



**STATE OF GEORGIA CONSTRUCTION INDUSTRY LICENSING BOARD**

**NOTICE OF INTENT TO ADOPT PROPOSED AMENDMENTS TO THE GEORGIA  
STATE CONSTRUCTION INDUSTRY LICENSING BOARD**

**BOARD RULE CHAPTER 121-4 ISSUANCE, RENEWAL, AND EXPIRATION, RULE  
121-4-.02 RENEWAL, REINSTATEMENT, AND EXPIRATION, RULE 121-4-.05  
CONTINUING EDUCATION FOR CONDITIONED AIR CONTRACTORS, RULE 121-  
4-.06 CONTINUING EDUCATION FOR MASTER AND JOURNEYMAN PLUMBERS  
AND RULE 121-4-.07 CONTINUING EDUCATION FOR ELECTRICAL**

**CONTRACTORS**

**AND NOTICE OF PUBLIC HEARING**

**RULE CHAPTER 121-4 ISSUANCE, RENEWAL, AND EXPIRATION**

**RULE 121-4-.02 RENEWAL, REINSTATEMENT, AND EXPIRATION**

**RULE 121-4-.05 CONTINUING EDUCATION FOR CONDITIONED AIR  
CONTRACTORS**

**RULE 121-4-.06 CONTINUING EDUCATION FOR MASTER AND JOURNEYMAN  
PLUMBERS**

**121-4-.07 CONTINUING EDUCATION FOR ELECTRICAL CONTRACTORS**

**TO ALL INTERESTED PARTIES:**

Notice is hereby given that pursuant to the authority set forth below, the Georgia State Construction Industry Licensing Board (hereinafter "Board") proposes amendments to Rule Chapter 121-4 Issuance, Renewal, and Expiration, Rule 121-4-.02 Renewal, Reinstatement, and Expiration, Rule 121-4-.05 Continuing Education for Conditioned Air Contractors, Rule 121-4-.06 Continuing Education for Master and Journeyman Plumbers and Rule 121-4-.07 Continuing Education for Electrical Contractors (hereinafter "proposed rules").

This notice, together with an exact copy of the rules, is being distributed to all persons who have requested, in writing, that they be placed on the interested party notification list. A copy of this notice and the rules may be reviewed during normal business hours (8:00 am to 5:00 pm Monday through Friday, except official State holidays) at the Office of the Secretary of State, Professional Licensing Boards Division, 237 Coliseum Drive, Macon, Georgia 31217. These documents will also be available for review on the Board's industry specific web pages at <https://sos.ga.gov/page/board-conditioned-air-rules-and-regulations>, <https://sos.ga.gov/page/board-electrical-contractors-rules-and-regulations>, <https://sos.ga.gov/page/georgia-state-board-low-voltage-contractors-rules>, <https://sos.ga.gov/page/board-plumbers-rules-and-regulations>, <https://sos.ga.gov/page/utility-contractors-rules-and-regulations>. Copies may also be requested by contacting the Board at 404-424-9966.

The public will have an opportunity to comment upon and provide input into the proposed amendments at a public hearing to be held, **Thursday, October 24, 2024, beginning at 10:00 a.m.** in the Office of the Secretary of State, Professional Licensing Boards Division, 237 Coliseum Drive, Macon, Georgia 31217. The hearing will be held in person and via teleconference. The WebEx link for virtual participation is: <https://gasos.webex.com/gasos/j.php?MTID=mbf10d4dc1d16d9b7dbf1dc6bbe7aff82>.

Interested parties affected by the rule may submit written comments to the Board no later than close of business on **Thursday, October 17, 2024**. Written comments must be legible, signed, contain contact information from the maker (address, telephone number, email address), and should be addressed to La Trenda Tyler-Jones, Executive Director, State of Georgia Construction Industry Licensing Board, 237 Coliseum Drive, Macon, Georgia 31217. Comments may be submitted by fax to (866) 888-8026 or by email to [Trades4@sos.ga.gov](mailto:Trades4@sos.ga.gov).

During the public hearing, anyone may present data, make a statement, comment, or offer a viewpoint or argument, whether orally or in writing. Lengthy statements or statements of a considerable technical or economic nature, as well as previously recorded messages, must be submitted for the official record. Oral statements will be limited to five (5) minutes per person.

