

## Administrative Policy

Field Services & Public Safety, Elevator Program

Number: 07-16-104A

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<b>Subject:</b>	Renewal Extension for Temporary Elevator Mechanic License (Category 09)	<b>Issued:</b>	January 1, 2015
<b>Reference:</b>	RCW <a href="#">70.87.250</a> WACs <a href="#">296-96-700</a> , <a href="#">00906</a> , <a href="#">00910</a> , <a href="#">00912</a> , <a href="#">00914</a> , <a href="#">00922</a> Policy # <a href="#">07-16-104</a>	<b>Updated:</b>	July 1, 2018

### Purpose and Description

This policy explains how L&I renews and may extend a temporary license for an elevator mechanic.

WAC 296-96-00910 designates 9 license categories for elevator mechanics.

Each license category has certain requirements for training and experience.

An elevator mechanic can apply for a temporary license in any category once they have earned 75% of the required training and experience.

A temporary license is limited in duration and is not intended to substitute for a full license.

### Initial license:

An applicant for an initial license is licensed for thirty days from the date of issuance. The license term is thirty days.

### Renewal:

WAC 296-96-00912 specifies that an elevator mechanic may not renew a temporary license more than six times in twelve consecutive months. However, the department has discretion to extend the renewal period.

This policy modifies the renewal period for temporary licenses to allow an elevator mechanic to renew a temporary license up to six times in six consecutive months.

The reason for the change and the extension is to accommodate an abnormally high rate of construction.

This renewal extension remains in effect from July 1, 2018, to December 31, 2018, or until rescinded, modified, or withdrawn by the Director or his or her designee.

## **Policy**

Requirements for a temporary elevator mechanic license are in WAC 296-96-00912(3). An elevator mechanic with a temporary license must submit an application to renew the license 15 days before the license expires. The application must include the fee (\$32).

An applicant must submit proof of enrollment and participation in an educational and training program with an application to renew license.

An elevator contractor employing an elevator mechanic under a temporary license must, when the application to obtain or renew a license is submitted, include proof the mechanic has seventy-five percent of both education and training hours to obtain a license (see policy # 07-16-104).

An elevator contractor must have a pass rate history of 70% or above on acceptance inspections for new equipment at the time of each renewal application.

A temporary mechanic must remain employed by the employer stated on the application to obtain or renew a license or the temporary license becomes invalid.

An elevator contractor provides acceptable proof (WAC 296-96-00700) to the department for each temporary licensing application by showing all efforts were made to obtain a fully qualified licensed elevator mechanic(s), that those efforts were unsuccessful, and that a business need exists to hire an elevator mechanic with a temporary license.

A temporary mechanic performing final adjustments or acceptance testing must be under the direct supervision of an elevator mechanic with a permanent license.

An individual is limited to one temporary license that may be renewed up to six times in six months. An individual holding a temporary mechanic license must complete education and training hours for a full license within twelve months.

An extension for a temporary elevator mechanic license (category 09) may be

denied when an applicant owes outstanding final judgments to the department or has not met the training and education requirements to qualify for an extension of a temporary elevator mechanic license.