

OKLAHOMA STATE DEPARTMENT OF HEALTH

TITLE 310. CHAPTER 205. ALARM AND LOCKSMITH
INDUSTRY REGULATIONS

TITLE 59 SECTION 1800. ALARM AND LOCKSMITH INDUSTRY
ACT

CHAPTER 110 FEE AND FINE SCHEDULE FOR ALARM AND
LOCKSMITH INDUSTRY

OKLAHOMA STATE DEPARTMENT OF HEALTH
OCCUPATIONAL LICENSING DIVISION
1000 N.E. 10TH STREET
OKLAHOMA CITY, OK 73117

OCCUPATIONAL LICENSING

(405) 271-5779

"Unofficial Copy"

PRINTED JULY 09, 2007

EFFECTIVE JULY 01, 2007

TITLE 310. OKLAHOMA STATE DEPARTMENT OF HEALTH

CHAPTER 205. ALARM AND LOCKSMITH INDUSTRY

"Unofficial Copy"

Subchapter	Section
1. General Provisions	310:205-1-1
3. License Requirements	310:205-3-1
5. Special Provisions	310:205-5-1
7. Enforcement	310:205-7-1

Appendix A. Table of Alarm Industry License Requirement [REVOKED]

[Authority: Oklahoma State Board of Health; Alarm Industry Act, 59 O.S. Sections 1800.1 et seq., as amended by Enrolled Senate Bill No. 1741 of the Second Regular Session of the 50th Oklahoma Legislature, effective January 1, 2007]
[Source: Codified 12-31-1991]

SUBCHAPTER 1. GENERAL PROVISIONS

- Section
- 310:205-1-1. Purpose
- 310:205-1-2. Definitions
- 310:205-1-3. Adopted references
- 310:205-1-3.1 Compliance with intent of chapter

310:205-1-1. Purpose

The rules in this Chapter implement the Alarm and Locksmith Industry Act, Title 59 O.S. Section 1800.1 et seq.
[Source: Amended at 14 Ok Reg 935, eff 1-8-1997 (emergency); Amended at 14 Ok Reg 3125, eff 7-25-1997; Amended at 24 Ok Reg 584, eff 12-21-2006 (emergency); Amended at 24 Ok Reg 1908, eff 6-25-2007]

310:205-1-2. Definitions

The following words or terms, when used in this Chapter, shall have the following meaning, unless the context clearly indicates otherwise:

"Approved provider" means a person or entity that has been approved by the Committee to provide pre-licensing education courses.

"BOCA" means Building Officials and Code Administrators International, Inc.

"Burglar alarm company" means a business that provides burglar alarm systems to others by any means, including, but not limited to, the sale, lease, rent, design, planning with the intent to pre-wire, pre-wiring, installation, maintenance, repair, testing, modification, improvement, alteration, inspection, or servicing of a burglar alarm system; holding oneself or one's company out for hire to perform any such task; or otherwise offering to perform any such task for compensation, either directly or indirectly.

"Burglar alarm company manager" means an officer or manager of a company, corporation, partnership or proprietorship, with the authority to bind the company by contract, who shall provide direct supervision over the function and local operations of such alarm industry business or a branch thereof.

"Burglar alarm salesperson" means a person who sells to others on behalf of a licensed Oklahoma burglar alarm company by any means, including, but not limited to, telephone or electronic device, public notice or advertisement, door-to-door, or any other type of personal interaction, and/or a person who participates in design, plan, specification and/or lay out of a burglar alarm system on behalf of a burglar alarm company.

"Burglar alarm technician" means an individual who is employed by an Oklahoma licensed burglar alarm company to design, plan, lay out, sell, pre-wire, install, maintain, repair, test, inspect, or service burglar alarm equipment.

"Burglar alarm trainee" means an individual who is employed by an Oklahoma licensed burglar alarm company to assist burglar alarm technicians or managers and learn to properly install, service, and sell burglar alarm equipment.

"CABO" means The Council of American Building Officials.

"Certificate of course completion" means a document acceptable to the Committee which signifies satisfactory completion of course work.

"Certification of a system" shall mean testing per applicable code of any burglar alarm, fire alarm, electronic access control, closed circuit television, nurse call, locksmithing equipment, or fire sprinkler alarm system by a properly licensed individual working for a properly licensed company to verify that the system complies with all of the requirements of the applicable code or standard.

"Certification of Personnel" shall mean proof of successful completion of a standardized formal program of related instruction and testing as provided by a recognized provider and approved by the Alarm and Locksmith Industry Committee in compliance with section 310:205-3-2(f) of this Chapter.

"Closed circuit television" or "(CCTV)" means a system that provides video surveillance of an area or a client-prescribed area primarily by means of transmitting and/or recording of visual signals through cameras, receivers, monitors, and/or other visual imaging equipment.

"Closed circuit television company" means a business that provides closed circuit television systems to others by any means, including but not limited to, the sale, lease, rent, design, planning with the intent to pre-wire, pre-wiring, installation, maintenance, repair, testing, modification, improvement, alteration, inspection, and/or servicing of a CCTV system; holding one's company out for hire to perform any such task; or otherwise offering to perform any such task for compensation, either directly or indirectly.

"Closed circuit television manager" means an officer or manager of a company, corporation, partnership, or proprietorship with the authority to bind the company by contract and who provides direct supervision over the function and local operations of such closed circuit television business or a branch thereof.

"Closed circuit television technician" means an individual who is employed by an Oklahoma licensed closed circuit television company to design, plan, lay out, sell, pre-wire, install, maintain, repair, test, inspect, or service closed circuit television equipment.

"Closed circuit television trainee" means an individual who is employed by an Oklahoma licensed closed circuit television company to learn to properly install and service closed circuit television equipment.

"Closed circuit television salesperson" means a person who sells to others on behalf of a closed circuit television company by any means, including but not limited to, telephone or electronic device, public notice or advertisement, door-to-door, or any other type of personal interaction, and/or a person who participates in the sale, design, plan, and/or lay out of a closed circuit television system on behalf of a closed circuit company.

"Commercial building" means a building or structure used for any purpose or occupancy that is not defined in this section as a Residential Building.

"Commercial fire alarm license" means the category of license which authorizes a fire alarm company, manager, technician, trainee or salesperson to engage in the fire alarm industry activities in compliance with this Chapter for any work performed in residential or commercial application.

"Commercial fire sprinkler license" means the category of license which authorizes a fire sprinkler company, manager, trainee, and/or technician to engage in the fire sprinkler alarm industry activities in compliance with this chapter for any residential or commercial application.

"Committee" means the Alarm and Locksmith Industry Committee.

"Department" means the Oklahoma State Department of Health.

"Electronic access control" means the use of qualifying devices or identification methods at various points to control the movement of people within pre defined perimeters through the use of electronic card readers, keypads, biometrics devices, or a combination of technologies that receives its primary power from an external source.

"Electronic access control company" means a business that offers to, or engages in, the planning, installation, repair, alteration, maintenance, service, sale, inspection, or advertisement of electronic access control systems.

"Electronic access control company manager" means an officer or manager of a company, corporation, partnership, or proprietorship with the authority to bind the company by contract and who provides direct supervision over the function and local operations of such electronic access control business or a branch thereof.

"Electronic access control technician" means an individual who is employed by an Oklahoma licensed electronic access control company to design, plan, lay out, sell, pre-wire, install, maintain, repair, test, inspect, and/or service electronic access control equipment.

"Electronic access control trainee" means an individual who is employed by an Oklahoma licensed electronic access control company to learn to properly install and service electronic access control equipment.

"Electronic access control salesperson" means a person who sells to others on behalf of an electronic access control company by any means, including, but not limited to, telephone or electronic device, public notice or advertisement, door-to-door or any other type of personal interaction, and/or a person who participates in design,

plan, and/or lay out of an electronic access control system on behalf of a electronic access control company.

"Fire alarm company" means a business that provides fire alarm systems to others by any means including but not limited to, the sale, lease, rent, design, planning with the intent to pre-wire, pre-wiring, installation, maintenance, repair, testing, modification, improvement, alteration, inspection, and/or servicing of fire alarm system; holding oneself or one's company out for hire to perform any such task; or otherwise offering to perform any such task for compensation, either directly or indirectly. The company shall be licensed as a residential or commercial fire alarm company as defined by this Chapter. **"Fire alarm company manager"** means an officer or manager of a company, corporation, partnership or proprietorship, with the authority to bind the company by contract and who provides direct supervision over the function and local operations of such alarm industry business or a branch thereof.

"Fire alarm salesperson" means a person who sells to others on behalf of a fire alarm company by any means including but not limited to, telephone or electronic device, public notice or advertisement, door-to-door or any other type of personal interaction, and or a person who participates in design, plan and/or lay out of an fire alarm system on behalf of an fire alarm company. The salesperson shall be licensed as a residential or commercial fire alarm salesperson as defined by this Chapter.

"Fire alarm technician" means an individual who is employed by an Oklahoma licensed Fire Alarm Company to design, plan, lay out, sell, pre-wire, install, maintain, repair, test, certify, inspect, or service fire alarm equipment. The fire alarm technician shall be licensed as a residential or commercial fire alarm technician as defined by this Chapter

"Fire alarm trainee" means an individual who is employed by an Oklahoma licensed Fire Alarm Company to assist fire alarm technicians or managers and learn to properly install, service and sell fire alarm equipment.

"Fire sprinkler company" means a business that provides fire sprinkler systems to others by any means, including but not limited to, the sale, lease, rent, design, planning with the intent to install, maintenance, repair, testing, modification, improvement, alteration, inspection, or servicing of a fire sprinkler system; holding oneself or one's company out for hire to perform any such task; or otherwise offering to perform any such task for compensation either directly or indirectly. The company

shall be licensed as a residential or commercial company as defined by this Chapter.

"Fire sprinkler company manager" means an officer or manager of a company, corporation, partnership or proprietorship, with the authority to bind the company by contract who shall provide direct supervision over the function and local operations of such alarm industry business or a branch thereof.

"Fire sprinkler inspector" means an individual who is employed by an Oklahoma licensed alarm company to inspect and test a fire alarm sprinkler system to determine if it has been installed and is operating according to the appropriate code or standard.

"Fire sprinkler technician" means an individual who is employed by an Oklahoma licensed fire sprinkler company to install, service and sell, maintain, repair, and/or test fire sprinkler equipment. The fire sprinkler technician shall be licensed as a residential or commercial fire sprinkler technician as defined by this Chapter.

"Fire sprinkler technician trainee" means an individual who is employed by an Oklahoma licensed fire sprinkler company to assist fire sprinkler technicians or managers and learn to properly install and service fire sprinkler systems.

"IBC" means the International Building Code.

"ICC" means the International Code Council, Inc.

"Inspection" shall mean the visual observation or system test of any burglar alarm system, fire alarm system, electronic access control system, closed circuit television system, nurse call system, lock system, or fire sprinkler system to determine if the system has been installed and is operating according to the applicable code or standard.

"Locksmith company" means a business that provides locksmithing to others by any means, including but not limited to, design, install, service, repair, re-key, re-pin, sell, inspect, rebuild, record, adjust, unlock mechanical or electronic locks or advertisement of locksmith services; holding oneself or one's company out for hire to perform any such task; or otherwise offering to perform any such task for compensation, either directly or indirectly.

"Locksmith company manager" means an officer or manager of a company, corporation, partnership, or proprietorship with the authority to bind the company by contract and who provides direct supervision over the function and local operations of such locksmith business or branch thereof.

"Locksmith salesperson" means a person who sells to others on behalf of a locksmith company by any means,

including, but not limited to, telephone or electronic device, public notice or advertisement, door-to-door, or any other type of personal interaction, or a person who participates in design, plan, and/or lay out of locksmithing equipment on behalf of a locksmith company.

"Locksmith technician" means an individual who is employed by an Oklahoma licensed locksmith company to design, install, service, inspect, repair, re-key, re-pin, sell, rebuild, record, adjust, or unlock mechanical or electronic locks on behalf of a locksmith company.

"Locksmith trainee" means an individual who is employed by an Oklahoma licensed locksmith company to learn to properly install, service, repair, rebuild, re-key, re-pin, sell, or unlock mechanical or electronic locks on behalf of a locksmith company.

"Locksmith tool" means any tool designed specifically to aid in removal, disassembly, re-assembly, installation, or maintenance of, or to be used to defeat or by-pass any electric or mechanical lock or system.

"Manufactured Housing" means a structure, transportable in one or more sections, which in the traveling mode is 8 body feet (2438 body mm) or more in width or 40 body feet (12 192 body mm) or more in length, or, when erected on site, is 320 square feet (30 m²) or more, and which is built on a permanent chassis and designed to be used as a dwelling with or without a permanent foundation when connected to the required utilities, and includes the plumbing, heating, air conditioning and electrical systems contained therein. For the purpose of these rules, a mobile home shall be considered a manufactured home, and each shall be regarded as manufactured housing.

"Monitoring company" means a business that offers to, or does monitor burglar alarms, electronic access control systems, closed circuit television, nurse call systems, and/or fire alarms located in Oklahoma.

"Monitoring company manager" means an individual who is employed by an Oklahoma licensed monitoring company and has control of the monitoring of systems located in Oklahoma.

"Multiple activity office" means a location where more than one regulated activity is performed or conducted.

"Multipurpose Fire Sprinkler System" means a single piping system within residential building and manufactured housing where the same piping system simultaneously serves both domestic and fire protection needs and are not independent systems in any manner as described by the 1999 edition Standard for the installation of Sprinkler Systems in One and Two Family Dwellings (NFPA 13D).

"NFPA" means the National Fire Protection Association.

"NICET" means the National Institute of Certification in Engineering Technologies, a certification program sponsored by the National Society of Professional Engineers.

"Nurse call system" means a device or a series or assembly of interconnected devices which, when activated by automatic or manual means, produces an audible, visual, or electronic signal intended to detect or annunciate a need to summon response by a local medical staff or local medical personnel.

"Nurse call company" means a business that provides nurse call systems to others by any means, including but not limited to, the sale, lease, rent, design, planning with the intent to pre-wire, pre-wiring, installation, maintenance, repair, testing, modification, improvement, alteration, inspection, or servicing of nurse call systems; holding oneself or one's company out for hire to perform any such tasks; or otherwise offering to perform any such tasks for compensation, either directly or indirectly.

