2. The expiration notice shall be sent to the address of each certified refrigerant handling technician on file with the department.

3. Failure to receive a notice of expiration shall not be considered as an excuse for failure to renew a certification.

(c) Failure to renew a certification that was issued prior to November 1, 1996, shall be considered as a surrender of the certification to install or service mechanical refrigeration equipment with ozone-depleting refrigerants.

**(6) RENEWAL.** (a) A person may renew his or her certification as a refrigerant handling technician.

(b) A refrigerant handling technician certification shall be renewed in accordance with s. Comm 5.07.

*History:* Cr. Register, October, 1996, No. 490, eff. 11-1-96; am. (1), r. and recr. (4), Register, March, 1998, No. 507, eff. 4-1-98; am. (1), (2) (b), (3), (5) (intro.) and (a) 2., Register, April, 2000, No. 532, eff. 5-1-00; CR 03-075: am. (3) Register June 2004 No. 582, eff. 8-1-04.

**Subchapter VIII — Storage Tanks**

**Comm 5.80 PECFA consulting firms. (1) GENERAL.**

(a) A corporation, partnership, sole proprietor or independent contractor that performs or provides professional level engineering or hydrogeological services related to a claim submitted for reimbursement under the PECFA program, ch. Comm 47, shall hold a registration issued by the department as a registered PECFA consulting firm.

*Note:* See chs. 443 and 470, Stats., for additional requirements relating to the practice of professional engineering; and the practices of professional geology, professional hydrology, and professional soil science, respectively.

(b) The services referred to in par. (a) include but are not limited to:

1. Conducting site investigations;
2. Preparing remedial action plans and alternatives;
3. Designing and supervising the installation of remedial systems; and
4. Planning for passive bio-remediation with long term monitoring.
5. Preparing and submitting bids in the competitive public bidding process prescribed in ch. Comm 47.

**(2) APPLICATION FOR REGISTRATION.** An entity applying for a PECFA consulting firm registration shall submit all of the following:

- (a) An application in accordance with s. Comm 5.01.
- (b) An application fee and a registration fee in accordance with s. Comm 5.02, Table 5.02.
- (c) Proof of employing at least one Wisconsin-registered PECFA consultant.
- (d) Proof of being registered by the department of regulation and licensing to engage in the practice of professional engineering, geology, hydrology, or soil science.

**(3) QUALIFICATIONS FOR REGISTRATION.** The person applying for a PECFA consulting firm registration shall be the owner of the consulting business, a partner in the consulting business applying on behalf of a partnership, or the chairman of the board or chief executive officer applying on behalf of the consulting corporation.

**(4) RESPONSIBILITIES.** (a) An entity that performs or provides professional level engineering, geological, hydrological, or soil science services related to a claim submitted for reimbursement under the PECFA program, ch. Comm 47, as a registered PECFA consulting firm shall do all of the following:

1. Ensure that only Wisconsin-registered professional engineers, professional geologists, professional hydrologists, or professional soil scientists perform professional-level engineering, geological, hydrological, or soil science services related to the PECFA program, unless those services are under the supervision of those professionals.

2. Ensure that only PECFA consultants who are so registered under this chapter perform the services referenced in s. Comm 5.81.

3. Hold errors and omissions professional liability coverage, including pollution impairment liability, of no less than \$1,000,000 per claim, \$1,000,000 annual aggregate and with a deductible of no more than \$100,000 per claim, except as provided in par. (b).

(b) A consulting firm may request the department's approval of an alternate mechanism for meeting the requirement of the maximum deductible in par. (a) 3. The department shall review the request and determine whether it meets the requirement of the rule.

(c) The insurance coverage required under this subsection shall be obtained from a firm that has an A.M. Best rating of at least "A-."

**(5) RENEWAL.** (a) An entity may renew their registration as a PECFA consulting firm.

(b) A PECFA consulting firm registration shall be renewed in accordance with s. Comm 5.07.

(c) The renewal of a registration as a PECFA consulting firm shall be contingent upon all of the following:

1. Employing at least one Wisconsin-registered PECFA consultant.
2. Being registered by the department of regulation and licensing to engage in the practice of professional engineering, geology, hydrology, or soil science.

*History:* Cr. Register, October, 1996, No. 490, eff. 11-1-96; am. (1) (a) and (2) (b), Register, April, 2000, No. 532, eff. 5-1-00; CR 04-058: cr. (1) (b) 5., (2) (c) and (d), (4) (a) 2., (b), (c), and (5) (c), r. (5) (b), renum. and am. (4) (intro.), (a) and (b) and (5) (a) 1. and 2. to be (4) (a) (intro.), 1. and 3. and (5) (a) and (b) Register February 2006 No. 602, eff. 5-1-06.

**Comm 5.81 PECFA consultants. (1) GENERAL.**

(a) A person who performs or provides professional level investigation, interpretation, design or technical project management services related to a claim submitted for reimbursement under the PECFA program, ch. Comm 47, shall hold a registration issued by the department as a registered PECFA consultant.

*Note:* See chs. 443 and 470, Stats., for additional requirements relating to the practice of professional engineering; and the practices of professional geology, professional hydrology, and professional soil science, respectively.

(b) The services referred to in par. (a) include but are not limited to:

1. Conducting site investigations;
2. Preparing remedial action plans and alternatives; or
3. Interpretation of data for passive or active bio-remediation systems.

**(2) APPLICATION FOR REGISTRATION.** A person applying for a PECFA consultant registration shall submit all of the following:

- (a) An application in accordance with s. Comm 5.01.

(b) An application fee and a registration fee in accordance with s. Comm 5.02, Table 5.02

(c) Proof of being registered by the department of regulation and licensing as a professional engineer, professional geologist, professional hydrologist, or professional soil scientist, or proof of being supervised by a person who is so registered.

**(3) RESPONSIBILITIES.** A person who performs or provides professional level investigation, interpretation, design or technical project management services related to a claim submitted for reimbursement under the PECFA program, ch. Comm 47, as a registered PECFA consultant shall either hold or be covered by errors and omissions professional liability coverage, including pollution impairment liability, of no less than \$1,000,000 per claim, \$1,000,000 annual aggregate and with a deductible of no more than \$100,000 per claim.

**(4) RENEWAL.** (a) A person may renew his or her registration as a PECFA consultant.

(b) A PECFA consultant registration shall be renewed in accordance with s. Comm 5.07.

