



## City of Philadelphia Department of Licenses and Inspections

### SHEET METAL TECHNICIAN LAW - FAQ

Bill #060289 was passed by Philadelphia City Council on May 25, 2006 and approved by Mayor Street on June 8, 2006. The Bill is now City Ordinance 9-3000, Sheet Metal Technician. It places requirements on those persons working on sheet metal systems.

**1. When and how will the Department notify people and companies of the requirements of the Bill #060289?**

Bill #060289 is available on City Council's Legislative Website, accessible through the City's website ([WWW.PHILA.GOV](http://WWW.PHILA.GOV)).

We will also place a copy of the Bill, application forms, this FAQ, and related information on the City's website.

L&I will mail application forms to every licensed Contractor and Warm Air Installer in our database.

**2. What qualifies as a "sheet metal system"?**

The Bill defines "sheet metal systems" as all duct work, including applicable materials and parts, used in any system or part or component thereof used in providing HVAC or exhaust services in buildings or structures of any type. However, the law does not apply to work on sheet metal systems in residential properties by the person who owns the property, provided it is the person's primary residence.

**3. Who is allowed to work on sheet metal systems in the City of Philadelphia as a result of this new Law?**

The Bill stipulates that after December 5, 2006 no person shall work on or service a sheet metal system unless that person:

A. Has a Sheet Metal Systems Technician Certificate issued by the Department of Licenses and Inspections.

- OR -

B. Has a Sheet Metal Systems Apprentice Permit issued by the Department of Licenses and Inspections.

- OR -

C. Has submitted the necessary certificate or permit application no later than December 5, 2006.

After June 8, 2007, only options A or B will be acceptable.

**4. How does one obtain a Sheet Metal Systems Technician Certificate?**

- Step 1 Fill out an application form (available on-line).
- Step 2 Pay an application fee of \$150.
- Step 3 Qualify through at least one of these three options:
- A. Complete a Registered Sheet Metal Systems Technician Apprenticeship Program and pass an examination designated by the Department of Licenses and Inspections
  - OR -
  - B. Meet the requirements for reciprocity.
  - OR -
  - C. Be grandfathered during a special grace period that will expire at the close of business December 5, 2006.

**5. How does one obtain a Sheet Metal Systems Apprentice Permit?**

- Step 1 Fill out an application form (available on-line).
- Step 2 Pay an application fee of \$75.
- Step 3 Qualify through at least one of these two options:
- A. Provide proof of enrollment in a registered Sheet Metal Systems Technician Apprenticeship Program.
  - OR -
  - B. Meet the requirements for reciprocity.

**6. How does one qualify to be “grandfathered” as a Certified Sheet Metal Systems Technician?**

By the close of business on December 5, 2006, the candidate must:

- Step 1 Fill out an application form (available on-line).
- Step 2 Pay an application fee of \$150.
- Step 3 Submit evidence demonstrating that she or he has:
- (a) performed at least 10,000 hours of documented full-time practical experience working on sheet metal systems; or
  - (b) has completed a registered Sheet Metal Technician Apprenticeship Program.

**7. Has reciprocity been established with any other jurisdiction?**

As of the date of this FAQ, reciprocity has not been established with any other jurisdiction. To establish reciprocity, the other jurisdiction must have qualification requirements equal to, or greater than, those established here and must agree to grant equal recognition to currently practicing, competent persons holding certification from the City of Philadelphia, Department of Licenses and Inspections.

**8. Who is required to be certified?**

Any and all persons working on sheet metal systems must be either a Sheet Metal Systems Technician or a Sheet Metal Systems Apprentice Permit holder. Apprentice Permit holders however can only work under the supervision of a certified Sheet Metal Systems Technician.

**9. Will the Department of Licenses and Inspections maintain a database of all approved Sheet Metal Systems Technicians and is the database public record?**

Yes, the Department of Licenses & Inspections will maintain a public database of all persons that hold a valid Sheet Metal Systems Technician Certificate or a Sheet Metal Systems Apprentice Permit.

**10. Will Sheet Metal Systems Technicians & Apprentices be required to carry identification?**

Yes, all holders of a Sheet Metal Systems Technician Certificate or Sheet Metal Systems Apprentice Permit will be required to carry a photo ID issued by the Department at all times that they are on a job site in Philadelphia. Photo ID centers will be set up at an L&I District office, and also at Union Halls and professional group meetings upon request.

**11. Are there penalties for working on sheet metal systems without the required certificate or permit or for employing workers that do not have the required certificate or permit?**

Yes, the law provides for a fine of \$100 to \$300 per person per day for each person who performs sheet metal work without the required certificate or permit. These fines will be levied on the company, the individual worker, and /or any person that directs work to be done on a sheet metal system by unqualified personnel.

The Contractor License of any business that knowingly or recklessly violates Bill #060289 is subject to suspension for six months to a year and any other penalties as prescribed by law.

When any person or employer is found to be performing work on a sheet metal system in violation of the certificate and/or apprentice permit requirements of Bill #060289, the Department will take action to prevent further work from being performed by that person or employer until full compliance with the requirements is ensured.

**12. What are the key dates that I need to remember?**

At the close of business on December 5, 2006, the grandfathering period for current workers will end. By this time, all candidates must submit an application form, the required fee and related documentation to be eligible for grandfathering.

On and after June 8, 2007 all persons performing sheet metal system work must have Certificates or Apprentice Permits approved by the Department and are required to carry the appropriate photo ID card.

**13. Will there be job site enforcement of the new law?**

On or after December 6, 2006 the Department will deploy inspectors to audit projects and respond to complaint calls.

David J. Perri,

November 2, 2006