

Burgos, Alexander N

Subject: FW: [External] Submission of Rules for Readoption by the North Carolina Onsite Wastewater Contractor Inspector Certification Board

Attachments: 21 NCAC 39 .0101 (FINAL) (2025 1016).docx; 21 NCAC 39 .0102 (FINAL).docx; 21 NCAC 39 .0103 (FINAL).docx; 21 NCAC 39 .0201 (FINAL) (2025 1016).docx; 21 NCAC 39 .0202 (FINAL).docx; 21 NCAC 39 .0301 (FINAL).docx; 21 NCAC 39 .0401 (FINAL).docx; 21 NCAC 39 .0402 (FINAL).docx; 21 NCAC 39 .0403 (FINAL).docx; 21 NCAC 39 .0404 (FINAL).docx; 21 NCAC 39 .0405 (FINAL) (2025 1016).docx; 21 NCAC 39 .0501 (FINAL).docx; 21 NCAC 39 .0601 (FINAL).docx; 21 NCAC 39 .0602 (FINAL).docx; 21 NCAC 39 .0604 (FINAL).docx; 21 NCAC 39 .0605 (FINAL).docx; 21 NCAC 39 .0701 (FINAL) (2025 1021).docx; 21 NCAC 39 .0702 (FINAL).docx; 21 NCAC 39 .0703 (FINAL) (2025 1016).docx; 21 NCAC 39 .0801 (FINAL) (2025 1016).docx; 21 NCAC 39 .0802 (FINAL).docx; 21 NCAC 39 .0803 (FINAL).docx; 21 NCAC 39 .0901 (FINAL).docx; 21 NCAC 39 .0902 (FINAL).docx; 21 NCAC 39 .0903 (FINAL).docx; 21 NCAC 39 .0904 (FINAL).docx; 21 NCAC 39 .1001 (FINAL).docx; 21 NCAC 39 .1002 (FINAL).docx; 21 NCAC 39 .1004 (FINAL).docx; 21 NCAC 39 .1005 (FINAL).docx; 21 NCAC 39 .1006 (FINAL).docx; 21 NCAC 39 .1101 (FINAL) (2025 1016).docx; 21 NCAC 39 .1102 (FINAL) (2025 1016).docx; 21 NCAC 39 .1103 (FINAL) (2025 1016).docx; 21 NCAC 39 .1104 (FINAL) (2025 1016).docx; 10 2025 - OWCICB - Requests for Change (FINAL).pdf

From: Catherine E. Lee <clee@hedrickgardner.com>

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Subject: [External] Submission of Rules for Readoption by the North Carolina Onsite Wastewater Contractor Inspector Certification Board

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Good afternoon.

Please see the attached response and revised rules submitted by the North Carolina Onsite Wastewater Contractor Inspector Certification Board, pursuant to RRC staff's request for technical corrections to rules for readoption before the RRC at its October meeting.

- 21 NCAC 39 .0101
- 21 NCAC 39 .0102
- 21 NCAC 39 .0103
- 21 NCAC 39 .0201
- 21 NCAC 39 .0202
- 21 NCAC 39 .0301
- 21 NCAC 39 .0401
- 21 NCAC 39 .0402
- 21 NCAC 39 .0403

- 21 NCAC 39 .0404
- 21 NCAC 39 .0405
- 21 NCAC 39 .0501
- 21 NCAC 39 .0601
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- 21 NCAC 39 .0605
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- 21 NCAC 39 .0902
- 21 NCAC 39 .0903
- 21 NCAC 39 .0904
- 21 NCAC 39 .1001
- 21 NCAC 39 .1002
- 21 NCAC 39 .1004
- 21 NCAC 39 .1005
- 21 NCAC 39 .1006
- 21 NCAC 39 .1101
- 21 NCAC 39 .1102
- 21 NCAC 39 .1103
- 21 NCAC 39 .1104

Thank you.

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21 NCAC 39 .0101 is readopted with changes as published in 39:21 NCR 1409 as follows:

**~~ONCHAPTER 39~~ CHAPTER 39 - ON-SITE WASTEWATER CONTRACTORS AND INSPECTORS
CERTIFICATION BOARD**

SECTION .0100 - DUTIES AND DEFINITIONS

21 NCAC 39 .0101 DEFINITIONS

In addition to the terms defined in Article 5 of Chapter 90A of the General Statutes, the following definitions apply to the Rules in this Chapter:

- (1) "Authorized On-Site Wastewater Evaluator" means the same as defined in G.S. 130A-336.2(a); hereafter referred to as "evaluator".
- (2) "Building being constructed" means construction of a site-built single family residence constructed pursuant to Article 1, Chapter 87 of the N.C. General Statutes.
- (3) "College course" means a semester unit or quarter unit-based instruction given at a college or university that is relevant to on-site wastewater contractor or point-of-sale point-of-sale inspector activities, and is pre-approved by the board as set out in Rule .0603 .0602 of this Chapter.
- (4) "Course or Activity" means any course or activity with a purpose and objective that maintains, improves, or expands skills and knowledge relevant to the practice of on-site wastewater contractor or point-of-sale point-of-sale inspector activities and is pre-approved in accordance with G.S. 90A-79(b) and Rule .0602 of this Section.
- (5) "Evaluation and findings" mean, at a minimum, "Evaluation" shall include the following information: information required in G.S. 130A-335(e).
 - (a) wastewater characteristics;
 - (b) design unit;
 - (c) design capacity;
 - (d) design volume;
 - (e) criteria for the design, installation, operation, maintenance and performance of wastewater collection, treatment and disposal systems;
 - (f) soil morphology and drainage;
 - (g) topography and landscape position;
 - (h) depth to seasonally high water table, rock and water impeding formations;
 - (i) proximity to water supply wells, shellfish waters, estuaries, marshes, wetlands, areas subject to flooding, streams, lakes, swamps and other bodies of surface or groundwaters;
 - (j) Density of wastewater collection, treatment and disposal systems in a geographical area;

- (k) Other factors that, in the opinion of the evaluator, affect the operation and performance of wastewater collection, treatment and disposal systems; and
- (l) Any other information that may be required by G.S. 130A-335(e).
- (6) "Introduction course" means a class required to be eligible to apply for certification.
- ~~(6)(7)~~ "Licensed soil scientist" means an individual licensed in accordance with Chapter 89F of the North Carolina General Statutes.
- ~~(7)(8)~~ "Notice of Intent to Construct" means, at a minimum, that information required by G.S. 130A-336.2(b) and is provided as a form as set forth in Rule .1102 of this Chapter, by the Department of Health and Human Services.
- ~~(8)(9)~~ "Personally supervise" means to direct and control all on-site wastewater ~~contractor or inspector~~ contractor, ~~point of sale~~ point-of-sale inspector, or private compliance inspector activities during the time those activities are being conducted.
- (10) "Point of sale inspector" means a person who performs an inspection of an on-site wastewater system as part of a real estate transaction.
- (11) "Private compliance inspector" means the same as defined in G.S. 90A-71(10).
- ~~(9)(12)~~ "Professional development hour" or "PDH" means an hour of instruction or presentation and is the basic unit of credit for all courses or activities related to satisfying continuing education requirements.
- ~~(10)(13)~~ "Repair" means construction activity or alteration to an existing on-site wastewater system that is necessary to comply with a Construction Authorization for a repair permit issued by the Local Health Department or through the Authorized On-Site Wastewater Evaluator option pursuant to G.S. 130A-336.2.
- ~~(11)(14)~~ "Seal" means the seal required by G.S. 130A-336.2(d)(2) for certified Authorized On-Site Wastewater Evaluator.
- ~~(12)(15)~~ "Subordinate" means the same as defined in G.S. 89F-3(10).
- ~~[(13) — "Private compliance inspector" means the same as defined in G.S. 90A-71(8).]~~
- ~~[(14) — "Introduction course" means class required to be eligible to apply for certification.]~~

History Note: Authority G.S. 90A-71; 90A-72; 90A-74; 130A-336.2;
Eff. February 1, 2011;
Amended Eff. January 1, 2016; January 1, 2013;
Pursuant to G.S. 150B-21.3A, rule is necessary without substantive public interest Eff. January 9, 2018;
Amended Eff. June 1, 2021-2021;
Readopted Eff. November 1, 2025.

21 NCAC 39 .0102 is readopted **with changes** as published in 39:21 NCR 1409 as follows:

21 NCAC 39 .0102 TYPES OF CERTIFICATION

(a) The levels of certification for on-site wastewater contractors are as follows:

Level	Description of Activities
I	Single Septic Tank, Conventional (Gravel) Gravity System
II	Grade I, plus: <u>Single Septic Tank, Conventional (Gravel) Gravity System</u> Multiple tanks, Grease Traps, Single Pump or Single Siphon, Fill Systems, Sand Lined Trench, and any approved gravity or single pump dispersal system not specified in Grade Level III or Grade Level IV <u>IV, Systems of ≤ 1500 gdp</u>
III	Grade II, plus: Dual pumps or Dual Siphons, Systems of >1500 gpd to <3000 gpd, Low Pressure Dispersal, Flow Equalization, and any system requiring ground water lowering with a pump
IV	Grade III, II, plus: <u>Dual pumps or Dual Siphons, Low-Pressure Dispersal, Flow Equalization, and any system requiring ground water lowering with a pump, Systems of > 1500 gdp, Systems >3000 gpd,</u> Multiple Off-Site Systems, Industrial Process Wastewater, Residential Wastewater Treatment Systems (RWTS), TS-I and TS-II System, Drip Dispersal Systems, and Wastewater Reuse Systems or any Pretreatment Component.

(b) ~~[Point of sale] Inspectors~~ **Point-of-sale inspectors and private compliance inspectors** are certified to inspect all on-site wastewater systems referenced in Paragraph (a).

(c) Evaluators ~~shall be certified~~ **by the Board** pursuant to G.S. ~~130A-336.2, 130A-336.2(a) shall comply with the standards set forth in G.S. 130A-336.2.~~

History Note: Authority G.S. 90A-72; 90A-74; 90A-77; 130A-336.2;

Eff. February 1, 2011;

Pursuant to G.S. 150B-21.3A, rule is necessary without substantive public interest Eff. January 9, 2018;

Amended Eff. June 1, 2021-2021.;

Readopted Eff. November 1, 2025.

21 NCAC 39 .0103 is readopted with changes as published in 39:21 NCR 1409 as follows:

21 NCAC 39 .0103

(a) On or before October 31 of each year, the Board shall prepare and file reports required pursuant to G.S. 93B-2. The Board shall file reports in the manner requested by the receiving agency or committee.

(b) The Board shall maintain an escrow account at the financial institution used regularly for deposits and checks. Fees tendered during a period of suspension under G.S. 93B-2(d) shall be deposited into this escrow account.

History Note: Authority G.S. 90A-74; 93B-2;

Eff. July 1, ~~2019~~. 2019;

Readopted Eff. November 1, 2025.

21 NCAC 39 .0201 is readopted **with changes** as published in 39:21 NCR 1409-1411 as follows:

**SECTION .0200 - CERTIFICATION OF ON-SITE WASTEWATER CONTRACTORS, ~~[POINT-OF-SALE]~~
~~POINT-OF-SALE~~ INSPECTORS, PRIVATE COMPLIANCE ~~INSPECTORS~~ INSPECTORS, OR
AUTHORIZED ON-SITE WASTEWATER EVALUATORS**

21 NCAC 39 .0201 APPLICATION REQUIREMENTS FOR CERTIFICATION

(a) Applications for certification shall be submitted on forms provided by the Board.

(1) Applications for a contractor or ~~[point-of-sale]~~ **point-of-sale** inspector shall include:

- (A) Applicant's name;
- (B) Company address;
- (C) Phone number;
- (D) Date of birth;
- (E) Email address, if available;
- (F) Company or employer name and address;
- (G) Company phone number;
- (H) County where company is located;
- (I) If the certification is for contractor or **point-of-sale** inspector;
- (J) The contractor certification ~~level requested;~~ **level, if applicable;**
- (K) Certification number, if renewal;
- (L) Required certification ~~fee or annual fee for level of certification;~~ **fee, as specified in Rule .0301 of this Chapter;**
- (M) Dates, locations, hours, and providers of required education and training;
- (N) Applicant signature; ~~and~~
- (O) **Copy of Applicant's Social Security Card issued by the United States Social Security Administration, bearing Applicant's name and Social Security Number. Number;**
- ~~(P) Grade Level IV or [Point-of-Sale] point-of-sale Inspector verification of experience requirements;~~ **requirements as specified in G.S. 90A-77;**
- ~~(Q) [Copy(ies)] Copy of attendance [certificate(s)] certificate for required education received within [twelve (12)] 12 months of date of application; and~~
- ~~(R) Exam [application; and] application.~~
- ~~[(S) Applicant signature.]~~

(2) Applications for evaluator shall include:

- (A) Applicant's name;
- (B) Company address;
- (C) Phone number;
- (D) Date of birth;

- (E) Email address, if available;
- (F) Company or employer name and address;
- (G) Company phone number;
- (H) County where company is located;
- (I) Required certification ~~fee;~~ fee, as specified in Rule .0301 of this Chapter;
- (J) ~~Dates, locations, hours, providers, and completion certificate that includes the required Board approved evaluator course;~~ ~~[Copy(ies)]~~ Copy of attendance ~~[certificate(s)]~~ certificate for required education received within ~~[twelve (12)]~~ 12 months of date of application;
- (K) Copy of current Errors and Omission Policy declaration page, as required by G.S. 130A-336.2;
- (L) Copy of current General Liability Policy declarations page, as required by G.S. 130A-336.2;
- (M) Copy of current Soil Scientist License pursuant to Chapter 89F;
- (N) Verification of minimum of five years' experience in on-site wastewater soil science;
- (O) Applicant signature; and
- (P) Copy of Applicant's Social Security Card issued by the United States Social Security Administration, bearing Applicant's name and Social Security Number. Number; and
- (Q) Exam application.
- (3) Applications for private compliance inspector shall include:
- (A) Applicant's name;
- (B) Company address;
- (C) Phone number;
- (D) Date of birth;
- (E) Email address, if available;
- (F) Company or employer name and address;
- (G) Company phone number;
- (H) County where company is located;
- (I) [Require] Required certification fee; fee, as specified in Rule .0301 of this Chapter;
- (J) [Copy(ies)] Copy of attendance [certificate(s)] certificate for required education received within [twelve (12)] 12 months of date of application;
- (K) Copy of current Errors and Omission Policy and General Liability Policy declaration page, as required by G.S. 130A-337(a2)(2);
- (L) [Verification of minimum of five years' experience as required in G.S. 90A-77(a)(3d);]
The name and address of the places at which applicant worked as a certified contractor, evaluator, subsurface operator, or registered environmental health specialist with

1 experience in on-site wastewater matters for at least five years, along with the dates during
2 which the applicant performed such work;

3 (M) Applicant signature;

4 (N) Copy of Applicant's Social Security Card issued by the United States Social Security
5 Administration, bearing Applicant's name and Social Security Number; and

6 (O) Exam application.

7 (b) Applications for renewal shall be submitted annually on forms provided by the Board and shall include:

8 (1) Certification holder's name;

9 (2) Company name;

10 (3) Company address;

11 (4) Certification number(s)

12 (5) Copy of required continuing education documentation;

13 (6) Annual renewal ~~fee;~~ fee, as specified in Rule .0301 of this Chapter;

14 (7) Current copies of all required insurance declarations pages;

15 (8) Evaluators will also submit a current copy of LSS their Licensed Soil Scientist license; and

16 (9) Applicant signature.

17 (c) Incomplete applications and applications not accompanied by the fee as set forth in Rule .0301 of this Chapter
18 shall not be processed and shall be returned to the applicant.

19 (d) Upon approval of an initial application pursuant to the requirements of this Chapter, the Board shall schedule an
20 applicant to take the required examination.

21 ~~(e) The Board may request verification of education and training.~~

22 ~~(f) All certified contractors, inspectors, or evaluators shall submit a renewal application by November 15 of each year.~~
23 ~~If a renewal applicant's renewal application is not received by the Board until after December 31 of that calendar year,~~
24 ~~the renewal applicant shall pay a late fee of twenty five dollars (\$25.00) in accordance with G.S. 90A-78(b). If a~~
25 ~~renewal application is received by the Board after December 31, it will not be processed until the late fee is received.~~

26 ~~(g) If the renewal application is postmarked more than 90 days after December 31, the person must meet the~~
27 ~~requirements for re-certification.~~

28 ~~(h) Applications for new certifications requiring testing pursuant to G.S. 90A-77 must be received by the Board at~~
29 ~~least 15 days prior to the scheduled date of the examination.~~

30 ~~(i) Any person requesting a certification level upgrade shall submit a request in writing and pay the difference in the~~
31 ~~fees set forth in Rule .0301 of this Chapter. Requests must be received no less than 24 hours prior to the scheduled~~
32 ~~date of the examination.~~

33 ~~(j)((f))(e)~~ In cases where the applicant is ineligible for examination as set forth in G.S. 90A-77, for failure to meet the
34 requirements set forth in Rules and statutes, the applicant shall be notified by letter and advised of the reason for
35 ineligibility.

36 ~~(k)((g))(f)~~ Applicants who have supplied false information must wait 12 months before resubmitting an application
37 for certification or renewal and must forfeit all fees paid.

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History Note: Authority G.S. 90A-72; 90A-74; 90A-77; 90A-78; **93B-14**; 130A-336.2;
Eff. February 1, 2011;
Pursuant to G.S. 150B-21.3A, rule is necessary without substantive public interest Eff. January 9,
2018;
Amended Eff. June 1, ~~2021~~2021;
Readopted Eff. November 1, 2025.

21 NCAC 39 .0202 is readopted with changes as published in 39:21 NCR 1411 as follows:

21 NCAC 39 .0202 BUSINESS SUCCESSION

(a) A person ~~may~~ shall be certified by the Board pursuant to G.S. 90A-77(c) ~~by~~ upon:

- (1) Providing the Board documentation of ~~being supervised~~ supervision by and ~~employed full time~~ full-time employment with a Board certified contractor or ~~point of sale~~ point-of-sale inspector for the past three years;
- (2) Providing the Board three affidavits from local health ~~department~~ departments as defined by G.S. 130A-34, engineers, or customers ~~that show integral~~ describing the applicant's involvement with the installation of on-site wastewater systems;
- (3) Providing the Board with an application for certification, including appropriate initial fees;
- (4) Providing the Board with proof of attendance at approved continuing education courses for a minimum of two years; and
- (5) Passing the applicable test for the ~~level~~ certification requested.

History Note: Authority G.S. 90A-74; 90A-77;

Eff. January 1, 2013;

Pursuant to G.S. 150B-21.3A, rule is necessary without substantive public interest Eff. January 9, 2018-2018;

Readopted Eff. November 1, 2025.

21 NCAC 39 .0301 is readopted **with changes** as published in 39:21 NCR 1411 as follows:

**SECTION .0300 - ONSITE WASTEWATER CONTRACTOR, ~~POINT-OF-SALE~~ POINT-OF-SALE
INSPECTOR, PRIVATE COMPLIANCE INSPECTOR, OR EVALUATOR FEES**

21 NCAC 39 .0301 SCHEDULE OF CERTIFICATION FEES

(a) Application fees are as follows:

Grade Level	Initial Fee	Renewal Fee
I	\$150.00	\$75.00
II	\$200.00	\$75.00
III	\$250.00	\$75.00
IV	\$300.00	\$75.00
Point of Sale Point-of-Sale Inspector Certificate Certification	\$200.00	\$75.00
Combination Contractor Certification Grade Level and Inspector Certificate	Sum of individual fees	\$125.00
On-site Wastewater Evaluator	\$300.00	\$100.00
<u>Private Compliance Inspector</u>	<u>\$300.00</u>	<u>\$100.00</u>

(b) Application fees shall not be pro-rated.

(c) The fee for re-instatement of a revoked or suspended certification is five hundred dollars (\$500.00).

(d) The fee for certificate replacement or duplication is twenty-five dollars (\$25.00).

(e) The fee for late renewal is twenty-five dollars (\$25.00). This fee is charged if the renewal request is received after ~~December 31~~ November 15.

(f) The fee for each returned check is twenty-five dollars (\$25.00).

(g) All fees are non-refundable.

*History Note: Authority G.S. 25-3-506; 90A-72(a); 90A-74; 90A-75; 90A-77(f); 90A-78(b); 130A-336.2;
Eff. February 1, 2011;
Amended Eff. January 1, 2016;
Pursuant to G.S. 150B-21.3A, rule is necessary without substantive public interest Eff. January 9,
2018;
Amended Eff. June 1, ~~2021~~ 2021;
Readopted Eff. November 1, 2025.*

21 NCAC 39 .0401 is readopted with changes as published in 39:21 NCR 1411 as follows:

SECTION .0400 - CERTIFICATION BY EXAMINATION

**21 NCAC 39 .0401 ON-SITE WASTEWATER CONTRACTOR, ~~POINT-OF-SALE~~ POINT-OF-SALE
INSPECTOR, PRIVATE COMPLIANCE INSPECTOR, OR EVALUATOR
EXAMINATIONS**

- (a) On-site wastewater contractor, ~~point-of-sale~~ point-of-sale inspector, private compliance inspector, or evaluator examinations shall be ~~comprehensive examinations that are~~ standardized ~~statewide.~~ statewide and include the topics described in G.S. 90A-77(a)(7).
- (b) The exam questions shall be specific to the ~~grade level certification~~ being sought by the applicant.
- (c) Any applicant seeking ~~a combination certification~~ multiple certifications shall take and pass each exam specific to the ~~grade level~~ certifications being sought.
- (d) Each applicant shall obtain a passing score of at least 70 ~~percent.~~ percent as a requirement of certification. Results of the examination shall be reported as either "pass" or "fail."

History Note: Authority G.S. 90A-72; 90A-74; 90A-77; 130A-336.2;

Eff. February 1, 2011;

Amended Eff. January 1, 2016;

Pursuant to G.S. 150B-21.3A, rule is necessary without substantive public interest Eff. January 9, 2018;

Amended Eff. June 1, ~~2021~~ 2021;

Readopted Eff. November 1, 2025.

21 NCAC 39 .0402 is readopted **with changes** as published in 39:21 NCR 1411-1412 as follows:

21 NCAC 39 .0402 TIME AND PLACE OF EXAMINATION

(a) The Board may schedule on-site wastewater contractor, ~~point-of-sale~~ **point-of-sale** inspector, private compliance inspector, or evaluator examinations in addition to the required examinations pursuant to G.S. 90A-77. Additional examinations may be scheduled by the Board if the Board determines that the three scheduled examinations are insufficient due to the number of applicants for examination or the time between examinations. Information regarding the date, time, and place **of all exams** shall be made available on the Board's web site or upon request.

(b) The Board shall notify each applicant filing for examination in writing of the date, time, and place of the examination.

History Note: Authority G.S. 90A-72; 90A-74; 90A-77; 130A-336.2;

Eff. February 1, 2011;

Pursuant to G.S. 150B-21.3A, rule is necessary without substantive public interest Eff. January 9, 2018;

Amended Eff. June 1, ~~2021~~ 2021;

Readopted Eff. November 1, 2025.

21 NCAC 39 .0403 is readopted **with changes** as published in 39:21 NCR 1412 as follows:

21 NCAC 39 .0403 CONDUCTING AND GRADING EXAMINATIONS

(a) Examinations shall be conducted and graded under the supervision of a representative of the Board.

(b) Applicants shall identify themselves by way of a driver's license or other form of photographic identification issued by a state or federal government agency **containing an identification number** and the **government-issued** identification number **appearing on the identification** shall be **recorded.** ~~recorded on the face of the examination paper.~~

(c) Applicants shall not cheat or attempt to cheat on an examination by any means, including both giving and receiving assistance, and shall not communicate in any manner for any purpose other than with an examination supervisor during an examination. Applicants shall not deliberately disrupt the quiet and orderly administration of an examination in any manner. Violation of this Paragraph is cause for dismissal from the examination, invalidation of **examinations** **examination** scores, denial of certification and revocation of certification if the person is certified.

(d) No electronics, reference ~~[materials]~~ materials, or bags shall be possessed by applicants in an examination area.

History Note: Authority G.S. 90A-72; 90A-74; 90A-77; 90A-81;

Eff. February 1, 2011;

Pursuant to G.S. 150B-21.3A, rule is necessary without substantive public interest Eff. January 9, 2018-2018;

Readopted Eff. November 1, 2025.

21 NCAC 39 .0404 is readopted with changes as published in 39:21 NCR 1412 as follows:

21 NCAC 39 .0404 ISSUANCE OF CERTIFICATES

(a) After an examination grading, the applicant shall be informed in writing by ~~the Board or its authorized representatives~~ Board staff as to the results of his or her examination. The Board shall not respond to requests for exam results.

(b) Upon successful completion of the examination and all requirements for certification the applicant shall be issued a certification card.

(c) Questions by the applicant concerning the examination must be made in writing to the Board within six months of the ~~notification date~~ date of notification of exam results.

(d) An applicant who fails to pass an examination shall be entitled to and notified of the privilege to review his or her examination in the presence of one or more Board members or ~~its authorized representative~~ Board staff at a location approved by the Board.

(e) Each certified on-site wastewater contractor, ~~[point of sale]~~ point-of-sale inspector, private compliance inspector, or evaluator shall be assigned a unique certification number. Certification numbers are not transferable and shall not be used by another onsite wastewater contractor, ~~[point of sale]~~ point-of-sale inspector, private compliance inspector, or evaluator.

(f) Upon ~~successful completion of the examination~~, certification by the Board, each evaluator shall be issued a ~~seal~~ seal by the Board.

History Note: Authority G.S. 90A-72; 90A-74; 90A-77; 130A-336.2;

Eff. February 1, 2011;

Pursuant to G.S. 150B-21.3A, rule is necessary without substantive public interest Eff. January 9, 2018;

Amended Eff. June 1, ~~2021~~, 2021;

Readopted Eff. November 1, 2025.

21 NCAC 39 .0405 is readopted with changes as published in 39:21 NCR 1412 as follows:

**21 NCAC 39 .0405 LICENSURE FOR MILITARY-TRAINED APPLICANT; LICENSURE FOR
MILITARY SPOUSE**

(a) Upon receipt of a request for licensure pursuant to G.S. 93B-15.1 from a military-trained applicant, the Board shall issue a license upon the applicant's satisfying the following conditions:

- (1) Submit a complete Application for ~~Certification;~~ Certification, as required by Rule .0201 of this Chapter.
- (2) Submit a license fee in accordance with G.S. 90A-75 and Rule .0301 of this Chapter;
- (3) Provide documentation to satisfy conditions set out in G.S. 93B-15.1(a)(1) and (2);
- (4) For evaluator, provide documentation from the N.C. Board for Licensing of Soil Scientists that demonstrates that requirements set out in ~~G.S. 89F~~ G.S. 89F-10 have been satisfied; and
- (5) Provide documentation that the applicant has not committed any act in any jurisdiction that would constitute grounds for refusal, suspension, or revocation of ~~a~~ an occupational license in North Carolina at the time the act was committed.

(b) Upon receipt of a request for licensure pursuant to G.S. 93B-15.1 from a military spouse, the Board shall issue a license upon the applicant's satisfying the following conditions:

- (1) Submit a complete Application for ~~Certification;~~ Certification, as required by Rule .0201 of this Chapter.
- (2) Submit a license fee in accordance with G.S. 90A-75 and Rule .0301 of this Chapter;
- (3) Submit documentation demonstrating that the applicant is married to an active member of the U.S. military;
- (4) Provide documentation to satisfy conditions set out in G.S. 93B-15.1(b)(1) and (2);
- (5) For evaluator, provide documentation from the N.C. Board for Licensing of Soil Scientists that demonstrates that requirements set out in G.S. ~~89F~~ 89F-10 have been satisfied; and
- (6) Provide documentation that the applicant has not committed any act in any jurisdiction that would constitute grounds for refusal, suspension, or revocation of ~~a~~ an occupational license in North Carolina at the time the act was committed.

History Note: Authority: G.S. 90A-74; 90A-75; 93B-15.1; 130A-336.2;

Eff. April 1, 2014;

Pursuant to G.S. 150B-21.3A, rule is necessary without substantive public interest Eff. January 9, 2018;

Amended Eff. June 1, ~~2021~~ 2021:

Readopted Eff. November 1, 2025.

21 NCAC 39 .0501 is readopted **with changes** as published in 39:21 NCR 1412 as follows:

SECTION .0500 - CERTIFICATION RENEWAL

21 NCAC 39 .0501 CONDITIONS AND LIMITATIONS FOR RENEWAL OF CERTIFICATIONS

(a) Certifications shall expire on December 31 of each year.

(b) A renewal shall not be granted if the applicant's certification is suspended or revoked until the period for such suspension or revocation has expired.

(c) Certified individuals under this program shall notify the Board **in writing** within 30 days **in writing** of any changes to their name, company name, company address, phone number, or email address.

*History Note: Authority G.S. 90A-72; 90A-74; 90A-77; **90A-78;***

Eff. February 1, 2011;

Pursuant to G.S. 150B-21.3A, rule is necessary without substantive public interest Eff. January 9, ~~2018.~~ 2018;

Readopted Eff. November 1, 2025.

21 NCAC 39 .0601 is readopted with changes as published in 39:21 NCR 1412 as follows:

SECTION .0600 - CONTINUING EDUCATION REQUIREMENTS

21 NCAC 39 .0601 REQUIREMENTS

(a) Every certified on-site wastewater contractor, point-of-sale point-of-sale inspector, private compliance inspector, or evaluator shall obtain Professional Development Hours (PDH) units during the renewal period before each renewal of his or her certification, as described in the following table:

Level	Annual PDH Units Required
I	3
II	3
III	6
IV	6
<u>Point-of-Sale</u> <u>Point-of-Sale</u> Inspector	6
<u>Combination Certification Holders of Both Contractor Grade Level and</u> <u>Point-of-Sale</u> <u>Point-of-Sale</u> Inspector	6
Evaluator	12
<u>Private Compliance Inspector</u>	<u>12</u>

(b) The certified on-site wastewater contractor, point-of-sale point-of-sale inspector, private compliance inspector, or evaluator shall select courses and activities that have been approved as set out in Rule .0602 of this Chapter.

(c) Professional Development Hours (PDH) Only PDH approved by the Board pursuant to Rule .0602 shall qualify as continuing education required to renew a certification, as set forth in G.S. 90A-78. shall be accepted by the Board for approved courses pursuant to Rule .0602 of this Chapter. Hours for all other courses shall be submitted by providers to the Board for approval pursuant to Rule .0602 of this Chapter. If not approved, no PDH shall be granted for the course.

(d) Each on-site wastewater contractor, point-of-sale point-of-sale inspector, private compliance inspector, or evaluator shall attend at least 85 percent of the class in order to receive credit. Any attendee present for less time shall not receive credit for the class. The class provider or authorized representative shall certify by affidavit or attestation that each class attendee meets the requirement of this Paragraph.

(e) PDH received annually in excess of required PDH shall not be carried forward for future requirements.

(f) PDH shall expire fifteen (15) fifteen months after completion.

[(g) PDH received for all introduction courses shall expire fifteen (15) fifteen months after completion.]

1
2 *History Note: Authority G.S. 90A-72; 90A-74; 90A-77; 90A-78; 90A-79; 130A-336.2;*
3 *Eff. February 1, 2011;*
4 *Amended Eff. January 1, 2016; January 1, 2013;*
5 *Pursuant to G.S. 150B-21.3A, rule is necessary without substantive public interest Eff. January 9,*
6 *2018;*
7 *Amended Eff. June 1, ~~2021~~, 2021;*
8 *Readopted Eff. November 1, 2025.*
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10

21 NCAC 39 .0602 is readopted with changes as published in 39:21 NCR 1412-1413 as follows:

21 NCAC 39 .0602 APPROVAL OF CONTINUING EDUCATION COURSES

(a) All continuing education courses shall be approved by the Board before PDH can be granted.

(b) All Providers must submit all continuing education courses to the Board shall to be approved on an annual basis.

(c) The Board shall approve courses in accordance with G.S. 90A-79 that instruct on on-site wastewater contractor, [point of sale] point-of-sale inspector, private compliance inspector, or evaluator activities and that enhance a contractor's, [point of sale] point-of-sale inspector's, private compliance inspector's, or evaluator's knowledge of construction, installation, repair, evaluation or inspection of wastewater systems. The Board shall determine that which courses and activities result in the maintenance, improvement, or expansion of skills and knowledge related to the practice of on-site wastewater contractor, [point of sale] point-of-sale inspector, private compliance inspector, or evaluator activities. Providers may request approval of courses or activities from the Board by obtaining and completing a form available on the Board's website (www.ncowcib.info) or by a written request to the Board that provides the following information:

- (1) Course content;
- (2) Course schedule;
- (3) Level of instruction provided (Level 1, 2, 3, 4, [II, IV, point of sale inspector, private compliance inspector, or evaluator]; Inspector, or level 4/Inspector); Combination Contractor Grade Level and Inspector, or evaluator; such as Level II, IV, point-of-sale inspector, private compliance inspector, or evaluator;
- (4) Qualifications of instructors (including both education and experience); including both education and experience; and
- (5) Materials provided, field experiences, and other activities available in connection with the course(s).