(c) The renewal of a registration as a PECFA consultant shall be contingent upon being registered by the department of regulation and licensing as a professional engineer, professional geologist, professional hydrologist, or professional soil scientist, or proof of being supervised by a person who is so registered.

**History:** Cr. Register, October, 1996, No. 490, eff. 11-1-96; am. (1) (a) and (2) (b), Register, April, 2000, No. 532, eff. 5-1-00; **CR 04-058: cr. (2) (c) and (4) (c), r. (4) (b), renum. (4) (a) 1. and 2. to be (4) (a) and (b) Register February 2006 No. 602, eff. 5-1-06.**

**Comm 5.82 Tank specialty firms. (1) GENERAL.** A corporation, partnership, sole proprietor or independent contractor that provides or offers to provide storage tank system installation, removal, testing, lining, cleaning or site assessments shall hold a registration issued by the department as a registered specialty tank firm.

**(2) APPLICATION FOR REGISTRATION.** An entity applying for a specialty tank firm registration shall submit all of the following:

(a) An application in accordance with s. Comm 5.01.

(b) An application fee and a registration fee in accordance with s. Comm 5.02, Table 5.02.

**(3) QUALIFICATIONS FOR REGISTRATION.** The person applying for a specialty tank firm registration shall be the owner of the business, a partner in the business applying on behalf of a partnership, or the chairman of the board or chief executive officer applying on behalf of the corporation.

**(4) RESPONSIBILITIES.** An entity that provides storage tank system installation, removal, testing, lining, cleaning or site assessments as a registered specialty tank firm shall utilize the appropriate credentialed persons to install, remove, test, line, or clean storage tanks, or to provide site closure assessments.

**(5) RENEWAL.** (a) 1. A person may renew his or her registration as a specialty tank firm.

2. A specialty tank firm registration shall be renewed in accordance with s. Comm 5.07.

(b) The registration of an entity as a specialty tank firm that occurred prior to November 1, 1996, shall expire 2 years after November 1, 1996 unless the registration is renewed in accordance with s. Comm 5.07.

**History:** Cr. Register, October, 1996, No. 490, eff. 11-1-96; am. (5) (a) 2., Register, March, 1998, No. 507, eff. 4-1-98; am. (1) (a) and (2) (b), Register, April, 2000, No. 532, eff. 5-1-00.

**Comm 5.83 Site assessors. (1) GENERAL.** No person may conduct a site closure assessment required under s. Comm 10.734 unless the person holds a certification issued by the department as a certified site assessor.

**(2) APPLICATION FOR EXAMINATION.** A person applying to take a site assessor certification examination shall submit all of the following:

(a) An application in accordance with s. Comm 5.01.

(b) An application fee and examination fee in accordance with s. Comm 5.02, Table 5.02.

**(3) EXAMINATION.** A person seeking to obtain a site assessor certification shall take and pass an examination in accordance with s. Comm 5.09.

**(4) APPLICATION FOR CERTIFICATION.** Upon notification of successfully passing the examination for a site assessor certification, a person may obtain the certification by submitting an application and the certification fee in accordance with ss. Comm 5.01 and 5.09 (7) (c).

**(5) RENEWAL.** (a) 1. A person may renew his or her certification as a site assessor,

2. A site assessor certification shall be renewed in accordance with s. Comm 5.07.

(b) 1. The renewal of a certification as a site assessor which has an expiration date after December 31, 1999 shall be contingent upon the site assessor obtaining at least 12 hours of acceptable continuing education within the time period specified in s. Comm 5.08 and Table 5.06, except as provided in subd. 2.

2. A person who holds a certification as a site assessor may apply to the department for waiver of the continuing education requirements under subd. 1. on the grounds of prolonged illness or disability or similar circumstances. Each application for waiver shall be considered individually on its merits by the department.

**History:** Cr. Register, October, 1996, No. 490, eff. 11-1-96; am. (1) and (4), Register, April, 2000, No. 532, eff. 5-1-00.

**Comm 5.84 Aboveground tank system installers.**

**(1) GENERAL.** No person may install an aboveground tank system which is to hold flammable or combustible liquids unless:

(a) The person holds a certification issued by the department as a certified aboveground tank system installer; or

(b) The person is under the direct supervision of another person who holds a certification issued by the department as a certified aboveground tank installer.

**(2) APPLICATION FOR EXAMINATION.** A person applying to take an aboveground tank system installer certification examination shall submit all of the following:

(a) An application in accordance with s. Comm 5.01.

(b) An application fee and examination fee in accordance with s. Comm 5.02, Table 5.02.

**(3) EXAMINATION.** A person seeking to obtain an aboveground tank system installer certification shall take and pass an examination in accordance with s. Comm 5.09.

**(4) APPLICATION FOR CERTIFICATION.** Upon notification of successfully passing the examination for an aboveground tank system installer certification, a person may obtain the certification by submitting an application and the certification fee in accordance with ss. Comm 5.01 and 5.09 (7) (c).

**(5) RESPONSIBILITIES.** A person who installs or supervises the installation of tank systems as a certified aboveground tank system installer shall be present at the job site for at least all of the following activities:

(a) Preinstallation tank system testing.

(b) Inspection and repair of coatings.

(c) Placement of tanks.

(d) Installation and testing of all connections and tank-related piping including vapor recovery, vents and supply pipes.

(e) Installation of monitoring devices.

(f) Installation of pumps and dispensers.

**(6) RENEWAL.** (a) 1. A person may renew his or her certification as an aboveground tank system installer.

2. An aboveground tank system installer certification shall be renewed in accordance with s. Comm 5.07.

(b) 1. The renewal of a certification as an aboveground tank system installer which has an expiration date after December 31, 1999 shall be contingent upon the installer obtaining at least 12 hours of acceptable continuing education within the time period specified in s. Comm 5.08 and Table 5.06, except as provided in subd. 2.

2. A person who holds a certification as an aboveground tank system installer may apply to the department for waiver of the continuing education requirements under subd. 1. on the grounds of prolonged illness or disability or similar circumstances. Each application for waiver shall be considered individually on its merits by the department.

**History:** Cr. Register, October, 1996, No. 490, eff. 11-1-96; am. (1) (a), (b) and (4), Register, April, 2000, No. 532, eff. 5-1-00.

