

CODE OF ETHICS

Each applicant is required to sign the Code of Ethics. The Code of Ethics has been adopted by the North Carolina Irrigation Contractors' Licensing Board to promote and maintain the highest standards of irrigation installation and conduct among its licensees. Each applicant must agree to the Code before the application will be accepted by the Board.

Applicants must agree to the following creed in fulfilling their obligations:

- to follow the Rules of irrigation design, installation, repair and service and to promote Best Management Practices (BMPs) adopted by the NCICLB
- to be environmentally responsible with design, installation, and service
- to adhere to local, state, and federal laws that apply to the irrigation industry
- to promote water conservation practices on a continual basis
- to support temporary measures for sensible water use during water shortages
- to maintain professional competence through annual continuing education
- to report violations of this Code of Ethics

RULES and BEST MANAGEMENT PRACTICES

The Board has Rules (enforceable as of July 1, 2011) and Best Management Practices (voluntary) which support the design, installation, maintenance, repair and management of landscape irrigation systems in ways that save water and protect water quality.

The goal is to provide landscape irrigation stakeholders with tools to understand, implement, and manage efficient landscape irrigation system. Stakeholders include landscape irrigation designers, consultants, contractors, maintenance personnel, system owners, water purveyors, and the general public.

A Rule is a required irrigation practice that is designed to ensure a properly designed, installed, maintained, and managed irrigation system, and enforceable by law. A Best Management Practice (BMP) is a recommended irrigation practice that is designed to reduce water usage and protect water quality. A BMP is economical, practical and sustainable, and helps maintain a healthy, functional landscape without exceeding the water requirements of the landscape.



BECOMING A LICENSED IRRIGATION CONTRACTOR IN NORTH CAROLINA

North Carolina
Irrigation Contractors' Licensing Board

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Please visit the Board website at www.nciclb.org

INFORMATION FOR THOSE PERFORMING
IRRIGATION CONTRACTING SERVICES
IN NORTH CAROLINA

BECAUSE IT'S THE LAW!

LICENSURE

The North Carolina Irrigation Contractors' Licensing Board was established by legislation, which became effective January 1, 2009. The Board oversees the licensing of Landscape Irrigation Contractors in North Carolina. The law states that all landscape irrigation contracting must be performed under the direct supervision of a licensed irrigation contractor.

According to the licensure law, no person shall engage in the practice of irrigation construction or irrigation contracting, use the designation irrigation contractor or advertise using any title or description that implies licensure as an irrigation contractor unless the person is licensed as an irrigation contractor. All irrigation construction or irrigation contracting performed by an individual, partnership, association, corporation, firm, or other group shall be under the direct supervision of an individual licensed by the Board.

The *purpose* of the law is to protect the health, safety, and welfare of the public and to promote the efficient use of water. The *goal* of the law is to promote water efficient practices in the design, installation, maintenance, and management of landscape irrigation systems.

The Board is responsible for developing the Rules and Best Management Practices (BMP) for the design, installation, maintenance, repair and management of such systems. In addition, the Board is responsible for assuring that each licensed irrigation contractor completes continuing education annually in order to improve professional and business skills.

PROCEDURES

North Carolina General Statute § 89G requires that persons engaged in the practice of designing, constructing, installing, expanding, servicing, or repairing of irrigation systems have a license. The North Carolina Irrigation Contractors' Licensing Board will issue licenses to qualified persons after approval by the Board and receipt of the required surety bond or irrevocable letter of credit. The Board will review all applications. All applicants, except those applying for licensing by reciprocity, are required to pass the qualifying examination. The exam will be held at a date, time and location designated by the Board.

All forms and instructions are available on the Board's website at:

www.nciclb.org

General Statute § 89G called for a 180-day grandfathering period, which ended on June 29, 2009. After that date, all applicants are required to provide the following

1. Completed, notarized application with \$100.00 application fee.
2. Three Confidential Reference Forms. One reference must be from another professional, either a licensed irrigation contractor, registered landscape contractor, licensed general contractor, or licensed plumber. Two references can be of the applicant's choosing, except that family members and Board members are not acceptable.
3. Three Client Verification Forms or combination of Client and Employer Verification Forms.
4. Proof of three years' experience as an irrigation contractor. Applicants may use a combination of education and experience. Those using education must submit transcripts from their college or university. Additional time spent as an irrigation contractor can be verified by the Client Verification Forms.

It is the applicant's responsibility to ensure that the Board receives complete and accurate information. If the application is rejected because it is incomplete or the applicant is not qualified, the applicant will be notified, but the application fee will not be returned. Applicants should retain a copy of all materials provided to the Board. Upon approval of the application, the applicant will be notified of the next scheduled examination, a request for the \$295 examination fee, and provided information on study materials (A list of study references are available on the Board website).

Upon successful completion of the examination, the applicant is asked to provide an original copy of a \$10,000.00 surety bond or \$10,000 irrevocable letter of credit. The form for the surety bond is available on the Board website. Bonds can be obtained through insurance agents.

General Statute § 89G requires that any legal entity other than a sole proprietor obtain a corporate license. This application is separate from the individual application and can be found on the Board website along with instructions. The corporate fee is \$100.00. The application must be accompanied by the corporations' annual report from the North Carolina Secretary of State's website. Annual reports should be less than 12-months old.

CONTINUING EDUCATION and ANNUAL RENEWAL

Licensed irrigation contractors are required by statute to obtain ten hours of Continuing Education each year. The Continuing Education requirement ensures that each licensed individual is up to date regarding methods and issues facing the irrigation contracting industry. Continuing Education is meant to give merit to the profession and to protect the public health and safety as required by the statute. Continuing Education activities must be approved by the Board. Continuing education is a requirement for annual renewal.

Both individual and corporate licenses must be renewed each year by December 31. Annual renewal fees are \$100.00 for each license.

COMPLIANCE

The Board may deny, restrict, suspend, or revoke a license or refuse to issue or renew a license if an irrigation contractor:

1. Employs the use of fraud, deceit, or misrepresentation in obtaining or attempting to obtain a license or the renewal of a license.
2. Practices or attempts to practice irrigation construction or contracting by fraudulent misrepresentation.
3. Commits an act of gross malpractice or incompetence as determined by the Board.
4. Has been convicted of, or pled guilty or no contest to a crime that indicates that the person is unfit or incompetent to practice as an irrigation contractor, or that indicates that the person has deceived or defrauded the public.
5. Has been declared incompetent by a court of competent jurisdiction.
6. Has willfully violated any provision in this Chapter or any rules adopted by the Board.
7. Uses or attempts to use the seal in a fraudulent or unauthorized manner.
8. Fails to file the required surety bond or letter of credit or to keep the bond or letter of credit in force. (2008-177, s. 1.)

In addition to taking any of the actions permitted under GS89G-11, the Board may assess a civil penalty not in excess of two thousand dollars (\$2,000) for each violation of any section of this Chapter or the violation of any rules adopted by the Board.