"Nurse call company manager" means an officer or manager of a company, corporation, partnership or proprietorship, with the authority to bind the company by contract and who provides direct supervision over the function and local operations of such nurse call system business or a branch thereof.

"Nurse call technician" means an individual who is employed by an Oklahoma licensed nurse call system company to design, plan, lay out, sell, pre-wire, install, maintain, repair, test, inspect, or service nurse call system equipment.

"Nurse call trainee" means an individual who is employed by an Oklahoma licensed nurse call system company to learn to properly install and service nurse call system equipment.

"Nurse call system salesperson" means a person who sells to others on behalf of an nurse call company by any means, including, but not limited to, telephone or electronic device, public notice or advertisement, door-to-door or any other type of personal interaction, and/or a person who participates in design, plan and/or lay out of an nurse call system on behalf of a nurse call company.

"Ownership" means the dominion, title, or proprietary right in a company subject to the Alarm and Locksmith Industry Act and this Chapter.

"Qualifying devices" means a device or combination of devices such as retina readers, finger print pads, bio-metric readers, card swipes, etc. that are used to identify

persons who have authorized entry through electronic access control systems.

"Residential building" shall mean buildings arranged for the use of one (1)- or two (2)-family dwelling units, including not more than five (5) lodgers or boarders per family and multiple single-family dwellings where each unit has an independent means of egress and is separated by a two (2)-hour fire separation assembly and all detached one (1)- or two (2)-family dwellings not more than three (3) stories in height, and the accessory structures as indicated in the 1995 edition of the CABO One and Two Family Dwelling Code.

"Residential fire alarm license" means the category of license which authorizes a fire alarm company, manager, technician, trainee or salesperson to engage in the fire alarm industry activities in compliance with this Chapter for fire alarm systems used in Residential Building and manufactured housing.

"Residential fire sprinkler license" means the category of license which authorizes a fire sprinkler company, manager, or technician or trainee to engage in the fire sprinkler industry activities in compliance with this Chapter for fire sprinkler systems used in Residential Building and manufactured housing.

"Security verification" means information submitted to the appropriate authority on each applicant to verify any criminal records.

"Supervision" means on-site supervision by a licensed manager, technician or salesperson.

"System" means a burglar alarm system, fire alarm system, fire sprinkler system, closed circuit television system, electronic access control system, locksmithing system, or a nurse call system, all as defined in these rules, or a portion or combination of such alarms or systems. However, the term "system" shall not include the following: (i) an alarm system installed in a motor vehicle; (ii) a burglar alarm system or household fire warning system sold at retail to an individual end user for self-installation; (iii) a single station fire alarm device sold at retail to an individual end user for self-installation or installed by a fire department, the State Fire Marshal, a public agency, a volunteer fire association, or their designated representatives.

"Trainee" means an individual who is employed by an Oklahoma licensed company to learn to properly engage in the activities regulated by this Chapter that can engage in any licensed category pursuant to this Chapter while under the direct supervision of an individual holding the

appropriate license in the category of activity being performed.

[Source: Amended at 10 Ok Reg 1983, eff 6-1-1993; Amended at 14 Ok Reg 935, eff 1-8-1997 (emergency); Amended at 14 Ok Reg 3125, eff 7-25-1997; Amended at 15 Ok Reg 1075, eff 12-15-1997 (emergency); Amended at 15 Ok Reg 3146, eff 7-13-1998; Amended at 19 Ok Reg 2057, eff 6-27-2002; Amended at 21 Ok Reg 2718, eff 7-12-2004; Amended at 22 Ok Reg 2368, eff 7-11-2005; Amended at 23 Ok Reg 2346, eff 6-25-2006; Amended at 24 Ok Reg 584, eff 12-21-2006 (emergency); Amended at 24 Ok Reg 1908, eff 6-25-2007]

310:205-1-3. Adopted references

The Board of Health hereby incorporates by reference the International Code Council (ICC) 2003 (IBC) Edition International Building Code; the (2002) Edition National Electrical Code (NFPA 70); the 2002 Edition National Fire Alarm Code (NFPA 72); the 2002 Edition Standard for the Installation of Sprinkler Systems (NFPA 13); the 2002 Edition Standard for the installation of Sprinkler Systems in One and Two Family Dwellings (NFPA 13D); the 2002 Edition Standard for the Installation of Sprinkler Systems in Residential Occupancies up to and Including Four stories in Height (NFPA 13R); the 2003 Edition Standard for the Installation of Standpipe and Hose Systems (NFPA 14); the 2001 Edition Standard for Water Spray Fixed Systems for Fire Protection (NFPA 15); the 2003 Edition Standard for the Installation of Foam-Water Sprinkler and Foam-Water Spray Systems (NFPA 16); the 2003 Edition Standard for the Installation of Stationary Pumps for Fire Protection (NFPA 20); the 2002 Edition Standard for the Installation of Private Fire Service Mains and Their Appurtenances (NFPA 24); the 2002 Edition Standard for the Inspection, Testing, and Maintenance Water-Based Fire Protection Systems (NFPA 25); and the 2003 Edition Code for Safety to Life from Fire in Buildings and Structures (NFPA 101) as the minimum standard of installation for the alarm and locksmith industry in Oklahoma. If a conflict exists between any of the above referenced installation standards, the more stringent standard shall apply. If a conflict exists between any of the above referenced codes or standards and this Chapter, the requirements in this Chapter shall apply.

[Source: Added at 14 Ok Reg 935, eff 1-8-1997 (emergency); Added at 14 Ok Reg 3125, eff 7-25-1997; Amended at 19 Ok Reg 2057, eff 6-27-2002; Amended at 22 Ok Reg 2368, eff 7-11-2005; Amended at 24 Ok Reg 584, eff 12-21-2006 (emergency); Amended at 24 Ok Reg 1908, eff 6-25-2007]

310:205-1-3.1 Compliance with intent of chapter

Where no specific standards or requirements are specified in this chapter or within other codes or regulations adopted by the State Department of Health, compliance with the applicable standards of the National Fire Protection Association, American National Standard Institute (ANSI), or other nationally recognized fire safety standards approved by the State is prima facie evidence of compliance with the intent of this chapter.

[Source: Added at 21 Ok Reg 2718, eff 7-12-2004; Amended at 24 Ok Reg 584, eff 12-21-2006 (emergency); Amended at 24 Ok Reg 1908, eff 6-25-2007]

SUBCHAPTER 3. LICENSE REQUIREMENTS

Section

- 310:205-3-1. General application and license requirements
- 310:205-3-2. Application and license fees, period and display, and examination alternatives or prerequisites
- 310:205-3-3. Burglar alarm license requirements
- 310:205-3-4. Fire alarm license requirements
- 310:205-3-5. Monitoring license requirements
- 310:205-3-6. Vehicle alarm license requirements [REVOKED]
- 310:205-3-7. Fire sprinkler license requirements
- 310:205-3-8. Locksmith license requirements
- 310:205-3-9. Electronic Access Control license requirements
- 310:205-3-10. Closed Circuit Television license requirements(CCTV)
- 310:205-3-11. Nurse Call System license requirements

310:205-3-1. General application and license requirements

The categories of licensing in the alarm and locksmith industry shall be:

- (1) Burglar alarm;
- (2) Residential fire alarm;
- (3) Commercial fire alarm;
- (4) Alarm Monitoring;
- (5) Fire sprinkler;
- (6) Locksmith;
- (7) Electronic access control;
- (8) Closed circuit television; and,
- (9) Nurse call.

[Source: Amended at 10 Ok Reg 1983, eff 6-1-1993; Amended at 14 Ok Reg 935, eff 1-8-1997 (emergency); Amended at 14 Ok Reg 3125, eff 7-25-1997; Amended at 22 Ok Reg 2368, eff 7-11-

2005; Amended at 23 Ok Reg 2346, eff 6-25-2006; Amended at 24 Ok Reg 584, eff 12-21-2006 (emergency); Amended at 24 Ok Reg 1908, eff 6-25-2007]

310:205-3-2. Application and license fees, period and display, and examination alternatives or prerequisites

(a) **Application and license fees.** The following fees apply to alarm and locksmith industry licensure:

(1) **Initial application and licensing fees.**

(A) Company application and License - \$250.00; license issued after February 1, but before the end of the State fiscal year - \$125.00 A company that is owned and operated by the company manager, with only a locksmith category license and which employs no additional employees, shall be exempted from a company license fee.

(B) Company Manager - Application \$100.00 and Licensing fee \$100.00

(C) Inspector, technician, salesperson, technician trainee - Application \$40.00 and Licensing fee \$35.00

(D) Re-Examination, Per Attempt - \$50.00

(E) Fire Sprinkler Technician Trainee \$20.00

(F) Duplicate or Revised license \$25.00

(2) **Renewal fees.**

(A) Company License - \$250.00 A company that is owned and operated by the company manager, with only a locksmith category license and which employs no additional employees, shall be exempted from a company license fee.

(B) Company Manager - \$100.00

(C) Inspector, Technician, Salesperson - \$35.00

(D) Technician Trainee - \$25.00

(E) Fire Sprinkler Technician Trainee \$15.00

(b) **License period.**

(1) A license shall expire on June 30, 1991, and each year thereafter. Beginning on July 1, a license may be renewed by paying double the renewal fee.

(2) Initial application for managers, technicians, salespersons and trainees shall be submitted within three (3) working days of employment to the Department. This registration shall be contingent on a security background investigation.

(3) A license which has been expired for more than two (2) years shall not be renewed. An individual may obtain a valid license by successful completion of the appropriate examination and/or certification and other licensure requirements.

(4) Effective January 1, 2007, the Commissioner shall, upon proper application and payment of fee made with ninety (90) days from and after the effective date of the Alarm and Locksmith Industry Act, but not thereafter, license without examination those persons who can provide evidence that they were engaged in locksmithing, electronic access control, nurse call or closed circuit television work prior to January 1, 2007. Example of evidence includes but not is limited to;

- (A) Invoices for work performed;
- (B) Purchase receipts for industry related equipment;
- (C) Documents of installation or services by employee;
- (D) Other documents as approved by the Committee.

(c) **Examination and Re-examination.** Any applicant failing to pass the appropriate examination shall be required to retake the same category examination after payment of the appropriate retest fee. Any person who fails to appear for a scheduled examination shall forfeit his/her examination fee. However, if the examinee notifies the Department within seventy two (72) hours before scheduled exam, the Department will reschedule the examination date with no additional fee required pursuant to 310:205-3-2(a)(1).

(d) **Company license display.** The state issued company license number shall be placed on all letterhead stationery, business cards, invoices, statements, contracts, bids, estimates, and printed advertisements, and shall be included in electronic media advertisements. Decals and yard signs shall display the state issued company license number. The state issued license number shall be located on all vehicles that display the company name.

(e) **Personal license display.** Each manager, technician, technician trainee, or salesperson, shall possess the state issued card any time the person is working in such capacity. The individual license shall be presented to any authorized representative of the Oklahoma State Department of Health or other authorities having jurisdiction. In addition the individual shall have a photo I.D. in their possession while engaged in the licensed activity.

(f) **Pre-licensing and course approval requirements.**

(1) An applicant for a license may submit certification or proof of passing the appropriate examination(s) from a nationally recognized approved provider as a prerequisite to an examination administered by the Department as provided for in this Chapter.

(2) In order to qualify, certification submitted by an applicant for licensure shall be from an approved provider that issues certification to individuals in the alarm and

locksmith industry and is based on successful completion of an examination which determines if the applicant is sufficiently knowledgeable in burglar alarm systems, fire alarms, fire sprinkler, electronic access control, closed circuit television, nurse call, locksmithing, and/or technical sub-fields of these systems to plan, install, repair, alter, maintain, service, sell, inspect, advertise, and/or monitor systems or technical sub-fields of these systems according to nationally acceptable code standards.

(3) The Department shall accept certification from an approved provider if the certification standards have been verified by the Alarm and Locksmith Industry Committee to include that the certifying approved provider:

(A) shall conduct certification activities which are national in scope;

(B) shall be administratively independent in matters pertaining to certification. Administratively independent means that all policy decisions relating to certification matters are the sole decision of the certifying approved provider and not subject to approval by any other body or the membership of an affiliated body, and that all financial matters related to the operation of the certifying approved provider are segregated from those of the parent or any affiliated approved provider;

(C) shall demonstrate that the approved provider staff possesses the knowledge and skills necessary to conduct the certification or re-certification programs or that non-staff consultants and professionals are available to sufficiently supplement staff knowledge and skills;

(D) shall use reliable testing mechanism(s) to evaluate individual knowledge that is objective, fair to all candidates, job-related, and based on the knowledge and skills needed to function in the alarm and locksmith industry or technical sub-field of the alarm and locksmith industry;

(E) shall establish pass/fail levels that protect the public determining if the applicant is sufficiently knowledgeable in alarm and locksmith industry or technical sub-fields of the alarm and locksmith industry that meet applicable code standards, and that are generally acceptable in the psychometric community as being fair and reasonable; and

(F) shall publish and make available to the Department general descriptive materials on the procedures used in examination construction and validation, all

eligibility requirements and determination procedures, and the procedures for examination administration including exam dates and locations, fees, reporting of results, re-certification requirements, and grievance or appeals procedures;

(G) Name and address of the approved provider;

(H) Contact person and his or her address, telephone number and fax number;

(I) If a prior approved course has substantially changed, a summarization of such changes; and

(J) The Department may automatically accept without further review, courses pre-approved by the Committee.

(K) The Committee may withhold or withdraw approval of any provider for violation of or non-compliance with any provision of this section.

(L) No person or entity sponsoring or conducting a course shall advertise that it is endorsed, recommended, or accredited by the Committee. Such person or entity may indicate that the Committee has approved a course of study if that course of study has been pre-approved by the Committee before it is advertised or held.

(M) Providers shall maintain course records for at least five (5) years. The Committee may order an examination of the records for good cause shown.

(g) Personal license information.

(1) Each individual license holder shall notify the Oklahoma State Department of Health, on a form specified and provided by the Oklahoma State Department of Health, within fourteen (14) days of the following:

(A) Any change in the home address.

(B) Any separation from an employer or change in employer.

(C) Any conviction for a felony or entry of a plea of guilty or nolo contendere to a felony charge.

(2) No individual licensed under this Chapter shall contract for his services as an independent contractor without applying for and being issued a company and manager license under this Chapter. No company shall contract for the independent services of a holder of an individual license under this Section.

