

**CHAPTER 32****STATE BOARD OF EXAMINERS  
OF MASTER PLUMBERS****Authority**

N.J.S.A. 45:14C-7 and 45:1-3.2.

**Source and Effective Date**

R.1997 d.456, effective October 8, 1997.  
See: 29 N.J.R. 3592(a), 29 N.J.R. 4704(b).

**Executive Order No. 66(1978) Expiration Date**

Chapter 32, State Board of Examiners of Master Plumbers, expires on October 8, 2002.

**Chapter Historical Note**

Chapter 32, State Board of Examiners of Master Plumbers, was filed and became effective prior to September 1, 1969. Pursuant to Executive Order No. 66(1978), Chapter 32 was readopted as R.1987 d.481, effective October 23, 1987. See: 19 N.J.R. 1630(a), 19 N.J.R. 2197(c).

Pursuant to Executive Order No. 66(1978), Chapter 32 was readopted as R.1992 d.457, effective October 21, 1992. See: 24 N.J.R. 2334(a), 24 N.J.R. 4270(b). As part of R.1992 d.457, effective November 16, 1992, Subchapter 2, regarding a "uniform penalty letter," was repealed and Subchapter 2, Fees, was adopted as new rules.

Pursuant to Executive Order No. 66(1978), Chapter 32 was readopted as R.1997 d.456, effective October 8, 1997. See: Source and Effective Date. As part of R.1997 d.456, effective November 3, 1997, Subchapter 1, General Rules and Regulations, was renamed Purpose and Scope, Board Meetings; Subchapter 2, Fees, was recodified as Subchapter 5, Fees; and Subchapter 2, Application, Experience Requirements, Examination; Subchapter 3, Identification of Licensees; Bona Fide Representative; Supervision; and Subchapter 4, Miscellaneous, were adopted as new rules. See, also, section annotations.

**CHAPTER TABLE OF CONTENTS****SUBCHAPTER 1. PURPOSE AND SCOPE, BOARD MEETINGS**

- 13:32-1.1 Purpose and scope
- 13:32-1.2 Board meetings
- 13:32-1.3 through 13:32-1.12 (Reserved)

**SUBCHAPTER 2. APPLICATION, EXPERIENCE REQUIREMENTS, EXAMINATION**

- 13:32-2.1 Applications
- 13:32-2.2 Experience requirements
- 13:32-2.3 Examinations
- 13:32-2.4 Failure of examination; when retaking permitted

**SUBCHAPTER 3. IDENTIFICATION OF LICENSEES; BONA FIDE REPRESENTATIVE; SUPERVISION**

- 13:32-3.1 Identification of licensees; vehicles; stationery; advertising
- 13:32-3.2 Bona fide representative

- 13:32-3.3 Responsibilities and limitations of bona fide representative
- 13:32-3.4 Supervision

**SUBCHAPTER 4. MISCELLANEOUS**

- 13:32-4.1 Requirement of pressure seal; penalties for misuse; return of pressure seal
- 13:32-4.2 Requirement of identification card
- 13:32-4.3 Bond; action on the bond
- 13:32-4.4 Change of address; service of process
- 13:32-4.5 Unconscionable pricing

**SUBCHAPTER 5. FEES**

- 13:32-5.1 Fees

**SUBCHAPTER 1. PURPOSE AND SCOPE, BOARD MEETINGS****13:32-1.1 Purpose and scope**

The rules contained in this chapter implement the provisions of the State Plumbing Licensing Law of 1968, P.L. 1968, c.362 (N.J.S.A. 45:1C-1 et seq.), and provide for the licensing of master plumbers and qualified journeymen.

Repeal and New Rule, R.1987 d.481, effective November 16, 1987.  
See: 19 N.J.R. 1630(a), 19 N.J.R. 2197(c).

Old text replaced.  
New Rule, R.1997 d.456, effective November 3, 1997.  
See: 29 N.J.R. 3592(a), 29 N.J.R. 4704(b).

Former N.J.A.C. 13:32-1.1, "Board Meetings" recodified to N.J.A.C. 13:32-1.2.

**13:32-1.2 Board meetings**

(a) Regular Board meetings shall be held in accordance with a schedule that is published yearly and filed with the Secretary of State.

(b) Special meetings may be held at the request of a Board member or called by the chairman with publication of appropriate notice pursuant to the requirements of the Open Public Meetings Act.

(c) A majority of the voting members of the Board shall constitute a quorum thereof and no action of the Board shall be taken except on the affirmative vote of a majority of the members of the entire Board.

(d) In the absence of the chairman, members shall select one of the members attending the meeting to serve as chairman for that meeting.

(e) Copies of the minutes of meetings shall be mailed to all members as soon as practicable after each meeting.

Repeal and New Rule, R.1987 d.481, effective November 16, 1987.  
See: 19 N.J.R. 1630(a), 19 N.J.R. 2197(c).