~~[(d) Providers shall submit attendance rosters in excel format via email to the Board no later than ten (10) business days after conclusion of course. Attendance roster shall contain only the following:~~

- ~~(1) — Attendee First Name;~~
- ~~(2) — Attendee Last Name;~~
- ~~(3) — Number of Credit Hours received;~~
- ~~(4) — Certification number for current certification held or "none" for new applicants;~~
- ~~(5) — Name of Provider; and~~
- ~~(6) — Date of Class.~~

~~(e) Provider shall submit an email to the Board containing dates of class(es) scheduled a minimum of ten (10) business days prior to class date.~~

~~(f) Provider shall issue an attendance certificate to each attendee at the conclusion of class. Attendance certificates may be electronic or printed.]~~

History Note: Authority G.S. 90A-72; 90A-74; 90A-77; 90A-78; 90A-79; 130A-336.2;

1 *Eff. February 1, 2011;*
2 *Amended Eff. January 1, 2016;*
3 *Pursuant to G.S. 150B-21.3A, rule is necessary without substantive public interest Eff. January 9,*
4 *2018;*
5 *Amended Eff. June 1, ~~2021~~2021;*
6 *Readopted Eff. November 1, 2025.*

21 NCAC 39 .0604 is readopted **with changes** as published in 39:21 NCR 1413 as follows:

21 NCAC 39 .0604 RECORDKEEPING

Each contractor, ~~point-of-sale~~ **point-of-sale** inspector, private compliance inspector, or evaluator shall maintain records of any completed PDH courses including the following:

- (1) A log showing the type of activity claimed, sponsoring organization, location, duration, instructors or speaker's name, and PDH credits earned; or
- (2) Attendance verification records in the form of completion certificates or other documents supporting evidence of attendance.

History Note: Authority G.S. 90A-72; 90A-74; 90A-77; 90A-78; 90A-79; 130A-336.2;

Eff. February 1, 2011;

Pursuant to G.S. 150B-21.3A, rule is necessary without substantive public interest Eff. January 9, 2018;

Amended Eff. June 1, ~~2021~~, 2021;

Readopted Eff. November 1, 2025.

21 NCAC 39 .0605 is readopted with changes as published in 39:21 NCR 1413 as follows:

21 NCAC 39 .0605 EXTENSION OF TIME

(a) The Board shall grant an on-site wastewater contractor, [point-of-sale] point-of-sale inspector, private compliance inspector, or evaluator an extension of time to complete continuing education (CE) requirements during a period of service in the Armed Forces of the United States upon submission of the following to the Board:

- (1) written request for extension; and
- (2) documentation that the requestor is serving in the Armed Forces of the United States and is eligible for an extension of time to file a tax return pursuant to G.S. 105-249.2.

(b) The Board shall grant an on-site wastewater contractor, [point-of-sale] point-of-sale inspector, private compliance inspector, or evaluator an extension of time to obtain complete CE requirements if he or she has a disability or illness that prevents him or her from complying with CE requirements. In order to receive the waiver, the requestor shall provide the Board with the following:

- (1) written request for waiver; and
- (2) documentation a letter from a licensed physician, nurse practitioner (NP), or physician assistant (PA) that describes the requestor's disability or illness and explains how the disability or illness prevents the contractor, [point-of-sale] point-of-sale inspector, private compliance inspector, or evaluator from complying with the Board's CE requirements. Documentation includes a letter from a licensed physician, nurse practitioner (NP), or physician assistant (PA).

(c) Where on a case-by-case basis the Board determines that due to an undue hardship (such as natural disaster or illness of family member) the contractor, [point-of-sale] point-of-sale inspector, or private compliance inspector, evaluator could not reasonably be expected to comply with the Board's CE requirements, the contractor, [point-of-sale] point-of-sale inspector, private compliance inspector, or evaluator shall be granted an extension of time in which to obtain the required CE credits. To be considered for an extension of time, a requestor shall submit the following:

- (1) written request for extension; and
- (2) documentation that supports the reason for the extension.

(d) The Board shall grant a waiver of CE requirements upon submission of documentation that a contractor, [point-of-sale] point-of-sale inspector, private compliance inspector, or evaluator is in active duty while serving in the Armed Forces and is or has been deployed for at least eight months during the twelve-month period during which CE credits were required.

(e) An extension granted under Paragraphs (b) or (c) of this Rule shall not exceed one year. Prior to the expiration of the one-year extension of time, a contractor, [point-of-sale] point-of-sale inspector, private compliance inspector, or evaluator may request an additional extension in accordance with this Rule. Except as set out in Paragraph (a) of this Rule, the Board shall grant no more than two consecutive extensions.

*History Note: Authority G.S. 90A-72; 90A-74; 90A-77; 90A-78; 90A-79; 93B-15; 130A-336.2;
Eff. February 1, 2011;*

1 *Pursuant to G.S. 150B-21.3A, rule is necessary without substantive public interest Eff. January 9,*
2 *2018;*
3 *Amended Eff. June 1, ~~2021~~, 2021;*
4 *Readopted Eff. November 1, 2025.*
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21 NCAC 39 .0701 is readopted with changes as published in 39:21 NCR 1414 as follows:

SECTION .0700 - PROCEDURES FOR DISCIPLINARY ACTIONS

21 NCAC 39 .0701 **REVOCATION, REVOCATION OR SUSPENSION OF CERTIFICATION**

(a) The Board may revoke or suspend the certification of an on-site wastewater contractor, ~~point-of-sale~~ point-of-sale inspector, private compliance inspector, or evaluator in accordance with the provisions of G.S. 90A-80, 90A-81, and Article 3A of Chapter of 150B of the NC General Statutes. For holders of ~~the Combination Contractor-Grade Level and Inspector~~ multiple certifications, the Board may revoke or suspend either or ~~both~~ all certifications.

(b) Following a revocation or suspension, a certificate holder shall relinquish his or her certificate or seal by submission to the Board of the original certificate or seal and a notarized statement of ~~relinquishment~~ relinquishment within 30 days of revocation or suspension.

(c) The Board may restrict the certificate of an on-site wastewater contractor, point-of-sale inspector, or ~~evaluator~~ evaluator upon receiving a complaint and making a finding that the evidence tends to show that the certificate holder has violated G.S. 90A-81(a). Written notice of the restriction that limits the ability of the certificate holder, in whole or in part, to supervise or conduct the construction, installation, repair, evaluation, or inspection of on-site wastewater systems shall be delivered in accordance with the provisions of service in G.S. 150B-42. A copy of the letter shall be kept in the on-site wastewater contractor, ~~point-of-sale~~ point-of-sale inspector, private compliance inspector, or evaluator's file. The on-site wastewater contractor, ~~point-of-sale~~ point-of-sale inspector, private compliance inspector, or evaluator shall be given the opportunity to request a hearing by submission of a rebuttal, which shall be placed put a letter of rebuttal into the file with the Board. The letter shall be received by the Board within 30 days of receipt of the written notice. The Board shall receive the letter of rebuttal within 30 days of the on-site wastewater contractor, point-of-sale inspector, private compliance inspector, or evaluator's receipt of the notice of restriction. Upon receipt of a certificate holder's rebuttal, the Board shall provide the certificate holder with an opportunity for a hearing by issuing a notice of hearing pursuant to G.S. 150B-38(d).

History Note: Authority G.S. 90A-72; 90A-74; 90A-80; 90A-81; 130A-336.2;

Eff. February 1, 2011;

Amended Eff. January 1, 2016;

Pursuant to G.S. 150B-21.3A, rule is necessary without substantive public interest Eff. January 9, 2018;

Amended Eff. June 1, 2021-2021;

Readopted Eff. November 1, 2025.

21 NCAC 39 .0702 is readopted with changes as published in 39:21 NCR 1414 as follows:

21 NCAC 39 .0702 CERTIFICATION FOLLOWING REVOCATION OR VOLUNTARY SURRENDER OF CERTIFICATION

(a) If a certification is revoked or voluntarily surrendered the person may not apply for a new certification for a period of at least 12 months, months from the date the certification is revoked or voluntarily surrendered.

(b) An individual whose certification was revoked or voluntarily surrendered may apply to the Board for reinstatement after the 12 month period has ended.

(c) An individual approved by the Board to apply applying for reinstatement, reinstatement must then meet all the requirements for a new applicant as specified in Article 5 of G.S. 90A and the rules adopted by the Board.

(d) Applicants denied reinstatement by the Board may appeal the decision pursuant to the procedures for an administrative hearing contained in G.S. 150B, Article 3A.

History Note: Authority G.S. 90A-72; 90A-74; 90A-80; 90A-81;

Eff. February 1, 2011;

Pursuant to G.S. 150B-21.3A, rule is necessary without substantive public interest Eff. January 9, 2018. 2018:

Readopted Eff. November 1, 2025.

21 NCAC 39 .0703 ~~is proposed to be~~ readopted as published in 39:21 NCR 1414 ~~is now repealed~~ as follows:

21 NCAC 39 .0703 PENALTIES

~~A person who violates any rule of this Section is subject to the penalties of G.S. 90A-81.~~

History Note: Authority G.S. 90A-72; 90A-74; 90A-80; 90A-81;

Eff. February 1, 2011;

*Pursuant to G.S. 150B-21.3A, rule is necessary without substantive public interest Eff. January 9,
~~2018. 2018;~~*

~~*[Readopted]*~~*Repealed Eff. November 1, 2025.*

21 NCAC 39 .0801 is readopted with changes as published in 39:21 NCR 1414-1415 as follows:

SECTION .0800 – ONSITE WASTEWATER CONTRACTOR, INSPECTOR, OR EVALUATOR CODE OF ETHICS

21 NCAC 39 .0801 CODE OF ETHICS

(a) Contractors, ~~[point-of-sale]~~ point-of-sale inspectors, ~~private compliance inspector,~~ inspectors, and evaluators shall at all times recognize their primary obligation is to protect the public in the performance of their professional duties and shall conduct the practice of those duties in a manner that protects the public health, safety and welfare.

(b) ~~Opinions~~ Professional opinions expressed by contractors, ~~[point-of-sale]~~ point-of-sale inspectors, ~~private compliance inspector,~~ or evaluators in the discharge of their duties shall only be based on their education and experience.

(c) No contractor, ~~[point-of-sale]~~ point-of-sale inspector, ~~private compliance inspector,~~ or evaluator shall disclose any information about the results of an inspection or evaluation without the approval of the client for whom the inspection or evaluation was performed, or the client's designated representative, except as required by law.

(d) No contractor, ~~[point-of-sale]~~ point-of-sale inspector, ~~private compliance inspector,~~ or evaluator shall accept compensation or any other consideration from more than one interested party for the same service without the consent of all interested parties.

(e) No contractor, ~~[point-of-sale]~~ point-of-sale inspector, ~~private compliance inspector,~~ or evaluator shall accept or offer commissions or allowances, directly or indirectly, from or to other parties dealing with the client in connection with work for which the licensee is responsible.

(f) No contractor, ~~[point-of-sale]~~ point-of-sale inspector, ~~or private compliance inspector,~~ or evaluator shall provide an appraisal nor express an opinion of the market value of the inspected property during an inspection or in the inspection report.

(g) Before the execution of a contract to perform an on-site wastewater system ~~[point-of-sale]~~ point-of-sale inspection, ~~an a~~ ~~[point-of-sale]~~ point-of-sale inspector shall disclose to the client any interest the ~~[point-of-sale]~~ point-of-sale inspector has in a business that may affect the client. No licensee shall allow his or her interest in any business to affect the quality or results of the inspection work that the inspector may be called upon to perform.

(h) Before the execution of a contract to ~~perform~~ perform, construct, or repair an on-site wastewater system installation, a contractor shall disclose to the client any interest a contractor has in a business that may affect the client. No licensee shall allow his or her interest in any business to affect the quality or results of the installation work that the contractor may be called upon to perform.

(i) Before the execution of a contract to perform an on-site wastewater system evaluation, an evaluator shall disclose to the client any interest the evaluator has in a business that may affect the client. No evaluator shall allow his or her interest in any business to affect the quality or results of the evaluation work that the evaluator may be called upon to perform. Pursuant to G.S. 130A-336.2(d)(1), the evaluator shall not form a direct business relationship with any technology.

(j) Before execution of a contract to perform an on-site wastewater system private compliance inspection, the private compliance inspector shall disclose to the client any interest the private compliance inspector has in a business that may affect the client. No private compliance inspector shall allow his or her interest in any business to affect the quality or results of the private compliance inspection that the private compliance inspector may be called upon to perform.

~~(j)~~(k) Contractors shall not knowingly or willfully install a non-permitted system.

~~(k)~~(l) Contractors shall not knowingly or willfully install a system or any part of a system other than what is specified in the permit.

~~(l)~~(m) Contractors, ~~point-of-sale~~ ~~point-of-sale~~ inspectors, ~~private compliance inspector~~, and evaluators shall not engage in false or misleading advertising, documentation, and reporting or otherwise misrepresent any matters to the public.

~~(m)~~(n) Contractors, ~~point-of-sale~~ ~~point-of-sale~~ inspectors, ~~private compliance inspector~~, and evaluators shall discharge their duties in accordance with Article 5 of Chapter 90A of the North Carolina General Statutes and the rules of the Board.

~~(n)~~(o) No ~~point-of-sale~~ ~~point-of-sale~~ inspector shall subcontract with another ~~point-of-sale~~ ~~point-of-sale~~ inspector for an on-site wastewater system inspection without the knowledge and signed consent of the client.

~~(o)~~(p) The contractor ~~of record~~ shall be the responsible party for an on-site wastewater system installation or repair that is permitted through the local health ~~department~~ ~~department~~ or evaluator.

~~(p)~~(q) The evaluator ~~of record~~ shall be responsible for the work conducted by a subordinate.

~~(q)~~(r) The evaluator shall not perform any of the functions performed by a professional engineer for engineered wastewater systems described in ~~G.S. 130A-336.1~~ ~~G.S. 130A-336.1~~.

~~(r)~~(s) Evaluators who fail to comply with G.S. 89F-19 and have their soil scientist license revoked or suspended shall also have their authorization as an evaluator revoked or suspended.

~~(s)~~(t) Employees of a local health department or DHHS shall not construct, install, evaluate, ~~inspect~~ ~~inspect~~, or repair, or offer to construct, install, evaluate, ~~inspect~~ ~~inspect~~, or repair, onsite wastewater systems outside of their employment with a local health department or DHHS.

~~(t)~~(u) Evaluators shall not perform duties of ~~contractors or inspectors~~ ~~contractors~~, ~~point-of-sale~~ ~~point-of-sale~~ inspectors, or private compliance inspectors on any system on which they are the evaluator.

(v) The private compliance inspector ~~of record~~ shall be responsible for the work conducted by a subordinate.

History Note: Authority G.S. 90A-70; 90A-72; 90A-74; 130A-336.2;

Eff. November 1, 2011;

Amended Eff. January 1, 2016;

Pursuant to G.S. 150B-21.3A, rule is necessary without substantive public interest Eff. January 9, 2018;

Amended Eff. July 1, 2021; June 1, 2024-2021;

Readopted Eff. November 1, 2025.

1 21 NCAC 39 .0802 is readopted **with changes** as published in 39:21 NCR 1415 as follows:

2
3 **21 NCAC 39 .0802 COOPERATION WITH BOARD INQUIRY**

4 **The Board has the power and duty to conduct investigations to determine whether violations of Article 5 of Chapter**
5 **90A of the General Statutes have occurred or may be occurring, or whether grounds exist for disciplining persons**
6 **certified under Article 5 of Chapter 90A of the General Statutes.** A certificate holder shall respond to any **such** inquiry
7 made by the Board within 21 days from the date the inquiry was received by the certificate holder.

8
9 *History Note: Authority G.S. ~~90A-74(6)~~; ~~90A-74(6) and (9)~~; ~~90A-80~~;*

10 *Eff. July 1, ~~2019~~; 2019;*

11 *Readopted Eff. November 1, 2025.*
12
13

21 NCAC 39 .0803 is readopted with changes as published in 39:21 NCR 1415 as follows:

21 NCAC 39 .0803 DELEGATING TO THIRD-PARTY SERVICE PROVIDERS

(a) If a certificate holder delegates service requested by a client to another certificate holder, ~~he or she~~ the delegating certificate holder must give notice to the client on or before the date of service.

(b) The certificate holder who delegates service as set forth in this Rule ~~shall continue to be responsible for the delegated service provided to the client.~~ accepts responsibility for the quality and competency of the delegated services when the delegating certificate holder either receives payment for the delegated services or signs an evaluation or inspection report related to the delegated services.

History Note: Authority G.S. 90A-74(6);

Eff. July 1, ~~2019~~ 2019;

Readopted Eff. November 1, 2025.

21 NCAC 39 .0901 is readopted **with changes** as published in 39:21 NCR 1415 as follows:

SECTION .0900 – RULEMAKING PROCEDURES

21 NCAC 39 .0901 PETITION FOR RULE-MAKING

(a) Any person submitting a petition to adopt, amend, or repeal a rule by the Board shall address a petition to the Chairman at the Board office as follows: Post Office Box 132, Lawsonville, North Carolina 27022.

(b) The petition shall contain the following:

- (1) for petitions to adopt or amend a rule, a draft of the proposed rule or amendment;
- (2) a statement of the effect of the requested rule change; and
- (3) the name and address of the petitioner.

(c) The petition may contain the following:

- (1) the reason for the proposal; **or**
- ~~(2) the effect of the new rule on existing rules; or~~
- ~~(3)-(2)~~ any data supporting the rule proposal.

*History Note: Authority G.S. 90A-74; 150B-20;
Eff. July 1, ~~2019~~ 2019;
Readopted Eff. November 1, 2025.*

21 NCAC 39 .0902 is readopted as published in 39:21 NCR 1415 as follows:

21 NCAC 39 .0902 REQUEST FOR DECLARATORY RULING

All requests for a declaratory ruling shall contain the following information:

- (1) the name, address, and telephone number of the person making the request;
- (2) the statute or rule to which the request relates; and
- (3) a statement describing the manner in which the person has been or may be aggrieved by the statute or rule.

If a hearing is desired, the request shall so state and shall include the reason a hearing is desired.

History Note: Authority G.S. 90A-74; 150B-4(a);

Eff. July 1, ~~2019~~ 2019;

Readopted Eff. November 1, 2025.

21 NCAC 39 .0903 is readopted **with changes** as published in 39:21 NCR 1415 as follows:

21 NCAC 39 .0903 REFUSAL TO ISSUE DECLARATORY RULING

The Board shall refuse to issue a declaratory ruling under the following circumstances:

- (1) when the Board has issued a decision in a contested case ~~with substantially similar facts; that~~
interprets the law or rule at issue in the request for declaratory ruling;
- (2) when the facts underlying the request for a ruling on a rule were considered at the time of the adoption of the rule in question; or
- (3) when the subject matter of the request is involved in pending litigation in North Carolina.

*History Note: Authority G.S. 90A-74; 150B-4;
 Eff. July 1, ~~2019~~ 2019;
 Readopted Eff. November 1, 2025.*

21 NCAC 39 .0904 is readopted **with changes** as published in 39:21 NCR 1415 as follows:

21 NCAC 39 .0904 WAIVER OR EXTENSION

The Board may waive or extend any rule in this Chapter that is not statutorily required if a certificate holder submits **to the Board** a written request. Factors the Board shall use in determining whether to grant the waiver or extension are:

- (1) degree of disruption to the Board;
- (2) cost to the Board;
- (3) degree of benefit to the public;
- (4) whether the requesting party had control over the circumstances that required the requested waiver or extension;
- (5) notice to and opposition by the public;
- (6) need for the waiver or extension; and
- (7) previous requests for waivers or extensions submitted from the requesting party.

*History Note: Authority G.S. 90A-74; 150B-19(6);
Emergency Adoption Eff. May 20, 2020;
Temporary Adoption Eff. July 24, 2020;
Eff. June 1, 2021- 2021;
Readopted Eff. November 1, 2025.*

21 NCAC 39 .1001 is readopted **with changes** as published in 39:21 NCR 1415 as follows:

SECTION .1000 - NC ON-SITE WASTEWATER INSPECTOR STANDARDS OF PRACTICE

21 NCAC 39 .1001 DEFINITIONS

As used in this Section:

- (1) "Automatic safety controls" means devices designed and installed to protect systems and components from excessively high or low pressures and temperatures, excessive electrical current, loss of water, high water, fire, freezing, or other unsafe conditions.
- (2) "Component" means a readily accessible and observable part of an on-site wastewater system.
- (3) "Cross connection" means any physical connection or arrangement between potable water and the on-site wastewater system or any other source of contamination.
- (4) "Dangerous or adverse situations" means situations that pose a threat of injury to the inspector, or those situations that require the use of special protective clothing or safety equipment, such as personal protection equipment.
- (5) "Describe" means **to create** a written report of a condition found within the system or any observed component of the inspected system.
- (6) "Dismantle" means to take apart or remove any component, device, or piece of equipment that is bolted, screwed, or fastened by other means that would not be taken apart or removed by a homeowner or operator in the course of normal household maintenance.
- (7) "Enter" means to go into an area to inspect all readily accessible, readily openable, and readily visible components.
- (8) "Hydraulic Load Test" means the introduction of water or waste water into a system for the purposes of mimicking the system's peak flows.
- (9) "Inflow" means extraneous water directly entering a component, such as via a sump pump, foundation drain, condensate line, or infiltration.
- (10) "Normal operating controls" means certified operator or homeowner-operated devices.
- (11) "Normal wear and tear" means superficial blemishes or defects that do not interfere with the functionality of the component or system.
- (12) "Operate" means to cause systems or equipment to function.
- (13) "Readily accessible" means approachable or enterable for inspection without the risk of damage to any property or alteration of the accessible space, equipment, or opening.
- (14) "Readily openable access panel" means a panel provided for homeowner or certified operator maintenance and operation that has removable or operable fasteners or latch devices in order to be lifted off, swung open, or otherwise removed for inspection. This definition is limited to those wastewater system components not blocked by stored items, furniture, building components or landscaping.

- 1 (15) "Readily visible" means seen by using natural or artificial light without the use of equipment or tools
2 other than a probe, flashlight, or mirror.
- 3 (16) "Roof drainage systems" means gutters, downspouts, leaders, splash blocks, and similar parts used
4 to carry water off a roof and away from a building.
- 5 (17) "Shut down" means a condition or conditions wherein a piece of equipment or system cannot be
6 operated by the device or control that a homeowner should normally use to operate it. If its safety
7 switch or circuit breaker is in the "off" position, or its fuse is missing or blown, the inspector is not
8 required to reestablish the circuit for the purpose of operating the equipment or system.
- 9 (18) "Statement of responsibility" means a signed and dated document, from the contractor to the system
10 owner, that acknowledges the requirements of the onsite wastewater system specified by the
11 evaluator.
- 12 (19) "Structural component" means a wastewater system component that supports non-variable forces or
13 weights (dead loads) and variable forces or weights (live loads), such as a control panel support,
14 septic tank, D-box, or manifold.
- 15

16 *History Note: Authority G.S. 90A-71; 90A-74: 130A-336.2;*
17 *Eff. October 1, 2011;*
18 *Pursuant to G.S. 150B-21.3A, rule is necessary without substantive public interest Eff. January 9,*
19 *2018;*
20 *Amended Eff. June 1, ~~2021~~, 2021;*
21 *Readopted Eff. November 1, 2025.*
22
23

21 NCAC 39 .1002 is readopted with changes as published in 39:21 NCR 1415-1416 as follows:

**21 NCAC 39 .1002 GENERAL REQUIREMENTS FOR CONTRACTORS AND ~~POINT-OF-SALE~~
POINT-OF-SALE INSPECTORS**

(a) ~~Point of sale~~ Inspectors Point-of-sale inspectors shall:

(1) Provide to the client or the client's representative a written contract, signed by both the client or client's representative and the ~~point of sale~~ point-of-sale inspector, before the on-site wastewater system inspection is performed that:

(A) States that the on-site wastewater system inspection is conducted in accordance with Rules .1004, .1005, and .1006 of this Section; and

(B) Describes what services shall be provided and their cost;

(2) Obtain written permission from the owner or owner's representative to perform the inspection;

(3) Inspect readily openable and accessible installed systems and components listed in Rule .1005 of this Section;

(4) Submit a written report to the client or ~~client~~ client's representative within 10 business days of the inspection that:

(A) Describes those systems and components required to be described in Rules .1005 through .1006 of this Section;

(B) States which systems and components designated for inspection in this Section have been inspected, and state any systems or components designated for inspection that were not inspected, and the reason for not inspecting. Failure to locate the system or components for inspection or "could not locate" shall not be the same as "not visible." If the system or component is not located, the written report shall state the failure to locate the system or components for inspection or "could not locate;"

(C) States any systems or components inspected that do not function as intended or harm the wastewater treatment system;

(D) States whether the condition reported requires repair or subsequent observation, or warrants further evaluation by the local health department. The statements shall describe the component or system and how the condition is defective, explain the consequences of the condition, and refer the recipient to the local health department or a certified on-site wastewater contractor; and

(E) States the name, license number, and signature of the certified ~~point of sale~~ point-of-sale inspector;

(5) Maintain records for a period of seven years.

(b) Contractors that contract with an owner of a system permitted by an evaluator in accordance with G.S. 130A-336.2 shall:

- (1) Submit to the evaluator and Board the insurance declaration page verifying errors and omissions, liability, or other coverage, as appropriate for the system designed, prior to commencing installation;
- (2) Be responsible for all aspects of the construction and installation of the wastewater system and its components, including adherence to specifications and any special inspections that are prepared, signed, and sealed by the evaluator; and
- (3) Submit a dated and signed statement of responsibility to the owner of the wastewater system, prior to commencement of work.

History Note: Authority G.S. 90A-71; 90A-72; 90A-74; 130A-336.2;

Eff. October 1, 2011;

Amended Eff. January 1, 2016;

Pursuant to G.S. 150B-21.3A, rule is necessary without substantive public interest Eff. January 9, 2018;

Amended Eff. June 1, ~~2021~~, 2021;

Readopted Eff. November 1, 2025.

21 NCAC 39 .1004 is readopted with changes as published in 39:21 NCR 1416 as follows:

21 NCAC 39 .1004 GENERAL EXCLUSIONS FOR CONTRACTORS AND ~~POINT OF SALE~~
POINT-OF-SALE INSPECTORS

(a) ~~Point of sale~~ Point-of-sale ~~inspectors~~ inspectors shall not be required to report on:

- (1) Life expectancy of any component or system;
- (2) The causes of the need for a repair;
- (3) The methods, materials, and costs of corrections;
- (4) The suitability of the property for any specialized use;
- (5) The market value of the property or its marketability;
- (6) The advisability or inadvisability of purchase of the property; or
- (7) Normal wear and tear to the system.

(b) ~~Point of sale~~ Point-of-sale ~~inspectors~~ inspectors shall not be required to:

- (1) Identify property lines;
- (2) Offer warranties or guarantees of any kind;
- (3) Calculate the strength, adequacy, or efficiency of any system or component;
- (4) Operate any system or component that does not respond to normal operating controls;
- (5) Move excessive vegetation, structures, personal items, panels, furniture, equipment, snow, ice, or debris that ~~obstruct~~ obstructs access to or visibility of the system and any related components;
- (6) Determine the presence or absence of any suspected adverse environmental condition or hazardous substance, including toxins, carcinogens, noise, and contaminants in the building or in soil, water, and air;
- (7) Determine the effectiveness of any system installed to control or remove suspected hazardous substances;
- (8) Predict future condition, including failure of components;
- (9) Project operating costs of components;
- (10) Evaluate acoustical characteristics of any system or component; or
- (11) Inspect equipment or accessories that are not listed as components to be inspected in this Section.

(c) ~~Inspectors~~ Point of sale Point-of-sale ~~inspectors~~, private compliance inspectors, and Contractors shall not:

- (1) Offer or perform any act or service contrary to Article 5 of G.S. 90A or the rules of this Chapter; or
- (2) Offer or perform engineering, architectural, plumbing, electrical, pesticide or any other job function requiring an occupational license in the jurisdiction where the inspection, installation, or repair is taking place, unless the on-site wastewater system ~~inspector~~ point of sale point-of-sale ~~inspector~~, private compliance inspector, or contractor holds a valid occupational license in that field, in which case the ~~inspector~~ point of sale point-of-sale ~~inspector~~, private compliance inspector, or contractor shall inform the client that the ~~inspector~~ point of sale point-of-sale ~~inspector~~, private compliance inspector, or contractor is so licensed.

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History Note: Authority G.S. 90A-72; 90A-74;
Eff. October 1, 2011;
Amended Eff. January 1, 2016;
Pursuant to G.S. 150B-21.3A, rule is necessary without substantive public interest Eff. January 9,
2018-2018;
Readopted Eff. November 1, 2025.

21 NCAC 39 .1005 is readopted with changes as published in 39:21 NCR 1416-1417 as follows:

21 NCAC 39 .1005 ON-SITE WASTEWATER SYSTEM COMPONENTS

(a) When inspecting an on-site wastewater system system, the [point of sale] point-of-sale inspector shall inspect and describe the following in a report as set forth in Rule .1002 of this Chapter:

- (1) any part of the system located more than five feet from the primary structure that is part of the operations permit;
- (2) septic tanks;
- (3) pump tanks;
- (4) distribution devices;
- (5) dispersal fields;
- (6) treatment units;
- (7) control panels;
- (8) any other components required as part of on-site wastewater system permit, including drainage; and
- (9) any vegetation and grading with respect only to their effect on the condition of the system or system components.

(b) The [point of sale] point-of-sale inspector shall:

- (1) uncover tank lids and distribution devices so as to gain access, unless blocked as described in Rule .1004(b)(5) of this Section. The distribution box may remain covered if the [point of sale] point-of-sale inspector has an alternate method of observing its condition;
- (2) probe system components where deterioration is suspected;
- (3) report the methods used to inspect the on-site wastewater system;
- (4) open readily accessible and readily openable components as defined in Rule .1001 of this Chapter;
- (5) report signs of abnormal or harmful water entry into or out of the system or components; and
- (6) conduct the inspection using the rules promulgated under Article 11 of Chapter 130A 130A, as set forth in Subchapter 18E of Title 15A of the North Carolina Administrative Code, in effect at the time of the initial construction or renovation of the system, whichever occurs later, and any subsequent installation or replacement of any system or component of the system.

(c) The [point of sale] point-of-sale inspector shall not be required to:

- (1) conduct dosing volume calculations;
- (2) evaluate soil conditions beyond saturation or ponding;
- (3) evaluate for the presence or condition of buried fuel storage tanks;
- (4) evaluate the system for proper sizing, design, or use of approved materials pursuant to Article 11 of Chapter 130A and the rules promulgated therefrom; therefrom, as set forth in Subchapter 18E of Title 15A of the North Carolina Administrative Code; or
- (5) perform a hydraulic load test on the system.

1 *History Note:* *Authority G.S. 90A-72; 90A-74;*
2 *Eff. October 1, 2011;*
3 *Amended Eff. January 1, 2013;*
4 *Pursuant to G.S. 150B-21.3A, rule is necessary without substantive public interest Eff. January 9,*
5 *2018;*
6 *Amended Eff. July 1, ~~2019~~2019;*
7 *Readopted Eff. November 1, 2025.*

21 NCAC 39 .1006 is readopted **with changes** as published in 39:21 NCR 1417-1418 as follows:

21 NCAC 39 .1006 MINIMUM ON-SITE WASTEWATER SYSTEM ~~[POINT OF SALE]~~ ~~POINT-OF-SALE~~ INSPECTION

(a) The ~~[point of sale]~~ **point-of-sale** inspector shall obtain, evaluate, describe, or determine the following during the inspection:

- (1) Advertised number of bedrooms as stated in the realtor Multiple Listing Service information or by a sworn statement of owner or owner's representative; and
- (2) Designed system size (gallons per day or number of bedrooms) as stated in available local health department information, such as the current operation permit or the current repair permit.

(b) The ~~[point of sale]~~ **point-of-sale** inspector shall obtain, evaluate, describe, or determine the following during the inspection:

- (1) Requirement for a certified subsurface water pollution control system operator pursuant to G.S. 90A-44, current certified operator's name, and most recent performance, ~~operation~~ **operation**, and maintenance reports (if applicable and available);
- (2) Type of water supply, such as well, spring, public water, or community water;
- (3) Location of septic tank and septic tank details:
 - (A) Distance from house or other structure;
 - (B) Distance from well, if applicable;
 - (C) Distance from water line, if applicable and readily visible;
 - (D) Distance from property line, if said property lines are known;
 - (E) Distance from finished grade to top of tank or access riser;
 - (F) Presence and type of access risers;
 - (G) Condition of tank lids;
 - (H) Condition of tank baffle wall;
 - (I) Water level in tank relative to tank outlet;
 - (J) Condition of outlet tee;
 - (K) Presence and condition of outlet filter, if applicable;
 - (L) Presence and extent of roots in the tank;
 - (M) Evidence of tank leakage;
 - (N) Evidence of inflow non-permitted connections, such as from downspouts or sump pumps;
 - (O) Connection present from house to tank;
 - (P) Connection present from tank to next component;
 - (Q) Date tank was last pumped, if known; and
 - (R) Percentage of solids (sludge and scum) in tank;
- (4) Location of pump tank and pump tank details:
 - (A) Distance from house or other structure;

- (B) Distance from well or spring, if applicable;
- (C) Distance from water line, if applicable;
- (D) Distance from property line, if said property lines are known;
- (E) Distance from finished grade to top of tank or access riser;
- (F) Distance from septic tank;
- (G) Presence and type of access risers;
- (H) Condition of tank lids;
- (I) Location of control panel;
- (J) Condition of control panel;
- (K) Audible and visible alarms (as applicable) work;
- (L) Pump turns on, and effluent is delivered to next component; and
- (M) Lack of electricity at time of inspection prevented complete evaluation;
- (5) Location of dispersal field and dispersal field details:
- (A) Type of dispersal field;
- (B) Distance from property line, if said property lines are known;
- (C) Distance from septic tank and also pump tank if a pump tank exists;
- (D) Number of lines;
- (E) Length of lines;
- (F) Evidence of past or current surfacing at time of inspection;
- (G) Evidence of traffic over the dispersal field;
- (H) Vegetation, grading, and drainage with respect only to their effect on the condition of the system or system components; and
- (I) Confirmation that system effluent is reaching the drainfield; and
- (6) Conditions that prevented or hindered the inspection or determination of Subparagraph (b)(1) through (b)(5) of this Rule.

(c) If a client declines to allow a tank to be pumped, the inspection form shall contain the statement:

"Client requesting this inspection has been advised that for a complete inspection to be performed, the tank needs to be pumped. Client has declined to have the tank pumped at inspection and hereby acknowledges they have so declined." A space shall be provided for the client signature and date.

