

1 PUBLIC PROTECTION CABINET

2 Department of Housing, Buildings and Construction

3 Electrical Division

4 (Amendment)

5 815 KAR 35:015. Certification of electrical inspectors.

6 RELATES TO: KRS 198B.060, 198B.090, 211.350, 227.450, 227.480, 227.489, 227.491, 227.492,
7 227.495

8 STATUTORY AUTHORITY: KRS 227.489

9 CERTIFICATION STATEMENT:

10 NECESSITY, FUNCTION, AND CONFORMITY: KRS 227.489 requires the commissioner of the
11 Department of Housing, Buildings and Construction to require electrical inspectors to be certified based
12 on standards of the National Electrical Code. This administrative regulation establishes the procedures for
13 achieving and maintaining certification as an electrical inspector.

14 Section 1. Applicability. This administrative regulation shall apply to electrical inspectors in Kentucky
15 and applicants for certification as an electrical inspector in Kentucky.

16 Section 2. Classifications of Electrical Inspectors.

17 (1) An electrical inspector shall be classified as either:

18 (a) An electrical inspector one (1) and two (2) family shall be a person who has:

- 1 1. Passed an examination focused on electrical installations in one (1) or two (2) family dwellings
- 2 with a score of seventy (70) percent or greater by a test provider approved by the department; and
- 3 2. At least four (4) years experience immediately preceding the application in the installation and
- 4 design of residential wiring systems installed in accordance with the National Electrical Code, NFPA
- 5 70 incorporated by reference in 815 KAR 7:120 and 815 KAR 7:125; or

6 (b) An electrical inspector general shall be a person who has:

- 7 1. Passed an examination focused on electrical installations in residential, commercial, and industrial
- 8 buildings with a score of seventy (70) percent or greater by a test provider approved by the department;
- 9 and
- 10 2. At least eight (8) years of experience immediately preceding the application in the installation and
- 11 design of residential, commercial, and industrial wiring systems installed in accordance with the
- 12 National Electrical Code, NFPA 70, incorporated by reference in 815 KAR 7:120 and 815 KAR 7:125.

13 (2) The requirements in subsections (1)(a) and (b) of this section shall be satisfied if the person is:

- 14 (a) A registered professional electrical engineer engaged in that profession for at least three (3) years
- 15 immediately preceding the application; or
- 16 (b) Currently licensed as a master electrician, having obtained his or her license after successful passage
- 17 of an exam in accord with 815 KAR 35:060, Section 4, and actively engaged in the electrical trade in
- 18 that capacity immediately preceding the application.

19 (3)

- 20 (a) An electrical inspector one (1) and two (2) family shall be certified to inspect and approve an
- 21 electrical installation related to a:
 - 22 1. One (1) or two (2) family dwelling; or
 - 23 2. Manufactured home or mobile home.

1 (b) An electrical inspector general shall be certified to inspect and approve an electrical installation
2 related to any type of residential, commercial, industrial, or any other property that requires electrical
3 inspection.

4 (4) A passing score as established in subsection (1)(a)1. and (1)(b)1. of this section shall be valid for a
5 period of three (3) years.

6 Section 3. Application Requirements for Certification.

7 (1) An applicant for certification as an electrical inspector shall submit to the department:

8 (a) A completed Application for Electrical Inspector Certification on Form EL-11;

9 (b) Proof of successful completion of the examination applicable to the certification sought pursuant to
10 Section 2(1)(a) and (b) of this administrative regulation;

11 (c) Except for electrical inspectors employed by the department, a fee of \$100 dollars payable to the
12 Kentucky State Treasurer.

13 (d) Proof of the applicant's experience as required by Section 2(1)(a)2. and 2(1)(b)2. of this
14 administrative regulation.

15 (e) A passport-sized, color photograph of the applicant taken within the past six (6) months; and

16 (f) Proof of a bond in the amount of \$5,000 in compliance with KRS 227.487(4), unless employed by
17 the department or a local government rules otherwise.

18 (2) An applicant shall possess:

19 (a) The ability to read and write the English language; and

20 (b) A general educational level at least adequate to perform his or her duties.

