

APA-1

TRANSMITTAL SHEET FOR NOTICE  
OF INTENDED ACTION

Control: 303

Department or Agency: Alabama State Board of Electrical Contractors

Rule No.: Chapter 303-X-1

Rule Title: Composition and Operations of the Board

Intended Action Amend

Would the absence of the proposed rule significantly harm or endanger the public health, welfare, or safety? Yes

Is there a reasonable relationship between the state's police power and the protection of the public health, safety, or welfare? Yes

Is there another, less restrictive method of regulation available that could adequately protect the public? No

Does the proposed rule have the effect of directly or indirectly increasing the costs of any goods or services involved? No

To what degree?: N/A

Is the increase in cost more harmful to the public than the harm that might result from the absence of the proposed rule? NA

Are all facets of the rule-making process designed solely for the purpose of, and so they have, as their primary effect, the protection of the public? Yes

Does the proposed action relate to or affect in any manner any litigation which the agency is a party to concerning the subject matter of the proposed rule? No

.....

Does the proposed rule have an economic impact? No

If the proposed rule has an economic impact, the proposed rule is required to be accompanied by a fiscal note prepared in accordance with subsection (f) of Section 41-22-23, Code of Alabama 1975.

.....

Certification of Authorized Official

I certify that the attached proposed rule has been proposed in full compliance with the requirements of Chapter 22, Title 41, Code of Alabama 1975, and that it conforms to all applicable filing requirements of the Administrative Procedure Division of the Legislative Services Agency.

Signature of certifying officer

Jeffrey M. Becraft  
Jeffrey Becraft

Date

Wednesday, September 17, 2025

REC'D & FILED  
SEP 17, 2025  
LEGISLATIVE SVC AGENCY

ALABAMA STATE BOARD OF ELECTRICAL CONTRACTORS

NOTICE OF INTENDED ACTION

AGENCY NAME: Alabama State Board of Electrical Contractors

RULE NO. & TITLE: Chapter 303-X-1 Composition and Operations of  
the Board

INTENDED ACTION: Amend

SUBSTANCE OF PROPOSED ACTION:  
Repeal 303-X-1 and Replace with 303-X-1 Definitions

TIME, PLACE AND MANNER OF PRESENTING VIEWS:  
Written comments will be accepted until 5:00 p.m. on November 14, 2025. Written  
comments should be sent to 100 N. Union Street, Suite 986, Montgomery, Alabama  
36104.

FINAL DATE FOR COMMENT AND COMPLETION OF NOTICE:  
Friday, November 14, 2025

CONTACT PERSON AT AGENCY:  
Jeffrey M. Becraft  
jeffrey.becraft@hacr.alabama.gov

*Jeffrey M. Becraft*

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Jeffrey Becraft

(Signature of officer authorized  
to promulgate and adopt  
rules or his or her deputy)

ALABAMA STATE BOARD OF ELECTRICAL CONTRACTORS  
ADMINISTRATIVE CODE

CHAPTER 303-X-1

~~COMPOSITION AND OPERATIONS OF THE BOARD~~ DEFINITIONS

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303-X-1-.01      Name.

~~The name of this Board shall be the "Alabama Board of Electrical Contractors", hereinafter referred to as the Board.~~

~~**Author:** Hendon B. Coody~~

~~**Statutory Authority:** (1) Code of Ala. 1975, §§34-36-1, et seq.~~

~~**History:** Filed March 7, 1986. **Repealed and New Rule:** Filed February 11, 2011; effective March 18, 2011.~~

303-X-1-.02      Definitions.

~~The, Section 34-36-3, provides for definitions of the following terms shall have the meanings respectively ascribed to them, for the purposes of: "licensee", "electrical contracting", "board," "journeyman electrician", and "electrical contractor".~~

~~(2) Act. The term "Act" as used in these rules and regulations, unless the context clearly requires a different meaning: shall~~

mean Title 34, Chapter 36 of the Code of Ala. 1975, regulating the electrical contractor's industry.

~~(1)~~ \_

(3) Alabama Administrative Procedure Act. The term "Alabama Administrative Procedure Act" refers to the Act codified at Title 41, Chapter 22, of the Code of Ala. 1975.

\_

(4) Board. The term "Board" as used in these Rules shall mean the Alabama Board of Electrical Contractors.

~~(2) Character. Satisfaction of~~ known as the Alabama Electrical Contractors Board. The Board shall be comprised of members appointed by the Governor, as set out in Section 34-36-4, Code of Ala. 1975. The public may make submissions and requests to the Board that the applicant possesses such good character and willingness to serve the public and conserve the public health and safety as to be entitled to in writing at the following mailing address:

\_

Alabama Electrical Contractors Board

100 North Union Street

Montgomery, Alabama 36130

\_

(5) License. The term "license" as used in these Rules shall mean a license as an issued to or renewed by a licensed electrical contractor or, provisional electrical contractor, journeyman electrician.

~~(3) Electrical Contracting. The act of performing any job or project in the State of Alabama wherein the electrical contractor proposes to bid, install, maintain, alter, or repair any electric wiring devices, equipment or electrical systems, or continuing education provider by the Board pursuant to the Act. The term license may also be~~ interchanged with the term "certification".

~~(4)~~ \_

(6) Electrical Contractor. Any person, firm, or corporation who is engaged in the business of soliciting and installing

electrical power or control systems; maintaining, altering, or repairing electrical power or control systems, any electrical wiring devices, equipment or any other electrical apparatus. A person who possesses the necessary qualifications, training, and technical knowledge to plan, lay out and supervise the installation of electrical wiring, apparatus, or equipment for lighting, heating, power, or controls.

~~(5) Employee. An individual employed to perform services in exchange for valuable consideration by an individual, organization, or corporate employer, so long as that employer's business is at all times affiliated with a properly licensed electrical contractor. An employee for the purposes of the Alabama Electrical Contractor's laws and rules must not be an independent contractor. The valuable consideration paid to the employee must be evidenced by a current W2 filed with the Internal Revenue Service and the employer agrees to provide the board with such W2 evidence upon request.~~ The term may also be interchanged with "Master Electrician".

~~(6) Executive Director. The Executive Director of the State Board of Electrical Contractors.~~ \_

(7) Journeyman Electrician. A person who possesses necessary qualifications, training, and technical knowledge to install electrical wiring, apparatus, equipment, lighting, heating, power or control, covered by this chapter. He or she shall work under a master or state certified electrical contractor, and shall be capable of doing work according to plans and specifications furnished to him or her and in accordance with standard rules and regulations governing such work.

(8) ~~License. A valid and current certificate of registration issued by the Executive Director on behalf of the Board which shall give the named person to whom it is issued authority to engage in the activity prescribed thereon.~~

~~(9) Licensee. Any person holding a license~~ Retail Seller. The term "retail seller" shall mean any person (as defined in these rules) who sells electrical supplies and equipment, but does not provide for the service, repair or installation of said system.

—

(9) Inactive Contractor. The term "inactive contractor" refers to any licensed contractor or journeyman who elects to obtain inactive status as a certified contractor. To obtain status as an inactive contractor or journeyman, the licensee shall notify

the Board in writing on a form prescribed by the Board of his desire to seek inactive contractor or journeyman. The Board shall then issue the contractor an inactive contractor license. Inactive contractors or journeyman shall not be required nor eligible or allowed to purchase local licenses or be issued any permits to perform installation, service, or repair work, or to solicit or bid to perform installation, service or repair work, on electrical systems. An inactive contractor or journeyman may be allowed by the Board to reactivate their license as an "electrical contractor" or "journeyman electrician" at any time by notifying the Board in writing of his desire to return to "electrical contractor" or "journeyman electrician" status. The inactive contractor shall also submit payment to the Board of the difference in fees between "electrical contractor" and "inactive contractor" or "journeyman electrician" and "inactive journeyman" status.

—

(10) Minimum Standards. The term "minimum standards" as used in these Rules shall mean those minimum repair and service standards adopted for electrical contractors by the Board pursuant to the Act.

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(12) Continuing Education. The term "continuing education" as used in these rules shall mean the required hours of continuing education required by state law for electrical contractors.

—

(13) Regularly Employed Person. The term "regularly employed person" as used in these rules shall mean a person who is an actual employee of the business, not an independent contractor, who works at least 30 hours or more per week and receives a W 2 wage form not a 1099 form from the employer.

**Author:** Jeffrey M. Becraft

**Statutory Authority:** Code of Ala. 1975, ~~§34-36-1~~34-36-3

**History:** Filed March 7, 1986. ~~et seq~~**Repealed and New Rule:**

Filed February 11, 2011; effective March 18, 2011. **Amended:**

Published \_\_\_\_\_; effective \_\_\_\_\_.

## **303-X-1-.02        Definitions (Repealed).**

~~(10) Person. A human person, not a legal entity.~~ **(Repealed)**

**Author:** Hendon B. Coody

**Statutory Authority:** Code of Ala. 1975, §§34-36-3, et seq.  
**History:** **New Rule:** Filed February 11, 2011; effective March 18, 2011. **Amended:** Published May 28, 2021; effective July 12, 2021. **Repealed:** Published ; effective .

**303-X-1-.03      Office Of The Board (Repealed).**

~~The office of the Board may be located at the office of the Executive Director. The Executive Director may provide the necessary administrative, legal, investigative, clerical, secretarial, accounting, administrative facilities and office space necessary to house the staff and records at a reasonable rate approved by the Board.~~ **(Repealed)**

**Author:** Hendon B. Coody

**Statutory Authority:** Code of Ala. 1975, §§34-36-4, et seq.

**History:** Filed March 7, 1986. **Repealed and New Rule:** Filed February 11, 2011; effective March 18, 2011. **Repealed:** Published ; effective .

**303-X-1-.04      Financial Operation (Repealed).**

~~The Board shall have the power to set amounts to be collected, to cause all monies to be collected and deposited with the State Treasurer, to cause expenses to be paid out of such funds by voucher and to requisition in accordance with state law.~~ **(Repealed)**

**Author:** Hendon B. Coody

**Statutory Authority:** Code of Ala. 1975, §§34-36-4, et seq.

**History:** **New Rule:** Filed February 11, 2011; effective March 18, 2011. **Repealed:** Published ; effective .

**303-X-1-.05      Board Seal (Repealed).**

~~The Board's seal is a double spherical design, with the words "The Alabama Board of Electrical Contractors" written in the outer sphere and the map of the state of Alabama in the inner sphere. The seal is to be used only by the Board in its official capacity and may not be reproduced without permission of the Board.~~ **(Repealed)**

**Author:** Hendon B. Coody

**Statutory Authority:** Code of Ala. 1975, §§34-36-4, et seq.

**History:** **New Rule:** Filed February 11, 2011; effective March 18, 2011. **Repealed:** Published ; effective .

303-X-1-.06

**Board Members (Repealed)** .

~~The Board shall consist of nine (9) members to be appointed by the Governor of the State of Alabama. One (1) shall be appointed from each congressional district, and there shall be two (2) at-large members who shall be appointed from any location within the state and shall be members of the Alabama State Electrical Workers Association. The membership of the Board should be inclusive and should reflect the racial, gender, geographic, urban/rural, and economic diversity of the state. All Board members shall be appointed for terms of three (3) years. Each term shall expire on June 30 of the last year of such term, and no member shall serve more than two consecutive three-year terms. Vacancies on the Board for any cause shall be filled by appointment by the Governor for the balance of the unexpired term. Members shall serve until their successors are appointed.~~  
**(Repealed)**

**Author:** Hendon B. Coody

**Statutory Authority:** Code of Ala. 1975, §§34-36-4, et seq.

**History:** Filed March 7, 1986. **Repealed and New Rule:** Filed February 11, 2011; effective March 18, 2011. **Repealed: Published**  
**; effective** .

303-X-1-.07

**Powers And Duties Of The Board Members**  
**(Repealed)** .

~~(1) The Board is authorized to:~~

~~(a) establish the Board's rules and regulations in accordance with **Code of Ala. 1975 (Repealed)**, §§34-36-1, et seq. and §§41-22-1, et seq.;~~

~~(b) determine the qualifications of electrical contractors to engage in the business of electrical contracting;~~

~~(c) determine the qualifications of journeyman electricians to engage in electrical work;~~

~~(d) provide for the investigation of written complaints filed with the Board concerning alleged violations of Code of Ala. 1975, §§34-36-1, et seq. and any rules or regulations adopted by the Board;~~



~~(e) issue a license or renewal of a license to qualified electrical contractors or qualified journeyman electricians in the state; qualifications to be determined by the Board;~~

~~(f) suspend, revoke, or refuse to issue or renew a license after notice and opportunity for a hearing pursuant to the Administrative Procedures Act;~~

~~(g) provide for the investigation of activities of licensed and unlicensed contractors;~~

~~(h) impose a reinstatement fee for the issuance of a license to those electrical contractors whose license has expired;~~

~~(i) impose a civil penalty against a licensee in an amount not to exceed five thousand dollars (\$5,000) per violation, after notice and opportunity for a hearing pursuant to the Administrative Procedures Act;~~

~~(j) commence and maintain proceedings to restrain the unlicensed practice of electrical contractors;~~

~~(k) prepare, administer and/or approve all examinations for licensing of electrical contractors and journeyman electricians in this state;~~

~~(l) keep complete minutes of all Board proceedings;~~

~~(m) provide personnel necessary to administer and enforce the provisions of Code of Ala. 1975, §§34-36-1, et seq. relating to the Board, including but not limited to, an executive director, an investigator, and attorneys.~~

~~(2) Each Board member shall make an effort to attend all meetings of the Board. A Board member may be removed at the request of the Board after failing to attend three (3) consecutive Board meetings.~~

~~(3) Board members are charged with safeguarding homeowners, other property owners and tenants against faulty, inadequate, inefficient, or unsafe electrical installations, and to protect the life, health and property of homeowners, other property owners and tenants in the State of Alabama.~~

~~(4) Absent negligence, wantonness, recklessness, or deliberate misconduct, members of the Board are immune from liability for all good faith acts performed in the execution of their Board duties.~~

**Author:** Hendon B. Coody

**Statutory Authority:** Code of Ala. 1975, §§34-36-4, et seq.

**History:** Filed March 7, 1986. **Repealed and New Rule:** Filed February 11, 2011; effective March 18, 2011. Repealed: Published  
; effective .

**303-X-1-.08      Compensation Of Board Members (Repealed) .**

~~The members of the Board shall receive up to three hundred dollars (\$300) per day, with a limit of fifteen (15) days per year while performing their official duties, in addition to the same per diem and mileage as provided to state employees.~~

(Repealed)

**Author:** Hendon B. Coody

**Statutory Authority:** Code of Ala. 1975, §§534-36-5, et seq.

**History:** Filed March 7, 1986. **Repealed and New Rule:** Filed February 11, 2011; effective March 18, 2011. Repealed: Published  
; effective .

