

## Chapter E 61

## APPRENTICESHIP AND LICENSING OF PLUMBERS

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**History:** Chapter H 61 as it existed on October 31, 1970, was repealed and a new chapter H 61 was created effective November 1, 1970.

**H 61.01 Apprenticeship.** (1) **REGISTRATION.** Every plumbing apprentice shall register with the department immediately. Registration forms will be furnished by the department which shall require the applicant to indicate his name, age, preliminary schooling, beginning date of indenture, name and address of employer and such other information as the department may require. Persons beginning an accredited plumbing trade school course may also register.

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

(3) **RESPONSIBILITY OF EMPLOYER.** (a) Registration as an apprentice shall not be accepted unless the particular shop in which the apprentice is to work and the employing master plumber are equipped and qualified to have an apprentice and that the requirements as to both shop and school training will be complied with. Master plumbers employing registered apprentices shall report to the department any changes made in relation to the continued employment of such apprentices. Such changes shall be subject to the joint approval of the state departments having jurisdiction.

(b) Employing master plumbers shall be owners or co-owners with a monetary interest in a firm or corporation engaged in the installation of plumbing. Master plumbers in the employ of state agencies are to be considered employing master plumbers for the purpose of this section. Master plumbers shall be licensed by this state.

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

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

**History:** Cr. Register, October, 1970, No. 178, eff. 11-1-70.

**H 61.02 Practical training.** (1) **INSTRUCTION AND EXPERIENCE.** The apprentice shall receive instruction and experience in all branches of plumbing.

(2) **FIRST THREE YEARS.** During the first 3 years the apprentice shall be given opportunity to install plumbing material as his skill will permit under the immediate supervision of a journeyman or master plumber licensed in Wisconsin.

(3) **FOURTH AND FIFTH YEARS.** During the 4th and 5th years any apprentice who is meeting the related instruction requirement may under general supervision of a licensed master plumber make plumbing installations as his acquired skill will permit. A graduate of a plumbing course of an accredited trade school having at least a 2-year course in plumbing may, upon registration as an apprentice perform the same class of work as a 4th and 5th year apprentice.

(4) **SCHOOL CREDITS.** Apprentice applicants who have attended the plumbing course in a recognized trade school in Wisconsin but who are not graduates of such school will be given credit for the work done in the trade school as a part of the required 5 years of experience. Any attendance of less than 3 months shall not receive recognition.

**History:** Cr. Register, October, 1970, No. 178, eff. 11-1-70.

**H 61.03 Related instruction.** (1) **TRADE SCHOOL ATTENDANCE.** An apprentice who is not a graduate of an accredited trade school shall complete an approved day school course in plumbing of not less than 400 hours. In addition, an apprentice including graduates of a trade school shall complete an approved trade extension course of not less than 120 hours in night school.

(2) **FAILURE TO COMPLETE CONTRACT.** An indentured apprentice who fails to complete his contract or who has not transferred with approval to another shop shall not be entitled to continue his vocational school plumbing course.

**History:** Cr. Register, October, 1970, No. 178, eff. 11-1-70.

**H 61.04 Engineering training.** Graduates of a college engineering course related to plumbing and those completing not less than one year of such a course who have had in addition plumbing installation experience shall receive such credit up to one year for each year of college as may be determined by the department. Each such applicant shall be considered as a separate case.

**History:** Cr. Register, October, 1970, No. 178, eff. 11-1-70.

**H 61.05 Journeyman plumber licensés.** Proof of experience, skill and related instruction shall be provided by all applicants for journeyman licensés.

**History:** Cr. Register, October, 1970, No. 178, eff. 11-1-70.

**H 61.06 Examinations.** (1) **LICENSE EXAMINATION.** Not less than 4 examinations for the licensing of journeyman and master plumbers and journeyman restricted and master restricted plumbers will be conducted annually at such time and place as the department may direct. Application forms for examination for licensure and renewal of licenses may be obtained from the department.

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

(3) **FEES.** Fees for the examinations and licenses are regulated by section 145.08, Wis. Stats. No fees shall be returned after an applicant has appeared for examination.

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

(5) **CHARACTER OF EXAMINATIONS.** (a) The examination shall be conducted by the committee of examiners. They shall consist of written and practical tests, and may be oral in part. The examination will cover the theory and practice of plumbing, the interpretation of charts and blueprints and plans of plumbing installations, and such other tests as the committee may deem necessary to properly pass upon the qualifications of the candidate.