21 (3) Proof of listed experience shall be provided by:

22 (a) A federal or state tax form; or

23 (b) An affidavit by another license holder who worked with the applicant.

1 (4) An applicant shall receive credit for an electrical course satisfactorily completed from an accredited
2 vocational school or college on a year-for-year basis. Credit for education to replace an applicant's
3 experience requirements shall be limited to a total of two (2) years.

4 (5) The department shall issue a certification for an electrical inspector only to an individual. A
5 corporation, partnership, company, or other entity shall not be issued a certification.

6 Section 4. Certificate Renewal.

7 (1) Certification period.

8 (a) Each electrical inspector's certification shall expire on the last day of the electrical inspector's birth
9 month each year.

10 (b) The department shall send each electrical inspector a renewal application form prior to the date of
11 expiration.

12 (2) Filing for renewal. Each electrical inspector seeking certification renewal shall submit to the
13 department:

14 (a) A completed Application for Electrical Inspector Certification on Form EL-11;

15 (b) A renewal fee off fifty (50) dollars;

16 (c) Proof of compliance with the continuing education requirements established in 815 KAR 2:010;

17 (d) If the electrical inspector is employed by a local government, documented proof of continued
18 employment signed by the hiring authority responsible for administering the local jurisdiction's
19 inspection and code enforcement program;

20 (e) For each local jurisdiction with which the applicant is contracted to act as an electrical inspector, a
21 copy of the current contract naming the applicant and establishing the terms and conditions of his or
22 her authority; [~~and~~]

1 (f) For each local jurisdiction with which the applicant is contracted to act as an electrical inspector, a
2 copy of the ordinance fixing the schedule of fees authorized to be charged for electrical inspections
3 within that jurisdiction; and[-]

4 (g) If the applicant is an employee of a business entity that contracts with a local jurisdiction,
5 documented proof of continued employment signed by the owner or human resources administrator of the
6 company as well as a copy of contracts between the company and each local jurisdiction naming the
7 company and a copy of the ordinance fixing the schedule of fees the company is authorized to charge for
8 electrical inspections within that jurisdiction.

9 (3) Current information. An applicant who has previously submitted a document required by subsection
10 (2)(e) and (f) of this section for a prior renewal shall not be required to resubmit that document if it
11 remains current and effective at the time of the current renewal.

12 (4) Change of information. Within ten (10) days of the occurrence, an electrical inspector shall provide
13 the department:

14 (a) Notice of any establishment, change, or termination of the electrical inspector's contract or
15 employment with a local jurisdiction;

16 (b) A copy of any new or revised contract entered into with a local jurisdiction; and

17 (c) For any local jurisdiction with which the electrical inspector is employed or contracted, a copy of
18 any ordinance amending the schedule of fees authorized to be charged for electrical inspections within
19 that jurisdiction.

20 (5) Late renewal.

21 (a) An electrical inspector who fails to submit the renewal application and renewal fee on or before the
22 last day of his or her birth month shall be a late renewal fee of fifty (50) dollars in addition to the
23 renewal fee.

1 (b) If both fees are not paid or all required continuing education is not completed within sixty (60) days
2 after the last day of the electrical inspector's birth month, the certification shall be terminated.

3 (6) Reinstatement.

4 (a) A certificate that has been terminated may be reinstated at the discretion of the commissioner upon
5 a petition in writing, demonstrating just cause why the petitioner failed to comply with the renewal
6 requirements established by this section.

7 (b) An application for reinstatement shall:

8 1. Pay a reinstatement fee of \$100 in addition to the late renewal fee required by subsection (5) of this
9 section;

10 2. Comply with the requirements established by subsection (2) of this section;

11 3.

12 a. Submit proof of required continuing education pursuant to 815 KAR 2:010 for the number of
13 hours required in one (1) year; or

14 b. Submit proof of having passed the examination applicable to the certification to be reinstated, as
15 established by Section 2(1)(a) and (b) of this administrative regulation, within the current year.

16 (7) The requirements of this section shall not apply to a state-employed electrical inspector.

