

# NCPCCI

## *National Certification Program for Construction Code Inspectors*

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### *Candidate Information Bulletin*

For examinations on and after January 9, 2007

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**PROMETRIC™**

***Providing Examinations for the NCPCCI***

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# Introduction

## About the NCPCCI exams

The National Certification Program Construction Code Inspectors (NCPCCI) exams have been developed by national code enforcement organizations in collaboration with Prometric Holdings, LLC (Prometric). These code enforcement organizations have joined together to establish a testing program that will provide nationally recognized evidence of competence and professionalism in construction code knowledge.

The purpose of the exams is to provide a basis for assessing competency in technical code knowledge of a Construction Code Inspector or Plan Reviewer. The test results should not be used for employment ranking.

## At a glance

Follow these main steps if you are interested in taking an NCPCCI exam and obtaining licensure or certification through a code organization.



### To obtain your license or certification

- 1** Submit your exam registration form (found on Page 27) and the (\$120) exam fee to Prometric at the address below.  
Once your registration form has been processed, schedule an exam appointment—Page 3.
- 2** Prepare for your exam, using this bulletin and other materials—Page 7.
- 3** Present your required identification and take your exam—Page 4.
- 4** After you have successfully completed your exam, contact the appropriate state or code organization regarding your license or certificate.



### To get answers not provided in this bulletin

Direct all questions and requests for information about exams to:

**Prometric**

ATTN: NCPCCI Program  
1260 Energy Lane  
St. Paul, MN 55108  
Phone: 800.864.5309  
Fax: 800.347.9242  
TDD User: 800.790.3926  
Visit our Web site at [www.prometric.com/ncpcci](http://www.prometric.com/ncpcci)

Direct all questions about certification requirements to your individual state or code organization. A "State and Organization partners" contact list can be found in this bulletin on Page 18.

## Registering and scheduling exams

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Your exam will be given by computer at a Prometric testing center. You may test at any Prometric testing center in the United States. A complete list of testing centers is available online at [www.prometric.com/ncpcci](http://www.prometric.com/ncpcci) or by calling 800.864.5309.

**Holidays.** Testing generally does not occur on the following holidays:

- New Year's Day
- Martin Luther King Jr. Day
- Presidents' Day
- Memorial Day
- Independence Day
- Labor Day
- Thanksgiving Day
- Christmas Day

Additional state holidays may be observed in the state where you schedule your exam appointment.

**Accommodations.** If you require ADA accommodation, see "Special test considerations" on Page 4 before registering.

Registering for an exam consists of two steps: **Registration** and **Scheduling**. These steps are outlined below.

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### Registering for an exam

To register for an NCPCCI exam, you must first complete the registration form, on Page 27 of this bulletin. Submit the form along with the appropriate fee(s) to Prometric.

#### By phone—a one-step process

You may register and schedule your exam by calling 800.864.5309 between 7 a.m. and 8 p.m. (Central Time), Monday through Friday. Please have your exam registration form and your Visa or MasterCard information available. At the end of the call, you will be given a number confirming your appointment. Record and keep this confirmation number for your records.

#### By fax or mail—a two-step process

You can register by fax or mail in two steps: (1) register and pay your exam fee and (2) schedule your exam appointment.

You may fax your completed exam registration form (Page 27) to Prometric at 800.347.9242. You must include the Visa or MasterCard number and the cardholder's signature on the fax.

You may mail your completed exam registration form (Page 27) and the appropriate exam fee to Prometric. When registering by mail, you may pay the exam fee by including a Visa or MasterCard number, company check, cashier's check or money order. **Personal checks and cash are not accepted.**



**Note** Your exam registration remains valid for one year after it has been processed and will expire without further notice at that time. **Fees are not refundable or transferable.**

After Prometric has processed your registration, you must schedule your exam appointment.

**Scheduling an exam appointment**

Faxed registrations are processed within 24 hours, or one business day, of receipt. Assume four to eight days for delivery of mailed registrations and then 48 hours for processing. Once your registration has been processed, you can schedule an appointment by:

- 1 Calling 800.864.5309. Please record and retain the number confirming your appointment you are given at the end of the call.
- 2 Going online at [www.prometric.com/ncpcci](http://www.prometric.com/ncpcci) and clicking **Schedule, Reschedule, Cancel or Confirm an Exam**.

**Rescheduling your appointment**

To avoid an additional fee, you must contact Prometric at least **three full business days** (does not include weekends and holidays) before the day of your originally scheduled appointment.

Rescheduling fees will apply as follows:

- **No fee** if you reschedule on the fourth business day or sooner prior to your appointment date.
- **\$40 fee** if you reschedule one to three business days or sooner prior to your appointment date.
- **Another full exam fee** if you reschedule on or after your appointment date.

Refer to the following table to determine the **last day** you may reschedule without paying an additional fee.

**Last day to reschedule with no fee**

<b>If your exam is on:</b>	<b>Call by 8 p.m. (Central time) the previous:</b>
Monday	Tuesday
Tuesday	Wednesday
Wednesday	Thursday
Thursday	Friday
Friday	Monday

Note that this schedule **does not** include holidays. Since holidays are not business days, they do not count against the three days (call earlier).

To pay any fees by Visa or MasterCard and reschedule your appointment, call Prometric at 800.864.5309. You may also pay the rescheduling fee by mailing a cashier’s check, company check, money order, or Visa or MasterCard information to Prometric.

**Retake information**

If you have allowed your exam registration to expire, or were unsuccessful in your exam attempt, you may re-register and schedule your exam by phone, fax or mail (see “Registering and scheduling exams” on Page 1). Another exam fee is required.

**If absent or late for your appointment**

If you miss your appointment or arrive late and are not allowed to test, you must pay another full exam fee before choosing another appointment.

## SPECIAL TEST CONSIDERATIONS

If you are unable to attend your scheduled exam due to illness or emergency, call Prometric. Under certain circumstances, the fee to reschedule may be waived. Prometric reserves the right to request documentation to support any illness or emergency.

### Emergency closings

Severe weather or an emergency could require canceling scheduled exams. If this occurs, Prometric will attempt to contact you by phone or e-mail; however, you may check for testing site closures by calling Prometric. If the site is closed, your exam will be rescheduled without a rescheduling fee.

If a testing center is open for testing and you choose not to appear for testing, your fee will be forfeited and you will need to pay another full exam fee.

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### Special test considerations

**ADA accommodation.** If you require testing accommodations under the Americans with Disabilities Act (ADA), please call Prometric at 888.226.9406 to obtain an accommodation request form. Reasonable testing accommodations are provided to allow candidates with documented disabilities recognized under the Americans with Disabilities Act an opportunity to demonstrate their skills and knowledge.

Candidates should submit professional documentation of the disability with their form to help us determine the necessary testing arrangements. Thirty days' advance notice is required for all testing arrangements. There is no additional charge for these accommodations.

**ESL note.** If English is your second language, please note that a language barrier is not considered a disability.

## Taking your exam

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Knowing what to expect when taking your exam may help you prepare for it. This section:

- Lists what to bring with you on exam day.
- Indicates regulations that will be enforced at the testing center.
- Explains exam results.
- Describes the appeals process.

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### What to bring on exam day

**Arrival.** You should arrive at least **15 minutes before** your scheduled exam appointment. This allows time for you to sign in and for staff to verify your identification and supporting materials.

**Identification required.** You must present a valid form of identification before you can test. That identification document **must**:

- Be government-issued (e.g., driver's license, state-issued identification card or military identification card).
- Contain **both** a current photo and your signature.
- Have a name that exactly matches the name used to register for the exam (including designations such as "Jr." and "III").



**Important** Failure to provide appropriate identification at the time of the exam is considered a missed appointment. As a result, you must pay another exam fee and reschedule your appointment.

If you cannot provide the identification listed above, contact Prometric **before** scheduling your appointment to arrange an alternative way to meet this requirement.

## Testing regulations

To ensure that all candidates are tested under equally favorable conditions, the following regulations and procedures will be observed at each testing center. Failure to follow any of these security procedures may result in disqualification of your examination. Prometric reserves the right to audiotape and videotape any examination session.

### References

- Only approved references are allowed during the examination. You may not bring any other reference materials, papers or study materials into the test center. Handwritten or additional notes, and highlighting and permanent tabbing are allowed in the reference books (letters, words, diagrams, etc.) if done prior to the exam. Please note that Post-it® notes are not permanent and will not be allowed. Sharing reference materials is not allowed. You are not allowed to highlight or make notes of any sort in the references during the exam. Any reference materials that have been written in during the exam will be confiscated.
- **NCPCCI Exhibit Booklet.** You will receive an NCPCCI Exhibit Booklet before being seated for the exam. If needed, the item in the exam will refer you to the appropriate plan/figure in the book. When the exam begins, you are to study the plans and respond to the questions on the exam. You will be permitted to keep these plans at your workstation while you complete the exam. However, they must be returned to the test center administrator at the end of the session.