Old text replaced.

Recodified from N.J.A.C. 13:32-1.1 by R.1997 d.456, effective November 3, 1997.

See: 29 N.J.R. 3592(a), 29 N.J.R. 4704(b).

Former N.J.A.C. 13:32-1.2, "Application; qualifications; examination registration form" recodified to N.J.A.C. 13:32-2.1.

#### Case Notes

Remand to properly composed state board of examiners of master plumbers for reconsideration of imposition of sanctions upon master plumber was appropriate; four out of seven members of board originally imposing sanctions were not statutorily qualified to hold positions. Matter of Fichner, 144 N.J. 459, 677 A.2d 201 (1996).

#### 13:32-1.3 (Reserved)

Amended by R.1987 d.481, effective November 16, 1987.

See: 19 N.J.R. 1630(a), 19 N.J.R. 2197(c).

(e) Changed inspect to review.

Amended by R.1991 d.482, effective October 7, 1991.

See: 23 N.J.R. 288(a), 23 N.J.R. 3032(b).

In (c), changed "two parts" to "three parts".

Added (c)3.

Amended by R.1992 d.457, effective November 16, 1992.

See: 24 N.J.R. 2334(a), 24 N.J.R. 4270(b).

Revised (a), (d) and (e).

Recodified to N.J.A.C. 13:32-2.3 and N.J.A.C. 13:32-2.4 by R.1997 d.456, effective November 3, 1997.

See: 29 N.J.R. 3592(a), 29 N.J.R. 4704(b).

Section was "Examinations".

#### 13:32-1.4 (Reserved)

Amended by R.1973 d.170, effective June 22, 1973.

See: 5 N.J.R. 90(a), 5 N.J.R. 239(c).

Repealed by R.1997 d.456, effective November 3, 1997.

See: 29 N.J.R. 3592(a), 29 N.J.R. 4704(b).

Section was "Bond".

#### 13:32-1.5 (Reserved)

Repeal and New Rule, R.1983 d.580, effective December 19, 1983.

See: 15 N.J.R. 1171(a), 15 N.J.R. 2172(c).

Repealed old rule concerning dual representation prohibited and adopted new rule.

Amended by R.1992 d.457, effective November 16, 1992.

See: 24 N.J.R. 2334(a), 24 N.J.R. 4270(b).

Stylistic revisions to (a)1; revised (b)1.

Recodified to N.J.A.C. 13:32-3.2 and N.J.A.C. 13:32-3.3 by R.1997 d.456, effective November 3, 1997.

See: 29 N.J.R. 3592(a), 29 N.J.R. 4704(b).

Section was "Bona fide representative, responsibilities and limitations".

#### 13:32-1.6 (Reserved)

Repealed by R.1997 d.456, effective November 3, 1997.

See: 29 N.J.R. 3592(a), 29 N.J.R. 4704(b).

Section was "Change of address".

#### 13:32-1.7 (Reserved)

Repeal and New Rule, R.1987 d.481, effective November 16, 1987.

See: 19 N.J.R. 1630(a), 19 N.J.R. 2197(c).

Old rule was renewal certificates.

Amended by R.1991 d.170, effective April 1, 1991.

See: 22 N.J.R. 784(a), 23 N.J.R. 1009(b).

Added "and business address, including the street name and number of the owner or qualified bona fide representative" in (b).

Added (c).

Amended by R.1992 d.457, effective November 16, 1992.

See: 24 N.J.R. 2334(a), 24 N.J.R. 4270(b).

Revised (a)-(b); added new (c)-(d); redesignated existing (c) as (e) without changes.

Repealed by R.1997 d.456, effective November 3, 1997.

See: 29 N.J.R. 3592(a), 29 N.J.R. 4704(b).

Section was "Identification of licensees".

#### 13:32-1.8 (Reserved)

Recodified to N.J.A.C. 13:32-4.1 by R.1997 d.456, effective November 3, 1997.

See: 29 N.J.R. 3592(a), 29 N.J.R. 4704(b).

Section was "Requirement of pressure seal defined".

#### 13:32-1.9 (Reserved)

Recodified to N.J.A.C. 13:32-4.2 by R.1997 d.456, effective November 3, 1997.

See: 29 N.J.R. 3592(a), 29 N.J.R. 4704(b).

Section was "Requirement of identification card defined".

#### 13:32-1.10 (Reserved)

New Rule, R.1991 d.170, effective April 1, 1991.

See: 22 N.J.R. 784(a), 23 N.J.R. 1009(b).

Repealed by R.1997 d.456, effective November 3, 1997.

See: 29 N.J.R. 3592(a), 29 N.J.R. 4704(b).

Section was "Return of pressure seal".

#### 13:32-1.11 (Reserved)

New Rule, R.1991 d.170, effective April 1, 1991.