(b) Examinations shall consist of the following:

1. Written work based on code.
2. Chart work based on code.
3. Practical work.

(c) Applicants shall participate in all portions of examination and shall acquire a passing grade in each subject to become eligible for licensure. A passing grade of 75% in each subject is required.

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

(7) **RE-EXAMINATION.** Applicants failing an initial examination may be re-examined within 3 months. Applicants shall not be eligible for a 2nd re-examination until the expiration of 6 months after the first re-examination, and not for the 3rd and subsequent re-examinations until the expiration of one year after the last re-examination. Applicants failing an examination will be re-examined only in the subjects in which they were unsuccessful.

**H 61.07 Temporary permits.** Temporary permits to engage in business as a master plumber shall not be issued except in cases of emergency resulting from a master plumber's incapacity to work, demise or separation from business. When deemed necessary the department may require a special examination to determine the qualifications of an applicant before a temporary permit is issued. Temporary permits shall become void upon the date of the first examination following issuance of permit and shall be surrendered to the department. Not more than 2 permits shall be issued to an individual in any 12-month period. Applicants for temporary permits shall comply with all other applicable rules and statutes.

*History:* Cr. Register, October, 1970, No. 178, eff. 11-1-70.

**H 61.08 License renewal.** (1) **ANNUAL NOTICE FOR RENEWAL OF LICENSES.** Notice for the renewal of licenses shall be sent to all plumbers whose licenses were in force during the previous year to the address given on the latest license renewal blank on file unless notice of another address is given. Failure to receive the notice for renewal of licenses shall not be an excuse for failure to renew.

(2) **DELINQUENT OR ELAPSED LICENSES.** Whenever a plumber fails to renew his license for a period of 5 years the department shall require evidence to show that he is competent to perform the work of either a master or journeyman plumber or master or journeyman plumber restricted before such license is renewed.

(a) Master plumber and master plumber restricted licenses shall be renewed at least every 5th year to be considered as a future renewable license. Renewal will require the applicant to have in his possession, a journeyman license for the year in which the exchange is requested. The licensee may again revert to a journeyman license the immediate following license period.

(b) Persons who have been licensed only as a journeyman or journeyman restricted plumber shall renew their delinquent or elapsed license every 5th year. Failure to do so will require re-examination to again qualify for licensure as a journeyman plumber. Renewal of a license shall be permitted only after the current license fee and the annual late revival fee for each year of the elapsed period have been paid to the department.

*History:* Cr. Register, October, 1970, No. 178, eff. 11-1-70.

**H 61.09 Exchange of licenses without examination.** All master plumbers or master restricted plumbers in good standing and currently licensed by the department who work as journeyman, may, upon application and upon payment of the initial license fee, be issued journeyman licenses. A currently licensed journeyman who has renewed his master's license within 5 years preceding date of application for exchange may be relicensed as a master upon the payment of the renewal and revival fee as provided by law for the renewal of such license.

*History:* Cr. Register, October, 1970, No. 178, eff. 11-1-70.

**H 61.10 Registered learners—restricted.** (1) **REGISTRATION.** Every plumbing learner shall register with the department as required under section 145.07 (7) (a) Wis. Stats. Registration forms will be furnished by the department which shall require the applicant to indicate his

name, age, schooling, beginning date of employment, name and address of employer and such other information as the department may require.

(2) **QUALIFICATION FOR REGISTRATION.** All applicants for registration as learners must have reached the age of 16 years and have completed the 10th grade in school or its equivalent. In each case where the applicant seeks to establish the equivalency of completion of the 10th grade, the matter shall be referred to the department.

(3) **RESPONSIBILITY OF EMPLOYER.** Registration as a learner shall not be accepted unless the particular organization in which the learner is to work and the master plumber or master plumber restricted are equipped and qualified to train a learner in the specific restricted classifications for which he is requesting registration. Master plumbers or master plumbers restricted supervising registered learners shall see that the requirements as to both shop and school training will be complied with, and shall report to the department any changes made in relation to the continued employment of such learners. Such changes shall be subject to the approval of the department.

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

(b) A registration which has lapsed either through suspension or cancellation may be renewed in the same manner as new registrations and the department may grant such credit toward completion of the 1-year learner program as it may deem proper in each case.