### Calculators

Only silent, handheld, solar or battery-operated, nonprogrammable calculators (without paper tape-printing capabilities or alphabetic keypads) may be used. Calculators will be available at the test center.

### Personal items

Prometric is not responsible for items left in the reception area of the testing center. While lockers are provided, it is recommended that personal items not be brought into the testing center. Note the following:

- Electronic equipment—cell phones, PDAs, pagers, cameras, tape recorders, etc.—is not permitted in the testing room and must be powered off while stored in a locker.
- Pocket items—keys, wallet, etc.—must remain in your pocket or be stored in a locker during testing.
- Other personal items—digital watches, outerwear that is not being worn while testing (sweater, jacket, etc.), briefcases, purses, etc.—are not permitted in the testing room.

### Breaks

- If you leave the testing room while an exam is in progress, you must sign out/in on the roster and you will lose exam time.
- You are not allowed to use any electronic devices or phones during breaks.

**Visitors**  
**Misconduct or disruptive behavior**

- No guests, visitors or family members are allowed at the testing center.
- Candidates who engage in any kind of misconduct or disruptive or offensive behavior may be dismissed from the examination. Examples are: giving or receiving help, taking part in an act of impersonation, removing test materials or notes from the testing room, using rude or offensive language and behavior that delays or interrupts testing.

**Weapons**

- Weapons are not allowed at the testing center.



**Important** Before an exam begins, the test center administrator will inspect briefcases, purses, and so on to ensure that candidates are not in violation of any of these rules. The administrator will collect any materials that violate the rules.

**Copyrighted questions.** All test questions are the copyrighted property of Prometric Holdings, LLC. It is forbidden under federal copyright law to copy, reproduce, record, distribute or display these test questions by any means, in whole or in part, without our written permission. Doing so may subject you to severe civil and criminal penalties, including up to five years in prison and/or a \$250,000 fine for criminal violations.

**If questions arise.** Test center administrators are not allowed to answer any questions pertaining to the exam content. If you do not understand a question on the exam, you should answer the question to the best of your ability.

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**Your exam results**

At the end of your exam, your score will be shown on the screen and you will receive a printed score report. The report indicates whether you passed or failed. Exam grades are confidential and will be revealed only to you.

**Passing score.** Numerical total score and diagnostic information are not reported to passing candidates to avoid the potential for misuse. If you pass the exam, please contact the appropriate code organization for information about obtaining your license or certification.

**Retake information.** If you did not pass the exam, the score report will indicate your overall score and number of questions answered correctly on each major section of the exam. These section scores are shown to guide you about areas requiring additional preparation before retesting. If you do not pass, you will need to re-register for the exam following the registration instructions outlined on Page 2.



**Note** There is no limit to the number of times you may take the exams, however, it is recommended that you spend some time studying between attempts.

**Release of information.** The release of your score report is governed by the NCPCCI policy that information about an individual can be released only with that person's written consent. The registration form you submitted constitutes written authorization to release your score to the appropriate jurisdiction or model code group.

In some jurisdictions, the names of failing candidates appearing on rosters transmitted to state agencies are considered to be part of the categories of state records available to the public.

**Duplicate score report.** You may call or write to Prometric to request a duplicate of your score report for a period of one year after an exam. You will be charged a \$15 processing fee per report.

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## **Appeals process**

Our goal is to provide a quality exam and a pleasant testing experience for every candidate. If you are dissatisfied with either and believe we can correct the problem, we would like to hear from you. We provide an opportunity for general comments at the end of your exam. Our personnel will review your comments, but you will not receive a direct response.

If you are requesting a response about exam content, registration, scheduling or test administration (testing site procedures, equipment, personnel, etc.), please submit an appeal in writing.

Your appeal letter must provide your name and ID number (usually your Social Security number), the exam title, the date you tested and the details of your concern, including all relevant facts. Be sure to include your signature and return address. Mail your appeal letter to:

**Prometric**  
**ATTN: Appeals Committee**  
1260 Energy Lane  
St. Paul, MN 55108

The Appeals Committee will review your concern and send you a written response within 10 business days of receipt. **Faxed appeals will not be accepted** because an original signature is required.

## **Exam content**

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Each of the examinations is two hours long, open-book and consists of 50 multiple-choice questions. A score of 70 or higher is required to pass each exam. A list of reference materials used to develop each exam appears on Page 11.

A list of Practice Questions appears on Page 12. You may want to review these samples for the type of questions that may appear on the exam.

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## **Overview of exams**

The Code(s) that you will use in answering examination questions may differ to some extent from the Code(s) that you use on the job. There are at least two reasons for this:

- 1** Each model Code is updated periodically (for example, the city, county or state employing a given inspector revises its construction codes as required; inspectors move from an agency enforcing Code X to one enforcing Code Y). Consequently, one of the major abilities measured by this certification examination is whether the inspector candidate can learn to use a specified Code, and then whether he or she can adapt to code changes.

**INDIVIDUAL OUTLINES**

**2** The government agencies responsible for prescribing Code requirements for their jurisdiction frequently set up different requirements.

The model Code groups have published a One- and Two- Family Dwelling Code, which presents a recognized frame of reference for measuring a candidate’s ability to read and apply one- and two-family dwelling construction, mechanical, and plumbing requirements. The emphasis in the one- and two-family dwelling examinations is on inspection and basic plan review functions.

The general inspection examinations cover structures/installations other than one- and two-family structure/installations. The emphasis is on the major occupancy/use/installation problems in one- to four-story structures. Some basic high-rise-specific problems are covered.

The plan review examinations are mainly concerned with the ability to identify design errors, to perform required calculations accurately, and to verify that the proposed installations, systems, devices, or materials meet code requirements. Emphasis is on the occupancy/use/hazard classifications and problems that are most frequently encountered.

In a few of the examinations, you are presented with a set of plans or an installation layout, and you are asked to identify any design or installation errors. You must then answer questions about the errors.

**Individual outlines**

The following outlines are the basis of the NCPCCI exams. Each exam will contain questions about the subjects in its outline.

The percentages indicate the relative weight assigned to each section of the exam and the question column lists the number of questions from each section that will appear on the exam.

**Exam references.** A list of reference materials that you may use during the exams is located on Page 11. Some of the exam questions will be based on field experience and knowledge of the basic trade practices. Therefore, the references listed may not contain all the information needed to be competent in the trade or to pass the examinations.

<b>1A Building One- and Two-Family Dwelling</b>		
<b>Topic</b>	<b>Questions</b>	<b>Percent</b>
Footing and Foundation Inspections	14	28%
Framing Inspections	24	48%
Final Inspections	12	24%

<b>1B Building General</b>		
<b>Topic</b>	<b>Questions</b>	<b>Percent</b>
Footing and Foundation Inspections	12	24%
Structural Inspections	12	24%
Life Safety Inspections	13	26%
Fire Safety Inspections	13	26%

<b>1C Building Plan Review</b>		
<b>Topic</b>	<b>Questions</b>	<b>Percent</b>
Building Classification and Structure	13	26%
Life Safety	18	36%
Fire Safety	19	38%

<b>2A Electrical One- and Two-Family Dwelling</b>		
<b>Topic</b>	<b>Questions</b>	<b>Percent</b>
Wiring Methods	9	18%
Cabinets, Panelboards, Switchboards, Boxes and Conduit Bodies	6	12%
Conductors and Overcurrent Protection on the Load Side of	8	16%

**INDIVIDUAL OUTLINES**

Topic	Questions	Percent
the Service		
Service Equipment and Conductors on the Supply Side of the Service	9	18%
Switches, Disconnects and Controllers	3	6%
Lighting and Utilization Equipment	6	12%
Calculations of Load	2	4%
Calculations of Wire Size	2	4%
Special Installations or Constructions	5	10%

**2B Electrical General**

Topic	Questions	Percent
Wiring Methods	5	10%
Cabinets, Panelboards, Switchboards, Boxes and Conduit Bodies	4	8%
Conductors and Overcurrent Protection on the Load Side of the Service	4	8%
Service Equipment and Conductors on the Supply Side of the Service	5	10%
Switches, Disconnects and Controllers	3	6%
Motors other than Dwellings	5	10%
Generators other than Dwellings	1	2%
Lighting and Utilization Equipment	4	8%
Calculations of Load	3	6%
Calculations of Wire Size	3	6%
Special Occupancies	5	10%
Special Installations or Constructions	8	16%