[Source: Amended at 10 Ok Reg 1983, eff 6-1-1993; Amended at 14 Ok Reg 935, eff 1-8-1997 (emergency); Amended at 14 Ok Reg 3125, eff 7-25-1997; Amended at 15 Ok Reg 1075, eff 12-15-1997 (emergency); Amended at 15 Ok Reg 3146, eff 7-13-1998; Amended at 16 Ok Reg 2454, eff 6-25-1999; Amended at 18 Ok Reg 647, eff 1-10-2001 (emergency); Amended at 18 Ok Reg

2027, Eff 6/11/2001; Amended at 20 Ok Reg 503, eff 1-6-2003 (emergency); Amended at 20 Ok Reg 2354, eff 7-11-2003; Amended at 21 Ok Reg 2718, eff 7-12-2004; Amended at 22 Ok Reg 2368, eff 7-11-2005; Amended at 23 Ok Reg 2346, eff 6-25-2006; Amended at 24 Ok Reg 584, eff 12-21-2006 (emergency); Amended at 24 Ok Reg 1908, eff 6-25-2007]

310:205-3-3. Burglar alarm license requirements

Licensing requirements for the burglar alarm industry are as follows:

(1) **Company.**

(A) Each company shall employ an Oklahoma licensed burglar alarm company manager who is responsible for the operations of the company's office. Any company maintaining multiple activity offices within Oklahoma, shall have a licensed burglar alarm manager at each office. Each burglar alarm company shall employ an Oklahoma licensed burglar alarm company manager. After January 1, 2003, all burglar alarm companies applying for initial licensure and/or any burglar alarm company which changes its burglar alarm company manager or ownership shall comply with Section 310:205-3-3(2)(C) of this chapter. After July 1, 2003, all burglar alarm companies will comply with section 310:205-3-3(2)(C) of this Chapter. A burglar alarm company shall notify the Department within fourteen (14) days in event of the death of the burglar alarm company manager or the manager's separation from the company for any other reason, and the company shall designate another licensed burglar alarm manager within (30) thirty days from separation.

(B) A licensed burglar alarm technician or manager shall be on site for any work being performed.

(C) A burglar alarm company may operate multiple activity offices provided each office has the same name and ownership of the parent company and shall operate in compliance with 310:205-3-3(1)(A). The company will notify the Department of the physical address and telephone number for each multiple activity office in accordance with 59 O.S. Section 1800.10.

(D) Each alarm company engaged in alarm business that sells a burglar alarm system to a consumer upon request from the consumer shall within forty-eight (48) hours return the lockout, installer, or programming code of the system to the factory default setting when the consumer cancels the contract on customer-owned equipment. If a system is installed without a written

contract with the consumer, the system shall have the lockout code, installer or programming code set at default.

(E) The customer shall be given a copy of all documents at the time of the sale and the company shall maintain a copy of all of the documents. All monitoring and/or lease contracts shall include, as a minimum, the following information: the initial term of the agreement, the renewal term of the agreement, the terms for notification of cancellation of the agreement as well as the costs involved of all the terms of the agreement, the company name and the state issued license number, the sales representative's name and state issued license number, and the customer's name and address. The minimum information described above shall be disclosed in one of the following two ways:

(i) Printed on the front or face of the written contract in not less than twelve (12) point bold type and at least two (2) points larger than the rest of type size of the remaining text in the written contract; or,

(ii) On a separate disclosure form appended to the written contract and dated, and signed by the customer and the licensed alarm company representative who made the sale.

(2) **Manager.**

(A) Each application for licensure as a manager shall include verification of four (4) years of experience in the burglar alarm business. The experience shall include two (2) years verified/or licensed experience as a Burglar Alarm technician or other related experience approved by the Committee.

(B) As of July 1, 2007, each applicant for licensure as a burglar alarm manager shall as a prerequisite for licensing successfully complete a pre-licensing course from a provider approved by the Committee and pass an examination prescribed by the Committee in accordance with subsection 310:205-3-2(f) of this Chapter.

(C) Each licensed burglar alarm company manager shall be responsible for all activities conducted within the State of Oklahoma by the office where they are listed as manager.

(D) Each licensed burglar alarm company manager shall have a security background verification.

(E) Each licensed burglar alarm company manager that engages in residential systems must also be licensed as a residential fire alarm manager.

(3) **Technician.**

(A) Each technician shall work for a licensed burglar alarm company and under the supervision of a burglar alarm company manager.

(B) As of July 1, 2007, each applicant for licensure as a burglar alarm technician shall as a prerequisite for licensing successfully complete a pre-licensing course from a provider approved by the Committee and pass an examination prescribed by the Committee in accordance with subsection 310:205-3-2(f) of this Chapter.

(C) Each technician shall have a security background verification.

(D) Each licensed burglar alarm technician that engages in residential systems must also be licensed as a residential fire alarm technician.

(E) An individual that holds a technician license in this category can engage in any licensed category as a trainee pursuant to this Chapter.

(4) **Technician/Salesperson Trainee.**

(A) A technician/salesperson trainee shall be employed by a licensed Oklahoma burglar alarm company.

(B) A technician/salesperson trainee shall work under the direct supervision of a licensed burglar alarm company manager, burglar alarm technician or a burglar alarm salesperson.

(C) There shall be no more than three (3) technician/salesperson trainees per burglar alarm company manager, burglar alarm technician or burglar alarm salesperson per job site.

(D) Each technician/salesperson trainee shall have security background verification.

(E) Each licensed burglar alarm trainee that engages in residential systems must also be licensed as a residential fire alarm trainee.

(F) An individual that holds a trainee license can engage in any licensed category pursuant to this Chapter while under the direct supervision of an individual holding the appropriate license in the category of activity being performed.

(5) **Salesperson.**

(A) Each salesperson shall work for a licensed burglar alarm company and under the supervision of a burglar alarm company manager.

(B) As of July 1, 2007, each applicant for licensure as a burglar alarm salesperson shall as a prerequisite for licensing successfully complete a pre-licensing course from a provider approved by the Committee and pass an examination prescribed by the Committee in accordance with subsection 310:205-3-2(f) of this Chapter.

(C) Each salesperson shall have a security background verification.

(D) Each licensed burglar alarm salesperson that engages in residential systems must also be licensed as a residential fire alarm salesperson.

[Source: Amended at 10 Ok Reg 1983, eff 6-1-1993; Amended at 14 Ok Reg 935, eff 1-8-1997 (emergency); Amended at 14 Ok Reg 3125, eff 7-25-1997; Amended at 15 Ok Reg 1075, eff 12-15-1997 (emergency); Amended at 15 Ok Reg 3146, eff 7-13-1998; Amended at 16 Ok Reg 2454, eff 6-25-1999; Amended at 18 Ok Reg 647, eff 1-10-2001 (emergency); Amended at 18 Ok Reg 2027, eff 6/11/2001; Amended at 19 Ok Reg 2057, eff 6-27-2002; Amended at 20 Ok Reg 503, 1-6-2003 (emergency); Amended at 20 Ok Reg 2354, eff 7-11-2003; Amended at 21 Ok Reg 2718, eff 7-12-2004; Amended at 22 Ok Reg 2368, eff 7-11-2005; Amended at 23 Ok Reg 2346, eff 6-25-2006; Amended at 24 Ok Reg 584, eff 12-21-2006 (emergency); Amended at 24 Ok Reg 1908, eff 6-25-2007]

310:205-3-4. Fire alarm license requirements

Licensing requirements for the fire alarm industry are as follows:

(1) **Company.**

(A) Each company shall employ an Oklahoma licensed fire alarm company manager who is responsible for the operations of the company's office. Any company maintaining multiple activity offices within Oklahoma shall have a licensed manager at each office regarding each regulated activity. Each company shall employ an Oklahoma licensed fire alarm company manager. After July 1, 2002, all fire alarm companies applying for initial licensure or any fire alarm company which changes managers or ownership shall comply with section 310:205-3-4 (2)(H) of this Chapter. After July 1, 2003, all fire alarm companies will comply with section 310:205-3-4 (2)(H) of this Chapter. In the event of the death of the fire alarm company manager or his/her separation from the company for any other reason, a burglar alarm company shall notify the Department within fourteen (14) days and name a licensed burglar alarm manager within thirty (30) days after separation.

(B) A licensed fire alarm technician or manager shall be on site for any work being performed.

(C) A company whose manager only holds a residential fire alarm manager license shall be issued a residential fire alarm company license.

(D) A company whose manager holds a commercial fire alarm manager license shall be issued a commercial fire alarm company license.

(E) A company with a residential fire alarm company license shall only offer to, or engage in the planning, installation, repair, alteration, maintenance, service, sale, inspection, or advertisement of fire alarms for use in Residential Building and manufactured housing.

(F) A company with a commercial fire alarm company license may offer to, or engage in the planning, installation, repair, alteration, maintenance, service, sale, inspection, or advertisement of fire alarm systems for any residential or commercial use.

(G) Any equipment installed by a company as part of a fire alarm system shall be listed by Underwriters Laboratories, Factory Mutual or any other nationally recognized testing entities for such purpose.

(H) A fire alarm company may operate multiple activity offices provided each office has the same name and ownership of the parent company and shall operate in compliance with 310:205-3-4(1)(A). The company will notify the Department of the physical address and telephone number for each multiple activity office in accordance with 59 O.S. Section 1800.10.

(I) A properly licensed fire alarm technician or manager of a properly licensed alarm company shall perform the initial testing, inspection, or certification of the entire fire alarm system, and that licensed alarm company shall assume full responsibility for the installation of the alarm system.

(J) Each fire alarm company that sells a fire alarm system to a consumer upon request from the consumer shall within forty-eight (48) hours return the central station monitoring programming code of the system to the factory default setting when the consumer cancels the contract on customer owned equipment. If a system is installed without a written contract with the consumer, the system shall have the central station monitoring programming code set at default.

(2) **Manager.**

(A) Each application for licensure as a fire alarm manager shall include verification of four (4) years of

experience in the fire alarm business. The experience shall include two (2) years verified/or licensed experience as a fire alarm technician. If applying for residential fire alarm manager, experience must show residential technical experience. If applying for commercial fire alarm manager, experience must show commercial technical experience.

(B) As of July 1, 2007, each applicant for licensure as a residential fire alarm manager shall as a prerequisite for licensing successfully complete a pre-licensing course from a provider approved by the Committee and pass an examination prescribed by the Committee in accordance with subsection 310:205-3-2(f) of this Chapter.

(C) As of July 1, 2007, each applicant for licensure as a commercial fire alarm manager shall as a prerequisite for licensing successfully complete a pre-licensing course from a provider approved by the Committee and pass an examination prescribed by the Committee in accordance with subsection 310:205-3-2(f) of this Chapter.

(D) Each licensed company manager shall be responsible for all activities of the office they are listed as manager for within the State of Oklahoma.

(E) Each licensed company manager shall have a security background verification.

(F) A manager with a residential fire alarm manager license shall only offer to, engage in, or supervise the planning, installation, repair, alteration, maintenance, service, sale, inspection, or advertisement of fire alarm systems for use in Residential Building and manufactured housing. Each licensed Fire alarm company manager that engages in residential systems must also be licensed as a burglar alarm manager.

(G) A manager with a commercial fire alarm manager license may offer to, engage in, or supervise the planning, installation, repair, alteration, maintenance, service, sale, inspection, or advertisement of fire alarm systems for any residential or commercial use.

(3) **Technician.**

(A) Each technician shall work for a licensed Oklahoma fire alarm company and under the supervision of a fire alarm company manager.

(B) As of July 1, 2007, each applicant for licensure as a residential fire alarm technician shall as a prerequisite for licensing successfully complete a pre-licensing course from an approved provider and pass an

examination prescribed by the Committee in accordance with subsection 310:205-3-2(f) of this Chapter.

(C) As of July 1, 2007 each applicant for licensure as a commercial fire alarm technician shall as a prerequisite for licensing successfully complete a pre-licensing course from a provider approved by the Committee and pass an examination prescribed by the Committee in accordance with subsection 310:205-3-2(f) of this Chapter.

(D) Each technician shall have a security background verification.

(E) Each technician shall perform or supervise only fire alarm work within the fire alarm license category for which the fire alarm company is licensed. Each licensed fire alarm technician that engages in residential systems must also be licensed as a burglar alarm technician.

(F) An individual that holds a technician license in this category can engage in any licensed category as a trainee pursuant to this Chapter.

(4) Technician/Salesperson trainee.

(A) A technician/salesperson trainee shall be employed by a licensed Oklahoma fire alarm company.

(B) A technician/salesperson trainee shall work under the direct supervision of a licensed fire alarm company manager, fire alarm technician or a fire alarm salesperson.

(C) There shall be no more than three (3) technician/salesperson trainees per fire alarm company manager or fire alarm technician per job site.

(D) Each technician/salesperson trainee shall have a security background verification.

(E) Each technician/salesperson trainee shall only install, repair, alter, maintain, service, sell, or inspect fire alarm systems within the fire alarm license category for which the supervisor is licensed. Each licensed fire alarm trainee that engages in residential systems must also be licensed as a burglar alarm trainee.

(F) An individual that holds a trainee license can engage in any licensed category pursuant to this Chapter while under the direct supervision of an individual holding the appropriate license in the category of activity being performed.

(5) Salesperson.

(A) Each salesperson shall work for a licensed Oklahoma fire alarm company and under the supervision of a fire alarm company manager.

(B) Each salesperson shall pass an examination administered by the Department which determines if the applicant is sufficiently knowledgeable in fire alarms to design and sell fire alarm systems that meet applicable code standards when installed.

(C) Each salesperson shall have a security background verification.

(D) As of July 1, 2007, each applicant for licensure as a residential fire alarm salesperson shall as a prerequisite for licensing successfully complete a pre-licensing course from a provider approved by the Committee and pass an examination prescribed by the Committee in accordance with subsection 310:205-3-2(f) of this Chapter.

(E) As of July 1, 2007, each applicant for licensure as a commercial fire alarm salesperson shall as a prerequisite for licensing successfully complete a pre-licensing course from a provider approved by the Committee and pass an examination prescribed by the Committee in accordance with subsection 310:205-3-2(f) of this Chapter.

(F) Each salesperson shall design and sell only fire alarm systems in the license category for which the fire alarm company is licensed. Each licensed fire alarm salesperson that engages in residential systems must also be licensed as a burglar salesperson.