(d) The ~~point of sale~~ point-of-sale inspector shall not:

- (1) Insert any tool, probe, or testing device inside pump system control panels; or
- (2) Dismantle any electrical device or control other than to remove the covers of the main and auxiliary control panels.

History Note: Authority G.S. 90A-72; 90A-74;
Eff. October 1, 2011;
Amended Eff. January 1, 2016; April 1, 2014;

1 *Pursuant to G.S. 150B-21.3A, rule is necessary without substantive public interest Eff. January 9,*
2 ~~*2018-2018:*~~
3 *Readopted Eff. November 1, 2025.*

21 NCAC 39 .1101 is readopted **with changes** as published in 39:21 NCR 1418 as follows:

SECTION .1100 - NC ON-SITE WASTEWATER EVALUATOR STANDARDS OF PRACTICE

21 NCAC 39 .1101 DEFINITIONS

As used in this Section:

- (1) "Accepted wastewater dispersal system" means as defined in G.S. 130A-343.
- (2) "Authorized inspector" or "Independent inspector" means an individual employed or contracted by an evaluator to observe and direct the construction of the wastewater system designed, planned, and specified by the evaluator.
- (3) "Notice of intent to construct" **means the form developed by DHHS pursuant to G.S. 130A-336.2(b). has the same definition as that set forth in Rule .0101(8) of this Chapter.**
- (4) "Special inspection" means any continuous or intermittent inspection or visitation performed by the evaluator at the construction site on behalf of the owner.

History Note: Authority G.S. 90A-74; 130A-336.2;

Eff. June 1, ~~2021~~ 2021;

Readopted Eff. November 1, 2025.

21 NCAC 39 .1102 is readopted with changes as published in 39:21 NCR 1418 as follows:

21 NCAC 39 .1102 GENERAL REQUIREMENTS FOR EVALUATORS

In addition to the duties set forth in G.S. 130A-136.2, 130A-336.2, evaluators shall:

- (1) Provide a "notice of intent to construct" to the owner of a proposed wastewater system, so the owner can submit it to the local health department that has jurisdiction over the location of the proposed wastewater ~~system;~~ system. A "notice of intent to construct" shall contain the following:
 - (a) whether the notice is intended for a new system, expansion of a system, repair of a system, relocation of a system, or relocation of repair area;
 - (b) the name, mailing address, telephone number, and email address of the site owner or their legal representative;
 - (c) the name, mailing address, telephone number, email address, and certification number of the evaluator;
 - (d) the address of the site location, including the county;
 - (e) the tax parcel identification number, subdivision lot, or block number of property of the site location;
 - (f) the following information about the wastewater system identified in the notice:
 - (i) the type;
 - (ii) the daily design flow;
 - (iii) whether the system is a saporlite system;
 - (iv) whether a subsurface operator is required; and
 - (v) whether the water supply type is a private well, public water supply, spring, or other water supply type;
 - (g) the following information about the facility at the site location:
 - (i) whether the facility is a residential site and, if so, the number of bedrooms and the maximum number of occupants;
 - (ii) whether the facility is a business site and, if so, the type of business and basis for flow;
 - (iii) whether the facility is for public assembly and, if so, the type of public assembly and the basis for flow;
 - (h) a copy of the plat or site plan;
 - (i) a copy of an evaluation of soil and site feature by a Licensed Soil Scientist;
 - (j) an attestation by the individuals identified in Paragraph 1(b) and 1(c) of this Rule that the information set forth in the notice is accurate and complete;
 - (k) an attestation by the individual identified in Paragraph 1(c) of this Rule that he or she has adhered to the laws and rules governing onsite wastewater systems in the State;
 - (l) the date the notice will expire;

- (m) the dated signature of individuals identified in Paragraph 1(b) and 1(c) of this Rule; and
- (n) the dated signature of the local health department representative.
- (2) Prepare a signed and sealed statement of special inspections as set forth in G.S. 130A-336.2; that includes the following items:
- (a) ~~The materials, systems, components, and work subject to special inspections and testing;~~
- (b) ~~The type, frequency, and extent of each special inspection and each test;~~
- (3) Notify the owner if the system constitutes a water pollution control system, as defined by 15A NCAC 08G .0102(31), for which will require the owner is required to enter into a contract with a water pollution control system operator certified pursuant to Part 1 of Article 3 of Chapter 90A of the General Statutes; and
- (4) Maintain a signed and dated copy of the operation and management program that was provided to the system owner and all inspection reports ~~records~~ for a period of seven years. ~~This shall include a signed and dated copy of the operation and management program that was provided to the system owner and all inspection reports.~~

History Note: Authority G.S. 130A-336.2;
Eff. June 1, 2021- 2021;
Readopted Eff. November 1, 2025.

21 NCAC 39 .1103 is readopted **with changes** as published in 39:21 NCR 1418 as follows:

21 NCAC 39 .1103 GENERAL EXCLUSIONS FOR EVALUATORS

Evaluators shall not:

- (1) Offer or perform any act or service contrary to Article 5 of G.S. 90A, G.S. 130A-336.2, or the rules of this Chapter; **or**
- ~~(2) Form a direct business relationship with any technology that may result in a conflict of interest;~~
- ~~(3) Perform any of the functions performed by a professional engineer for engineered wastewater systems described in G.S. 130A-336.1; and~~
- (4)(2)** Offer or perform engineering, architectural, plumbing, electrical, pesticide or any other job function requiring an occupational license in the jurisdiction where the evaluation, inspection, installation, or repair is taking place, unless the evaluator holds a valid occupational license in that field, in which case the evaluator shall inform the client that the evaluator is so licensed.

*History Note: Authority G.S. 130A-336.2;
 Eff. June 1, ~~2021~~, 2021;
 Readopted Eff. November 1, 2025.*

21 NCAC 39 .1104 is readopted with changes as published in 39:21 NCR 1418 as follows:

21 NCAC 39 .1104 REQUIRED DOCUMENTS FOR EVALUATORS

Evaluators shall provide the owner with procedures for the final submittal of information to the local health department
the following documents at the post-construction ~~conference~~: conference as set forth in G.S. 130A-336.2(k).

~~(1) a signed and sealed copy of reports on soil conditions and site features, layouts, drawings, specifications, justification on any proposed design daily flow reductions, and any special inspection reports or corrections made during the construction of the system;~~

~~(2) the owner's operation and management program established for the specific wastewater system installed;~~

~~(3) any reports and findings related to the evaluation, siting, and construction of the wastewater system; and~~

~~(4) information to the owner on procedures for final submittal to the local health department.~~

History Note: Authority G.S. 90A-74; 130A-336.2;

Eff. June 1, ~~2021~~, 2021;

Readopted Eff. November 1, 2025.

Burgos, Alexander N

Subject: FW: [External] RE: 21 NCAC 39 - Request for Changes - October 2025

From: Catherine E. Lee <clee@hedrickgardner.com>
Sent: Wednesday, October 22, 2025 12:25 PM
To: Miller, Christopher S <christopher.miller@oah.nc.gov>; csstephens@ncowcib.info
Cc: Burgos, Alexander N <alexander.burgos@oah.nc.gov>
Subject: RE: [External] RE: 21 NCAC 39 - Request for Changes - October 2025

CAUTION: External email. Do not click links or open attachments unless verified. Report suspicious emails with the Report Message button located on your Outlook menu bar on the Home tab.

Thank you, Mr. Miller, I agree that the Word versions of the rules that you provided below are the final versions of all 35 rules. I will send as directed momentarily.

Take care,

Catherine E. Lee | Partner
Hedrick Gardner Kincheloe & Garofalo LLP.
2710 Wycliff Road, Suite 220 | Raleigh, NC 27607
Phone: 919-341-2639 | Fax: 919-832-9425
clee@hedrickgardner.com | www.hedrickgardner.com



cial.

Burgos, Alexander N

Subject: FW: [External] RE: 21 NCAC 39 - Request for Changes - October 2025
Attachments: 21 NCAC 39 .0701 (FINAL) (2025 1021).docx; 21 NCAC 39 .0702 (FINAL).docx; 21 NCAC 39 .0703 (FINAL) (2025 1016).docx; 21 NCAC 39 .0801 (FINAL) (2025 1016).docx; 21 NCAC 39 .0802 (FINAL).docx; 21 NCAC 39 .0803 (FINAL).docx; 21 NCAC 39 .0901 (FINAL).docx; 21 NCAC 39 .0902 (FINAL).docx; 21 NCAC 39 .0903 (FINAL).docx; 21 NCAC 39 .0904 (FINAL).docx; 21 NCAC 39 .1001 (FINAL).docx; 21 NCAC 39 .1002 (FINAL).docx; 21 NCAC 39 .1004 (FINAL).docx; 21 NCAC 39 .1005 (FINAL).docx; 21 NCAC 39 .1006 (FINAL).docx; 21 NCAC 39 .1101 (FINAL) (2025 1016).docx; 21 NCAC 39 .1102 (FINAL) (2025 1016).docx; 21 NCAC 39 .1103 (FINAL) (2025 1016).docx; 21 NCAC 39 .1104 (FINAL) (2025 1016).docx; 21 NCAC 39 .0101 (FINAL) (2025 1016).docx; 21 NCAC 39 .0102 (FINAL).docx; 21 NCAC 39 .0103 (FINAL).docx; 21 NCAC 39 .0201 (FINAL) (2025 1016).docx; 21 NCAC 39 .0202 (FINAL).docx; 21 NCAC 39 .0301 (FINAL).docx; 21 NCAC 39 .0401 (FINAL).docx; 21 NCAC 39 .0402 (FINAL).docx; 21 NCAC 39 .0403 (FINAL).docx; 21 NCAC 39 .0404 (FINAL).docx; 21 NCAC 39 .0405 (FINAL) (2025 1016).docx; 21 NCAC 39 .0501 (FINAL).docx; 21 NCAC 39 .0601 (FINAL).docx; 21 NCAC 39 .0602 (FINAL).docx; 21 NCAC 39 .0604 (FINAL).docx; 21 NCAC 39 .0605 (FINAL).docx

From: Miller, Christopher S <christopher.miller@oah.nc.gov>
Sent: Tuesday, October 21, 2025 3:32 PM
To: Catherine E. Lee <clee@hedrickgardner.com>; csstephens@ncowcib.info
Cc: Burgos, Alexander N <alexander.burgos@oah.nc.gov>; Miller, Christopher S <christopher.miller@oah.nc.gov>
Subject: RE: [External] RE: 21 NCAC 39 - Request for Changes - October 2025

Thanks for your prompt responses. The updated rule is good to go. At this point, I anticipate recommending approval of the final revised versions of these rules at the RRC meeting.

I have attached what I believe are the final versions for all 35 rules. Please confirm. If accurate, please email all the submitted rules, as revised, to oah.rules@oah.nc.gov for RRC review. Please copy me and alexander.burgos@oah.nc.gov to the email.

Best,
Chris

Chris Miller
Rules Review Commission Counsel
North Carolina Office of Administrative Hearings | Rules Division
1711 New Hope Church Road
Raleigh, NC 27609
(984) 236-1935

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Burgos, Alexander N

Subject: FW: [External] RE: 21 NCAC 39 - Request for Changes - October 2025
Attachments: 21 NCAC 39 .0701 (FINAL) (2025 1021).docx

From: Catherine E. Lee <clee@hedrickgardner.com>
Sent: Tuesday, October 21, 2025 1:42 PM
To: Miller, Christopher S <christopher.miller@oah.nc.gov>; csstephens@ncowcib.info
Cc: Burgos, Alexander N <alexander.burgos@oah.nc.gov>
Subject: RE: [External] RE: 21 NCAC 39 - Request for Changes - October 2025

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Thank you. Please see the attached revised rule 21 NCAC – your feedback has been tremendously helpful.

Catherine E. Lee | Partner
Hedrick Gardner Kincheloe & Garofalo LLP.
2710 Wycliff Road, Suite 220 | Raleigh, NC 27607
Phone: 919-341-2639 | Fax: 919-832-9425
clee@hedrickgardner.com | www.hedrickgardner.com



From: Miller, Christopher S <christopher.miller@oah.nc.gov>
Sent: Tuesday, October 21, 2025 1:31 PM
To: Catherine E. Lee <clee@hedrickgardner.com>; csstephens@ncowcicb.info
Cc: Burgos, Alexander N <alexander.burgos@oah.nc.gov>; Miller, Christopher S <christopher.miller@oah.nc.gov>
Subject: RE: [External] RE: 21 NCAC 39 - Request for Changes - October 2025

Caution! This message was sent from outside your organization.

Yes – I do think that further revision would alleviate any remaining ambiguity. Feel free to tweak my suggested language as you see fit. Please resubmit a final version to us.

Thank you,
Chris

21 NCAC 39 .0701 is readopted with changes as published in 39:21 NCR 1414 as follows:

SECTION .0700 - PROCEDURES FOR DISCIPLINARY ACTIONS

21 NCAC 39 .0701 **REVOCATION, REVOCATION OR SUSPENSION OF CERTIFICATION**

(a) The Board may revoke or suspend the certification of an on-site wastewater contractor, ~~[point-of-sale]~~ point-of-sale inspector, private compliance inspector, or evaluator in accordance with the provisions of G.S. 90A-80, 90A-81, and Article 3A of Chapter of 150B of the NC General Statutes. For holders of ~~the Combination Contractor-Grade Level and Inspector~~ multiple certifications, the Board may revoke or suspend either or ~~both~~ all certifications.

(b) Following a revocation or suspension, a certificate holder shall relinquish his or her certificate or seal by submission to the Board of the original certificate or seal and a notarized statement of ~~relinquishment~~ relinquishment within 30 days of revocation or suspension.

(c) The Board may restrict the certificate of an on-site wastewater contractor, point-of-sale inspector, or ~~evaluator~~ evaluator upon receiving a complaint and making a finding that the evidence tends to show that the certificate holder has violated G.S. 90A-81(a). Written notice of the restriction that limits the ability of the certificate holder, in whole or in part, to supervise or conduct the construction, installation, repair, evaluation, or inspection of on-site wastewater systems shall be delivered in accordance with the provisions of service in G.S. 150B-42. A copy of the letter shall be kept in the on-site wastewater contractor, ~~[point-of-sale]~~ point-of-sale inspector, private compliance inspector, or evaluator's file. The on-site wastewater contractor, ~~[point-of-sale]~~ point-of-sale inspector, private compliance inspector, or evaluator shall be given the opportunity to request a hearing by submission of a rebuttal, which shall be placed put a letter of rebuttal into the file with the Board. The letter shall be received by the Board within 30 days of receipt of the written notice. The Board shall receive the letter of rebuttal within 30 days of the on-site wastewater contractor, point-of-sale inspector, private compliance inspector, or evaluator's receipt of the notice of restriction. Upon receipt of a certificate holder's rebuttal, the Board shall provide the certificate holder with an opportunity for a hearing by issuing a notice of hearing pursuant to G.S. 150B-38(d).

History Note: Authority G.S. 90A-72; 90A-74; 90A-80; 90A-81; 130A-336.2;

Eff. February 1, 2011;

Amended Eff. January 1, 2016;

Pursuant to G.S. 150B-21.3A, rule is necessary without substantive public interest Eff. January 9, 2018;

Amended Eff. June 1, ~~2021~~ 2021;

Readopted Eff. November 1, 2025.

Burgos, Alexander N

Subject: FW: [External] RE: 21 NCAC 39 - Request for Changes - October 2025

From: Catherine E. Lee <clee@hedrickgardner.com>
Sent: Tuesday, October 21, 2025 12:10 PM
To: Miller, Christopher S <christopher.miller@oah.nc.gov>; csstephens@ncowcib.info
Cc: Burgos, Alexander N <alexander.burgos@oah.nc.gov>
Subject: RE: [External] RE: 21 NCAC 39 - Request for Changes - October 2025

CAUTION: External email. Do not click links or open attachments unless verified. Report suspicious emails with the Report Message button located on your Outlook menu bar on the Home tab.

Thank you, Mr. Miller. You are correct that the issuance of restrictions in practice would stem from the Board's receipt of a complaint, which could be submitted to the Board by any member of the public or by Board staff. Upon receipt of the complaint, the Board staff investigates and presents its findings in summary to the full Board, without disclosure of identifying information related to the complainant or the respondent certificate holder, so as to ensure no appearance of bias if the matter later proceeds to a contested case proceeding under Article 3A of Chapter 150B.

A combination of the revised language makes good sense. If you believe that such further revision would alleviate any remaining ambiguity, I'll be happy to revise and resubmit, adding the oxford comma requested below.

Thanks.

Catherine E. Lee | Partner
Hedrick Gardner Kincheloe & Garofalo LLP.
2710 Wycliff Road, Suite 220 | Raleigh, NC 27607
Phone: 919-341-2639 | Fax: 919-832-9425
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From: Miller, Christopher S <christopher.miller@oah.nc.gov>
Sent: Tuesday, October 21, 2025 11:59 AM
To: Catherine E. Lee <clee@hedrickgardner.com>; csstephens@ncowcib.info
Cc: Burgos, Alexander N <alexander.burgos@oah.nc.gov>; Miller, Christopher S <christopher.miller@oah.nc.gov>
Subject: RE: [External] RE: 21 NCAC 39 - Request for Changes - October 2025

Caution! This message was sent from outside your organization.

Thanks for this.

Could you please explain to me the process that the Board uses for issuing restrictions in practice? I want to be sure that the rule text accurately reflects the mechanism/process. For example, who is reviewing the submitted information and evidence and making a finding or determination? Is it the entire Board? Is the restriction used temporarily while a more fulsome investigation is being conducted by the Board into a certificate holder? Or is the restriction an alternative to a revocation or suspension?

I'm wondering if a combination of your two proposals may make more sense. Something along the lines of, "The Board may restrict the certificate of an on-site wastewater contractor, point-of-sale inspector, or evaluator upon receiving a complaint and making a finding that the evidence tends to show that that the certificate holder has violated G.S. 90A-81(a)." Let me know if you have thoughts, but I think we are very close.

Also please add an oxford comma after the word "evaluation" in (c), line 16.

Thank you!

Chris

Burgos, Alexander N

Subject: FW: [External] RE: 21 NCAC 39 - Request for Changes - October 2025
Attachments: 21 NCAC 39 .0701 (FINAL) (2025 1020).docx

From: Catherine E. Lee <clee@hedrickgardner.com>
Sent: Monday, October 20, 2025 4:03 PM
To: Miller, Christopher S <christopher.miller@oah.nc.gov>; csstephens@ncowcib.info
Cc: Burgos, Alexander N <alexander.burgos@oah.nc.gov>
Subject: RE: [External] RE: 21 NCAC 39 - Request for Changes - October 2025

CAUTION: External email. Do not click links or open attachments unless verified. Report suspicious emails with the Report Message button located on your Outlook menu bar on the Home tab.

Mr. Miller – Understood, and thanks for the opportunity to offer additional clarity. Please see the attached revised rule 21 NCAC 39 .0701. If you have any further concerns, please let me know.

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HEDRICK GARDNER
KINCHELOE GAROFALO

21 NCAC 39 .0701 is readopted with changes as published in 39:21 NCR 1414 as follows:

SECTION .0700 - PROCEDURES FOR DISCIPLINARY ACTIONS

21 NCAC 39 .0701 **REVOCATION, REVOCATION OR SUSPENSION OF CERTIFICATION**

(a) The Board may revoke or suspend the certification of an on-site wastewater contractor, point-of-sale point-of-sale inspector, private compliance inspector, or evaluator in accordance with the provisions of G.S. 90A-80, 90A-81, and Article 3A of Chapter of 150B of the NC General Statutes. For holders of ~~the Combination Contractor-Grade Level and Inspector~~ multiple certifications, the Board may revoke or suspend either or ~~both~~ all certifications.

(b) Following a revocation or suspension, a certificate holder shall relinquish his or her certificate or seal by submission to the Board of the original certificate or seal and a notarized statement of relinquishment relinquishment within 30 days of revocation or suspension.

(c) The Board may restrict the certificate of an on-site wastewater contractor, point-of-sale inspector, or ~~evaluator~~. evaluator upon receiving information tending to show that that the certificate holder has violated G.S. 90A-81(a). Written notice of the restriction that limits the ability of the certificate holder, in whole or in part, to supervise or conduct the construction, installation, repair, evaluation or inspection of on-site wastewater systems shall be delivered in accordance with the provisions of service in G.S. 150B-42. A copy of the letter shall be kept in the on-site wastewater contractor, point-of-sale point-of-sale inspector, private compliance inspector, or evaluator's file. The on-site wastewater contractor, point-of-sale point-of-sale inspector, private compliance inspector, or evaluator shall be given the opportunity to request a hearing by submission of a rebuttal, which shall be placed put a letter of rebuttal into the file with the Board. The letter shall be received by the Board within 30 days of receipt of the written notice. The Board shall receive the letter of rebuttal within 30 days of the on-site wastewater contractor, point-of-sale inspector, private compliance inspector, or evaluator's receipt of the notice of restriction. Upon receipt of a certificate holder's rebuttal, the Board shall provide the certificate holder with an opportunity for a hearing by issuing a notice of hearing pursuant to G.S. 150B-38(d).

History Note: Authority G.S. 90A-72; 90A-74; 90A-80; 90A-81; 130A-336.2;

Eff. February 1, 2011;

Amended Eff. January 1, 2016;

Pursuant to G.S. 150B-21.3A, rule is necessary without substantive public interest Eff. January 9, 2018;

Amended Eff. June 1, 2021-2021;

Readopted Eff. November 1, 2025.

Burgos, Alexander N

Subject: FW: [External] RE: 21 NCAC 39 - Request for Changes - October 2025
Attachments: 21 NCAC 39 .0701 (FINAL) (2025 1016).docx

From: Miller, Christopher S <christopher.miller@oah.nc.gov>
Sent: Monday, October 20, 2025 11:59 AM
To: Catherine E. Lee <cllee@hedrickgardner.com>; csstephens@ncowcicb.info
Cc: Burgos, Alexander N <alexander.burgos@oah.nc.gov>; Miller, Christopher S <christopher.miller@oah.nc.gov>
Subject: RE: [External] RE: 21 NCAC 39 - Request for Changes - October 2025

Thanks for the quick response. I still have concerns about **21 NCAC 39 .0701**. I spoke with my colleagues, and we all agree that the revised standard set forth for license restrictions in (c), lines 13-14, is still unclear and does not provide the regulated public with an objective standard for how and when the board would exercise this power. Also, we think it would be helpful if you could define or explain the term “restrict” here. The language you provided to me in your October 13th responses was helpful. You could consider incorporating some of that. See below for reference.

A restriction limits the ability of the certificate holder, in whole or in part, to supervise or conduct the construction, installation, repair, evaluation or inspection of on-site wastewater systems.

Let me know if you have any questions.

Thanks!
Chris

Burgos, Alexander N

Subject: FW: [External] RE: 21 NCAC 39 - Request for Changes - October 2025
Attachments: 21 NCAC 39 .0101 (FINAL) (2025 1016).docx; 21 NCAC 39 .0201 (FINAL) (2025 1016).docx; 21 NCAC 39 .0405 (FINAL) (2025 1016).docx; 21 NCAC 39 .0701 (FINAL) (2025 1016).docx; 21 NCAC 39 .0703 (FINAL) (2025 1016).docx; 21 NCAC 39 .0801 (FINAL) (2025 1016).docx; 21 NCAC 39 .1101 (FINAL) (2025 1016).docx; 21 NCAC 39 .1102 (FINAL) (2025 1016).docx; 21 NCAC 39 .1103 (FINAL) (2025 1016).docx; 21 NCAC 39 .1104 (FINAL) (2025 1016).docx

From: Catherine E. Lee <clee@hedrickgardner.com>
Sent: Friday, October 17, 2025 10:29 AM
To: Miller, Christopher S <christopher.miller@oah.nc.gov>; csstephens@ncowcib.info
Cc: Burgos, Alexander N <alexander.burgos@oah.nc.gov>
Subject: RE: [External] RE: 21 NCAC 39 - Request for Changes - October 2025

CAUTION: External email. Do not click links or open attachments unless verified. Report suspicious emails with the Report Message button located on your Outlook menu bar on the Home tab.

Thank you, Mr. Miller, please see the revised attached rules and our inline responses that are bolded below.

Take care,

WE HAVE MOVED – PLEASE TAKE NOTE OF OUR NEW ADDRESS!

Catherine E. Lee | Partner
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21 NCAC 39 .0101 is readopted with changes as published in 39:21 NCR 1409 as follows:

**~~ONCHAPTER 39~~ CHAPTER 39 - ON-SITE WASTEWATER CONTRACTORS AND INSPECTORS
CERTIFICATION BOARD**

SECTION .0100 - DUTIES AND DEFINITIONS

21 NCAC 39 .0101 DEFINITIONS

In addition to the terms defined in Article 5 of Chapter 90A of the General Statutes, the following definitions apply to the Rules in this Chapter:

- (1) "Authorized On-Site Wastewater Evaluator" means the same as defined in G.S. 130A-336.2(a); hereafter referred to as "evaluator".
- (2) "Building being constructed" means construction of a site-built single family residence constructed pursuant to Article 1, Chapter 87 of the N.C. General Statutes.
- (3) "College course" means a semester unit or quarter unit-based instruction given at a college or university that is relevant to on-site wastewater contractor or point-of-sale point-of-sale inspector activities, and is pre-approved by the board as set out in Rule .0603 .0602 of this Chapter.
- (4) "Course or Activity" means any course or activity with a purpose and objective that maintains, improves, or expands skills and knowledge relevant to the practice of on-site wastewater contractor or point-of-sale point-of-sale inspector activities and is pre-approved in accordance with G.S. 90A-79(b) and Rule .0602 of this Section.
- (5) "Evaluation and findings" mean, at a minimum, "Evaluation" shall include the following information: information required in G.S. 130A-335(e).
 - (a) wastewater characteristics;
 - (b) design unit;
 - (c) design capacity;
 - (d) design volume;
 - (e) criteria for the design, installation, operation, maintenance and performance of wastewater collection, treatment and disposal systems;
 - (f) soil morphology and drainage;
 - (g) topography and landscape position;
 - (h) depth to seasonally high water table, rock and water impeding formations;
 - (i) proximity to water supply wells, shellfish waters, estuaries, marshes, wetlands, areas subject to flooding, streams, lakes, swamps and other bodies of surface or groundwaters;
 - (j) Density of wastewater collection, treatment and disposal systems in a geographical area;

- (k) Other factors that, in the opinion of the evaluator, affect the operation and performance of wastewater collection, treatment and disposal systems; and
- (l) Any other information that may be required by G.S. 130A-335(e).
- (6) "Introduction course" means a class required to be eligible to apply for certification.
- ~~(6)(7)~~ "Licensed soil scientist" means an individual licensed in accordance with Chapter 89F of the North Carolina General Statutes.
- ~~(7)(8)~~ "Notice of Intent to Construct" means, at a minimum, that information required by G.S. 130A-336.2(b) and is provided as a form as set forth in Rule .1102 of this Chapter, by the Department of Health and Human Services.
- ~~(8)(9)~~ "Personally supervise" means to direct and control all on-site wastewater ~~contractor or inspector~~ contractor, ~~point of sale~~ point-of-sale inspector, or private compliance inspector activities during the time those activities are being conducted.
- (10) "Point of sale inspector" means a person who performs an inspection of an on-site wastewater system as part of a real estate transaction.
- (11) "Private compliance inspector" means the same as defined in G.S. 90A-71(10).
- ~~(9)(12)~~ "Professional development hour" or "PDH" means an hour of instruction or presentation and is the basic unit of credit for all courses or activities related to satisfying continuing education requirements.
- ~~(10)(13)~~ "Repair" means construction activity or alteration to an existing on-site wastewater system that is necessary to comply with a Construction Authorization for a repair permit issued by the Local Health Department or through the Authorized On-Site Wastewater Evaluator option pursuant to G.S. 130A-336.2.
- ~~(11)(14)~~ "Seal" means the seal required by G.S. 130A-336.2(d)(2) for certified Authorized On-Site Wastewater Evaluator.
- ~~(12)(15)~~ "Subordinate" means the same as defined in G.S. 89F-3(10).
- ~~[(13) — "Private compliance inspector" means the same as defined in G.S. 90A-71(8).]~~
- ~~[(14) — "Introduction course" means class required to be eligible to apply for certification.]~~

History Note: Authority G.S. 90A-71; 90A-72; 90A-74; 130A-336.2;
Eff. February 1, 2011;
Amended Eff. January 1, 2016; January 1, 2013;
Pursuant to G.S. 150B-21.3A, rule is necessary without substantive public interest Eff. January 9, 2018;
Amended Eff. June 1, 2021-2021;
Readopted Eff. November 1, 2025.

21 NCAC 39 .0201 is readopted **with changes** as published in 39:21 NCR 1409-1411 as follows:

**SECTION .0200 - CERTIFICATION OF ON-SITE WASTEWATER CONTRACTORS, ~~[POINT-OF-SALE]~~
~~POINT-OF-SALE~~ INSPECTORS, PRIVATE COMPLIANCE ~~INSPECTORS~~ INSPECTORS, OR
AUTHORIZED ON-SITE WASTEWATER EVALUATORS**

21 NCAC 39 .0201 APPLICATION REQUIREMENTS FOR CERTIFICATION

(a) Applications for certification shall be submitted on forms provided by the Board.

(1) Applications for a contractor or ~~[point-of-sale]~~ **point-of-sale** inspector shall include:

- (A) Applicant's name;
- (B) Company address;
- (C) Phone number;
- (D) Date of birth;
- (E) Email address, if available;
- (F) Company or employer name and address;
- (G) Company phone number;
- (H) County where company is located;
- (I) If the certification is for contractor or **point-of-sale** inspector;
- (J) The contractor certification ~~level requested;~~ **level, if applicable;**
- (K) Certification number, if renewal;
- (L) Required certification ~~fee or annual fee for level of certification;~~ **fee, as specified in Rule .0301 of this Chapter;**
- (M) Dates, locations, hours, and providers of required education and training;
- (N) Applicant signature; ~~and~~
- (O) **Copy of Applicant's Social Security Card issued by the United States Social Security Administration, bearing Applicant's name and Social Security Number. Number;**
- (P) ~~Grade Level IV or [Point-of-Sale] point-of-sale Inspector verification of experience requirements;~~ **requirements as specified in G.S. 90A-77;**
- (Q) ~~[Copy(ies)] Copy of attendance [certificate(s)] certificate for required education received within [twelve (12)] 12 months of date of application; and~~
- (R) ~~Exam [application; and] application.~~
- ~~(S) Applicant signature.~~

(2) Applications for evaluator shall include:

- (A) Applicant's name;
- (B) Company address;
- (C) Phone number;
- (D) Date of birth;

- 1 (E) Email address, if available;
- 2 (F) Company or employer name and address;
- 3 (G) Company phone number;
- 4 (H) County where company is located;
- 5 (I) Required certification ~~fee;~~ fee, as specified in Rule .0301 of this Chapter;
- 6 (J) ~~Dates, locations, hours, providers, and completion certificate that includes the required~~
7 ~~Board approved evaluator course; [Copy(ies)] Copy of attendance [certificate(s)]~~
8 ~~certificate~~ for required education received within ~~[twelve (12)] 12~~ months of date of
9 application;
- 10 (K) Copy of current Errors and Omission Policy declaration page, as required by G.S. 130A-
11 336.2;
- 12 (L) Copy of current General Liability Policy declarations page, as required by G.S. 130A-
13 336.2;
- 14 (M) Copy of current Soil Scientist License pursuant to Chapter 89F;
- 15 (N) Verification of minimum of five years' experience in on-site wastewater soil science;
- 16 (O) Applicant signature; and
- 17 (P) Copy of Applicant's Social Security Card issued by the United States Social Security
18 Administration, bearing Applicant's name and Social Security Number. Number; and
- 19 (Q) Exam application.
- 20 (3) Applications for private compliance inspector shall include:
- 21 (A) Applicant's name;
- 22 (B) Company address;
- 23 (C) Phone number;
- 24 (D) Date of birth;
- 25 (E) Email address, if available;
- 26 (F) Company or employer name and address;
- 27 (G) Company phone number;
- 28 (H) County where company is located;
- 29 (I) ~~[Require]~~ Required certification ~~fee;~~ fee, as specified in Rule .0301 of this Chapter;
- 30 (J) ~~[Copy(ies)] Copy of attendance [certificate(s)] certificate~~ for required education received
31 within ~~[twelve (12)] 12~~ months of date of application;
- 32 (K) Copy of current Errors and Omission Policy and General Liability Policy declaration page,
33 as required by G.S. 130A-337(a2)(2);
- 34 (L) [Verification of minimum of five years' experience as required in G.S. 90A-77(a)(3d);]
35 The name and address of the places at which applicant worked as a certified contractor,
36 evaluator, subsurface operator, or registered environmental health specialist with

1 experience in on-site wastewater matters for at least five years, along with the dates during
2 which the applicant performed such work;

3 (M) Applicant signature;

4 (N) Copy of Applicant's Social Security Card issued by the United States Social Security
5 Administration, bearing Applicant's name and Social Security Number; and

6 (O) Exam application.

7 (b) Applications for renewal shall be submitted annually on forms provided by the Board and shall include:

8 (1) Certification holder's name;

9 (2) Company name;

10 (3) Company address;

11 (4) Certification number(s)

12 (5) Copy of required continuing education documentation;

13 (6) Annual renewal ~~fee;~~ fee, as specified in Rule .0301 of this Chapter;

14 (7) Current copies of all required insurance declarations pages;

15 (8) Evaluators will also submit a current copy of LSS their Licensed Soil Scientist license; and

16 (9) Applicant signature.

17 (c) Incomplete applications and applications not accompanied by the fee as set forth in Rule .0301 of this Chapter
18 shall not be processed and shall be returned to the applicant.

19 (d) Upon approval of an initial application pursuant to the requirements of this Chapter, the Board shall schedule an
20 applicant to take the required examination.