### Comm 5.85 Underground tank system installers.

**(1) GENERAL.** No person may install an underground tank system which is to hold flammable or combustible liquids unless:

(a) The person holds a certification issued by the department as a certified underground tank system installer; or

(b) The person is under the direct supervision of another person who holds a certification issued by the department as a certified underground tank system installer.

**(2) APPLICATION FOR EXAMINATION.** A person applying to take an underground tank system installer certification examination shall submit all of the following:

(a) An application in accordance with s. Comm 5.01.

(b) An application fee and examination fee in accordance with s. Comm 5.02, Table 5.02.

**(3) EXAMINATION.** A person seeking to obtain an underground tank system installer certification shall take and pass an examination in accordance with s. Comm 5.09.

**(4) APPLICATION FOR CERTIFICATION.** Upon notification of successfully passing the examination for an underground tank system installer certification, a person may obtain the certification by submitting an application and the certification fee in accordance with ss. Comm 5.01 and 5.09 (7) (c).

**(5) RESPONSIBILITIES.** A person who installs or supervises the installation of tanks as a certified underground tank system installer shall be present at the job site for at least all of the following activities:

(a) Preinstallation tank system testing.

(b) Inspection and repair of coatings.

(c) Placing of bedding material and the setting and bedding of tanks.

(d) Backfilling operations and compacting of backfill around tanks and piping.

(e) Installation of corrosion protection systems.

(f) Installation and testing of all connections and tank-related piping including vapor recovery, vents and supply pipes.

(g) Installation of leak detection devices and any monitoring wells.

(h) Testing of tanks and piping both prior to and after backfilling.

(i) Installation of pumps and dispensers.

**(6) RENEWAL.** (a) 1. A person may renew his or her certification as an underground tank system installer.

2. An underground tank system installer certification shall be renewed in accordance with s. Comm 5.07.

(b) 1. The renewal of a certification as an underground tank system installer which has an expiration date after December 31, 1999 shall be contingent upon the installer obtaining at least 12 hours of acceptable continuing education within the time period specified in s. Comm 5.08 and Table 5.06, except as provided in subd. 2.

2. A person who holds a certification as an underground tank system installer may apply to the department for waiver of the continuing education requirements under subd. 1. on the grounds of prolonged illness or disability or similar circumstances. Each application for waiver shall be considered individually on its merits by the department.

**History:** Cr. Register, October, 1996, No. 490, eff. 11-1-96; am. (1) (a), (b) and (4), Register, April, 2000, No. 532, eff. 5-1-00.

### Comm 5.86 Tank system liners. (1) GENERAL.

No person may line a tank system which has held or will hold flammable or combustible liquids unless:

(a) The person holds a certification issued by the department as a certified tank system liner; or

(b) The person is under the direct supervision of another person who holds a certification issued by the department as a certified tank system liner.

**(2) APPLICATION FOR EXAMINATION.** A person applying to take a tank system liner certification examination shall submit all of the following:

(a) An application in accordance with s. Comm 5.01.

(b) An application fee and examination fee in accordance with s. Comm 5.02, Table 5.02.

**(3) EXAMINATION.** A person seeking to obtain a tank system liner certification shall take and pass an examination in accordance with s. Comm 5.09.

**(4) APPLICATION FOR CERTIFICATION.** Upon notification of successfully passing the examination for a tank system liner certification, a person may obtain the certification by submitting an application and the certification fee in accordance with ss. Comm 5.01 and 5.09 (7) (c).

**(5) RESPONSIBILITIES.** A person who lines or supervises the lining of tanks as a certified tank system liner shall be present at the job site for at least all of the following activities:

(a) Removal of product from the tanks and making the atmosphere of the tanks inert or vapor-free.

(b) Cutting of openings in tanks.

(c) Removal and handling of sludge and other wastes from tanks.

(d) Sand blasting of the tank interior.

(e) Inspection for holes and wall thickness.

(f) Repair of holes.

(g) Coating of tanks.

(h) Testing for holidays.

(i) Testing for coating hardness.

(j) Resealing of tanks.

**(6) RENEWAL.** (a) 1. A person may renew his or her certification as a tank system liner.

2. A tank system liner certification shall be renewed in accordance with s. Comm 5.07.

(b) 1. The renewal of a certification as a tank system liner which has an expiration date after December 31, 1999 shall be contingent upon the tank system liner obtaining at least 12 hours of acceptable continuing education within the time period specified in s. Comm 5.08 and Table 5.06, except as provided in subd. 2.

2. A person who holds a certification as a tank system liner may apply to the department for waiver of the continuing education requirements under subd. 1. on the grounds of prolonged illness or disability or similar circumstances. Each application for waiver shall be considered individually on its merits by the department.

**History:** Cr. Register, October, 1996, No. 490, eff. 11-1-96; am. (1) (a), (b) and (4), Register, April, 2000, No. 532, eff. 5-1-00.

### Comm 5.87 Tank system removers and cleaners.

**(1) GENERAL.** No person may remove or clean a tank system

which has held flammable or combustible liquids, except as provided in s. Comm 10.36 (3) (a) 2., unless:

(a) The person holds a certification issued by the department as a certified tank system remover-cleaner; or

(b) The person is under the direct supervision of another person who holds a certification issued by the department as a certified tank system remover-cleaner.

**Note:** Section Comm 10.36 (3) (a) 2. indicates that certification need not be obtained for individuals performing removal or cleaning of heating fuel tanks located aboveground or in basements at one- and 2- family dwellings.

**(2) APPLICATION FOR EXAMINATION.** A person applying to take a tank system remover-cleaner certification examination shall submit all of the following:

(a) An application in accordance with s. Comm 5.01.

(b) An application fee and examination fee in accordance with s. Comm 5.02, Table 5.02.

**(3) EXAMINATION.** A person seeking to obtain a tank system remover-cleaner certification shall take and pass an examination in accordance with s. Comm 5.09.

**(4) APPLICATION FOR CERTIFICATION.** Upon notification of successfully passing the examination for a tank system remover-cleaner certification, a person may obtain the certification by submitting an application and the certification fee in accordance with ss. Comm 5.01 and 5.09 (7) (c).

**(5) RESPONSIBILITIES.** A person who removes or cleans or supervises the removing or cleaning of tanks as a certified tank system remover-cleaner shall be present at the job site for at least all of the following activities:

(a) Disconnecting and draining of piping.