[Source: Amended at 10 Ok Reg 1983, eff 6-1-1993; Amended at 14 Ok Reg 935, eff 1-8-1997 (emergency); Amended at 14 Ok Reg 3125, 7-25-1997; Amended at 15 Ok Reg 1075, eff 12-15-1997 (emergency); Amended at 15 Ok Reg 3146, eff 7-13-1998; Amended at 16 Ok Reg 2454, eff 6-25-1999; Amended at 18 Ok Reg 647, eff 1-10-2001 (emergency); Amended at 18 Ok Reg 2027, eff 6/11/2001; Amended at 19 Ok Reg 2057, eff 6-27-2002; Amended at 20 Ok Reg 503, eff 1-6-2003 (emergency); Amended at 20 Ok Reg 2354, eff 7-11-2003; Amended at 21 Ok Reg 2718, eff 7-12-2004; Amended at 22 Ok Reg 2368, eff 7-11-2005; Amended at 23 Ok Reg 2346, eff 6-25-2006; Amended at 24 Ok Reg 584, eff 12-21-2006 (emergency); Amended at 24 Ok Reg 1908, eff 6-25-2007]

310:205-3-5. Monitoring license requirements

Licensing requirements for the alarm monitoring industry are as follows:

(1) **Company.** Each company shall employ an Oklahoma licensed alarm monitoring company manager. A monitoring license shall be issued to a monitoring facility, which offers and provides monitoring services to residential or commercial customers.

(2) **Manager.**

(A) Each manager shall be responsible for all activities of the company within the State of Oklahoma. In the event of the death of the monitoring company manager or his/her separation from the company for any other reason, a monitoring company shall notify the Department with fourteen (14) days and name another licensed burglar alarm manager within thirty (30) days from separation.

(B) Each manager shall have a security background verification.

[**Source:** Amended at 14 Ok Reg 935, eff 1-8-1997 (emergency); Amended at 14 Ok Reg 3125, eff 7-25-1997; Amended at 24 Ok Reg 584, eff 12-21-2006 (emergency); Amended at 24 Ok Reg 1908, eff 6-25-2007]

310:205-3-6. Vehicle alarm license requirements [REVOKED]

[**Source:** Amended at 14 Ok Reg 935, eff 1-8-1997 (emergency); Amended at 14 Ok Reg 3125, eff 7-25-1997; Revoked at 23 Ok Reg 2346, eff 6-25-2006]

310:205-3-7. Fire sprinkler license requirements

Licensing requirements for the fire sprinkler industry are as follows:

(1) **Company.**

(A) Each company shall employ an Oklahoma licensed fire sprinkler company manager who shall attend the operations of that office. Each company which maintains multiple offices within Oklahoma, except for offices established for single event activity such as job site construction offices, shall have a licensed manager at each individual office. The company licensed manager shall attend only one (1) of the company offices in Oklahoma. In the event of the death of the fire sprinkler company manager or his/her separation from the company for any other reason, a fire sprinkler company shall notify the Department within fourteen (14) days and name another licensed fire sprinkler manager within thirty (30) days from separation.

(B) A licensed fire sprinkler technician or manager must be on job site of any work being performed.

(C) A company whose manager only holds a residential fire sprinkler manager license shall be issued a residential fire sprinkler license.

(D) A company whose manager holds a commercial fire sprinkler manager license shall be issued commercial fire sprinkler license.

(E) A company with a residential fire sprinkler company license shall only offer to, or engage in the planning, sales, installation, repair, alteration, service, and inspection of residential multipurpose fire sprinkler systems on residential building and manufactured housing.

(F) A company with a commercial fire sprinkler company license may offer to, or engage in the planning, installation, repair, alteration, maintenance, service, sale, inspection, or advertisement of fire sprinkler systems for any residential or commercial use.

(2) **Manager.**

(A) As of July 1, 2007, each applicant for licensure as a residential fire sprinkler manager shall as a prerequisite for licensing successfully complete a pre-licensing course from a provider approved by the Committee and pass an examination prescribed by the Committee in accordance with subsection 310:205-3-2(f) of this Chapter.

(B) Each licensed residential or commercial company manager accepts full responsibility for all activities of his company within the State of Oklahoma.

(C) A fire sprinkler company manager is a specialty contractor whose principal contracting business is the execution of contracts requiring the art, ability, experience, knowledge, science, and skill to design, fabricate, install, inspect (other than electrical), alter or repair, fire sprinkler systems, piping or tubing and appurtenances and equipment pertaining thereto, including both overhead and underground non-potable water mains, fire hydrant mains, standpipes, and hose connections to fire sprinkler systems, air line systems used in connection with fire sprinkler systems, and tanks and pumps connected thereto, in compliance with nationally recognized standards including state and local codes and standards for layout, installation and maintenance of fire sprinkler systems.

(D) As of July 1, 2007, each applicant for licensure as a commercial fire sprinkler manager shall as a prerequisite for licensing successfully complete a pre-licensing course from a provider approved by the

Committee and pass an examination prescribed by the Committee in accordance with subsection 310:205-3-2(f) of this Chapter.

(E) A residential fire sprinkler manager shall only offer to, engage in, or supervise the planning, installation, repair, alteration, maintenance, service, sale, inspection, or advertisement of multipurpose fire sprinkler systems for use in Residential Building and manufactured housing.

(F) A commercial fire sprinkler manager may offer to, engage in, or supervise the planning, installation, repair, alteration, maintenance, service, sale, inspection, or advertisement of fire sprinkler systems for any residential or commercial use.

(3) Technician.

(A) Each residential or commercial fire sprinkler technician must work for a licensed Oklahoma fire sprinkler company and work under the supervision of a fire sprinkler company manager.

(B) As of July 1, 2007, each applicant for licensure as a residential fire sprinkler technician shall as a prerequisite for licensing successfully complete a pre-licensing course from a provider approved by the Committee and pass an examination prescribed by the Committee in accordance with subsection 310:205-3-2(f) of this Chapter.

(C) As of July 1, 2007, each applicant for licensure as a commercial fire sprinkler technician shall as a prerequisite for licensing successfully complete a pre-licensing course from a provider approved by the Committee and pass an examination prescribed by the Committee in accordance with subsection 310:205-3-2(f) of this Chapter.

(D) A commercial fire sprinkler technician working for a fire sprinkler company with a residential license shall only perform fire sprinkler work for which the company is licensed.

(4) Technician Trainee.

(A) A technician trainee shall be employed by a licensed Oklahoma fire sprinkler company.

(B) A technician trainee shall work under the direct supervision of a licensed fire sprinkler company manager or fire sprinkler technician.

(C) There shall be no more than ten (10) technician trainees per fire sprinkler company manager or fire sprinkler technician per job site.

(D) A technician trainee must submit a trainee application to the Oklahoma State Department of Health within fifteen (15) days of being hired by a Oklahoma licensed fire sprinkler company.

(5) **Inspector.**

(A) An applicant for initial licensure as a Fire Sprinkler Inspector shall possess an alarm industry license with the unlimited fire sprinkler manager or unlimited fire sprinkler technician category or possess a registration as a professional engineer in the state of Oklahoma in the field of fire protection. Beginning July 1, 2005, an applicant for initial or renewal fire sprinkler inspector license shall also submit proof of NICET Level II certification in the sub-field of Inspection and Testing of Water-Based Systems or submit proof of NICET Level III certification in the sub-field of automatic sprinkler systems layout, or by another organization which offers national certification to individuals in the fire sprinkler industry in accordance with subsection 310:205-3-2(f) of this Chapter in the technical sub-field of automatic sprinkler systems layout, or possess a registration as a professional engineer in the State of Oklahoma in the field of fire protection. Beginning July 1, 2007, an applicant for initial or renewal fire sprinkler inspector license shall also submit proof of NICET Level III certification in the sub-field of Inspection and Testing of Water-Based Systems or submit proof of NICET Level III certification in the sub-field of automatic sprinkler systems layout, or certification by another organization which offers national certification to individuals in the fire sprinkler industry in accordance with subsection 310:205-3-2(f) of this Chapter in the technical sub-field of automatic sprinkler systems layout, or possess a registration as a professional engineer in the State of Oklahoma in the field of fire protection.

(B) Each fire sprinkler inspector shall work for a licensed fire sprinkler company.

(C) Each fire sprinkler inspector shall inspect and test each fire sprinkler system to determine if the system has been installed and is operating according to the appropriate code and standard before certifying the system.

(D) Each fire sprinkler inspector shall work for a fire sprinkler company which possesses an unlimited fire sprinkler company license.

[**Source:** Amended at 15 Ok Reg 1075, eff 12-15-1997 (emergency); Amended at 15 Ok Reg 3146, eff 7-13-1998; Amended at 16 Ok Reg 2454, eff 6-25-1999; Amended at 19 Ok Reg 2057, eff 6-27-2002; Amended at 21 Ok Reg 2718, eff 7-12-2004; Amended at 22 Ok Reg 2368, eff 7-11-2005; Amended at 24 Ok Reg 584, eff 12-21-2006 (emergency); Amended at 24 Ok Reg 1908, eff 6-25-2007]

310:205-3-8. Locksmith license requirements

Licensing requirements for the locksmith industry are as follows:

(1) **Company.**

(A) Each company shall employ an Oklahoma licensed locksmith company manager who is responsible for the operations of the company's office. Any company maintaining multiple offices within Oklahoma shall have a licensed locksmith manager at each office. In the event of the death of the locksmith company manager or his/her separation from the company for any other reason, a locksmith company shall notify the Department within fourteen (14) days and name another licensed locksmith manager within thirty (30) days from separation.

(B) A licensed locksmith technician or manager shall be on site for any work being performed.

(C) A locksmith company may operate multiple offices provided each office has the same name and ownership of the parent company and shall operate in compliance with 310:205-3-8(1)(A). The company shall notify the Department of the physical address and telephone number for each office in accordance with 59 O.S. Section 1800.10.

(D) The initial sales and pinning of locks and lock system shall not require a locksmith license however, the repinning of locks subsequent to the initial sales shall require a locksmith license.

(E) Tow truck companies/operators licensed by the Department of Public Safety are exempted from the requirements of licensure and this Chapter when performing automotive locksmith services at their business location, and when performing automotive locksmith roadside services in a vehicle appropriate licensed and identified in accordance with the Department of Public Safety requirements for tow truck companies/operators. (Chapter 595:25) existing at the of

the adoption of this rule or as may subsequently enumerated or adopted.

(F) An individual, company, corporation, institution, industry, business or religious organization, or employee thereof, is exempt from the requirements of this Chapter when performing locksmith category activities on the property of the same, provided the locksmith category services are not performed as a normal business practice on the property of another.

(2) **Manager.**

(A) Each application for licensure as a manager shall include verification of experience in the locksmith business. The experience shall include verified/or licensed experience as a locksmith technician.

(B) As of July 1, 2007, each applicant for licensure as a locksmith manager shall as a prerequisite for licensing successfully complete a pre-licensing course from a provider approved by the Committee and pass an examination prescribed by the Committee in accordance with subsection 310:205-3-2(f).

(C) Each licensed locksmith company manager shall be responsible for all activities conducted within the State of Oklahoma by the office where they are listed as manager.

(D) Each licensed locksmith company manager shall have a security background verification.

(3) **Technician.**

(A) Each technician shall work for a licensed Oklahoma locksmith company and under the supervision of a locksmith company manager.

(B) As of July 1, 2007, each applicant for licensure as a locksmith technician shall as a prerequisite for licensing successfully complete a pre-licensing course from a provider approved by the Committee and pass an examination prescribed by the Committee in accordance with subsection 310:205-3-2(f).

(C) Each technician shall have a security background verification.

(D) An individual that holds a technician license in this category can engage in any licensed category as a trainee pursuant to this Chapter.

(4) **Technician Trainee.**

(A) A technician trainee shall be employed by a licensed Oklahoma locksmith company.

(B) A technician trainee shall work under the direct supervision of a licensed locksmith company manager or a locksmith technician.

(C) There shall be no more than three (3) technician trainees per locksmith company manager or locksmith technician per job site.

(D) Each technician trainee shall have security background verification.

(E) An individual that holds a trainee license can engage in any licensed category pursuant to this Chapter while under the direct supervision of an individual holding the appropriate license in the category of activity being performed.

(5) **Salesperson.**

(A) Each salesperson shall work for a licensed Oklahoma locksmith company and under the supervision of a locksmith company manager.

(B) As of July 1, 2007 each applicant for licensure as a locksmith salesperson shall as a prerequisite for licensing successfully complete a pre-licensing course from a provider approved by the Committee and pass an examination prescribed by the Committee in accordance with subsection 310:205-3-2(f).

(C) Each salesperson shall have a security background verification.

[Source: Added at 24 Ok Reg 584, eff 12-21-2006 (emergency); Added at 24 Ok Reg 1908, eff 6-25-2007]

310:205-3-9. Electronic Access Control license requirements

Licensing requirements for the electronic access control are as follows:

(1) **Company.**

(A) Each company shall employ an Oklahoma licensed electronic access control company manager who is responsible for the operations of the company's office. Any company maintaining multiple offices within Oklahoma shall have a licensed electronic access control manager at each office. In the event of the death of the electronic access control company manager or his/her separation from the company for any other reason, an electronic access control company shall notify the Department within fourteen (14) days and name another licensed electronic access control manager within thirty (30) days from separation.

(B) A licensed electronic access control technician or manager shall be on site for any work being performed.

(C) An electronic access control company may operate multiple offices provided each office has the same name and ownership of the parent company and shall operate in compliance with 310:205-3-9-(1)(A). The company shall

notify the Department of the physical address and telephone number for each office in accordance with 59 O.S. Section 1800.10.

(2) **Manager.**

(A) Each application for licensure as a manager shall include verification of experience in the electronic access control business. The experience shall include verified and/or-licensed experience as an electronic access control technician.

(B) As of July 1, 2007, each applicant for licensure as a electronic access control manager shall as a prerequisite for licensing successfully complete a pre-licensing course from a provider approved by the Committee and pass an examination prescribed by the Committee in accordance with subsection 310:205-3-2(f).

(C) Each licensed electronic access control company manager shall be responsible for all activities conducted within the State of Oklahoma by the office where they are listed as manager.