21 ~~(e) The Board may request verification of education and training.~~

22 ~~(f) All certified contractors, inspectors, or evaluators shall submit a renewal application by November 15 of each year.~~
23 ~~If a renewal applicant's renewal application is not received by the Board until after December 31 of that calendar year,~~
24 ~~the renewal applicant shall pay a late fee of twenty five dollars (\$25.00) in accordance with G.S. 90A-78(b). If a~~
25 ~~renewal application is received by the Board after December 31, it will not be processed until the late fee is received.~~

26 ~~(g) If the renewal application is postmarked more than 90 days after December 31, the person must meet the~~
27 ~~requirements for re-certification.~~

28 ~~(h) Applications for new certifications requiring testing pursuant to G.S. 90A-77 must be received by the Board at~~
29 ~~least 15 days prior to the scheduled date of the examination.~~

30 ~~(i) Any person requesting a certification level upgrade shall submit a request in writing and pay the difference in the~~
31 ~~fees set forth in Rule .0301 of this Chapter. Requests must be received no less than 24 hours prior to the scheduled~~
32 ~~date of the examination.~~

33 ~~(j)((f))(e)~~ In cases where the applicant is ineligible for examination as set forth in G.S. 90A-77, for failure to meet the
34 requirements set forth in Rules and statutes, the applicant shall be notified by letter and advised of the reason for
35 ineligibility.

36 ~~(k)((g))(f)~~ Applicants who have supplied false information must wait 12 months before resubmitting an application
37 for certification or renewal and must forfeit all fees paid.

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History Note: Authority G.S. 90A-72; 90A-74; 90A-77; 90A-78; **93B-14**; 130A-336.2;
Eff. February 1, 2011;
Pursuant to G.S. 150B-21.3A, rule is necessary without substantive public interest Eff. January 9,
2018;
Amended Eff. June 1, ~~2021~~2021;
Readopted Eff. November 1, 2025.

21 NCAC 39 .0405 is readopted with changes as published in 39:21 NCR 1412 as follows:

21 NCAC 39 .0405 LICENSURE FOR MILITARY-TRAINED APPLICANT; LICENSURE FOR MILITARY SPOUSE

(a) Upon receipt of a request for licensure pursuant to G.S. 93B-15.1 from a military-trained applicant, the Board shall issue a license upon the applicant's satisfying the following conditions:

- (1) Submit a complete Application for ~~Certification;~~ Certification, as required by Rule .0201 of this Chapter.
- (2) Submit a license fee in accordance with G.S. 90A-75 and Rule .0301 of this Chapter;
- (3) Provide documentation to satisfy conditions set out in G.S. 93B-15.1(a)(1) and (2);
- (4) For evaluator, provide documentation from the N.C. Board for Licensing of Soil Scientists that demonstrates that requirements set out in ~~G.S. 89F~~ G.S. 89F-10 have been satisfied; and
- (5) Provide documentation that the applicant has not committed any act in any jurisdiction that would constitute grounds for refusal, suspension, or revocation of ~~a~~ an occupational license in North Carolina at the time the act was committed.

(b) Upon receipt of a request for licensure pursuant to G.S. 93B-15.1 from a military spouse, the Board shall issue a license upon the applicant's satisfying the following conditions:

- (1) Submit a complete Application for ~~Certification;~~ Certification, as required by Rule .0201 of this Chapter.
- (2) Submit a license fee in accordance with G.S. 90A-75 and Rule .0301 of this Chapter;
- (3) Submit documentation demonstrating that the applicant is married to an active member of the U.S. military;
- (4) Provide documentation to satisfy conditions set out in G.S. 93B-15.1(b)(1) and (2);
- (5) For evaluator, provide documentation from the N.C. Board for Licensing of Soil Scientists that demonstrates that requirements set out in G.S. ~~89F~~ 89F-10 have been satisfied; and
- (6) Provide documentation that the applicant has not committed any act in any jurisdiction that would constitute grounds for refusal, suspension, or revocation of ~~a~~ an occupational license in North Carolina at the time the act was committed.

History Note: Authority: G.S. 90A-74; 90A-75; 93B-15.1; 130A-336.2;

Eff. April 1, 2014;

Pursuant to G.S. 150B-21.3A, rule is necessary without substantive public interest Eff. January 9, 2018;

Amended Eff. June 1, ~~2021~~ 2021:

Readopted Eff. November 1, 2025.

21 NCAC 39 .0701 is readopted with changes as published in 39:21 NCR 1414 as follows:

SECTION .0700 - PROCEDURES FOR DISCIPLINARY ACTIONS

21 NCAC 39 .0701 **REVOCAION, REVOCATION OR SUSPENSION OF CERTIFICATION**

(a) The Board may revoke or suspend the certification of an on-site wastewater contractor, point-of-sale point-of-sale inspector, private compliance inspector, or evaluator in accordance with the provisions of G.S. 90A-80, 90A-81, and Article 3A of Chapter of 150B of the NC General Statutes. For holders of ~~the Combination Contractor-Grade Level and Inspector~~ multiple certifications, the Board may revoke or suspend either or ~~both~~ all certifications.

(b) Following a revocation or suspension, a certificate holder shall relinquish his or her certificate or seal by submission to the Board of the original certificate or seal and a notarized statement of ~~relinquishment~~ relinquishment within 30 days of revocation or suspension.

(c) The Board may restrict the certificate of an on-site wastewater contractor, point-of-sale inspector, or ~~evaluator~~ evaluator upon a finding of evidence tending to show that the circumstances set forth in G.S. 90A-81(a) exist. Written notice of the restriction shall be delivered in accordance with the provisions of service in G.S. 150B-42. A copy of the letter shall be kept in the on-site wastewater contractor, point-of-sale point-of-sale inspector, private compliance inspector, or evaluator's file. The on-site wastewater contractor, point-of-sale point-of-sale inspector, private compliance inspector, or evaluator shall be given the opportunity to request a hearing by submission of a rebuttal, which shall be placed put a letter of rebuttal into the file with the Board. The letter shall be received by the Board within 30 days of receipt of the written notice. The Board shall receive the letter of rebuttal within 30 days of the on-site wastewater contractor, point-of-sale inspector, private compliance inspector, or evaluator's receipt of the notice of restriction. Upon receipt of a certificate holder's rebuttal, the Board shall provide the certificate holder with an opportunity for a hearing by issuing a notice of hearing pursuant to G.S. 150B-38(b).

History Note: Authority G.S. 90A-72; 90A-74; 90A-80; 90A-81; 130A-336.2;

Eff. February 1, 2011;

Amended Eff. January 1, 2016;

Pursuant to G.S. 150B-21.3A, rule is necessary without substantive public interest Eff. January 9, 2018;

Amended Eff. June 1, 2021-2021;

Readopted Eff. November 1, 2025.

21 NCAC 39 .0703 ~~is proposed to be~~ readopted as published in 39:21 NCR 1414 ~~is now repealed~~ as follows:

21 NCAC 39 .0703 PENALTIES

~~A person who violates any rule of this Section is subject to the penalties of G.S. 90A-81.~~

History Note: Authority G.S. 90A-72; 90A-74; 90A-80; 90A-81;

Eff. February 1, 2011;

*Pursuant to G.S. 150B-21.3A, rule is necessary without substantive public interest Eff. January 9,
~~2018. 2018;~~*

~~*[Readopted]*~~*Repealed Eff. November 1, 2025.*

21 NCAC 39 .0801 is readopted **with changes** as published in 39:21 NCR 1414-1415 as follows:

SECTION .0800 – ONSITE WASTEWATER CONTRACTOR, INSPECTOR, OR EVALUATOR CODE OF ETHICS

21 NCAC 39 .0801 CODE OF ETHICS

(a) Contractors, ~~[point-of-sale]~~ **point-of-sale** inspectors, ~~private compliance inspector,~~ **inspectors,** and evaluators shall at all times recognize their primary obligation is to protect the public in the performance of their professional duties and shall conduct the practice of those duties in a manner that protects the public health, safety and welfare.

(b) ~~Opinions~~ **Professional opinions** expressed by contractors, ~~[point-of-sale]~~ **point-of-sale** inspectors, ~~private compliance inspector,~~ or evaluators in the discharge of their duties shall only be based on their education and experience.

(c) No contractor, ~~[point-of-sale]~~ **point-of-sale** inspector, ~~private compliance inspector,~~ or evaluator shall disclose any information about the results of an inspection or evaluation without the approval of the client for whom the inspection or evaluation was performed, or the client's designated representative, except as required by law.

(d) No contractor, ~~[point-of-sale]~~ **point-of-sale** inspector, ~~private compliance inspector,~~ or evaluator shall accept compensation or any other consideration from more than one interested party for the same service without the consent of all interested parties.

(e) No contractor, ~~[point-of-sale]~~ **point-of-sale** inspector, ~~private compliance inspector,~~ or evaluator shall accept or offer commissions or allowances, directly or indirectly, from or to other parties dealing with the client in connection with work for which the licensee is responsible.

(f) No contractor, ~~[point-of-sale]~~ **point-of-sale** inspector, ~~or private compliance inspector,~~ **or** evaluator shall provide an appraisal nor express an opinion of the market value of the inspected property during an inspection or in the inspection report.

(g) Before the execution of a contract to perform an on-site wastewater system ~~[point-of-sale]~~ **point-of-sale** inspection, ~~an a~~ ~~[point-of-sale]~~ **point-of-sale** inspector shall disclose to the client any interest the ~~[point-of-sale]~~ **point-of-sale** inspector has in a business that may affect the client. No licensee shall allow his or her interest in any business to affect the quality or results of the inspection work that the inspector may be called upon to perform.

(h) Before the execution of a contract to ~~perform~~ **perform, construct, or repair** an on-site wastewater system installation, a contractor shall disclose to the client any interest a contractor has in a business that may affect the client. No licensee shall allow his or her interest in any business to affect the quality or results of the installation work that the contractor may be called upon to perform.

(i) Before the execution of a contract to perform an on-site wastewater system evaluation, an evaluator shall disclose to the client any interest the evaluator has in a business that may affect the client. No evaluator shall allow his or her interest in any business to affect the quality or results of the evaluation work that the evaluator may be called upon to perform. Pursuant to G.S. 130A-336.2(d)(1), the evaluator shall not form a direct business relationship with any technology.

(j) Before execution of a contract to perform an on-site wastewater system private compliance inspection, the private compliance inspector shall disclose to the client any interest the private compliance inspector has in a business that may affect the client. No private compliance inspector shall allow his or her interest in any business to affect the quality or results of the private compliance inspection that the private compliance inspector may be called upon to perform.

~~(j)~~(k) Contractors shall not knowingly or willfully install a non-permitted system.

~~(k)~~(l) Contractors shall not knowingly or willfully install a system or any part of a system other than what is specified in the permit.

~~(l)~~(m) Contractors, ~~point-of-sale~~ ~~point-of-sale~~ inspectors, ~~private compliance inspector~~, and evaluators shall not engage in false or misleading advertising, documentation, and reporting or otherwise misrepresent any matters to the public.

~~(m)~~(n) Contractors, ~~point-of-sale~~ ~~point-of-sale~~ inspectors, ~~private compliance inspector~~, and evaluators shall discharge their duties in accordance with Article 5 of Chapter 90A of the North Carolina General Statutes and the rules of the Board.

~~(n)~~(o) No ~~point-of-sale~~ ~~point-of-sale~~ inspector shall subcontract with another ~~point-of-sale~~ ~~point-of-sale~~ inspector for an on-site wastewater system inspection without the knowledge and signed consent of the client.

~~(o)~~(p) The contractor ~~of record~~ shall be the responsible party for an on-site wastewater system installation or repair that is permitted through the local health ~~department~~ ~~department~~ or evaluator.

~~(p)~~(q) The evaluator ~~of record~~ shall be responsible for the work conducted by a subordinate.

~~(q)~~(r) The evaluator shall not perform any of the functions performed by a professional engineer for engineered wastewater systems described in ~~G.S. 130A-336.1~~ ~~G.S. 130A-336.1~~.

~~(r)~~(s) Evaluators who fail to comply with G.S. 89F-19 and have their soil scientist license revoked or suspended shall also have their authorization as an evaluator revoked or suspended.

~~(s)~~(t) Employees of a local health department or DHHS shall not construct, install, evaluate, ~~inspect~~ ~~inspect~~, or repair, or offer to construct, install, evaluate, ~~inspect~~ ~~inspect~~, or repair, onsite wastewater systems outside of their employment with a local health department or DHHS.

~~(t)~~(u) Evaluators shall not perform duties of ~~contractors or inspectors~~ ~~contractors~~, ~~point-of-sale~~ ~~point-of-sale~~ inspectors, or ~~private compliance inspectors~~ on any system on which they are the evaluator.

(v) The private compliance inspector ~~of record~~ shall be responsible for the work conducted by a subordinate.

History Note: Authority G.S. 90A-70; 90A-72; 90A-74; 130A-336.2;

Eff. November 1, 2011;

Amended Eff. January 1, 2016;

Pursuant to G.S. 150B-21.3A, rule is necessary without substantive public interest Eff. January 9, 2018;

Amended Eff. July 1, 2021; June 1, 2024-2021;

Readopted Eff. November 1, 2025.

21 NCAC 39 .1101 is readopted **with changes** as published in 39:21 NCR 1418 as follows:

SECTION .1100 - NC ON-SITE WASTEWATER EVALUATOR STANDARDS OF PRACTICE

21 NCAC 39 .1101 DEFINITIONS

As used in this Section:

- (1) "Accepted wastewater dispersal system" means as defined in G.S. 130A-343.
- (2) "Authorized inspector" or "Independent inspector" means an individual employed or contracted by an evaluator to observe and direct the construction of the wastewater system designed, planned, and specified by the evaluator.
- (3) "Notice of intent to construct" **means the form developed by DHHS pursuant to G.S. 130A-336.2(b). has the same definition as that set forth in Rule .0101(8) of this Chapter.**
- (4) "Special inspection" means any continuous or intermittent inspection or visitation performed by the evaluator at the construction site on behalf of the owner.

History Note: Authority G.S. 90A-74; 130A-336.2;

Eff. June 1, ~~2021~~ 2021;

Readopted Eff. November 1, 2025.

21 NCAC 39 .1102 is readopted with changes as published in 39:21 NCR 1418 as follows:

21 NCAC 39 .1102 GENERAL REQUIREMENTS FOR EVALUATORS

In addition to the duties set forth in G.S. 130A-136.2, 130A-336.2, evaluators shall:

- (1) Provide a "notice of intent to construct" to the owner of a proposed wastewater system, so the owner can submit it to the local health department that has jurisdiction over the location of the proposed wastewater ~~system;~~ system. A "notice of intent to construct" shall contain the following:
 - (a) whether the notice is intended for a new system, expansion of a system, repair of a system, relocation of a system, or relocation of repair area;
 - (b) the name, mailing address, telephone number, and email address of the site owner or their legal representative;
 - (c) the name, mailing address, telephone number, email address, and certification number of the evaluator;
 - (d) the address of the site location, including the county;
 - (e) the tax parcel identification number, subdivision lot, or block number of property of the site location;
 - (f) the following information about the wastewater system identified in the notice:
 - (i) the type;
 - (ii) the daily design flow;
 - (iii) whether the system is a saporlite system;
 - (iv) whether a subsurface operator is required; and
 - (v) whether the water supply type is a private well, public water supply, spring, or other water supply type;
 - (g) the following information about the facility at the site location:
 - (i) whether the facility is a residential site and, if so, the number of bedrooms and the maximum number of occupants;
 - (ii) whether the facility is a business site and, if so, the type of business and basis for flow;
 - (iii) whether the facility is for public assembly and, if so, the type of public assembly and the basis for flow;
 - (h) a copy of the plat or site plan;
 - (i) a copy of an evaluation of soil and site feature by a Licensed Soil Scientist;
 - (j) an attestation by the individuals identified in Paragraph 1(b) and 1(c) of this Rule that the information set forth in the notice is accurate and complete;
 - (k) an attestation by the individual identified in Paragraph 1(c) of this Rule that he or she has adhered to the laws and rules governing onsite wastewater systems in the State;
 - (l) the date the notice will expire;

- (m) the dated signature of individuals identified in Paragraph 1(b) and 1(c) of this Rule; and
- (n) the dated signature of the local health department representative.
- (2) Prepare a signed and sealed statement of special inspections as set forth in G.S. 130A-336.2; that includes the following items:
- (a) ~~The materials, systems, components, and work subject to special inspections and testing;~~
- (b) ~~The type, frequency, and extent of each special inspection and each test;~~
- (3) Notify the owner if the system constitutes a water pollution control system, as defined by 15A NCAC 08G .0102(31), for which will require the owner is required to enter into a contract with a water pollution control system operator certified pursuant to Part 1 of Article 3 of Chapter 90A of the General Statutes; and
- (4) Maintain a signed and dated copy of the operation and management program that was provided to the system owner and all inspection reports records for a period of seven years. This shall include a signed and dated copy of the operation and management program that was provided to the system owner and all inspection reports.

History Note: Authority G.S. 130A-336.2;
Eff. June 1, 2021- 2021;
Readopted Eff. November 1, 2025.

21 NCAC 39 .1103 is readopted **with changes** as published in 39:21 NCR 1418 as follows:

21 NCAC 39 .1103 GENERAL EXCLUSIONS FOR EVALUATORS

Evaluators shall not:

- (1) Offer or perform any act or service contrary to Article 5 of G.S. 90A, G.S. 130A-336.2, or the rules of this Chapter; **or**
- ~~(2) Form a direct business relationship with any technology that may result in a conflict of interest;~~
- ~~(3) Perform any of the functions performed by a professional engineer for engineered wastewater systems described in G.S. 130A-336.1; and~~
- (4)(2)** Offer or perform engineering, architectural, plumbing, electrical, pesticide or any other job function requiring an occupational license in the jurisdiction where the evaluation, inspection, installation, or repair is taking place, unless the evaluator holds a valid occupational license in that field, in which case the evaluator shall inform the client that the evaluator is so licensed.

*History Note: Authority G.S. 130A-336.2;
 Eff. June 1, ~~2021~~, 2021;
 Readopted Eff. November 1, 2025.*

21 NCAC 39 .1104 is readopted with changes as published in 39:21 NCR 1418 as follows:

21 NCAC 39 .1104 REQUIRED DOCUMENTS FOR EVALUATORS

Evaluators shall provide the owner with procedures for the final submittal of information to the local health department
the following documents at the post-construction ~~conference~~: conference as set forth in G.S. 130A-336.2(k).

~~(1) a signed and sealed copy of reports on soil conditions and site features, layouts, drawings, specifications, justification on any proposed design daily flow reductions, and any special inspection reports or corrections made during the construction of the system;~~

~~(2) the owner's operation and management program established for the specific wastewater system installed;~~

~~(3) any reports and findings related to the evaluation, siting, and construction of the wastewater system; and~~

~~(4) information to the owner on procedures for final submittal to the local health department.~~

History Note: Authority G.S. 90A-74; 130A-336.2;

Eff. June 1, ~~2021~~. 2021;

Readopted Eff. November 1, 2025.

Burgos, Alexander N

Subject: FW: [External] RE: 21 NCAC 39 - Request for Changes - October 2025
Attachments: 21 NCAC 39 .0101 (FINAL).docx; 21 NCAC 39 .0201 (FINAL).docx; 21 NCAC 39 .0405 (FINAL).docx; 21 NCAC 39 .0701 (FINAL).docx; 21 NCAC 39 .0703 (FINAL).docx; 21 NCAC 39 .0801 (FINAL).docx; 21 NCAC 39 .1101 (FINAL).docx; 21 NCAC 39 .1102 (FINAL).docx; 21 NCAC 39 .1103 (FINAL).docx; 21 NCAC 39 .1104 (FINAL).docx

From: Miller, Christopher S <christopher.miller@oah.nc.gov>
Sent: Thursday, October 16, 2025 11:56 AM
To: Catherine E. Lee <clee@hedrickgardner.com>; csstephens@ncowcicb.info
Cc: Burgos, Alexander N <alexander.burgos@oah.nc.gov>; Miller, Christopher S <christopher.miller@oah.nc.gov>
Subject: RE: [External] RE: 21 NCAC 39 - Request for Changes - October 2025

Ms. Lee,

Thanks for your responses. I have reviewed the updates, and I have a few additional questions/comments for you. Please see below.

21 NCAC 39 .0101

- Item (8): Please revise to, "... and is provided as a form as set forth in Rule .1102 **of this Chapter.**"

21 NCAC 39 .0201

- List (a)(2): I believe the last three items in this list should still be O, P, and Q. I do not see any deletions in the list that would require re-lettering. Please let me know otherwise.

21 NCAC 39 .0405

- Introductory Statement: This should note that the rule is readopted with changes.

21 NCAC 39 .0701

- (c): Counsel's response stated, "*GS 90A-74 provides that the Board has the power and duty to 'To issue, renew, deny, restrict, suspend, or revoke certifications'* A restriction limits the ability of the certificate holder, in whole or in part, to supervise or conduct the construction, installation, repair, evaluation or inspection of on-site wastewater systems." But how does the Board determine whether to restrict a certificate? Is there a standard or certain factors that are considered (such as the circumstances listed in 90A-81(a))? My concern is that the rule is unclear for regulated parties because it does not clearly state when or why their certificates may be restricted.
- (c), line 22: Is the citation here, to G.S. 150B-38, supposed to be to (b) or (c) , instead of (d)? (d) appears to relate to a party's response to a hearing notice.

21 NCAC 39 .0703

- Introductory Statement: Please revise to follow the example for "A rule noticed to be amended that is now being repealed" provided on OAH's website (<https://www.oah.nc.gov/rule-format-examples#RuleFormatExamplesforPublicationintheNCAdministrativeCode-6063>).

21 NCAC 39 .0801

- (g), (h), (i), and (j): Counsel's response stated, "*Revised to include constructions and repairs.*" Where are these revisions in the document? I do not see any changes highlighted here.

21 NCAC 39 .1101

- (3), line 12: Please revise to, "... has the same definition as that set forth in Rule .0101(8) **of this Chapter.**"

21 NCAC 39 .1102

- (1): The last three items in this list should be listed as (l), (m), and (n).
- (2), line 3: I believe the first part of this sentence, "Prepare a signed and sealed statement of special inspections", should not be highlighted. Please correct if so.

21 NCAC 39 .1103

- Item (4) should be redesignated as new Item (2) following the deletions of old (2) and old (3).

21 NCAC 39 .1104

- Lines 5 and 6: On line 4, the rule states, "... shall provide the owner with procedures for the final submittal of information to the local health department ..." Lines 5 and 6 then state, "... as well as information on procedures for final submittal to the local health department." How are these two things different from each other? The language is not clear and seems to be redundant.

Please respond **by Wednesday, October 22, 2025, at the latest.**

Thank you,
Chris

Chris Miller

Rules Review Commission Counsel
North Carolina Office of Administrative Hearings | Rules Division
1711 New Hope Church Road
Raleigh, NC 27609
(984) 236-1935

NOTICE: E-mail correspondence to and from this address may be subject to the North Carolina Public Records Law and may be disclosed to third parties by authorized State officials.

Burgos, Alexander N

Subject: FW: [External] RE: 21 NCAC 39 - Request for Changes - October 2025
Attachments: 10 2025 - OWCICB - Requests for Change (FINAL).pdf; 21 NCAC 39 .0101 (FINAL).docx; 21 NCAC 39 .0102 (FINAL).docx; 21 NCAC 39 .0103 (FINAL).docx; 21 NCAC 39 .0201 (FINAL).docx; 21 NCAC 39 .0202 (FINAL).docx; 21 NCAC 39 .0301 (FINAL).docx; 21 NCAC 39 .0401 (FINAL).docx; 21 NCAC 39 .0402 (FINAL).docx; 21 NCAC 39 .0403 (FINAL).docx; 21 NCAC 39 .0404 (FINAL).docx; 21 NCAC 39 .0405 (FINAL).docx; 21 NCAC 39 .0501 (FINAL).docx; 21 NCAC 39 .0601 (FINAL).docx; 21 NCAC 39 .0602 (FINAL).docx; 21 NCAC 39 .0604 (FINAL).docx; 21 NCAC 39 .0605 (FINAL).docx; 21 NCAC 39 .0701 (FINAL).docx; 21 NCAC 39 .0702 (FINAL).docx; 21 NCAC 39 .0703 (FINAL).docx; 21 NCAC 39 .0801 (FINAL).docx; 21 NCAC 39 .0802 (FINAL).docx; 21 NCAC 39 .0803 (FINAL).docx; 21 NCAC 39 .0901 (FINAL).docx; 21 NCAC 39 .0902 (FINAL).docx; 21 NCAC 39 .0903 (FINAL).docx; 21 NCAC 39 .0904 (FINAL).docx; 21 NCAC 39 .1001 (FINAL).docx; 21 NCAC 39 .1002 (FINAL).docx; 21 NCAC 39 .1004 (FINAL).docx; 21 NCAC 39 .1005 (FINAL).docx; 21 NCAC 39 .1006 (FINAL).docx; 21 NCAC 39 .1101 (FINAL).docx; 21 NCAC 39 .1102 (FINAL).docx; 21 NCAC 39 .1103 (FINAL).docx; 21 NCAC 39 .1104 (FINAL).docx; Signature pg 0400 Rules 202520251006_14163644.pdf

From: Catherine E. Lee <clee@hedrickgardner.com>
Sent: Monday, October 13, 2025 1:44 PM
To: csstephens@ncowcicb.info; Miller, Christopher S <christopher.miller@oah.nc.gov>
Cc: Burgos, Alexander N <alexander.burgos@oah.nc.gov>
Subject: [External] RE: 21 NCAC 39 - Request for Changes - October 2025

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Mr. Miller –

Thank you for the opportunity to provide, as counsel for the North Carolina On-Site Wastewater Contractors and Inspectors Certification Board, the attached responses to the RRC staff's request for changes; the revised Rules; and the revised Forms 0400. We appreciate your review of these rules, which we believe are improved in large thanks to your feedback.

Please don't hesitate to reach out to me directly with any question.

WE HAVE MOVED – PLEASE TAKE NOTE OF OUR NEW ADDRESS!

Catherine E. Lee | Partner
Hedrick Gardner Kincheloe & Garofalo LLP.
2710 Wycliff Road, Suite 220 | Raleigh, NC 27607
Phone: 919-341-2639 | Fax: 919-832-9425
clee@hedrickgardner.com | www.hedrickgardner.com



HEDRICK GARDNER
KINCHELOE GAROFALO

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From: Connie Stephens <csstephens@ncowcicb.info>

Sent: Tuesday, September 30, 2025 7:33 PM

To: Catherine E. Lee <clee@hedrickgardner.com>

Subject: Fwd: 21 NCAC 39 - Request for Changes - October 2025

Caution! This message was sent from outside your organization.

Request for Changes Pursuant to N.C. Gen. Stat. § 150B-21.10

Staff reviewed these Rules to ensure that each Rule is within the agency's statutory authority, reasonably necessary, clear, and unambiguous, and adopted in accordance with Part 2 of the North Carolina Administrative Procedure Act. Following review, staff has issued this document that may request changes pursuant to G.S. 150B-21.10 from your agency or ask clarifying questions.

Questions contained herein suggest that the rule as written is unclear or there is some ambiguity. If this document includes questions and you do not understand the question, please contact the reviewing attorney to discuss. Failure to respond may result in a staff opinion recommending objection.

Staff may suggest the agency "consider" an idea or language in this document. This is in no way a formal request that the agency adopt the idea or language but rather is offered merely for the agency's consideration which the agency may find preferable and clarifying.

To properly submit rewritten rules, please refer to the following Rules in the NC Administrative Code:

- Rule 26 NCAC 02C .0108 – The Rule addresses general formatting.
- Rule 26 NCAC 02C .0404 – The Rule addresses changing the introductory statement.
- Rule 26 NCAC 02C .0405 – The Rule addresses properly formatting changes made after publication in the NC Register.

Note the following general instructions:

1. You must submit the revised rule via email to oah.rules@oah.nc.gov and copy RRC Counsel. The electronic copy must be saved as the official rule name (XX NCAC XXXX).
2. For rules longer than one page, insert a page number.
3. Use line numbers; if the rule spans more than one page, have the line numbers reset at one for each page.
4. Do not use track changes. Make all changes using manual strikethroughs, underlines and highlighting.
5. You cannot change just one part of a word. For example:
 - Wrong: "aAssociation"
 - Right: "~~association~~ Association"
6. Treat punctuation as part of a word. For example:
 - Wrong: "day;;and"
 - Right: "~~day,~~ day; and"
7. Formatting instructions and examples may be found at:
www.ncoah.com/rules/examples.html

If you have any questions regarding proper formatting of edits after reviewing the rules and examples, please contact the reviewing attorney.

Christopher S. Miller
Commission Counsel

Date submitted to agency: September 30, 2025

REQUEST FOR CHANGES PURSUANT TO G.S. 150B-21.10

AGENCY: Onsite Wastewater Contractors and Inspectors Certification Board

RULE CITATION: ALL RULE SUBMISSION FORMS

DEADLINE FOR RECEIPT: October 14, 2025

PLEASE NOTE: This request may extend to several pages. Please be sure you have reached the end of the document.

The Rules Review Commission staff has completed its review of this Rule prior to the Commission's next meeting. The Commission has not yet reviewed this Rule and therefore there has not been a determination as to whether the Rule will be approved. You may email the reviewing attorney to inquire concerning the staff recommendation.

In reviewing this Rule, the staff recommends the following changes be made:

Please resubmit all Forms 0400 – Submission For Permanent Rule. The form version that you used is outdated (from 03/2019). The current version of the form can be found on OAH's website at <https://www.oah.nc.gov/rules-form-0400-submission-permanent-rule>. The current version of the form includes an APA attestation that is necessary for our review.

Resubmitted Forms 0400 are submitted contemporaneously with this responses to the request for changes.

Please retype the rule accordingly and resubmit it to our office at 1711 New Hope Church Road, Raleigh, North Carolina 27609.

Christopher S. Miller
Commission Counsel

Date submitted to agency: September 30, 2025

REQUEST FOR CHANGES PURSUANT TO G.S. 150B-21.10

AGENCY: Onsite Wastewater Contractors and Inspectors Certification Board

RULE CITATION: GENERAL COMMENT

DEADLINE FOR RECEIPT: **October 14, 2025**

PLEASE NOTE: This request may extend to several pages. Please be sure you have reached the end of the document.

The Rules Review Commission staff has completed its review of this Rule prior to the Commission's next meeting. The Commission has not yet reviewed this Rule and therefore there has not been a determination as to whether the Rule will be approved. You may email the reviewing attorney to inquire concerning the staff recommendation.

In reviewing this Rule, the staff recommends the following changes be made:

Rules .0101, .1101, and .1102 reference a "Notice of Intent" form. In Rule .1102, you specifically require Evaluators to use this form.

It is my understanding that in 2023 amendments to G.S. 130A-336.2, the General Assembly (1) required the Board (rather than DHHS) to develop this NOI form and (2) removed required form information from the statute's language. These changes do not appear to be reflected in the Board's rules.

Further, it appears as if the Board has developed this NOI form (<https://ncowcib.info/wp-content/uploads/2025/02/NCOWCIB-NOI-to-Construct-7-2023.pdf>), but I could not locate any rule(s) in Chapter 39 which describe the contents of the form.

G.S. 150B-2 (8a) defines the word "rule." It further sets forth items which do not meet the definition the term, including "A form, the contents or substantive requirements of which are prescribed by rule." In order to require a form, you must specify the form's contents and substantive requirements in a rule. So if the Board wants to continue to require and use its NOI form, you will need to make rule changes accordingly.

Rule .1102 has been revised to include the contents of the "Notice of Intent" Form.

Please retype the rule accordingly and resubmit it to our office at 1711 New Hope Church Road, Raleigh, North Carolina 27609.

Christopher S. Miller
Commission Counsel

Date submitted to agency: September 30, 2025

REQUEST FOR CHANGES PURSUANT TO G.S. 150B-21.10

AGENCY: Onsite Wastewater Contractors and Inspectors Certification Board

RULE CITATION: 21 NCAC 39 .0101

DEADLINE FOR RECEIPT: October 14, 2025

PLEASE NOTE: This request may extend to several pages. Please be sure you have reached the end of the document.

The Rules Review Commission staff has completed its review of this Rule prior to the Commission's next meeting. The Commission has not yet reviewed this Rule and therefore there has not been a determination as to whether the Rule will be approved. You may email the reviewing attorney to inquire concerning the staff recommendation.

In reviewing this Rule, the staff recommends the following changes be made:

In the Chapter Title, the word "ON" appears before "CHAPTER 39". I assume this is a typo. Please remove.

Revised accordingly.

Item (2), line 14: "N.C." can be removed before "General Statutes".

Revised accordingly.

Item (3), line 16: Consider hyphenating the term "point of sale inspector." The authority statutes use "point-of-sale inspector." If made, the change should be applied in all of the rules under review, where applicable.

Revised accordingly.

Also, consider defining this term if it is not already defined elsewhere. It appears as if only "contractor" and "private compliance inspector" are defined in § 90A-71.

Revised accordingly.

Item (3), line 17: Rule .0603 was repealed in 2021. Please update the reference/citation.

Revised to correct the citation to Rule .0602.

Item (4), line 20: Add the word "is" between "activities and" and "pre-approved".

Revised accordingly.

Item (5): Is this part of the rule intended to capture what all needs to be included in an Evaluation and findings? If so, this requirement may be better placed in a different

Christopher S. Miller
Commission Counsel

Date submitted to agency: September 30, 2025

Rule, and could be written as something like, “Evaluation and findings shall include ...”

Also, based on my review, the terminology “evaluation and findings” does not appear to be used anywhere else in Chapter 39 of your rules. Does it need to be defined at all? If you do want to keep the definition here, please remove “at a minimum” and list out the complete requirements to meet the definition.

The term "Revised to read “evaluation” and includes the information set forth in GS 130A-335.

Item (6): “North Carolina” can be removed before “General Statutes.”

