

## Procedures:

Procedure effective: October 4, 2019

### **Contemporaneous Review of State Licenses and Apprentice Registration**

C.R.S. § § 12-155-108, 12-155-120 and 12-155-124, formerly known as § § 15-58-105, 12-58-114.5 and 12-58-117.

- Electrical Contractor (EC) and Plumbing Contractor (PC) and their Master Electrician (ME) and Master Plumber (MP) registration and licensure, respectively, are verified as active upon: (i) initial issuance of registration by RBD, (ii) their annual registration renewal, and (iii) an ongoing basis prior to the issuance of permit(s). No permit will be issued to any licensee when at any time the registration or license is found to be inactive with the State.
- RBD utilizes DORA's online registration/licensing system to verify active State registration(s) and licensure.
- When the EC or ME, or PC or MP, accordingly, is/are replaced on a project for which either obtained a permit, another active EC or ME, or PC or MP, accordingly, must obtain a new permit, or with all parties' consent, record owner included, in writing to RBD, a transfer of the existing permit to a new licensee may take place.
- RBD inspectors will conduct occasional, random, on site verification of proper licensure and registration of apprentices as well as verifying compliance with licensee to apprentice ratios. Non-registered or unsupervised apprentices may be asked to leave the jobsite.

RBD may at any time report violations to the applicable State Board(s).