17 Section 5. Duties and Responsibilities.

18 (1) In addition to the National Electrical Code, the electrical inspector shall be familiar with all applicable
19 building codes and fire safety codes governing buildings in the area in which the electrical inspector
20 performs an inspection.

21 (2) Record retention.

22 (a) Each electrical inspector shall make a complete record of each inspection. The record shall contain,
23 as a minimum:

24 1. Sufficient information to identify the location of the structure inspected;

1 2. The date of the inspection;

2 3. The type of structure, whether residential, commercial, industrial, or other;

3 4. The designation of a required permit and the agency granting the permit;

4 5. The size and complexity of the structure; and

5 6. Any deficiencies in meeting code requirements and the actions required to comply.

6 (b) If the electrical inspector is employed by a local government, the electrical inspector or the local
7 government shall maintain the records in compliance with 725 KAR 1:061.

8 (c) If the electrical inspector contracts with a local government, the local government shall maintain
9 the records in compliance with 725 KAR 1:061.

10 (d) If the electrical inspector is an employee of the department, the electrical inspector shall submit the
11 reports to the department in compliance with KRS 227.487(1).

12 Section 6. Complaints and Grievance Procedures.

13 (1) A person may file a complaint against an electrical inspector if the person believes that an act or
14 omission of the electrical inspector in the performance of his or her duties is in violation of the
15 administrative regulation or other law or has caused an undue hardship to the person.

16 (2) A complaint or allegation of misconduct shall be submitted in writing to the department and shall:

17 (a) Include the nature of the alleged misconduct, with specific details as to acts, names, dates, and
18 witnesses; and

19 (b) Specify the action requested of the department.

20 (3) Following an investigation, the department shall:

21 (a) Set the matter for public hearing; or

22 (b) Take other appropriate action in accordance with KRS 227.495 to resolve or correct the matter.

1 Section 7. Suspension and Revocation of Certification. The commissioner shall revoke, suspend, or refuse
2 to renew the certificate of an electrical inspector who is determined, by the commissioner after having
3 afforded the opportunity for a KRS Chapter 13B administrative hearing, to have:

4 (1) Engaged in an activity that constitutes a conflict of interest, including:

5 (a) Work as an electrical contractor, master electrician, or electrician;

6 (b) Involvement in an activity in the electrical industry; or

7 (c) Having a pecuniary or associational interest in a business or other venture involved in an activity in
8 the electrical industry.

9 (2) Engaged in fraud, deceit, or misrepresentation in obtaining certification;

10 (3) Demonstrated negligence, incompetence, or misconduct in the field of electrical inspection;

11 (4) Affixed or caused to be affixed a seal of approval or issued a certificate of approval for an electrical
12 installation subject to inspection if he or she has not personally inspected the installation and found it to
13 be satisfactory in accordance with the National Electrical Code, NFPA 70 incorporated by reference in
14 815 KAR 7:120 and 815 KAR 7:125;

15 (5) Operated as an electrical inspector in a locality in conflict with state or local laws, ordinances, or
16 regulations;

17 (6) Knowingly overruled the proper findings of another electrical inspector or attempted to supplant,
18 overrule, or otherwise invalidate the judgment of another electrical inspector without first obtaining
19 express written consent from the designated electrical inspector's office supervising the original electrical
20 inspector;

21 (7) Failed to maintain accurate and adequate recordkeeping as required by Section 6 of this
22 administrative regulation;

23 (8) Violated KRS 211.350(8); or

24 (9) Violated any provision of KRS 227.491 or this administrative regulation.

1 Section 8. Incorporation by Reference.

2 (1) Form EL-11, "Application for Electrical Inspector Certification", April 2026 [~~May 2020~~] is
3 incorporated by reference.

4 (2) This material may be inspected, copied, or obtained, subject to applicable copyright law, at the
5 Department of Housing, Buildings and Construction, 500 Mero Street, Frankfort, Kentucky 40601,
6 Monday through Friday, 8 a.m. to 4:30 p.m. and is available online at dhbc.ky.gov.