Revised accordingly.

Item (7): A review of GS 130A-336.2(b) indicates that the statute does not specify what information needs to be included on the Notice form. Is there another statute, or rule, that describes the information required in a Notice of Intent form? Please also see my General Comment on page 3 regarding the NOI form.

Revised to reference the substance of the NOI form, as set forth in Rule .1102.

Items (13) and (14): These are out of order. Please incorporate these new definitions into the Rule’s list numerically based on alphabetical order.

Revised accordingly.

Item (13): I believe this term is defined at 90A-71(10), not 90A-71(8). Please update if that’s correct.

Revised accordingly.

Item (14): Insert the word “a” before “class”.

Revised accordingly.

Please retype the rule accordingly and resubmit it to our office at 1711 New Hope Church Road, Raleigh, North Carolina 27609.

REQUEST FOR CHANGES PURSUANT TO G.S. 150B-21.10

AGENCY: Onsite Wastewater Contractors and Inspectors Certification Board

RULE CITATION: 21 NCAC 39 .0102

DEADLINE FOR RECEIPT: October 14, 2025

PLEASE NOTE: This request may extend to several pages. Please be sure you have reached the end of the document.

The Rules Review Commission staff has completed its review of this Rule prior to the Commission's next meeting. The Commission has not yet reviewed this Rule and therefore there has not been a determination as to whether the Rule will be approved. You may email the reviewing attorney to inquire concerning the staff recommendation.

In reviewing this Rule, the staff recommends the following changes be made:

In paragraph (b), does this only apply to point-of-sale inspectors? What about private compliance inspectors? Do they not need to be certified under this rule?

Revised accordingly.

I don't fully understand the requirement in paragraph (c). Could you please explain this? You point to Evaluator certification under G.S. 130A-336.2, but that statute states that the Board is responsible for developing and administering certification conditions. Do your rules further define these certification standards for Evaluators? What rights does the certification provide to the Evaluator?

Revised to clarify that evaluators certified by the Board shall comply with G.S. 130A-336.2.

Please retype the rule accordingly and resubmit it to our office at 1711 New Hope Church Road, Raleigh, North Carolina 27609.

Christopher S. Miller
Commission Counsel

Date submitted to agency: September 30, 2025

REQUEST FOR CHANGES PURSUANT TO G.S. 150B-21.10

AGENCY: Onsite Wastewater Contractors and Inspectors Certification Board

RULE CITATION: 21 NCAC 39 .0103

DEADLINE FOR RECEIPT: **October 14, 2025**

PLEASE NOTE: This request may extend to several pages. Please be sure you have reached the end of the document.

The Rules Review Commission staff has completed its review of this Rule prior to the Commission's next meeting. The Commission has not yet reviewed this Rule and therefore there has not been a determination as to whether the Rule will be approved. You may email the reviewing attorney to inquire concerning the staff recommendation.

In reviewing this Rule, the staff recommends the following changes be made:

(a), line 5: The word “the” should be inserted before “receiving agency or committee.”

Revised accordingly

*(b): What does “used **regularly**” mean in this context?*

Revised to remove any ambiguity.

Please retype the rule accordingly and resubmit it to our office at 1711 New Hope Church Road, Raleigh, North Carolina 27609.

Christopher S. Miller
Commission Counsel

Date submitted to agency: September 30, 2025

REQUEST FOR CHANGES PURSUANT TO G.S. 150B-21.10

AGENCY: Onsite Wastewater Contractors and Inspectors Certification Board

RULE CITATION: 21 NCAC 39 .0201

DEADLINE FOR RECEIPT: **October 14, 2025**

PLEASE NOTE: This request may extend to several pages. Please be sure you have reached the end of the document.

The Rules Review Commission staff has completed its review of this Rule prior to the Commission's next meeting. The Commission has not yet reviewed this Rule and therefore there has not been a determination as to whether the Rule will be approved. You may email the reviewing attorney to inquire concerning the staff recommendation.

In reviewing this Rule, the staff recommends the following changes be made:

In the Section Title, a comma should be inserted after "PRIVATE COMPLIANCE INSPECTORS".

Revised accordingly

(a)(1)(I): Update to "contractor or point-of-sale inspector;"

Revised accordingly

(a)(1)(J): Should this include, "if applicable"? This information would not be necessary if the applicant was a point-of-sale inspector.

Revised accordingly

(a)(1)(L): Consider pointing to the Fee Rule here for clarity. This could be written as, "Required certification fee as specified in Rule .0301 of this Chapter;"

Revised accordingly

(a)(1)(P): Which experience requirements? The ones set forth in G.S. 90A-77? You may want to reference the statute here so that it is clear.

Revised accordingly

(a)(1)(Q): Remove "(ies)" and "(s)". Also, you can just state "12 months" in the rule instead of "twelve (12) months".

Revised accordingly

Christopher S. Miller
Commission Counsel

Date submitted to agency: September 30, 2025

(a)(1)(S): “Applicant signature” is already required under (a)(1)(N). This appears to be redundant. Please delete if you agree.

Revised accordingly

(a)(2)(I) and (a)(3)(I): Same comment as above regarding specification of fees. Also, in (a)(3)(I), it should be “Required,” not “Require.”

Revised accordingly

(a)(2)(J): Remove “(ies)” and “(s)”. Also, you can just state “12 months” in the rule instead of “twelve (12) months”.

Revised accordingly

(a)(2)(N): Is this 5-year experience requirement tied to a statutory requirement? I did not see anything in 90A-77 or 130A-336.2 that mentioned this.

GS 130A-336.2(a) provides that evaluators are to be “certified under conditions developed and administered by the [Board]” and one of the conditions developed by the Board is that the applicants have 5-years’ experience in on-site wastewater soil science.

(a)(3)(J): Remove “(ies)” and “(s)”. Also, you can just state “12 months” in the rule instead of “twelve (12) months”.

Revised accordingly.

(a)(3)(L): What does “verification” mean in this context? How would an applicant verify their experience? Be specific, if possible.

Revised accordingly

(b)(6): Same comment as above regarding specification of fees.

Revised accordingly

(b)(8): What is an “LSS license”?

Clarified to read “Licensed Soil Scientist”

*(d): I would suggest clarifying by stating, “Upon approval of an **initial** application ...” I assume this requirement is not meant to apply to renewal applications.*

Revised accordingly

For (e), when does this apply? Applicants are already required to submit this information as part of the application. Would the Board then ask for this again around the time of examination? It is not clear. Also, what would constitute “verification”?

This subsection has been removed.

(f): Which “Rules and statutes”? Be specific, if possible.

Revised to reference GS 90A-77.

Please retype the rule accordingly and resubmit it to our office at 1711 New Hope Church Road, Raleigh, North Carolina 27609.

Christopher S. Miller
Commission Counsel

Date submitted to agency: September 30, 2025

REQUEST FOR CHANGES PURSUANT TO G.S. 150B-21.10

AGENCY: Onsite Wastewater Contractors and Inspectors Certification Board

RULE CITATION: 21 NCAC 39 .0202

DEADLINE FOR RECEIPT: October 14, 2025

PLEASE NOTE: This request may extend to several pages. Please be sure you have reached the end of the document.

The Rules Review Commission staff has completed its review of this Rule prior to the Commission's next meeting. The Commission has not yet reviewed this Rule and therefore there has not been a determination as to whether the Rule will be approved. You may email the reviewing attorney to inquire concerning the staff recommendation.

In reviewing this Rule, the staff recommends the following changes be made:

(a)(1), line 5: For clarity, I suggest stating "Board certified" rather than just "certified". Also, consider re-writing as "... documentation of supervision by and full-time employment with a ...".

Revised accordingly

(a)(2): What is a "local health department"? Is this defined or explained elsewhere? Also, what is meant by "integral involvement"? Consider using clearer terminology here.

Revised accordingly

(a)(2), line 7: An "s" should be added to the end of "department".

Revised accordingly

The Rule states that the Board "may" certify someone that satisfies all five of the requirements. Is there any reason why a certification would be denied even if they met the five requirements? If so, you may want to spell out these disqualifying circumstances.

Revised to change "may" to "shall"

Please retype the rule accordingly and resubmit it to our office at 1711 New Hope Church Road, Raleigh, North Carolina 27609.

Christopher S. Miller
Commission Counsel

Date submitted to agency: September 30, 2025

REQUEST FOR CHANGES PURSUANT TO G.S. 150B-21.10

AGENCY: Onsite Wastewater Contractors and Inspectors Certification Board

RULE CITATION: 21 NCAC 39 .0301

DEADLINE FOR RECEIPT: **October 14, 2025**

PLEASE NOTE: This request may extend to several pages. Please be sure you have reached the end of the document.

The Rules Review Commission staff has completed its review of this Rule prior to the Commission's next meeting. The Commission has not yet reviewed this Rule and therefore there has not been a determination as to whether the Rule will be approved. You may email the reviewing attorney to inquire concerning the staff recommendation.

In reviewing this Rule, the staff recommends the following changes be made:

No comments.

Revised to hyphenate the term “point of sale inspector”

Please retype the rule accordingly and resubmit it to our office at 1711 New Hope Church Road, Raleigh, North Carolina 27609.

Christopher S. Miller
Commission Counsel
Date submitted to agency: September 30, 2025

REQUEST FOR CHANGES PURSUANT TO G.S. 150B-21.10

AGENCY: Onsite Wastewater Contractors and Inspectors Certification Board

RULE CITATION: 21 NCAC 39 .0401

DEADLINE FOR RECEIPT: October 14, 2025

PLEASE NOTE: This request may extend to several pages. Please be sure you have reached the end of the document.

The Rules Review Commission staff has completed its review of this Rule prior to the Commission's next meeting. The Commission has not yet reviewed this Rule and therefore there has not been a determination as to whether the Rule will be approved. You may email the reviewing attorney to inquire concerning the staff recommendation.

In reviewing this Rule, the staff recommends the following changes be made:

(a): What does the adjective “comprehensive” mean in this context? That the exam covers the topics mentioned in G.S. 90A-77(a)(7)? Be more specific if possible.

Revised to remove the word “comprehensive” and to add reference to GS 90A-77(a)(7).

(c), line 10: Remove “a” before “multiple certifications”.

Revised accordingly

*(d): I think something is missing from the first sentence. Perhaps, “Each applicant shall obtain a passing score of at least 70 percent **as a requirement of certification.**”*

Revised accordingly

Please retype the rule accordingly and resubmit it to our office at 1711 New Hope Church Road, Raleigh, North Carolina 27609.

Christopher S. Miller
Commission Counsel

Date submitted to agency: September 30, 2025

REQUEST FOR CHANGES PURSUANT TO G.S. 150B-21.10

AGENCY: Onsite Wastewater Contractors and Inspectors Certification Board

RULE CITATION: 21 NCAC 39 .0402

DEADLINE FOR RECEIPT: **October 14, 2025**

PLEASE NOTE: This request may extend to several pages. Please be sure you have reached the end of the document.

The Rules Review Commission staff has completed its review of this Rule prior to the Commission's next meeting. The Commission has not yet reviewed this Rule and therefore there has not been a determination as to whether the Rule will be approved. You may email the reviewing attorney to inquire concerning the staff recommendation.

In reviewing this Rule, the staff recommends the following changes be made:

*Paragraph (a): Does the last sentence apply to all examinations or just the additional examinations? Be clear. Consider rewriting as, "Information regarding the date, time, and place **of all exams** shall be made available on the Board's web site or upon request."*

Revised accordingly

Please retype the rule accordingly and resubmit it to our office at 1711 New Hope Church Road, Raleigh, North Carolina 27609.

Christopher S. Miller
Commission Counsel

Date submitted to agency: September 30, 2025

REQUEST FOR CHANGES PURSUANT TO G.S. 150B-21.10

AGENCY: Onsite Wastewater Contractors and Inspectors Certification Board

RULE CITATION: 21 NCAC 39 .0403

DEADLINE FOR RECEIPT: October 14, 2025

PLEASE NOTE: This request may extend to several pages. Please be sure you have reached the end of the document.

The Rules Review Commission staff has completed its review of this Rule prior to the Commission's next meeting. The Commission has not yet reviewed this Rule and therefore there has not been a determination as to whether the Rule will be approved. You may email the reviewing attorney to inquire concerning the staff recommendation.

In reviewing this Rule, the staff recommends the following changes be made:

(b), line 6: What "identification number" is recorded? A number taken from the applicant's ID? Or a number issued to them by the Board? If it is a number on the applicant's ID, what happens if the ID presented by the applicant has no number?

Revised to clarify that the government issued ID must contain a number and the number from the ID must be recorded.

(c), line 11: Should "examinations" be singular here?

Revised accordingly

Paragraph (d): Add an oxford comma after "materials" on line 13.

Revised accordingly

Paragraph (d): Insert the word "an" before "examination area."

Revised accordingly

Please retype the rule accordingly and resubmit it to our office at 1711 New Hope Church Road, Raleigh, North Carolina 27609.

Christopher S. Miller
Commission Counsel

Date submitted to agency: September 30, 2025

REQUEST FOR CHANGES PURSUANT TO G.S. 150B-21.10

AGENCY: Onsite Wastewater Contractors and Inspectors Certification Board

RULE CITATION: 21 NCAC 39 .0404

DEADLINE FOR RECEIPT: October 14, 2025

PLEASE NOTE: This request may extend to several pages. Please be sure you have reached the end of the document.

The Rules Review Commission staff has completed its review of this Rule prior to the Commission's next meeting. The Commission has not yet reviewed this Rule and therefore there has not been a determination as to whether the Rule will be approved. You may email the reviewing attorney to inquire concerning the staff recommendation.

In reviewing this Rule, the staff recommends the following changes be made:

(a) and (d): Who would be the “authorized representatives”? Is this addressed elsewhere?

Reference to “authorized representative” has been removed

Paragraph (c), line 9: Which notification? The notification of exam results? Consider revising to be clearer.

Revised to read “date of notification of exam results.”

Paragraph (d): Should state “his or her examination” rather than “his examination.”

Revised accordingly

Paragraph (f): Is the seal issued to the Evaluator upon the passing of the exam? Or is it issued upon certification? Also, who issues the seal? The Board? Be specific.

Revised accordingly

Please retype the rule accordingly and resubmit it to our office at 1711 New Hope Church Road, Raleigh, North Carolina 27609.

Christopher S. Miller
Commission Counsel

Date submitted to agency: September 30, 2025

REQUEST FOR CHANGES PURSUANT TO G.S. 150B-21.10

AGENCY: Onsite Wastewater Contractors and Inspectors Certification Board

RULE CITATION: 21 NCAC 39 .0405

DEADLINE FOR RECEIPT: October 14, 2025

PLEASE NOTE: This request may extend to several pages. Please be sure you have reached the end of the document.

The Rules Review Commission staff has completed its review of this Rule prior to the Commission's next meeting. The Commission has not yet reviewed this Rule and therefore there has not been a determination as to whether the Rule will be approved. You may email the reviewing attorney to inquire concerning the staff recommendation.

In reviewing this Rule, the staff recommends the following changes be made:

(a)(1) and (b)(1): Consider citing to your rule describing the Application, for clarity.

Revised accordingly to reference Rule .0201

*(a)(4): I think something is missing from this sentence. Should this read as, "For evaluator, provide documentation from the N.C. Board for Licensing of Soil Scientists that **demonstrates that** requirements set out in G.S. 89F have been satisfied"? Also, is there a specific requirement(s) in 89F that you're referencing? Citing the entire chapter seems to be a bit broad.*

Revised accordingly

(a)(5), line 13: What kind of "license"? Be specific.

Revised to clarify "occupational license"

(b)(5): I have the same comment as mentioned for (a)(4). See above.

Revised accordingly

(b)(6): I have the same comment as mentioned for (a)(5). See above.

Revised accordingly

Please retype the rule accordingly and resubmit it to our office at 1711 New Hope Church Road, Raleigh, North Carolina 27609.

Christopher S. Miller
Commission Counsel
Date submitted to agency: September 30, 2025

REQUEST FOR CHANGES PURSUANT TO G.S. 150B-21.10

AGENCY: Onsite Wastewater Contractors and Inspectors Certification Board

RULE CITATION: 21 NCAC 39 .0501

DEADLINE FOR RECEIPT: October 14, 2025

PLEASE NOTE: This request may extend to several pages. Please be sure you have reached the end of the document.

The Rules Review Commission staff has completed its review of this Rule prior to the Commission's next meeting. The Commission has not yet reviewed this Rule and therefore there has not been a determination as to whether the Rule will be approved. You may email the reviewing attorney to inquire concerning the staff recommendation.

In reviewing this Rule, the staff recommends the following changes be made:

(c), line 9: Consider rewriting as "... shall notify the Board in writing within 30 days of ...".

Revised accordingly

In the History Note, your Authority should include a citation to § 90A-78.

Revised accordingly

Please retype the rule accordingly and resubmit it to our office at 1711 New Hope Church Road, Raleigh, North Carolina 27609.

Christopher S. Miller
Commission Counsel
Date submitted to agency: September 30, 2025

REQUEST FOR CHANGES PURSUANT TO G.S. 150B-21.10

AGENCY: Onsite Wastewater Contractors and Inspectors Certification Board

RULE CITATION: 21 NCAC 39 .0601

DEADLINE FOR RECEIPT: **October 14, 2025**

PLEASE NOTE: This request may extend to several pages. Please be sure you have reached the end of the document.

The Rules Review Commission staff has completed its review of this Rule prior to the Commission's next meeting. The Commission has not yet reviewed this Rule and therefore there has not been a determination as to whether the Rule will be approved. You may email the reviewing attorney to inquire concerning the staff recommendation.

In reviewing this Rule, the staff recommends the following changes be made:

(a), line 7: What is the “renewal period”? January 1 until November 15? January 1 until December 31? Be specific.

Revised to clarify CE must be taken before renewing certification

(c), line 13: You do not need to spell out PDH again here.

Revised accordingly

(c): This paragraph seems to repeat .0602(a). Does (c) just mean that a course has to be pre-approved by the Board before PDH is granted? If so, it is redundant and sort of unclear here.

Clarified to provide that only PDH approved pursuant to Rule .0602 shall qualify as CE needed to renew a certification pursuant to GS 90A-78.

(d), sentence 3: How does the provider or representative certify attendance? Be specific, if possible.

Revised to provide that attendance shall be certified by affidavit or attestation

(f): Can you please explain to me how this works in practice? Based on paragraph (a), I understand that all PDH must be accumulated in the prior year. And, you must also submit your renewal application by November 15. So, why does the PDH need to expire after 15 months? Wouldn't PDH only be usable if it was received within the last 12 months?

Although certificates expire on December 31 of each year, a certificate holder may renew an expired certificate for a period of time up to 24 months

Christopher S. Miller
Commission Counsel

Date submitted to agency: September 30, 2025

following its expiration. However, only PDH taken in the 15-month period preceding a renewal application are eligible as continuing education needed for renewal pursuant to GS 90A-78.

(g): Why is this requirement necessary? To me, it seems to be unnecessary/redundant because Paragraph (f) already captures all types of PDH.

This Paragraph (g) has been removed.

Please retype the rule accordingly and resubmit it to our office at 1711 New Hope Church Road, Raleigh, North Carolina 27609.

Christopher S. Miller
Commission Counsel

Date submitted to agency: September 30, 2025

REQUEST FOR CHANGES PURSUANT TO G.S. 150B-21.10

AGENCY: Onsite Wastewater Contractors and Inspectors Certification Board

RULE CITATION: 21 NCAC 39 .0602

DEADLINE FOR RECEIPT: October 14, 2025

PLEASE NOTE: This request may extend to several pages. Please be sure you have reached the end of the document.

The Rules Review Commission staff has completed its review of this Rule prior to the Commission's next meeting. The Commission has not yet reviewed this Rule and therefore there has not been a determination as to whether the Rule will be approved. You may email the reviewing attorney to inquire concerning the staff recommendation.

In reviewing this Rule, the staff recommends the following changes be made:

Paragraph (b): Who is this requirement binding on? The Board? The Provider?

Revised to clarify that the requirement binds the Provider.

Paragraph (c), second sentence: Should this state, "The Board shall determine which courses ..." rather than, "The Board shall determine that courses ..."?

Revised accordingly

(c), line 13: Avoid parentheticals when possible and instead incorporate the content directly into the body of the rule. Same goes for (c)(3) and (c)(4).

Revised accordingly

(d): Which email address is used for the Board? You may want to provide that here so Providers know where to send their rosters. Also, the word "the" should be inserted on line 22 before "course."

Revised accordingly

(d) and (e): Numbers 1-10 are spelled out. You can change this to "ten business days".

Revised accordingly

(e) and (f): First lines, "Provider" should be "Providers".

Revised accordingly

(d), (e), and (f): Where is your statutory authority to impose these requirements on education Providers? I could not find anything in § 90A-74 or § 90A-79 that directly

Christopher S. Miller
Commission Counsel

Date submitted to agency: September 30, 2025

touches on this. These rules seem to go beyond “approval” of education programs and the maintenance of records for “coursework successfully completed.”

Also, are these requirements duplicative/unnecessary? In Rule .0604 you already require certificate holders to maintain records related to their PDH and their attendance. And they are required to submit this information to the Board as part of the application process. Do you also need similar info from the Providers as well?

Para. (d), (e), and (f) removed

Please retype the rule accordingly and resubmit it to our office at 1711 New Hope Church Road, Raleigh, North Carolina 27609.

Christopher S. Miller
Commission Counsel

Date submitted to agency: September 30, 2025

REQUEST FOR CHANGES PURSUANT TO G.S. 150B-21.10

AGENCY: Onsite Wastewater Contractors and Inspectors Certification Board

RULE CITATION: 21 NCAC 39 .0604

DEADLINE FOR RECEIPT: **October 14, 2025**

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The Rules Review Commission staff has completed its review of this Rule prior to the Commission's next meeting. The Commission has not yet reviewed this Rule and therefore there has not been a determination as to whether the Rule will be approved. You may email the reviewing attorney to inquire concerning the staff recommendation.

In reviewing this Rule, the staff recommends the following changes be made:

No comments.

Revised to hyphenate the term “point of sale inspector.

Please retype the rule accordingly and resubmit it to our office at 1711 New Hope Church Road, Raleigh, North Carolina 27609.

Christopher S. Miller
Commission Counsel
Date submitted to agency: September 30, 2025

REQUEST FOR CHANGES PURSUANT TO G.S. 150B-21.10

AGENCY: Onsite Wastewater Contractors and Inspectors Certification Board

RULE CITATION: 21 NCAC 39 .0605

DEADLINE FOR RECEIPT: **October 14, 2025**

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The Rules Review Commission staff has completed its review of this Rule prior to the Commission's next meeting. The Commission has not yet reviewed this Rule and therefore there has not been a determination as to whether the Rule will be approved. You may email the reviewing attorney to inquire concerning the staff recommendation.

In reviewing this Rule, the staff recommends the following changes be made:

(b): What is the difference between “completing” CE and “obtaining” CE? You use two different terms in paragraphs (a) and (b). Should these be the same for consistency?

Revised to use “complete” for consistency

(b)(2): What else, if anything, would be included in “documentation”?

Revised for clarity

(c): How does the Board determine whether the applicant could not “reasonably” be expected to comply? Are there factors considered?

Revised to remove the term “reasonably”

(e): Are all extensions of time one year in length? Or does it vary based on the information submitted to the Board? If it varies, you should revise the second sentence by removing “one year” before “extension of time”.

Revised accordingly

Please retype the rule accordingly and resubmit it to our office at 1711 New Hope Church Road, Raleigh, North Carolina 27609.

Christopher S. Miller
Commission Counsel

Date submitted to agency: September 30, 2025

REQUEST FOR CHANGES PURSUANT TO G.S. 150B-21.10

AGENCY: Onsite Wastewater Contractors and Inspectors Certification Board

RULE CITATION: 21 NCAC 39 .0701

DEADLINE FOR RECEIPT: October 14, 2025

PLEASE NOTE: This request may extend to several pages. Please be sure you have reached the end of the document.

The Rules Review Commission staff has completed its review of this Rule prior to the Commission's next meeting. The Commission has not yet reviewed this Rule and therefore there has not been a determination as to whether the Rule will be approved. You may email the reviewing attorney to inquire concerning the staff recommendation.

In reviewing this Rule, the staff recommends the following changes be made:

Rule Name: You can remove the comma after "Revocation".

Revised accordingly

(a), line 8: "NC" can be removed before "General Statutes."

Revised accordingly

(b): Is there a specific timeframe by which the certificate holder has to submit his certificate and statement to the Board? You may want to specify this here in the Rule for clarity.

Revised accordingly

(c): What does it mean to "restrict" a certificate? Is this defined or explained anywhere? How does the Board determine whether to restrict a certificate? Is it also done based on the reasons set forth in § 90A-81(a)?

GS 90A-74 provides that the Board has the power and duty to "To issue, renew, deny, restrict, suspend, or revoke certifications" A restriction limits the ability of the certificate holder, in whole or in part, to supervise or conduct the construction, installation, repair, evaluation or inspection of on-site wastewater systems.

Also, does the Board consider these restrictions to be final agency decisions under 150B-42, or are you just referencing the service provisions of the statute?

Revised to clarify that the Board shall provide the certificate holder with an opportunity for a hearing pursuant to GS 150B-38, if the certificate holder submits a rebuttal to the written notice of restriction.

Christopher S. Miller
Commission Counsel

Date submitted to agency: September 30, 2025

The last sentence of (c) is passive and unclear. Consider rewriting.

Revised accordingly

Please retype the rule accordingly and resubmit it to our office at 1711 New Hope Church Road, Raleigh, North Carolina 27609.

Christopher S. Miller
Commission Counsel

Date submitted to agency: September 30, 2025

REQUEST FOR CHANGES PURSUANT TO G.S. 150B-21.10

AGENCY: Onsite Wastewater Contractors and Inspectors Certification Board

RULE CITATION: 21 NCAC 39 .0702

DEADLINE FOR RECEIPT: October 14, 2025

PLEASE NOTE: This request may extend to several pages. Please be sure you have reached the end of the document.

The Rules Review Commission staff has completed its review of this Rule prior to the Commission's next meeting. The Commission has not yet reviewed this Rule and therefore there has not been a determination as to whether the Rule will be approved. You may email the reviewing attorney to inquire concerning the staff recommendation.

In reviewing this Rule, the staff recommends the following changes be made:

(a): What do you mean by “at least 12 months”? Would they ever have to wait longer than 12 months before applying? You may want to remove “at least.” Also, when does the 12-month period start? Be specific if possible.

Revised to remove the term “at least” and to clarify that the 12-month period runs from the date that the certification is revoked or voluntarily surrendered

(c): What do you mean by “an individual approved by the Board to apply for reinstatement”? The only limitation set forth in this section is a waiting period of 12 months before you can apply. Does the Board also take into account other factors for “approval to apply for reinstatement”? If so, what are those factors? Are they listed anywhere else in the Rules or statutes?

Revised to remove the term “approved by the Board to apply”

(c), line 9: Remove the comma following “reinstatement”.

Revised accordingly

In (d), what do you mean by the procedures in Article 3A? Is the reinstatement denial a final agency decision that has to be appealed to superior court? Or is the reinstatement denial the subject of the administrative hearing?

Revised to clarify that a reinstatement denial is the subject of an administrative hearing

Please retype the rule accordingly and resubmit it to our office at 1711 New Hope Church Road, Raleigh, North Carolina 27609.

Christopher S. Miller
Commission Counsel

Date submitted to agency: September 30, 2025

REQUEST FOR CHANGES PURSUANT TO G.S. 150B-21.10

AGENCY: Onsite Wastewater Contractors and Inspectors Certification Board

RULE CITATION: 21 NCAC 39 .0703

DEADLINE FOR RECEIPT: October 14, 2025

PLEASE NOTE: This request may extend to several pages. Please be sure you have reached the end of the document.

The Rules Review Commission staff has completed its review of this Rule prior to the Commission's next meeting. The Commission has not yet reviewed this Rule and therefore there has not been a determination as to whether the Rule will be approved. You may email the reviewing attorney to inquire concerning the staff recommendation.

In reviewing this Rule, the staff recommends the following changes be made:

Is this rule necessary? The statute, § 90A-81, already states that persons are subject to penalties for violations of “a rule of the Board.” This Rule seems to be circular and doesn’t really do anything besides restating the statute.

Revised to repeal rule

Please retype the rule accordingly and resubmit it to our office at 1711 New Hope Church Road, Raleigh, North Carolina 27609.

Christopher S. Miller
Commission Counsel

Date submitted to agency: September 30, 2025

REQUEST FOR CHANGES PURSUANT TO G.S. 150B-21.10

AGENCY: Onsite Wastewater Contractors and Inspectors Certification Board

RULE CITATION: 21 NCAC 39 .0801

DEADLINE FOR RECEIPT: **October 14, 2025**

PLEASE NOTE: This request may extend to several pages. Please be sure you have reached the end of the document.

The Rules Review Commission staff has completed its review of this Rule prior to the Commission's next meeting. The Commission has not yet reviewed this Rule and therefore there has not been a determination as to whether the Rule will be approved. You may email the reviewing attorney to inquire concerning the staff recommendation.

In reviewing this Rule, the staff recommends the following changes be made:

(a), line 7: “private compliance inspector” should be plural.

Revised accordingly

(b): Professional opinions? Or all types of opinions? Be specific.

Revised accordingly

(f), line 21: Remove “or” before “private compliance inspector” and move it in front of “evaluator”.

Revised accordingly

(g), (h), (i), and (j): Are the conflict rules also meant to cover constructions and repairs of wastewater systems? As written, the rules only explicitly capture installations, evaluations, and inspections.

Revised to include constructions and repairs

New (p), (q), and (v): Who is the “contractor of record”? Is this defined or explained anywhere else in your Rules or statutes? Same comment for “evaluator of record” and “private compliance inspector of record.”

Revised to remove the term “of record”

New (r): A period should be inserted at the end of the sentence.

Revised accordingly

Christopher S. Miller
Commission Counsel

Date submitted to agency: September 30, 2025

New (t): What is the intent of this prohibition? It is not clear to me how this would work in practice. Also, an oxford comma should be used after “inspect”.

GS 90A-72(b)(7) provides that Article 5 of Chapter 90A does not apply to “a person employed by the Department, a local health department, or a local health district, when conducting a regulatory inspection of an on-site wastewater system for purposes of determining compliance.” The new Para. (t) clarifies that GS 90A-72(b)(7) only applies when said employees when conducting regulatory inspections in the course of their work for the Department, a local health department, or a local health district.

Revised to include oxford comma

Please retype the rule accordingly and resubmit it to our office at 1711 New Hope Church Road, Raleigh, North Carolina 27609.

REQUEST FOR CHANGES PURSUANT TO G.S. 150B-21.10

AGENCY: Onsite Wastewater Contractors and Inspectors Certification Board

RULE CITATION: 21 NCAC 39 .0802

DEADLINE FOR RECEIPT: October 14, 2025

PLEASE NOTE: This request may extend to several pages. Please be sure you have reached the end of the document.

The Rules Review Commission staff has completed its review of this Rule prior to the Commission's next meeting. The Commission has not yet reviewed this Rule and therefore there has not been a determination as to whether the Rule will be approved. You may email the reviewing attorney to inquire concerning the staff recommendation.

In reviewing this Rule, the staff recommends the following changes be made:

Is this rule only relevant to ethics inquiries? The language used is vague, as you state "any inquiry".

Revised accordingly

Also, does this rule capture inquiries sent in relation to complaints of misconduct? If so, you should include § 90A-80 in the Authority citation.

Revised accordingly

Please retype the rule accordingly and resubmit it to our office at 1711 New Hope Church Road, Raleigh, North Carolina 27609.

Christopher S. Miller
Commission Counsel

Date submitted to agency: September 30, 2025

REQUEST FOR CHANGES PURSUANT TO G.S. 150B-21.10

AGENCY: Onsite Wastewater Contractors and Inspectors Certification Board

RULE CITATION: 21 NCAC 39 .0803

DEADLINE FOR RECEIPT: **October 14, 2025**

PLEASE NOTE: This request may extend to several pages. Please be sure you have reached the end of the document.

The Rules Review Commission staff has completed its review of this Rule prior to the Commission's next meeting. The Commission has not yet reviewed this Rule and therefore there has not been a determination as to whether the Rule will be approved. You may email the reviewing attorney to inquire concerning the staff recommendation.

In reviewing this Rule, the staff recommends the following changes be made:

(a), line 4: Who is "he or she" referring to? The original certificate holder or the delegate?

Revised to reference the delegating certificate holder

(b): What does it mean to "be responsible for" in this context?

Revised for clarity

Please retype the rule accordingly and resubmit it to our office at 1711 New Hope Church Road, Raleigh, North Carolina 27609.

Christopher S. Miller
Commission Counsel

Date submitted to agency: September 30, 2025

REQUEST FOR CHANGES PURSUANT TO G.S. 150B-21.10

AGENCY: Onsite Wastewater Contractors and Inspectors Certification Board

RULE CITATION: 21 NCAC 39 .0901

DEADLINE FOR RECEIPT: **October 14, 2025**

PLEASE NOTE: This request may extend to several pages. Please be sure you have reached the end of the document.

The Rules Review Commission staff has completed its review of this Rule prior to the Commission's next meeting. The Commission has not yet reviewed this Rule and therefore there has not been a determination as to whether the Rule will be approved. You may email the reviewing attorney to inquire concerning the staff recommendation.

In reviewing this Rule, the staff recommends the following changes be made:

How does (c)(2) differ from (b)(2)? It seems as if (c)(2) would already be captured by "the effect of the requested rule change" required by (b).

Revised to remove Para. (c)(2)

Please retype the rule accordingly and resubmit it to our office at 1711 New Hope Church Road, Raleigh, North Carolina 27609.

Christopher S. Miller
Commission Counsel
Date submitted to agency: September 30, 2025

REQUEST FOR CHANGES PURSUANT TO G.S. 150B-21.10

AGENCY: Onsite Wastewater Contractors and Inspectors Certification Board

RULE CITATION: 21 NCAC 39 .0902

DEADLINE FOR RECEIPT: **October 14, 2025**

PLEASE NOTE: This request may extend to several pages. Please be sure you have reached the end of the document.