**303-X-1-.09      Meetings, Quorum And Order Of Business (Repealed) .**

~~(1) The Board shall meet quarterly, and as often as necessary. Special meetings may be called by the Executive Director, the Chairman or by written request of five other members of the Board to the Executive Director.~~

~~(2) At least five (5) members of the Board shall constitute a quorum and as such, shall be competent to act. Every decision by the Board shall be by a majority vote of those present.~~

~~(3) All meetings of the Board, not including any part relating to the good name or character of an individual, shall be open to the public. All reports of investigations, documents subpoenaed by the Board, reports of any investigative committee appointed by the Board, memoranda of the Board's counsel or investigator relating to investigations, statements of persons interviewed by the Board or any committee of the Board, all information, interviews, reports, statements or memoranda of any kind furnished to the Board or any committee of the Board, and any findings, conclusions or recommendations resulting from proceedings of the Board or its committee, unless presented as evidence at a public hearing, shall be privileged and confidential and shall be used only in the exercise of the proper functions of the Board and shall not be public records.~~

~~(4) Meetings of the Board shall be conducted according to Robert's Rules of Order, unless otherwise required by law. The~~

~~order of business at Board meetings shall be established by the Chairman and the Executive Director.~~

~~(5) The Executive Director or his designee shall keep a record of all meetings. The place of each meeting, names of the members present, all official acts of the Board, and the votes shall be recorded in the minutes. The minutes shall be presented for approval or amendment at the next regular meeting, which upon approval will be signed and each page initialed by the Chairman. The minutes, not including any section related to the good name and character of an individual, shall be open to public inspection at the Board's office.~~

~~(6) Any member of the Board or duly appointed hearing officer designated by the Board may administer oaths and take testimony concerning all matters within the jurisdiction of the Board.~~

~~(Repealed)~~

**Author:** Hendon B. Coody

**Statutory Authority:** Code of Ala. 1975, §§34-36-4, et seq.

**History:** Filed March 7, 1986. **Repealed and New Rule:** Filed February 11, 2011; effective March 18, 2011. ~~Repealed: Published~~  
~~; effective~~.

### **303-X-1-.10      Election Of Officers (Repealed).**

~~The Board shall meet annually to elect a Chairman and a Vice Chairman from its membership, whose initial terms shall expire on June 30 of the following year.~~ ~~(Repealed)~~

**Author:** Hendon B. Coody

**Statutory Authority:** Code of Ala. 1975, §§34-36-4, et seq.

**History:** Filed March 7, 1986. **Repealed and New Rule:** Filed February 11, 2011; effective March 18, 2011. ~~Repealed: Published~~  
~~; effective~~.

### **303-X-1-.11      Chairman And Vice Chairman (Repealed).**

~~The Chairman shall exercise general supervision of the Board's affairs, shall preside at all meetings when present, shall appoint all committees, shall sign all vouchers (or with approval of the Board, may delegate this duty to the Executive Director), and shall perform all other duties pertaining to this office. The Vice Chairman, in the absence of the Chairman, shall perform all the duties of the Chairman. Following Robert's Rules of Order, the Chairman may cast a tying vote or may cast the vote to break a tie in a vote that has been taken; in either case, the Chairman may vote one time only.~~ ~~(Repealed)~~

**Author:** Hendon B. Coody

**Statutory Authority:** Code of Ala. 1975, §§34-36-4, et seq.

**History:** Filed March 7, 1986. **Repealed and New Rule:** Filed February 11, 2011; effective March 18, 2011. Repealed: Published  
; effective .

**303-X-1-.12      Executive Director (Repealed) .**

~~(1) The Executive Director shall be an administrative officer of the Board.~~

~~(2) The Executive Director shall:~~

~~(a) supervise the day-to-day operations of the Board;~~

~~(b) act as its recording and corresponding secretary;~~

~~(c) have custody of and safeguard and keep in good order all property and records of the Board;~~

~~(d) cause written minutes of every meeting of the Board to be kept in the Book of Minutes of the Board;~~

~~(e) sign all instruments and matters that require approval of the Board;~~

~~(f) act as Treasurer and receive and deposit all funds to the credit of the "Board of Electrical Contractor's Fund" in the State Treasury;~~

~~(g) sign all bills before requesting the State Comptroller to make payment of any account.~~

~~(3) The Board may, from time to time, direct that the Executive Director perform, execute or carry out specific duties on behalf of the Board. (Repealed)~~

**Author:** Hendon B. Coody

**Statutory Authority:** Code of Ala. 1975, §§34-36-4, et seq.

**History:** **New Rule:** Filed February 11, 2011; effective March 18, 2011. Repealed: Published  
; effective .

**303-X-1-.13      Employees And Contract Agreements (Repealed) .**

~~(1) The Board, or the Executive Director with the concurrence of the Board, may employ or contract for any clerks, experts, attorneys, and others, as may be necessary for the operation of~~

~~the Board. The Board shall also have the power to make contract agreements in accordance with state law.~~

~~(2) The duties, responsibilities, and compensation for each such employee or contractor shall be set by the Board or the Executive Director with the concurrence of the Board.~~

~~(3) The Board shall not employ electrical inspectors nor provide for any electrical inspections. (Repealed)~~

**Author:** Hendon B. Coody

**Statutory Authority:** Code of Ala. 1975, §§34-36-4, et seq.

**History:** Filed March 7, 1986. **Amended:** Filed June 10, 1988.

**Repealed and New Rule:** Filed February 11, 2011; effective March 18, 2011. Repealed: Published ; effective .

APA-1

TRANSMITTAL SHEET FOR NOTICE  
OF INTENDED ACTION

Control: 303

Department or Agency: Alabama State Board of Electrical Contractors

Rule No.: Chapter 303-X-2

Rule Title: Operations of the Board

Intended Action Repeal and Replace

Would the absence of the proposed rule significantly harm or endanger the public health, welfare, or safety? Yes

Is there a reasonable relationship between the state's police power and the protection of the public health, safety, or welfare? Yes

Is there another, less restrictive method of regulation available that could adequately protect the public? No

Does the proposed rule have the effect of directly or indirectly increasing the costs of any goods or services involved? No

To what degree?: N/A

Is the increase in cost more harmful to the public than the harm that might result from the absence of the proposed rule? NA

Are all facets of the rule-making process designed solely for the purpose of, and so they have, as their primary effect, the protection of the public? Yes

Does the proposed action relate to or affect in any manner any litigation which the agency is a party to concerning the subject matter of the proposed rule? No

.....

Does the proposed rule have an economic impact? No

If the proposed rule has an economic impact, the proposed rule is required to be accompanied by a fiscal note prepared in accordance with subsection (f) of Section 41-22-23, Code of Alabama 1975.

.....

Certification of Authorized Official

I certify that the attached proposed rule has been proposed in full compliance with the requirements of Chapter 22, Title 41, Code of Alabama 1975, and that it conforms to all applicable filing requirements of the Administrative Procedure Division of the Legislative Services Agency.

Signature of certifying officer

Jeffrey M. Becraft  
Jeffrey Becraft

Date

Thursday, August 21, 2025

REC'D & FILED

SEP 17, 2025

LEGISLATIVE SVC AGENCY

ALABAMA STATE BOARD OF ELECTRICAL CONTRACTORS

NOTICE OF INTENDED ACTION

AGENCY NAME: Alabama State Board of Electrical Contractors

RULE NO. & TITLE: Chapter 303-X-2 Operations of the Board

INTENDED ACTION: Repeal and Replace

SUBSTANCE OF PROPOSED ACTION:

Repeal Section 303-X-2 and Replace with 303-X-20 Organization and Administrative Procedures of the Board

TIME, PLACE AND MANNER OF PRESENTING VIEWS:

Written comments will be accepted until 5:00 p.m. on November 14, 2025. Written comments should be sent to 100 N. Union Street, Suite 986, Montgomery, Alabama 36104.

FINAL DATE FOR COMMENT AND COMPLETION OF NOTICE:

Friday, November 14, 2025

CONTACT PERSON AT AGENCY:

Jeffrey M. Becraft  
jeffrey.becraft@hacr.alabama.gov

*Jeffrey M. Becraft*

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Jeffrey Becraft

(Signature of officer authorized  
to promulgate and adopt  
rules or his or her deputy)

~~ALABAMA STATE BOARD OF ELECTRICAL CONTRACTORS  
ADMINISTRATIVE CODE~~

~~CHAPTER 303-X-2  
OPERATIONS OF THE BOARD~~

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 <del>303-X-2-.01</del>	 <del>Qualifications For An Electrical Contractor's License.</del>

~~The Board shall have the power to determine the requirements for licensing a person to be an electrical contractor.~~

~~(1) All applicants for licensure must submit a completed application, application fee, personal identification and supportive documents before taking an examination approved by the Board. After reviewing the documents submitted, the Board may approve or deny an applicant's request to sit for the examination. The Board shall examine applicants at least once every three (3) months according to the method deemed by it to be the most appropriate to test the qualifications of applicants.~~

~~(2) The scope of licensing for an electrical contractor includes installation, design, plan, lay-out and directly~~



~~supervising electrical construction activities. This work supervised must be commercial, industrial, or residential.~~

~~(3) An electrical contractors' license in the state of Alabama is unlimited in voltage and bid requirements.~~

~~(4) An applicant for state wide electrical contractor license must document to the Board's satisfaction a minimum of eight thousand (8,000) hours of experience in the overall design, planning, lay-out, and direct supervision of electrical construction activities and the soliciting and installing of electrical power or control systems. This requirement may be satisfied with the documentation of eight thousand (8,000) hours of experience as a journeyman electrician in charge of jobs.~~

~~(5) The applicant's electrical construction experience and activities must be truthfully, clearly and sufficiently documented on the application where indicated.~~

~~(6) The applicant for an electrical contractor's license may substitute (1) year of education consisting of two (2) full time semesters or three (3) full time quarters in an approved electrical curriculum or one (1) year of an approved apprenticeship program for one thousand (1,000) hours of electrical experience. A maximum of two thousand (2,000) hours of the eight thousand (8,000) hours total requirement can be met with the substituted hours. The applicant must provide appropriate documentation of the substituted hours in an electrical curriculum or apprenticeship program, subject to the approval of the Board.~~

~~(7) All applications submitted to the Board to qualify to sit for the electrical contractor's examination expire in two years from the approval date if the applicant has not successfully passed the requisite examination and fulfilled the requirements for licensing by the Board. If an applicant seeks to be qualified to take an examination to be licensed as an electrical contractor after the expiration date, a new application must be submitted to the Board.~~

~~(8) An applicant for an electrical contractor license that has passed any national standardized examination proctored by an independent third party within the State of Alabama which the Board shall approve as substantially similar to the examination required to be licensed under this chapter shall be deemed to be in compliance with the testing requirement set forth by the Board for licensure as an electrical contractor. Individuals meeting this qualification shall also be required to complete all other qualifications set forth by~~

~~this chapter and the Board prior to the issuance of a license. Applicants affected by this provision shall have until August 31, 2012 for licensure without any further examination requirements.~~

~~(9) All licenses shall expire annually or at other times designated by the Board.~~

~~(10) No electrical contractor license shall be issued except in compliance with this act and none shall be issued except to a person or a person in a firm, partnership, association or corporation.~~

~~(11) The Board may recognize a license issued by any other reciprocating state that, in the Board's opinion, has standards of practice or licensure equal to or greater than those required by this state. A list of the approved reciprocal states is maintained at the Board office. The Executive Director shall review and approve or deny all applicants for a reciprocal license.~~

~~(12) An applicant for an electrical contractor's license that holds a valid professional engineer's license registered in the state of Alabama is qualified to sit for the requisite examination.~~

~~(13) No provisional license will be renewed after June 30, 2024. A person who currently holds an active provisional license issued by the board, and has held that license for at least 10 (ten) years, continuously, may apply to take a nationally standardized proctored examination approved by the board before the current provisional license expires. The board will pay for the first examination for each provisional licensee; if the provisional licensee does not appear for the exam after registering or fails the first exam, they will be responsible for the costs of successive exams. Every provisional licensee must be registered to take the examination no later than January 1, 2024 and must have passed the examination no later than June 30, 2024 to continue to practice electrical contracting after June 30, 2024. All provisional licenses will expire on June 30, 2024. If the provisional licensee passes the board's examination at a rate of at least 75%, he or she is entitled to receive a state electrical contractor's license from the board upon payment of the license fee. Practicing electrical contracting in this state without a license issued by the board is a violation of Ala. Code §34-36-16(b).~~

**Author:** Hendon B. Coody

**Statutory Authority:** Code of Ala. 1975, §§34-36-5, et seq.

~~**History:** Filed March 7, 1986. **Repealed and New Rule:** Filed February 11, 2011; effective March 18, 2011. **Amended:** Filed June 29, 2012; effective August 3, 2012. **Amended:** Filed April 5, 2013; effective May 10, 2013. **Amended:** Published November 30, 2023; effective January 14, 2024.~~

~~**303-X-2-.02**~~

~~**Qualifications For A Journeyman Electrician's License.**~~

~~The Board shall have the power to determine the requirements for licensing a person to be a journeyman electrician.~~

~~(1) All applicants for licensure must submit a completed application, application fee, personal identification and supportive documents before taking an examination approved by the Board. After reviewing the documents submitted, the Board may approve or deny an applicant's request to sit for the examination. The Board shall examine applicants at least once every three (3) months according to the method deemed by it to be the most appropriate to test the qualifications of applicants.~~

~~(2) Applicants for the state-wide journeyman electrical examination must demonstrate a minimum of eight thousand (8,000) hours experience that includes the installation of electrical wiring, apparatus or equipment for lighting or power, and/or controls thereof. This work must be commercial, industrial or residential. The applicant must also be capable of performing said work according to plans and specifications furnished to him or her and in accordance with standard rules and regulations governing such work.~~

~~(3) An applicant for a state-wide journeyman electrician examination may substitute one (1) year of education in an approved electrical curriculum or apprenticeship program for one thousand (1,000) hours of electrical experience for a maximum of two thousand (2,000) hours of the eight thousand (8,000) hours total required. The applicant must provide appropriate documentation, subject to the approval of the Board, of said education or apprenticeship program.~~

~~(4) All applications submitted to the Board to qualify to sit for the state-wide journeyman electrician's examination expire in two years from the approval date if the applicant has not successfully passed the requisite examination and fulfilled the requirements for licensing by the Board. If an applicant seeks to be qualified to take an examination to be~~

~~licensed as a journeyman electrician after the expiration date, a new application must be submitted to the Board.~~

~~(5) All licenses shall expire annually or at other times designated the Board.~~

~~(6) The Board may recognize a license issued by any other reciprocating state that, in the Board's opinion, has standards of practice or licensure equal to or greater than those required by this state. A list of the approved reciprocal states is maintained at the Board office. The Executive Director shall review and approve or deny all applicants for a reciprocal license.~~

~~(7) An applicant for a journeyman electrician license that has passed any national standardized examination proctored by an independent third party within the state of Alabama which the Board shall approved as substantially similar to the examination required to be licensed under this chapter shall be deemed to be in compliance with the testing requirement set forth by the Board for licensure as a journeyman electrician. Individuals meeting this qualification shall also be required to complete all other qualifications set forth by this chapter and the Board prior to the issuance of a license. Applicants affected by this provision shall have until August 31, 2012 for licensure without any further examination requirements.~~

~~**Author:** Hendon B. Coody~~

~~**Statutory Authority:** Code of Ala. 1975, §§34-36-4, et seq.~~

~~**History:** Filed March 7, 1986. **Amended:** Filed June 10, 1988.~~

~~**Amended:** Filed May 13, 2008; effective June 17, 2008. **Repealed**~~

~~**and New Rule:** Filed February 11, 2011; effective March 18, 2011.~~

~~**Amended:** Filed June 29, 2012; effective August 3, 2012.~~

### **303-X-2-.03**

### **Renewal Of Licenses And Continuing Education.**

~~All applications for renewal of any license issued by the Board shall be filed with the Executive Director prior to the expiration date, accompanied by the annual license fee prescribed by the Board.~~

~~(1) The Board shall issue renewal notices to each licensed electrical contractor and journeyman electrician 30 days prior to the expiration of the license, such notice being sent to the last known postal or electronic mail address on file at the Board's office. Board may elect to send notices via regular U.S. Mail or by electronic mail.~~

~~(2) All electrical contractor licensees are required to complete fourteen (14) hours of continuing education every two (2) years.~~

~~(3) The Board shall set the minimum standards of continuing education for any license issued by the Board and may establish and adopt education requirements for each license category. The Board may also approve the program or programs providing education to fulfill the requirements.~~

~~(4) If a renewal application, accompanied by the requisite annual fee, is not received by the Board prior to the license's expiration date, a late fee is established by 303-X-2-.06 must also accompany the renewal application. If one year has passed since the expiration date and no renewal has been applied for, renewal of the license is not an option. The licensee must apply for reinstatement of the license in accordance with 303-X-2-.05 after one year and before 5 years have lapsed since the license was due to be renewed.~~

**Author:** Hendon B. Coody

**Statutory Authority:** Code of Ala. 1975, §§34-36-8, et seq.

**History:** Filed March 7, 1986. **Amended:** Filed June 10, 1988.

**Repealed and New Rule:** Filed February 11, 2011; effective March 18, 2011. **Amended:** Filed June 29, 2012; effective August 3, 2012.

