

CHAPTER 500  
ELECTRICIAN AND ELECTRICAL CONTRACTOR LICENSING PROGRAM—  
ORGANIZATION AND ADMINISTRATION

**661—500.1(82GA,ch197) Establishment of program.** The electrician and electrical contractor licensing program is established in the fire marshal division of the department of public safety. The program is under the direction of the electrical examining board and the daily supervision of the state fire marshal or the state fire marshal's designee.

**500.1(1) Electrical examining board.** The electrical examining board, appointed by the governor, directs the electrician and electrical contractor licensing program, adopts administrative rules governing the program, establishes licensing requirements, and administers discipline related to licensure and to those engaged in activities requiring licensure but who are not licensed.

**500.1(2) Executive secretary.** The electrical examining board shall appoint an executive secretary who shall be responsible for carrying out the policies of the board and for hiring and supervising additional administrative staff.

**500.1(3) Board office.** The board office is located within the fire marshal division of the department of public safety.

*a.* The address of the board office is as follows:

Electrical Examining Board  
Iowa Department of Public Safety  
Wallace State Office Building  
502 East 9th Street  
Des Moines, Iowa 50319

*b.* The board may be contacted by telephone through the fire marshal division at (515)725-6145 or by E-mail at [elecinfo@dps.state.ia.us](mailto:elecinfo@dps.state.ia.us).

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**661—500.2(82GA,ch197) Definitions.** The following definitions apply to all rules adopted by the electrical examining board.

*“Approved by the board”* means the approval of any item, test or procedure by the electrical examining board by adoption of a resolution at a meeting of the board, provided that the approval has not been withdrawn by a later resolution of the board. A list of any such items, tests, or procedures that have been approved by the board is available from the board office or from the board Web site.

*“Board”* means the electrical examining board created under 2007 Iowa Acts, chapter 197, section 12.

*“Department”* means the department of public safety.

*“Division”* means the fire marshal division of the department of public safety.

*“Documented experience”* means experience which an applicant for licensing has completed and which has been documented by the applicant's completion and submission of a sworn affidavit or other evidence required by the board.

*“Executive secretary”* means the executive secretary appointed by the board.

*“Final agency action”* means the issuance, denial, suspension, or revocation of a license. If an action is subject to appeal, “final agency action” has occurred when the administrative appeal process provided for in 661—Chapter 503 has been exhausted or when the deadline for filing an appeal has expired.

*“Residential electrical work”* means electrical work in a residence in which there are no more than four living units within the same building.

*“Routine maintenance”* means the repair or replacement of existing electrical apparatus or equipment of the same size and type for which no changes in wiring are made. The performance of routine maintenance in itself does not require a person to obtain or hold a license as an electrician or electrical contractor.

These rules are intended to implement 2007 Iowa Acts, chapter 197.

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