The Rules Review Commission staff has completed its review of this Rule prior to the Commission's next meeting. The Commission has not yet reviewed this Rule and therefore there has not been a determination as to whether the Rule will be approved. You may email the reviewing attorney to inquire concerning the staff recommendation.

In reviewing this Rule, the staff recommends the following changes be made:

No comments.

Please retype the rule accordingly and resubmit it to our office at 1711 New Hope Church Road, Raleigh, North Carolina 27609.

Christopher S. Miller
Commission Counsel

Date submitted to agency: September 30, 2025

REQUEST FOR CHANGES PURSUANT TO G.S. 150B-21.10

AGENCY: Onsite Wastewater Contractors and Inspectors Certification Board

RULE CITATION: 21 NCAC 39 .0903

DEADLINE FOR RECEIPT: **October 14, 2025**

PLEASE NOTE: This request may extend to several pages. Please be sure you have reached the end of the document.

The Rules Review Commission staff has completed its review of this Rule prior to the Commission's next meeting. The Commission has not yet reviewed this Rule and therefore there has not been a determination as to whether the Rule will be approved. You may email the reviewing attorney to inquire concerning the staff recommendation.

In reviewing this Rule, the staff recommends the following changes be made:

(1), line 5: What does “substantially similar” mean? Consider defining.

Revised to remove the term “substantially similar”

Please retype the rule accordingly and resubmit it to our office at 1711 New Hope Church Road, Raleigh, North Carolina 27609.

Christopher S. Miller
Commission Counsel
Date submitted to agency: September 30, 2025

REQUEST FOR CHANGES PURSUANT TO G.S. 150B-21.10

AGENCY: Onsite Wastewater Contractors and Inspectors Certification Board

RULE CITATION: 21 NCAC 39 .0904

DEADLINE FOR RECEIPT: October 14, 2025

PLEASE NOTE: This request may extend to several pages. Please be sure you have reached the end of the document.

The Rules Review Commission staff has completed its review of this Rule prior to the Commission's next meeting. The Commission has not yet reviewed this Rule and therefore there has not been a determination as to whether the Rule will be approved. You may email the reviewing attorney to inquire concerning the staff recommendation.

In reviewing this Rule, the staff recommends the following changes be made:

In lines 4-5, consider specifying who the written request must be submitted to. As written, it is not clear.

Revised accordingly

Please retype the rule accordingly and resubmit it to our office at 1711 New Hope Church Road, Raleigh, North Carolina 27609.

Christopher S. Miller
Commission Counsel

Date submitted to agency: September 30, 2025

REQUEST FOR CHANGES PURSUANT TO G.S. 150B-21.10

AGENCY: Onsite Wastewater Contractors and Inspectors Certification Board

RULE CITATION: 21 NCAC 39 .1001

DEADLINE FOR RECEIPT: **October 14, 2025**

PLEASE NOTE: This request may extend to several pages. Please be sure you have reached the end of the document.

The Rules Review Commission staff has completed its review of this Rule prior to the Commission's next meeting. The Commission has not yet reviewed this Rule and therefore there has not been a determination as to whether the Rule will be approved. You may email the reviewing attorney to inquire concerning the staff recommendation.

In reviewing this Rule, the staff recommends the following changes be made:

*Item (5): It appears as if your definition is treating a verb as if it is a noun. In Section .1000, "describe" is always used as a verb. Consider revising your definition to something like, "means **to create** a written report of a condition found within the system or any observed component of the inspected system."*

Revised accordingly

Please retype the rule accordingly and resubmit it to our office at 1711 New Hope Church Road, Raleigh, North Carolina 27609.

Christopher S. Miller
Commission Counsel

Date submitted to agency: September 30, 2025

REQUEST FOR CHANGES PURSUANT TO G.S. 150B-21.10

AGENCY: Onsite Wastewater Contractors and Inspectors Certification Board

RULE CITATION: 21 NCAC 39 .1002

DEADLINE FOR RECEIPT: **October 14, 2025**

PLEASE NOTE: This request may extend to several pages. Please be sure you have reached the end of the document.

The Rules Review Commission staff has completed its review of this Rule prior to the Commission's next meeting. The Commission has not yet reviewed this Rule and therefore there has not been a determination as to whether the Rule will be approved. You may email the reviewing attorney to inquire concerning the staff recommendation.

In reviewing this Rule, the staff recommends the following changes be made:

(a), line 5: Should "Inspectors" be in lowercase?

Revised accordingly

(a)(4), line 15: Change "client representative" to "client's representative".

Revised accordingly

Please retype the rule accordingly and resubmit it to our office at 1711 New Hope Church Road, Raleigh, North Carolina 27609.

Christopher S. Miller
Commission Counsel

Date submitted to agency: September 30, 2025

REQUEST FOR CHANGES PURSUANT TO G.S. 150B-21.10

AGENCY: Onsite Wastewater Contractors and Inspectors Certification Board

RULE CITATION: 21 NCAC 39 .1004

DEADLINE FOR RECEIPT: **October 14, 2025**

PLEASE NOTE: This request may extend to several pages. Please be sure you have reached the end of the document.

The Rules Review Commission staff has completed its review of this Rule prior to the Commission's next meeting. The Commission has not yet reviewed this Rule and therefore there has not been a determination as to whether the Rule will be approved. You may email the reviewing attorney to inquire concerning the staff recommendation.

In reviewing this Rule, the staff recommends the following changes be made:

(b)(5): Consider defining or explaining the term “excessive” for clarity.

Removed the term “excessive”

Please retype the rule accordingly and resubmit it to our office at 1711 New Hope Church Road, Raleigh, North Carolina 27609.

Christopher S. Miller
Commission Counsel
Date submitted to agency: September 30, 2025

REQUEST FOR CHANGES PURSUANT TO G.S. 150B-21.10

AGENCY: Onsite Wastewater Contractors and Inspectors Certification Board

RULE CITATION: 21 NCAC 39 .1005

DEADLINE FOR RECEIPT: October 14, 2025

PLEASE NOTE: This request may extend to several pages. Please be sure you have reached the end of the document.

The Rules Review Commission staff has completed its review of this Rule prior to the Commission's next meeting. The Commission has not yet reviewed this Rule and therefore there has not been a determination as to whether the Rule will be approved. You may email the reviewing attorney to inquire concerning the staff recommendation.

In reviewing this Rule, the staff recommends the following changes be made:

(a), line 4: Add a comma following "system".

Revised accordingly

(b)(6): You reference "rules promulgated under Article 11 of Chapter 130A." Which specific rules are these? You may want to point to these, if possible, in order to provide clearer guidance in the Rule.

Revised to include reference to Subchapter 18E of Title 15A of the NC Administrative Code

(c)(4): Same comment as above.

Revised accordingly

Please retype the rule accordingly and resubmit it to our office at 1711 New Hope Church Road, Raleigh, North Carolina 27609.

Christopher S. Miller
Commission Counsel
Date submitted to agency: September 30, 2025

REQUEST FOR CHANGES PURSUANT TO G.S. 150B-21.10

AGENCY: Onsite Wastewater Contractors and Inspectors Certification Board

RULE CITATION: 21 NCAC 39 .1006

DEADLINE FOR RECEIPT: October 14, 2025

PLEASE NOTE: This request may extend to several pages. Please be sure you have reached the end of the document.

The Rules Review Commission staff has completed its review of this Rule prior to the Commission's next meeting. The Commission has not yet reviewed this Rule and therefore there has not been a determination as to whether the Rule will be approved. You may email the reviewing attorney to inquire concerning the staff recommendation.

In reviewing this Rule, the staff recommends the following changes be made:

(b)(1), line 11: Consider adding oxford comma after "operation".

Revised accordingly

Please retype the rule accordingly and resubmit it to our office at 1711 New Hope Church Road, Raleigh, North Carolina 27609.

Christopher S. Miller
Commission Counsel
Date submitted to agency: September 30, 2025

REQUEST FOR CHANGES PURSUANT TO G.S. 150B-21.10

AGENCY: Onsite Wastewater Contractors and Inspectors Certification Board

RULE CITATION: 21 NCAC 39 .1101

DEADLINE FOR RECEIPT: **October 14, 2025**

PLEASE NOTE: This request may extend to several pages. Please be sure you have reached the end of the document.

The Rules Review Commission staff has completed its review of this Rule prior to the Commission's next meeting. The Commission has not yet reviewed this Rule and therefore there has not been a determination as to whether the Rule will be approved. You may email the reviewing attorney to inquire concerning the staff recommendation.

In reviewing this Rule, the staff recommends the following changes be made:

Item (3): Is this form developed by the Board, as stated in G.S. 130A-336.2(b)? If so, are the form requirements different from that described in 130A-336.1? If the substantive contents of the form are the same, then the rule needs to say that somewhere. If the Board has adopted different substantive requirements for the form, then you'll need to put those requirements in the rule text.

Revised to incorporate the same definition as set forth in Rule .0101(8), which references Rule .1102 (codifying the substantive requirements for the form)

Also, to note, the definition used here differs from the definition used in Rule .0101.

Revised to incorporate the same definition as set forth in Rule .0101(8)

Please retype the rule accordingly and resubmit it to our office at 1711 New Hope Church Road, Raleigh, North Carolina 27609.

Christopher S. Miller
Commission Counsel

Date submitted to agency: September 30, 2025

REQUEST FOR CHANGES PURSUANT TO G.S. 150B-21.10

AGENCY: Onsite Wastewater Contractors and Inspectors Certification Board

RULE CITATION: 21 NCAC 39 .1102

DEADLINE FOR RECEIPT: **October 14, 2025**

PLEASE NOTE: This request may extend to several pages. Please be sure you have reached the end of the document.

The Rules Review Commission staff has completed its review of this Rule prior to the Commission's next meeting. The Commission has not yet reviewed this Rule and therefore there has not been a determination as to whether the Rule will be approved. You may email the reviewing attorney to inquire concerning the staff recommendation.

In reviewing this Rule, the staff recommends the following changes be made:

Line 4: I believe your citation is incorrect. Is this supposed to be 130A-336.2?

Revised to correct citation

Item (2): Is this requirement necessary? This seems to be an exact repeat of the statutory language, § 130A-336.2(d)(2).

Revised to reference GS 130A-336.2(d)(2)

Item (3): What does it mean for the “system to require” a contract with a water pollution control system operator?

Revised for clarity

Item (4): Maintain records of what? Anything other than “a signed and dated copy of the operation and management program that was provided to the system owner and all inspection reports”? Can you be more specific? The rule is not entirely clear.

Revised to clarify the types of records

Please retype the rule accordingly and resubmit it to our office at 1711 New Hope Church Road, Raleigh, North Carolina 27609.

Christopher S. Miller
Commission Counsel

Date submitted to agency: September 30, 2025

REQUEST FOR CHANGES PURSUANT TO G.S. 150B-21.10

AGENCY: Onsite Wastewater Contractors and Inspectors Certification Board

RULE CITATION: 21 NCAC 39 .1103

DEADLINE FOR RECEIPT: **October 14, 2025**

PLEASE NOTE: This request may extend to several pages. Please be sure you have reached the end of the document.

The Rules Review Commission staff has completed its review of this Rule prior to the Commission's next meeting. The Commission has not yet reviewed this Rule and therefore there has not been a determination as to whether the Rule will be approved. You may email the reviewing attorney to inquire concerning the staff recommendation.

In reviewing this Rule, the staff recommends the following changes be made:

Items (2) and (3): Are these requirements necessary? Both items seem to be an exact repeat of the statutory language, § 130A-336.2(a) and (d)(1).

Revised to remove items (2) and (3)

Please retype the rule accordingly and resubmit it to our office at 1711 New Hope Church Road, Raleigh, North Carolina 27609.

Christopher S. Miller
Commission Counsel

Date submitted to agency: September 30, 2025

REQUEST FOR CHANGES PURSUANT TO G.S. 150B-21.10

AGENCY: Onsite Wastewater Contractors and Inspectors Certification Board

RULE CITATION: 21 NCAC 39 .1104

DEADLINE FOR RECEIPT: October 14, 2025

PLEASE NOTE: This request may extend to several pages. Please be sure you have reached the end of the document.

The Rules Review Commission staff has completed its review of this Rule prior to the Commission's next meeting. The Commission has not yet reviewed this Rule and therefore there has not been a determination as to whether the Rule will be approved. You may email the reviewing attorney to inquire concerning the staff recommendation.

In reviewing this Rule, the staff recommends the following changes be made:

Items (1) through (3): These seem to be unnecessary. All of these items are an exact repeat of the statutory language in § 130A-336.2(k).

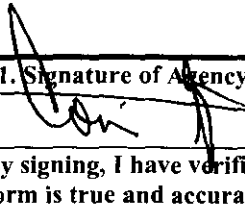
Revised to remove items (1) through (3).

Please retype the rule accordingly and resubmit it to our office at 1711 New Hope Church Road, Raleigh, North Carolina 27609.

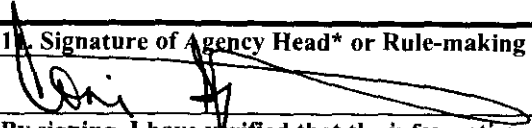
Christopher S. Miller
Commission Counsel

Date submitted to agency: September 30, 2025

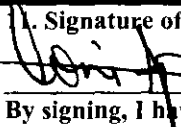
SUBMISSION FOR PERMANENT RULE

1. Rule-Making Agency: On-Site Wastewater Contractors and Inspectors Certification Board	
2. Rule citation & name (name not required for repeal): 21 NCAC 39 .0101 - Definitions	
3. Action: ☐ ADOPTION ☐ AMENDMENT ☐ REPEAL ☒ READOPTION ☐ REPEAL through READOPTION	
4. Rule exempt from RRC review? ☐ Yes. Cite authority: ☒ No	5. Rule automatically subject to legislative review? ☐ Yes. Cite authority: ☒ No
6. Notice for Proposed Rule: ☒ Notice Required Notice of Text published on: May 1, 2025 Link to Agency notice: https://ncowcicb.info/ Hearing on: June 6, 2025 ☒ The requirements listed in G.S. 150B-19.1(c)(1)-(5) were posted on the agency's Web site no later than the publication date of the notice of text in the N.C. Register. Adoption by Agency on: September 12, 2025 ☐ Notice not required under G.S.: Adoption by Agency on:	
7. Rule establishes or increases a fee? (See G.S. 12-3.1) ☐ Yes Agency submitted request for consultation on: Consultation not required. Cite authority: ☒ No	8. Fiscal impact. Check all that apply. ☐ This Rule was part of a combined analysis. ☐ State funds affected ☐ Local funds affected ☐ Substantial economic impact (≥\$1,000,000) ☐ Approved by OSBM ☒ No fiscal note required
9. REASON FOR ACTION	
9A. What prompted this action? Check all that apply: ☒ Agency ☐ Court order / cite: ☐ Federal statute / cite: ☐ Federal regulation / cite: ☐ Legislation enacted by the General Assembly Cite Session Law: ☐ Petition for rule-making ☐ Other:	
9B. Explain: Define terms used in the Board's rules 	
10. Rulemaking Coordinator: Connie Stephens Phone: 336-202-3126 E-Mail: csstephens@ncowcicb.info Additional agency contact, if any: Phone: E-Mail:	11. Signature of Agency Head* or Rule-making Coordinator:  By signing, I have verified that the information contained on this form is true and accurate to the best of my knowledge. *If this function has been delegated (reassigned) pursuant to G.S. 143B-10(a), submit a copy of the delegation with this form. Typed Name: Connie Stephens Title: Rulemaking Coordinator/Executive Director
RRC AND OAH USE ONLY	
Action taken: ☐ RRC extended period of review: ☐ RRC determined substantial changes: ☐ Withdrawn by agency ☐ Subject to Legislative Review ☐ Other:	

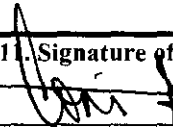
SUBMISSION FOR PERMANENT RULE

1. Rule-Making Agency: On-Site Wastewater Contractors and Inspectors Certification Board	
2. Rule citation & name (name not required for repeal): 21 NCAC 39 .0102 - Types of Certification	
3. Action: ☐ ADOPTION ☐ AMENDMENT ☐ REPEAL ☒ READOPTION ☐ REPEAL through READOPTION	
4. Rule exempt from RRC review? ☐ Yes. Cite authority: ☒ No	5. Rule automatically subject to legislative review? ☐ Yes. Cite authority: ☒ No
6. Notice for Proposed Rule: ☒ Notice Required Notice of Text published on: May 1, 2025 Link to Agency notice: https://ncowcicb.info/ Hearing on: June 6, 2025 ☒ The requirements listed in G.S. 150B-19.1(c)(1)-(5) were posted on the agency's Web site no later than the publication date of the notice of text in the N.C. Register. Adoption by Agency on: September 12, 2025 ☐ Notice not required under G.S.: Adoption by Agency on:	
7. Rule establishes or increases a fee? (See G.S. 12-3.1) ☐ Yes Agency submitted request for consultation on: Consultation not required. Cite authority: ☒ No	8. Fiscal impact. Check all that apply. ☐ This Rule was part of a combined analysis. ☐ State funds affected ☐ Local funds affected ☐ Substantial economic impact (≥\$1,000,000) ☐ Approved by OSBM ☒ No fiscal note required
9. REASON FOR ACTION	
9A. What prompted this action? Check all that apply: ☒ Agency ☐ Court order / cite: ☐ Federal statute / cite: ☐ Federal regulation / cite: ☐ Legislation enacted by the General Assembly Cite Session Law: ☐ Petition for rule-making ☐ Other:	
9B. Explain: Establish grade levels of certification per GS 90A-74(3)	
10. Rulemaking Coordinator: Connie Stephens Phone: 336-202-3126 E-Mail: csstephens@ncowcicb.info Additional agency contact, if any: Phone: E-Mail:	11. Signature of Agency Head* or Rule-making Coordinator:  By signing, I have verified that the information contained on this form is true and accurate to the best of my knowledge. *If this function has been delegated (reassigned) pursuant to G.S. 143B-10(a), submit a copy of the delegation with this form. Typed Name: Connie Stephens Title: Rulemaking Coordinator/Executive Director
RRC AND OAH USE ONLY	
Action taken: ☐ RRC extended period of review: ☐ RRC determined substantial changes: ☐ Withdrawn by agency ☐ Subject to Legislative Review ☐ Other:	

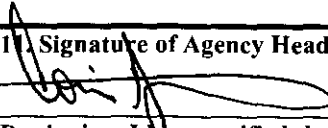
SUBMISSION FOR PERMANENT RULE

1. Rule-Making Agency: On-Site Wastewater Contractors and Inspectors Certification Board	
2. Rule citation & name (name not required for repeal): 21 NCAC 39 .0103 - Annual Reports	
3. Action: ☐ ADOPTION ☐ AMENDMENT ☐ REPEAL ☒ READOPTION REPEAL through READOPTION	
4. Rule exempt from RRC review? ☐ Yes. Cite authority: ☒ No	5. Rule automatically subject to legislative review? ☐ Yes. Cite authority: ☒ No
6. Notice for Proposed Rule: ☒ Notice Required Notice of Text published on: May 1, 2025 Link to Agency notice: https://ncowcicb.info/ Hearing on: June 6, 2025 ☒ The requirements listed in G.S. 150B-19.1(c)(1)-(5) were posted on the agency's Web site no later than the publication date of the notice of text in the N.C. Register. Adoption by Agency on: September 12, 2025 ☐ Notice not required under G.S.: Adoption by Agency on:	
7. Rule establishes or increases a fee? (See G.S. 12-3.1) ☐ Yes Agency submitted request for consultation on: Consultation not required. Cite authority: ☒ No	8. Fiscal impact. Check all that apply. ☐ This Rule was part of a combined analysis. ☐ State funds affected ☐ Local funds affected ☐ Substantial economic impact (≥\$1,000,000) ☐ Approved by OSBM ☒ No fiscal note required
9. REASON FOR ACTION	
9A. What prompted this action? Check all that apply: ☒ Agency ☐ Court order / cite: ☐ Federal statute / cite: ☐ Federal regulation / cite: ☐ Legislation enacted by the General Assembly Cite Session Law: ☐ Petition for rule-making ☐ Other:	
9B. Explain: Establish process by which Board makes available an annual report of all Board actions per GS 90A-74(7)	
10. Rulemaking Coordinator: Connie Stephens Phone: 336-202-3126 E-Mail: csstephens@ncowcicb.info Additional agency contact, if any: Phone: E-Mail:	11. Signature of Agency Head* or Rule-making Coordinator:  By signing, I have verified that the information contained on this form is true and accurate to the best of my knowledge. *If this function has been delegated (reassigned) pursuant to G.S. 143B-10(a), submit a copy of the delegation with this form. Typed Name: Connie Stephens Title: Rulemaking Coordinator/Executive Director
RRC AND OAH USE ONLY	
Action taken: ☐ RRC extended period of review: ☐ RRC determined substantial changes: ☐ Withdrawn by agency ☐ Subject to Legislative Review ☐ Other:	

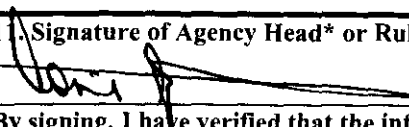
SUBMISSION FOR PERMANENT RULE

1. Rule-Making Agency: On-Site Wastewater Contractors and Inspectors Certification Board	
2. Rule citation & name (name not required for repeal): 21 NCAC 39 .0201 - Application Requirements for Certification	
3. Action: ☐ ADOPTION ☐ AMENDMENT ☐ REPEAL ☒ READOPTION ☐ REPEAL through READOPTION	
4. Rule exempt from RRC review? ☐ Yes. Cite authority: ☒ No	5. Rule automatically subject to legislative review? ☐ Yes. Cite authority: ☒ No
6. Notice for Proposed Rule: ☒ Notice Required Notice of Text published on: May 1, 2025 Link to Agency notice: https://ncowcicb.info/ Hearing on: June 6, 2025 ☒ The requirements listed in G.S. 150B-19.1(c)(1)-(5) were posted on the agency's Web site no later than the publication date of the notice of text in the N.C. Register. Adoption by Agency on: September 12, 2025 ☐ Notice not required under G.S.: Adoption by Agency on:	
7. Rule establishes or increases a fee? (See G.S. 12-3.1) ☐ Yes Agency submitted request for consultation on: Consultation not required. Cite authority: ☒ No	8. Fiscal impact. Check all that apply. ☐ This Rule was part of a combined analysis. ☐ State funds affected ☐ Local funds affected ☐ Substantial economic impact (≥\$1,000,000) ☐ Approved by OSBM ☒ No fiscal note required
9. REASON FOR ACTION	
9A. What prompted this action? Check all that apply: ☒ Agency ☐ Court order / cite: ☐ Federal statute / cite: ☐ Federal regulation / cite: ☐ Legislation enacted by the General Assembly Cite Session Law: ☐ Petition for rule-making ☐ Other:	
9B. Explain: Establish eligibility requirements for persons seeking certification per GS 90A-74(2)	
10. Rulemaking Coordinator: Connie Stephens Phone: 336-202-3126 E-Mail: csstephens@ncowcicb.info Additional agency contact, if any: Phone: E-Mail:	11. Signature of Agency Head* or Rule-making Coordinator:  By signing, I have verified that the information contained on this form is true and accurate to the best of my knowledge. *If this function has been delegated (reassigned) pursuant to G.S. 143B-10(a), submit a copy of the delegation with this form. Typed Name: Connie Stephens Title: Rulemaking Coordinator/Executive Director
RRC AND OAH USE ONLY	
Action taken: ☐ RRC extended period of review: ☐ RRC determined substantial changes: ☐ Withdrawn by agency ☐ Subject to Legislative Review ☐ Other:	

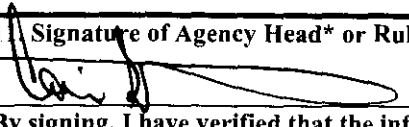
SUBMISSION FOR PERMANENT RULE

1. Rule-Making Agency: On-Site Wastewater Contractors and Inspectors Certification Board	
2. Rule citation & name (name not required for repeal): 21 NCAC 39 .0202 - Business Succession	
3. Action: ☐ ADOPTION ☐ AMENDMENT ☐ REPEAL ☒ READOPTION REPEAL through READOPTION	
4. Rule exempt from RRC review? ☐ Yes. Cite authority: ☒ No	5. Rule automatically subject to legislative review? ☐ Yes. Cite authority: ☒ No
6. Notice for Proposed Rule: ☒ Notice Required Notice of Text published on: May 1, 2025 Link to Agency notice: https://ncowcicb.info/ Hearing on: June 6, 2025 ☒ The requirements listed in G.S. 150B-19.1(c)(1)-(5) were posted on the agency's Web site no later than the publication date of the notice of text in the N.C. Register. Adoption by Agency on: September 12, 2025 ☐ Notice not required under G.S.: Adoption by Agency on:	
7. Rule establishes or increases a fee? (See G.S. 12-3.1) ☐ Yes Agency submitted request for consultation on: Consultation not required. Cite authority: ☒ No	8. Fiscal impact. Check all that apply. ☐ This Rule was part of a combined analysis. ☐ State funds affected ☐ Local funds affected ☐ Substantial economic impact (≥\$1,000,000) ☐ Approved by OSBM ☒ No fiscal note required
9. REASON FOR ACTION	
9A. What prompted this action? Check all that apply: ☒ Agency ☐ Court order / cite: ☐ Federal statute / cite: ☐ Federal regulation / cite: ☐ Legislation enacted by the General Assembly Cite Session Law: ☐ Petition for rule-making ☐ Other:	
9B. Explain: Establish a Board-approved training or continuing education program for certification eligibility per GS 90A-77(c)	
10. Rulemaking Coordinator: Connie Stephens Phone: 336-202-3126 E-Mail: csstephens@ncowcicb.info Additional agency contact, if any: Phone: E-Mail:	11. Signature of Agency Head* or Rule-making Coordinator:  By signing, I have verified that the information contained on this form is true and accurate to the best of my knowledge. *If this function has been delegated (reassigned) pursuant to G.S. 143B-10(a), submit a copy of the delegation with this form. Typed Name: Connie Stephens Title: Rulemaking Coordinator/Executive Director
RRC AND OAH USE ONLY	
Action taken: ☐ RRC extended period of review: ☐ RRC determined substantial changes: ☐ Withdrawn by agency ☐ Subject to Legislative Review ☐ Other:	

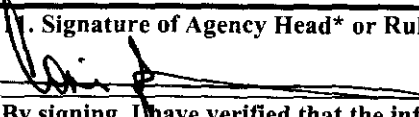
SUBMISSION FOR PERMANENT RULE

1. Rule-Making Agency: On-Site Wastewater Contractors and Inspectors Certification Board	
2. Rule citation & name (name not required for repeal): 21 NCAC 39.0301 - Schedule of Certification Fees	
3. Action: ☐ ADOPTION ☐ AMENDMENT ☐ REPEAL ☒ READOPTION ☐ REPEAL through READOPTION	
4. Rule exempt from RRC review? ☐ Yes. Cite authority: ☒ No	5. Rule automatically subject to legislative review? ☐ Yes. Cite authority: ☒ No
6. Notice for Proposed Rule: ☒ Notice Required Notice of Text published on: May 1, 2025 Link to Agency notice: https://ncowcicb.info/ Hearing on: June 6, 2025 ☒ The requirements listed in G.S. 150B-19.1(c)(1)-(5) were posted on the agency's Web site no later than the publication date of the notice of text in the N.C. Register. Adoption by Agency on: September 12, 2025 ☐ Notice not required under G.S.: Adoption by Agency on:	
7. Rule establishes or increases a fee? (See G.S. 12-3.1) ☒ Yes Agency submitted request for consultation on: April 8, 2025 Consultation not required. Cite authority: ☐ No	8. Fiscal impact. Check all that apply. ☐ This Rule was part of a combined analysis. ☐ State funds affected ☐ Local funds affected ☐ Substantial economic impact (≥\$1,000,000) ☐ Approved by OSBM ☒ No fiscal note required
9. REASON FOR ACTION	
9A. What prompted this action? Check all that apply: ☒ Agency ☐ Court order / cite: ☐ Federal statute / cite: ☐ Federal regulation / cite: ☐ Legislation enacted by the General Assembly Cite Session Law: ☐ Petition for rule-making ☐ Other:	
9B. Explain: Establish reasonable fees for application, certification, and renewal and other services provided by the Board per GS 90A-74(8)	
10. Rulemaking Coordinator: Connie Stephens Phone: 336-202-3126 E-Mail: csstephens@ncowcicb.info Additional agency contact, if any: Phone: E-Mail:	11. Signature of Agency Head* or Rule-making Coordinator:  By signing, I have verified that the information contained on this form is true and accurate to the best of my knowledge. *If this function has been delegated (reassigned) pursuant to G.S. 143B-10(a), submit a copy of the delegation with this form. Typed Name: Connie Stephens Title: Rulemaking Coordinator/Executive Director
RRC AND OAH USE ONLY	
Action taken: ☐ RRC extended period of review: ☐ RRC determined substantial changes: ☐ Withdrawn by agency ☐ Subject to Legislative Review ☐ Other:	

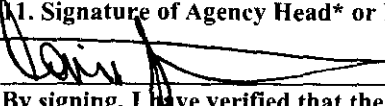
SUBMISSION FOR PERMANENT RULE

1. Rule-Making Agency: On-Site Wastewater Contractors and Inspectors Certification Board	
2. Rule citation & name (name not required for repeal): 21 NCAC 39 .0401-On-Site Wastewater Contractor, Point Of Sale Inspector, Private Compliance Inspector, Or Evaluator Examinations	
3. Action: ☐ ADOPTION ☐ AMENDMENT ☐ REPEAL ☒ READOPTION ☐ REPEAL through READOPTION	
4. Rule exempt from RRC review? ☐ Yes. Cite authority: ☒ No	5. Rule automatically subject to legislative review? ☐ Yes. Cite authority: ☒ No
6. Notice for Proposed Rule: ☒ Notice Required Notice of Text published on: May 1, 2025 Link to Agency notice: https://ncowcicb.info/ Hearing on: June 6, 2025 ☒ The requirements listed in G.S. 150B-19.1(c)(1)-(5) were posted on the agency's Web site no later than the publication date of the notice of text in the N.C. Register. Adoption by Agency on: September 12, 2025 ☐ Notice not required under G.S.: Adoption by Agency on:	
7. Rule establishes or increases a fee? (See G.S. 12-3.1) ☐ Yes Agency submitted request for consultation on: Consultation not required. Cite authority: ☒ No	8. Fiscal impact. Check all that apply. ☐ This Rule was part of a combined analysis. ☐ State funds affected ☐ Local funds affected ☐ Substantial economic impact (≥\$1,000,000) ☐ Approved by OSBM ☒ No fiscal note required
9. REASON FOR ACTION	
9A. What prompted this action? Check all that apply: ☒ Agency ☐ Court order / cite: ☐ Federal statute / cite: ☐ Federal regulation / cite: ☐ Legislation enacted by the General Assembly Cite Session Law: ☐ Petition for rule-making ☐ Other:	
9B. Explain: Establish standards for examinations required for certification per GS 90A-74(4)	
10. Rulemaking Coordinator: Connie Stephens Phone: 336-202-3126 E-Mail: csstephens@ncowcicb.info Additional agency contact, if any: Phone: E-Mail:	11. Signature of Agency Head* or Rule-making Coordinator:  By signing, I have verified that the information contained on this form is true and accurate to the best of my knowledge. *If this function has been delegated (reassigned) pursuant to G.S. 143B-10(a), submit a copy of the delegation with this form. Typed Name: Connie Stephens Title: Rulemaking Coordinator/Executive Director
RRC AND OAH USE ONLY	
Action taken: ☐ RRC extended period of review: ☐ RRC determined substantial changes: ☐ Withdrawn by agency ☐ Subject to Legislative Review ☐ Other:	

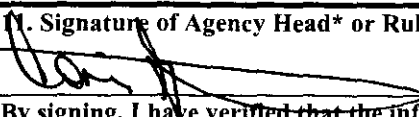
SUBMISSION FOR PERMANENT RULE

1. Rule-Making Agency: On-Site Wastewater Contractors and Inspectors Certification Board	
2. Rule citation & name (name not required for repeal): 21 NCAC 39 .0402 - Time and Place of Examination	
3. Action: ☐ ADOPTION ☐ AMENDMENT ☐ REPEAL ☒ READOPTION ☐ REPEAL through READOPTION	
4. Rule exempt from RRC review? ☐ Yes. Cite authority: ☒ No	5. Rule automatically subject to legislative review? ☐ Yes. Cite authority: ☒ No
6. Notice for Proposed Rule: ☒ Notice Required Notice of Text published on: May 1, 2025 Link to Agency notice: https://ncowcicb.info/ Hearing on: June 6, 2025 ☒ The requirements listed in G.S. 150B-19.1(c)(1)-(5) were posted on the agency's Web site no later than the publication date of the notice of text in the N.C. Register. Adoption by Agency on: September 12, 2025 ☐ Notice not required under G.S.: Adoption by Agency on:	
7. Rule establishes or increases a fee? (See G.S. 12-3.1) ☐ Yes Agency submitted request for consultation on: Consultation not required. Cite authority: ☒ No	8. Fiscal impact. Check all that apply. ☐ This Rule was part of a combined analysis. ☐ State funds affected ☐ Local funds affected ☐ Substantial economic impact (≥\$1,000,000) ☐ Approved by OSBM ☒ No fiscal note required
9. REASON FOR ACTION	
9A. What prompted this action? Check all that apply: ☒ Agency ☐ Court order / cite: ☐ Federal statute / cite: ☐ Federal regulation / cite: ☐ Legislation enacted by the General Assembly Cite Session Law: ☐ Petition for rule-making ☐ Other:	
9B. Explain: Establish standards for administration of examinations required for certification per GS 90A-74(4)	
10. Rulemaking Coordinator: Connie Stephens Phone: 336-202-3126 E-Mail: csstephens@ncowcicb.info Additional agency contact, if any: Phone: E-Mail:	11. Signature of Agency Head* or Rule-making Coordinator:  By signing, I have verified that the information contained on this form is true and accurate to the best of my knowledge. *If this function has been delegated (reassigned) pursuant to G.S. 143B-10(a), submit a copy of the delegation with this form. Typed Name: Connie Stephens Title: Rulemaking Coordinator/Executive Director
RRC AND OAH USE ONLY	
Action taken: ☐ RRC extended period of review: ☐ RRC determined substantial changes: ☐ Withdrawn by agency ☐ Subject to Legislative Review ☐ Other:	