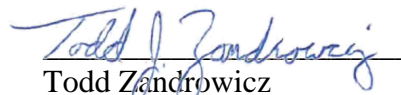
The Board voted to adopt this Notice of Intent at its meeting on **August 27, 2024**. The Board also voted that the formulation and adoption of these rule amendments do not impose an excessive regulatory cost on any licensee, and any cost to comply with the proposed rule amendments cannot be reduced by a less expensive alternative that fully accomplishes the objectives of O.C.G.A. §§ 43-1-4, 43-1-19, 43-14-5 and 43-14-6. Additionally, the Board voted that it was neither legal nor feasible in meeting the objectives of O.C.G.A. §§ 43-1-4, 43-1-19, 43-14-5 and 43-14-6 to adopt or implement differing actions for businesses as listed in O.C.G.A. § 50-13-4(a)(3)(A), (B), (C) and (D). The formulation and adoption of these rules will impact every licensee in the same manner and each licensee is independently licensed, owned, operated, and dominant in the profession.

According to the Department of Law, State of Georgia, the Georgia State Construction Industry Licensing Board has the authority to adopt the proposed rule amendments to Rules 121-4-.02, 121-4-.05, 121-4-.06 and 121-4-.07 pursuant to authority contained in O.C.G.A. §§ 43-1-4, 43-1-19, 43-14-5 and 43-14-6.

For further information, contact the Board office at (404) 424-9966.

This notice is given in compliance with O.C.G.A. § 50-13-4.

This 23rd day of September, 2024



Todd Zandrowicz  
Division Director  
Professional Licensing Boards Division

Posted: 09/23/2024

**SYNOPSIS OF PROPOSED CHANGES TO THE GEORGIA STATE CONSTRUCTION  
INDUSTRY LICENSING BOARD RULE CHAPTER 121-4 ISSUANCE, RENEWAL,  
AND EXPIRATION, RULE 121-4-.02 RENEWAL, REINSTATEMENT, AND  
EXPIRATION**

**Purpose/Main Feature:** These chapter title amendments and rule amendments would renumber the rule, restructure the language of the rule, add language concerning lapsed licenses, and change guidelines for reinstatement after three years of the license expiration date.

**CHAPTER 121-4. LICENSE ISSUANCE, RENEWAL, REINSTATEMENT, AND EXPIRATION, AND INACTIVATION**

**Rule 121-4-.02 Renewal, Reinstatement, and Expiration**

- (1) Licenses and certificates will be renewed biennially by the expiration date as provided by Rules of the Joint Secretary, ~~State Examining Board~~ Professional Licensing Boards Division, 295-2. The renewal fees, late fees, and reinstatement fees will be ~~approved set~~ set by the Board ~~in order to recover costs of administering the licensure requirements~~. Fees will be published in a separate schedule and will be made publicly available ~~to all persons licensed under this Board~~.
- ~~(2)~~ Licenses or certificates if not renewed by the expiration date, ~~shall be not current and shall be deemed invalid. Any person holding such a license or certificate shall not be authorized to engage in the business or profession for which licensed.~~
- ~~(3)~~(2) Persons may apply for renewal by submitting on or before the expiration date a completed renewal application, ~~and~~ renewal fee, and other information as may be required by the Board. If not renewed by the expiration date, licenses or certificates shall be ~~not current and shall be~~ deemed invalid. Any person holding such a license or certificate shall not be authorized to engage in the business or profession for which licensed.
- ~~(4)~~(3) Neither the failure of the Board to send nor the failure of the licensee or certificate holder to receive a renewal form or reminder of such renewal date shall excuse the failure to renew the license or certificate.
- ~~(5)~~(4) Persons not renewing a license or certificate on or before the expiration date may apply for ~~late~~ renewal during the established late renewal period by submitting the required

renewal information, late renewal fee as published on the Fee Schedule, and other information as required by the Board, within six months of the expiration date by submitting a completed renewal application form with the renewal fee and late fee. Licenses and certificates not renewed within 6 months of the expiration date shall be deemed revoked. Reinstatement of such license or certificate shall be at sole discretion of the appropriate division.