*History: Cr. Register, October, 1970, No. 178, eff. 11-1-70.*

**H 61.11 Practical training—restricted.** The learner shall receive instruction and experience in all branches of the restricted type plumbing for which he has been registered. He shall be given opportunity to install plumbing materials as his skill will permit under his specific registration. All work shall be performed under the immediate supervision of journeyman or master plumbers or journeyman or master plumbers restricted licensed in Wisconsin.

*History: Cr. Register, October, 1970, No. 178, eff. 11-1-70.*

**61.12 Related instruction—restricted.** (1) **LEARNERS.** A learner who is not a graduate of a trade school course related to the specific items and classification for which he is registered shall complete a school course of not less than 125 hours. All specialized trade courses shall be reviewed for credit by the department. Learners, immediately upon approval by the department of their registration, shall enroll in a vocational or trade school or technical institute for purposes of obtaining the required related instruction.

(2) **RESTRICTED SEWER SERVICES.** A learner registered in the classification of sewer services shall complete 125 hours of related instruction in the following subjects:

(a) Transit or builder's level—20 hours

- (b) Blueprint interpretation—30 hours
- (c) Trenching requirements—10 hours
- (d) Plumbing code (related to class)—40 hours
- (e) Construction mathematics—15 hours
- (f) First aid and safety—10 hours

(3) **RESTRICTED APPLIANCES.** Learners registered in the classification of appliances, equipment and devices, shall complete the 125 hours of related instruction in the following subjects:

- (a) Blueprint reading (buildings)—20 hours
- (b) Plumbing code (related to class)—60 hours
- (c) Appliance and equipment servicing—30 hours
- (d) General mathematics—15 hours

(4) **CERTIFICATION.** When required subjects are not available, other related material may be referred to the department for approval and credit prior to enrollment. All learners applying for examination for licensure as a restricted journeyman plumber shall, upon completion of their registration program, submit certification of completion of the required school training from the school or institution of enrollment to the department with an application.

**History:** Cr. Register, October, 1970, No. 178, eff. 11-1-70.

**H 61.13 Fees, expiration of licenses, registration.** (1) **MASTER PLUMBER FEES.** The fees are as follows for master plumber.

(a) *Examination fee.* Master plumber examination, \$50. Each subsequent examination, \$30.

(b) *License fee.* Master plumber license, \$75 and \$75 for each renewal of license if application is made prior to January 1 annually; after that date an additional fee of \$20.

(c) *Temporary permit fee.* Temporary permit pending examination and issuance of license for master plumber, \$200. The fee shall cover the examination fee prescribed and the license fee for the year in which issued.

(2) **JOURNEYMAN PLUMBER FEES.** The fees are as follows for journeyman plumber.

(a) *Examination fee.* Journeyman plumber examination, \$30. Each subsequent examination, \$20.

(b) *License fee.* Journeyman plumber license, \$30 and \$30 for each renewal of license if application is made prior to January 1 annually; after that date an additional fee of \$10.

(c) *Temporary permit fee.* Temporary permit pending examination and issuance of license for journeyman plumber, \$75. The fee shall cover the examination fee prescribed and the license fee for the year issued.

(3) **APPRENTICE PLUMBER FEE.** (a) *Registration fee.* Plumbing apprenticeship, \$15 shall be paid at the time of registration and for each subsequent calendar year during which he is engaged in his apprenticeship.

(4) **MASTER PLUMBER (RESTRICTED) FEES.** The fees are as follows for master plumber (restricted).

(a) *Examination fee.* Master plumber (restricted) examination, \$50. Each subsequent examination, \$30.

(b) *License fee.* Master plumber (restricted) license, \$75 and \$75 for each renewal of license if application is made prior to January 1 annually; after that date an additional fee of \$20.

(c) *Temporary permit fee.* Temporary permit pending examination and issuance of license for master plumber (restricted), \$200. The fee shall cover the examination fee prescribed and the license fee for the year in which issued.

(5) **JOURNEYMAN PLUMBER (RESTRICTED) FEES.** The fees are as follows for journeyman plumber (restricted).

(a) *Examination fee.* Journeyman plumber (restricted) examination, \$30. Each subsequent examination, \$20.