7



RAY A. PERRY, SECRETARY
PUBLIC PROTECTION CABINET

4-9-26

Date



JONATHON M. FULLER, COMMISSIONER
DEPARTMENT OF HOUSING, BUILDINGS
AND CONSTRUCTION

4/9/26

Date

PUBLIC HEARING AND PUBLIC COMMENT PERIOD

A public hearing on this administrative regulation shall be held on June 23, 2026, at 9 a.m., eastern time, in the Department of Housing, Buildings and Construction, 500 Mero Street, First Floor, Frankfort, Kentucky 40601. Individuals interested in being heard at this hearing shall notify this agency in writing by five working days prior to the hearing of their intent to attend. If no notification of intent to attend the hearing is received by that date, the hearing may be canceled. The hearing is open to the public. Any person who wishes to be heard will be given an opportunity to comment on the proposed administrative regulation. A transcript of the public hearing will not be made unless a written request for a transcript is made. If you do not wish to be heard at the public hearing, you may submit written comments on the proposed administrative regulation. Written comments shall be accepted through June 30, 2026 at 11:59 p.m., eastern time. Send written notification of the intent to be heard at the public hearing or written comments on the proposed administrative regulation by the above date to the contact person below:

Contact Person: Jonathon M. Fuller
 Commissioner
 Department of Housing, Buildings and Construction
 500 Mero Street, 1st Floor
 Frankfort, Kentucky 40601
 Phone: (502) 782-0617
 Fax: (502) 573-1057
 Email: max.fuller@ky.gov

REGULATORY IMPACT ANALYSIS AND TIERING STATEMENT

815 KAR 35:015

Contact Person: Jonathon M. Fuller

Phone: (502) 782-0617

Email: max.fuller@ky.gov

(1) Provide a brief summary of:

(a) What this administrative regulation does: This administrative regulation establishes the procedures for achieving and maintaining certification as an electrical inspector.

(b) The necessity of this administrative regulation: This administrative regulation is necessary in order to implement KRS 198B.060 and 227.489.

(c) How this administrative regulation conforms to the content of the authorizing statutes: KRS 227.489 requires all electrical inspectors to be certified by the Department, and KRS 198B.060 requires all certified electrical inspectors to be employed by, or contracted for, or contracted with a local government having responsibility over buildings as set out in that statute as part of its building inspection program. This administrative regulation directly conforms to these provisions by establishing the requirements for certification and well as the requirements for demonstrating continued compliance with applicable statutes in order to maintain certification.

(d) How this administrative regulation currently assists or will assist in the effective administration of the statutes: This administrative regulation directly implements the authorizing statutes and establishes the requirements and standards for certification of electrical inspectors.

(2) If this is an amendment to an existing administrative regulation, provide a brief summary of:

(a) How the amendment will change this existing administrative regulation: This administrative regulation changes incorporated document EL 11, "Application for Electrical Inspector Certification," by adding a request for the applicant's birth date, rather than merely the applicant's birth month and clarifies renewal requirements for electrical inspectors employed by companies that contract with local governments.

(b) The necessity of the amendment to this administrative regulation: This amendment is necessary to ensure that the written form obtains the same information as the electronic form and to provide clarification of renewal requirements.

(c) How the amendment conforms to the content of the authorizing statutes: The amendment directly conforms to the authorizing statutes by establishing the requirements for the certification of electrical inspectors and for the maintenance or renewal of that certification.

(d) How the amendment will assist in the effective administration of the statutes: This amendment is essential to ensuring the Department's ability to effectively administer its electrical certification and renewal program in accordance with applicable law.

(3) Does this administrative regulation or amendment implement legislation from the previous five years? No.

(4) List the type and number of individuals, businesses, organizations, or state and local governments affected by this administrative regulation: All certified electrical inspectors and prospective applicants to become a certified electrical inspector within the Commonwealth.