See: 22 N.J.R. 784(a), 23 N.J.R. 1009(b).

Repealed by R.1997 d.456, effective November 3, 1997.

See: 29 N.J.R. 3592(a), 29 N.J.R. 4704(b).

Section was "Supervision".

#### 13:32-1.12 (Reserved)

Recodified to N.J.A.C. 13:32-4.5 by R.1997 d.456, effective November 3, 1997.

See: 29 N.J.R. 3592(a), 29 N.J.R. 4704(b).

Section was "Professional prices".

## SUBCHAPTER 2. APPLICATION, EXPERIENCE REQUIREMENTS, EXAMINATION

### 13:32-2.1 Applications

(a) An applicant for a license as a master plumber shall present proof satisfactory to the Board that the applicant:

1. Is at least 21 years of age;
2. Is of good moral character as established by references;
3. Has met the experience requirements set forth in N.J.A.C. 13:32-2.23;
4. Has successfully passed the examination required pursuant to N.J.A.C. 13:32-2.3; and
5. Has paid the appropriate fees as set forth in N.J.A.C. 13:32-5.1.

(b) Upon request, the Executive Director shall furnish an applicant with an application form.

(c) In order to be considered by the Board, an applicant shall complete an application in full and shall include a street name and number. An application containing only a post office box number as a mailing address shall not be considered a complete application.

Amended by R.1987 d.481, effective November 16, 1987.

See: 19 N.J.R. 1630(a), 19 N.J.R. 2197(c).

Amended by R.1991 d.170, effective April 1, 1991.

See: 22 N.J.R. 784(a), 23 N.J.R. 1009(b).

Revised application requirements in (b) to indicate that a post office box number as applicant's mailing address is not a complete application.

Amended by R.1992 d.457, effective November 16, 1992.

See: 24 N.J.R. 2334(a), 24 N.J.R. 4270(b).

Revised (c).

Amended by R.1997 d.15, effective January 6, 1997.

See: 28 N.J.R. 3709(a), 29 N.J.R. 148(a).

Inserted new (b); and recodified former (b) and (c) as (c) and (d).

Recodified from N.J.A.C. 13:32-1.2 and amended by R.1997 d.456, effective November 3, 1997.

See: 29 N.J.R. 3592(a), 29 N.J.R. 4704(b).

Inserted new (a); recodified (a) as (b); and deleted (b) and (d). Former N.J.A.C. 13:32-2.1, "Fees" recodified to N.J.A.C. 13:32-5.1.

### 13:32-2.2 Experience requirements

(a) An applicant for a license as a master plumber shall present proof satisfactory to the Board that the applicant has obtained the requisite experience in the following manner:

1. Has completed a four year apprenticeship program approved by both a Federal agency and a Federally certified state agency recognized by the Board and one additional year, either as an apprentice or journeyman plumber, such that the applicant has been engaged as a journeyman plumber for at least three years. The applicant may fulfill one or more years of the apprenticeship program while engaged as a journeyman plumber;

2. Has otherwise been engaged or employed in the plumbing industry for a period of five years immediately preceding the date of the application, with three of the five years having been spent while engaged or employed as a journeyman plumber. This experience shall be practical "hands-on" experience working with tools in the installation, maintenance, extension, alteration, repair and removal of all piping, plumbing fixtures, plumbing appliances and plumbing apparatus as defined in N.J.S.A. 45:14C-2(g). Practical hands-on experience shall not include:

i. Time spent in supervising, engineering, estimating and other managerial tasks; or

ii. Time spent on menial tasks or on tasks which do not constitute the practice of plumbing, such as sewer cleaning, notwithstanding that such tasks are performed while working with an entity authorized to perform plumbing; or

3. Has been awarded a bachelor's degree in mechanical, plumbing or sanitary engineering from an accredited college or university in the United States which degree from a particular college or university the Board finds acceptable, and in addition has been engaged or employed in the practical work of installing plumbing systems for one year as an apprentice or journeyman plumber. Such practical work shall be practical, hands-on experience as defined in (a)2 above.

(b) For the person making application during the period from January 6, 1997 through January 6, 2000, has accumulated, during the period from January 1, 1997 through January 6, 2000, a combination of experience, such that, with respect to the apprenticeship program provided for in (a)1 above, the applicant making application on or after September 30, 1997, may substitute one year of an apprenticeship program for the requirement set forth in (a)2 above; the applicant making application on or after September 30, 1998, may substitute two years of an apprenticeship program; and the applicant making application on or after September 30, 1999, may substitute three years of an apprenticeship program.

New Rule, R.1997 d.456, effective November 3, 1997.

See: 29 N.J.R. 3592(a), 29 N.J.R. 4704(b).