(b) Capping of piping.

(c) Vapor freeing or inerting of tanks.

(d) Cleaning of tanks and handling of sludge and other wastes.

(e) Removal of tank systems from the ground and loading them for transport or filling the tank systems with an inert material.

(f) Visual inspection of the soils around the excavation or tank system location.

**(6) RENEWAL.** (a) 1. A person may renew his or her certification as a tank system remover-cleaner.

2. A tank system remover-cleaner certification shall be renewed in accordance with s. Comm 5.07.

(b) 1. The renewal of a certification as a tank system remover-cleaner which has an expiration date after December 31, 1999 shall be contingent upon the remover-cleaner obtaining at least 12 hours of acceptable continuing education within the time period specified in s. Comm 5.08 and Table 5.06, except as provided in subd. 2.

2. A person who holds a certification as a tank system remover-cleaner may apply to the department for waiver of the continuing education requirements under subd. 1. on the grounds of prolonged illness or disability or similar circumstances. Each application for waiver shall be considered individually on its merits by the department.

**History:** Cr. Register, October, 1996, No. 490, eff. 11-1-96; am. (1) (b), (6) (a) 2., Register, March, 1998, No. 507, eff. 4-1-98; am. (1) (a), (b) and (4), Register, April, 2000, No. 532, eff. 5-1-00.

**Comm 5.88 Tank system tightness testers. (1) GENERAL.** No person may conduct the tightness testing of a tank system which has held or will hold flammable or combustible liquids unless the person holds a certification issued by the department as a certified tank system tightness tester.

**(2) APPLICATION FOR CERTIFICATION.** A person applying for a tank system tightness tester certification shall submit all of the following:

(a) An application in accordance with s. Comm 5.01.

(b) An application fee and a certification fee in accordance with s. Comm 5.02, Table 5.02.

**(3) QUALIFICATIONS FOR CERTIFICATION.** (a) A person applying for a tank system tightness tester certification shall have completed training in one or more tightness test methods which have been approved under s. Comm 10.125.

(b) The test methodology training qualifying for certification shall have been provided by the person or entity that obtained the approval under s. Comm 10.125 for the methodology.

**(4) RESPONSIBILITIES.** A person who conducts tightness tests for tank systems as a certified tank system tightness tester shall:

(a) Conduct tightness tests in accordance with the material approval under s. Comm 10.125 and any additional manufacturer's instructions; and

(b) Employ only those test methodologies for which training has been obtained.

**(5) RENEWAL.** (a) A person may renew his or her certification as a tank system tightness tester.

(b) A tank system tightness tester certification shall be renewed in accordance with s. Comm 5.07.

**History:** Cr. Register, October, 1996, No. 490, eff. 11-1-96; am. (5) (b), Register, March, 1998, No. 507, eff. 4-1-98; am. (1) and (2) (b), Register, April, 2000, No. 532, eff. 5-1-00.

### Subchapter IX — Plumbing

**Comm 5.90 Plumbing. (1)** (a) Except as provided under s. 145.06 (4), Stats., and pursuant to s. 145.06, Stats., no person may install plumbing unless the person holds a license or registration issued by the department as a licensed master plumber, licensed master plumber-restricted, licensed journeyman plumber, licensed journeyman plumber-restricted, registered plumbing apprentice, registered plumbing learner-restricted, registered utility contractor or registered pipelayer.

(b) 1. Pursuant to s. 145.14, Stats., the plumbing activities that may be undertaken by a person who holds a license or registration as a licensed master plumber-restricted service, licensed journeyman plumber-restricted service or a registered plumbing learner-restricted service shall be limited to the installation or modification of all of the following:

a. Privately owned wastewater treatment systems and components as defined in ch. Comm 81.

b. Building sewers and private interceptor main sewers as defined in ch. Comm 81.

c. Water services and private water mains as defined in ch. Comm 81.

d. That portion of the drain system or water supply system that connects a building sewer or water service to the connection provided by the manufactured/mobile home manufacturer.

2. a. The plumbing activities that may be undertaken by a person who holds a license as a licensed master plumber-restricted service type 2 or licensed journeyman plumber-restricted service type 2 shall be limited to the installation or modification of underground drain and vent piping and plumbing delineated under subd. 1.

b. The plumbing activities that may be undertaken by a person who holds a license as a licensed master plumber-restricted service type 3 or licensed journeyman plumber-restricted service type 3 shall be limited to the modification of existing water distribution systems and plumbing delineated under subd. 1.

c. The plumbing activities that may be undertaken by a person who holds a license as a licensed master plumber-restricted service type 4 or licensed journeyman plumber-restricted service type 4 shall be limited to the installation or modification of drain and vent piping to existing drain stacks and vent stacks for the conversion from a private sewage system to municipal sewers and plumbing delineated under subd. 1.

**Note:** Prior to November 1, 1996, plumber-restricted service licenses were referred to as plumber-restricted-sewer licenses and those licenses formerly referred to as plumber-restricted sewer type 1 are now titled plumber-restricted service. Restricted service plumbing licenses types 2 to 4 are no longer available to new appli-



cants. Individuals who currently hold these types of licenses are permitted to renew the licenses and continue to perform the activities under subd. 2. Individuals who hold a journeyman plumber–restricted service type 2 to 4 may seek to obtain the appropriate type of master plumber–restricted service license in accordance with s. Comm 5.92.

3. Pursuant to s. 145.14, Stats., the plumbing activities that may be undertaken by a person who holds a license or registration as a licensed master plumber–restricted appliance, licensed journeyman plumber–restricted appliance, or registered plumbing learner–restricted appliance shall be limited to the installation and modification of water heaters, water softeners, water treatment devices and other items in connection with an existing water supply system which do not require direct connection to the drain system.

4. The plumbing activities that may be undertaken by a person who holds a license or registration as a licensed utility contractor or registered pipelayer shall be limited to the installation or modification of water services, private water mains, sanitary building sewers, storm building sewers and private interceptor main sewers.

(2) Pursuant to s. 145.06 (3m), Stats., no person may perform the required testing of cross connection control devices unless the person holds a registration issued by the department as a cross-connection control tester.

(3) A business engaged in the installation of plumbing that utilizes plumbing learners shall maintain a ratio of at least one journeyman plumber or journeyman plumber–restricted for each plumbing learner. For this purpose, a master plumber or master plumber–restricted may act as a journeyman plumber or journeyman plumber–restricted, respectively.