(D) Each licensed electronic access control company manager shall have a security background verification.

(3) **Technician.**

(A) Each technician shall work for a licensed Oklahoma electronic access control company and under the supervision of a electronic access control company manager.

(B) As of July 1, 2007, each applicant for licensure as a electronic access control technician shall as a prerequisite for licensing successfully complete a pre-licensing course from a provider approved by the Committee and pass an examination prescribed by the Committee in accordance with subsection 310:205-3-2(f).

(C) Each technician shall have a security background verification.

(D) An individual that holds a technician license in this category can engage in any licensed category as a trainee pursuant to this Chapter.

(4) **Technician/ Salesperson Trainee.**

(A) A technician/salesperson trainee shall be employed by a licensed Oklahoma electronic access control company.

(B) A technician/salesperson trainee shall work under the direct supervision of a licensed electronic access control company manager, electronic access control technician or a electronic access control salesperson.

(C) There shall be no more than three (3) technician/salesperson trainees per electronic access

control company manager, electronic access control technician or electronic access control salesperson per job site.

(D) Each technician/salesperson trainee shall have security background verification.

(E) An individual that holds a trainee license can engage in any licensed category pursuit to this Chapter while under the direct supervision of an individual holding the appropriate license in the category of activity being performed.

(5) **Salesperson.**

(A) Each salesperson shall work for a licensed Oklahoma electronic access control company and under the supervision of a electronic access control company manager.

(B) As of July 1, 2007, each applicant for licensure as a electronic access control salesperson shall as a prerequisite for licensing successfully complete a pre-licensing course from a provider approved by the Committee and pass an examination prescribed by the Committee in accordance with subsection 310:205-3-2(f).

(C) Each salesperson shall have a security background verification.

[Source: Added at 24 Ok Reg 584, eff 12-21-2006 (emergency); Added at 24 Ok Reg 1908, eff 6-25-2007]

310:205-3-10. Closed Circuit Television license requirements(CCTV)

Licensing requirements for the CCTV industry are as follows:

(1) **Company.**

(A) Each company shall employ an Oklahoma licensed CCTV company manager who is responsible for the operations of the company's office. Any company maintaining multiple offices within Oklahoma, shall have a licensed CCTV manager at each office. In the event of the death of the CCTV company manager or his/her separation from the company for any other reason, a CCTV company shall notify the Department within fourteen (14) days and name another licensed CCTV manager within thirty (30) days from separation.

(B) A licensed CCTV technician or manager shall be on site for any work being performed.

(C) A CCTV company may operate multiple offices provided each office has the same name and ownership of the parent company and shall operate in compliance with 310:205-3-10(1)(A). The company will notify the

Department of the physical address and telephone number for each office in accordance with 59 O.S. Section 1800.10.

(2) **Manager.**

(A) Each application for licensure as a CCTV manager shall include verification of experience in the CCTV business. The experience shall include verified and/or licensed experience as a CCTV technician.

(B) As of July 1, 2007, each applicant for licensure as a CCTV manager shall as a prerequisite for licensing successfully complete a pre-licensing course from a provider approved by the Committee and pass an examination prescribed by the Committee in accordance with subsection 310:205-3-2(f).

(C) Each licensed CCTV company manager shall be responsible for all activities conducted within the State of Oklahoma by the office where they are listed as manager.

(D) Each licensed CCTV company manager shall have a security background verification.

(3) **Technician.**

(A) Each technician shall work for a licensed Oklahoma CCTV company and under the supervision of a CCTV company manager.

(B) As of July 1, 2007 each applicant for licensure as a CCTV technician shall as a prerequisite for licensing successfully complete a pre-licensing course from a provider approved by the Committee and pass an examination prescribed by the Committee in accordance with subsection 310:205-3-2(f).

(C) Each technician shall have a security background verification.

(D) An individual that holds a technician license in this category can engage in any licensed category as a trainee pursuant to this Chapter.

(4) **Technician/Salesperson Trainee.**

(A) A technician/salesperson trainee shall be employed by a licensed Oklahoma CCTV company.

(B) A technician/salesperson trainee shall work under the direct supervision of a licensed CCTV company manager, CCTV technician or a CCTV salesperson.

(C) There shall be no more than three (3) technician/salesperson trainees per CCTV company manager, CCTV technician or CCTV salesperson per job site.

(D) Each technician/salesperson trainee shall have security background verification.

(E) An individual that holds a trainee license can engage in any licensed category pursuant to this Chapter while under the direct supervision of an individual holding the appropriate license in the category of activity being performed.

(5) **Salesperson.**

(A) Each salesperson shall work for a licensed Oklahoma CCTV company and under the supervision of a CCTV company manager.

(B) As of July 1, 2007, each applicant for licensure as a CCTV salesperson shall as a prerequisite for licensing successfully complete a pre-licensing course from a provider approved by the Committee and pass an examination prescribed by the Committee in accordance with subsection 310:205-3-2(f).

(C) Each salesperson shall have a security background verification.

[**Source:** Added at 24 Ok Reg 584, eff 12-21-2006 (emergency); Added at 24 Ok Reg 1908, eff 6-25-2007]

310:205-3-11. Nurse Call System license requirements

Licensing requirements for the nurse call industry are as follows:

(1) **Company.**

(A) Each company shall employ an Oklahoma licensed nurse call company manager who is responsible for the operations of the company's office. Any company maintaining multiple activity offices within Oklahoma, shall have a licensed nurse call manager at each office. In the event of the death of the nurse call company manager or his/her separation from the company for any other reason, a nurse call company shall notify the Department within fourteen (14) days and name another licensed nurse call manager within thirty (30) days from separation.

(B) A licensed nurse call technician or manager shall be on site for any work being performed.

(C) A nurse call company may operate multiple offices provided each office has the same name and ownership of the parent company and shall operate in compliance with 310:205-3-11(1)(A). The company shall notify the Department of the physical address and telephone number for each office in accordance with 59 O.S. Section 1800.10.

(2) **Manager.**

(A) Each application for licensure as a manager shall include verification of experience in the nurse call

business. The experience shall include verified and/or licensed experience as a nurse call technician.

(B) As of July 1, 2007, each applicant for licensure as a nurse call manager shall as a prerequisite for licensing successfully complete a pre-licensing course from a provider approved by the Committee and pass an examination prescribed by the Committee in accordance with subsection 310:205-3-2(f).

(C) Each licensed nurse call company manager shall be responsible for all activities conducted within the State of Oklahoma by the office where they are listed as manager.

(D) Each licensed nurse call company manager shall have a security background verification.

(3) Technician.

(A) Each technician shall work for a licensed Oklahoma nurse call company and under the supervision of a nurse call company manager.

(B) As of July 1, 2007, each applicant for licensure as a nurse call technician shall as a prerequisite for licensing successfully complete a pre-licensing course from a provider approved by the Committee and pass an examination prescribed by the Committee in accordance with subsection 310:205-3-2(f).

(C) Each technician shall have a security background verification.

(D) An individual that holds a technician license in this category can engage in any licensed category as a trainee pursuant to this Chapter.

(4) Technician/Salesperson Trainee.

(A) A technician/salesperson trainee shall be employed by a licensed Oklahoma nurse call company.

(B) A technician/salesperson trainee shall work under the direct supervision of a licensed nurse call company manager, nurse call technician or a nurse call salesperson.

(C) There shall be no more than three (3) technician/salesperson trainees per nurse call company manager, nurse call technician or nurse call salesperson per job site.

(D) Each technician/salesperson trainee shall have security background verification.

(E) An individual that holds a trainee license can engage in any licensed category pursuant to this Chapter while under the direct supervision of an individual holding the appropriate license in the category of activity being performed.

(5) **Salesperson.**

(A) Each salesperson shall work for a licensed Oklahoma nurse call company and under the supervision of a nurse call company manager.

(B) As of July 1, 2007, each applicant for licensure as a nurse call salesperson shall as a prerequisite for licensing successfully complete a pre-licensing course from a provider approved by the Committee and pass an examination prescribed by the Committee in accordance with subsection 310:205-3-2(f).

(C) Each salesperson shall have a security background verification.

[Source: Added at 24 Ok Reg 584, eff 12-21-2006 (emergency); Added at 24 Ok Reg 1908, eff 6-25-2007]

SUBCHAPTER 5. SPECIAL PROVISIONS

310:205-5-1. Commercial fire alarm tagging requirements

310:205-5-2. Fire sprinkler tagging requirements

310:205-5-1. Commercial fire alarm tagging requirements

(a) **White Tag (Installation sticker).** The White Tag shall be the permanent visual record of the original installation and certification. The following additional requirements shall apply to the use of the White Tag:

(1) The tag must be permanently affixed to the main control panels as long as the system is in service.

(2) The tag shall be five inches (5") in height by four inches (4") in width and shall be water durable and have a self-adhesive backing.

(3) The tag shall bear the following information:

(A) "DO NOT REMOVE BY ORDER OF THE FIRE CODE OFFICIAL";

(B) The certifying company's name, address, and telephone number (local office);

(C) The certifying company's commercial fire alarm license number;

(D) The signature and license number of the commercial Fire Alarm Technician certifying the system;

(E) The Fire Alarm Permit number;

(F) The model of the control panel;

(G) The date of certification; and,

(H) The Code, Edition and year under which the system was installed.

- (4) Only the Fire Code Official may remove an installation tag.
- (b) **Traffic Light Bright Green Tag (Annual inspection tag/sticker)**. The Green Tag shall be the visual record of the last annual inspection or initial certification testing where the system was found to be operable with no impairments. The following additional requirements shall apply to the use of the Green Tag:
- (1) The annual inspection must be conducted in accordance with NFPA testing standards and manufacturer's specifications.
 - (2) The tag shall be five inches (5") in height by four inches (4") in width and shall have a self-adhesive backing or made of colored card stock placed in a plastic sleeve.
 - (3) The tag shall bear the following information:
 - (A) "DO NOT REMOVE BY ORDER OF THE FIRE CODE OFFICIAL;"
 - (B) The service company's name, address, and telephone number (local office);
 - (C) The service company's commercial fire alarm license number;
 - (D) The signature and license number of the commercial Fire Alarm Technician certifying the system; and
 - (E) The date the inspection was performed.
 - (4) Only a commercial Fire Alarm Technician, employed by a Fire Alarm Company or the Fire Code Official may remove the tag.
- (c) **Traffic Light Bright Yellow Tag (Annual inspection tag/sticker)**. Operational Fire Alarm System but with minor impairments. The intent of the Yellow Tag is to provide notification to the Authority Having Jurisdiction of a system that is operable with impairments that do not severely compromise the system's functional operation. The Yellow Tag shall be the visual record of the last annual inspection where the system was found to be operable but with minor impairments. The following additional requirements shall apply to the use of the Yellow Tag:
- (1) The annual inspection must be conducted in accordance with NFPA testing standards and manufacturer's specifications.
 - (2) The tag shall be five inches (5") in height by four inches (4") in width and shall have a self-adhesive backing or made of colored card stock placed in a plastic sleeve.

- (3) The tag shall bear the following information:
- (A) "DO NOT REMOVE BY ORDER OF THE FIRE CODE OFFICIAL";
 - (B) The service company's name, address, and telephone number (local office);
 - (C) The service company's commercial fire alarm license number;
 - (D) The signature and license number of the commercial Fire Alarm Technician certifying the system;
 - (E) The date the inspection was performed; and,
 - (F) A list of the impairments.
- (4) Only a commercial Fire Alarm Technician, employed by a commercial Fire Alarm Company or the Fire Code Official may remove the tag.
- (5) If a Yellow Tag is placed on a fire alarm system the commercial Fire Alarm Company shall notify the building owner or agent and the Fire Code Official in writing of all impairments immediately or as soon as practicable, but no later than seventy-two (72) hours.
- (d) **Traffic Light Bright Red Tag (Annual inspection tag/sticker) Fire Alarm System Inoperable.** The intent of the Red Tag is to provide notification to the Authority Having Jurisdiction of a Fire Alarm System that is inoperable.
- (1) The annual inspection must be conducted in accordance with NFPA testing standards and manufacturer's specifications.
 - (2) The tag shall be five inches (5") in height by four inches (4") in width and shall have a self-adhesive backing or made of colored card stock placed in a plastic sleeve.
 - (3) The tag shall bear the following information:
 - (A) "DO NOT REMOVE BY ORDER OF THE FIRE CODE OFFICIAL";
 - (B) The service company's name, address, and telephone number (local office);
 - (C) The service company's commercial fire alarm license number;
 - (D) The signature and license number of a commercial Fire Alarm Technician certifying the system;
 - (E) The date the inspection was performed;
 - (F) A list of the deficiencies that render the system inoperable; and,
 - (G) A list of any deficiencies present that do not

render the system inoperable.

(4) Only a commercial Fire Alarm Technician, employed by a commercial Fire Alarm Company or the Fire Code Official may remove an annual inspection tag.

(5) If a Red Tag is placed on a fire alarm system the commercial Fire Alarm Company shall notify the building owner or agent and the Fire Code Official in writing of all impairments immediately or as soon as practicable, but no later than twenty-four (24) hours.

[Source: Added at 21 Ok Reg 2718, eff 7-12-2004; Amended at 22 Ok Reg 2368, eff 7-11-2005; Amended at 24 Ok Reg 584, eff 12-21-2006 (emergency); Amended at 24 Ok Reg 1908, eff 6-25-2007]

310:205-5-2. Fire sprinkler tagging requirements

(a) **White Sticker.** The white sticker shall be made from water durable material and permanently affixed to the riser of the fire protection system. The white sticker shall be affixed this sticker at the time of acceptance. This sticker shall be completed with waterproof ink. The following additional requirements shall apply to the use of the White Sticker:

(1) The sticker shall be a permanently affixed sticker(glued back) that is completed by the contractor. This installation sticker shall be affixed to the riser directly adjacent to the data plate. This sticker will stay on the riser indefinitely. The sticker will be five inches in height and four inches in width.

(2) The sticker shall bear the following information:

(A) "DO NOT REMOVE BY ORDER OF THE FIRE CODE OFFICIAL";

(B) The contractor's name;

(C) The contractor's complete address;

(D) The contractor's phone number;

(E) The contractor's Oklahoma State license number;

(F) The applicable version of NFPA 13 which the system was installed under;

(G) The date of installation;

(H) The technician's name responsible for installation; and

(I) The name of the Authority Having Jurisdiction(AHJ).

