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**IDAPA 07  
TITLE 03  
Chapter 07**

**07.03.07 - RULES GOVERNING CERTIFICATION**

**000. LEGAL AUTHORITY.**

The Director of the Division of Building Safety is authorized under Section 39-4104, et seq, Idaho Code, to promulgate rules concerning the enforcement and administration of the Idaho Building Code Advisory Act. (2-26-93)

**001. TITLE AND SCOPE.**

These rules shall be cited as IDAPA 07.03.07, Rules Governing Certification, Division of Building Safety. These rules prescribe the criteria used by the Building Division in administering a program for the examination and certification of building inspectors. (2-26-93)

**002. WRITTEN INTERPRETATIONS.**

This agency has no written interpretations of this chapter. (2-26-93)

**003. ADMINISTRATIVE APPEALS.**

This chapter does not provide for administrative relief of the provisions contained herein. (2-26-93)

**004. -- 009. (RESERVED).**

**010. GENERAL.**

01. Conducting of Certification Examinations. All certification examinations shall be conducted by the Division and shall be of the open book type, and the Division shall make the results of examinations known to the applicant, to include the information on questions answered in error. (4-4-89)

02. Required Score. A score of seventy percent (70%) or better shall be required for passage of the certification examination. (4-4-89)

03. Location and Type of Examinations. Certification examinations will be written and be given at locations approved by the Division. (4-4-89)

**011. BUILDING INSPECTORS.**

01. Requirements for Building Inspector Certification. The requirements for building inspector certification are four (4) years experience in the building construction industry (exclusive of electrical and plumbing trades) and/or related educational or work experience, such experience to be attested to in writing and signed by the applicant (falsification of any information will result in loss of certification), and successful completion of the Division building inspector certification examination relating to various codes, rules and regulations described in IDAPA 07.03.07.011.02. (4-4-89)

02. Examinations. Examinations for certification shall address the Uniform Building Code; the Uniform Mechanical Code, and these rules. Examinations will be prepared by the director. Applicants who do not pass the certification test will be required to wait a period of One Hundred Eighty (180) days in order to be eligible to retake the examination. All applications shall be accompanied by an examination fee and a certificate fee in the amount prescribed by Section 39-4108, Idaho Code, for examination and renewal of certificates. (4-4-89)

03. Exception to Examination. The director may issue an appropriate certificate, without examination, to an individual holding a valid certificate of construction inspection competency (excluding electrical and plumbing) recognized by the director. Such application shall be accompanied by an examination fee and a certificate fee in the amount prescribed by Section 39-4108, Idaho Code, for examination and renewal of certificates. (4-4-89)

**012. MOBILE HOME CERTIFIED SUPERVISORS.**

01. Certified Supervisors. Notwithstanding the provisions of IDAPA 07.03.07.010, a certificate of competency pursuant to Chapter 40, Title 39, Idaho Code, will be issued to those certified supervisor applicants found to be qualified by virtue of experience and written examination. Certified supervisors shall be on duty for constant on-the-job supervision of the installation of plumbing, electrical and heating systems and for surveillance of workmanship, suitability, grade and quality of materials and equipment, and shall be responsible for compliance with adopted code standards, working plans and specifications. (4-4-89)

02. Application for Certificate of Competency. (4-4-89)

a. Application for certificate of competency as an electrical supervisor, plumbing supervisor, and heat systems supervisor shall be printed and made available by the Building Bureau. (7-1-97)

b. An applicant for certificate of competency must have a minimum of two (2) years experience in the industry, which shall be in the installation of the systems for which the certificate of competency is to be issued. Provided, however, training in a trade school can be accepted as part of the two (2) years experience if such training covers specifically the systems as defined in Chapter 40, Title 39, Idaho Code, for which the certificate of competency is to be issued; and provided further, that such credit for training shall not exceed one-half (1/2) of the time actually spent in school, and shall not in any case exceed one (1) year. (4-4-89)

c. Any person who holds a valid journeyman's license, issued by either the Idaho State Electrical Board or the Idaho State Plumbing Board, shall automatically be certified in their respective craft as an electrical or plumbing supervisor upon application for a certificate of competency accompanied by the license fee as provided in Subsection 012.02.d. (4-4-89)

d. Schedule of fees.

Certified supervisor (electrical, plumbing, heating)	\$25
Renewal of certification	\$15
Revival of certification	\$25
Examination (for each time taken)	\$20

e. All applications for certificates of competency properly completed, giving all pertinent information substantiating required experience and signature, shall be under oath and notarized. Applications for certificates of competency shall be accompanied by the appropriate license and examination fee, when applicable. Applications for certificates of competency shall be approved by the division before any certificate of competency is issued or an examination is given. The provisions of this subsection shall not apply to examinations for annual renewal of certificates. (7-1-97)

03. Examinations. (4-4-89)

a. Written examinations for certification of competency for certified supervisors of electrical systems, plumbing systems and heating systems shall be formulated by the Division. Examination questions shall be based on the practical application of the latest Federal Mobile Home Construction and Safety Standards for mobile home supervisors, and the rules of the division. (7-1-97)

b. Upon examination, no certificate of competency shall be issued unless the applicant receives a final grade of seventy percent (70%) or higher. An applicant receiving a grade of less than seventy percent (70%) but not less than fifty percent (50%) may be re-examined at the expiration of thirty (30) days. An applicant receiving a grade of less than fifty percent (50%) may not be re-examined prior to the expiration of six (6) months from the date of examination at which such grade was received. Examinations for certificates of competency for certified supervisors shall be taken at the offices of the division in Boise, Idaho, on the first and third Tuesdays of each month. (7-1-97)

**013. -- 999. (RESERVED).**