~~(6)~~(5) Licenses not renewed will be lapsed and will require reinstatement to be in good standing again. Renewal of a lapsed license is at the discretion of the appropriate Division, and such Division may deny or approve such renewal with any conditions it may deem necessary, including retaking of the licensure examination.

(a) Persons not renewing within the 6 months late period may apply for reinstatement of a lapsed license or certificate by submitting a reinstatement application, reinstatement fee, and other information as requested by the Board. The reinstatement of any license or certificate shall be at the sole discretion of the appropriate division and such division may deny the license or certificate or approve such license or certificate with any conditions it may deem necessary, including but not limited to the retaking of the licensure examination. (b) However, if if the reinstatement application is submitted more than 3 years after the expiration date of the license or certificate, the applicant shall submit a reinstatement application, application fee, and any other information requested by the appropriate Division, and the applicant shall be required to take and pass the appropriate examination. ~~the required fee and meet all current qualifications for an applicant for a new license or certification, including reexamination, in addition to any other conditions required by the appropriate division.~~

~~(7)~~(6) Applications for renewal or reinstatement of licenses and certificates must include, ~~but is not limited,~~ to the following:

- (a) any findings or pleas of guilty or pleas under nolo contendere or under the "First Offender Act" for the commission of any felony or misdemeanor, other than minor traffic violations, made after approval of the previous renewal application or licensure application;
- (b) authorization for the division to receive any criminal history record information pertaining to the applicant which may be in the files of any state or local criminal

justice agency, with such record being obtained through a Board-approved entity;

(87) Applications for renewal or late renewal of Conditioned Air Contractors, electrical contractors, Master Plumbers and Journeyman Plumbers, and utility contractors licenses shall:

(a) include a statement from the licensee indicating whether ~~or not~~ continuing education requirements provided for in this Chapter of the Board Rules have been completed. Licensees must submit documentation of completion of the continuing education requirements to the division upon request.

(9) ~~Applications for reinstatement of conditioned air contractors, electrical contractors, master plumbers, and journeyman plumbers, and utility contractors licenses must~~

(b) include evidence of completion of 4 hours of continuing education for each year since the last renewal of the license or since the initial issuance of the license if the license has not yet been through a renewal cycle or has not been reinstated, if education is required by the Division, as defined in this Chapter for each year since the last renewal of the license. ~~If a license has not been renewed or reinstated since the issuance of the license, the application for reinstatement must include evidence of completion of 4 hours of continuing education for each year since the initial issuance of the license.~~

(8) Divisions may offer an Inactive License Status in accordance with the Joint Secretary Rule 295-15-19.

Authority O.C.G.A §§ 43-1-4, 43-1-19, 43-14-5 and 43-14-6.

**SYNOPSIS OF PROPOSED CHANGES TO THE GEORGIA STATE CONSTRUCTION  
INDUSTRY LICENSING BOARD RULE CHAPTER 121-4 ISSUANCE, RENEWAL,  
AND EXPIRATION, RULE 121-4-.05 CONTINUING EDUCATION FOR  
CONDITIONED AIR CONTRACTORS**

**Purpose/Main Feature:** These rule amendments would renumber the rule and restructure the language of the rule.

**CHAPTER 121-4. LICENSE ISSUANCE, RENEWAL, REINSTATEMENT, AND  
EXPIRATION, AND INACTIVATION**

**Rule ~~121-4-.05~~121-4-.03 Continuing Education for Conditioned Air Contractors**

- (1) Conditioned Air Contractors are required to complete, prior to license renewal, continuing education as described in ~~paragraphs (2), (3), and (4)~~ of this Rule. Failure to document completion of the continuing education requirements to the satisfaction of the Division of Conditioned Air Contractors shall be grounds for disciplinary action, including denial of renewal of license or revocation of the license.
- (2) Any applicant for renewal of a Conditioned Air Contractor license is required to complete four (4) hours of continuing education per year. However, an applicant for renewal who has been initially licensed for less than two (2) years must have completed four (4) hours of continuing education while licensed prior to renewal. An applicant for renewal who has been initially licensed for less than one (1) year is not required to complete continuing education.
- (3) Credit for continuing education hours occurs at a rate of one hour for each hour of instruction. For courses ~~which~~ that report instructional time in "Continuing Education Units" (CEU), one CEU is defined as 10 hours of credit for this requirement.
- (4) Continuing education courses shall be in the areas related to conditioned air contracting concerning safety, technological advances, business management, or government regulations. Such continuing education courses must be conducted by an institution of higher education; vocational-technical school; trade, technical, or accredited college or university; a post-secondary institute under the jurisdiction of the Georgia Board of

Technical and Adult Education or the equivalent agency of another state or local government; an organization consisting of members of trade, technical, or professional group; a public utility; or a conditioned air equipment manufacturer. However, courses conducted by manufacturers specifically to promote their products shall not be approved under this Rule.