(3) All information shall be printed and be legible.

(4) Any subsequent addition(s) to the sprinkler shall require a new white sticker with the same data referenced above. The new sticker shall be placed on top of the previous sticker.

(b) **Traffic Light Bright Green Inspection/Service Tag.** The Traffic Light Bright Green Inspection/Service Tag shall be placed in a clear plastic sleeve and attached to the system after the system has been thoroughly inspected by a Licensed Fire Alarm Sprinkler Inspector or a Licensed Fire Alarm Sprinkler Company Manager of a licensed sprinkler company and found to be operational. The following additional requirements shall apply to the use of the Traffic Light Bright Green Inspection/Service Tag:

(1) After annual inspection or initial installation of a sprinkler system the Traffic Light Bright Green Inspection/Service Tag shall be affixed to the riser when no impairments are found and the system appears to be operational.

(2) A Traffic Light Bright Green Inspection/Service Tag shall be attached to the riser each time the system is serviced or repaired and the appropriate block punched. Any necessary comments shall be printed in the provided space on the rear of the tag.

(3) The Traffic Light Bright Green Inspection/Service Tag shall bear the following information:

(A) "DO NOT REMOVE BY ORDER OF THE FIRE CODE OFFICIAL;"

(B) The Licensed Fire Alarm Sprinkler Contractor's name and address;

(C) The Licensed Fire Alarm Sprinkler Contractor's Oklahoma State license number;

(D) The day, month and year inspected in print, and punched;

(E) The Fire Alarm Licensed Sprinkler Inspector or Licensed Fire Alarm Sprinkler Company Manager's signature; and,

(F) The type of work performed punched in the appropriate block for each type of work, installation, service and inspection performed.

(4) The tag shall be "traffic light bright" green in color, five and one fourth inches (5 1/4") in height and two and five-eighths inches (2 5/8") in width.

(5) The tag shall be printed with dates and may be established for any six-year period. After each printing a copy of the tag shall be sent to the State Fire Marshall and the State Health Department Licensing Division.

(6) The tag can be removed only by a Licensed Sprinkler Inspector or a Licensed Company Manager of a licensed sprinkler company, an employee of the local or State Fire Marshal's office or an authorized representative of a

governmental agency with regulatory authority. Unnecessary tags shall be removed and discarded each time a new tag is installed. The new tag shall be placed in the clear plastic sleeve.

(c) **Traffic Light Bright Yellow Inspection Tag.** The Traffic Light Bright Yellow Inspection Tag shall be placed in a clear plastic sleeve and be attached to the fire protection system after the system has been thoroughly inspected by a Licensed Fire Alarm Sprinkler Inspector or a Licensed Fire Alarm Sprinkler Company Manager of a licensed sprinkler company and found to contain impairments, but continues to be operational. The application of this inspection tag requires notification to the Fire Code Official within seventy-two(72) hours. The following additional requirements shall apply to the use of the Traffic Light Bright Yellow Inspection Tag:

(1) The Traffic Light Bright Yellow Inspection Tag cannot be removed and/or replaced by a Traffic Light Bright Green Inspection/Service Tag until the condition that caused or created the impairment(s) has been corrected. The following are some examples of impairments where the use of the Traffic Light Bright Yellow Inspection Tag would be appropriate, provided the said impairments do not render the system inoperable:

- (A) Minor loading of heads;
- (B) Spare wrench or heads missing;
- (C) Escutcheon rings missing;
- (D) Minor head clearance violations (stock or storage);
- (E) FDC cap missing;
- (F) Glass on a gauge missing or broken;
- (G) Stock piled within three feet of a riser;
- (H) Ceiling tiles missing, where there are pendant

head;

- (I) Improper spacing of sprinkler heads (due to structural modifications by tenant);
- (J) Incorrect head rating or type (due to hazard classification change);
- (K) Water flow signaling devices missing;
- (L) Valves not properly secured or supervised; and
- (M) Water pressure up to 20% lower than design

pressure.

(2) The tag shall be attached to the riser.

(3) The tag shall bear the following information:

- (A) "DO NOT REMOVE BY ORDER OF THE FIRE CODE OFFICIAL;"
- (B) The Licensed Fire Alarm Sprinkler Contractor's

name and address;

(C) The Licensed Fire Alarm Sprinkler Contractor's Oklahoma State license number;

(D) The day, month and year inspected in print, and punched; and,

(E) The Licensed Fire Alarm Sprinkler Inspector or Licensed Sprinkler Company Manager's signature.

(4) The tag shall be "traffic light bright" yellow in color, five and one-fourth inches (5 1/4") in height and two and five-eighths inches (2 5/8") in width.

(5) The tag shall be printed with dates and may be established for any six-year period. After each printing a copy of the tag shall be sent to the State Fire Marshal and the State Health Department Licensing Division.

(6) The tag can be removed only by a Licensed Fire Alarm Sprinkler Inspector or a Licensed Fire Alarm Sprinkler Company Manager of a licensed sprinkler company, an employee of the local or State Fire Marshal's office or an authorized representative of a governmental agency with regulatory authority, after a determination of the system's condition has been made consistent with subsection (1) above. Unnecessary tags shall be removed and discarded each time a new tag is installed. The new tag shall be placed in the clear plastic sleeve.

(7) After the Traffic Light Bright Yellow Inspection Tag is placed on the sprinkler system the person or authority affixing the tag shall, in addition to notifying the Fire Code Official within seventy-two (72) hours, notify the building owner or agent immediately or as soon as practicable. Notification to the Fire Code Official shall be accomplished by transmission of a copy of the inspection form, preferably by telephonic facsimile transmission, that was completed by the person or authority affixing the tag. When the impairments are corrected the system shall be re-inspected and the appropriate colored tag placed upon the system.

(d) **Traffic Light Bright Red Inspection Tag.** The Traffic Light Bright Red Inspection Tag shall be placed in a clear plastic sleeve and be attached to the fire protection system after the system has been thoroughly inspected by a Licensed Fire Alarm Sprinkler Inspector or a Licensed Fire Sprinkler Company Manager of a licensed sprinkler company and found to contain impairments that could, or do in fact, render it inoperable. The application of this inspection tag requires notification to the Fire Code Official within twenty-four (24) hours. The following additional requirements shall apply to the use of the Traffic Light Bright Red Inspection

Tag:

(1) The Traffic Light Bright Red Inspection Tag cannot be removed and or replaced by a Traffic Light Bright Yellow Inspection Tag or a Traffic Light Bright Green Inspection/Service Tag until the condition that caused it to be inoperable has been corrected. The following deficiencies are appropriate for the use of the Traffic Light Bright Red Inspection Tag:

- (A) Water pressure less than 80% of design pressure;
- (B) Water turned off to the system;
- (C) Frozen pipes;
- (D) Inability of a licensed contractor to test the system because of obstructed drains;
- (E) Severe head obstruction;
- (F) Inoperable fire department connection; or
- (G) Uncovered areas that the system was designed to cover.

(2) The tag shall be attached to the riser.

(3) The tag shall bear the following information:

- (A) "DO NOT REMOVE BY ORDER OF THE FIRE CODE OFFICIAL;"
- (B) The Licensed Fire Alarm Sprinkler Contractor's name and address;
- (C) The Licensed Fire Alarm Sprinkler Contractor's Oklahoma State license number;
- (D) The day, month and year inspected in print, and punched;
- (E) The Licensed Fire Alarm Sprinkler Inspector or Licensed Fire Alarm Sprinkler Company Manager's signature; and,
- (F) The appropriate impairments check boxes and comment lines.

(4) The tag shall be "traffic light bright" red in color, five and one-fourth (5 1/4") inches in height and two and five-eighths (2 5/8") inches in width.

(5) The tag shall be printed with dates and may be established for any six-year period. After each printing, a copy of the tag shall be sent to the State Fire Marshal and the State Health Department Licensing Division.

(6) The tag can be removed only by a Licensed Fire Alarm Sprinkler Inspector or a Licensed Fire Alarm Sprinkler Company Manager of a licensed sprinkler company, an employee of the local or State Fire Marshal's office or an authorized representative of a governmental agency with regulatory authority, after a determination of the system's condition has been made consistent subsection

(1) above. Unnecessary tags shall be removed and discarded each time a new tag is installed. The new tag shall be placed in the clear plastic sleeve.

(7) After the Traffic Light Bright Red Inspection Tag is placed on the sprinkler system the person or authority affixing the tag shall, in addition to notifying the Fire Code Official within twenty-four (24) hours, notify the building owner or agent immediately or as soon as practicable but not later than twenty-four (24) hours. Notification to the Fire Code Official shall be accomplished by transmission of a copy of the inspection form, preferably by telephonic facsimile transmission, that was completed by the person or authority affixing the tag. When the impairments are corrected the system shall be re-inspected and the appropriate colored tag placed upon the system.

[Source: Added at 21 Ok Reg 2718, eff 7-12-2004; Amended at 22 Ok Reg 2368, eff 7-11-2005]

SUBCHAPTER 7. ENFORCEMENT

310:205-7-1. License revocation and suspension

310:205-7-2. Prohibited acts

310:205-7-1. License revocation and suspension

(a) The employment or use of unlicensed individuals may be grounds to suspend, revoke, or deny renewal of the license of the person so employing or using unlicensed individuals.

(b) The repeated violation of any rule or provision of the Act, or the violation of multiple sections of this Chapter or provisions of the Act, may be grounds to suspend or revoke a licensee's license.

(c) Any person convicted in a court of competent jurisdiction of forgery, fraud, conspiracy to defraud, or any similar offense, or pleading guilty or nolo contendere to any such offense may be subject to license suspension or revocation.

(d) Any person failing to comply with a fine assessment or other administrative order of the Department within ninety (90) days of issuance of such assessment or order shall be subject to license suspension.

(e) Any person whose license is revoked pursuant to these rules may not perform alarm or locksmith industry work before attaining licensure pursuant to OAC 310:205.

[Source: Added at 21 Ok Reg 2718, eff 7-12-2004; Amended at 24 Ok Reg 584, eff 12-21-2006 (emergency); Amended at 24 Ok Reg 1908, eff 6-25-2007]

310:205-7-2. Prohibited acts

(a) No person, entity, or firm may perform burglar alarm, fire alarm, sprinkler alarm, locksmithing, electronic access control, closed circuit television, nurse call or monitoring work without first obtaining a license pursuant to these Rules.

(b) No person shall offer to engage in burglar alarm, fire alarm, sprinkler alarm, locksmithing, electronic access control, closed circuit television, nurse call or monitoring work during the period his license is suspended or revoked.

(c) No employing firm shall employ or use an unlicensed person to perform alarm and locksmith industry work.

(d) No person, entity, or firm may transfer a license or registration.

(e) No person, licensed pursuant to these Rules, shall enter into an agreement for the use of his license with any firm or person who is, or has been adjudicated to be, in violation of any provision of the Act, or whose license is currently suspended or has within the last year been revoked, unless or until otherwise approved by the Department.

(f) No person shall make a materially false or fraudulent statement in an application for license, engage in cheating, or otherwise commit an act in violation of title 59 O.S.1991, Section 1800.

[Source: Added at 21 Ok Reg 2718, eff 7-12-2004; Amended at 24 Ok Reg 584, eff 12-21-2006 (emergency); Amended at 24 Ok Reg 1908, eff 6-25-2007]

APPENDIX A. TABLE OF ALARM INDUSTRY LICENSE REQUIREMENTS

[REVOKED]

[Source: Amended at 10 Ok Reg 1983, eff 6-1-1993; Revoked and Reenacted at 14 Ok Reg 935, eff 1-8-1997 through 7-14-1997 (emergency); Revoked and Reenacted at 14 Ok Reg 3125, eff 7-25-1997; Revoked and reenacted at 15 Ok Reg 1075, eff 12-15-1997 (emergency); Revoked and Reenacted at 15 Ok Reg 3146, eff 7-13-1998; Revoked and Reenacted at 19 Ok Reg 2057, eff 6-27-2002; Revoked and Reenacted at 20 Ok Reg 503, eff 1-6-2003 (emergency); Revoked and Reenacted at 20 Ok Reg 2354, eff 7-11-2003; Revoked at 22 Ok Reg 2368, eff 7-11-2005]

Sample Installation Tag (WHITE TAG)

<p>DO NOT REMOVE BY ORDER OF THE FIRE CODE OFFICIAL</p> <p>FIRE ALARM INSTALLATION RECORD</p> <p>OK State License No. 0123</p> <p>Acme Fire Alarms 1234 Main St. Anytown, OK 73111 405-555-1234</p>	
<p>_____</p> <p>Date Signature of Unlimited Fire Alarm Technician</p>	<p>_____</p> <p>-OK Technician License No.</p>
<p>Model of Control Panel:</p> <p>_____</p>	
<p>Permit #:</p> <p>_____</p>	
<p>Installed Under</p> <p>Building Code, Edition Fire Alarm Code, Edition</p> <p>_____</p>	

Sample Annual Inspection Tag (GREEN TAG)

<p style="text-align: center;">DO NOT REMOVE BY ORDER OF THE FIRE CODE OFFICIAL</p> <p style="text-align: center;">ANNUAL INSPECTION</p> <p style="text-align: center;">OK State License No. 0123</p> <p style="text-align: center;">Acme Fire Alarms 1234 Main St. Anytown, OK 73111 405-555-1234</p> <hr/> <p style="text-align: center;">Date Signature of Unlimited OK Technician Fire Alarm Technician License No.</p>												
2003	OPERATIONAL VOID 1YR. FROM MO. PUNCHED										2006	
2004											2007	
2005											2008	
JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	

Sample Annual Inspection Tag (YELLOW TAG)

<p>DO NOT REMOVE BY ORDER OF THE FIRE CODE OFFICIAL</p> <p>ANNUAL INSPECTION</p> <p>OK State License No. 0123</p> <p>Acme Fire Alarms 1234 Main St. Anytown, OK 73111 405-555-1234</p>											
YELLOW TAG REQUIRES NOTIFICATION OF THE FIRE CODE OFFICIAL WITHIN 72 HOURS									YELLOW TAG REQUIRES NOTIFICATION OF THE FIRE CODE OFFICIAL WITHIN 72 HOURS		
<p>Date _____ Signature of Unlimited Fire Alarm Technician _____ - OK Technician License No. _____</p>											
<p>Impairments: _____</p> <p>_____</p> <p>_____</p>											
2003	<p>OPERATIONAL WITH IMPAIRMENTS</p> <p>VOID 1YR. FROM MO. PUNCHED</p>										2006
2004											2007
2005											2008
JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC

Sample Annual Inspection Tag RED TAG

DO NOT REMOVE BY ORDER OF THE FIRE CODE OFFICIAL											
ANNUAL INSPECTION											
OK State License No. 0123											
Acme Fire Alarms 1234 Main St. Anytown, OK 73111 405-555-1234											
RED TAG REQUIRES NOTIFICATION OF THE FIRE CODE OFFICIAL WITHIN 24 HOURS									RED TAG REQUIRES NOTIFICATION OF THE FIRE CODE OFFICIAL WITHIN 24 HOURS		
Date			Signature of Unlimited Fire Alarm Technician				-OK Technician License No.				
Impairments: _____											
2003			INOPERABLE						2006		
2004									2007		
2005									2008		
JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Deficiencies: _____											

FIRE SPRINKLER SYSTEM TAGS

Sample Installation Sticker

Leaksmore
Sprinkler Company
6969 Highwater Ave

System Installed
as per
N.F.P.A

13 <input type="checkbox"/>	13R <input type="checkbox"/>	13D <input type="checkbox"/>
---------------------------------------	--	--

Version: _____

Building Protection

<input type="checkbox"/> Partial	<input type="checkbox"/> Fully
----------------------------------	--------------------------------

Installation Technician _____
Date

Governing Agency _____
Representative _____
Date

Do Not Remove Sticker Without Approval of Governing Agency
Post This Sticker on Riser Near Data Plate
Please Print

FIRE SPRINKLER Sample Inspection Tag (green)

Do Not Remove by
Order of the Fire Code Official

Leaksmore
Sprinkler Company
License # 45678 OK
1234 Highwater Ave.
Anytown, OK
(405) 555-1111

**ANNUAL SPRINKLER
SYSTEM INSPECTION**

OPERATIONAL

VOID 1 YEAR FROM MONTH PUNCHED

JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	2007
2002	2003	2003	2004	2004	2005	2005	2006	2006	2006	2007	2007	2007

Licensed Sprinkler Inspector

(SPRINKLER INSPECTORS SIGNATURE)

(STATE LIC. #)

Date

Do Not Remove by
Order of the Fire Code Official

DEC	NOV	OCT	SEP	AUG	JUL	JUN	MAY	APR	MAR	FEB	JAN	2007
2007	2006	2006	2006	2005	2005	2004	2004	2003	2003	2002	2002	2002

Location of Inspection

FIRE SPRINKLER Sample Tag (yellow)

Do Not Remove by
Order of the Fire Code Official

*Leaksmore
Sprinkler Company*
License # 45678 OK
1234 Highwater Ave.
Anytown, OK
(405) 555-1111

**ANNUAL SPRINKLER
SYSTEM INSPECTION**

**OPERATIONAL
WITH
DEFICIENCIES**

USE OF ORANGE TAG REQUIRES
COMPLETION OF REVERSE SIDE
AND NOTIFICATION OF
Local Fire Code Official
Licensed Sprinkler Inspector

(SPRINKLER INSPECTORS SIGNATURE) _____

(STATE LIC. #) _____

Date ____/____/____

JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
2002	2003	2003	2004	2004	2005	2005	2006	2006	2007	2007	2007

VOID 1 YEAR FROM MONTH PUNCHED

Do Not Remove by
Order of the Fire Code Official

**THIS SYSTEM MAY OPERATE
AS INSTALLED, BUT
DEFICIENCIES MAY
IMPAIR THE SYSTEM OPERATION**

2007	DEC	NOV	OCT	SEP	AUG	JUL	JUN	MAY	APR	MAR	FEB	JAN
2007	2006	2006	2005	2005	2004	2004	2003	2003	2002	2002	2002	2002

- Escutcheon Rings missing
- Minor loading of heads
- Inadequate head clearance
- Spare heads or head wrench missing
- Ceiling membrane or tiles missing
- OTHER:** _____

Location of Inspection

FIRE SPRINKLER Sample Tag (RED)

Do Not Remove by
Order of the Fire Code Official

*Leaksmore
Sprinkler Company*
License # 45678 OK
1234 Highwater Ave.
Anytown, OK
(405) 555-1111

**ANNUAL SPRINKLER
SYSTEM INSPECTION**

INOPERABLE

VOID 1 YEAR FROM MONTH PUNCHED

USE OF RED TAG REQUIRES
COMPLETION OF REVERSE SIDE
AND NOTIFICATION OF
Local Fire Code Official
Licensed Sprinkler Inspector

(SPRINKLER INSPECTORS SIGNATURE) _____

(STATE LIC. #) _____

Date ____/____/____

DEC	NOV	OCT	SEP	AUG	JUL	JUN	MAY	APR	MAR	FEB	JAN
2007	2006	2006	2005	2005	2004	2004	2003	2003	2002	2002	2002

Do Not Remove by
Order of the Fire Code Official

**THIS SYSTEM MAY NOT OPERATE
or
DIFFERENCES MAY RENDER
THE SYSTEM INOPERABLE**

System has no water

System frozen/broken pipes

Severe loading or painted heads

Valves not properly secured or monitored

OTHER: _____

Location of Inspection

DEC	NOV	OCT	SEP	AUG	JUL	JUN	MAY	APR	MAR	FEB	JAN
2007	2006	2006	2005	2005	2004	2004	2003	2003	2002	2002	2002

§59-1800.1. Short title.

Sections 1 through 16 of this act shall be known and may be cited as the

"Alarm and Locksmith Industry Act".

Added by Laws 1985, c. 217, § 1, eff. Nov. 1, 1985. Amended by Laws 2006, c. 110, § 1, eff. Jan. 1, 2007.

§59-1800.2. Definitions.

As used in the Alarm and Locksmith Industry Act:

1. "Alarm industry" means the sale, except as provided in Section 1800.3 of this title, installation, alteration, repair, replacement, service, inspection, or maintenance of alarm systems or service involving receipt of alarm signals for the purpose of employee response and investigation of such signals or any combination of the foregoing activities except inspections on one- and two-family dwellings are exempt;

2. "Alarm system" means one or more devices designed either to detect and signal an unauthorized intrusion or entry or to signal a fire or other emergency condition, which signals are responded to by public law enforcement officers, fire department personnel, private guards or security officers;

3. "Board" means the State Board of Health;

4. "Committee" means the Alarm and Locksmith Industry Committee;

5. "Commissioner" means the State Commissioner of Health;

6. "Licensee" means any person licensed pursuant to the Alarm and Locksmith Industry Act;

7. "Lock" means mechanical or electronic devices of twenty-four (24) volts or less, designed to control use of a device or control ingress or egress of a structure or automobile, including, but not limited to, peripheral devices to alarm systems, safes, vaults, safe deposit boxes, bio-metric/retina readers and mechanical or electronic key systems;

8. "Locksmith industry" means the servicing or installing, repairing, rebuilding, readying, repining, adjusting or installing locks, mechanical or electronic security devices, annunciation devices not designed to require a response by law enforcement or opening or bypassing a lock by a means other than those intended by the manufacturer of such devices. For the purposes of this act, "mechanical or electronic security devices" includes, but is not limited to, access control systems including

peripheral devices to alarm systems, fiber optic security systems, closed circuit television and nurse call systems; and

9. "Person" means an individual, sole proprietorship, firm, partnership, association, limited liability company, corporation, or other similar entity.

Added by Laws 1985, c. 217, § 2, eff. Nov. 1, 1985. Amended by Laws 1993, c. 295, § 1, eff. Sept. 1, 1993; Laws 1998, c. 174, § 1, emerg. eff. April 28, 1998; Laws 2001, c. 394, § 51, eff. Jan. 1, 2002; Laws 2006, c. 110, § 2, eff. Jan. 1, 2007.

§59-1800.3. Exemptions. The Alarm and Locksmith Industry Act shall not apply to:

1. An officer or employee of this state, the United States or a political subdivision of either, while the employee or officer is engaged in the performance of his official duties;

2. An individual who owns and installs alarm devices, mechanical or electronic security devices and locks on the individual's own property or, if the individual does not charge for the device or its installation, installs it for the protection of his personal property located on another's property, and does not install the alarm devices, mechanical or electronic security devices and locks as a normal business practice on the property of another;

3. The sale of alarm systems designed or intended for customer or user installation;

4. The sale, installation, service, or repair of alarm systems or by individuals licensed pursuant to the electrical Licensing Act; or

5. The locksmith industry activities of either tow truck operators or repossession agents within the execution of their duties.

Added by Laws 1985, c. 217, § 3, eff. Nov. 1, 1985. Amended by Laws 1992, c. 199, § 1, emerg. eff. May 13, 1992; Laws 2006, c. 110, § 3, eff. Jan. 1, 2007.

§59-1800.3a. Installation or repair of certain electrical circuits - Exemption from Electrical Licensing Act.

Any person engaged in any activity regulated by the Alarm and Locksmith Industry Act, when installing or repairing electrical circuits of twenty-four (24) volts or less shall not be required to obtain any license as required by the Electrical Licensing Act, if such person is licensed pursuant to the provisions of the Alarm and Locksmith Industry Act.

Added by Laws 1989, c. 304, § 3, eff. Nov. 1, 1989. Amended by Laws 2006, c. 110, § 4, eff. Jan. 1, 2007.

§59-1800.4. Alarm and Locksmith Industry Committee.

A. There is hereby created the "Alarm and Locksmith Industry Committee", which shall consist of nine (9) members. One member shall be the Commissioner of Health or the Commissioner's designated representative and eight members shall be appointed by the State Board of Health within thirty (30) days after the effective date of this act. Seven of the appointed members shall have at least five (5) years of experience in the alarm or locksmith industry or in a closely related field with broad knowledge of the alarm or locksmith industry. No more than two of the appointed members shall be from each working field or closely related industries of burglar alarm, fire alarm, electronic access control, locksmith, closed circuit television, and nurse call station. One of the appointed members shall be a lay member. No member shall be employed by the same person as any other member of the Committee.

B. The term of office of each appointed member shall be for four (4) years. Provided, the terms of the first appointed members of the Committee shall be as follows:

1. Two members shall be appointed to a term ending May 31, 2007;

2. Two members shall be appointed to a term ending May 31, 2008;

3. Two members shall be appointed to a term ending May 31, 2009; and

4. Two members shall be appointed to a term ending May 31, 2010.

Provided further, each appointed member shall hold office until his successor is appointed and has qualified under the Alarm and Locksmith Industry Act.

C. Members of the Committee may be removed from office by the Board for cause.

D. Vacancies shall be filled by appointment by the Board for the unexpired term of the vacancy.

E. The members of the Committee shall serve without pay but may be reimbursed for actual expenses pursuant to the State Travel Reimbursement Act.

F. The Committee shall elect from among its membership a chair, vice-chair and secretary to serve terms of not more than two (2) years ending on May 31 of the year designated by the Committee. The chair or vice-chair shall preside at all meetings. The chair, vice-chair and secretary shall perform such duties as may be decided by

the Committee in order to effectively administer the Alarm and Locksmith Industry Act.

G. A majority of Committee members shall constitute a quorum to transact official business.

H. The Committee shall meet within thirty (30) days after the effective date of this act and shall meet thereafter at such times as the Committee deems necessary to implement the Alarm and Locksmith Industry Act.

I. The Committee shall assist and advise the Commissioner of Health on all matters relating to the formulation of rules, regulations and standards in accordance with the Alarm and Locksmith Industry Act. Added by Laws 1985, c. 217, § 4, eff. Nov. 1, 1985. Amended by Laws 2006, c. 110, § 5, eff. Jan. 1, 2007.

§59-1800.5. Powers and duties of Committee.

The Alarm and Locksmith Industry Committee shall have the following duties and powers:

1. To assist the Commissioner of Health in licensing and otherwise regulating persons engaged in an alarm or locksmith industry business;

2. To determine qualifications of applicants pursuant to the Alarm and Locksmith Industry Act;

3. To prescribe and adopt forms for license applications and initiate mailing of such application forms to all persons requesting such applications;

4. To assist the Commissioner in the denial, suspension or revocation of licenses as provided by the Alarm and Locksmith Industry Act;

5. To charge and collect such fees as are prescribed by the Alarm and Locksmith Industry Act;

6. To assist the State Board of Health in establishing and enforcing standards governing the materials, services and conduct of the licensees and their employees in regard to the alarm and locksmith industry;

7. To assist the Board in promulgating rules necessary to carry out the administration of the Alarm and Locksmith Industry Act;

8. To investigate alleged violations of the provisions of the Alarm and Locksmith Industry Act and of any rules and regulations promulgated by the Board thereunder;

9. To assist the Oklahoma State Board of Health in establishing categories of licenses for the Alarm and Locksmith Industry Act and application requirements for each category including but not limited to individual license, experience requirements, fingerprints, photographs, examinations, and fees;

10. To assist the Commissioner in providing for grievance and appeal procedures pursuant to the Oklahoma Administrative Procedures Act for any person whose license is denied, revoked or suspended; and

11. To have such other powers and duties as are necessary to implement the Alarm and Locksmith Industry Act.

Added by Laws 1985, c. 217, § 5, eff. Nov. 1, 1985. Amended by Laws 1989, c. 304, § 4, eff. Nov. 1, 1989; Laws 1993, c. 295, § 2, eff. Sept. 1, 1993; Laws 2006, c. 110, § 6, eff. Jan. 1, 2007.

§59-1800.6. License required - Time for application - Extension of time.

No person shall engage in an alarm or locksmith industry business in this state without first having obtained a license pursuant to the provisions of the Alarm and Locksmith Industry Act. Provided, every person engaged in an alarm or locksmith industry business in this state on the effective date of the Alarm and Locksmith Industry Act shall have ninety (90) days in which to apply to the Commissioner of Health for a license. A person applying for a license within this ninety-day period may continue business pending a final determination by the Commissioner of the person's application. Additional time beyond the ninety-day period may be granted by the Commissioner.

Added by Laws 1985, c. 217, § 6, eff. Nov. 1, 1985. Amended by Laws 2006, c. 110, § 7, eff. Jan. 1, 2007.

§59-1800.7. Qualifications of applicants - Information concerning felonies or crimes involving moral turpitude - Photographs - Fingerprints.