### **303-X-2-.04**

### **Inactive Status Certification.**

~~(1) Any person licensed by the Board as an electrical contractor or as a journeyman electrician may elect an inactive status certification by notifying the Board in writing or by properly completing and submitting the form provided on the Board's website. This notification must be received by the Board at least thirty (30) days before the license is due to expire.~~

~~(2) Only active licenses may elect inactive status; an expired license is not eligible for an inactive status certificate.~~

~~(3) To qualify for inactive status, a licensee must not be actively engaged in electrical contracting or any electrical activity requiring an electrical license.~~

~~(4) The fee for the issuance of an inactive status electrical contractor certificate and for an inactive status journeyman electrician shall be determined by the Board.~~

~~(5) To reinstate an inactive certificate to an active license, the licensee must pay the appropriate renewal fee and provide~~

~~proof of satisfactory completion of seven (7) hours of approved continuing education for each year of inactive status.~~

~~**Author:** Hendon B. Coody~~

~~**Statutory Authority:** Code of Ala. 1975, §§34-36-8, et seq.~~

~~**History: New Rule:** Filed February 11, 2011; effective March 18, 2011.~~

### ~~303-X-2-.05~~

### ~~Reinstatement Of A License.~~

~~(1) An expired license for an electrical contractor which has expired due to failure to renew may only be reinstated within five (5) years from the date of expiration after application and payment of a reinstatement fee, payment of all accrued renewal fees and satisfaction of all continuing education requirements, which may be as much as thirty five (35) hours. The reinstatement fee is in addition to all other fees which may apply.~~

~~(2) An expired journeyman electrician's license which has not been restored within two (2) years following its expiration may not be renewed, reinstated or re-issued thereafter. The holder of such a cancelled license may apply for and obtain a valid license only upon compliance with all relevant requirements, including license and renewal fees.~~

~~**Author:** Hendon B. Coody~~

~~**Statutory Authority:** Code of Ala. 1975, §§34-36-9, et seq.~~

~~**History:** Filed March 7, 1986. **Amended:** Filed June 10, 1988.~~

~~**Repealed and New Rule:** Filed February 11, 2011; effective March 18, 2011.~~

### ~~303-X-2-.06~~

### ~~Licensing Fees.~~

~~(1) The Board shall establish and collect reasonable fees for the administration of examinations, issuance of licenses and supplying information to applicants, licensees and the general public. The fees are as follows:~~

~~(a) Electrical Contractor Examination Fee ————— \$165.00~~

~~(b) Journeyman Electrician Examination Fee ————— \$115.00~~

~~(c) Electrical Contractor License Fee ————— \$150.00~~

~~(d) Journeyman Electrician License Fee ————— \$ 35.00~~

~~(e) Electrical Contractor Renewal Fee ————— \$150.00~~

<del>(f) Journeyman Electrician Renewal Fee</del>	<del>\$ 35.00</del>
<del>(g) Electrical Contractor Late Renewal Fee</del>	<del>\$ 50.00</del>
<del>(h) Journeyman Electrician Late Renewal Fee</del>	<del>\$ 15.00</del>
<del>(i) Inactive Electrical Contractor Certificate</del>	<del>\$ 75.00</del>
<del>(j) Inactive Journeyman Electrician Certificate</del>	<del>\$ 15.00</del>
<del>(k) Reinstatement of Electrical Contractor License</del>	<del>\$250.00</del>
<del>(l) Reissuance or Replacement Card Fee</del>	<del>\$ 25.00</del>
<del>(m) Provisional License Fee</del>	<del>\$ 75.00</del>
<del>(n) Provisional License Renewal Fee</del>	<del>\$ 75.00</del>

~~All renewal fees, late renewal fees and inactive licenses are due and payable annually.~~

~~**Author:** Hendon B. Coody~~

~~**Statutory Authority:** Code of Ala. 1975, §§34-36-11, et seq.~~

~~**History:** Filed March 7, 1986. **Amended:** Filed February 9, 2007; effective March 16, 2007. **Amended:** Filed May 13, 2008; effective June 17, 2008. **Repealed and New Rule:** Filed February 11, 2011; effective March 18, 2011.~~

### ~~303-X-2-.07~~

### ~~Form And Content Of License Certificates.~~

~~(1) A license card bearing the licensee's name and license number shall be issued by the Board and signed by the Executive Director. All licenses shall be pre-numbered when printed and records maintained on each license.~~

~~(2) The name in which a license is issued must be distinguishable upon the records of the Board from the name in which a license has already been issued. The substitution of a numeral for a word shall not make the name distinguishable.~~

~~(3) The journeyman electrician's license shall be listed in the individual's name only and shall not be required to be licensed with a firm, partnership, association, or corporation.~~

~~(4) All electrical contracting business, including all business advertising and the submission of all documents and papers, conducted in the state of Alabama by a licensee of the Board shall be conducted in the exact entity name in which the electrical contracting license is currently assigned.~~

~~(5) All licensees shall notify the Board in writing or via electronic mail within thirty (30) days of any change in location, company affiliation, mailing address or telephone number.~~

~~(6) A license shall be issued to an individual only and a licensee shall have only one (1) number and one (1) license.~~

~~(7) A person may not license more than one (1) firm, partnership, association or corporation at a time unless said person can satisfy the Board that he or she is a principal in both affiliated entities and is actively engaged in the ongoing operations of both.~~

~~(8) Upon reasonable written request, a licensee may acquire one (1) replacement card per calendar year at the cost of a fee to be established by the Board. More than one request per licensee per year for a duplicate license shall be grounds for a hearing before the Board to justify the issuance of multiple license cards.~~

~~(9) The name and Alabama license number of the affiliated licensed electrical contractor and the affiliated business name must be displayed in a prominent, legible manner on at least two sides of each service or construction vehicle. The lettering and numbers shall be a minimum of two inches in height. The phrase "AL Number"; "AL No."; or "AL#" must be displayed immediately before the license number in equal sized print.~~

~~**Author:** Hendon B. Coody~~

~~**Statutory Authority:** Code of Ala. 1975, §§34-36-7, et seq.~~

~~**History:** Filed March 7, 1986. **Repealed and New Rule:** Filed February 11, 2011; effective March 18, 2011. **Amended:** Published December 31, 2024; effective February 14, 2025.~~

### **303-X-2-.08**

### **License Exemptions.**

~~(1) The Board shall not apply the provisions of this act:~~

~~(a) to installation, construction or maintenance of power systems for the generation and secondary distribution of electrical currents constructed under the provisions of the national electrical safety code which regulates the safety requirements of utilities;~~

~~(b) to the installation, construction, maintenance or repair of telephone or signal systems by or for public utilities or their corporate affiliates, when such work pertains to the services furnished by such utilities;~~



~~(c) to any technician employed by a municipal franchised CATV system;~~

~~(d) to any journeyman electrician employed by a state licensee of the Board or a licensee of a county or municipality where the contract work is being performed;~~

~~(e) to the owner of any premises or any employee of any such owner when performing electrical work or installing, constructing, maintaining, altering or repairing electrical wiring, equipment or apparatus on such premises;~~

~~(f) to an employee or an electric utility when installing or repairing electric appliance and equipment for a customer;~~

~~(g) to any retail merchant, or its employees making the direct replacement of or the repair or maintenance on any appliance that the merchant has sold, or to any modular or manufacturer of the housing industry within the state which is regulated by state and federal governments;~~

~~(h) to the installation, construction or maintenance of systems that operate on 25 volts or less.~~

~~(i) To the installation, construction or maintenance of direct broadcast satellite services.~~

~~(2) A licensee who holds an electrical contractor's license affiliated with an entity described in (1) (a), above, may apply for and be granted a secondary electrical contractor's license to allow the licensee to work at his or her own company when not working for the primary entity, provided that the licensee owns majority interest and has complete responsibility for the operations of the secondary company.~~

~~**Author:** Hendon B. Coody~~

~~**Statutory Authority:** Code of Ala. 1975, §§34-36-13, et seq.~~

~~**History:** Filed March 7, 1986. **Amended:** Filed June 10, 1988.~~

~~**Repealed and New Rule:** Filed February 11, 2011; effective March 18, 2011. **Amended:** Published May 31, 2024; effective July 15, 2024.~~

### **303-X-2-.09**

### **Administration Of Examinations.**

~~(1) The Board has the power to administer or cause to be administered an examination to a qualified applicant for a license. This examination will be in accordance with any national standardized examination which the Board shall approve and may be administered to all applicants in lieu of or in conjunction with~~

~~any other examination which the Board shall give to test the qualifications of the applicants.~~

~~(2) The Board shall establish such norms of achievement as shall be required for a passing grade. The Board has the power to set qualifications and to review or cause to be reviewed each applicant's qualification.~~

~~(3) Each applicant for a license from the Board must submit a completed application, application fee, personal identification and supportive documents of qualification to establish their file for evaluation.~~

~~(4) A letter of intent of the applicant to sit for examinations must be received by the Executive Director at the Board's office at least thirty (30) days prior to examination.~~

~~(5) The Board may report the grades to the individual applicants in accordance with Board policy.~~

~~(6) Eligibility qualifications of an applicant may be obtained by the applicant's writing to the Board's Executive Director.~~

~~**Author:** Hendon B. Coody~~

~~**Statutory Authority:** Code of Ala. 1975, §§34-36-13, et seq.~~

~~**History:** Filed March 7, 1986. **Amended:** Filed June 10, 1988.~~

~~**Repealed and New Rule:** Filed February 11, 2011; effective March 18, 2011.~~

### **303-X-2-.10**

### **Discipline Of A License.**

~~(1) When charges are made against a licensed electrical contractor, journeyman electrician, or an unlicensed person practicing without a license, which would justify suspension, revocation, or a Cease and Desist Order, reasonable notice in writing of the specific nature of the charges and the time and place of a hearing shall be issued by the Board and delivered either by personal service, as in civil actions, by certified mail, return receipt requested, or first class mail, postage prepaid, to be effective upon the deposit of the notice in the mail. Delivery of the notice referred to in this subsection shall constitute the commencement of the contested case proceeding. Written complaints against a licensed electrical contractor, a journeyman electrician, or a non-licensee must be filed within one (1) year of the act or work forming the basis of the complaint.~~

~~(2) The Board may suspend, revoke, or refuse to issue or renew a license after notice and opportunity for the applicant/licensee to be heard, upon proof of any of the following actions:~~

~~(a) violation of any provision of Code of Ala. 1975, §§34-36-1, et seq.;~~

~~(b) attempting to procure a license to practice electrical contracting or to work as a master electrician or journeyman electrician by bribery or fraudulent misrepresentations;~~

~~(c) being convicted or found guilty, regardless of adjudication, of a crime in any jurisdiction which directly relates to the practice of electrical contracting, working as a journeyman electrician, or the ability to practice electrical contracting or to work as a master electrician or journeyman electrician;~~

~~(d) making or filing a report or record which the licensee knows to be false, willfully failing to file a report or record required by state or federal law, willfully impeding or obstructing such filing, or inducing another person to impede or obstruct such filing. Such reports or records shall include only those which are signed in the capacity of a licensed electrical contractor, master electrician, or journeyman electrician;~~

~~(e) being found guilty of fraud or deceit or of negligence, incompetency, or misconduct in the practice of electrical contracting or working as a master electrician or journeyman electrician;~~

~~(f) practicing on a revoked, suspended, or inactive license;~~

~~(g) aiding or abetting any person to evade any provision of this chapter;~~

~~(h) knowingly combining or conspiring with any person by allowing one's license to be used by any unlicensed person with the intent to evade this chapter. When a licensee allows his or her license to be used by any firm, partnership, association, or corporation without having any active participation in the operations or management of the firm, partnership, association, or corporation, such act constitutes prima facie evidence of an intent to evade this chapter. If an electrical contractor files a request with the Board to transfer his or her license more than twice in a calendar year, then a hearing shall be set before the Board with the burden of proof being on the licensee to prove that~~

~~the intent of this chapter is not being circumvented or obstructed;~~

~~(i) acting in the capacity of an electrical contractor under any license issued under this act except in the name of the licensee as set forth on the issued license;~~

~~(j) having a license to practice electrical contracting or journeyman electrician revoked, suspended, or otherwise disciplined, including the denial of licensure by the licensing authority of another municipality, county, state, territory, or country.~~

~~(3) In addition to the action on the status of the license, the Board may impose an administrative fine of not more than \$5,000 (five thousand dollars) for each violation.~~

~~(4) If the Board finds that a person, corporation, or business entity is engaged in performing electrical contracting covered by this chapter without having obtained a proper license, the Board may do any of the following:~~

~~(a) deny an application for licensure;~~

~~(b) impose an administrative fine of not more than five thousand dollars (\$5,000) per violation;~~

~~(c) issue a cease and desist order;~~

~~(d) petition the circuit court of the county where the act occurred to enforce the cease and desist order or collect the assessed fine, or both.~~

~~(5) Any person aggrieved by an adverse action taken by the Board may appeal the adverse action to the circuit court of the county in which the adverse action occurred in accordance with the Alabama Administrative Procedures Act, Code of Ala.1975, §§41-22-1, et seq.~~

~~**Author:** Hendon B. Coody~~

~~**Statutory Authority:** Code of Ala. 1975, §§34-36-6, et seq.~~

~~**History:** Filed March 7, 1986. **Amended:** Filed June 10, 1988.~~

~~**Repealed and New Rule:** Filed February 11, 2011; effective March 18, 2011. **Amended:** Published May 31, 2024; effective July 15, 2024.~~

**303-X-2-.11**

**Application For Spouses Of Active Duty  
Military Personnel.**

~~(1) Per the Military Family Jobs Opportunity Act (Act 2018-540), an applicant shall be issued a license, pending approval, if the requirements of the original issuing state or governing body are substantially equivalent to that required by the Board.~~

~~(2) Per the Military Family Jobs Opportunity Act (Act 2018-540), if an applicant is approved for licensure, the board will waive the initial licensing fee.~~

~~(3) Per the Military Family Jobs Opportunity Act (Act 2018-540), temporary licenses shall be issued to applicants for a 180-day period, so that the applicant can begin practice while completing any and all requirements for full licensure.~~

~~**Author:** John L. Keating~~

~~**Statutory Authority:** Code of Ala. 1975, §34-4-21.~~

~~**History: New Rule:** Published April 29, 2022; effective June 13, 2022.~~

**303-X-2-.11(R)**

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~~**Author:**—~~

~~**Statutory Authority:**—~~

~~**History:**—~~

**303-X-2-.12**

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~~**Author:**—~~

~~**Statutory Authority:**—~~

~~**History:**—~~

**303-X-2-.12(R)**

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~~**Author:**—~~

~~**Statutory Authority:**—~~

~~**History:**—~~

**303-X-2-.13**

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~~**Author:**—~~

~~**Statutory Authority:**—~~

~~History:—~~

~~303-X-2-.13(R)~~ ~~—~~

~~Author:—~~

~~Statutory Authority:—~~

~~History:—~~

ALABAMA STATE BOARD OF ELECTRICAL CONTRACTORS  
ADMINISTRATIVE CODE

CHAPTER 303-X-2  
ORGANIZATION AND ADMINISTRATIVE PROCEDURES OF THE BOARD

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303-X-2 .01      Purpose.