- (5) Applicants for renewal of Conditioned Air Contractors license must report on the application for renewal whether ~~or not~~ all applicable continuing education requirements have been met. Licensees shall maintain, for at least five (5) years after completion of the course, records confirming attendance at and completion of continuing education courses, including the following information:
  - (a) school, company, or organization conducting the course;
  - (b) title of course;
  - (c) location and date of the course;
  - (d) course outline or topics covered;
  - (e) hours of instruction;
  - (f) documentation of attendance and satisfactory completion.
- (6) Licensees must provide to the division the records described in paragraph (5) of this Rule upon request.
- (7) The requirements for continuing education may be waived by the Division of Conditioned Air Contractors based on documentation of hardship, disability, or illness which, to the satisfaction of the Division, prevented the applicant from completing the requirements, or under such other circumstances as the Division deems appropriate. The decision of the division as to the waiver of the requirements shall be conclusive.
- (8) As provided under O.C.G.A. 43-14-6(d)(5), the continuing education requirements shall not be required of any licensed Conditioned Air Contractor who is a registered professional engineer.

Authority: O.C.G.A §§ 43-14-5 and 43-14-6.



**SYNOPSIS OF PROPOSED CHANGES TO THE GEORGIA STATE CONSTRUCTION  
INDUSTRY LICENSING BOARD RULE CHAPTER 121-4 ISSUANCE, RENEWAL,  
AND EXPIRATION, RULE 121-4-.06 CONTINUING EDUCATION FOR MASTER AND  
JOURNEYMAN PLUMBERS**

**Purpose/Main Feature:** These rule amendments would renumber the rule, restructure the language of the rule, change language concerning continuing education requirements.

**CHAPTER 121-4. LICENSE ISSUANCE, RENEWAL, REINSTATEMENT, AND EXPIRATION, AND INACTIVATION**

**Rule 121-4-.0604 Continuing Education for Master and Journeyman Plumbers**

- ~~(1)~~ — Master and Journeyman Plumbers are required to complete, prior to license renewal, continuing education as described in paragraphs (2), (3), and (4) of this Rule. Failure to document completion of the continuing education requirements to the satisfaction of the Division of Master and Journeyman Plumber shall be grounds for disciplinary action, including denial of renewal of the license or revocation of the license, unless waived by the Division.
- ~~(2)~~(1) Beginning with the applications for renewal of licenses to practice which expire on December 31, 1996, Any applicant for renewal of master or journeyman license, effective 1994-1996 renewal, is required to complete four (4) hours of continuing education per year. The division may approve applicants for renewal who have completed at least a total a minimum of 8 hours of continuing education within the 24 months prior to the license or certificate expiration date. An applicant for renewal who has been initially licensed for less than two (2) years must have completed four (4) hours of continuing education while licensed prior to renewal. An applicant for renewal who has been initially licensed for less than one (1) year is not required to complete continuing education prior to the applicant's initial renewal.
- ~~(3)~~(2) Continuing education courses shall be in the areas of plumbing installation, design, state codes, products, innovations or new techniques, tools and materials, safety, or ~~work-related~~ work-related legal issues. Courses for Master Plumbers also may be in the areas of environmental or business issues. Such continuing education courses must be

conducted by an institute of higher education; vocational-technical school; trade, technical, or professional organization; or institute under the State Board of Technical and Adult Education.

~~(4)~~(3) Applicants for renewal of Master or Journeyman Plumber license must report on the application for renewal whether ~~or not~~ all applicable continuing education requirements have been met. Licensees shall maintain, for at least five (5) years after completion of the course, records confirming attendance at and completion of continuing education courses, including the following information:

- (a) school or organization conducting the course;
- (b) title of course;
- (c) location and date of the course;
- (d) course outline or topics covered;
- (e) hours of instruction;
- (f) documentation of attendance and satisfactory completion.