**2C Electrical Plan Review**

Topic	Questions	Percent
Wiring Methods	3	6%
Cabinets, Panelboards, Switchboards, Boxes and Conduit Bodies	4	8%
Conductors and Overcurrent Protection on the Load Side of the Service	4	8%
Service Equipment and Conductors on the Supply Side of the Service	6	12%
Switches, Disconnects and Controllers	4	8%
Motors other than Dwellings	4	8%

Topic	Questions	Percent
Generators other than Dwellings	1	2%
Lighting and Utilization Equipment	4	8%
Calculations of Load	6	12%
Calculations of Wire Size	3	6%
Special Occupancies	4	8%
Special Installations or Constructions	7	14%

**3B Fire Protection General**

Topic	Questions	Percent
Building Structure	25	50%
Fire Protection Systems	25	50%

**3C Fire Protection Plan Review**

Topic	Questions	Percent
Building Structure	20	40%
Fire Protection Systems	30	60%

**4A Mechanical One- and Two-Family Dwelling**

Topic	Questions	Percent
Appliances, Equipment and Distribution Systems	20	40%
Chimneys, Vents and Combustion Air	17	34%
Fuel Systems	13	26%

**4B Mechanical General**

Topic	Questions	Percent
Appliances and Equipment	14	28%
Venting Systems, Combustion Air and Fuel Systems	21	42%
Air Distribution Systems, Piping Systems	15	30%

**4C Mechanical Plan Review**

Topic	Questions	Percent
Appliances and Equipment	16	32%
Venting Systems, Combustion Air and Fuel Systems	16	32%
Air Distribution Systems, Piping Systems	18	36%

**INDIVIDUAL OUTLINES**

**5A Plumbing One- and Two-Family Dwelling**

Topic	Questions	Percent
Underground Piping Inspections	14	28%
Rough-in Inspections	24	48%
Final Inspections	12	24%

**5B Plumbing General**

Topic	Questions	Percent
Underground Piping Inspections	17	34%
Rough-in Inspections	20	40%
Final Inspections	13	26%

**5C Plumbing Plan Review**

Topic	Questions	Percent
DWV/Storm Systems	19	38%
Water Service and Distribution	19	38%
Fixtures and Special Systems	12	24%

**6B Elevator General**

Topic	Questions	Percent
Periodic and/or Acceptance Tests, Elevators, Escalators, Moving Walks and Other Equipment	21	42%
Routine Inspections, Elevators, Escalators, Moving Walks, Other Equipment, Alterations, Reading Plans and Specs	29	58%

**ADDITIONAL EXAM**

**New Jersey Hotel and Multiple Dwelling Inspector**

The New Jersey Hotel and Multiple Dwelling Inspector test provides an evaluation of minimum competency of inspectors of hotels and multiple dwellings. The test is based on the New Jersey Hotel and Multiple Dwelling statute and rules and the New Jersey Uniform Fire Code. It is available for other jurisdictions that might want to use it. In the event that other jurisdictions are interested in this test, rules and regulations used in those jurisdictions could be included in future test revisions.

Candidates interested in taking this exam should call 800.626.0750 for a registration form. This exam is administered via paper-and-pencil in the state of New Jersey.

**References**

The following reference **is provided** in the testing center. No highlighting or notes of any sort may be made in the book during the exam.

1. *NFPA 70 – National Electrical Code*, 2002 Edition, National Fire Protection Association, 1 Batterymarch Park, P.O. Box 9101, Quincy, MA 02269-9101, www.nfpa.org.

# Reference materials

The following chart lists reference materials that may be used during the exams.

Certification Test		Reference Materials	Purchase Resource
1A	Building One- and Two-Family Dwelling	<i>ICC International Residential Code for One- and Two-Family Dwellings</i> , 2006 Edition.	ICC, 800.877.2224, <a href="http://www.iccsafe.org">www.iccsafe.org</a> .
1B	Building General	<i>ICC International Building Code</i> , 2006 Edition.	ICC, 800.877.2224, <a href="http://www.iccsafe.org">www.iccsafe.org</a> .
1C	Building Plan Review	<i>ICC International Building Code</i> , 2006 Edition.	ICC, 800.877.2224, <a href="http://www.iccsafe.org">www.iccsafe.org</a> .
2A	Electrical One- and Two-Family Dwelling	<i>ICC International Residential Code for One- and Two-Family Dwellings</i> , 2006 Edition and <i>NFPA 70 – National Electrical Code</i> , 2005 Edition.	ICC, 800.877.2224, <a href="http://www.iccsafe.org">www.iccsafe.org</a> , and NFPA, 617.770.3000, <a href="http://www.nfpa.org">www.nfpa.org</a> .
2B	Electrical General	<i>NFPA 70 – National Electrical Code</i> , 2005 Edition.	NFPA, 617.770.3000, <a href="http://www.nfpa.org">www.nfpa.org</a> .
2C	Electrical Plan Review	<i>NFPA 70 – National Electrical Code</i> , 2005 Edition.	NFPA, 617.770.3000, <a href="http://www.nfpa.org">www.nfpa.org</a> .
3B	Fire Protection General	<i>ICC International Building Code</i> , 2006 Edition; <i>NFPA 13 – Installation of Sprinkler Systems</i> , 2002 Edition; and <i>NFPA 72 – National Fire Alarm Code</i> , 2002 Edition.	ICC, 800.877.2224, <a href="http://www.iccsafe.org">www.iccsafe.org</a> ; and NFPA, 617.770.3000, <a href="http://www.nfpa.org">www.nfpa.org</a> .
3C	Fire Protection Plan Review	<i>ICC International Building Code</i> , 2006 Edition; <i>NFPA 13 – Installation of Sprinkler Systems</i> , 2002 Edition; and <i>NFPA 72 – National Fire Alarm Code</i> , 2002 Edition.	ICC, 800.877.2224, <a href="http://www.iccsafe.org">www.iccsafe.org</a> ; and NFPA, 617.770.3000, <a href="http://www.nfpa.org">www.nfpa.org</a> .
4A	Mechanical One- and Two-Family Dwelling	<i>ICC International Residential Code for One- and Two-Family Dwellings</i> , 2006 Edition.	ICC, 800.877.2224, <a href="http://www.iccsafe.org">www.iccsafe.org</a> .
4B	Mechanical General	<i>ICC International Mechanical Code</i> , 2006 Edition; and <i>International Fuel Gas Code</i> , 2006 Edition.	ICC, 800.877.2224, <a href="http://www.iccsafe.org">www.iccsafe.org</a> .
4C	Mechanical Plan Review	<i>ICC International Mechanical Code</i> , 2006 Edition; and <i>International Fuel Gas Code</i> , 2006 Edition.	ICC, 800.877.2224, <a href="http://www.iccsafe.org">www.iccsafe.org</a> .
5A	Plumbing One- and Two-Family Dwelling	<i>ICC International Residential Code for One- and Two-Family Dwellings</i> , 2006 Edition; and <i>National Standard Plumbing Code</i> , 2006 Edition.	ICC, 800.877.2224, <a href="http://www.iccsafe.org">www.iccsafe.org</a> ; and PHCC, 800.533.7694, <a href="http://www.phccweb.org">www.phccweb.org</a> .
5B	Plumbing General	<i>ICC International Plumbing Code</i> , 2006 Edition; <i>ANSI A117.1 – Accessible and Usable Buildings and Facilities</i> , 2003 Edition; and <i>National Standard Plumbing Code</i> , 2006 Edition.	ICC, 800.877.2224, <a href="http://www.iccsafe.org">www.iccsafe.org</a> ; and PHCC, 800.533.7694, <a href="http://www.phccweb.org">www.phccweb.org</a> .
5C	Plumbing Plan Review	<i>ICC International Plumbing Code</i> , 2006 Edition; <i>ANSI A117.1 – Accessible and Usable Buildings and Facilities</i> , 2003 Edition; and <i>National Standard Plumbing Code</i> , 2006 Edition.	ICC, 800.877.2224, <a href="http://www.iccsafe.org">www.iccsafe.org</a> ; and PHCC, 800.533.7694, <a href="http://www.phccweb.org">www.phccweb.org</a> .
6B	Elevator General	<i>ASME A17.1, Safety Code for Elevators and Escalators</i> , 2004 Edition; <i>ASME A17.2-2004, Guide for Inspection of Elevators, Escalators, and Moving Walks</i> , 2004 Edition; <i>ASME A18.1, Safety Standard for Platform Lifts and Stairway Chairlifts</i> , 2003 Edition; and <i>NFPA 70 – National Electrical Code</i> , 2005 Edition.	ASME, 212.591.8500, <a href="http://www.asme.org">www.asme.org</a> ; and NFPA, 617.770.3000, <a href="http://www.nfpa.org">www.nfpa.org</a> .

