

SERVICE UPDATE

License Renewal Requirements: Hoisting Machine Operator Class B Endorsements

Hoisting Machine Operators Class B are required to renew their HMO ratings at the same time they renew their license and requalify those ratings during the prior existing term of their license according to [1 RCNY §104-09](#).

As part of the HMO Class B license renewal process, valid certifications are required from the National Commission for the Certification of Crane Operators (NCCCO) for **all five** of the following types of equipment:

- Mobile cranes, large telescopic boom cranes (swing cab) (TLL)
- Mobile cranes, small telescopic boom cranes (fixed cab) (TSS)
- Lattice boom truck crane (LBT)
- Lattice boom crawler crane (LBC)
- Tower crane (TWR)

If an HMO Class B licensee has additional certifications for articulating boom cranes or dedicated pile drivers, they must also be provided to DOB.

Licensees must have current **NCCCO Certification** to complete their renewal. See the [National Crane Certification Guide](#) for information about which certifications are required.

During the one year immediately prior to renewal, licensees must successfully complete a Department-approved 8-hour Refresher Course. For the **HMO Refresher Course** registration, go to <http://inter.viewcentral.com/reg/cps/8HourRefresher>.

License Renewals are submitted in DOB NOW: *BIS Options* at www.nyc.gov/dobnow. See the [Licensing Renewal Application User Guide](#) for more information. See the [HMO Class B Renewal page](#) for details about all documents that are required to renew a license.

Rating Renewal

If licensees already possess an HMO Class B rating, it must be renewed at the same time their license is renewed. If a licensee does not want to renew a rating, no further action is required. **Ratings that are not renewed at the time of renewal will automatically expire and will be removed from the license.**

To renew a rating: 1) complete an 8-hour course for the rating and 2) pass a practical or simulator exam for the rating. See the list of Department-approved [8-Hour Hoisting Machine Operator Class B Rating course providers](#).

Course providers may have the necessary equipment to conduct a practical or simulator exam. If they do not, the licensee will have to separately complete the practical or simulator exam.

To demonstrate successful completion of the rating course and the practical or simulator exam, licensees must submit to DOB with the license renewal application 1) a copy of the *Course Completion Certificate* issued to by the course provider, and 2) a completed [Crane HMO B Rating Exam Attestation form](#). **This must be completed for each rating.** For example, if the licensee has three ratings to renew, a separate course and practical or similar exam must be completed, and required documentation provided, for each rating.