~~(5)~~(4) Licensees must provide to the division the records described in paragraph (5) of this Rule upon request.

Authority: O.C.G.A. §§ 43-14-5 and 43-14-6.

**SYNOPSIS OF PROPOSED CHANGES TO THE GEORGIA STATE CONSTRUCTION  
INDUSTRY LICENSING BOARD RULE CHAPTER 121-4 ISSUANCE, RENEWAL,  
AND EXPIRATION, RULE 121-4-.07 CONTINUING EDUCATION FOR ELECTRICAL  
CONTRACTORS**

**Purpose/Main Feature:** These rule amendments would renumber the rule and restructure the language of the rule.

**CHAPTER 121-4. LICENSE ISSUANCE, RENEWAL, REINSTATEMENT, AND  
EXPIRATION, AND INACTIVATION**

**Rule 121-4-.0705 Continuing Education for Electrical Contractors**

- (1) Electrical Contractors are required to complete, prior to license renewal, continuing education as described in this Rule. Failure to document completion of the continuing education requirements to the satisfaction of the Division of Electrical Contractors shall be grounds for disciplinary action, including denial of renewal of the license or revocation of the license.
- (2) Any applicant for renewal of an electrical contractor license is required to complete four (4) hours of continuing education per year. However, an applicant for renewal who has been initially licensed for less than two (2) years, but more than 1 year must have completed four (4) hours of continuing education while licensed prior to initial renewal. An applicant for renewal who has been initially licensed for one (1) year or less is not required to complete continuing education prior to initial renewal.
- (3) Credit for continuing education hours occurs at a rate of one hour for each hour of instruction.
- (4) Continuing education courses shall be in the area related to electrical contracting as prescribed by the division. Such continuing education courses must be conducted by an accredited college or university; a post-secondary institute under the jurisdiction of the Georgia Board of Technical and Adult Education or the equivalent agency of another state or local government; an organization consisting of members of a trade, technical, or professional group; a public utility; or an electrical equipment manufacturer. However,

courses conducted by manufacturers specifically to promote their products shall not be approved under this Rule.

- (5) Applicants for renewal of electrical contractor license must report on the application for renewal whether ~~or not~~ all applicable continuing education requirements have been met. Licensees shall maintain, for at least five (5) years after completion of the course, records confirming attendance at and completion of continuing education courses, including the following information:
  - (a) school, company, or organization conducting the course;
  - (b) title of the course;
  - (c) location and date of the course;
  - (d) course outline or topics covered;
  - (e) hours of instruction;
  - (f) documentation of attendance and satisfactory completion.
- (6) Licensees must provide to the division the records described in paragraph (5) of this Rule upon request.
- (7) The requirements for continuing education may be waived by the Division of Electrical Contractors based on documentation of hardship, disability, or illness which, to the satisfaction of the Division, prevented the applicant from completing the requirements, or under such other circumstances as the Division deems appropriate. The decision of the division as to the waiver of the requirements shall be conclusive.

Authority: O.C.G.A §§ 43-14-5 and 43-14-6.

**RULES**  
**OF**  
**GEORGIA STATE CONSTRUCTION INDUSTRY LICENSING BOARD**  
**CHAPTER 121-4 LICENSE ISSUANCE, RENEWAL, EXPIRATION, AND**  
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**Rule 121-4-.02 Renewal, Reinstatement, and Expiration**

- (1) Licenses and certificates will be renewed biennially by the expiration date as provided by Rules of the Joint Secretary, Professional Licensing Boards Division. The renewal fees, late fees, and reinstatement fees will be set by the Board. Fees will be published in a separate schedule and will be made publicly available.
- (2) Persons may apply for renewal by submitting on or before the expiration date a completed renewal application, renewal fee, and other information as may be required by the Board. If not renewed by the expiration date, licenses or certificates shall be deemed invalid. Any person holding such a license or certificate shall not be authorized to engage in the business or profession for which licensed.
- (3) Neither the failure of the Board to send nor the failure of the licensee or certificate holder to receive a renewal form or reminder of such renewal date shall excuse the failure to renew the license or certificate.
- (4) Persons not renewing a license or certificate on or before the expiration date may apply for renewal during the established late renewal period by submitting the required renewal information, late renewal fee as published on the Fee Schedule, and other information as required by the Board.
- (5) Licenses not renewed will be lapsed and will require reinstatement to be in good standing again. Renewal of a lapsed license is at the discretion of the appropriate Division, and

such Division may deny or approve such renewal with any conditions it may deem necessary, including retaking of the licensure examination.