**Additional references allowed during the exam.** During the test administration, you may use other legally adopted codes or standards, but you should be advised that such documents may not contain the correct responses. Listed below are some of the additional publications that may be brought into the exam room. Please refer to the references listed above for the appropriate edition.

1. *National Electrical Code Handbook Illustrated*, National Fire Protection Association, 617.770.3000, [www.nfpa.org](http://www.nfpa.org).
2. *ICC Commentaries, including IBC, IFBC, IFGC, IRC, IPC, IMC and IPMC*, International Code Council, 4051 West Flossmoor Road, Country Club Hills, IL 60478-5795, 800.877.2224, [www.iccsafe.org](http://www.iccsafe.org).
3. *ICC Expandex*, July 1, 2005 Edition, International Code Council, 4051 West Flossmoor Road, Country Club Hills, IL 60478-5795, 800.877.2224, [www.iccsafe.org](http://www.iccsafe.org).
4. *NFPA 13 Handbook, Standard for the Installation of Sprinkler Systems*, National Fire Protection Association, 617.770.3000, [www.nfpa.org](http://www.nfpa.org).
5. *National Standard Plumbing Illustrated*, Plumbing-Heating-Cooling Contractors-National Association (PHCC), 800.533.7694, [www.phccweb.org](http://www.phccweb.org).

# Practice questions

The questions that will appear on your licensing exam(s) are multiple-choice and you will have four options from which to choose your answer.

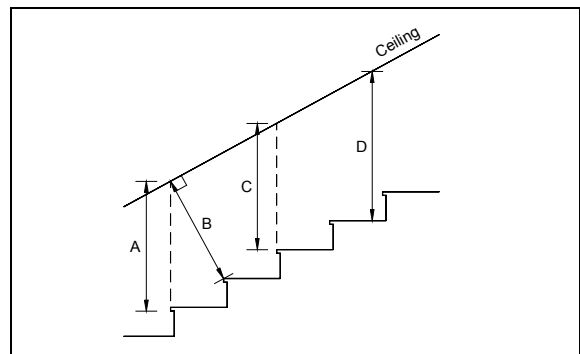
Below are practice versions of the 50-question regular exams. When you have completed a practice test, compare your answers with those listed on Page 17.

### Building One- and Two-Family Dwelling (1A)

- Which of the following statements is true about the minimum compressive strength of concrete used in single-family dwelling construction where the weathering potential is severe?
  - If used in an interior pier footing, it shall be 2,500 psi.
  - If used in the unreinforced slab of a basement floor, it shall be 3,000 psi.
  - If used in a basement wall, it shall be 3,500 psi.
  - If used in exterior porch steps, it shall be 2,000 psi.
- The maximum allowable spacing between nails attaching 1/2" gypsum wallboard to ceiling supporting members without adhesive is
  - 7"
  - 8"
  - 12"
  - 16"
- A dwelling unit within a duplex has 432 square feet of living space. The living/dining room is 10 feet by 20 feet, the kitchen is 6 feet by 11 feet, the bedroom is 6 feet by 13 feet and the bath is 5 feet by 8 feet. The unit does NOT conform to the code for which of the following reasons?
  - The bathroom is too small.
  - The living/dining room is too small.
  - The kitchen is too narrow.
  - The bedroom is too narrow.
- An attic space with a clear height of 3 feet requires an access opening of at least
  - 22 in. by 24 in.
  - 22 in. by 28 in.
  - 22 in. by 30 in.
  - 24 in. by 24 in.
- What is the minimum allowable distance from exposed earth to the bottom of a sill if the sill is made of untreated pine and is resting on a concrete exterior wall?
  - 4 in.
  - 6 in.
  - 8 in.
  - 10 in.

### Building General (1B)

- The maximum allowable height for a handrail above the leading edge (nosing) of a stairway tread is
  - 38 in.
  - 36 in.
  - 34 in.
  - 32 in.
- When reinforced concrete footings are cast against the earth, the clear cover on the reinforcement shall be a minimum of
  - 1/2 the depth of the footings.
  - 4 times the diameter of the bar.
  - 2 inches.
  - 3 inches.
- The minimum compressive strength for concrete for cast-in-place piles is
  - 5,000 psi.
  - 4,000 psi.
  - 3,000 psi.
  - 2,000 psi.
- Concrete construction joints shall meet all of the following requirements EXCEPT
  - Joints in floors shall be located within the middle third of the span of beams.
  - Joints in girders shall be offset a minimum of two times the width of intersecting beams.
  - Joints shall have crossing bars which are welded.
  - Joints shall be wetted immediately before new concrete is placed.



- Which of the measurements shown above is the one used to determine headroom?
  - A
  - B
  - C
  - D

**Building Plan Review (1C)**

- At a minimum, major new buildings in Milwaukee, Wisconsin shall be designed using an effective peak acceleration co-efficient (Aa) of
  - <0.05
  - 0.05
  - 0.06
  - >0.06
- The total required width of exit doors for an area is determined by all of the following EXCEPT the
  - use group classification.
  - size of the area.
  - maximum length of exit access travel.
  - use of a complete fire suppression system.
- All of the following uniformly distributed live loads are acceptable EXCEPT
  - 150 psf for a drill room.
  - 100 psf for an exterior balcony.
  - 90 psf for an office lobby.
  - 75 psf for a marquee.
- Which of the following characteristics determines the use group classification of buildings?
  - Location of the building on the property
  - Construction type
  - Occupancy
  - Height
- The fire-protective covering of structural members subject to impact damage shall be protected to a height of at least
  - 4 feet.
  - 5 feet.
  - 6 feet.
  - 7 feet.

**Electrical One- and Two-Family Dwelling (2A)**

- How many 8 AWG, Type THW conductors are permitted to be installed in a 3/4-inch flexible metal conduit?
  - 2
  - 3
  - 4
  - 5
- A branch circuit to a detached residential garage is 10/3 AWG with ground, Type UF, protected at 30 amps. If the supply voltage is 120/240V, the minimum depth at which the cable is permitted to be buried is
  - 24 in.
  - 18 in.
  - 12 in.
  - 6 in.

- A Type SO, 16-2, with-ground cord has an ampacity of
  - 7 amps.
  - 10 amps.
  - 13 amps.
  - 15 amps.
- A 14 AWG cable is pulled into a rigid nonmetallic conduit between a dwelling and an outdoor light post. If this raceway is underground, what is the minimum permitted burial depth?
  - 24 in.
  - 18 in.
  - 12 in.
  - 6 in.
- For a dwelling unit of 1,200 square feet, the minimum number of branch circuits required to supply lighting (at 15 amp), small appliances, laundry, and a gas-fired furnace with 1/4 HP motor is
  - 8
  - 7
  - 6
  - 5

**Electrical General (2B)**

- What is the maximum allowable amp rating of the primary overcurrent device for a 600V transformer with a rated primary current of 200 amps and no secondary overcurrent protection?
  - 200 amps
  - 225 amps
  - 250 amps
  - 300 amps
- A location in which, under normal operating conditions, hazardous concentrations of flammable vapors exist intermittently is designated as
  - Class I, Division 1
  - Class I, Division 2
  - Class II, Division 1
  - Class II, Division 2
- What is the minimum size electrical metallic tubing in which the twenty-six conductors listed below may be installed?
 

Twelve 14 AWG, Type THHN  
Six 14 AWG, Type TW  
Eight 12 AWG, Type THHN

  - 3/4 in.
  - 1 in.
  - 1-1/4 in.
  - 1-1/2 in.
- All of the following are acceptable wiring methods for service-entrance conductors EXCEPT
  - Type AC cable.
  - Type MC cable.
  - rigid nonmetallic conduit.
  - busways.