The Alabama Board of Electrical Contractors was created to license qualified electrical contractors and journeyman electricians on a statewide basis in order to protect the public by identifying those contractors who have the knowledge and ability to install, service, or repair electrical systems.

Author: Jeffrey M. Becraft

Statutory Authority: Code of Ala. 1975, 34-36-4

History: New Rule: Published \_\_\_\_\_ ; effective \_\_\_\_\_ .

303-X-2 .02      Officers.

The Board annually shall elect from its members a chairman, vice chairman, and a secretary. The chairman shall preside over meetings of the Board when present and shall appoint all committees of the Board. The vice chairman shall preside over meetings of the Board in the absence of the chairman. The chairman shall designate another member to preside at meetings from which both the chairman and vice chairman are absent. No moneys shall be withdrawn from the funds of the Board except by direction of the Board as provided in state law.

Author: Jeffrey M. Becraft

Statutory Authority: Code of Ala. 1975, 34-36-4

History: New Rule: Published \_\_\_\_\_ ; effective \_\_\_\_\_ .

### 303-X-2 .03

#### Executive Director.

The Board may select and hire an executive director to serve at the pleasure of the Board. The executive director shall be responsible for the administration of Board policies. The executive director shall perform duties assigned by the Board and shall perform the duties of the secretary of the Board if directed by the Board. The executive director shall also fulfill the duties assigned to the executive director or executive secretary as described in the Alabama Administrative Procedure Act. The executive director shall perform the following tasks: keep all minutes, books, records, and files of the Board; shall issue all certificates in the name of the Board; shall send all notices and attend to all correspondence directed by the Board; shall receive and deposit fees; and shall perform all incidental duties of the office as directed by the Board. The executive director shall be designated as the agent for the Board for service of legal process upon the Board. The executive director shall have custody of and shall safeguard and keep in good order all property and records of the Board. The executive director shall sign all instruments and matters that require approval of the Board. The executive director shall receive and deposit all funds to the credit of the board in the State Treasury and shall review all bills before requesting the State Comptroller to make payment of any accounts. The executive director shall keep the records of the Board which shall include, without limitation, all applications for certification by the Board and supporting documentation; a complete and permanent record of all applications that fail to result in certification; evidence of the important business transactions of the Board; a complete and permanent record of all certifications issued by the Board; and a record of all enforcement and disciplinary actions taken by the Board. All correspondence to the Board, including requests for information and the submission of requests, shall be made to the executive director at the Board's office in Montgomery, Alabama.

**Author:** Jeffrey M. Becraft

**Statutory Authority:** Code of Ala. 1975, 34-36-4

**History: New Rule:** Published \_\_\_\_\_ ; effective \_\_\_\_\_ .

### 303-X-2 .04

#### Other Staff.

(1) The Board may also employ other full time or part time administrative staff who shall work under the direction and supervision of the executive director.



(2) All Board staff, including the executive director, shall be entitled to reimbursement for travel the same as other employees of the State of Alabama, including actual expenses for authorized out of state travel, and per diem and transportation costs for in state travel.

**Author:** Jeffrey M. Becraft

**Statutory Authority:** Code of Ala. 1975, 34-36-4

**History: New Rule:** Published \_\_\_\_\_ ; effective \_\_\_\_\_ .

### **303-X-2 .05 Meetings.**

(1) The Board shall conduct regular meetings to perform its lawful duties at least two times annually in the first and third quarter.

(2) The Board may meet on other occasions as necessary to conduct its business and to comply with state law and the Rules and Regulations of the Board. Special meetings of the Board may be called by the chairman or by a majority of the members of the Board.

(3) Each member of the Board shall be given at least ten days notice of the time, place, and purpose of any regular meeting. This notice may be waived by the individual member and is waived by the member's presence at the called meeting. Each member of the Board shall receive reasonable notice for all called special meetings. The executive director shall provide reasonable notice to the public of all regular and special meetings of the Board as appropriate under the circumstances.

(4) Five members the Board shall constitute a quorum for the transaction of all business.

(5) The Board may meet at its Board offices in Montgomery, Alabama or such other location as designated to conduct the business of the Board.

(6) Each member of the Board shall receive Three Hundred Dollars (\$300.00) per day Board pay for attending sessions of the Board or its committees and, in addition, shall be reimbursed for such necessary travel as are paid to state employees, to be paid from fees collected by the Board. Board pay is limited to 15 payments per year.

**Author:** Jeffrey M. Becraft

**Statutory Authority:** Code of Ala. 1975, 34-36-4

**History: New Rule:** Published \_\_\_\_\_ ; effective \_\_\_\_\_ .

**303-X-2 .06**      **Voting.**

All Board members, including the chairman, are entitled to make or second motions. A majority of those members of the Board present and voting on any matter shall decide the matter before the Board. The chairman and other officers of the Board shall be allowed to vote on matters the same as other members of the Board. Votes of the Board shall be included in the minutes of the Board and kept as part of the permanent records of the Board.

**Author:** Jeffrey M. Becraft

**Statutory Authority:** Code of Ala. 1975, 34-36-4

**History: New Rule:** Published \_\_\_\_\_ ; effective \_\_\_\_\_ .

**303-X-2 .07**      **List of Licensed Contractors.**

The Board may publish the list of certified contractors on the Board's designated website.

**Author:** Jeffrey M. Becraft

**Statutory Authority:** Code of Ala. 1975, 34-36-6

**History: New Rule:** Published \_\_\_\_\_ ; effective \_\_\_\_\_ .

**303-X-2 .08**      **Open Records.**

Any citizen wishing to inspect and/or obtain public records should submit a public records request form detailing the record or records desired. The certified records will be provided as stated on the Board's website. The Board does not charge a fee for public records.

**Author:** Jeffrey M. Becraft

**Statutory Authority:** Code of Ala. 1975, 3-12-40 through 36-12-46

**History: New Rule:** Published \_\_\_\_\_ ; effective \_\_\_\_\_ .

APA-1

TRANSMITTAL SHEET FOR NOTICE  
OF INTENDED ACTION

Control: 303

Department or Agency: Alabama State Board of Electrical Contractors

Rule No.: Chapter 303-X-3

Rule Title: Rulemaking Procedure

Intended Action Repeal and Replace

Would the absence of the proposed rule significantly harm or endanger the public health, welfare, or safety? Yes

Is there a reasonable relationship between the state's police power and the protection of the public health, safety, or welfare? Yes

Is there another, less restrictive method of regulation available that could adequately protect the public? No

Does the proposed rule have the effect of directly or indirectly increasing the costs of any goods or services involved? No

To what degree?: N/A

Is the increase in cost more harmful to the public than the harm that might result from the absence of the proposed rule? NA

Are all facets of the rule-making process designed solely for the purpose of, and so they have, as their primary effect, the protection of the public? Yes

Does the proposed action relate to or affect in any manner any litigation which the agency is a party to concerning the subject matter of the proposed rule? No

.....

Does the proposed rule have an economic impact? No

If the proposed rule has an economic impact, the proposed rule is required to be accompanied by a fiscal note prepared in accordance with subsection (f) of Section 41-22-23, Code of Alabama 1975.

.....

Certification of Authorized Official

I certify that the attached proposed rule has been proposed in full compliance with the requirements of Chapter 22, Title 41, Code of Alabama 1975, and that it conforms to all applicable filing requirements of the Administrative Procedure Division of the Legislative Services Agency.

Signature of certifying officer

Jeffrey M. Becraft  
Jeffrey Becraft

Date

Thursday, August 21, 2025

REC'D & FILED  
SEP 17, 2025

LEGISLATIVE SVC AGENCY

ALABAMA STATE BOARD OF ELECTRICAL CONTRACTORS

NOTICE OF INTENDED ACTION

AGENCY NAME: Alabama State Board of Electrical Contractors

RULE NO. & TITLE: Chapter 303-X-3 Rulemaking Procedure

INTENDED ACTION: Repeal and Replace

SUBSTANCE OF PROPOSED ACTION:  
Repeal Section 303-X-3 and Replace with 303-X-3 Licensing and Fees

TIME, PLACE AND MANNER OF PRESENTING VIEWS:  
Written comments will be accepted until 5:00 p.m. on November 14, 2025. Written comments should be sent to 100 N. Union Street, Suite 986, Montgomery, Alabama 36104.

FINAL DATE FOR COMMENT AND COMPLETION OF NOTICE:  
Friday, November 14, 2025

CONTACT PERSON AT AGENCY:  
Jeffrey M. Becraft  
jeffrey.becraft@hacr.alabama.gov

*Jeffrey M. Becraft*  
\_\_\_\_\_  
Jeffrey Becraft

(Signature of officer authorized  
to promulgate and adopt  
rules or his or her deputy)

~~ALABAMA STATE BOARD OF ELECTRICAL CONTRACTORS  
ADMINISTRATIVE CODE~~

~~CHAPTER 303-X-3  
RULEMAKING PROCEDURE~~

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<del>303-X-3-.01</del>	<del>Rules And Regulations.</del>
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~~(1) All rules and regulations shall be adopted, amended, or repealed in accordance with the Alabama Administrative Procedures Act, Code of Ala. 1975, §§41-22-1, et seq.~~

~~(2) Prior to adoption, amendment, or repeal of any rule, the Board shall:~~

~~(a) give at least thirty five (35) days notice of its intended action, such notice shall include a statement of either the terms of substance of the intended action or a description of the subjects and issues involved, and the time when, the place where, and the manner in which interested persons may present their views thereon, and the notice shall be published in the Alabama Administrative Monthly;~~

~~(b) afford all interested persons reasonable opportunity to submit data, views, or arguments, orally or in writing. The Board shall consider fully all written and oral submissions respecting the proposed rule.~~

~~(3) If the Board finds that an imminent peril to the public health, safety, or welfare requires adoption of a rule upon fewer than thirty-five (35) days notice and states in writing its reasons for that finding, it may proceed without prior notice or hearing or upon any abbreviated notice and hearing it finds practical, to adopt an emergency rule. The rule or rules may be effective for a period of not longer than one hundred twenty (120) days.~~

~~(4) After adoption by the Board, each rule shall be filed with the Legislative Reference Service becoming effective thirty-five days thereafter.~~

~~**Author:** Hendon B. Coody~~

~~**Statutory Authority:** Code of Ala. 1975, §§34-36-1, et. seq.~~

~~**History: New Rule:** Filed February 11, 2011; effective March 18, 2011.~~

### ~~303-X-3-.02~~

### ~~Petition For Adoption, Amendment Or Repeal Of A Rule.~~

~~(1) Any interested party may petition the Board requesting the adoption, amendment or repeal of a rule. The petition shall:~~

~~(a) be submitted in writing;~~

~~(b) include an exact statement of the proposed rule, amendment or identification of the rule to be repealed;~~

~~(c) include the pertinent facts, data, opinions, or arguments in support of the petitioner's position;~~

~~(d) briefly describe what the effect of this change will be and why the petitioner believes the change should be made;~~

~~(e) be signed by the petitioner.~~

~~(2) Within sixty (60) days after submission of a petition, the Board shall initiate rulemaking proceedings or deny the petition in writing on the merits, stating its reasons for the denial. However, if the Board's next regularly scheduled meeting is beyond the sixty (60) day period, then the Board may provide written notice that the period is extended for an additional thirty (30) days, during which time it will initiate rule making proceedings or deny the petition.~~

~~(3) A petition requesting adoption, amendment, or repeal of a rule shall not be considered by the Board if the subject of the petition is the same or similar to the subject presented in another petition considered by the Board within the previous twelve (12) months. Author Hendon B. Coody~~

~~**Author:**—~~

~~**Statutory Authority:** Code of Ala. 1975, §§34-36-1, et. seq.~~

~~**History:** Filed March 7, 1986. **Repealed and New Rule:** Filed February 11, 2011; effective March 18, 2011.~~

**303-X-3-.03**

**Public Inspection Of A Rule.**

~~(1) All rules and other written statements of policy or interpretations formulated, adopted, or used by the Board in the discharge of its functions shall be made available for public inspection and copying, at cost.~~

~~(2) All final orders, decisions, and opinions of the Board shall be available for public inspection and copying, at cost, except those made confidential or privileged by statute or order of the court.~~

~~**Author:** Hendon B. Coody~~

~~**Statutory Authority:** Code of Ala. 1975, §§34-36-1, et. seq.~~

~~**History:** Filed March 7, 1986. **New Rule:** Filed February 11, 2011; effective March 18, 2011.~~

**303-X-3-.04**

**Public Hearings On Rules.**

~~(1) The Board shall permit all interested persons reasonable opportunity to submit in writing data, views, or arguments concerning any proposed rule action. These submissions must be received by the Board at least seven (7) days before the date specified in the notice of the day of the public hearing.~~

~~(2) Those persons wishing to present data, views, or arguments orally must submit a request to appear to the Board, and such request must be received by the Board at least seven (7) days before the scheduled public hearing.~~

~~**Author:** Hendon B. Coody~~

~~**Statutory Authority:** Code of Ala. 1975, §§34-36-1, et. seq.~~

~~**History:** Filed March 7, 1986. **Repealed and New Rule:** Filed February 11, 2011; effective March 18, 2011.~~

**303-X-3-.06(R)**

**Compliance With Administrative Procedure Act.  
(Repealed).**

~~**Author:** D. Mike Weeks~~

~~**Statutory Authority:** Code of Ala. 1975, §§ 41-4-16, 41-4-35, 41-15-9, 41-22-8.~~

~~**History:** Filed March 7, 1986. **Repealed:** Filed February 11, 2011; effective March 18, 2011.~~

ALABAMA STATE BOARD OF ELECTRICAL CONTRACTORS  
ADMINISTRATIVE CODE

CHAPTER 303-X-3  
LICENSING AND FEES

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303-X-3-.01      Definitions.

(1) Applicant: Any person or entity making a formal application for an examination or certification of any type.

