



# CONTEMPORANEOUS REVIEWS



## OVERVIEW

The state has updated and developed a standard procedure for conducting contemporaneous reviews to ensure consistent, timely and efficient enforcement of Colorado's electrical licensure and apprenticeship requirements. This procedure is pursuant to the requirements within sections 12-115-120(1)(a) and (10), Colorado Revised Statutes. Entities performing their own inspections, aka Inspecting Entities, are required to develop standard procedures advising its inspectors how to conduct these reviews of electricians and apprentices that are compliant with state electrical licensing and apprentice ratio laws.

## REQUIREMENTS FOR INSPECTING ENTITIES

- Establish when in the permitting process the Inspecting Entity (IE) verifies that the Electrical Contractor (EC) and the EC's full-time Master Electrician (ME) maintain active registration and licensure (respectively), and what the IE will do if no active license or registration exists.
- Determine method IE will use to verify license and/or registration.
- Establish how the IE will handle changes if the EC or ME originally assigned to a job is replaced or leaves after the permit is obtained.
- Determine whether the permit remains in place or terms in which the permit can remain active.
- The IE's inspector must determine when and how to verify the licensee's performing work and their compliance with licensee-to-apprentice ratio, as required by law. IE must also determine actions to take should violations occur.
- Establish how, if, and when the IE or IE's Inspector will report violations to the Board.



## POSTING GUIDELINES

The Inspecting Entity must post a final version of these standard procedures related to contemporaneous review in a prominent location on its public-facing website on or before Jan. 1, 2020. A link to the webpage on which the procedures have been posted must be provided to the State Electrical Board office via email at [DORA\\_ElectricalBoard@state.co.us](mailto:DORA_ElectricalBoard@state.co.us) by Dec. 1, 2019.



## POSTING GUIDELINES II

If an Inspecting Entity does not have a website, the current procedures must be provided via email to the Board at [DORA\\_ElectricalBoard@state.co.us](mailto:DORA_ElectricalBoard@state.co.us) by Dec. 1, 2019 for posting on the Board's website.



## COMPLIANCE AUDITS

The Board shall ensure compliance with the preceding steps through a regular audit process and violations for insufficient standard procedures are subject to disciplinary action pursuant to Section 12-20-405(2), C.R.S.