## PRACTICE QUESTIONS

5. Insulated bushings shall be used on all conduits entering cabinets that contain ungrounded conductors equal to or larger in size than which of the following?
- A. 6 AWG
  - B. 4 AWG
  - C. 2 AWG
  - D. 1/0 AWG

### Electrical Plan Review (2C)

1. A mobile home park is to have 34 lots. The minimum allowable size of Type THW feeder conductors supplying these lots is
- A. 1000 kcmil.
  - B. 1250 kcmil.
  - C. 1500 kcmil.
  - D. 2000 kcmil.
2. The lighting for an auditorium consists of eighty-four 120-volt, 3.9-amp, mercury-vapor fixtures. How many 20-amp branch circuits are required?
- A. 17
  - B. 19
  - C. 21
  - D. 23
3. The lighting and small appliance demand load for a house is calculated to be 7800 VA. The range demand load is 8000 VA. If the service is 120/240 volts, what is the service neutral load?
- A. 50 amps
  - B. 56 amps
  - C. 62 amps
  - D. 67 amps
4. The minimum allowable operating clearance between the front of a 440V metal-clad switchgear and a concrete wall is
- A. 2-1/2 feet.
  - B. 3 feet.
  - C. 3-1/2 feet.
  - D. 4 feet.
5. For a 7200V circuit with a conductor temperature, 90°C and an ambient air temperature of 40°C, the allowable ampacity for a single 6 AWG copper conductor isolated in air is
- A. 100 amps.
  - B. 110 amps.
  - C. 120 amps.
  - D. 130 amps.

### Fire Protection General (3B)

1. A heat detector that has been color-coded blue shall be installed where the maximum ceiling temperature is
- A. 100°F.
  - B. 150°F.
  - C. 225°F.
  - D. 300°F.

2. All of the following statements are true about the installation of baffles in an area containing sprinklers that are less than 6 feet apart EXCEPT:
- A. The baffles shall be located midway between sprinklers.
  - B. The baffles may be made of sheet metal and may be about 8 in. wide and 6 in. high.
  - C. The top of the baffles shall extend 2 to 3 in. above the deflectors of upright sprinklers.
  - D. The bottom of the baffles shall extend 5 to 6 inches below the deflectors of upright sprinklers.
3. The ASTM test standard for measuring the fire-resistance rating of a structural assembly is
- A. D635
  - B. E84
  - C. E108
  - D. E119
4. A fully sprinklered indoor basketball arena with two main entrances has a total occupant load of 20,160 persons. In this situation, how many 36-inch (clear-width) exit doors are required to accommodate the occupant load?
- A. 74
  - B. 84
  - C. 112
  - D. 168
5. Doors located in openings in corridor walls with a 1-hour fire resistance rating requirement shall have a fire resistance rating of how many minutes?
- A. 20
  - B. 30
  - C. 45
  - D. 60

### Fire Protection Plan Review (3C)

1. The hydraulic approximation of the friction loss in a 2-1/2 inch, standard, 90 degree, black steel elbow in a dry sprinkler system is
- A. 4.3 equivalent feet of pipe.
  - B. 5.2 equivalent feet of pipe.
  - C. 6.7 equivalent feet of pipe.
  - D. 7.6 equivalent feet of pipe.
2. In unobstructed construction in a light hazard occupancy with a pipe scheduled system, the maximum protection area permitted for each sprinkler is how many square feet?
- A. 100
  - B. 130
  - C. 200
  - D. 225
3. An interior finish with a flame spread rating of 150 and a smoke development rating of 300 would be classed as which of the following?
- A. Class I
  - B. Class II
  - C. Class III
  - D. Nonclassified

4. When a door is fully open in a corridor, it shall not project more than
  - A. 6 in. into the required width of the corridor.
  - B. 7 in. into the required width of the corridor.
  - C. 1/3 of the clear width of the corridor.
  - D. 1/2 of the clear width of the corridor.
5. If the primary power supply fails, a storage battery used as a secondary power supply shall have sufficient capacity to operate a local or proprietary fire alarm system for a minimum of how many hours?
  - A. 12
  - B. 24
  - C. 48
  - D. 60

**Mechanical One- and Two-Family Dwelling (4A)**

1. The minimum allowable earth cover for the underground iron piping supplying exterior gas lamps is
  - A. 6 in.
  - B. 12 in.
  - C. 18 in. or frost line, whichever is greater.
  - D. 24 in. or frost line, whichever is greater.
2. On a system with a gas pressure of 6-inch water column and a pressure drop of 1-inch water column, the minimum size gas pipe permitted for a 30,000 Btu/h input water heater 40 feet from the regulator is
  - A. 3/8 in.
  - B. 1/2 in.
  - C. 3/4 in.
  - D. 1 in.
3. All of the following may be used to join sections of a clothes dryer exhaust duct EXCEPT
  - A. tapes.
  - B. screws.
  - C. gaskets.
  - D. spot welds.
4. A gas-fired furnace with an input rating of 180,000 Btu/h and a gas-fired water heater with an input rating of 40,000 Btu/h are installed in an unconfined basement. The dimensions of the basement are 22 feet by 50 feet. To avoid the introduction of outside air for combustion, the minimum allowable ceiling height of the basement shall be
  - A. 7 ft. 6 in.
  - B. 8 ft. 0 in.
  - C. 8 ft. 6 in.
  - D. 10 ft. 0 in.
5. A vent connector with a horizontal run of 12 feet shall have a minimum vertical rise of how many inches?
  - A. 1
  - B. 2
  - C. 3
  - D. 4

**Mechanical General (4B)**

1. Which of the following is NOT permitted in a non-combustible air ceiling plenum?
  - A. Steel gas piping
  - B. A metal electrical conduit
  - C. An insulated PVC rain conductor
  - D. A sheet-metal duct
2. If a gas furnace located in a 6-foot by 6-foot by 8-foot utility room draws combustion air from adjacent spaces, the minimum number of combustion air openings necessary is
  - A. zero.
  - B. one.
  - C. two.
  - D. four.
3. Which of the following are permitted to provide a fuel-burning appliance with combustion air?
  - I. Inside air
  - II. Outside air
  - III. Air provided by mechanical ventilation
  - A. I and II only
  - B. I and III only
  - C. II and III only
  - D. I, II and III
4. When used as an exhaust in a spray painting booth, ductwork shall be constructed of
  - A. anodized aluminum.
  - B. galvanized sheet steel.
  - C. labeled nonmetallic material.
  - D. stainless steel.
5. In a hydronic piping system, shutoff valves shall be installed in all of the following locations EXCEPT on
  - A. connections to a diaphragm-type expansion tank.
  - B. the connection to any pressure vessel.
  - C. the supply and return sides of each heat.
  - D. both sides of a pressure-reducing valve.

**Mechanical Plan Review (4C)**

1. To accomplish natural ventilation, the minimum operable area to the outdoors shall be 4 percent of the
  - A. floor area of the room or space.
  - B. total wall area of the room or space.
  - C. area of the exposed outside wall.
  - D. area of the floor area and the exterior wall.
2. Which of the following statements about ceiling dampers is true?
  - A. They shall be permanently labeled with 1/2-inch high letter coding ceiling dampers.
  - B. They may be replaced by fire dampers in all instances.
  - C. They shall be installed in a manner to ensure positive closing or opening.
  - D. Multiple dampers need not be framed.

## PRACTICE QUESTIONS

- For a low heat appliance, the minimum allowable thickness for a 6-inch diameter chimney connector is
  - .022 in.
  - .028 in.
  - .034 in.
  - .064 in.
- A 2-ton split system condensing unit, roof mounted, that serves a computer room four floors below shall be
  - pitched to allow for proper condensate drainage.
  - uniquely, permanently marked to identify the area served.
  - supported by at least two approved supports.
  - installed in such a manner that a leakage refrigerant will be minimized.
- In a flexible duct, air temperature shall be less than
  - 100°F.
  - 150°F.
  - 200°F.
  - 250°F.

### Plumbing One- and Two-Family Dwelling (5A)

- The minimum diameter of a floor drain waste outlet shall be
  - 1 inch.
  - 1-1/2 inches.
  - 2 inches.
  - 2-1/2 inches.
- The maximum allowable vertical distance between a kitchen-sink outlet and the trap weir is
  - 1 foot
  - 2 feet
  - 5 feet
  - 6 feet
- Which of the following shall NOT be used in a hot water distribution system?
  - Polybutylene
  - CPVC
  - PVC
  - Copper tubing
- A water heater that depends on the combustion of fuel is permitted in which of the following locations?
  - Bathroom
  - Vented clothes closet
  - Garage
  - Bedroom
- A relief valve shall be set to open at what minimum psi above the system pressure?
  - 25 psi
  - 50 psi
  - 100 psi
  - 150 psi

### Plumbing General (5B)

- A building drain that runs horizontally changes 90° in direction, and still runs horizontally. This change of direction is permitted to be made with
  - two 1/8 bends.
  - one 1/4 bend.
  - a sanitary tee.
  - three 1/16 bends.
- A trap seal shall be able to withstand which of the following pneumatic pressure differentials?
  - 1 foot water column
  - 1 inch water column
  - 1 psi
  - 1 fps
- What is the smallest water-service pipe size that is permitted to be used in a small one-room office building with a minimum number of plumbing fixtures?
  - 1/2 inch
  - 5/8 inch
  - 3/4 inch
  - 1 inch
- The minimum allowable center-to-center distance between conventional water closets is
  - 15 inches.
  - 24 inches.
  - 30 inches.
  - 36 inches.
- When inspecting a trap, the inspector needs to check all of the following EXCEPT the
  - vertical distance from the fixture outlet to the trap weir.
  - distance between the trap and the vent.
  - distance between the trap and the building drain.
  - size of the trap.