(2) License: The determination that the qualifications for the knowledge and skill of an individual with respect to electrical contracting. The term certification and license may be used interchangeably in throughout this section.

(3) Entity: Any being that possess a certification, license, or registration by this Board.

(4) Person in Responsible Charge: A certification or license holder at the direction of projects involving the installation or service and repair of electrical systems requiring initiation, professional skills, technical knowledge, and independent judgement. The responsible charge may be an employee, owner, partner, or corporate officer of the partnership, corporation, business trust, or other legal entity. The responsible charge must possess the requisite skill, knowledge, and experience and have the responsibility to supervise, direct, manage, and control



the installation, service, or repair activities of the business entity with which he is affiliated.

**Author:** Jeffrey M. Becraft

**Statutory Authority:** Code of Ala. 1975, 34-36-4; 34-36-6

**History: New Rule:** Filed February 11, 2011; effective March 18, 2011. **Repealed and New Rule:** Published ; effective .

### **303-X-3-.02**

#### **Qualifications to sit for Electrical Contractor Examination.**

(1) All applicants for electrical contractor licensure must submit a completed application, application fee, personal identification and supportive documents before taking an examination approved by the Board. After reviewing the documents submitted, the Board may approve or deny an applicant's request to sit for the examination. The Board shall examine applicants at least once every three (3) months according to the method deemed by it to be the most appropriate to test the qualifications of applicants.

(2) The scope of licensing for an electrical contractor includes installation, design, plan, lay-out and directly supervising electrical construction activities. This work supervised must be commercial, industrial, or residential.

(3) An electrical contractors' license in the state of Alabama is unlimited in voltage and bid requirements.

(4) An applicant for statewide electrical contractor license must document to the Board's satisfaction a minimum of eight thousand (8,000) hours of experience in the overall design, planning, lay-out, and direct supervision of electrical construction activities and the soliciting and installing of electrical power or control systems. This requirement may be satisfied with the documentation of eight thousand (8,000) hours of experience as a journeyman electrician in charge of jobs.

(5) The applicant's electrical construction experience and activities must be truthfully, clearly and sufficiently documented on the application where indicated.

(6) The applicant for an electrical contractor's license may substitute (1) year of college education or equivalent from an electrical curriculum accredited by the Alabama Post-Secondary of Community College System or one (1) year of an approved industry recognized apprenticeship program for one thousand (1,000) hours of electrical experience. A maximum of two thousand (2,000) hours of the eight thousand (8,000) hours total requirement can be met

with the substituted hours. The applicant must provide appropriate documentation of the substituted hours in an electrical curriculum or apprenticeship program, subject to the approval of the Board.

—

(7) All applications submitted to the Board to qualify to sit for the electrical contractor's examination expire in one year from the approval date if the applicant has not successfully passed the requisite examination and fulfilled the requirements for licensing by the Board. If an applicant seeks to be qualified to take an examination to be licensed as an electrical contractor after the expiration date, a new application must be submitted to the Board.

(8) All licenses shall expire annually.

(9) No electrical contractor license shall be issued except in compliance with this act and none shall be issued except to a person or a person in a firm, partnership, association or corporation.

(10) The Board may recognize a license issued by any other reciprocating state that, in the Board's opinion, has standards of practice or licensure equal to or greater than those required by this state. A list of the approved reciprocal states is maintained at the Board office. The Executive Director shall review and approve or deny all applicants for a reciprocal license.

(11) An applicant for an electrical contractor's license that holds a valid professional electrical engineer's license registered in the state of Alabama is qualified to sit for the requisite examination.

**Author:** Jeffrey M. Becraft

**Statutory Authority:** Code of Ala. 1975, 34-36-6; 34-36-7

**History:** Filed March 7, 1986. **Repealed and New Rule:** Filed February 11, 2011; effective March 18, 2011. **Repealed and New**

**Rule:** Published ; effective .

### 303-X-3-.03

### **Qualifications to Sit for Journeyman Electrician Examination.**

(1) All applicants for licensure must submit a completed application, application fee, personal identification and supportive documents before taking an examination approved by the Board. After reviewing the documents submitted, the Board may

approve or deny an applicant's request to sit for the examination. The Board shall examine applicants at least once every three (3) months according to the method deemed by it to be the most appropriate to test the qualifications of applicants.

(2) Applicants for the state-wide journeyman electrical examination must demonstrate a minimum of eight thousand (8,000) hours experience that includes the installation of electrical wiring, apparatus or equipment for lighting or power, and/or controls thereof. This work must be commercial, industrial or residential. The applicant must also be capable of performing said work according to plans and specifications furnished to him or her and in accordance with standard rules and regulations governing such work.

(3) An applicant for a state-wide journeyman electrician examination may substitute one (1) year of education from an electrical curriculum accredited by the Alabama Post-Secondary of Community College System or industry recognized apprenticeship program for one thousand (1,000) hours of electrical experience for a maximum of two thousand (2,000) hours of the eight thousand (8,000) hours total required. The applicant must provide appropriate documentation, subject to the approval of the Board, of said education or apprenticeship program.

—

(4) All applications submitted to the Board to qualify to sit for the state-wide journeyman electrician's examination expire in two years from the approval date if the applicant has not successfully passed the requisite examination and fulfilled the requirements for licensing by the Board. If an applicant seeks to be qualified to take an examination to be licensed as a journeyman electrician after the expiration date, a new application must be submitted to the Board.

(5) All licenses shall expire annually.

(6) The Board may recognize a license issued by any other reciprocating state that, in the Board's opinion, has standards of practice or licensure equal to or greater than those required by this state. A list of the approved reciprocal states is maintained at the Board office. The Executive Director shall review and approve or deny all applicants for a reciprocal license.

**Author:** Jeffrey M. Becraft

**Statutory Authority:** Code of Ala. 1975, 34-36-6; 34-36-7

**History:** Filed March 7, 1986. **New Rule:** Filed February 11, 2011; effective March 18, 2011. **Repealed and New Rule:** Published  
; effective .

**303-X-3-.04**

**Requirements for Licensing Electrical Contractors and Journeyman Electricians.**

(1) All licenses shall be renewed before the last day of the quarter in which it was issued.

(2) Certification by the Board is required for all persons employed by realty management companies who perform commercial and residential installation, service or repair on property owned by a party other than themselves.

(3) Certification by the Board is also required for journeyman electricians.

(4) Certification by the Board is required for electrical installation, service, or repair work performed preowned, previously set manufactured or modular homes.

(5) Electrical Contractors are required to obtain 14 hours of continuing education hours every two years.

**Author:** Jeffrey M. Becraft

**Statutory Authority:** Code of Ala. 1975, 34-36-6; 34-36-7

**History:** Filed March 7, 1986. **Repealed and New Rule:** Filed February 11, 2011; effective March 18, 2011. **Repealed and New**

**Rule:** Published ; effective .

**303-X-3-.05**

**Renewal and Licesning Filing Requirements.**

All new licensure applications, application for examination, annual renewal application, or any other submissions to the Board required by these rules, shall be deemed filed when received by the Board. The executive director or designee may reject any application for licensure, application for examination, annual renewal application, or other submission to the Board that appear inaccurate, are incomplete, are for an individual or entity of whom which any fees and past due administrative fines have not been paid at the time the application or renewal is filed.

**Author:** Jeffrey M. Becraft

**Statutory Authority:** Code of Ala. 1975, 34-36-8; 34-36-9

**History:** **New Rule:** Published ; effective .

### 303-X-3-.06

#### Forms of Licensing.

(1) Any individual with the desire to qualify as a licensed electrical contractor or journeyman electrician via examination process shall be required to sit for a prelicensure examination prior to being considered for licensing by the Board. Licenses shall be issued only to those individuals who have properly submitted the appropriate applications to the Board under Alabama law and the Board's rules and regulations, and who have taken and passed the Board's examination as provided in Alabama law.

(2) An individual who desires to obtain status as an electrical contractor via reciprocity may qualify if they hold a current and valid license in a qualifying reciprocal state with no previous or pending disciplinary action. Licenses shall be issued only to those individuals who have properly submitted the appropriate applications to the Board under Alabama law and the Board's rules and regulations.

(3) Any individual applying for an electrical contractor license must personally satisfy all licensure requirements before issuance of the license as electrical contractor by the Board.

(4) An electrical contractor who desires to qualify a second or additional business entity by holding dual certifications with the Board, that person is required to appear at a meeting of the Board and present evidence of ownership, ability to supervise, direct, manage and control that business entity. The electrical contractor must also present evidence at or before this Board meeting of his financial responsibility for the additional business entity. If approved the licensee shall also pay an additional licensing fee to the Board for this additional business entity. It is entirely within the Board's discretion to allow or disallow the additional business entity to be certified under the electrical contractor.

(5) Any person applying for a journeyman electrical license must satisfy all licensure requirements before issuance of a license as a journeyman electrician by the Board.

**Author:** Jeffrey M. Becraft

**Statutory Authority:** Code of Ala. 1975, 34-36-6; 34-36-7;  
34-36-13

**History:** **New Rule:** Published \_\_\_\_\_ ; effective \_\_\_\_\_ .

### 303-X-3-.07

#### Exemptions.

(1) Retail sellers of electrical equipment and systems who does not provide installation of said systems, or provides for the contracting for the service, repair or installation of said

systems;

(2) Electrical installation, service or repair work performed by an owner of a building on said building owned by him or her;

(3) Electrical installation, or service and repair, performed by anyone who is regularly employed as a maintenance person incidental to and in connection with the business in which he is employed, provided said electrical work is done on the premises of said owner, and repair person does not engage in electrical work for others.

(4) Installation, construction or maintenance of power systems for the generation and secondary distribution of electrical currents constructed under the provisions of the national electrical safety code which regulates the safety requirements of utilities;

(5) Installation, construction, maintenance or repair of telephone or signal systems by or for public utilities or their corporate affiliates, when such work pertains to the services furnished by such utilities;

(6) Any technician employed by a municipal franchised CATV system;

(7) Any electrical contractor or journeyman electrician employed by a state licensee of the Board or a licensee of a county or municipality where the contract work is being performed;

(8) The owner of any premises or any employee of any such owner when performing electrical work or installing, constructing, maintaining, altering or repairing electrical wiring, equipment or apparatus on such premises;

(9) An employee or an electric utility when installing or repairing electric appliance and equipment for a customer;

(10) The installation, construction or maintenance of systems that operate on 25 volts or less.

(11) The installation, construction or maintenance of direct broadcast satellite services.

**Author:** Jeffrey M. Becraft

**Statutory Authority:** Code of Ala. 1975, 34-36-13

**History: New Rule:** Published \_\_\_\_\_ ; effective \_\_\_\_\_ .

### **303-X-3-.08**

#### **Failure to Renew.**

(1) Any electrical contractor, provisional electrician or journeyman electrician who has not renewed their certification by 11:59 pm on the date of expiration is immediately considered expired.

(2) Any expired electrical contractor license which has expired due to failure to renew may only be reinstated within five (5) years from the date of expiration after application and payment of a reinstatement fee, payment of all accrued renewal fees and

satisfaction of all continuing education requirements, which may be as much as thirty-five (35) hours. The reinstatement fee is in addition to all other fees which may apply.

(3) Any expired license for an electrical contractor who has not restored their license after 5 calendar years (1825 days), or more, is considered expired and shall be required to sit for and pass the written prelicensure examination prior to applying for re licensure as a new applicant.

**Author:** Jeffrey M. Becraft

**Statutory Authority:** Code of Ala. 1975, 34-36-9

**History: New Rule:** Published \_\_\_\_\_ ; effective \_\_\_\_\_ .

### **303-X-3-.09**

### **Procedure in the Event of the Loss, Death or Incapaciation of a Certified Contractors.**

(1) In the event a licensed electrical contractor in responsible charge separates by termination, layoff, or voluntary resignation from a partnership, corporation, business trust, or other legal entity operating under his or her certification, the licensed contractor and entity shall notify the Board within five {5} days of the separation by submitting a severance notification form prescribed by the Board. The entity must immediately cease entering all contracts, both verbal and written, and the installation, service and/or repair of any electrical system until a licensed electrical contractor applies to, and is approved by, the Board as responsible in charge for the entity. Operating without a certified contractor in responsible charge is a violation of Section 34-36-16, Code of Ala. 1975.

(2) In the event of the death or incapacitation of a certified contractor in writing within 45 days by any partnership, corporation, business trust, or other legal entity operating under the certification of the deceased or incapacitated person in responsible charge. These business entities are eligible to apply for an emergency license on an application prescribed by the Board and must provide a death certificate or official statement from a physician attesting to incapacitation.

An emergency certification shall be active for no longer than 90 days before expiring. The entity may continue to enter new contracts and engage in the installation, service or repair of electrical systems while the certification remains active. Once expired the entity must immediately cease entering all contracts, both verbal and written, and the installation, service and/or repair of any electrical system until a certified contractor applies to, and is approved by, the Board as responsible in charge for the entity. Failure to notify the Board of the death of a contractor is a violation of Section 34-36-6(9)(c) Code of Ala. 1975.

**Author:** Jeffrey M. Becraft

**Statutory Authority:** Code of Ala. 1975, 34-36-6; 34-36-7;  
41-9A-3

**History:** **New Rule:** Published \_\_\_\_\_; effective \_\_\_\_\_.

### **303-X-3-.10**      **Fees and Charges.**

(1) The following fees and charges have been established by the Board effective January 17, 2026.

(a) Electrical Contractor Examination Fee \$165.00

(b) Journeyman Electrician Examination Fee \$115.00

(c) Electrical Contractor License Fee \$150.00

(d) Journeyman Electrician License Fee \$ 35.00

(e) Electrical Contractor Renewal Fee \$150.00

(f) Journeyman Electrician Renewal Fee \$ 35.00

(g) Electrical Contractor Restoration Renewal Fee \$ 50.00 per year

(i) Inactive Electrical Contractor Certificate \$ 75.00

(j) Inactive Journeyman Electrician Certificate \$ 15.00

(k) Re-issuance or Replacement Card Fee \$ 25.00

(l) Provisional License Renewal Fee \$ 75.00

(m) Reciprocal Electrical Contractor License \$315.00

(n) Continuing Education Provider \$250.00

All renewal fees, restoration renewal fees and inactive licenses are due and payable annually.

(Inactive contractors are not eligible to purchase local licenses or permits until the inactive contractor returns to an active certified contractor status and meets all requirements for licensing as an active electrical contractor, including payment of the proper fee(s))

(2) Examination fees are in addition to the fees required for initial licensing fee.

(3) All fees established by the Board shall be submitted with the application for examination to become certified with the Board, and no part of said fees shall be refunded. These fees shall be received by the Board and held for the purpose of paying the expenses associated with processing the application and to pay the expenses associated with testing.

(4) The Board may pass along to the applicant the service fee charged by any credit card company, bank, or card processing organization to process any online or in house credit card fee.

**Author:** Jeffrey M. Becraft

**Statutory Authority:** Code of Ala. 1975, 34-36-7; 34-36-8;  
34-36-9; 34-36-11

**History:** **New Rule:** Published \_\_\_\_\_; effective \_\_\_\_\_.



### 303-X-3-.11      License Modifications.

(1) All licenses issued after July 1, 2025, are available for each contractor to view and print through at the time of renewal. The Board may issue a hard copy card, if available, to a certified contractor by request.