(4) Pursuant to s. 145.09, Stats., a person may be accepted for examination for the appropriate classification of license upon submittal of all of the following:

- (a) An application in accordance with s. Comm 5.01.
- (b) An application fee and examination fee in accordance with s. Comm 5.02, Table 5.02.
- (c) A petition for variance fee in accordance with s. Comm 5.02 (4).
- (d) A petition for variance documenting evidence of equivalency as provided in s. 145.09 (1) or (2), Stats.

**History:** Cr. Register, October, 1996, No. 490, eff. 11–1–96; am. (1) and (2), Register, April, 2000, No. 532, eff. 5–1–00; CR 03–075: am. (1) (b) 1. a. to c., cr. (1) (b) 1. d. and (4) Register June 2004 No. 582, eff. 8–1–04.

**Comm 5.91 Master plumbers. (1) GENERAL.** A person may obtain a license as a licensed master plumber by either:

- (a) Taking and passing the master plumber license examination; or
- (b) Possessing a master plumber license–retiree.

**Note:** After November 1, 1996, plumber licenses–retiree are no longer available to new applicants.

(2) **APPLICATION FOR EXAMINATION.** A person applying to take a master plumber license examination shall submit all of the following:

- (a) An application in accordance with s. Comm 5.01.
- (b) An application fee and examination fee in accordance with s. Comm 5.02, Table 5.02.

(3) **QUALIFICATIONS FOR EXAMINATION.** A person applying for a master plumber license examination shall have one of the following qualifications:

- (a) At least 1,000 hours of plumbing–related work experience per year for at least 3 consecutive years as a licensed journeyman plumber.
- (b) Graduated from an accredited engineering university or college with a degree in civil engineering, mechanical engineering or other approved engineering curriculum related to plumbing.

(4) **EXAMINATION.** Except as provided in sub. (1) (b), a person seeking to obtain a master plumber license shall take and pass an examination in accordance with s. Comm 5.09.

**Note:** After December 31, 2001, the examination for a master plumber license will include questions relative to the design and installation of multipurpose piping systems.

(5) **APPLICATION FOR LICENSE.** (a) Upon notification of the successful passage of the examination for a master plumber license, a person may obtain the license by submitting an application and the license fee in accordance with ss. Comm 5.01 and 5.09 (7) (c).

(b) A person may apply for a license as a licensed master plumber by submitting:

1. An application, application fee and a license fee in accordance with ss. Comm 5.01 and 5.02, Table 5.02; and
2. Evidence of possessing a master plumber license–retiree.

(6) **RESPONSIBILITIES.** (a) A person who as a licensed master plumber is responsible for the installation or modification of plumbing shall utilize the appropriately licensed or registered persons to install or modify plumbing.

(b) 1. A person who has obtained his or her master plumber license prior to January 1, 2002 and who is responsible for the installation or modification of a multipurpose piping system shall have completed an approved course in the engineering principles and skills associated with the design, installation and maintenance of multipurpose piping systems prior to installing such a system.

2. A course to fulfill the obligation under subd. 1. shall be approved and conducted in accordance with s. Comm 5.08.

(c) For any plumbing installation that requires a uniform building permit under s. Comm 20.08, a person who holds a master plumber license may not commence installation of plumbing until a permit is issued for the installation.

**Note:** Chs. Comm 20 to 25 apply to one- and 2-family dwellings and manufactured dwellings. The department's uniform building permit is issued either by the municipality in which the dwelling is located or by a UDC inspection agency where the municipality does not administer the Uniform Dwelling Code.

(d) For any construction that involves installation or modification of a private onsite wastewater treatment system, a person who holds a master plumber license may not commence installation of plumbing until a sanitary permit is issued for the installation in accordance with s. Comm 83.21.

(7) **EXCHANGES.** (a) A person who holds a master plumber license may, upon application to the department, exchange his or her master plumber license for a journeyman plumber license.

(b) A person who has exchanged his or her master plumber license for a journeyman plumber license may, upon application to the department, exchange his or her journeyman plumber license for a master plumber license provided:

1. The person holds a valid journeyman plumber license;
2. The person submits with the application a copy of his or her former master plumber license; and
3. The license fee for a master plumber specified in s. Comm 5.02, Table 5.02 is submitted.

(8) **RENEWAL.** (a) 1. A person may renew his or her license as a master plumber.

2. A master plumber license shall be renewed in accordance with s. Comm 5.07.

(b) 1. The renewal of a license as a master plumber shall be contingent upon the master plumber obtaining at least 12 hours of acceptable continuing education within the time period specified in s. Comm 5.08 and Table 5.06, except as provided in subd. 2.

2. A person who holds a license as a master plumber may apply to the department for waiver of the continuing education requirements under subd. 1. on the grounds of prolonged illness or disability or similar circumstances. Each application for

waiver shall be considered individually on its merits by the department.

**History:** Cr. Register, October, 1996, No. 490, eff. 11-1-96; am. (1) (intro.), (5), (7) (b) 3. and (8) (b), renum. (6) to be (6) (a) and am., cr. (6) (b), Register, April, 2000, No. 532, eff. 5-1-00, except (6) (b) 1. eff. 8-1-00; CR 03-075: am. (3) (a), cr. (6) (c) and (d) Register June 2004 No. 582, eff. 8-1-04.

**Comm 5.92 Master plumbers--restricted. (1) GENERAL.** A person may obtain a license as a licensed master plumber--restricted by either:

(a) Taking and passing the master plumber--restricted license examination; or

(b) Possessing a master plumber--restricted license--retiree.

**Note:** After November 1, 1996, plumber--restricted licenses--retiree are no longer available to new applicants.

**(2) APPLICATION FOR EXAMINATION.** A person applying to take a master plumber--restricted service license examination or master plumber--restricted appliance license examination shall submit all of the following:

(a) An application in accordance with s. Comm 5.01.

(b) An application fee and examination fee in accordance with s. Comm 5.02, Table 5.02.

**(3) QUALIFICATIONS FOR EXAMINATION.** (a) A person applying for a master plumber--restricted service license examination shall have at least 1,000 hours of plumbing--related work experience per year for at least 2 consecutive years as a licensed journeyman plumber or a licensed journeyman plumber--restricted service.