### Plumbing Plan Review (5C)

- All of the following are requirements for sterilizer equipment EXCEPT
  - the minimum allowable vent size for an instrument sterilizer is 1-1/2 inches.
  - all piping shall be accessible for inspection and maintenance.
  - exhaust vapors of a pressure sterilizer shall be cooled.
  - the maximum allowable distance between the drain of a battery of four sterilizers and the receptor is 8 feet.
- Which of the following is the EXCEPTION to the requirement for a separate trap?
  - A dishwasher discharging into a sink tailpiece
  - A washing machine discharge and a kitchen sink
  - A four-compartment sink
  - Two floor drains in the same room

3. A relief vent is required in a waste stack if the stack has how many branch intervals?
  - A. 5
  - B. 7
  - C. 9
  - D. 11
4. A plan shows 415 fixture units connected to a building sewer that is graded at 1/4 inch per foot. The minimum pipe size acceptable for this sewer is
  - A. 4 inches.
  - B. 5 inches.
  - C. 6 inches.
  - D. 8 inches.
5. The minimum grade in inches per foot required for a 2-inch building drain is
  - A. 1/16 inch.
  - B. 1/8 inch.
  - C. 1/4 inch.
  - D. 1/2 inch.

**Elevator General (6B)**

1. The maximum distance between the face of the car gate and the hoistway face of the landing door in a residence elevator is
  - A. 3 inches.
  - B. 4 inches.
  - C. 5 inches.
  - D. 6 inches.
2. Which of the following devices will hold a hydraulic elevator with a rated load if the pump stops?
  - A. Constant pressure switch
  - B. Bypass valve
  - C. Shutoff valve
  - D. Check valve
3. Which of the following would NOT be a safety device on an escalator?
  - A. Stop switch in the machinery spaces
  - B. Speed governor
  - C. Main drive shaft brake
  - D. Step demarcation lights
4. The maximum allowable relief-pressure setting for a hydraulic elevator with a known working pressure of 400 psi is
  - A. 400 psi.
  - B. 425 psi.
  - C. 450 psi.
  - D. 500 psi.
5. Which of the following is an acceptable minimum pitch diameter for sheaves using 1/2 inch suspension ropes?
  - A. 1 foot, 7 inches
  - B. 1 foot, 11 inches
  - C. 2 feet, 1 inch
  - D. 2 feet, 5 inches

Test	Answer Key
1A	1-A; 2-A; 3-D; 4-C; 5-C
1B	1-A; 2-D; 3-D; 4-C; 5-C
1C	1-A; 2-C; 3-C; 4-C; 5-B
2A	1-C; 2-A; 3-C; 4-B; 5-B
2B	1-C; 2-B; 3-B; 4-A; 5-B
2C	1-A; 2-C; 3-B; 4-C; 5-B
3B	1-C; 2-D; 3-D; 4-B; 5-A
3C	1-A; 2-C; 3-C; 4-B; 5-B
4A	1-B; 2-A; 3-B; 4-D; 5-C
4B	1-C; 2-C; 3-D; 4-B; 5-A
4C	1-A; 2-C; 3-B; 4-B; 5-D
5A	1-C; 2-B; 3-C; 4-C; 5-A
5B	1-A; 2-B; 3-C; 4-C; 5-C
5C	1-D; 2-A; 3-D; 4-B; 5-C
6B	1-C; 2-D; 3-C; 4-D; 5-B

# State and Organization partners

## Overview

The following states and/or organizations are working with Prometric to administer the NCPCCI examinations. The International Code Council (ICC) and the International Association of Electrical Inspectors (IAEI) recognize these examinations. The following states or organizations also recognize the results of individual exams toward certification and licensing.

Candidates may contact the following states or organizations for information regarding licensing and certification rules and regulations:

State Partners	State Partners
<b>Indiana Department of Fire and Building Services</b> 402 West Washington Street, Suite 246 Indianapolis, IN 46204 317.232.4337	<b>Commonwealth of Kentucky</b> 101 Sea Hero Road, Suite 100 Frankfort, KY 40601-5405 502.573.0365
<b>Commonwealth of Massachusetts</b> Board of Building Regulations and Standards One Ashburton Place, Room 1301 Boston, MA 02108-1618 617.727.7532	<b>New Jersey Department of Community Affairs</b> 101 South Broad Street, P.O. Box 816 Trenton, NJ 08625-0816 609.984.7834
<b>Ohio Board of Building Standards</b> 6606 Tussing Road Reynoldsburg, OH 43068-9009 614.644.2613 <a href="http://www.com.state.oh.us/dic/dicbbs.htm">www.com.state.oh.us/dic/dicbbs.htm</a>	<b>Oklahoma Construction Industries Board Office</b> 2401 N.W. 23rd Street, Suite 5 Oklahoma City, OK 73107 405.271.5217 <a href="http://www.cib.state.ok.us">www.cib.state.ok.us</a>
<b>Commonwealth of Virginia</b> 501 North Second Street Richmond, VA 23219-1321 804.371.7180 <a href="http://www.dhcd.virginia.gov">www.dhcd.virginia.gov</a>	
Organization Partners	Organization Partners
<b>International Association of Electrical Inspectors</b> 901 Waterfall Way, Suite 602 Richardson, TX 75080-7702 972.235.1455	<b>International Code Council</b> 900 Montclair Road Birmingham, AL 35213 800.877.2224

More information about individual licensing programs can be found on the following pages.

- Indiana Department of Fire and Building Services—Page 19.
- Commonwealth of Kentucky—Page 20.
- Commonwealth of Massachusetts—Page 21.
- New Jersey Department of Community Affairs—Page 22.
- Ohio Board of Building Standards Office—Page 23.
- Oklahoma State Construction Industries Board Office—Page 24.
- Commonwealth of Virginia—Page 25.

**Indiana**



**State of Indiana  
Department of Fire and Building Services**

Indiana Government Center South  
302 W. Washington Street, Room E208  
Indianapolis, IN 46204  
Phone: 317.232.4337  
Fax: 317.232.0146  
Web site: [www.in.gov/sema/](http://www.in.gov/sema/)

The Department of Fire and Building Services (DFBS) contains several agencies, including the Office of the State Building Commissioner and the Office of the State Fire Marshal. These two offices are charged with building safety and fire prevention. Also the Division of Technical Services/Research (TSR) and the Division of Education and Information (E&I) are a part of DFBS. TSR is responsible for all code adoption statewide; E&I is responsible for providing education for building and fire officials, both state and local.

Current Indiana law does not mandate certification for fire and building inspectors.

Indiana has a Grant Program to reimburse approved local departments for education. This fund is supported from fees collected from applications for State Design Releases. The Division of Education and Information has introduced a new program, which is supported by Grant Funds, to encourage the national certification of inspectors. The program materials include code books, commentaries, and workbooks. Upon completion, the jurisdiction is reimbursed the total cost of the materials. The inspector is encouraged to become certified. The cost of the certification exam may be reimbursed in full or part, depending on availability of funds.