(2) The Board may modify the information on a license for a certified contractor who submits a written, sworn, and notarized statement to the Board that includes information establishing that the certified contractor's name has been changed by marriage or court order. If the certified contractor seeks issuance of a replacement licensed to accommodate a name change, the originally issued certification card must be returned to the Board as a condition of the issuance of the new certified contractor card.

(3) A certified contractor may apply to the Board to change the business name on their license by submitting a new application for licensure with their current certification number listed.

**Author:** Jeffrey M. Becraft

**Statutory Authority:** Code of Ala. 1975, 34-36-6; 34-36-7

**History: New Rule:** Published                    ; effective                    .

### 303-X-3-.12      Military Members and Spouses, and Federal Government Personnel.

(1) Acceptance of Military Education, Training, or Service.

(a) The Board may accept education, training, or service completed by an individual as a member of the Armed Forces or reserves of the United States, the National Guard of any state, the military reserves of any state, or the naval militia of any state as sufficient education or experience to sit for examination.

(2) Acknowledgement of Military and Federal Government Personnel and Military Spouses

(a) After receiving military orders or federal government transfer to the State of Alabama, the Board may waive the electrical contractors examination for military or Federal Government personnel and military spouses who hold a current and electrical contracting license in another state, district, or territory of the United States, or in any branch of the United States Armed Forces, including the National Guard, with licensing or certification; or U.S. Dept of Justice, FBI, U.S. Attorney's Office, Bureau of ATF, DEA(Drug), U.S. Marshall Services and NASA

(b) The Board will waive the licensing fee for military spouses upon initial certification during a transfer of station ordered by the Armed Forces or reserves of the United States.

**Author:** Jeffrey M. Becraft

**Statutory Authority:** Code of Ala. 1975, 31-12A-2; 31-1-6

**History: New Rule:** Published ; effective .

APA-1

TRANSMITTAL SHEET FOR NOTICE  
OF INTENDED ACTION

Control: 303

Department or Agency: Alabama State Board of Electrical Contractors

Rule No.: Chapter 303-X-4

Rule Title: Declaratory Rulings

Intended Action Repeal and Replace

Would the absence of the proposed rule significantly harm or endanger the public health, welfare, or safety? Yes

Is there a reasonable relationship between the state's police power and the protection of the public health, safety, or welfare? Yes

Is there another, less restrictive method of regulation available that could adequately protect the public? No

Does the proposed rule have the effect of directly or indirectly increasing the costs of any goods or services involved? No

To what degree?: N/A

Is the increase in cost more harmful to the public than the harm that might result from the absence of the proposed rule? NA

Are all facets of the rule-making process designed solely for the purpose of, and so they have, as their primary effect, the protection of the public? Yes

Does the proposed action relate to or affect in any manner any litigation which the agency is a party to concerning the subject matter of the proposed rule? No

.....

Does the proposed rule have an economic impact? No

If the proposed rule has an economic impact, the proposed rule is required to be accompanied by a fiscal note prepared in accordance with subsection (f) of Section 41-22-23, Code of Alabama 1975.

.....

Certification of Authorized Official

I certify that the attached proposed rule has been proposed in full compliance with the requirements of Chapter 22, Title 41, Code of Alabama 1975, and that it conforms to all applicable filing requirements of the Administrative Procedure Division of the Legislative Services Agency.

Signature of certifying officer

Jeffrey M. Becraft  
Jeffrey Becraft

Date

Thursday, August 21, 2025

**REC'D & FILED**  
**SEP 17, 2025**  
**LEGISLATIVE SVC AGENCY**

ALABAMA STATE BOARD OF ELECTRICAL CONTRACTORS

NOTICE OF INTENDED ACTION

AGENCY NAME: Alabama State Board of Electrical Contractors

RULE NO. & TITLE: Chapter 303-X-4 Declaratory Rulings

INTENDED ACTION: Repeal and Replace

SUBSTANCE OF PROPOSED ACTION:

Repeal Chapter 303-X-4 and Replace with 303-X-4 Continuing Education Requirements for Licensed Contractors

TIME, PLACE AND MANNER OF PRESENTING VIEWS:

Written comments will be accepted until 5:00 p.m. on November 14, 2025. Written comments should be sent to 100 N. Union Street, Suite 986, Montgomery, Alabama 36104.

FINAL DATE FOR COMMENT AND COMPLETION OF NOTICE:

Friday, November 14, 2025

CONTACT PERSON AT AGENCY:

Jeffrey M. Becraft  
jeffrey.becraft@hacr.alabama.gov

*Jeffrey M. Becraft*

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Jeffrey Becraft

(Signature of officer authorized  
to promulgate and adopt  
rules or his or her deputy)

~~ALABAMA STATE BOARD OF ELECTRICAL CONTRACTORS  
ADMINISTRATIVE CODE~~

~~CHAPTER 303-X-4  
DECLARATORY RULINGS~~

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~~303-X-4-.01      Declaratory Rulings~~

~~303-X-4-.01      Declaratory Rulings.~~

~~(1) The Board may issue a declaratory ruling to any person substantially affected by a rule with respect to the validity of the rule, or with respect to the applicability to any person, property, or state of facts of any rule or statute enforceable by the Board, or with respect to the meaning and scope of any order of the Board. Such rulings shall be issued provided~~

~~(a) the petitioner shows that he/she is substantially affected by the rule in question.~~

~~(b) sufficient facts are supplied in the request to permit the Board to make a valid determination.~~

~~(c) the request arises from an actual question or controversy.~~

~~(2) A request for declaratory ruling must be in writing and must specifically state that it is a "Request for Declaratory Ruling."~~

~~(3) Any person who wishes to file a Petition for a Declaratory Ruling shall do so on the form prescribed by the Board.~~

~~(4) Declaratory petitions and subsequent rulings are governed by Code of Ala. 1975, §§41-22-11.~~

~~**Author:** Hendon B. Coody~~

~~**Statutory Authority:** Code of Ala. 1975, §§34-36-1, et. seq.~~

~~**History:** Filed March 7, 1986. **Repealed and New Rule:** Filed February 11, 2011; effective March 18, 2011.~~

ALABAMA STATE BOARD OF ELECTRICAL CONTRACTORS  
ADMINISTRATIVE CODE

CHAPTER 303-X-4  
CONTINUING EDUCATION REQUIREMENTS FOR LICENSED CONTRACTORS

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303-X-4-.01      Definitions.

(1) Board Approved Continuing Education Provider: An individual; partnership; association; organization; educational institution; or governmental agency, offering continuing education for electrical contractors that meet Board criteria for approval and are assigned an issued a Provider ID by the Board.

(2) Board Approved Continuing Education Instructor: May be a certified electrical contractor, industry expert professional, or otherwise qualified individual. When the instructor is not a certified contractor, there shall be evidence of knowledge, skill, and experience of the electrical contracting industry.

(3) Board Approved Continuing Education Course: A course that meets the definition of continuing education and has been approved by the Board to be administered by a board approved provider. A course may be a program of multiple sessions or a single session lasting at least two hours.

(4) Continuing Education: Planned, organized learning experiences designed to augment the knowledge, skill, and ability to enhance the knowledge of an licensed contractor and therefore

improve the installation, service or repair during the practice of electrical contracting for a consumer.

(5) Continuing Education Hours: Unit of measurement of continuing education that meets Board criteria for approval and lasts at least two hours.

(6) Provider ID: A permanent, nontransferable number assigned by the Board to designate an approved provider.

(7) Education Committee: An annually designated committee consisting of at least one Board member and the executive director that assist in the review and continuation of the Board's continuing education program and prelicensure program.

**Author:** Jeffrey M. Becraft

**Statutory Authority:** Code of Ala. 1975, 34-36-8(b)(c)

**History:** Filed March 7, 1986. **Repealed and New Rule:** Filed February 11, 2011; effective March 18, 2011. **Repealed and New**

**Rule:** Published ; effective .

### **303-X-4-.02**

### **Continuing Education General Standards.**

(1) All electrical and provisional electrical contractors shall be individually accountable for obtaining 14 hours of continued competence to renew annually.

(2) The Board may prescribe additional continuing education courses as disciplinary action.

(3) All licensed contractors shall meet continuing education requirements as stated in Section 34-36-8 Code of Ala. 1975.

(4) Continuing education is not required for the first year a contractor holds a certification.

(5) Failure to complete the minimum continuing education requirements annually will prevent the renewal of a certified contractor's license until proof of compliance is submitted to the Board.

(6) Units of measure for continuing education in hours. One hour equals at least 50 minutes.

(7) Continuing education hours are awarded in increments of two hours not to exceed fourteen hours.

(8) Certified contractors may roll over up to seven hours on an annual basis.

(9) The Board may accept continuing education earned from an alternative continuing education provider by submitting a request for approval of non-traditional continuing education.

(10) Continuing education courses and activities may not be repeated within the earning period for credit.

(11) Proof of compliance with the continuing education requirements must be submitted to the Board before the quarter in which the licensee expires annually

**Author:** Jeffrey M. Becraft

**Statutory Authority:** Code of Ala. 1975, 34-36-8(c)

**History: New Rule:** Published \_\_\_\_\_ ; effective \_\_\_\_\_ .

### **303-X-4-.03          Education Committee.**

(1) The Board may designate an Education Committee on an annual basis to assist in the development of a curriculum of courses each year. The Board may charge fees for reviewing continuing education providers, courses, instructors, and non-traditional continuing education course applications to the applicant.

(2) The Education Committee shall be tasked with the following duties:

(a) Approve all pre-licensure electrical contractor applications;

(b) Approve or deny course applications that meet the requirements for Board Approved Continuing Education Course;

(c) Approve or deny provider applications that meet the requirements for Board Approved Continuing Education Providers;

(d) Approve or deny instructor applications that meet the requirements for Board Approved Continuing Education Instructors;

(e) Approve or deny applications for non-traditional continuing education.

**Author:** Jeffrey M. Becraft

**Statutory Authority:** Code of Ala. 1975, 34-36-8(c)

**History: New Rule:** Published \_\_\_\_\_ ; effective \_\_\_\_\_ .



Qualifications and Standards for Board Approved Providers and Instructors.

(1) An application for approval as a Board approved provider of continuing education shall submit to the Board the required application that demonstrates:(a) An organized plan for quality continuing education for electrical contractors;

(b) The mission and objectives of the provider;

(c) Policies and procedures for implementation and evaluation of the educational programs and the educational unit;

(d) An identifiable educational unit with designated qualified personnel and resources for conducting an organized plan of continuing education.

(2) Approved providers are accountable for the quality, accuracy and veracity of continuing education provided.

(3) Approved providers are responsible for ensuring the instructor(s) possess qualifications appropriate to the content of the activity.

(4) Approved providers shall submit electronic records of all contact hours awarded to certified contractors to the Board in a format and method specified by the Board.

(5) Records and reports shall be maintained for a minimum of three years.

(6) An assigned provider number shall be issued upon approval of the entity as an approved provider of continuing education.

(a) The Board Approved Provider ID does not expire, provided standards for approval are maintained;

(b) The provider ID shall be listed on course announcements, certificates, records, and reports including all correspondence with the Board;

(c) Name of entity attached to the Board assigned provider number may be changed upon written request from the contact person or administrator.

(7) Withdrawal of approval as a provider may occur if the provider fails to adhere to requirements in these rules. Grounds for withdrawal of approval include, but are not limited to:

(a) Lack of qualified personnel for planning and conducting continuing education for industry contractors,

(b) Inadequate record maintenance,

(c) Fraud, deception, or misrepresentation relating to the educational program,

(d) Failure to comply with request for documents, submitting false, inaccurate, or incomplete evidence of continuing education programs conducted, and certificates issued,

(e) Aiding or abetting a licensee who fails to meet the

continuing education requirement by altering or falsifying certificates.

**Author:** Jeffrey M. Becraft

**Statutory Authority:** Code of Ala. 1975, 34-36-8(c)

**History:** **New Rule:** Published ; effective .

**303-X-4-.05**      **Application for Continuing Education Course Standards.**

1) An application for course approval from an approved provider of continuing education shall be submitted to the Board with the required fee.

(2) The Board will consider proposed courses and curricula for approval only after a review of the proposal by the Board's Education Committee. Requests for approval of proposed courses and curricula shall contain:

(a) Detailed information regarding the instructors to be used;

(b) The proposed facilities or platform, including equipment to be utilized in instruction;

(c) A detailed course syllabus, which shall include a sufficient description of the planned instruction, resource materials, and textbooks involved in the instruction;

(d) The number of contact hours and continuing education hours requested.

(3) Acceptable content for continuing education courses shall include one or more of the following:

(a) Technology, procedures, and industry related applications;

(b) Specialty areas of electrical contracting and practices;

(c) Electrical wiring techniques, system controls, and safety factors;

(d) Administration, management, and supervision in electrical contracting or related trade;

(e) Electrical practice and education;

**Author:** Jeffrey M. Becraft

**Statutory Authority:** Code of Ala. 1975, 34-36-8(c)

**History:** **New Rule:** Published ; effective .

**303-X-4-.06**      **Denial of Application for Provider, Instructor, or Course; Request for Reconsideration.**

(1) The Board may deny any education related application that fails to meet the established standards of the Board or which the Board considers inadequate to properly educate its certified contractors. The Board may consider requests for reconsideration for applications which have been denied upon a submission of a written request to the Board.

**Author:** Jeffrey M. Becraft  
**Statutory Authority:** Code of Ala. 1975, 34-36-8(c)  
**History: New Rule:** Published \_\_\_\_\_ ; effective \_\_\_\_\_ .

**303-X-4-.07**      **Revocation, Suspension, Termination of Provider, Course, or Instructor.**

(1) The Board may revoke, suspend, or terminate any provider, course or instructor approval if the Board determines that a course provider or curriculum has failed to comply with the Rules of the Board or its education requirements or has failed to comply with its written agreement regarding conduct of the approved course or curriculum.

(2) The Board may request that a course provider reapply to the Board for approval if the provider has not held any classes for continuing education credit or submitted a roster to the Board for a period of four years. The provider will be required to submit a new application along with all appropriate fees to the Board for approval prior to holding a class for continuing education credit.

**Author:** Jeffrey M. Becraft  
**Statutory Authority:** Code of Ala. 1975, 34-36-8(c)  
**History: New Rule:** Published \_\_\_\_\_ ; effective \_\_\_\_\_ .

**303-X-4-.08**      **First Year Continuing Education Exemption.**

A certified contractor is not required to obtain four (14) hours of continuing education hours to renew their license for the first renewal year following the year he or she received their initial license.

**Author:** Jeffrey M. Becraft  
**Statutory Authority:** Code of Ala. 1975, 34-36-8(c)  
**History: New Rule:** Published \_\_\_\_\_ ; effective \_\_\_\_\_ .

APA-1

TRANSMITTAL SHEET FOR NOTICE  
OF INTENDED ACTION

Control: 303

Department or Agency: Alabama State Board of Electrical Contractors

Rule No.: Chapter 303-X-5

Rule Title: Continuing Education

Intended Action Repeal and Replace

Would the absence of the proposed rule significantly harm or endanger the public health, welfare, or safety? Yes

Is there a reasonable relationship between the state's police power and the protection of the public health, safety, or welfare? Yes

Is there another, less restrictive method of regulation available that could adequately protect the public? No

Does the proposed rule have the effect of directly or indirectly increasing the costs of any goods or services involved? No

To what degree?: N/A

Is the increase in cost more harmful to the public than the harm that might result from the absence of the proposed rule? NA

Are all facets of the rule-making process designed solely for the purpose of, and so they have, as their primary effect, the protection of the public? Yes

Does the proposed action relate to or affect in any manner any litigation which the agency is a party to concerning the subject matter of the proposed rule? No

.....