(b) A person applying for a master plumber--restricted appliance license examination shall have at least 1,000 hours of plumbing--related work experience per year for at least 2 consecutive years as a licensed journeyman plumber or a licensed journeyman plumber--restricted appliance.

**(4) EXAMINATION.** Except as provided in sub. (1) (b), a person seeking to obtain a master plumber--restricted service or a master plumber--restricted appliance license shall take and pass an examination in accordance with s. Comm 5.09.

**Note:** After December 31, 2001, the examination for a master plumber--restricted appliance license will include questions relative to the design and installation of multipurpose piping systems.

**(5) APPLICATION FOR LICENSE.** (a) Upon notification of the successful passage of the examination for a master plumber--restricted service or master plumber--restricted appliance license, a person may obtain the license by submitting an application and the license fee in accordance with ss. Comm 5.01 and 5.09 (7) (c).

(b) A person may apply for a license as a licensed master plumber--restricted service or a licensed master plumber--restricted appliance by submitting:

1. An application, application fee and a license fee in accordance with ss. Comm 5.01 and 5.02, Table 5.02; and

2. Evidence of possessing the appropriate master plumber--restricted license--retiree.

**(6) RESPONSIBILITIES.** (a) A person who, as a licensed master plumber--restricted service or licensed master plumber--restricted appliance, is responsible for an installation or modification of plumbing shall utilize the appropriately licensed or registered persons to install or modify plumbing.

(b) 1. A person who has obtained his or her master plumber--restricted appliance license prior to January 1, 2002 and who is responsible for the installation or modification of a multipurpose piping system shall have completed an approved course in the engineering principles and skills associated with the design, installation and maintenance of multipurpose piping systems prior to installing such a system.

2. A course to fulfill the obligation under subd. 1. shall be approved and conducted in accordance with s. Comm 5.08.

(c) For any plumbing installation that requires a uniform building permit under s. Comm 20.08, a person who holds a master plumber--restricted appliance license or a master plumber--

restricted service license may not commence installation of plumbing until a permit is issued for the installation.

**Note:** Chs. Comm 20 to 25 apply to one- and 2-family dwellings and manufactured dwellings. The department's uniform building permit is issued either by the municipality in which the dwelling is located or by a UDC inspection agency where the municipality does not administer the Uniform Dwelling Code.

(d) For any construction that involves installation or modification of a private onsite wastewater treatment system, a person who holds a master plumber--restricted service license may not commence installation of plumbing until a sanitary permit is issued for the installation in accordance with s. Comm 83.21.

**(7) EXCHANGES.** (a) A person who holds a master plumber--restricted service license or master plumber--restricted appliance license may, upon application to the department, exchange his or her master plumber license for the appropriate journeyman plumber--restricted license.

(b) A person who has exchanged his or her master plumber--restricted license for a journeyman plumber--restricted license may, upon application to the department, exchange his or her journeyman plumber--restricted license for the appropriate master plumber--restricted license provided:

1. The person holds a valid journeyman plumber--restricted license;

2. The person submits with the application a copy of his or her former master plumber--restricted license; and

3. The license fee for a master plumber--restricted license specified in s. Comm 5.02, Table 5.02 is submitted.

**(8) RENEWAL.** (a) 1. A person may renew his or her license as a master plumber--restricted service or master plumber--restricted appliance.

2. A master plumber--restricted service license and a master plumber--restricted appliance license shall be renewed in accordance with s. Comm 5.07.

(b) 1. The renewal of a license as a master plumber--restricted service or master plumber--restricted appliance shall be contingent upon the plumber obtaining at least 6 hours of acceptable continuing education within the time period specified in s. Comm 5.08 and Table 5.06, except as provided in subd. 2.

2. A person who holds a license as a master plumber--restricted service or master plumber--restricted appliance may apply to the department for waiver of the continuing education requirements under subd. 1. on the grounds of prolonged illness or disability or similar circumstances. Each application for waiver shall be considered individually on its merits by the department.

**History:** Cr. Register, October, 1996, No. 490, eff. 11-1-96; am. (7) (b) (intro.), Register, March, 1998, No. 507, eff. 4-1-98; am. (1) (intro.), (5), (6), (7) (b) 3. and (8) (b), Register, April, 2000, No. 532, eff. 5-1-00; am. (3), Register, May, 2001, No. 545, eff. 6-1-01; CR 03-075: am. (3), renum. (6) to be (6) (a), cr. (6) (b) and (c) Register June 2004 No. 582, eff. 8-1-04; CR 05-011: renum. (6) (b) and (c) to be (6) (c) and (d), cr. (6) (b) Register July 2005 No. 595, eff. 8-1-05.

**Comm 5.93 Journeyman plumbers. (1) GENERAL.** (a) The plumbing activities that may be undertaken by a person who holds a license as a licensed journeyman plumber shall be performed under the general supervision of a person who holds a master plumber license, master plumber--restricted license, or utility contractor license.

**Note:** A journeyman plumber who is working under the general supervision of a licensed master plumber--restricted or licensed utility contractor is limited to the type of plumbing installations associated with the specific license of the person providing the supervision.

(b) A person may obtain a license as a licensed journeyman plumber by either:

1. Taking and passing the journeyman plumber license examination; or

2. Possessing a journeyman plumber license--retiree.

**Note:** After November 1, 1996, plumber licenses--retiree are no longer available to new applicants.

(2) **APPLICATION FOR EXAMINATION.** A person applying to take a journeyman plumber license examination shall submit all of the following:

(a) An application in accordance with s. Comm 5.01.

(b) An application fee and examination fee in accordance with s. Comm 5.02, Table 5.02.

(3) **QUALIFICATIONS FOR EXAMINATION.** A person applying for a journeyman plumber license examination shall have completed a plumbing apprenticeship program recognized under ch. 106, Stats.

(4) **EXAMINATION.** Except as provided in sub. (1) (b), a person seeking to obtain a journeyman plumber license shall take and pass an examination in accordance with s. Comm 5.09.

(5) **APPLICATION FOR LICENSE.** (a) Upon notification of the successful passage of the examination for a journeyman plumber license, a person may obtain the license by submitting an application and the license fee in accordance with ss. Comm 5.01 and 5.09 (7) (c).