Voluntary NCPCCI certifications are as follows:

<b>Voluntary Certification Classifications</b>	<b>Examinations Required</b>
Building Inspector - Class 1 Structures	1B, 2B, 4B, 5B
Building Inspector - Class 2 Structures (One- and Two- Family Dwellings)	1A, 2A, 4A, 5A
Structural Inspector	1A, 1B, 1C
Plan Review	1C, 2C, 3C, 4C, 5C
Electrical Inspector	2A, 2B, 2C
Fire Inspector/Plan Review	3B, 3C
Mechanical Inspector	4A, 4B, 4C
Plumbing Inspector	5A, 5B, 5C
Elevator Inspector	6B

**Kentucky**

**Commonwealth of Kentucky  
Office of Housing, Buildings and Construction**

101 Sea Hero Road, Suite 100

Frankfort, KY 40601-5405

Phone: 502.573.0365

Email: [dhbc.info@mail.state.ky.us](mailto:dhbc.info@mail.state.ky.us)

Web site: <http://hbc.ppr.ky.gov/>

The certification of building inspectors in the state of Kentucky is mandated by KRS 198B.090(1)(a), which was created and designed to ensure uniform statewide enforcement of applicable state building codes. This administrative regulation establishes the testing, training, and continuing education requirements for qualifying persons to become inspectors for the enforcement of the Kentucky Building Code and to identify the level of their responsibilities for this enforcement.

An applicant seeking certification in the Kentucky Certified Building Inspector Program shall submit a completed HBC BC/CP-1, Initial Application Form, a \$50 application fee, and written proof that the applicant has met the education/experience requirements.

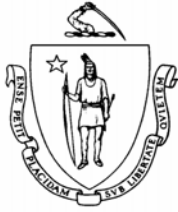
An applicant shall have: Graduated from high school or earned a general education diploma; **and** three years experience in a responsible, directly related construction position, such as a foreman, which required the ability to effectively read and interpret building plans and specifications; **or** three years experience in an architect’s or engineer’s office performing building design or drafting duties; graduated from a college or university with an associate degree in a design, building technology or construction-related subject; **or** graduated from a college or university with a bachelor degree in architecture, engineering, fire science, or building technology. An applicant shall pass an examination and shall furnish a copy of the certification for the appropriate test module as issued by Prometric.

An applicant shall pass an examination and shall furnish a copy of the certification for the appropriate test module as issued by Prometric. Applicants upon achieving the desired or required level of certification shall attend orientation training provided or approved by the Office. Once certified, inspectors and trainees shall attend 12 hours of training annually of continuing education programs established by the Office. An inspector shall provide the Office with verification of the required continuing education on form HBC BC/CE-1, Continuing Education Verification Form. A certified inspector or trainee shall be required to pay an annual renewal fee of \$50 not later than June 30 of each year in order to maintain certification and to continue to be registered.

Application or registration information can be obtain from the Office at 502.573.0365.

<b>Certification Classifications</b>	<b>Examinations Required</b>
One- and Two-Family Dwelling Inspector	1A, 4A
Building Inspector - Level I	1A, 4A, 1B, 3B
Building Inspector - Level II	1A, 4A, 1B, 3B, 4B
Building Inspector - Level III	1A, 4A, 1B, 3B, 4B, 1C, 3C, 4C
Mechanical Inspector - One- and Two- Family Dwellings	4A
Mechanical Inspector, General	4B
Mechanical Inspector and Plan Reviewer	4A, 4B, 4C

**Massachusetts**



**Commonwealth of Massachusetts  
Department of Public Safety**

Board of Building Regulations and Standards  
 One Ashburton Place, Room 1301  
 Boston, MA 02108-1618  
 Phone: 617.727.7532  
 Fax: 617.227.1754  
 Web site: [www.mass.gov/dps](http://www.mass.gov/dps)

Massachusetts General Law (MGL) Chapter 143 § 3 defines minimum criterion for the two levels of building code enforcement officials (building officials) recognized in the Commonwealth. The inspector of buildings/building commissioner is the lead person in a municipal building department. An inspector of buildings/building commissioner may appoint as many local inspectors as he/she deems necessary to fulfill inspection duties of the department. Each is required to meet minimum qualifications defined by the general law prior to appointment, and each is required to be certified (if not already) within an 18-month period following initial appointment. (Currently, there is consideration to reduce this grace period to one year for local inspectors.)

**NCPCCI Examinations Required to Become Certified as a Local Inspector:**

Local Inspectors	Examination Required
One- and Two- Family Dwelling General Exam	1A
Building General	1B
Fire Protection General	3B

**NCPCCI Examinations Required to Become Certified as an Inspector of Buildings/Building Commissioner:**

Inspectors of Buildings/Building Commissioners	Examination Required
One- and Two- Family Dwelling General Exam	1A
Building General	1B
Fire Protection General	3B

Inspectors of Buildings/Building Commissioners are also required to achieve passing scores on the following two modules of the Certified Building Official Examination (CBO) as recognized by the International Code Council: Technology Module Legal/Management Module.

**New Jersey**



**State of New Jersey**  
**Department of Community Affairs**  
 Bureau of Code Services  
 101 South Broad Street, P.O. Box 816  
 Trenton, New Jersey 08625-0816  
 Phone: 609.984.7834  
 Fax: 609.984.7972

The Licensing Unit within the New Jersey Department of Community Affairs is responsible for the licensing and training of individuals as Uniform Construction Code (UCC) officials and inspectors. The unit coordinates training programs and distributes information concerning the requirements to be a licensed code official within the State of New Jersey.

A candidate for a license of any type issued pursuant to the UCC shall submit a licensing application to the Unit accompanied by a required nonrefundable application fee. The NCPCCI examination registration form should not be construed as any part of the license application, as examinations are just one element of the overall licensing process.

In general, an applicant for licensure must satisfy three elements: background experience in the area of licensure sought; an educational component; and the relevant examination(s). There are variables in the experience and educational requirements based upon a given applicant’s background. Therefore, interested parties should contact the Licensing Unit directly for more detailed information concerning licensing as a construction code official. You may contact the Unit by telephone at 609.984.7834, TDD 609.633.6804. You may also email the Unit at [codeslicensing@dca.state.nj.us](mailto:codeslicensing@dca.state.nj.us).

The following is a list of examinations required for licensure by the State of New Jersey:

<b>New Jersey License</b>	<b>Examinations Required</b>
Building Inspector RCS	1A and 4A
Building Inspector ICS	1B and 4B
Building Inspector HHS	1C
Electrical Inspector ICS	2A and 2B
Electrical Inspector HHS	2C
Fire Protection Inspector ICS	3B and 4A
Fire Protection Inspector HHS	3C
Plumbing Inspector ICS	4B and 5B
Plumbing Inspector HHS	5C
Elevator Inspector HHS	6B
Mechanical Inspector One- and Two-Family	4A and 4B
Inplant Inspector	1A, 2A, 4A and 5A

**Ohio**

**State of Ohio**  
**Ohio Board of Building Standards**

6606 Tussing Road • P.O. Box 4009

Reynoldsburg, OH 43068-9009

Phone: 614.644.2613

Fax: 614.995.0080 • FaxBack: 614.728.1244

E-mail: [dic.bbs@com.state.oh.us](mailto:dic.bbs@com.state.oh.us)

Web Site: [www.com.state.oh.us/dic/dicbbs.htm](http://www.com.state.oh.us/dic/dicbbs.htm)

The certification of building department personnel in the State of Ohio is administered by the Ohio Board of Building Standards.

An applicant for certification must satisfy three elements: experience requirements in the area of certification sought; completion of the Ohio Building Code Academy; and pass the required examinations. In addition, an applicant for a plan examiner certification must also meet professional licensing requirements. For residential certification, attendance of the Ohio Building Code Academy is not required.

In accordance with Section 103.3.4 of the Ohio Building Code, an applicant for non-residential and residential building department personnel certification shall pass an examination and shall furnish a copy of the certification for the appropriate class as issued by a national model code organization, or by a certification testing agency approved by the Board. An applicant may take the required examinations prior to filing an application with the Board. Applicants for Electrical Safety Inspector must receive authorization from the Board prior to taking the required examinations. If an applicant for Electrical Safety Inspector fails the examination twice, the applicant must enter into the Electrical Safety Inspector Training Program.

A candidate for a building department personnel certification shall submit an Application for Certification of Building Department Personnel – Form B, to the Ohio Board of Building Standards, accompanied by the appropriate fee. Applications may be obtained by calling the Board at 614.644.2613, on the BBS Web Site @ [www.com.state.oh.us/ODOC/dic/dicbbs.htm](http://www.com.state.oh.us/ODOC/dic/dicbbs.htm) (Forms Section), or by calling the Board's Fax Back Service at 614.728.1244 and requesting document number 102 for non-residential or document number 152 for residential.