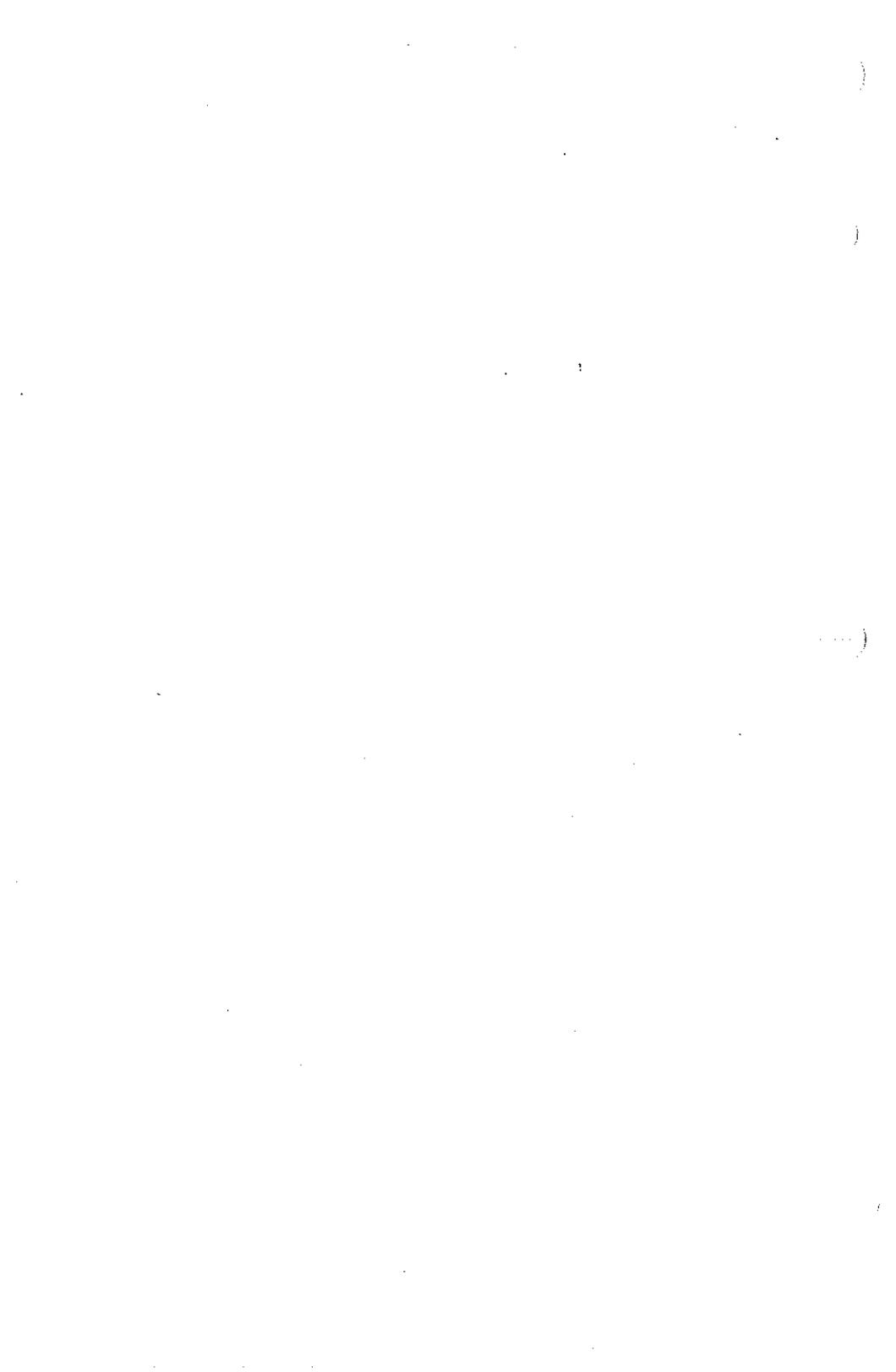
(b) *License fee.* Journeyman plumber (restricted), \$30 and \$30 for each renewal of license if application is made prior to January 1 annually; after that date an additional fee of \$10.

(c) *Temporary permit fee.* Temporary permit pending examination and issuance of license for journeyman plumber (restricted), \$75. The fee shall cover the examination fee prescribed and the license fee for the year issued.

(6) **REGISTERED LEARNER FEES.** Plumber learner (restricted), \$15 shall be paid at the time of registration and for each subsequent calendar year he is engaged in the learner program.

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

**History:** Emerg. cr. eff. 11-1-75; cr. Register, April, 1976, No. 244, eff. 5-1-76.



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

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

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

2. Approval agency for each installation listed.

3. Other information the department may require.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