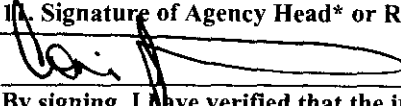
SUBMISSION FOR PERMANENT RULE

1. Rule-Making Agency: On-Site Wastewater Contractors and Inspectors Certification Board	
2. Rule citation & name (name not required for repeal): 21 NCAC 39 .0403 - Conducting and Grading Examinations	
3. Action: ☐ ADOPTION ☐ AMENDMENT ☐ REPEAL ☒ READOPTION ☐ REPEAL through READOPTION	
4. Rule exempt from RRC review? ☐ Yes. Cite authority: ☒ No	5. Rule automatically subject to legislative review? ☐ Yes. Cite authority: ☒ No
6. Notice for Proposed Rule: ☒ Notice Required Notice of Text published on: May 1, 2025 Link to Agency notice: https://ncowcicb.info/ Hearing on: June 6, 2025 ☒ The requirements listed in G.S. 150B-19.1(c)(1)-(5) were posted on the agency's Web site no later than the publication date of the notice of text in the N.C. Register. Adoption by Agency on: September 12, 2025 ☐ Notice not required under G.S.: Adoption by Agency on:	
7. Rule establishes or increases a fee? (See G.S. 12-3.1) ☐ Yes Agency submitted request for consultation on: Consultation not required. Cite authority: ☒ No	8. Fiscal impact. Check all that apply. ☐ This Rule was part of a combined analysis. ☐ State funds affected ☐ Local funds affected ☐ Substantial economic impact (≥\$1,000,000) ☐ Approved by OSBM ☒ No fiscal note required
9. REASON FOR ACTION	
9A. What prompted this action? Check all that apply: ☒ Agency ☐ Court order / cite: ☐ Federal statute / cite: ☐ Federal regulation / cite: ☐ Legislation enacted by the General Assembly Cite Session Law: ☐ Petition for rule-making ☐ Other:	
9B. Explain: Establish standards for administration of examinations required for certification per GS 90A-74(4)	
10. Rulemaking Coordinator: Connie Stephens Phone: 336-202-3126 E-Mail: csstephens@ncowcicb.info Additional agency contact, if any: Phone: E-Mail:	11. Signature of Agency Head* or Rule-making Coordinator:  By signing, I have verified that the information contained on this form is true and accurate to the best of my knowledge. *If this function has been delegated (reassigned) pursuant to G.S. 143B-10(a), submit a copy of the delegation with this form. Typed Name: Connie Stephens Title: Rulemaking Coordinator/Executive Director
RRC AND OAH USE ONLY	
Action taken: ☐ RRC extended period of review: ☐ RRC determined substantial changes: ☐ Withdrawn by agency ☐ Subject to Legislative Review ☐ Other:	

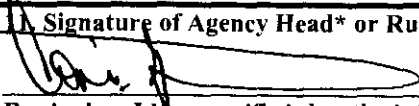
SUBMISSION FOR PERMANENT RULE

1. Rule-Making Agency: On-Site Wastewater Contractors and Inspectors Certification Board	
2. Rule citation & name (name not required for repeal): 21 NCAC 39 .0404 - Issuance of Certificates	
3. Action: ☐ ADOPTION ☐ AMENDMENT ☐ REPEAL ☒ READOPTION ☐ REPEAL through READOPTION	
4. Rule exempt from RRC review? ☐ Yes. Cite authority: ☒ No	5. Rule automatically subject to legislative review? ☐ Yes. Cite authority: ☒ No
6. Notice for Proposed Rule: ☒ Notice Required Notice of Text published on: May 1, 2025 Link to Agency notice: https://ncowcicb.info/ Hearing on: June 6, 2025 ☒ The requirements listed in G.S. 150B-19.1(c)(1)-(5) were posted on the agency's Web site no later than the publication date of the notice of text in the N.C. Register. Adoption by Agency on: September 12, 2025 ☐ Notice not required under G.S.: Adoption by Agency on:	
7. Rule establishes or increases a fee? (See G.S. 12-3.1) ☐ Yes Agency submitted request for consultation on: Consultation not required. Cite authority: ☒ No	8. Fiscal impact. Check all that apply. ☐ This Rule was part of a combined analysis. ☐ State funds affected ☐ Local funds affected ☐ Substantial economic impact (≥\$1,000,000) ☐ Approved by OSBM ☒ No fiscal note required
9. REASON FOR ACTION	
9A. What prompted this action? Check all that apply: ☒ Agency ☐ Court order / cite: ☐ Federal statute / cite: ☐ Federal regulation / cite: ☐ Legislation enacted by the General Assembly Cite Session Law: ☐ Petition for rule-making ☐ Other:	
9B. Explain: Establish standards for issuance of credentials per GS 90A-74(5)	
10. Rulemaking Coordinator: Connie Stephens Phone: 336-202-3126 E-Mail: csstephens@ncowcicb.info Additional agency contact, if any: Phone: E-Mail:	11. Signature of Agency Head* or Rule-making Coordinator:  By signing, I have verified that the information contained on this form is true and accurate to the best of my knowledge. *If this function has been delegated (reassigned) pursuant to G.S. 143B-10(a), submit a copy of the delegation with this form. Typed Name: Connie Stephens Title: Rulemaking Coordinator/Executive Director
RRC AND OAH USE ONLY	
Action taken: ☐ RRC extended period of review: ☐ RRC determined substantial changes: ☐ Withdrawn by agency ☐ Subject to Legislative Review ☐ Other:	

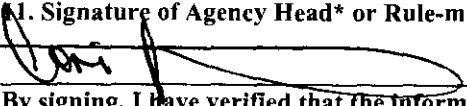
SUBMISSION FOR PERMANENT RULE

1. Rule-Making Agency: On-Site Wastewater Contractors and Inspectors Certification Board	
2. Rule citation & name (name not required for repeal): 21 NCAC 39 .0405 - Licensure for Military-Trained Applicant; Licensure for Military Spouse	
3. Action: ☐ ADOPTION ☐ AMENDMENT ☐ REPEAL ☒ READOPTION ☐ REPEAL through READOPTION	
4. Rule exempt from RRC review? ☐ Yes. Cite authority: ☒ No	5. Rule automatically subject to legislative review? ☐ Yes. Cite authority: ☒ No
6. Notice for Proposed Rule: ☒ Notice Required Notice of Text published on: May 1, 2025 Link to Agency notice: https://ncowcicb.info/ Hearing on: June 6, 2025 ☒ The requirements listed in G.S. 150B-19.1(c)(1)-(5) were posted on the agency's Web site no later than the publication date of the notice of text in the N.C. Register. Adoption by Agency on: September 12, 2025 ☐ Notice not required under G.S.: Adoption by Agency on:	
7. Rule establishes or increases a fee? (See G.S. 12-3.1) ☐ Yes Agency submitted request for consultation on: Consultation not required. Cite authority: ☒ No	8. Fiscal impact. Check all that apply. ☐ This Rule was part of a combined analysis. ☐ State funds affected ☐ Local funds affected ☐ Substantial economic impact (≥\$1,000,000) ☐ Approved by OSBM ☒ No fiscal note required
9. REASON FOR ACTION	
9A. What prompted this action? Check all that apply: ☒ Agency ☐ Court order / cite: ☐ Federal statute / cite: ☐ Federal regulation / cite: ☐ Legislation enacted by the General Assembly Cite Session Law: ☐ Petition for rule-making ☐ Other:	
9B. Explain: Establish application process for military trained applicants and military spouses per GS 93B-15.1	
10. Rulemaking Coordinator: Connie Stephens Phone: 336-202-3126 E-Mail: csstephens@ncowcicb.info Additional agency contact, if any: Phone: E-Mail:	11. Signature of Agency Head* or Rule-making Coordinator:  By signing, I have verified that the information contained on this form is true and accurate to the best of my knowledge. *If this function has been delegated (reassigned) pursuant to G.S. 143B-10(a), submit a copy of the delegation with this form. Typed Name: Connie Stephens Title: Rulemaking Coordinator/Executive Director
RRC AND OAH USE ONLY	
Action taken: ☐ RRC extended period of review: ☐ RRC determined substantial changes: ☐ Withdrawn by agency ☐ Subject to Legislative Review ☐ Other:	

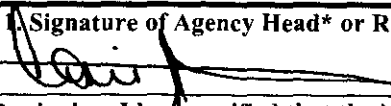
SUBMISSION FOR PERMANENT RULE

1. Rule-Making Agency: On-Site Wastewater Contractors and Inspectors Certification Board	
2. Rule citation & name (name not required for repeal): 21 NCAC 39 .0501 - Conditions and Limitations for Renewal of Certifications	
3. Action: ☐ ADOPTION ☐ AMENDMENT ☐ REPEAL ☒ READOPTION ☐ REPEAL through READOPTION	
4. Rule exempt from RRC review? ☐ Yes. Cite authority: ☒ No	5. Rule automatically subject to legislative review? ☐ Yes. Cite authority: ☒ No
6. Notice for Proposed Rule: ☒ Notice Required Notice of Text published on: May 1, 2025 Link to Agency notice: https://ncowcicb.info/ Hearing on: June 6, 2025 ☒ The requirements listed in G.S. 150B-19.1(c)(1)-(5) were posted on the agency's Web site no later than the publication date of the notice of text in the N.C. Register. Adoption by Agency on: September 12, 2025 ☐ Notice not required under G.S.: Adoption by Agency on:	
7. Rule establishes or increases a fee? (See G.S. 12-3.1) ☐ Yes Agency submitted request for consultation on: Consultation not required. Cite authority: ☒ No	8. Fiscal impact. Check all that apply. ☐ This Rule was part of a combined analysis. ☐ State funds affected ☐ Local funds affected ☐ Substantial economic impact (≥\$1,000,000) ☐ Approved by OSBM ☒ No fiscal note required
9. REASON FOR ACTION	
9A. What prompted this action? Check all that apply: ☒ Agency ☐ Court order / cite: ☐ Federal statute / cite: ☐ Federal regulation / cite: ☐ Legislation enacted by the General Assembly Cite Session Law: ☐ Petition for rule-making ☐ Other:	
9B. Explain: Establish standards for renewal of credentials and updating contact information	
10. Rulemaking Coordinator: Connie Stephens Phone: 336-202-3126 E-Mail: csstephens@ncowcicb.info Additional agency contact, if any: Phone: E-Mail:	Signature of Agency Head* or Rule-making Coordinator:  By signing, I have verified that the information contained on this form is true and accurate to the best of my knowledge. *If this function has been delegated (reassigned) pursuant to G.S. 143B-10(a), submit a copy of the delegation with this form. Typed Name: Connie Stephens Title: Rulemaking Coordinator/Executive Director
RRC AND OAH USE ONLY	
Action taken: ☐ RRC extended period of review: ☐ RRC determined substantial changes: ☐ Withdrawn by agency ☐ Subject to Legislative Review ☐ Other:	

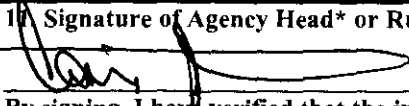
SUBMISSION FOR PERMANENT RULE

1. Rule-Making Agency: On-Site Wastewater Contractors and Inspectors Certification Board	
2. Rule citation & name (name not required for repeal): 21 NCAC 39 .0601 - Requirements	
3. Action: ☐ ADOPTION ☐ AMENDMENT ☐ REPEAL ☒ READOPTION ☐ REPEAL through READOPTION	
4. Rule exempt from RRC review? ☐ Yes. Cite authority: ☒ No	5. Rule automatically subject to legislative review? ☐ Yes. Cite authority: ☒ No
6. Notice for Proposed Rule: ☒ Notice Required Notice of Text published on: May 1, 2025 Link to Agency notice: https://ncowcicb.info/ Hearing on: June 6, 2025 ☒ The requirements listed in G.S. 150B-19.1(c)(1)-(5) were posted on the agency's Web site no later than the publication date of the notice of text in the N.C. Register. Adoption by Agency on: September 12, 2025 ☐ Notice not required under G.S.: Adoption by Agency on:	
7. Rule establishes or increases a fee? (See G.S. 12-3.1) ☐ Yes Agency submitted request for consultation on: Consultation not required. Cite authority: ☒ No	8. Fiscal impact. Check all that apply. ☐ This Rule was part of a combined analysis. ☐ State funds affected ☐ Local funds affected ☐ Substantial economic impact (≥\$1,000,000) ☐ Approved by OSBM ☒ No fiscal note required
9. REASON FOR ACTION	
9A. What prompted this action? Check all that apply: ☒ Agency ☐ Court order / cite: ☐ Federal statute / cite: ☐ Federal regulation / cite: ☐ Legislation enacted by the General Assembly Cite Session Law: ☐ Petition for rule-making ☐ Other:	
9B. Explain: Establish process by which continuing education is considered eligible for renewal of credentials per GS 90A-78 	
10. Rulemaking Coordinator: Connie Stephens Phone: 336-202-3126 E-Mail: csstephens@ncowcicb.info Additional agency contact, if any: Phone: E-Mail:	11. Signature of Agency Head* or Rule-making Coordinator:  By signing, I have verified that the information contained on this form is true and accurate to the best of my knowledge. *If this function has been delegated (reassigned) pursuant to G.S. 143B-10(a), submit a copy of the delegation with this form. Typed Name: Connie Stephens Title: Rulemaking Coordinator/Executive Director
RRC AND OAH USE ONLY	
Action taken: ☐ RRC extended period of review: ☐ RRC determined substantial changes: ☐ Withdrawn by agency ☐ Subject to Legislative Review ☐ Other:	

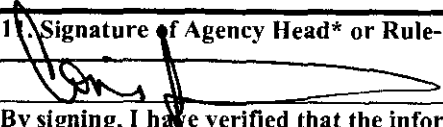
SUBMISSION FOR PERMANENT RULE

1. Rule-Making Agency: On-Site Wastewater Contractors and Inspectors Certification Board	
2. Rule citation & name (name not required for repeal): 21 NCAC 39 .0602 - Approval of Continuing Education Courses	
3. Action: ☐ ADOPTION ☐ AMENDMENT ☐ REPEAL ☒ READOPTION REPEAL through READOPTION	
4. Rule exempt from RRC review? ☐ Yes. Cite authority: ☒ No	5. Rule automatically subject to legislative review? ☐ Yes. Cite authority: ☒ No
6. Notice for Proposed Rule: ☒ Notice Required Notice of Text published on: May 1, 2025 Link to Agency notice: https://ncowcicb.info/ Hearing on: June 6, 2025 ☒ The requirements listed in G.S. 150B-19.1(c)(1)-(5) were posted on the agency's Web site no later than the publication date of the notice of text in the N.C. Register. Adoption by Agency on: September 12, 2025 ☐ Notice not required under G.S.: Adoption by Agency on:	
7. Rule establishes or increases a fee? (See G.S. 12-3.1) ☐ Yes Agency submitted request for consultation on: Consultation not required. Cite authority: ☒ No	8. Fiscal impact. Check all that apply. ☐ This Rule was part of a combined analysis. ☐ State funds affected ☐ Local funds affected ☐ Substantial economic impact (≥\$1,000,000) ☐ Approved by OSBM ☒ No fiscal note required
9. REASON FOR ACTION	
9A. What prompted this action? Check all that apply: ☒ Agency ☐ Court order / cite: ☐ Federal statute / cite: ☐ Federal regulation / cite: ☐ Legislation enacted by the General Assembly Cite Session Law: ☐ Petition for rule-making ☐ Other:	
9B. Explain: Establish process by which continuing education is approved per GS 90A-79 	
10. Rulemaking Coordinator: Connie Stephens Phone: 336-202-3126 E-Mail: csstephens@ncowcicb.info Additional agency contact, if any: Phone: E-Mail:	11. Signature of Agency Head* or Rule-making Coordinator:  By signing, I have verified that the information contained on this form is true and accurate to the best of my knowledge. *If this function has been delegated (reassigned) pursuant to G.S. 143B-10(a), submit a copy of the delegation with this form. Typed Name: Connie Stephens Title: Rulemaking Coordinator/Executive Director
RRC AND OAH USE ONLY	
Action taken: ☐ RRC extended period of review: ☐ RRC determined substantial changes: ☐ Withdrawn by agency ☐ Subject to Legislative Review ☐ Other:	

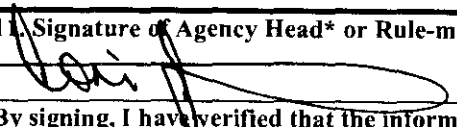
SUBMISSION FOR PERMANENT RULE

1. Rule-Making Agency: On-Site Wastewater Contractors and Inspectors Certification Board	
2. Rule citation & name (name not required for repeal): 21 NCAC 39 .0604 - Recordkeeping	
3. Action: ☐ ADOPTION ☐ AMENDMENT ☐ REPEAL ☒ READoption ☐ REPEAL through READoption	
4. Rule exempt from RRC review? ☐ Yes. Cite authority: ☒ No	5. Rule automatically subject to legislative review? ☐ Yes. Cite authority: ☒ No
6. Notice for Proposed Rule: ☒ Notice Required Notice of Text published on: May 1, 2025 Link to Agency notice: https://ncowcib.info/ Hearing on: June 6, 2025 ☒ The requirements listed in G.S. 150B-19.1(c)(1)-(5) were posted on the agency's Web site no later than the publication date of the notice of text in the N.C. Register. Adoption by Agency on: September 12, 2025 ☐ Notice not required under G.S.: Adoption by Agency on:	
7. Rule establishes or increases a fee? (See G.S. 12-3.1) ☐ Yes Agency submitted request for consultation on: Consultation not required. Cite authority: ☒ No	8. Fiscal impact. Check all that apply. ☐ This Rule was part of a combined analysis. ☐ State funds affected ☐ Local funds affected ☐ Substantial economic impact (≥\$1,000,000) ☐ Approved by OSBM ☒ No fiscal note required
9. REASON FOR ACTION	
9A. What prompted this action? Check all that apply: ☒ Agency ☐ Court order / cite: ☐ Federal statute / cite: ☐ Federal regulation / cite: ☐ Legislation enacted by the General Assembly Cite Session Law: ☐ Petition for rule-making ☐ Other:	
9B. Explain: Establish process by which continuing education records must be maintained for submission with a renewal application	
10. Rulemaking Coordinator: Connie Stephens Phone: 336-202-3126 E-Mail: csstephens@ncowcib.info Additional agency contact, if any: Phone: E-Mail:	11. Signature of Agency Head* or Rule-making Coordinator:  By signing, I have verified that the information contained on this form is true and accurate to the best of my knowledge. *If this function has been delegated (reassigned) pursuant to G.S. 143B-10(a), submit a copy of the delegation with this form. Typed Name: Connie Stephens Title: Rulemaking Coordinator/Executive Director
RRC AND OAH USE ONLY	
Action taken: ☐ RRC extended period of review: ☐ RRC determined substantial changes: ☐ Withdrawn by agency ☐ Subject to Legislative Review ☐ Other:	

SUBMISSION FOR PERMANENT RULE

1. Rule-Making Agency: On-Site Wastewater Contractors and Inspectors Certification Board	
2. Rule citation & name (name not required for repeal): 21 NCAC 39 .0605 - Extension of Time	
3. Action: ☐ ADOPTION ☐ AMENDMENT ☐ REPEAL ☒ READoption ☐ REPEAL through READoption	
4. Rule exempt from RRC review? ☐ Yes. Cite authority: ☒ No	5. Rule automatically subject to legislative review? ☐ Yes. Cite authority: ☒ No
6. Notice for Proposed Rule: ☒ Notice Required Notice of Text published on: May 1, 2025 Link to Agency notice: https://ncowcicb.info/ Hearing on: June 6, 2025 ☒ The requirements listed in G.S. 150B-19.1(c)(1)-(5) were posted on the agency's Web site no later than the publication date of the notice of text in the N.C. Register. Adoption by Agency on: September 12, 2025 ☐ Notice not required under G.S.: Adoption by Agency on:	
7. Rule establishes or increases a fee? (See G.S. 12-3.1) ☐ Yes Agency submitted request for consultation on: Consultation not required. Cite authority: ☒ No	8. Fiscal impact. Check all that apply. ☐ This Rule was part of a combined analysis. ☐ State funds affected ☐ Local funds affected ☐ Substantial economic impact (≥\$1,000,000) ☐ Approved by OSBM ☒ No fiscal note required
9. REASON FOR ACTION	
9A. What prompted this action? Check all that apply: ☒ Agency ☐ Court order / cite: ☐ Federal statute / cite: ☐ Federal regulation / cite: ☐ Legislation enacted by the General Assembly Cite Session Law: ☐ Petition for rule-making ☐ Other:	
9B. Explain: Establish process by which credential holders can seek extension of time to complete continuing education requirements for active military service, disability, or undue hardship	
10. Rulemaking Coordinator: Connie Stephens Phone: 336-202-3126 E-Mail: csstephens@ncowcicb.info Additional agency contact, if any: Phone: E-Mail:	11. Signature of Agency Head* or Rule-making Coordinator:  By signing, I have verified that the information contained on this form is true and accurate to the best of my knowledge. *If this function has been delegated (reassigned) pursuant to G.S. 143B-10(a), submit a copy of the delegation with this form. Typed Name: Connie Stephens Title: Rulemaking Coordinator/Executive Director
RRC AND OAH USE ONLY	
Action taken: ☐ RRC extended period of review: ☐ RRC determined substantial changes: ☐ Withdrawn by agency ☐ Subject to Legislative Review ☐ Other:	

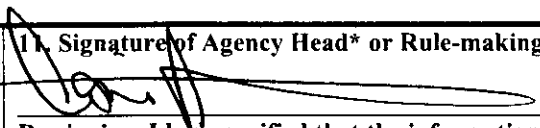
SUBMISSION FOR PERMANENT RULE

1. Rule-Making Agency: On-Site Wastewater Contractors and Inspectors Certification Board	
2. Rule citation & name (name not required for repeal): 21 NCAC 39 .0701 - Revocation, or Suspension of Certification	
3. Action: ☐ ADOPTION ☐ AMENDMENT ☐ REPEAL ☒ READOPTION ☐ REPEAL through READOPTION	
4. Rule exempt from RRC review? ☐ Yes. Cite authority: ☒ No	5. Rule automatically subject to legislative review? ☐ Yes. Cite authority: ☒ No
6. Notice for Proposed Rule: ☒ Notice Required Notice of Text published on: May 1, 2025 Link to Agency notice: https://ncowcicb.info/ Hearing on: June 6, 2025 ☒ The requirements listed in G.S. 150B-19.1(c)(1)-(5) were posted on the agency's Web site no later than the publication date of the notice of text in the N.C. Register. Adoption by Agency on: September 12, 2025 ☐ Notice not required under G.S.: Adoption by Agency on:	
7. Rule establishes or increases a fee? (See G.S. 12-3.1) ☐ Yes Agency submitted request for consultation on: Consultation not required. Cite authority: ☒ No	8. Fiscal impact. Check all that apply. ☐ This Rule was part of a combined analysis. ☐ State funds affected ☐ Local funds affected ☐ Substantial economic impact (≥\$1,000,000) ☐ Approved by OSBM ☒ No fiscal note required
9. REASON FOR ACTION	
9A. What prompted this action? Check all that apply: ☒ Agency ☐ Court order / cite: ☐ Federal statute / cite: ☐ Federal regulation / cite: ☐ Legislation enacted by the General Assembly Cite Session Law: ☐ Petition for rule-making ☐ Other:	
9B. Explain: Establish process by which credentials can be revoked or suspended 	
10. Rulemaking Coordinator: Connie Stephens Phone: 336-202-3126 E-Mail: csstephens@ncowcicb.info Additional agency contact, if any: Phone: E-Mail:	11. Signature of Agency Head* or Rule-making Coordinator:  By signing, I have verified that the information contained on this form is true and accurate to the best of my knowledge. *If this function has been delegated (reassigned) pursuant to G.S. 143B-10(a), submit a copy of the delegation with this form. Typed Name: Connie Stephens Title: Rulemaking Coordinator/Executive Director
RRC AND OAH USE ONLY	
Action taken: ☐ RRC extended period of review: ☐ RRC determined substantial changes: ☐ Withdrawn by agency ☐ Subject to Legislative Review ☐ Other:	

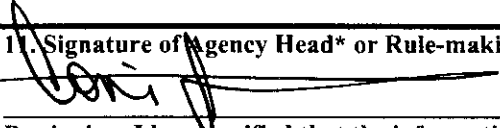
SUBMISSION FOR PERMANENT RULE

1. Rule-Making Agency: On-Site Wastewater Contractors and Inspectors Certification Board	
2. Rule citation & name (name not required for repeal): 21 NCAC 39 .0702 - Certification Following Revocation or Voluntary Surrender of Certification	
3. Action: ☐ ADOPTION ☐ AMENDMENT ☐ REPEAL ☒ READOPTION ☐ REPEAL through READOPTION	
4. Rule exempt from RRC review? ☐ Yes. Cite authority: ☒ No	5. Rule automatically subject to legislative review? ☐ Yes. Cite authority: ☒ No
6. Notice for Proposed Rule: ☒ Notice Required Notice of Text published on: May 1, 2025 Link to Agency notice: https://ncowcicb.info/ Hearing on: June 6, 2025 ☒ The requirements listed in G.S. 150B-19.1(c)(1)-(5) were posted on the agency's Web site no later than the publication date of the notice of text in the N.C. Register. Adoption by Agency on: September 12, 2025 ☐ Notice not required under G.S.: Adoption by Agency on:	
7. Rule establishes or increases a fee? (See G.S. 12-3.1) ☐ Yes Agency submitted request for consultation on: Consultation not required. Cite authority: ☒ No	8. Fiscal impact. Check all that apply. ☐ This Rule was part of a combined analysis. ☐ State funds affected ☐ Local funds affected ☐ Substantial economic impact (≥\$1,000,000) ☐ Approved by OSBM ☒ No fiscal note required
9. REASON FOR ACTION	
9A. What prompted this action? Check all that apply: ☒ Agency ☐ Court order / cite: ☐ Federal statute / cite: ☐ Federal regulation / cite: ☐ Legislation enacted by the General Assembly Cite Session Law: ☐ Petition for rule-making ☐ Other:	
9B. Explain: Establish process for reinstatement of credential following revocation or suspension 	
10. Rulemaking Coordinator: Connie Stephens Phone: 336-202-3126 E-Mail: csstephens@ncowcicb.info Additional agency contact, if any: Phone: E-Mail:	11. Signature of Agency Head* or Rule-making Coordinator:  By signing, I have verified that the information contained on this form is true and accurate to the best of my knowledge. *If this function has been delegated (reassigned) pursuant to G.S. 143B-10(a), submit a copy of the delegation with this form. Typed Name: Connie Stephens Title: Rulemaking Coordinator/Executive Director
RRC AND OAH USE ONLY	
Action taken: ☐ RRC extended period of review: ☐ RRC determined substantial changes: ☐ Withdrawn by agency ☐ Subject to Legislative Review ☐ Other:	

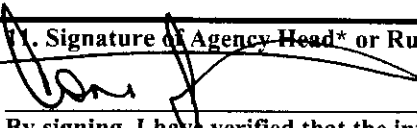
SUBMISSION FOR PERMANENT RULE

1. Rule-Making Agency: On-Site Wastewater Contractors and Inspectors Certification Board	
2. Rule citation & name (name not required for repeal): 21 NCAC 39 .0703 - Penalties	
3. Action: ☐ ADOPTION ☐ AMENDMENT ☐ REPEAL ☒ READOPTION ☐ REPEAL through READOPTION	
4. Rule exempt from RRC review? ☐ Yes. Cite authority: ☒ No	5. Rule automatically subject to legislative review? ☐ Yes. Cite authority: ☒ No
6. Notice for Proposed Rule: ☒ Notice Required Notice of Text published on: May 1, 2025 Link to Agency notice: https://ncowcicb.info/ Hearing on: June 6, 2025 ☒ The requirements listed in G.S. 150B-19.1(c)(1)-(5) were posted on the agency's Web site no later than the publication date of the notice of text in the N.C. Register. Adoption by Agency on: September 12, 2025 ☐ Notice not required under G.S.: Adoption by Agency on:	
7. Rule establishes or increases a fee? (See G.S. 12-3.1) ☐ Yes Agency submitted request for consultation on: Consultation not required. Cite authority: ☒ No	8. Fiscal impact. Check all that apply. ☐ This Rule was part of a combined analysis. ☐ State funds affected ☐ Local funds affected ☐ Substantial economic impact (≥\$1,000,000) ☐ Approved by OSBM ☒ No fiscal note required
9. REASON FOR ACTION	
9A. What prompted this action? Check all that apply: ☒ Agency ☐ Court order / cite: ☐ Federal statute / cite: ☐ Federal regulation / cite: ☐ Legislation enacted by the General Assembly Cite Session Law: ☐ Petition for rule-making ☐ Other:	
9B. Explain: Establish process by which penalties may be assessed for violation of Board's rules 	
10. Rulemaking Coordinator: Connie Stephens Phone: 336-202-3126 E-Mail: csstephens@ncowcicb.info Additional agency contact, if any: Phone: E-Mail:	11. Signature of Agency Head* or Rule-making Coordinator:  By signing, I have verified that the information contained on this form is true and accurate to the best of my knowledge. *If this function has been delegated (reassigned) pursuant to G.S. 143B-10(a), submit a copy of the delegation with this form. Typed Name: Connie Stephens Title: Rulemaking Coordinator/Executive Director
RRC AND OAH USE ONLY	
Action taken: ☐ RRC extended period of review: ☐ RRC determined substantial changes: ☐ Withdrawn by agency ☐ Subject to Legislative Review ☐ Other:	

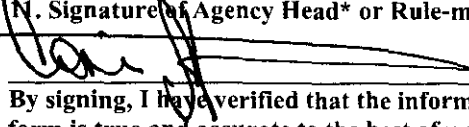
SUBMISSION FOR PERMANENT RULE

1. Rule-Making Agency: On-Site Wastewater Contractors and Inspectors Certification Board	
2. Rule citation & name (name not required for repeal): 21 NCAC 39 .0801 - Code of Ethics	
3. Action: ☐ ADOPTION ☐ AMENDMENT ☐ REPEAL ☒ READOPTION ☐ REPEAL through READOPTION	
4. Rule exempt from RRC review? ☐ Yes. Cite authority: ☒ No	5. Rule automatically subject to legislative review? ☐ Yes. Cite authority: ☒ No
6. Notice for Proposed Rule: ☒ Notice Required Notice of Text published on: May 1, 2025 Link to Agency notice: https://ncowcicb.info/ Hearing on: June 6, 2025 ☒ The requirements listed in G.S. 150B-19.1(c)(1)-(5) were posted on the agency's Web site no later than the publication date of the notice of text in the N.C. Register. Adoption by Agency on: September 12, 2025 ☐ Notice not required under G.S.: Adoption by Agency on:	
7. Rule establishes or increases a fee? (See G.S. 12-3.1) ☐ Yes Agency submitted request for consultation on: Consultation not required. Cite authority: ☒ No	8. Fiscal impact. Check all that apply. ☐ This Rule was part of a combined analysis. ☐ State funds affected ☐ Local funds affected ☐ Substantial economic impact (≥\$1,000,000) ☐ Approved by OSBM ☒ No fiscal note required
9. REASON FOR ACTION	
9A. What prompted this action? Check all that apply: ☒ Agency ☐ Court order / cite: ☐ Federal statute / cite: ☐ Federal regulation / cite: ☐ Legislation enacted by the General Assembly Cite Session Law: ☐ Petition for rule-making ☐ Other:	
9B. Explain: Establish rules of professional conduct for credential holders per GS 90A-74(6)	
10. Rulemaking Coordinator: Connie Stephens Phone: 336-202-3126 E-Mail: csstephens@ncowcicb.info Additional agency contact, if any: Phone: E-Mail:	11. Signature of Agency Head* or Rule-making Coordinator:  By signing, I have verified that the information contained on this form is true and accurate to the best of my knowledge. *If this function has been delegated (reassigned) pursuant to G.S. 143B-10(a), submit a copy of the delegation with this form. Typed Name: Connie Stephens Title: Rulemaking Coordinator/Executive Director
RRC AND OAH USE ONLY	
Action taken: ☐ RRC extended period of review: ☐ RRC determined substantial changes: ☐ Withdrawn by agency ☐ Subject to Legislative Review ☐ Other:	