(5) Provide an analysis of how the entities identified in question (4) will be impacted by either the

implementation of this administrative regulation, if new, or by the change, if it is an amendment, including:

- (a) List the actions that each of the regulated entities identified in question (4) will have to take to comply with this administrative regulation or amendment: Applicants for an electrical inspector certification will need to include their birth dates, rather than merely their birth months, when filling out their applications.
- (b) In complying with this administrative regulation or amendment, how much will it cost each of the entities identified in question (4): This administrative regulation amendment will not lead to a cost increase.
- (c) As a result of compliance, what benefits will accrue to the entities identified in question (4): The department's license records will be more thorough and contain updated information.

(6) Provide an estimate of how much it will cost the administrative body to implement this administrative regulation:

(a) Initially: There are no anticipated initial costs to administer this regulatory amendment.

(b) On a continuing basis: There are no anticipated continuing costs to administer this regulatory amendment.

(7) What is the source of the funding to be used for the implementation and enforcement of this administrative regulation: Any department costs of implementation will be met with existing department funds.

(8) Provide an assessment of whether an increase in fees or funding will be necessary to implement this administrative regulation, if new, or by the change if it is an amendment: No.

(9) State whether or not this administrative regulation establishes any fees or directly or indirectly increases any fees: No.

(10) TIERING: Is tiering applied? Tiering is not applied as all electrical inspectors will be subject to the amended requirement.

FISCAL IMPACT STATEMENT

815 KAR 35:015

Contact Person: Jonathon M. Fuller

Phone: (502) 782-0617

Email: max.fuller@ky.gov

(1) Identify each state statute, federal statute, or federal regulation that requires or authorizes the action taken by the administrative regulation. This administrative regulation is required by KRS 227.489.

(2) State whether this administrative regulation is expressly authorized by an act of the General Assembly, and if so, identify the act: This administrative regulation is required KRS 227.489.

(3)(a) Identify the promulgating agency and any other affected state units, parts, or divisions: The Department of Housing, Buildings and Construction, Electrical Division and, to an indirect extent, cities and counties implementing an electrical inspection program that employs or contracts with a certified electrical inspector or electrical inspection companies.

(b) Estimate the following for each affected state unit, part, or division identified in (3)(a):

1. Expenditures:
For the first year: None
For subsequent years: None
2. Revenues:
For the first year: None
For subsequent years: None
3. Cost Savings
For the first year: None
For subsequent years: None

(4)(a) Identify affected local entities (for example: cities, counties, fire departments, school districts): There are no anticipated local entities that will be affected by this regulatory amendment.

(b) Estimate the following for each affected state unit, part, or division identified in (4)(a):

1. Expenditures
For the first year: None
For subsequent years: None
2. Revenues
For the first year: None
For subsequent years: None
3. Cost Savings
For the first year: None
For subsequent years: None

(5)(a) Identify any affected regulated entities not listed in (3)(a) or (4)(a): Special boiler inspectors and entities applying for certificate extensions

(b) Estimate the following for each regulated entity identified in (5)(a):

1. Expenditures:
For the first year: None.

For subsequent years: None.

2. Revenues

For the first year: None.

For subsequent years: None.

3. Cost Savings

For the first year: None.

For subsequent years: None.

(6) Provide a narrative to explain the following for each entity identified in (3)(a), (4)(a), and (5)(a):

(a) Fiscal impact of this administrative regulation: This administrative amendment will not have a fiscal impact.

(b) Methodology and resources used to reach this conclusion: This amendment merely requires applicants to provide their birth dates, which does not impact expenditures, revenues, and/or cost savings.

(7) Explain, as it relates to the entities identified in (3)(a), (4)(a), and (5)(a): Please see the answer to (6)(b) above.

(a) Whether this administrative regulation will have a “major economic impact”, as defined by KRS 13A.010(14): This regulation will not have a major economic impact as defined by KRS 13A.010(14).

(b) The methodology and resources used to reach this conclusion: This amendment does not impact fees or add additional regulatory requirements that have associated costs.

SUMMARY OF CHANGES TO MATERIALS INCORPORATED BY REFERENCE

Form EL-11, "Application for Electrical Inspector Certification" is a one-page form that is used to apply for electrical inspector certification. The form was changed to require applicants to provide their birth dates, rather than just their birth months.