Does the proposed rule have an economic impact? No

If the proposed rule has an economic impact, the proposed rule is required to be accompanied by a fiscal note prepared in accordance with subsection (f) of Section 41-22-23, Code of Alabama 1975.

.....

Certification of Authorized Official

I certify that the attached proposed rule has been proposed in full compliance with the requirements of Chapter 22, Title 41, Code of Alabama 1975, and that it conforms to all applicable filing requirements of the Administrative Procedure Division of the Legislative Services Agency.

Signature of certifying officer

Jeffrey M. Becraft  
Jeffrey Becraft

Date

Thursday, August 21, 2025

REC'D & FILED

SEP 17, 2025

LEGISLATIVE SVC AGENCY

ALABAMA STATE BOARD OF ELECTRICAL CONTRACTORS

NOTICE OF INTENDED ACTION

AGENCY NAME: Alabama State Board of Electrical Contractors

RULE NO. & TITLE: Chapter 303-X-5 Continuing Education

INTENDED ACTION: Repeal and Replace

SUBSTANCE OF PROPOSED ACTION:

To Repeal Chapter 303-X-5 and Replace with 303-X-5 Minimum Standards for the Practice of Electrical Contracting

TIME, PLACE AND MANNER OF PRESENTING VIEWS:

Written comments will be accepted until 5:00 p.m. on November 14, 2025. Written comments should be sent to 100 N. Union Street, Suite 986, Montgomery, Alabama 36104.

FINAL DATE FOR COMMENT AND COMPLETION OF NOTICE:

Friday, November 14, 2025

CONTACT PERSON AT AGENCY:

Jeffrey M. Becraft  
jeffrey.becraft@hacr.alabama.gov

*Jeffrey M. Becraft*

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Jeffrey Becraft

(Signature of officer authorized  
to promulgate and adopt  
rules or his or her deputy)

~~ALABAMA STATE BOARD OF ELECTRICAL CONTRACTORS  
ADMINISTRATIVE CODE~~

~~CHAPTER 303-X-5  
CONTINUING EDUCATION~~

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~~303-X-5-.01~~      ~~Continuing Education Courses Required.~~

~~(1) Every electrical contractor licensee of the Board must complete continuing education courses in subjects relating to electrical contracting to assure the safe and proper installation of electrical work and equipment in order to protect the life, health, and property of the public.~~

~~(2) Every electrical contractor licensee shall complete continuing education every two (2) years to renew the license on which he or she is currently listed, for the next annual license period, except as follows:~~

- ~~(a) licensed electrical contractors and journeymen electricians becoming qualified by examination during the 24-month period immediately preceding the license renewal date;~~
- ~~(b) qualified licensed electrical contractors who have elected an inactive status; or~~
- ~~(c) persons presenting and/or instructing at least 14 (fourteen) hours of approved courses of continuing education in an educational period.~~

~~(3) The electrical contractor licensee shall complete, during the two (2) year period (known as an educational period) immediately preceding the license renewal, a total of 14 (fourteen) hours of continuing education courses that have been approved by the~~

~~Board. Seven (7) hours must be instruction in NEC/NFPA courses. An electrical contractor may accumulate additional hours over the required 14 (fourteen) hours in an educational period and carry forward not more than 6 (six) additional hours to be credited to the following two-year educational period. Successful completion by a licensee of any course or courses of continuing education shall be certified by the provider to the Board on a form provided by the Board. It is the licensee's responsibility to insure that the certifications are sent by the provider and received by the Board at least six (60) days before the expiration of the license. A late fee may be assessed by the Board upon any licensee whose certifications are not received by the Board six (60) days before the expiration of the license. This continuing education requirement may be waived by the Board in cases of undue hardship or inactive status as provided for in the Rules and Regulations of the Board. Failure of a licensee to document completion of the continuing education requirements to the satisfaction of the Board shall be grounds for disciplinary action, including denial of the renewal of the license or revocation of the license.~~

~~(4) The Board, pursuant to Code of Ala. 1975, §§34-36-8(b) and (c) and Rule 303-X-2-.03(3), is authorized to approve course providers, instructors, and courses. Because of differences in the electrical contracting industry and individual needs of licensees, each licensee must exercise judgment in selecting courses for which continuing education is claimed and in choosing only those courses that will advance the individual's knowledge. Licensees may not count the same course more than once during an educational period.~~

~~(5) All electrical contractor licensees of the Board must obtain the required continuing education hours by receiving credit for taking a course or courses offered by a provider approved by the Board. These courses may be offered in or outside of Alabama, provided that the Board may give subsequent approval to any courses taken outside the state of Alabama. This differs from Board approval for courses administered in the state of Alabama, which must be approved before the licensee takes the course. See Rule 303-X-5-.01(3), (4). On-line course education is considered as in-state education for the purposes of this Rule. In either event, the Board reserves the right to examine any and all courses offered for continuing education credit, pursuant to Code of Ala. 1975, §34-36-8(c).~~

~~(6) If a licensee completes a course administered by a provider not previously approved by the Board, that licensee may petition the Board for approval of a continuing education course that the~~

~~licensee has completed within the last ninety (90) days. A fee of \$25 must accompany the petition for approval.~~

~~**Author:** Hendon B. Coody~~

~~**Statutory Authority:** Code of Ala. 1975, §§34-36-8(b);  
34-36-8(c).~~

~~**History:** Filed March 7, 1986. **Repealed:** Filed February 14, 2011; effective March 21, 2011. **New Rule:** Filed December 5, 2012; effective January 9, 2013. **Amended:** Filed June 27, 2016; effective August 11, 2016.~~

### **303-X-5-.02**

### **Minimum Requirements For Course Provider Approval.**

~~(1) Course providers may be, but are not limited to, colleges or universities, community colleges, trade associations, providers of self-study programs, employers, third party professional examination companies, or private instructors. The Board has sole authority to determine which course providers meet the standards for approval as set forth in these Rules. All providers who offer on-line or in-state education must be pre-approved by the Board for the course to be valid for continuing education purposes.~~

~~(2) Each course provider shall submit to the Board an application for continuing education provider approval on a form provided by the Board. The application shall include:~~

~~(a) the name of the provider;~~

~~(b) provider contact person, address, telephone number and email address; (Note: The contact person must have authority to conduct business with the Board, including the authority to respond to inquiries by the Board on behalf of the course provider.)~~

~~(c) sample course title and outline;~~

~~(d) course contact hours;~~

~~(e) in the case of on-site education, sample course hand-out and a copy of the exam, if an examination is given;~~

~~(f) in the case of on-line education, a sample course exam;~~

~~(g) schedule of courses, if established, including dates, time and locations.~~



~~(3) The provider may be asked to furnish additional information to the Board, in addition to those items listed in Rule 303-X-5-.02(2).~~

~~(4) All courses offered by the provider shall last no fewer than one (1) contact hour.~~

~~(5) All courses offered by the provider shall cover articles of the current National Electrical Code, NFPA or other subject matter relevant to the electrical construction industry.~~

~~(6) If an examination is given, the licensee must attain a passing grade of at least 70% (seventy percent) on the examination at the conclusion of the course in order to receive continuing education credit.~~

~~(7) Each provider shall pay a provider fee of \$250. Each fiscal year, due upon approval and every October 1 thereafter, as long as the provider remains approved.~~

~~(8) The course provider shall provide the Board with a certified class roster of all licensees that successfully complete a course within 30 (thirty) days after the completion of each course. The provider is required to retain for a period of 5 (five) years: the names, Alabama Board of Electrical Contractors' license number, and number of hours earned, as well as the name, date and location of the course.~~

~~(9) The course provider shall provide each individual that successfully completes a course with a certificate of completion within 30 days after completion of each course.~~

~~(10) The Board shall approve or deny applications for providers at its regularly scheduled meetings or in specially called meetings, if necessary to further the Board's licensing authority in a timely manner. Appeals from denials shall be heard by the Board at the next regular meeting of the Board.~~

~~(11) Upon approval of the application, each approved provider shall agree to conduct courses in accordance with the Board's Rules and Regulations, including any amendments or changes it may implement in the future. The applicant shall indicate its agreement by signing a continuing education provider agreement form provided by the Board.~~

~~**Author:** Hendon B. Coody~~

~~**Statutory Authority:** Code of Ala. 1975, §§34-36-8(b); 34-36-8(c).~~

~~**History: New Rule:** Filed December 5, 2012; effective January 9, 2013.~~

**303-X-5-.03**

**Contact Hours.**

~~(1) Approved courses must be offered for no fewer than one (1) contact hour. A contact hour is 50 minutes of instruction in the form of seminars, lectures, conferences, or learning modules; the remaining 10 (ten) minutes is to allow for breaks.~~

~~(2) Credit shall be granted to the licensee only upon completion of an entire course.~~

~~(3) No credit shall be granted for courses attended prior to being qualified by examination.~~

~~**Author:** Hendon B. Coody~~

~~**Statutory Authority:** Code of Ala. 1975, §§34-36-8(b); 34-36-8(c).~~

~~**History: New Rule:** Filed December 5, 2012; effective January 9, 2013.~~

**303-X-5-.04**

**Computation Of Continuing Education Hours.**

~~(1) Group Courses and Seminars: Non-college. Continuing education credit for a group course that is not part of a college curriculum is given based on continuing education hours. A contact hour is 50 minutes of instruction. Credit is granted only for full continuing education hours.~~

~~(2) College Courses. Continuing education credit for a college course in the college curriculum is given based on college credit hours. One semester hour of college credit is 16 (sixteen) contact hours; and one continuing education unit is 10 (ten) contact hours.~~

~~(3) On-Line Courses and Examination. Continuing education credit for on-line course is given based on the average number of contact hours needed to complete the course. The course shall include study text and a written examination having a minimum of 10 (ten) questions and a minimum passing grade of 70%. A provider must determine the average number of contact hours it takes to complete the on-line course and submit this information with its application for continuing education course provider approval.~~

~~(4) On-site Courses and Examination. Continuing education credit for those on-site courses where an examination is given shall include a minimum of 10 (ten) questions and a minimum passing grade of 70%. A provider must set the number of hours permitted~~

~~to take the on-site examination and submit this information with its application for continuing education course provider approval.~~

~~(5) Totaling Annual Hours. No credit shall be allowed for a course having fewer than one (1) contact hour required for the licensee's license.~~

~~**Author:** Hendon B. Coody~~

~~**Statutory Authority:** Code of Ala. 1975, §§34-36-8(b); 34-36-8(c).~~

~~**History: New Rule:** Filed December 5, 2012; effective January 9, 2013.~~

### **303-X-5-.05**

### **Advertisement By Approved Course Providers.**

~~(1) Approved course providers and instructors who state in their advertisements, brochures or other course descriptions that a particular course meets the requirement of the Alabama Board of Electrical Contractors for continuing education shall so state exactly as follows:~~

~~This course meets the requirements of the Alabama Board of Electrical Contractors for \_\_\_\_\_ contact hours of continuing education credit. This course is not provided by the Board.~~

~~(2) Only approved course providers and their instructors may represent or advertise that a particular provider and/or a course meets the Board's requirements for continuing education. If a provider advertises or represents falsely that it is approved or its course is approved, the Board may refer the matter to the appropriate authorities for action.~~

~~**Author:** Hendon B. Coody~~

~~**Statutory Authority:** Code of Ala. 1975, §§34-36-8(b); 34-36-8(c).~~

~~**History: New Rule:** Filed December 5, 2012; effective January 9, 2013.~~

### **303-X-5-.06**

### **Revocation Of Course Provider Approval Or Instructor.**

~~(1) The Board may revoke, suspend or terminate the agreement with any approved continuing education course provider and/or instructor if the Board determines that either has failed to comply with the terms of the agreement or the Rules of the Board.~~

~~(2) The Board shall have the authority to monitor courses to determine whether the course provider and instructor are complying with the terms of the agreement and the Rules of the Board.~~

~~(3) All course providers, whether approved by the Board or seeking approval from the Board, shall allow the members of the Board, the Executive Director or an appointed representative of the Executive Director to audit or review any course in whole or in part without notification to the provider or cost to the member/auditor/reviewer. If the course education is provided on-line, the necessary information for website examination access shall be submitted to the Executive Director by the provider before the commencement of the course. Failure to comply with these policies on course audit and/or review will be grounds for revocation of the provider's approval by the Board.~~

~~**Author:** Hendon B. Coody~~

~~**Statutory Authority:** Code of Ala. 1975, §§34-36-8(b); 34-36-8(c).~~

~~**History: New Rule:** Filed December 5, 2012; effective January 9, 2013.~~

ALABAMA STATE BOARD OF ELECTRICAL CONTRACTORS  
ADMINISTRATIVE CODE

CHAPTER 303-X-5  
MINIMUM STANDARDS FOR THE PRACTICE OF ELECTRICAL CONTRACTING

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303-X-5-.01      Definitions.

1) Minimum Standard: The basic or minimum requirements allowable  
by the Board as it pertains to the practice of electrical  
contracting or installation, service, and repair of residential  
and commercial electrical systems and equipment.

(2) Installation: The act or process of putting in place  
electrical systems including equipment.

(3) Service: The act of diagnosing, repairing, or replacing  
electrical systems including equipment.

(4) Repair: The act of fixing or mending residential and  
commercial electrical systems and/or equipment.

(5) License Number: A unique number assigned to each electrical  
contractor, provisional electrical contractor, and journeyman  
electrician.

(6) Business Name: The company name printed on the certification  
under which any entity is certified by this Board.

(7) Electrical Systems: Interior and exterior wiring , including  
power, lighting, control, and signal circuit wiring together with  
all their associated hardware, fittings, and wiring devices, both  
permanent and temporarily installed, from the load side of the  
service point to outlets or including the power source to the  
outlets where there is no service point. As defined by the NEC  
Article 100 Definitions for Premises Wiring

Author: Jeffrey M. Becraft

Statutory Authority: Code of Ala. 1975, 34-36-4(e)

**History:** Filed March 7, 1986. **Repealed:** Filed February 14, 2011; effective March 21, 2011. **New Rule:** Filed December 5, 2012; effective January 9, 2013. **Amended:** Filed June 27, 2016; effective August 11, 2016. **Repealed and New Rule:** Published \_\_\_\_\_; effective \_\_\_\_\_.

**303-X-5-.02        **Minimum Standards for The Practice of Electrical Contracting and Installation, Service or Repair of Residential and Commercial Electrical Systems and Equipment.****

(1) Pursuant to Section 34-36-6(a)(2), Code of Alabama, 1975, the Board adopts the following minimum standards for the installation, service or repair of commercial and residential electrical systems and all electrical contractors shall comply with the minimum standards required by:

(a) Brand specific manufacturers installation instructions;

(b) Any minimum standards required and described by applicable local, State, and Federal codes or ordinances, as well as any and all applicable Alabama agencies, Board's and Commissions' rules and regulations. Where there is conflict between the minimum standards adopted by the Board and the applicable local, State, or Federal codes or ordinances or any applicable Alabama agency, Board or Commission's, rules and regulations, the most restrictive will govern.

