

Course Required for:	Licensee Continuing Education
Purpose:	This course is a requirement for a Master Plumber or Master Fire Suppression Piping Contractor to maintain their license to work in New York City.
Duration:	7 Hours of instructional time, excluding breaks and meals A single session may not exceed 9 1/2 hours, including breaks and meals. If two or more sessions are delivered the same day to the same student roster, a break must be scheduled between the sessions.
Class Size:	1 – 150 Trainees
NYC Requirement:	Per 1 RCNY §104-06 (b)(7) Master Fire Suppression Piping Contractor and Master Plumber. During the one (1) year immediately prior to renewal, the licensee must have successfully completed a Department-approved course that is at least seven (7) hours in length. A Certification of Completion must be submitted to the Licensing Unit.
Language Requirement:	All courses for a license or certificate of competence must be delivered in English. Per §28-401.6 of the NYC Administrative Code: Qualifications of applicant. All applicants for a license or certificate of competence shall be able to read and write the English language. Per 1 RCNY §105-03 (d)(1)(i) All courses must comply with the Department's course requirements published on its website, which lists the relevant citations for statutory or other requirements listed in this paragraph.
Delivery Requirements:	This course contains: <ul style="list-style-type: none">• Demonstration(s): shows how something is done while emphasizing its merits. The demonstration may be delivered either by a person or a video. Video Demonstrations may be delivered by a virtual live classroom; however, on-demand self-study modules are not permissible.• Classroom Lecture/Discussion w A/V (Audio-Visual): oral presentation by an instructor to present information or teach students about a particular subject. The instruction may be delivered by a virtual live classroom; however, on-demand self-study modules are not permissible.• Handouts This course may be delivered: <ul style="list-style-type: none">• In-Person: gathers participants in the same physical location at the same time. Provides face-to-face interaction with the opportunity for participants to share and discuss what they are learning. Allows Hands-On practical exercises.• Virtual Live: a shared online space where learners and trainers work together simultaneously. Usually, these interactions take place through a videoconferencing platform (i.e., Zoom, Microsoft Teams).• Hybrid: a combination of In-Person and Virtual Live sessions. Although this course does not have a Hands-On component, the course provider may deliver the course as a combination of In-Person and Virtual Live sessions. This course may NOT be delivered: <ul style="list-style-type: none">• On-Demand: self-paced and can be taken anytime and anywhere from a device with internet access. No live instructor needed. On-Demand is only acceptable for SST courses.

Delivery Requirements:
(cont'd)**Virtual Live training must comply with the following:**

- The course must be approved by the Department.
- The provider must confirm the identification of the individual taking such training by adhering to the actively proctored online format requirements
 - The provider must confirm the identification of the individual prior to providing secure access to the online training.
 - The individual must attest that they are the individual who received the online access and will complete the training without assistance. The online program must have secure access and monitor participation during the course of training to ensure that the individual receiving the training is present for the entirety of the training.
- The provider must ensure that participants have their web-cameras activated and are on-camera for the duration of class.

Facility Requirements:**Per 1 RCNY §105-03 (d) (4) Course Facilities:****The course facilities must:**

- Have sufficient room to accommodate all expected attendees and the equipment needed to perform Hands-On exercises, where required as part of the course.
- Make provisions for the presentation of training material in all media types (computer, projector, video/ DVD player, etc.) and
- Comply with all applicable laws, rules, and regulations relating to occupancy, zoning, egress, fire detection, fire suppression, light, ventilation, cleanliness, sanitary facilities, emergency notification, and evacuation procedures.

Training may be held at construction sites, provided the above requirements are met.

Instructor Requirements:**Per 1 RCNY §105-03 (e) Course Instructors:****Course providers must require that course instructor(s):**

- Demonstrate that they are credentialed or trained in instructional methods and learning processes.
- Successfully demonstrate their ability to solve or resolve problems relating to the subject matter by possession of a recognized degree, certificate, licensure, or professional standing, or by extensive knowledge, training, and experience in the subject matter being taught.
- To the extent that the course instructor(s) holds, or has held, a trade license issued by the Department, it must be in good standing and not be surrendered to, suspended by, or revoked by the Department.
- Comply with all applicable Federal, State, and local laws, rules, and regulations.
- Be in compliance with the Department's Industry Code of Conduct.

Course Requirements:

Each section of the Course Content Requirements must be covered using its designated Instructional Delivery Method. The time dedicated to each outline topic should be appropriate for the course content and can vary depending on the trade or job performed by the licensee.

The Instructional Materials used in this course must contain all current applicable NYC Construction Code references, current rules, policies, and bulletins.

All statistics referenced should reflect the latest publicly available statistics. The selection of Case Studies should prioritize incidents in NYC since the prior renewal period and contain relevant and illustrative photos where available.

Refresher or Renewal Courses should focus on the updates since the prior renewal period.

Course Content Requirements

1. Introduction to Plumbing & Fire Suppression Piping
2. OSHA 1926 Overview - Safety & Health Regulations for Construction
3. NYC Construction Codes Overview - Cover all applicable
 - Codes,
 - Rules,
 - Related department policy statements
 - Regulatory notices,
 - Bulletins & memos including:
 - Construction Codes 2022:
 - General Administrative Provisions 2022
 - Building Code 2022
 - Plumbing Code 2022
 - Fuel Gas Code 2022
 - Mechanical Code 2022
 - NYC Fire Code 2022:
 - Chapter 33 Fire Safety during Construction, Alteration & Demolition
 - NYC Department of Environmental Protection (DEP) Rules
4. NYC Department of Buildings Overview - all applicable:
 - Administrative standard operating procedures,
 - Policy & procedure notices, permits/department notifications
 - Forms
 - Filing & site documents
 - Plans
 - Inspection checklists/logs
5. Plumbing & Fire Suppression Piping Business Practices
6. Plumbing & Fire Suppression Piping Jobsite Safety
7. Plumbing & Fire Suppression Hazards
8. Plumbing & Fire Suppression Piping New Technology
9. Plumbing & Fire Suppression Piping Violations
10. Handouts
 - [NYC Buildings Unsafe Condition \(311\) Notification Procedure](#)
 - [NYC/DOI Buildings Integrity Training Contact Information Sheet](#)
11. Review all Training Topics

Instruction Delivery Method

- Classroom Lecture/Discussion w A/V
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- Classroom Lecture/Discussion w A/V
- Classroom Lecture/Discussion w A/V
- Demonstration
- Provide Copy to Trainee & Discuss
- Discussion with Questions & Answers