(b) A person may apply for a license as a licensed journeyman plumber by submitting:

1. An application, application fee and a license fee in accordance with ss. Comm 5.01 and 5.02, Table 5.02; and

2. Evidence of possessing a journeyman plumber license-retiree.

(6) **RENEWAL.** (a) 1. A person may renew his or her license as a journeyman plumber.

2. A journeyman plumber license shall be renewed in accordance with s. Comm 5.07.

(b) 1. The renewal of a license as a journeyman plumber shall be contingent upon the journeyman plumber obtaining at least 12 hours of acceptable continuing education within the time period specified in s. Comm 5.08 and Table 5.06, except as provided in subd. 2.

2. A person who holds a license as a journeyman plumber may apply to the department for waiver of the continuing education requirements under subd. 1. on the grounds of prolonged illness or disability or similar circumstances. Each application for waiver shall be considered individually on its merits by the department.

**History:** Cr. Register, October, 1996, No. 490, eff. 11-1-96; am. (6) (a) 2., Register, March, 1998, No. 507, eff. 4-1-98; am. (1) (a), (b) (intro.) and (5), Register, April, 2000, No. 532, eff. 5-1-00.

### Comm 5.94 Journeyman plumbers-restricted.

(1) **GENERAL.** (a) 1. The plumbing activities as delineated under s. Comm 5.90 (1) (b) that may be undertaken by a person who holds a license as a licensed journeyman plumber-restricted service shall be performed under the general supervision of a person who is a licensed master plumber or a licensed master plumber-restricted service.

2. The plumbing activities as delineated under s. Comm 5.90 (1) (b) that may be undertaken by a person who holds a license as a licensed journeyman plumber-restricted appliance shall be performed under the general supervision of a person who is a licensed master plumber or a licensed master plumber-restricted appliance.

(b) A person may obtain a license as a licensed journeyman plumber-restricted by either:

1. Taking and passing the journeyman plumber-restricted license examination; or

2. Possessing a journeyman plumber-restricted license-retiree.

**Note:** After November 1, 1996, plumber-restricted licenses-retiree are no longer available to new applicants.

(2) **APPLICATION FOR EXAMINATION.** A person applying to take a journeyman plumber-restricted service license examination or journeyman plumber-restricted appliance license examination shall submit all of the following:

(a) An application in accordance with s. Comm 5.01.

(b) An application fee and examination fee in accordance with s. Comm 5.02, Table 5.02.

(3) **QUALIFICATIONS FOR EXAMINATION.** (a) A person applying for a journeyman plumber-restricted service license examination shall have:

1. At least 1,000 hours of plumbing-related work experience as a registered learner-restricted service; and

2. Received shop training and instruction in at least the following:

a. Forty hours of plumbing code, chs. Comm 81 to 87.

b. Twenty hours of blueprint or blueline reading.

c. Ten hours of transit or builder's level.

d. Twenty hours of plumbing-related mathematics.

e. Ten hours of first aid and safety.

(b) A person applying for a journeyman plumber-restricted appliance license examination shall have:

1. At least 1,000 hours of plumbing-related work experience as a registered learner-restricted appliance; and

2. Received shop training and instruction in at least the following:

a. Forty hours of plumbing code, chs. Comm 81 to 87.

b. Twenty hours of blueprint or blueline reading.

c. Twenty hours of plumbing-related mathematics.

d. Thirty hours of appliance and equipment servicing.

(4) **EXAMINATION.** Except as provided in sub. (1) (b), a person seeking to obtain a journeyman plumber-restricted service license or a journeyman plumber-restricted appliance license shall take and pass an examination in accordance with s. Comm 5.09.

(5) **APPLICATION FOR LICENSE.** (a) Upon notification of the successful passage of the examination for a journeyman plumber-restricted license, a person may obtain the license by submitting an application and the license fee in accordance with ss. Comm 5.01 and 5.09 (7) (c).

(b) A person may apply for a license as a licensed journeyman plumber-restricted service or a licensed journeyman plumber-restricted appliance by submitting:

1. An application, application fee and a license fee in accordance with ss. Comm 5.01 and 5.02, Table 5.02; and

2. Evidence of possessing the appropriate journeyman plumber-restricted license-retiree.

(6) **RENEWAL.** (a) 1. A person may renew his or her license as a journeyman plumber-restricted service or a journeyman plumber-restricted appliance.

2. A journeyman plumber-restricted service license and a journeyman plumber-restricted appliance license shall be renewed in accordance with s. Comm 5.07.

(b) 1. The renewal of a license as a journeyman plumber-restricted service or a journeyman plumber-restricted appliance shall be contingent upon the journeyman plumber obtaining at least 6 hours of acceptable continuing education within the time period specified in s. Comm 5.08 and Table 5.06, except as provided in subd. 2.

2. A person who holds a license as a journeyman plumber-restricted service or a journeyman plumber-restricted appliance may apply to the department for waiver of the continuing education requirements under subd. 1. on the grounds of prolonged illness or disability or similar circumstances. Each application for waiver shall be considered individually on its merits by the department.

**History:** Cr. Register, October, 1996, No. 490, eff. 11-1-96; am. (1) (a), (b) (intro.) and (5), Register, April, 2000, No. 532, eff. 5-1-00; corrections in (3) made under s. 13.93 (2m) (b) 7., Stats., Register, April, 2000, No. 532; CR 03-075: r. and recr. (3) Register June 2004 No. 582, eff. 8-1-04.

**Comm 5.95 Plumbing apprentices. (1) GENERAL.** A person who holds a registration as a registered plumbing apprentice may install or modify plumbing under the general supervision of a person who is a licensed master plumber.

**Note:** The Department of workforce development, bureau of apprenticeship standards has additional supervision standards for apprentices for the purpose of training and education.

**(2) APPLICATION FOR REGISTRATION.** A person applying for a plumbing apprentice registration to install plumbing shall submit all of the following:

(a) An application in accordance with s. Comm 5.01.

(b) An application fee and a registration fee in accordance with s. Comm 5.02, Table 5.02.

**(3) QUALIFICATIONS.** A person applying for plumbing apprentice registration to install plumbing shall be indentured in a plumbing apprenticeship recognized under ch. 106, Stats.

**(4) RESPONSIBILITIES.** A person who installs or modifies plumbing as a registered plumbing apprentice may do so if he or she is indentured under ch. 106, Stats.