**Author:** Jeffrey M. Becraft

**Statutory Authority:** Code of Ala. 1975, 34-36-7

**History:** **New Rule:** Filed December 5, 2012; effective January 9, 2013. **Repealed and New Rule:** Published \_\_\_\_\_; effective \_\_\_\_\_.

**303-X-5-.03**

**Obligation to Furnish Information Regarding  
Installation, Service, or Repair of Electrical  
Systems.**

All licensed contractors shall be required to provide the Board, upon request, drawings or other information used by the certified contractor concerning the design, installation, service, and repair of an electrical system by the licensed contractor.

**Author:** Jeffrey M. Becraft

**Statutory Authority:** Code of Ala. 1975, 34-36-6(a)(2);  
34-36-6(4)

**History:** **New Rule:** Filed December 5, 2012; effective January 9,  
2013. **Repealed and New Rule:** Published \_\_\_\_\_; effective \_\_\_\_\_.

**303-X-5-.04**

**Electrical Systems in Modular or Manufactured  
Housing.**

(1) Any electrical installation, service, or repair in a previously inspected modular or manufactured housing, by the Alabama Manufactured Housing Commission; is under contractual agreement between the owner of the structure and the licensed contractor and is within the regulatory authority of the Board. Any individual performing such work is required to be certified by the Board.

(2) The Board will refer complaints involving electrical systems in newly titled modular or manufactured housing to the Alabama Manufactured Housing Commission established by Alabama law.

(3) The Board will investigate all illegal or uncertified individuals involved in the installation service, or repair of an electrical system performed in a previously inspected modular or manufactured home.

**Author:** Jeffrey M. Becraft

**Statutory Authority:** Code of Ala. 1975, 34-36-13(7); 24-5-1 et.  
seq.

**History:** **New Rule:** Filed December 5, 2012; effective January 9,  
2013. **Repealed and New Rule:** Published \_\_\_\_\_; effective \_\_\_\_\_.

**303-X-5-.05      Display of Buisness Name.**

(1) Every licensed contractor shall display in a prominent, legible manner, The State of Alabama Board of Electrical Contractors license at his principal place of business.

**Author:** Jeffrey M. Becraft

**Statutory Authority:** Code of Ala. 1975, 34-36-12

**History: New Rule:** Filed December 5, 2012; effective January 9, 2013. **Repealed and New Rule:** Published                   ; effective                   .



APA-1

TRANSMITTAL SHEET FOR NOTICE  
OF INTENDED ACTION

Control: 303

Department or Agency: Alabama State Board of Electrical Contractors

Rule No.: Chapter 303-X-6

Rule Title: DISCIPLINARY AND COMPLIANCE PROCEEDINGS

Intended Action New

Would the absence of the proposed rule significantly harm or endanger the public health, welfare, or safety? Yes

Is there a reasonable relationship between the state's police power and the protection of the public health, safety, or welfare? Yes

Is there another, less restrictive method of regulation available that could adequately protect the public? No

Does the proposed rule have the effect of directly or indirectly increasing the costs of any goods or services involved? No

To what degree?: N/A

Is the increase in cost more harmful to the public than the harm that might result from the absence of the proposed rule? NA

Are all facets of the rule-making process designed solely for the purpose of, and so they have, as their primary effect, the protection of the public? Yes

Does the proposed action relate to or affect in any manner any litigation which the agency is a party to concerning the subject matter of the proposed rule? No

.....

Does the proposed rule have an economic impact? No

If the proposed rule has an economic impact, the proposed rule is required to be accompanied by a fiscal note prepared in accordance with subsection (f) of Section 41-22-23, Code of Alabama 1975.

.....

Certification of Authorized Official

I certify that the attached proposed rule has been proposed in full compliance with the requirements of Chapter 22, Title 41, Code of Alabama 1975, and that it conforms to all applicable filing requirements of the Administrative Procedure Division of the Legislative Services Agency.

Signature of certifying officer

Jeffrey M. Becraft  
Jeffrey Becraft

Date

Thursday, August 21, 2025

**REC'D & FILED**  
**SEP 17, 2025**  
**LEGISLATIVE SVC AGENCY**

ALABAMA STATE BOARD OF ELECTRICAL CONTRACTORS

NOTICE OF INTENDED ACTION

AGENCY NAME: Alabama State Board of Electrical Contractors

RULE NO. & TITLE: Chapter 303-X-6 DISCIPLINARY AND COMPLIANCE  
PROCEEDINGS

INTENDED ACTION: New

SUBSTANCE OF PROPOSED ACTION:

Create Chapter 303-X-6 Disciplinary and Compliance Proceedings

TIME, PLACE AND MANNER OF PRESENTING VIEWS:

Written comments will be accepted until 5:00 p.m. on November 14, 2025. Written comments should be sent to 100 N. Union Street, Suite 986, Montgomery, Alabama 36104.

FINAL DATE FOR COMMENT AND COMPLETION OF NOTICE:

Friday, November 14, 2025

CONTACT PERSON AT AGENCY:

Jeffrey M. Becraft  
jeffrey.becraft@hacr.alabama.gov

*Jeffrey M. Becraft*

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Jeffrey Becraft

(Signature of officer authorized  
to promulgate and adopt  
rules or his or her deputy)

**ALABAMA STATE BOARD OF ELECTRICAL CONTRACTORS  
ADMINISTRATIVE CODE**

**CHAPTER 303-X-6  
DISCIPLINARY AND COMPLIANCE PROCEEDINGS**

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**303-X-6-.01      Definitions.**

(1) Consumer Complaint: A complaint initiated by any written notice from a consumer that a certified contractor has performed substandard installation, service, or repair of an electrical system.

(2) Board Complaint: A complaint initiated by a Board compliance officer, certified contractors, or municipal, county, or state official charged with the responsibility of issuing building or similar permits.

(3) Administrative Complaint: A legal document which contains notice of the time and place of an administrative hearing; contains a statement of the charges against the certified contractor; and complies with the notice provisions for contested cases as set forth in the Alabama Administrative Procedures Act.

(4) Fine: A monetary penalty imposed by the Board.

(5) Settlement Agreement: Informal offer to resolve a consumer or Board complaint in lieu of the administrative complaint process.

(6) Consent Agreement: Informal offer to resolve a complaint involving an unlicensed contractor in lieu of criminal proceedings.

(7) Reprimand: Letter of disciplinary action to formally reprove or censure a licensed contractor for unprofessional or unlawful conduct, with the documentation of the action being part of the contractor's licensure file and may be published online or in the Board's newsletter.

(8) Revocation: The withdrawal of the license by Board action

(9) Suspension: The temporary withdrawal of the license by Board action.

(10) Voluntary Surrender: The voluntary relinquishment of a

license that has the force and effect of revocation.

(11) Violation Letter: A letter from the Board detailing each violation found during an investigation into a consumer complaint.

(12) Letter of Closure: A letter from the Board notifying a contractor that no probable cause has been found after an investigation into a Board or consumer complaint.

(13) Investigative Committee: A committee comprised of at least one Board member; the executive director of the Board; and the Board's attorney which determine whether probable cause exists to discipline a certified contractor or unlicensed contractor. The Board shall name the Board member to serve on the Investigative Committee on an annual basis.

**Author:** Jeffrey M. Becraft

**Statutory Authority:** Code of Ala. 1975, 34-36-6(b); 34-36-6(c); 34-36-16

**History: New Rule:** Published \_\_\_\_\_; effective \_\_\_\_\_.

### **303-X-6-.02      Violations of State Law and Rules of The Board of Electrical Contractors.**

1) All entities, municipality, county, or state official charged with the duty of issuing electrical or similar permits shall report to the Board the name and contact information of any individual in violation of Alabama law and/ or the rules and regulations set forth by the Board of Electrical Contractors.

(2) The Board may reprimand, fine, suspend, or revoke the license of a certified contractor and/or otherwise discipline a contractor engaging in the business of electrical installation, service, or repair.

**Author:** Jeffrey M. Becraft

**Statutory Authority:** Code of Ala. 1975, 34-36-6(4); 34-36-16

**History: New Rule:** Published \_\_\_\_\_; effective \_\_\_\_\_.

### **303-X-6-.03      Investigative Committee.**

The Investigative Committee shall be comprised of at least one Board member; the executive director of the Board; and the Board's attorney. The Board shall name the Board member to serve on the Investigative Committee on an annual basis.

(1) No Board members shall serve more than two (2) consecutive complete annual terms on the Investigative Committee.

(a) The Board Chairman shall have the power to replace or remove the designated Board member serving on the Investigative Committee due to any vacancy in the Board member position caused

by any reason.

(b) The Board Chairman or Executive Director may name a Board member to serve as a substitute appointment to the Investigative Committee for any specific investigation or complaint in which the Board member has recused themselves or is disqualified from participating due to a conflict of interest, including involvement in the investigation as a possible witness to the facts.

(2) The Investigative Committee shall review the investigation and complaint to determine whether probable cause exists for disciplinary action or formal revocation proceedings by the Board.

(3) Any Board member participating in the probable cause determination by the Investigative Committee shall recuse themselves in any disciplinary proceedings of the Board arising from that investigation.

**Author:** Jeffrey M. Becraft

**Statutory Authority:** Code of Ala. 1975, 34-36-6(4); 34-36-16

**History: New Rule:** Published \_\_\_\_\_; effective \_\_\_\_\_.

### **303-X-6-.04      Initiation of Compliance Investigation.**

(1) The Board may initiate investigations, as it deems appropriate, to determine compliance with state law and the rules and regulations of the Board including the competency, ability, and integrity of an individual certified or registered by the Board.

(2) The Board shall consider consumer complaints which must include the following:

(a) The name of the licensed contractor.

(b) The name and contact information (telephone number, email address, etc.) of the complainant.

(c) Specific allegation(s) which, if substantiated through investigation, would constitute violation(s) of the Board of Electrical Contractor Law (Code of Ala. 1975, §34-36-1, et. seq.) or the Board of Electrical Contractors Administrative Code (Rules and Regulations).

(3) Upon receipt of a written complaint the Executive Director and staff will review the information to determine if a certified contractor has potentially violated a statute or rule by committing one or more of the actions specified as grounds for disciplinary action, the Executive Director shall then provide

for an investigation by Board staff to determine if there is sufficient evidence to warrant disciplinary proceedings.

(4) The Board shall retain the authority to pursue or discontinue any investigation based on the information obtained in during the investigation of a complaint.

(5) The Board may require a certified contractor to submit a written and sworn statement to the Board in response to any complaint or investigation by the Board.

(6) All reports of investigations of complaints against certified contractors shall be submitted to the Investigative Committee prior to moving forward with disciplinary action.

(7) When an investigation concludes no probable cause exists to move forward with disciplinary action the complaint file shall be closed, and a letter of closure issued. The complaint may be re-investigated within the jurisdictional time-frame set by the Board if circumstances so warrant.

(8) The Board shall refer any investigation involving possible criminal violations of state law to the State Attorney General or other appropriate state, county or local law enforcement agency.

**Author:** Jeffrey M. Becraft

**Statutory Authority:** Code of Ala. 1975, 34-36-6(4); 34-36-16

**History: New Rule:** Published \_\_\_\_\_; effective \_\_\_\_\_.

**303-X-6-.06****Informal Disciplinary Proceedings.**

(1) The Board may offer an informal settlement to any individual involved in an investigation to resolve the administrative complaint or investigation by the Board. Neither the Board nor any other party is obligated or required to use informal settlement procedures or to participate in informal settlement negotiations and any informal settlement shall be to terms that are negotiated to be in the best interest of the Board and the public and shall not become final until ratified and approved by the Board. All informal settlement agreements ratified and approved by the Board shall be incorporated by reference in the official minutes of the Board.

(2) Disciplinary action by the Board may be published online or in the annual newsletter.

**Author:** Jeffrey M. Becraft

**Statutory Authority:** Code of Ala. 1975, 34-36-6(4); 34-36-16

**History: New Rule:** Published \_\_\_\_\_; effective \_\_\_\_\_.

**303-X-6-.07****Administrative Proceedings.**

(1) When the Investigative Committee recommends a suspension or revocation, the certified contractor is entitled to a hearing.

(2) At least twenty days prior to the administrative hearing, an administrative complaint shall be served on the certified contractor as follows:

(a) Personal service made by a Board Compliance Officer.

(b) If the certified contractor out of state, evades service, or cannot be served personally, service shall be made by registered or certified mail to the last known post office mailing address shown on the records of the Board.

(c) If the certified contractor is represented by an attorney who has filed a notice of appearance with the Board, service shall be made on the attorney personally or by registered or certified mail.

(3) The Board's administrative complaint may be amended without leave of the hearing officer prior to the hearing so long as the amendment is germane to the charge or charges and does not materially alter the nature of any offense charged. Any amended administrative complaint will be served on the certified contractor being charged.

(4) Requests for subpoenas shall be filed with the Board at least ten days prior to the administrative hearing along. Any expenses incurred relative to subpoenas requested by a Respondent, either

for witnesses or related to production of documents, are the responsibility of the party who requested the issuance of said subpoena.

(5) The administrative hearing shall be conducted by a hearing officer provided by the Board. All testimony shall be under oath and shall be transcribed by a court reporter scheduled by the Board. Telephonic or other real time electronic testimony is admissible at the discretion of the hearing officer.

(6) A continuance may be granted by the hearing officer, upon the filing of a written motion detailing the reasons for the continuance.

**Author:** Jeffrey M. Becraft

**Statutory Authority:** Code of Ala. 1975, 34-36-6(4); 34-36-16

**History: New Rule:** Published \_\_\_\_\_; effective \_\_\_\_\_.

### **303-X-6-.08      Decision of the Board.**

(1) Based upon the evidence presented at the administrative hearing or pursuant to informal disposition, the Board may take one or more of the following actions:

(a) Dismiss the administrative complaint in its entirety or any alleged violation in the complaint.

(b) Find the respondent not guilty of any or all the violations alleged in the administrative complaint.

(c) Find the respondent guilty of any or all the violations alleged in the administrative complaint. If the Board finds the respondent guilty of one or more of the violations alleged in the administrative complaint, the Board may take one or more of the following disciplinary actions against the respondent:

1. Reprimand the respondent.
2. Require additional continuing education hours.
3. Suspend the respondent's certification.
4. Revoke the respondent's certification.
5. Levy a fine not to exceed \$5,000.00 per violation.

(2) The decisions of the Board shall be in writing in the form of an Order, a copy of which shall be mailed or delivered to the respondent or the respondent's attorney.



(3) The decisions of the Board shall be subject to public dissemination, including but not limited to the required reporting of disciplinary actions to all federal databanks.

(4) Section 34-36-6(9)(c) requires judicial review of decisions of the Board, if requested, be sought in the circuit court of the county where the act occurred. Appeals are to be perfected in accordance with the Alabama Administrative Procedures Act and a petition shall be filed either in the circuit court of the county in which the action occurred, or unless otherwise specifically provided by statute, in the circuit court of the county where a party other than an intervenor, resides or if a party, other than an intervenor, is a corporation, domestic or foreign, having a registered office or business office in this state, then in the county of the registered office or principal place of business within this state.

**Author:** Jeffrey M. Becraft

**Statutory Authority:** Code of Ala. 1975, 34-36-6(9); 34-36-16

**History: New Rule:** Published \_\_\_\_\_; effective \_\_\_\_\_.