- (a) Persons may apply for reinstatement of a lapsed license or certificate by submitting a reinstatement application, reinstatement fee, and other information as requested by the Board.
  - (b) If the reinstatement application is submitted more than 3 years after the expiration date of the license or certificate, the applicant shall submit a reinstatement application, application fee, and any other information requested by the appropriate Division, and the applicant shall be required to take and pass the appropriate examination.
- (6) Applications for renewal or reinstatement of licenses and certificates must include the following:
- (a) any findings or pleas of guilty or pleas under nolo contendere or under the "First Offender Act" for the commission of any felony or misdemeanor, other than minor traffic violations, made after approval of the previous renewal application or licensure application;
  - (b) authorization for the division to receive any criminal history record information pertaining to the applicant which may be in the files of any state or local criminal justice agency, with such record being obtained through a Board-approved entity;
- (7) Applications for renewal or late renewal of Conditioned Air Contractors, electrical contractors, Master Plumbers and Journeyman Plumbers, and utility contractors licenses shall:
- (a) include a statement from the licensee indicating whether continuing education requirements provided for in this Chapter of the Board Rules have been completed. Licensees must submit documentation of completion of the continuing education requirements to the division upon request.
  - (b) include evidence of completion of 4 hours of continuing education for each year since the last renewal of the license or since the initial issuance of the license if the license has not yet been through a renewal cycle or has not been reinstated if education is required by the Division, as defined in this Chapter for each year since the last renewal of the license.
- (8) Divisions may offer an Inactive License Status in accordance with the Joint Secretary

Rule 295-15-19.

Authority O.C.G.A §§ 43-1-4, 43-1-19, 43-14-5 and 43-14-6.

### **Rule 121-4-.03 Continuing Education for Conditioned Air Contractors**

- (1) Conditioned Air Contractors are required to complete, prior to license renewal, continuing education as described in this Rule. Failure to document completion of the continuing education requirements to the satisfaction of the Division of Conditioned Air Contractors shall be grounds for disciplinary action, including denial of renewal of license or revocation of the license.
- (2) Any applicant for renewal of a Conditioned Air Contractor license is required to complete four (4) hours of continuing education per year. However, an applicant for renewal who has been initially licensed for less than two (2) years must have completed four (4) hours of continuing education while licensed prior to renewal. An applicant for renewal who has been initially licensed for less than one (1) year is not required to complete continuing education.
- (3) Credit for continuing education hours occurs at a rate of one hour for each hour of instruction. For courses that report instructional time in "Continuing Education Units" (CEU), one CEU is defined as 10 hours of credit for this requirement.
- (4) Continuing education courses shall be in the areas related to conditioned air contracting concerning safety, technological advances, business management, or government regulations. Such continuing education courses must be conducted by an institution of higher education; vocational-technical school; trade, technical, or accredited college or university; a post-secondary institute under the jurisdiction of the Georgia Board of Technical and Adult Education or the equivalent agency of another state or local government; an organization consisting of members of trade, technical, or professional group; a public utility; or a conditioned air equipment manufacturer. However, courses conducted by manufacturers specifically to promote their products shall not be approved under this Rule.
- (5) Applicants for renewal of Conditioned Air Contractors license must report on the application for renewal whether all applicable continuing education requirements have been met. Licensees shall maintain, for at least five (5) years after completion of the course, records confirming attendance at and completion of continuing education courses, including the following information:
  - (a) school, company, or organization conducting the course;



- (b) title of course;
  - (c) location and date of the course;
  - (d) course outline or topics covered;
  - (e) hours of instruction;
  - (f) documentation of attendance and satisfactory completion.
- (6) Licensees must provide to the division the records described in paragraph (5) of this Rule upon request.
- (7) The requirements for continuing education may be waived by the Division of Conditioned Air Contractors based on documentation of hardship, disability, or illness which, to the satisfaction of the Division, prevented the applicant from completing the requirements, or under such other circumstances as the Division deems appropriate. The decision of the division as to the waiver of the requirements shall be conclusive.
- (8) As provided under O.C.G.A. 43-14-6(d)(5), the continuing education requirements shall not be required of any licensed Conditioned Air Contractor who is a registered professional engineer.