**(5) RENEWAL.** (a) 1. A person may renew his or her registration as a plumbing apprentice.

2. A plumbing apprentice registration to install plumbing shall be renewed in accordance with s. Comm 5.07.

(b) The renewal of a registration as a plumbing apprentice is contingent upon the person submitting evidence that the person is indentured in a plumbing apprenticeship recognized under ch. 106, Stats.

**History:** Cr. Register, October, 1996, No. 490, eff. 11-1-96; am. (5) (b), Register, March, 1998, No. 507, eff. 4-1-98; am. (1) and (2) (b), Register, April, 2000, No. 532, eff. 5-1-00.

**Comm 5.96 Plumbing learners. (1) GENERAL.** (a) The plumbing activities that may be undertaken by a person who holds a registration as a registered learner-restricted service shall be performed under the direct supervision of a person who holds a master plumber license, a master plumber-restricted service license, a journeyman plumber license or a journeyman plumber-restricted service license.

(b) The plumbing activities that may be undertaken by a person who holds a registration as a registered learner-restricted appliance shall be performed under the direct supervision of a person who holds a master plumber license, a master plumber-restricted appliance license, a journeyman plumber license or a journeyman plumber-restricted appliance license.

**(2) APPLICATION FOR REGISTRATION.** A person applying for a plumbing learner-restricted service registration or plumbing learner-restricted appliance registration shall submit all of the following:

(a) An application in accordance with s. Comm 5.01.

(b) An application fee and a registration fee in accordance with s. Comm 5.02, Table 5.02.

**(3) QUALIFICATIONS FOR REGISTRATION.** A person applying for a plumbing learner-restricted service registration or plumbing learner-restricted appliance registration to install or modify plumbing shall be at least 16 years old and shall have completed the 12th grade in school or its equivalent.

**History:** Cr. Register, October, 1996, No. 490, eff. 11-1-96; am. (1) and (2) (b), Register, April, 2000, No. 532, eff. 5-1-00.

**Comm 5.97 Utility contractors. (1) GENERAL.** A person who holds a license as a licensed utility contractor may install or modify water services, private water mains, sanitary building sewers, storm building sewers, or private interceptor main sewers.

**(2) APPLICATION FOR EXAMINATION.** A person applying to take an utility contractor license examination shall submit all of the following:

(a) An application in accordance with s. Comm 5.01.

(b) An application fee and examination fee in accordance with s. Comm 5.02, Table 5.02.

**(3) QUALIFICATIONS FOR EXAMINATION.** The person applying for an utility contractor license examination shall be at least 18 years old.

**(4) EXAMINATION.** A person seeking to obtain an utility contractor license shall take and pass an examination in accordance with s. Comm 5.09.

**(5) APPLICATION FOR LICENSE.** Upon notification of the successful passage of the examination for a utility contractor license, a person may obtain the license by submitting an application and a license fee in accordance with ss. Comm 5.01 and 5.09 (7) (c).

**(6) RESPONSIBILITIES.** A person who, as a licensed utility contractor, installs or modifies water services, private water mains, sanitary building sewers, storm building sewers, or private interceptor main sewers shall utilize the appropriately licensed or registered persons to install or modify the plumbing.

**(7) RENEWAL.** (a) A person may renew his or her license as a utility contractor.

(b) An utility contractor license shall be renewed in accordance with s. Comm 5.07.

**History:** Cr. Register, October, 1996, No. 490, eff. 11-1-96; am. (1), (5) and (6), Register, April, 2000, No. 532, eff. 5-1-00.

**Comm 5.98 Pipelayers. (1) GENERAL.** Pursuant to s. 145.07 (11), Stats., a person who holds a registration as a registered pipelayer may install or modify water services, private water mains, sanitary building sewers, storm building sewers, or private interceptor main sewers under the general supervision of a licensed utility contractor, licensed master plumber, or a licensed master plumber-restricted service.

**(2) APPLICATION FOR REGISTRATION.** A person applying for a pipelayer registration to install plumbing shall submit all of the following:

(a) An application in accordance with s. Comm 5.01.

(b) An application fee and a registration fee in accordance with s. Comm 5.02, Table 5.02.

**(3) QUALIFICATIONS FOR REGISTRATION.** A person applying for a pipelayer registration to install plumbing shall be at least 18 years old.

**(4) RENEWAL.** (a) A person may renew his or her registration as a pipelayer.

(b) A pipelayer registration shall be renewed in accordance with s. Comm 5.07.

**History:** Cr. Register, October, 1996, No. 490, eff. 11-1-96; am. (2) (a) and (b), Register, March, 1998, No. 507, eff. 4-1-98; am. (1) and (2) (b), Register, April, 2000, No. 532, eff. 5-1-00.

**Comm 5.99 Cross connection control testers.**

**(1) GENERAL.** Pursuant to s. 145.06 (3m), Stats., no person may conduct a performance test of a cross connection control device as required by s. Comm 82.21 (3) unless the person holds a registration issued by the department as a registered cross connection control tester.

**(2) APPLICATION FOR REGISTRATION.** A person applying for a cross connection control tester registration shall submit all of the following:

(a) An application in accordance with s. Comm 5.01.

(b) An application fee and a registration fee in accordance with s. Comm 5.02, Table 5.02.

**(3) QUALIFICATIONS FOR REGISTRATION.** A person applying for a cross connection control device tester registration shall have completed at least 40 hours in an approved course or courses in the theory of cross connection control, the operation, testing and maintenance of cross connection control devices, and the national standards for these cross connection control devices. The course or courses shall include instruction in at least:

(a) Reduced pressure principle backflow preventers;

(b) Reduced pressure detector backflow preventers;

(c) Pressure vacuum breaker assembly;

- (d) Double check detector assembly backflow preventers;
  - (e) Double check backflow prevention assemblies; and
  - (f) Back siphonage backflow vacuum breakers.
- (4) RENEWAL.** (a) A person may renew his or her registration as a cross connection control tester.

(b) A cross connection control tester registration shall be renewed in accordance with s. Comm 5.07.

**History:** Cr. Register, October, 1996, No. 490, eff. 11-1-96; am. (3) (b) to (e), cr. (3) (f), Register, February, 1997, No. 494, eff. 3-1-97; am. (1) and (2) (b), Register, April, 2000, No. 532, eff. 5-1-00; CR 03-075: am. (3) (intro.) Register June 2004 No. 582, eff. 8-1-04.