<b>Certification Classifications</b>	<b>NCPCCI Examinations Required</b>
Master Plans Examiner	1C, 2C, 3C, 4C, 5C
Building Inspector	1A, 1B, 3B, 4B
Industrialized Unit Inspector	1A, 1B, 3B, 4B
Mechanical Inspector	4A, 4B
Fire Protection Inspector	1B, 3B
Plumbing Inspector	5A, 5B
Plumbing Plans Examiner	5C
Electrical Safety Inspector	2A, 2B
Electrical Plans Examiner	2C
Residential Building Official	1A, 4A and 2A or 5A
Residential Plans Examiner	1A and 4A or 2A or 5A
Residential Building Inspector	1A
Residential Plumbing Inspector	5A

**Oklahoma**



**State of Oklahoma  
Oklahoma Construction Industries Board**

2401 N.W. 23rd Street, Suite 5  
Oklahoma City, OK 73107  
Phone: 405.271.5217  
Web site: www.cib.state.ok.us

The licensing of municipal Building and Construction Inspectors in the State of Oklahoma is administered by the Construction Industries Board.

**A. Applicants for certification and license shall:**

- 1** Show proof of certification or licensing by a program or governmental entity approved by the Construction Industries Board and, if applying as a Plumbing or Electrical Inspector, must meet the experience provisions and trade licensure requirements of the applicable trade statutes; and/or
- 2** Have been certified by the Committee as having passed the required examination(s). The Board shall issue a license to any person who has met the requirements of paragraph 1 and/or 2 of this subsection and who has paid the fees required by the Oklahoma Inspectors Act and has otherwise complied with the applicable requirements of the Oklahoma Inspectors Act. Provided, the Board may issue a provisional license limited to two years to enable an applicant to meet the certification requirements of this subsection. Inspector licensing fee is \$35. Penalty fee for late renewal is \$70.

- B.** Examinations shall be uniform and shall be practical in nature but shall be sufficiently strict to test the qualifications and fitness of the applicant as a building and construction inspector. The examination shall be in whole or in part in writing and shall be administered by a national certification and testing organization as approved by the Committee of Inspector Examiners.

Application forms are available by contacting the Board office or on the Board’s Web site at [www.cib.state.ok.us](http://www.cib.state.ok.us).

<b>Licensing Categories</b>	<b>Examinations Required</b>
Building Inspector – Unlimited	1A, 1B, 3B
Building Inspector – Residential	1A
Electrical Inspector – Unlimited	2A, 2B
Electrical Inspector – Residential	2A
Mechanical Inspector – Unlimited	4A, 4B
Mechanical Inspector – Residential	4A
Plumbing Inspector – Unlimited	5A, 5B
Plumbing Inspector – Residential	5A

**Virginia**

**Commonwealth of Virginia**  
**Virginia Department of Housing & Community Development**  
**Training & Certification Office**

501 North Second Street  
 Richmond, VA 23219-1321  
 Phone: 804.371.7180  
 Fax: 804.371.7092  
 Web site: [www.dhcd.virginia.gov](http://www.dhcd.virginia.gov)

The Training and Certification Office is responsible for certification and training of Code Officials and technical assistants in accordance with the Virginia Uniform Statewide Building Code as approved by the Board of Housing and Community Development. All candidates seeking certification shall attend the Virginia Building Code Academy (Core Course), plus the applicable technical module, and provide proof of having passed the required examination(s).

The Training and Certification Office now has a new **Training and Certification Online System**. Prospective and current code enforcement personnel, and others seeking certification are now able to view the upcoming academy schedule and other related training offerings, apply for training, and view or print their individual training and certification records as well as download related forms and schedules all online.

Copies of the Virginia Uniform Statewide Building Code and Certification Standards may be obtained via our Web site or by contacting the Training and Certification Office at the above address or phone number. The Department of Housing and Community Development will issue the certification to candidates who have successfully met all requirements.

Following is a list of examinations required for certification in each discipline:

<b>Virginia Certification Classifications</b>	<b>NCPCCI Examinations Required</b>
Residential Building Inspector	1A
Commercial Building Inspector	1B
Building Plans Examiner	1C
Residential Electrical Inspector	2A
Commercial Electrical Inspector	2B
Electrical Plans Examiner	2C
Fire Protection Inspector	3B
Fire Protection Plans Examiner	3C
Residential Mechanical Inspector	4A
Commercial Mechanical Inspector	4B
Mechanical Plans Examiner	4C
Residential Plumbing Inspector	5A
Commercial Plumbing Inspector	5B
Plumbing Plans Examiner	5C
Elevator Inspector	6B
Combination Residential Inspector	1A, 2A, 4A, 5A
Combination Commercial Inspector	1B, 2B, 4B, 5B



# PROMETRIC™ Exam Registration Form

## for NCPCCI Examinations

Enter your name exactly as it appears on your photo-bearing identification that you will present at the test center. If you prefer not to use your Social Security number for identification, a different number will be assigned to you. This number will be used for this administration and for all future test administrations. Keep your identification number in a safe place so that you can readily produce it for future administrations.

### Candidate Information

Last Name	First Name	Middle Initial	Social Security Number
Residence Address (Your address of legal residence is required)			Date of Birth
City		State	ZIP Code
Daytime Phone Number (including area code) (       )	Evening Phone Number (including area code) (       )	Fax Number (including area code) (       )	

### Demographic Information (Optional)

The following information is needed to assist in our Test Development and Research efforts. Any data you provide will remain confidential. Failure to respond to these items will not affect your scores.

<b>Special Accommodations</b>	
<input type="checkbox"/> Yes. If you require special testing accommodations, check the box and forward with the appropriate documentation with your registration form.	
<b>Race</b>	
<input type="checkbox"/> (W) White (Not of Hispanic Origin)	<input type="checkbox"/> (A) Asian or Pacific Islander
<input type="checkbox"/> (B) Black (Not of Hispanic Origin)	<input type="checkbox"/> (H) Hispanic
<input type="checkbox"/> (I) American Indian or Alaskan Native	<input type="checkbox"/> (O) Other
<b>Sex</b>	
<input type="checkbox"/> Male <input type="checkbox"/> Female	
<b>Source of Registration Form</b>	
State: <input type="checkbox"/> IN <input type="checkbox"/> KY <input type="checkbox"/> MA <input type="checkbox"/> NJ <input type="checkbox"/> OH <input type="checkbox"/> OK <input type="checkbox"/> VA	
Associations: <input type="checkbox"/> IAEI <input type="checkbox"/> ICC	
<input type="checkbox"/> Other _____	

By signing and submitting this form, I accept the conditions set forth in the Candidate Information Bulletin concerning the administration of the tests and the reporting of test scores. I am assuming full responsibility for exam selection and I understand that fees are not refundable or transferable. I also certify that I am the candidate named above and I agree to comply with all examination rules and regulations.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

(Keep a copy of this registration form for your records.)

Check here if you have previously taken an NCPCCI computer-based exam. <input type="checkbox"/> YES
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**(Please complete the next page before submitting this form.)**

## Exam Selection and Fees

Exam Title	Exam Fee	Total
1A – Building One- and Two-Family Dwelling	\$120	\$
1B – Building General	\$120	\$
1C – Building Plan Review	\$120	\$
2A – Electrical One- and Two-Family Dwelling	\$120	\$
2B – Electrical General	\$120	\$
2C – Electrical Plan Review	\$120	\$
3B – Fire Protection General	\$120	\$
3C – Fire Protection Plan Review	\$120	\$
4A – Mechanical One- and Two-Family Dwelling	\$120	\$
4B – Mechanical General	\$120	\$
4C – Mechanical Plan Review	\$120	\$
5A – Plumbing One- and Two-Family Dwelling	\$120	\$
5B – Plumbing General	\$120	\$
5C – Plumbing Plan Review	\$120	\$
6B – Elevator General	\$120	\$
New Jersey Multiple Dwelling (administered in Springfield, NJ only)	\$96	
<b>Optional Services</b>	<b>Fee</b>	
Duplicate Score Report (exam title and date: _____)	\$15	\$
	<b>Total Fee</b>	<b>\$</b>

**Payment:** Fees may be paid by cashier's check, money order, MasterCard or Visa, payable to Prometric. Please put your full name and Social Security number on the check. **Personal checks and cash are not accepted. Fees are nonrefundable.**

**To pay by credit card, complete the information below.**

Card Type (Check One) <input type="checkbox"/> MasterCard <input type="checkbox"/> Visa	Card Number	Expiration Date
Name of Cardholder (Print)	Signature of Cardholder	

**To register by fax, send both sides of this form to:** 800.347.9242.

**To register by mail, send this completed form with the appropriate fees to:**

Prometric  
ATTN: NCPCCI Program  
1260 Energy Lane  
St. Paul, MN 55108



**PROMETRIC™**

1260 Energy Lane  
St. Paul, MN 55108  
800.864.5309

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