Authority: O.C.G.A §§ 43-14-5 and 43-14-6.

## **Rule 121-4-.04 Continuing Education for Master and Journeyman Plumbers**

- (1) Any applicant for renewal of master or journeyman license is required to complete a minimum of 8 hours of continuing education within the 24 months prior to the license or certificate expiration date. An applicant for renewal who has been initially licensed for less than two (2) years must have completed four (4) hours of continuing education while licensed prior to renewal. An applicant for renewal who has been initially licensed for less than one (1) year is not required to complete continuing education prior to the applicant's initial renewal.
- (2) Continuing education courses shall be in the areas of plumbing installation, design, state codes, products, innovations or new techniques, tools and materials, safety, or work-related legal issues. Courses for Master Plumbers also may be in the areas of environmental or business issues. Such continuing education courses must be conducted by an institute of higher education; vocational-technical school; trade, technical, or professional organization; or institute under the State Board of Technical and Adult Education.
- (3) Applicants for renewal of Master or Journeyman Plumber license must report on the application for renewal whether all applicable continuing education requirements have been met. Licensees shall maintain, for at least five (5) years after completion of the course, records confirming attendance at and completion of continuing education courses, including the following information:
  - (a) school or organization conducting the course;
  - (b) title of course;
  - (c) location and date of the course;
  - (d) course outline or topics covered;
  - (e) hours of instruction;
  - (f) documentation of attendance and satisfactory completion.
- (4) Licensees must provide to the division the records described in paragraph (5) of this Rule upon request.

Authority: O.C.G.A. §§ 43-14-5 and 43-14-6.

## **Rule 121-4-.05 Continuing Education for Electrical Contractors**

- (1) Electrical Contractors are required to complete, prior to license renewal, continuing education as described in this Rule. Failure to document completion of the continuing education requirements to the satisfaction of the Division of Electrical Contractors shall be grounds for disciplinary action, including denial of renewal of the license or revocation of the license.
- (2) Any applicant for renewal of an electrical contractor license is required to complete four (4) hours of continuing education per year. However, an applicant for renewal who has been initially licensed for less than two (2) years, but more than 1 year must have completed four (4) hours of continuing education while licensed prior to initial renewal. An applicant for renewal who has been initially licensed for one (1) year or less is not required to complete continuing education prior to initial renewal.
- (3) Credit for continuing education hours occurs at a rate of one hour for each hour of instruction.
- (4) Continuing education courses shall be in the area related to electrical contracting as prescribed by the division. Such continuing education courses must be conducted by an accredited college or university; a post-secondary institute under the jurisdiction of the Georgia Board of Technical and Adult Education or the equivalent agency of another state or local government; an organization consisting of members of a trade, technical, or professional group; a public utility; or an electrical equipment manufacturer. However, courses conducted by manufacturers specifically to promote their products shall not be approved under this Rule.
- (5) Applicants for renewal of electrical contractor license must report on the application for renewal whether all applicable continuing education requirements have been met. Licensees shall maintain, for at least five (5) years after completion of the course, records confirming attendance at and completion of continuing education courses, including the following information:
  - (a) school, company, or organization conducting the course;
  - (b) title of the course;
  - (c) location and date of the course;
  - (d) course outline or topics covered;

- (e) hours of instruction;
  - (f) documentation of attendance and satisfactory completion.
- (6) Licensees must provide to the division the records described in paragraph (5) of this Rule upon request.
- (7) The requirements for continuing education may be waived by the Division of Electrical Contractors based on documentation of hardship, disability, or illness which, to the satisfaction of the Division, prevented the applicant from completing the requirements, or under such other circumstances as the Division deems appropriate. The decision of the division as to the waiver of the requirements shall be conclusive.

Authority: O.C.G.A §§ 43-14-5 and 43-14-6.