### 13:32-2.3 Examinations

(a) Examinations shall be prepared and administered by a Board approved testing service but no license shall be granted except by the Board. The Board chairman may designate members of the Board to oversee the administration of the examination.

(b) Examinations shall be held at least four times annually and at such additional times as the Board may determine.

(c) The Board shall mail an examination registration form to approved applicants in advance, notifying them of the time and place of examinations.

(d) Examinations may consist of three parts:

1. Written examination based on the National Standard Plumbing Code as adopted by the State of New Jersey pursuant to the Uniform Construction Act;

2. Practical by actual demonstration or oral examination; and

3. Written examination of laws and regulations governing the occupation and business of plumbing.

(e) In order to pass the examination an applicant must receive a minimum grade of 70.

Recodified from N.J.A.C. 13:32-1.3(a) through (d) and amended by R.1997 d.456, effective November 3, 1997.

See: 29 N.J.R. 3592(a), 29 N.J.R. 4704(b).

N.J.A.C. 13:32-1.3(a) through (d), recodified as (a), (b), (d) and (e) respectively; and inserted new (c).

**13:32-2.4 Failure of examination; when retaking permitted**

(a) An applicant who has failed the examination may review his or her examination upon written request to the Board-approved testing service and payment to the testing service of its review fee.

(b) No person who has failed the examination shall be eligible to be reexamined for a period of six months from the date of the examination filed by such person.

Recodified from N.J.A.C. 13:32-1.3(e) and amended by R.1997 d.456, effective November 3, 1997.

See: 29 N.J.R. 3592(a), 29 N.J.R. 4704(b).

N.J.A.C. 13:32-1.3(e) recodified as (a); and inserted new (b).

---

**SUBCHAPTER 3. IDENTIFICATION OF LICENSEES; BONA FIDE REPRESENTATIVE; SUPERVISION**

**13:32-3.1 Identification of licensees; vehicles; stationery; advertising**

(a) All commercial vehicles used in the practice of State-licensed master plumber shall be marked, in lettering a minimum of one inch high, with the following information:

1. Name of the license master plumber; and
2. The words "Plumbing license number" followed by the license number of the owner or qualified bona fide representative.

(b) All business correspondence and stationery shall display:

1. The name of the licensed master plumber; and
2. The words "Plumbing license number" followed by the license number of the owner or qualified bona fide representative; and
3. The business address, including the street name and number of the owner or qualified bona fide representative.

(c) All advertising shall include:

1. The name of the licensed master plumber; and
2. The words "Plumbing license number" followed by the license number of the owner or qualified bona fide representative.

(d) Every State-license master plumber whose name, office address, place of practice or license number appears or is mentioned in any advertisement of any kind or character shall be presumed to have caused, permitted, or approved the advertising and shall be personally responsible for its content and character.

New Rule, R.1997 d.456, effective November 3, 1997.  
See: 29 N.J.R. 3592(a), 29 N.J.R. 4704(b).

**13:32-3.2 Bona fide representative**

(a) A licensee seeking to act as a bona fide representative for any firm, partnership, corporation or other legal entity contemplated by N.J.S.A. 45:14C-2 shall comply with the following:

1. Register with the Board, providing the name of the entity, its business address and if the entity is a corporation, the names of the officers of record, and
2. Provide documentation which shall establish that said licensee holds at least 10 percent of the outstanding stock of the corporation or 10 percent of the capital of an entity.

Recodified from N.J.A.C. 13:32-1.5(a) by R.1997 d.456, effective November 3, 1997.

See: 29 N.J.R. 3592(a), 29 N.J.R. 4704(b).

**13:32-3.3 Responsibilities and limitations of bona fide representative**

(a) A bona fide representative registered with the Board pursuant to N.J.A.C. 13:32-3.2 shall comply with the following:

1. Give notice to the Board in writing concerning any change in the name or address of the entity within 10 days of the change.
2. Secure or instruct an authorized employee to secure all necessary permits as may be required by State and local law for the performance of plumbing work to be performed by the entity for which the licensee acts as a qualified bona fide representative. In making an application for permit issuance, the authorized employee shall have in his possession a letter authorizing him to make the application. A letter of authorization may authorize a permit application for a specific period of time, not to exceed 60 days, and shall have affixed to it the seal of the bona fide representative.
3. Supervise the performance of all plumbing work performed by the entity for which the licensee acts as the qualified bona fide representative. Such supervision shall assure the effective compliance with State and local plumbing codes and the performance of work in accordance with proper plumbing practice. The supervision contemplated by this paragraph shall be such as to assure compliance with the standards established herein, but shall not be construed to require constant on-site oversight unless the circumstances of the job indicate the need for such supervision.
4. Be responsible for any and all violations of N.J.S.A. 45:14C-1 et seq. committed by employees of the entity for which he is serving as a bona fide representative if said violations were committed during the course of work which he was required to supervise.