A. Any person applying for a license to engage in an alarm or locksmith industry business pursuant to the Alarm and Locksmith Industry Act shall provide evidence to the Alarm and Locksmith Industry Committee that the individual within this state having direct supervision over the function and local operations of such alarm or locksmith industry business or a branch thereof has the following qualifications:

1. Is at least twenty-one (21) years of age;
2. Has not been declared by any court of competent jurisdiction incompetent by reason of mental defect or disease, and has not been restored to competency;
3. Is not a habitual user of intoxicating liquors or habit-forming drugs;
4. Has not been discharged from the Armed Services of the United States under other than honorable conditions;
5. Is of good moral character; and

6. Meets such other standards as may be established by the Board relating to experience or knowledge of the alarm or locksmith industry.

B. The applicant shall advise the Committee and furnish full information on each individual described in subsection A of this section of any conviction of a felony or any crime involving moral turpitude for which a full pardon has not been granted and furnish a recent photograph of a type prescribed by the State Board of Health and two classifiable sets of fingerprints of such individual. Added by Laws 1985, c. 217, § 7, eff. Nov. 1, 1985. Amended by Laws 2006, c. 110, § 8, eff. Jan. 1, 2007.

§59-1800.8. Application for company or individual license Fees.

A. An application for a company license shall include:

1. The address of the principal office of the applicant and the address of each branch office of the applicant located within this state;

2. The name per business location under which the applicant intends to do business as a licensee;

3. A statement as to the extent and scope of the applicant's alarm or locksmith industry business and all other businesses in which the applicant is engaged in this state;

4. A recent photograph of a type prescribed by the State Board of Health of the applicant, if the applicant is a sole proprietor, or of each officer and of each partner or shareholder who owns a twenty-five percent (25%) or greater interest in the applicant, if the applicant is an entity;

5. Two classifiable sets of fingerprints of the applicant, if the applicant is a sole proprietor, or of each officer and of each partner or shareholder who owns a twenty-five percent (25%) or greater interest in the applicant, if the applicant is an entity; and

6. Such other information, statements or documents as may be required by the Board.

B. An applicant for an individual license shall provide such documents, statements or other information as may be required by the Board, including two classifiable sets of fingerprints of the applicant. The fingerprints may be used for a national criminal history record check as defined by Section 150.9 of Title 74 of the Oklahoma Statutes.

C. Fees for license and renewal issued pursuant to the Alarm and Locksmith Industry Act shall be adopted by the

Board pursuant to Section 1-106.1 of Title 63 of the Oklahoma Statutes. Provided, the fees provided for in this subsection shall not exceed Two Hundred Fifty Dollars (\$250.00). An applicant shall pay the license fee at the time the applicant makes application.

Added by Laws 1985, c. 217, § 8, eff. Nov. 1, 1985. Amended by Laws 1993, c. 295, § 3, eff. Sept. 1, 1993; Laws 2003, c. 204, § 8, eff. Nov. 1, 2003; Laws 2006, c. 110, § 9, eff. Jan. 1, 2007.

§59-1800.9. Issuance of license - Term - Renewal and disciplinary proceedings - Expiration dates.

A. Upon making proper application, payment of the proper license fee, and certification of approval by the Committee, the Commissioner of Health shall issue a license to the applicant. The license shall be valid for a one-year term.

B. Renewal of a license shall not prohibit disciplinary proceedings for an act committed prior to the renewal.

C. The State Board of Health may adopt a system under which licenses expire on various dates throughout the year. For any change in such expiration dates, license fees shall be prorated on an appropriate periodic basis.

Added by Laws 1985, c. 217, § 9, eff. Nov. 1, 1985.

§59-1800.10. Alteration or assignment of license - Posting - Change of information - False representation as licensee Records.

A. A license shall not be altered or assigned.

B. A company license shall be posted in a conspicuous place in each alarm or locksmith industry business location of the licensee.

C. A company licensee shall notify the Alarm and Locksmith Industry Committee within fourteen (14) days of any change of information furnished on the licensee's application for license or on the licensee's license including, but not limited to, change of ownership, address, business activities, or any developments related to the qualifications of the licensee or the individual described in Section 1800.7 of this title. If the licensee for any reason ceases to engage in an alarm or locksmith industry business in this state, the licensee shall notify the Committee within fourteen (14) days of such cessation. If the required notice of cessation is not given to the Committee within fourteen (14) days, the license may be

suspended or revoked by the Commissioner on recommendation of the Committee.

D. No person shall represent falsely that the person is licensed or employed by a licensee.

E. Each company licensee shall maintain a record containing such information relative to the licensee's employees as may be required by the State Board of Health. Added by Laws 1985, c. 217, § 10, eff. Nov. 1, 1985. Amended by Laws 1993, c. 295, § 4, eff. Sept. 1, 1993; Laws 2006, c. 110, § 10, eff. Jan. 1, 2007.

§59-1800.11. Responsibility for business activities and actions of employees.

The licensee shall be responsible to the Alarm and Locksmith Industry Committee in matters of conduct of business activities covered by the Alarm and Locksmith Industry Act. The licensee shall be responsible for the activities on the part of the licensee's employees. For purposes of the Alarm and Locksmith Industry Act, improper conduct on the part of said employees which occurs within the scope of employment shall be considered by the Committee as acts of the licensee.

Added by Laws 1985, c. 217, § 11, eff. Nov. 1, 1985. Amended by Laws 2006, c. 110, § 11, eff. Jan. 1, 2007.

§59-1800.12. Municipalities or counties may levy charges for alarm installation connections - Disconnection of faulty systems - Ordinances prohibited.

A. Any municipality or county may levy and collect reasonable charges for alarm installation connections located in or at a police or fire department which is owned, operated or monitored by the municipality or county. Any municipality or county may require discontinuance of service of any alarm signal device which, due to mechanical malfunction or faulty equipment, causes excessive false alarms and, in the opinion of the appropriate county or municipal official, becomes a detriment to the functions of the department involved. The municipality or county may cause the disconnection of the device until the same is repaired to the satisfaction of the appropriate official, but shall advise the owner or user of the device of the disconnection in advance or as soon as reasonably practicable. The municipality or county may levy and collect reasonable reconnection fees. Mechanical malfunction and faulty equipment shall not include, for the purpose of the Alarm and Locksmith Industry Act, false alarms caused by human error or an act of God.

B. No municipality may adopt any ordinance concerning the licensing of any alarm or locksmith industry business which is or may be licensed pursuant to the Alarm and Locksmith Industry Act.

Added by Laws 1985, c. 217, § 12, eff. Nov. 1, 1985.

Amended by Laws 2006, c. 110, § 12, eff. Jan. 1, 2007.

§59-1800.13. Suspension or revocation of license.

A. The Commissioner of Health on recommendation of the Alarm and Locksmith Industry Committee may suspend any license, upon the conviction of any individual named on the license or on the application for license of a felony, for a period not to exceed thirty (30) days pending a full investigation by the Committee. Such investigation shall be initiated within the thirty-day period of the suspension. A final determination by the Committee shall result in either removal of the suspension or such sanction as the Commissioner considers appropriate, as provided by the Alarm and Locksmith Industry Act.

B. The Commissioner may revoke or suspend any license, reprimand any licensee or deny any application for license or renewal if, in the judgment of the Committee:

1. The applicant or licensee has violated any provision of the Alarm and Locksmith Industry Act or any rule or regulation promulgated hereunder;

2. The applicant or licensee has committed any offense resulting in the applicant's or licensee's conviction of a felony or crime involving moral turpitude. Provided, however, if the applicant has had no felony convictions at least ten (10) years prior to making application for a license and said applicant has shown the Committee that the applicant has been rehabilitated, the Committee may recommend said applicant for a license;

3. The applicant or licensee has practiced fraud, deceit, or misrepresentation;

4. The applicant or licensee has made a material misstatement in any information required by the State Board of Health; or

5. The applicant or licensee has demonstrated incompetence or untrustworthiness in the applicant's or licensee's actions.

C. The Committee shall, before final action under subsection B of this section, provide thirty (30) days of written notice to the applicant or licensee involved, of the action intended and give sufficient opportunity for such person to request a hearing before the Committee and the Commissioner and to be represented by an attorney. A

hearing shall be scheduled by the Committee if so requested.

D. In the event the Commissioner denies the application for, or revokes or suspends, any license or imposes any reprimand, a record of such action shall be in writing and officially signed by the Commissioner. The original copy shall be filed with the State Board of Health and a copy mailed to the affected applicant or licensee within two (2) days of the final action taken by the Commissioner.

E. Notice of the suspension or revocation of any license by the Commissioner shall be sent by the Committee to law enforcement agencies and fire departments in the principal areas of operation of the licensee.

F. A suspended license shall be subject to expiration and may be renewed as provided by the Alarm and Locksmith Industry Act, regardless of suspension. Provided, such renewal shall not remove the suspension.

G. A revoked license terminates on the date of revocation and cannot be reinstated. Provided, the Commissioner may reverse the revocation action. Any licensee whose license is revoked shall apply for a new license and meet all requirements for a license as stated in the Alarm and Locksmith Industry Act prior to engaging in any alarm or locksmith industry business activities. The Committee and the Commissioner shall take action on the new application and may require additional safeguards against such acts by the applicant as may have been the cause of the revocation of the prior license.

Added by Laws 1985, c. 217, § 13, eff. Nov. 1, 1985. Amended by Laws 2006, c. 110, § 13, eff. Jan. 1, 2007.

§59-1800.14. Alarm and Locksmith Industry Revolving Fund.

There is hereby created in the State Treasury a revolving fund for the State Department of Health, to be designated the "Alarm and Locksmith Industry Revolving Fund". The fund shall be a continuing fund, not subject to fiscal year limitations, and shall consist of all monies received by the State Department of Health pursuant to the Alarm and Locksmith Industry Act. All monies accruing to the credit of said fund are hereby appropriated and may be budgeted and expended by the Department for the purpose of implementing the Alarm and Locksmith Industry Act. Expenditures from said fund shall be made upon warrants issued by the State Treasurer against claims filed as prescribed by law with the Director of State Finance for approval and payment.

Added by Laws 1985, c. 217, § 14, eff. Nov. 1, 1985. Amended by Laws 2006, c. 110, § 14, eff. Jan. 1, 2007.

§59-1800.15. Costs of administration of act - Claims for payment.

All costs of administration of the Alarm and Locksmith Industry Act shall be paid from fees, monies and other revenue collected pursuant to the provisions of the Alarm and Locksmith Industry Act. At no time shall a claim for payment be submitted to the Director of State Finance if the revenue deposited in the Alarm and Locksmith Industry Revolving Fund to the current date does not equal or exceed the total claims for payments made to that date.

Added by Laws 1985, c. 217, § 15, eff. Nov. 1, 1985. Amended by Laws 2006, c. 110, § 15, eff. Jan. 1, 2007.

§59-1800.16. Violations - Penalties.

A. Any individual or person who is found to be in violation of the provisions of the Alarm and Locksmith Industry Act, upon conviction, shall be guilty of a misdemeanor and shall be punished by confinement in the county jail for a period not to exceed one (1) year or by the imposition of a fine not to exceed Five Hundred Dollars (\$500.00), or by both such imprisonment and fine.

B. 1. In addition to any other penalties provided by law, if after a hearing in accordance with Article II of the Administrative Procedures Act, the State Commissioner of Health finds any person to be in violation of any of the provisions of the Alarm and Locksmith Industry Act or the rules promulgated pursuant thereto, the person may be subject to an administrative fine of not more than Two Hundred Dollars (\$200.00) for each violation. Each day a person is in violation may constitute a separate violation. The maximum fine shall not exceed One Thousand Dollars (\$1,000.00).

2. All administrative fines collected pursuant to the provisions of this subsection shall be deposited in the Alarm and Locksmith Industry Revolving Fund.

Added by Laws 1985, c. 217, § 16, eff. Nov. 1, 1985. Amended by Laws 1996, c. 330, § 1, eff. Nov. 1, 1996; Laws 2006, c. 110, § 16, eff. Jan. 1, 2007.

§59-1800.17. Rules.

The State Board of Health is hereby authorized to promulgate, adopt, amend, and repeal rules consistent with the provisions of the Alarm and Locksmith Industry Act for the purpose of governing the establishment and levying of

administrative fines and the examination and licensure of alarm or locksmith companies, managers, technicians, and salespersons.

Added by Laws 1996, c. 330, § 2, eff. Nov. 1, 1996. Amended by Laws 2006, c. 110, § 17, eff. Jan. 1, 2007.

**TITLE 310. OKLAHOMA STATE DEPARTMENT OF HEALTH
CHAPTER 110. FEE AND FINE SCHEDULE FOR OCCUPATIONAL
LICENSING**

SUBCHAPTER 5. ADMINISTRATIVE FINE SCHEDULE

310:110-5-5. Schedule of fines for the alarm and locksmith industry

The fine schedule for citations issued by the Department for violations of the Alarm and Locksmith Industry Act or the rules promulgated thereunder shall be subject to the fines as follows:

- (1) Engaging in Alarm and Locksmith Industry business without a license in the appropriate category or classification:
 - (A) First - \$200
 - (B) Subsequent - \$200
- (2) Company employing unlicensed person to perform Alarm and Locksmith Industry work (per person):
 - (A) First - \$100
 - (B) Subsequent - \$200
- (3) Altering a license:
 - (A) First - \$200
 - (B) Subsequent - \$200
- (4) Failure to display company license in conspicuous place:
 - (A) First - 50
 - (B) Subsequent - \$200
- (5) Individual not carrying a personal license:
 - (A) First - \$ 50
 - (B) Subsequent - \$200
- (6) Failure to display company license number as required by statute or rule:
 - (A) First - \$200
 - (B) Subsequent - \$200
- (7) Company employing person to perform Alarm and Locksmith Industry work without supervision of properly licensed manager:
 - (A) First - \$200
 - (B) Subsequent - \$200
- (8) Failure to have properly licensed manager or technician on site:
 - (A) First - \$200
 - (B) Subsequent - \$200
- (9) Failure to correct code violations per day after NOV compliance date:
 - (A) First - \$200
 - (B) Subsequent - \$200
- (10) Failure to comply with a specific provision of the Alarm and Locksmith Industry Regulations:
 - (A) First - \$50
 - (B) Subsequent - \$200