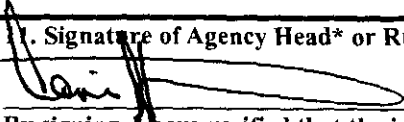
SUBMISSION FOR PERMANENT RULE

1. Rule-Making Agency: On-Site Wastewater Contractors and Inspectors Certification Board	
2. Rule citation & name (name not required for repeal): 21 NCAC 39 .0802 - Cooperation with Board Inquiry	
3. Action: ☐ ADOPTION ☐ AMENDMENT ☐ REPEAL ☒ READoption ☐ REPEAL through READoption	
4. Rule exempt from RRC review? ☐ Yes. Cite authority: ☒ No	5. Rule automatically subject to legislative review? ☐ Yes. Cite authority: ☒ No
6. Notice for Proposed Rule: ☒ Notice Required Notice of Text published on: May 1, 2025 Link to Agency notice: https://ncowcib.info/ Hearing on: June 6, 2025 ☒ The requirements listed in G.S. 150B-19.1(c)(1)-(5) were posted on the agency's Web site no later than the publication date of the notice of text in the N.C. Register. Adoption by Agency on: September 12, 2025 ☐ Notice not required under G.S.: Adoption by Agency on:	
7. Rule establishes or increases a fee? (See G.S. 12-3.1) ☐ Yes Agency submitted request for consultation on: Consultation not required. Cite authority: ☒ No	8. Fiscal impact. Check all that apply. ☐ This Rule was part of a combined analysis. ☐ State funds affected ☐ Local funds affected ☐ Substantial economic impact (≥\$1,000,000) ☐ Approved by OSBM ☒ No fiscal note required
9. REASON FOR ACTION	
9A. What prompted this action? Check all that apply: ☒ Agency ☐ Court order / cite: ☐ Federal statute / cite: ☐ Federal regulation / cite: ☐ Legislation enacted by the General Assembly Cite Session Law: ☐ Petition for rule-making ☐ Other:	
9B. Explain: Establish process by which Board can request information to enforce rules of professional conduct per GS 90A-74(6)	
10. Rulemaking Coordinator: Connie Stephens Phone: 336-202-3126 E-Mail: csstephens@ncowcib.info Additional agency contact, if any: Phone: E-Mail:	11. Signature of Agency Head* or Rule-making Coordinator:  By signing, I have verified that the information contained on this form is true and accurate to the best of my knowledge. *If this function has been delegated (reassigned) pursuant to G.S. 143B-10(a), submit a copy of the delegation with this form. Typed Name: Connie Stephens Title: Rulemaking Coordinator/Executive Director
RRC AND OAH USE ONLY	
Action taken: ☐ RRC extended period of review: ☐ RRC determined substantial changes: ☐ Withdrawn by agency ☐ Subject to Legislative Review ☐ Other:	

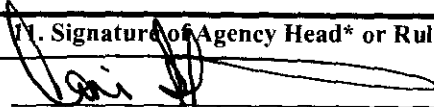
SUBMISSION FOR PERMANENT RULE

1. Rule-Making Agency: On-Site Wastewater Contractors and Inspectors Certification Board	
2. Rule citation & name (name not required for repeal): 21 NCAC 39 .0803 - Delegating to Third-Party Service Providers	
3. Action: ☐ ADOPTION ☐ AMENDMENT ☐ REPEAL ☒ READoption REPEAL through READoption	
4. Rule exempt from RRC review? ☐ Yes. Cite authority: ☒ No	5. Rule automatically subject to legislative review? ☐ Yes. Cite authority: ☒ No
6. Notice for Proposed Rule: ☒ Notice Required Notice of Text published on: May 1, 2025 Link to Agency notice: https://ncowcib.info/ Hearing on: June 6, 2025 ☒ The requirements listed in G.S. 150B-19.1(c)(1)-(5) were posted on the agency's Web site no later than the publication date of the notice of text in the N.C. Register. Adoption by Agency on: September 12, 2025 ☐ Notice not required under G.S.: Adoption by Agency on:	
7. Rule establishes or increases a fee? (See G.S. 12-3.1) ☐ Yes Agency submitted request for consultation on: Consultation not required. Cite authority: ☒ No	8. Fiscal impact. Check all that apply. ☐ This Rule was part of a combined analysis. ☐ State funds affected ☐ Local funds affected ☐ Substantial economic impact (≥\$1,000,000) ☐ Approved by OSBM ☒ No fiscal note required
9. REASON FOR ACTION	
9A. What prompted this action? Check all that apply: ☒ Agency ☐ Court order / cite: ☐ Federal statute / cite: ☐ Federal regulation / cite: ☐ Legislation enacted by the General Assembly Cite Session Law: ☐ Petition for rule-making ☐ Other:	
9B. Explain: Establish rule of professional conduct in referral of client services to another credential holders per GS 90A-74(6)	
10. Rulemaking Coordinator: Connie Stephens Phone: 336-202-3126 E-Mail: csstephens@ncowcib.info Additional agency contact, if any: Phone: E-Mail:	11. Signature of Agency Head* or Rule-making Coordinator:  By signing, I have verified that the information contained on this form is true and accurate to the best of my knowledge. *If this function has been delegated (reassigned) pursuant to G.S. 143B-10(a), submit a copy of the delegation with this form. Typed Name: Connie Stephens Title: Rulemaking Coordinator/Executive Director
RRC AND OAH USE ONLY	
Action taken: ☐ RRC extended period of review: ☐ RRC determined substantial changes: ☐ Withdrawn by agency ☐ Subject to Legislative Review ☐ Other:	

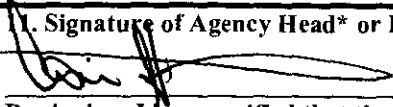
SUBMISSION FOR PERMANENT RULE

1. Rule-Making Agency: On-Site Wastewater Contractors and Inspectors Certification Board	
2. Rule citation & name (name not required for repeal): 21 NCAC 39 .0901 - Petition for Rule-Making	
3. Action: ☐ ADOPTION ☐ AMENDMENT ☐ REPEAL ☒ READoption ☐ REPEAL through READoption	
4. Rule exempt from RRC review? ☐ Yes. Cite authority: ☒ No	5. Rule automatically subject to legislative review? ☐ Yes. Cite authority: ☒ No
6. Notice for Proposed Rule: ☒ Notice Required Notice of Text published on: May 1, 2025 Link to Agency notice: https://ncowcicb.info/ Hearing on: June 6, 2025 ☒ The requirements listed in G.S. 150B-19.1(c)(1)-(5) were posted on the agency's Web site no later than the publication date of the notice of text in the N.C. Register. Adoption by Agency on: September 12, 2025 ☐ Notice not required under G.S.: Adoption by Agency on:	
7. Rule establishes or increases a fee? (See G.S. 12-3.1) ☐ Yes Agency submitted request for consultation on: Consultation not required. Cite authority: ☒ No	8. Fiscal impact. Check all that apply. ☐ This Rule was part of a combined analysis. ☐ State funds affected ☐ Local funds affected ☐ Substantial economic impact (≥\$1,000,000) ☐ Approved by OSBM ☒ No fiscal note required
9. REASON FOR ACTION	
9A. What prompted this action? Check all that apply: ☒ Agency ☐ Court order / cite: ☐ Federal statute / cite: ☐ Federal regulation / cite: ☐ Legislation enacted by the General Assembly Cite Session Law: ☐ Petition for rule-making ☐ Other:	
9B. Explain: Establish process by which petitions for rulemaking shall be filed with the Board 	
10. Rulemaking Coordinator: <u>Connie Stephens</u> Phone: <u>336-202-3126</u> E-Mail: <u>csstephens@ncowcicb.info</u> Additional agency contact, if any: Phone: E-Mail:	11. Signature of Agency Head* or Rule-making Coordinator:  By signing, I have verified that the information contained on this form is true and accurate to the best of my knowledge. *If this function has been delegated (reassigned) pursuant to G.S. 143B-10(a), submit a copy of the delegation with this form. Typed Name: Connie Stephens Title: Rulemaking Coordinator/Executive Director
RRC AND OAH USE ONLY	
Action taken: ☐ RRC extended period of review: ☐ RRC determined substantial changes: ☐ Withdrawn by agency ☐ Subject to Legislative Review ☐ Other:	

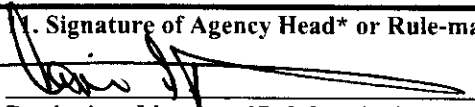
SUBMISSION FOR PERMANENT RULE

1. Rule-Making Agency: On-Site Wastewater Contractors and Inspectors Certification Board	
2. Rule citation & name (name not required for repeal): 21 NCAC 39 .0902 - Request for Declaratory Ruling	
3. Action: ☐ ADOPTION ☐ AMENDMENT ☐ REPEAL ☒ READoption ☐ REPEAL through READoption	
4. Rule exempt from RRC review? ☐ Yes. Cite authority: ☒ No	5. Rule automatically subject to legislative review? ☐ Yes. Cite authority: ☒ No
6. Notice for Proposed Rule: ☒ Notice Required Notice of Text published on: May 1, 2025 Link to Agency notice: https://ncowcicb.info/ Hearing on: June 6, 2025 ☒ The requirements listed in G.S. 150B-19.1(c)(1)-(5) were posted on the agency's Web site no later than the publication date of the notice of text in the N.C. Register. Adoption by Agency on: September 12, 2025 ☐ Notice not required under G.S.: Adoption by Agency on:	
7. Rule establishes or increases a fee? (See G.S. 12-3.1) ☐ Yes Agency submitted request for consultation on: Consultation not required. Cite authority: ☒ No	8. Fiscal impact. Check all that apply. ☐ This Rule was part of a combined analysis. ☐ State funds affected ☐ Local funds affected ☐ Substantial economic impact (≥\$1,000,000) ☐ Approved by OSBM ☒ No fiscal note required
9. REASON FOR ACTION	
9A. What prompted this action? Check all that apply: ☒ Agency ☐ Court order / cite: ☐ Federal statute / cite: ☐ Federal regulation / cite: ☐ Legislation enacted by the General Assembly Cite Session Law: ☐ Petition for rule-making ☐ Other:	
9B. Explain: Establish process by which request for declaratory ruling shall be filed with the Board 	
10. Rulemaking Coordinator: <u>Connie Stephens</u> Phone: <u>336-202-3126</u> E-Mail: <u>csstephens@ncowcicb.info</u> Additional agency contact, if any: Phone: E-Mail:	11. Signature of Agency Head* or Rule-making Coordinator:  By signing, I have verified that the information contained on this form is true and accurate to the best of my knowledge. *If this function has been delegated (reassigned) pursuant to G.S. 143B-10(a), submit a copy of the delegation with this form. Typed Name: Connie Stephens Title: Rulemaking Coordinator/Executive Director
RRC AND OAH USE ONLY	
Action taken: ☐ RRC extended period of review: ☐ RRC determined substantial changes: ☐ Withdrawn by agency ☐ Subject to Legislative Review ☐ Other:	

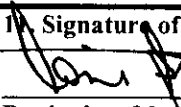
SUBMISSION FOR PERMANENT RULE

1. Rule-Making Agency: On-Site Wastewater Contractors and Inspectors Certification Board	
2. Rule citation & name (name not required for repeal): 21 NCAC 39 .0903 - Refusal to Issue Declaratory Ruling	
3. Action: ☐ ADOPTION ☐ AMENDMENT ☐ REPEAL ☒ READoption ☐ REPEAL through READoption	
4. Rule exempt from RRC review? ☐ Yes. Cite authority: ☒ No	5. Rule automatically subject to legislative review? ☐ Yes. Cite authority: ☒ No
6. Notice for Proposed Rule: ☒ Notice Required Notice of Text published on: May 1, 2025 Link to Agency notice: https://ncowcicb.info/ Hearing on: June 6, 2025 ☒ The requirements listed in G.S. 150B-19.1(c)(1)-(5) were posted on the agency's Web site no later than the publication date of the notice of text in the N.C. Register. ☐ Adoption by Agency on: September 12, 2025 ☐ Notice not required under G.S.: Adoption by Agency on:	
7. Rule establishes or increases a fee? (See G.S. 12-3.1) ☐ Yes Agency submitted request for consultation on: Consultation not required. Cite authority: ☒ No	8. Fiscal impact. Check all that apply. ☐ This Rule was part of a combined analysis. ☐ State funds affected ☐ Local funds affected ☐ Substantial economic impact (≥\$1,000,000) ☐ Approved by OSBM ☒ No fiscal note required
9. REASON FOR ACTION	
9A. What prompted this action? Check all that apply: ☒ Agency ☐ Court order / cite: ☐ Federal statute / cite: ☐ Federal regulation / cite: ☐ Legislation enacted by the General Assembly Cite Session Law: ☐ Petition for rule-making ☐ Other:	
9B. Explain: Establish process by which Board may refuse to issue a declaratory ruling	
10. Rulemaking Coordinator: Connie Stephens Phone: 336-202-3126 E-Mail: csstephens@ncowcicb.info Additional agency contact, if any: Phone: E-Mail:	11. Signature of Agency Head* or Rule-making Coordinator:  By signing, I have verified that the information contained on this form is true and accurate to the best of my knowledge. *If this function has been delegated (reassigned) pursuant to G.S. 143B-10(a), submit a copy of the delegation with this form. Typed Name: Connie Stephens Title: Rulemaking Coordinator/Executive Director
RRC AND OAH USE ONLY	
Action taken: ☐ RRC extended period of review: ☐ RRC determined substantial changes: ☐ Withdrawn by agency ☐ Subject to Legislative Review ☐ Other:	

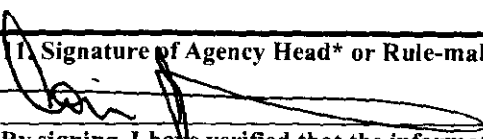
SUBMISSION FOR PERMANENT RULE

1. Rule-Making Agency: On-Site Wastewater Contractors and Inspectors Certification Board	
2. Rule citation & name (name not required for repeal): 21 NCAC 39 .0904 - Waiver or Extension	
3. Action: ☐ ADOPTION ☐ AMENDMENT ☐ REPEAL ☒ READOPTION ☐ REPEAL through READOPTION	
4. Rule exempt from RRC review? ☐ Yes. Cite authority: ☒ No	5. Rule automatically subject to legislative review? ☐ Yes. Cite authority: ☒ No
6. Notice for Proposed Rule: ☒ Notice Required Notice of Text published on: May 1, 2025 Link to Agency notice: https://ncowcicb.info/ Hearing on: June 6, 2025 ☒ The requirements listed in G.S. 150B-19.1(c)(1)-(5) were posted on the agency's Web site no later than the publication date of the notice of text in the N.C. Register. Adoption by Agency on: September 12, 2025 ☐ Notice not required under G.S.: Adoption by Agency on:	
7. Rule establishes or increases a fee? (See G.S. 12-3.1) ☐ Yes Agency submitted request for consultation on: Consultation not required. Cite authority: ☒ No	8. Fiscal impact. Check all that apply. ☐ This Rule was part of a combined analysis. ☐ State funds affected ☐ Local funds affected ☐ Substantial economic impact (≥\$1,000,000) ☐ Approved by OSBM ☒ No fiscal note required
9. REASON FOR ACTION	
9A. What prompted this action? Check all that apply: ☒ Agency ☐ Court order / cite: ☐ Federal statute / cite: ☐ Federal regulation / cite: ☐ Legislation enacted by the General Assembly Cite Session Law: ☐ Petition for rule-making ☐ Other:	
9B. Explain: Establish process by which Board may waive or extend a rule upon written request for certificate holder 	
10. Rulemaking Coordinator: Connie Stephens Phone: 336-202-3126 E-Mail: csstephens@ncowcicb.info Additional agency contact, if any: Phone: E-Mail:	11. Signature of Agency Head* or Rule-making Coordinator:  By signing, I have verified that the information contained on this form is true and accurate to the best of my knowledge. *If this function has been delegated (reassigned) pursuant to G.S. 143B-10(a), submit a copy of the delegation with this form. Typed Name: Connie Stephens Title: Rulemaking Coordinator/Executive Director
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Action taken: ☐ RRC extended period of review: ☐ RRC determined substantial changes: ☐ Withdrawn by agency ☐ Subject to Legislative Review ☐ Other:	

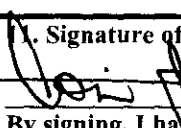
SUBMISSION FOR PERMANENT RULE

1. Rule-Making Agency: On-Site Wastewater Contractors and Inspectors Certification Board	
2. Rule citation & name (name not required for repeal): 21 NCAC 39.1001 - Definitions	
3. Action: ☐ ADOPTION ☐ AMENDMENT ☐ REPEAL ☒ READOPTION ☐ REPEAL through READOPTION	
4. Rule exempt from RRC review? ☐ Yes. Cite authority: ☒ No	5. Rule automatically subject to legislative review? ☐ Yes. Cite authority: ☒ No
6. Notice for Proposed Rule: ☒ Notice Required Notice of Text published on: May 1, 2025 Link to Agency notice: https://ncowcib.info/ Hearing on: June 6, 2025 ☒ The requirements listed in G.S. 150B-19.1(c)(1)-(5) were posted on the agency's Web site no later than the publication date of the notice of text in the N.C. Register. Adoption by Agency on: September 12, 2025 ☐ Notice not required under G.S.: Adoption by Agency on:	
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9A. What prompted this action? Check all that apply: ☒ Agency ☐ Court order / cite: ☐ Federal statute / cite: ☐ Federal regulation / cite: ☐ Legislation enacted by the General Assembly Cite Session Law: ☐ Petition for rule-making ☐ Other:	
9B. Explain: Define terms used in Board's rules related to standards of practice for point-of-sale inspections 	
10. Rulemaking Coordinator: Connie Stephens Phone: 336-202-3126 E-Mail: csstephens@ncowcib.info Additional agency contact, if any: Phone: E-Mail:	11. Signature of Agency Head* or Rule-making Coordinator:  By signing, I have verified that the information contained on this form is true and accurate to the best of my knowledge. *If this function has been delegated (reassigned) pursuant to G.S. 143B-10(a), submit a copy of the delegation with this form. Typed Name: Connie Stephens Title: Rulemaking Coordinator/Executive Director
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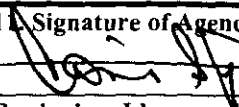
SUBMISSION FOR PERMANENT RULE

1. Rule-Making Agency: On-Site Wastewater Contractors and Inspectors Certification Board	
2. Rule citation & name (name not required for repeal): 21 NCAC 39 .1002 - General Requirements for Contractors and Point of Sale Inspectors	
3. Action: ☐ ADOPTION ☐ AMENDMENT ☐ REPEAL ☒ READoption ☐ REPEAL through READoption	
4. Rule exempt from RRC review? ☐ Yes. Cite authority: ☒ No	5. Rule automatically subject to legislative review? ☐ Yes. Cite authority: ☒ No
6. Notice for Proposed Rule: ☒ Notice Required Notice of Text published on: May 1, 2025 Link to Agency notice: https://ncowcib.info/ Hearing on: June 6, 2025 ☒ The requirements listed in G.S. 150B-19.1(c)(1)-(5) were posted on the agency's Web site no later than the publication date of the notice of text in the N.C. Register. Adoption by Agency on: September 12, 2025 ☐ Notice not required under G.S.: Adoption by Agency on:	
7. Rule establishes or increases a fee? (See G.S. 12-3.1) ☐ Yes Agency submitted request for consultation on: Consultation not required. Cite authority: ☒ No	8. Fiscal impact. Check all that apply. ☐ This Rule was part of a combined analysis. ☐ State funds affected ☐ Local funds affected ☐ Substantial economic impact (≥\$1,000,000) ☐ Approved by OSBM ☒ No fiscal note required
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9A. What prompted this action? Check all that apply: ☒ Agency ☐ Court order / cite: ☐ Federal statute / cite: ☐ Federal regulation / cite: ☐ Legislation enacted by the General Assembly Cite Session Law: ☐ Petition for rule-making ☐ Other:	
9B. Explain: Establish rules of professional conduct for inspection reports generated by point-of-sale inspectors or contractors	
10. Rulemaking Coordinator: Connie Stephens Phone: 336-202-3126 E-Mail: csstephens@ncowcib.info Additional agency contact, if any: Phone: E-Mail:	11. Signature of Agency Head* or Rule-making Coordinator:  By signing, I have verified that the information contained on this form is true and accurate to the best of my knowledge. *If this function has been delegated (reassigned) pursuant to G.S. 143B-10(a), submit a copy of the delegation with this form. Typed Name: Connie Stephens Title: Rulemaking Coordinator/Executive Director
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Action taken: ☐ RRC extended period of review: ☐ RRC determined substantial changes: ☐ Withdrawn by agency ☐ Subject to Legislative Review ☐ Other:	

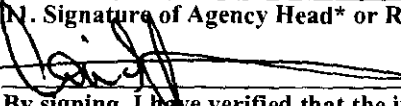
SUBMISSION FOR PERMANENT RULE

1. Rule-Making Agency: On-Site Wastewater Contractors and Inspectors Certification Board	
2. Rule citation & name (name not required for repeal): 21 NCAC 39 .1004 - General Exclusions for Contractors and Point of Sale Inspectors	
3. Action: ☐ ADOPTION ☐ AMENDMENT ☐ REPEAL ☒ READOPTION ☐ REPEAL through READOPTION	
4. Rule exempt from RRC review? ☐ Yes. Cite authority: ☒ No	5. Rule automatically subject to legislative review? ☐ Yes. Cite authority: ☒ No
6. Notice for Proposed Rule: ☒ Notice Required Notice of Text published on: May 1, 2025 Link to Agency notice: https://ncowcicb.info/ Hearing on: June 6, 2025 ☒ The requirements listed in G.S. 150B-19.1(c)(1)-(5) were posted on the agency's Web site no later than the publication date of the notice of text in the N.C. Register. Adoption by Agency on: September 12, 2025 ☐ Notice not required under G.S.: Adoption by Agency on:	
7. Rule establishes or increases a fee? (See G.S. 12-3.1) ☐ Yes Agency submitted request for consultation on: Consultation not required. Cite authority: ☒ No	8. Fiscal impact. Check all that apply. ☐ This Rule was part of a combined analysis. ☐ State funds affected ☐ Local funds affected ☐ Substantial economic impact (≥\$1,000,000) ☐ Approved by OSBM ☒ No fiscal note required
9. REASON FOR ACTION	
9A. What prompted this action? Check all that apply: ☒ Agency ☐ Court order / cite: ☐ Federal statute / cite: ☐ Federal regulation / cite: ☐ Legislation enacted by the General Assembly Cite Session Law: ☐ Petition for rule-making ☐ Other:	
9B. Explain: Establish rules of professional conduct clarifying exclusions from inspection reports generated by point-of-sale inspectors or contractors	
10. Rulemaking Coordinator: <u>Connie Stephens</u> Phone: <u>336-202-3126</u> E-Mail: <u>csstephens@ncowcicb.info</u> Additional agency contact, if any: Phone: E-Mail:	11. Signature of Agency Head* or Rule-making Coordinator:  By signing, I have verified that the information contained on this form is true and accurate to the best of my knowledge. *If this function has been delegated (reassigned) pursuant to G.S. 143B-10(a), submit a copy of the delegation with this form. Typed Name: Connie Stephens Title: Rulemaking Coordinator/Executive Director
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Action taken: ☐ RRC extended period of review: ☐ RRC determined substantial changes: ☐ Withdrawn by agency ☐ Subject to Legislative Review ☐ Other:	

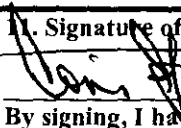
SUBMISSION FOR PERMANENT RULE

1. Rule-Making Agency: On-Site Wastewater Contractors and Inspectors Certification Board	
2. Rule citation & name (name not required for repeal): 21 NCAC 39 .1005 - On-Site Wastewater System Components	
3. Action: ☐ ADOPTION ☐ AMENDMENT ☐ REPEAL ☒ READOPTION ☐ REPEAL through READOPTION	
4. Rule exempt from RRC review? ☐ Yes. Cite authority: ☒ No	5. Rule automatically subject to legislative review? ☐ Yes. Cite authority: ☒ No
6. Notice for Proposed Rule: ☒ Notice Required Notice of Text published on: May 1, 2025 Link to Agency notice: https://ncowcicb.info/ Hearing on: June 6, 2025 ☒ The requirements listed in G.S. 150B-19.1(c)(1)-(5) were posted on the agency's Web site no later than the publication date of the notice of text in the N.C. Register. Adoption by Agency on: September 12, 2025 ☐ Notice not required under G.S.: Adoption by Agency on:	
7. Rule establishes or increases a fee? (See G.S. 12-3.1) ☐ Yes Agency submitted request for consultation on: Consultation not required. Cite authority: ☒ No	8. Fiscal impact. Check all that apply. ☐ This Rule was part of a combined analysis. ☐ State funds affected ☐ Local funds affected ☐ Substantial economic impact (≥\$1,000,000) ☐ Approved by OSBM ☒ No fiscal note required
9. REASON FOR ACTION	
9A. What prompted this action? Check all that apply: ☒ Agency ☐ Court order / cite: ☐ Federal statute / cite: ☐ Federal regulation / cite: ☐ Legislation enacted by the General Assembly Cite Session Law: ☐ Petition for rule-making ☐ Other:	
9B. Explain: Establish rules of professional conduct for inspections conducted by point-of-sale inspectors	
10. Rulemaking Coordinator: Connie Stephens Phone: 336-202-3126 E-Mail: csstephens@ncowcicb.info Additional agency contact, if any: Phone: E-Mail:	11. Signature of Agency Head* or Rule-making Coordinator:  By signing, I have verified that the information contained on this form is true and accurate to the best of my knowledge. *If this function has been delegated (reassigned) pursuant to G.S. 143B-10(a), submit a copy of the delegation with this form. Typed Name: Connie Stephens Title: Rulemaking Coordinator/Executive Director
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Action taken: ☐ RRC extended period of review: ☐ RRC determined substantial changes: ☐ Withdrawn by agency ☐ Subject to Legislative Review ☐ Other:	

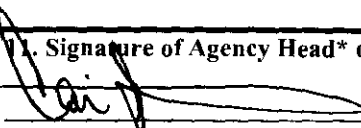
SUBMISSION FOR PERMANENT RULE

1. Rule-Making Agency: On-Site Wastewater Contractors and Inspectors Certification Board	
2. Rule citation & name (name not required for repeal): 21 NCAC 39 .1006 - Minimum On-Site Wastewater System Point of Sale Inspection	
3. Action: ☐ ADOPTION ☐ AMENDMENT ☐ REPEAL ☒ READoption ☐ REPEAL through READoption	
4. Rule exempt from RRC review? ☐ Yes. Cite authority: ☒ No	5. Rule automatically subject to legislative review? ☐ Yes. Cite authority: ☒ No
6. Notice for Proposed Rule: ☒ Notice Required Notice of Text published on: May 1, 2025 Link to Agency notice: https://ncowcicb.info/ Hearing on: June 6, 2025 ☒ The requirements listed in G.S. 150B-19.1(c)(1)-(5) were posted on the agency's Web site no later than the publication date of the notice of text in the N.C. Register. Adoption by Agency on: September 12, 2025 ☐ Notice not required under G.S.: Adoption by Agency on:	
7. Rule establishes or increases a fee? (See G.S. 12-3.1) ☐ Yes Agency submitted request for consultation on: Consultation not required. Cite authority: ☒ No	8. Fiscal impact. Check all that apply. ☐ This Rule was part of a combined analysis. ☐ State funds affected ☐ Local funds affected ☐ Substantial economic impact (≥\$1,000,000) ☐ Approved by OSBM ☒ No fiscal note required
9. REASON FOR ACTION	
9A. What prompted this action? Check all that apply: ☒ Agency ☐ Court order / cite: ☐ Federal statute / cite: ☐ Federal regulation / cite: ☐ Legislation enacted by the General Assembly Cite Session Law: ☐ Petition for rule-making ☐ Other:	
9B. Explain: Establish minimum standards for inclusion in point-of-sale inspection	
10. Rulemaking Coordinator: Connie Stephens Phone: 336-202-3126 E-Mail: csstephens@ncowcicb.info Additional agency contact, if any: Phone: E-Mail:	11. Signature of Agency Head* or Rule-making Coordinator:  By signing, I have verified that the information contained on this form is true and accurate to the best of my knowledge. *If this function has been delegated (reassigned) pursuant to G.S. 143B-10(a), submit a copy of the delegation with this form. Typed Name: Connie Stephens Title: Rulemaking Coordinator/Executive Director
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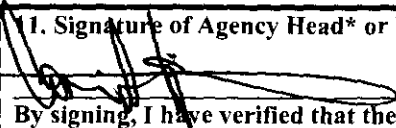
SUBMISSION FOR PERMANENT RULE

1. Rule-Making Agency: On-Site Wastewater Contractors and Inspectors Certification Board	
2. Rule citation & name (name not required for repeal): 21 NCAC 39.1101 - Definitions	
3. Action: ☐ ADOPTION ☐ AMENDMENT ☐ REPEAL ☒ READoption ☐ REPEAL through READoption	
4. Rule exempt from RRC review? ☐ Yes. Cite authority: ☒ No	5. Rule automatically subject to legislative review? ☐ Yes. Cite authority: ☒ No
6. Notice for Proposed Rule: ☒ Notice Required Notice of Text published on: May 1, 2025 Link to Agency notice: https://ncowcicb.info/ Hearing on: June 6, 2025 ☒ The requirements listed in G.S. 150B-19.1(c)(1)-(5) were posted on the agency's Web site no later than the publication date of the notice of text in the N.C. Register. Adoption by Agency on: September 12, 2025 ☐ Notice not required under G.S.: Adoption by Agency on:	
7. Rule establishes or increases a fee? (See G.S. 12-3.1) ☐ Yes Agency submitted request for consultation on: Consultation not required. Cite authority: ☒ No	8. Fiscal impact. Check all that apply. ☐ This Rule was part of a combined analysis. ☐ State funds affected ☐ Local funds affected ☐ Substantial economic impact (≥\$1,000,000) ☐ Approved by OSBM ☒ No fiscal note required
9. REASON FOR ACTION	
9A. What prompted this action? Check all that apply: ☒ Agency ☐ Court order / cite: ☐ Federal statute / cite: ☐ Federal regulation / cite: ☐ Legislation enacted by the General Assembly Cite Session Law: ☐ Petition for rule-making ☐ Other:	
9B. Explain: Define terms used in Board's rules related to standards of practice for on-site wastewater evaluators 	
10. Rulemaking Coordinator: Connie Stephens Phone: 336-202-3126 E-Mail: csstephens@ncowcicb.info Additional agency contact, if any: Phone: E-Mail:	11. Signature of Agency Head* or Rule-making Coordinator:  By signing, I have verified that the information contained on this form is true and accurate to the best of my knowledge. *If this function has been delegated (reassigned) pursuant to G.S. 143B-10(a), submit a copy of the delegation with this form. Typed Name: Connie Stephens Title: Rulemaking Coordinator/Executive Director
RRC AND OAH USE ONLY	
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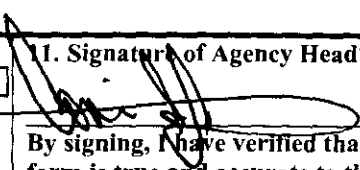
SUBMISSION FOR PERMANENT RULE

1. Rule-Making Agency: On-Site Wastewater Contractors and Inspectors Certification Board	
2. Rule citation & name (name not required for repeal): 21 NCAC 39.1102 - General Requirements for Evaluators	
3. Action: ☐ ADOPTION ☐ AMENDMENT ☐ REPEAL ☒ READoption ☐ REPEAL through READoption	
4. Rule exempt from RRC review? ☐ Yes. Cite authority: ☒ No	5. Rule automatically subject to legislative review? ☐ Yes. Cite authority: ☒ No
6. Notice for Proposed Rule: ☒ Notice Required Notice of Text published on: May 1, 2025 Link to Agency notice: https://ncowcicb.info/ Hearing on: June 6, 2025 ☒ The requirements listed in G.S. 150B-19.1(c)(1)-(5) were posted on the agency's Web site no later than the publication date of the notice of text in the N.C. Register. Adoption by Agency on: September 12, 2025 ☐ Notice not required under G.S.: Adoption by Agency on:	
7. Rule establishes or increases a fee? (See G.S. 12-3.1) ☐ Yes Agency submitted request for consultation on: Consultation not required. Cite authority: ☒ No	8. Fiscal impact. Check all that apply. ☐ This Rule was part of a combined analysis. ☐ State funds affected ☐ Local funds affected ☐ Substantial economic impact (≥\$1,000,000) ☐ Approved by OSBM ☒ No fiscal note required
9. REASON FOR ACTION	
9A. What prompted this action? Check all that apply: ☒ Agency ☐ Court order / cite: ☐ Federal statute / cite: ☐ Federal regulation / cite: ☐ Legislation enacted by the General Assembly Cite Session Law: ☐ Petition for rule-making ☐ Other:	
9B. Explain: Establish minimum standards for inclusion in on-site wastewater evaluations	
10. Rulemaking Coordinator: [Connie Stephens] Phone: [336-202-3126] E-Mail: [csstephens@ncowcicb.info] Additional agency contact, if any: Phone: E-Mail:	11. Signature of Agency Head* or Rule-making Coordinator:  By signing, I have verified that the information contained on this form is true and accurate to the best of my knowledge. *If this function has been delegated (reassigned) pursuant to G.S. 143B-10(a), submit a copy of the delegation with this form. Typed Name: Connie Stephens Title: Rulemaking Coordinator/Executive Director
RRC AND OAH USE ONLY	
Action taken: ☐ RRC extended period of review: ☐ RRC determined substantial changes: ☐ Withdrawn by agency ☐ Subject to Legislative Review ☐ Other:	

SUBMISSION FOR PERMANENT RULE

1. Rule-Making Agency: On-Site Wastewater Contractors and Inspectors Certification Board	
2. Rule citation & name (name not required for repeal): 21 NCAC 39.1103 - General Exclusions for Evaluators	
3. Action: ☐ ADOPTION ☐ AMENDMENT ☐ REPEAL ☒ READOPTION ☐ REPEAL through READOPTION	
4. Rule exempt from RRC review? ☐ Yes. Cite authority: ☒ No	5. Rule automatically subject to legislative review? ☐ Yes. Cite authority: ☒ No
6. Notice for Proposed Rule: ☒ Notice Required Notice of Text published on: May 1, 2025 Link to Agency notice: https://ncowcicb.info/ Hearing on: June 6, 2025 ☒ The requirements listed in G.S. 150B-19.1(c)(1)-(5) were posted on the agency's Web site no later than the publication date of the notice of text in the N.C. Register. Adoption by Agency on: September 12, 2025 ☐ Notice not required under G.S.: Adoption by Agency on:	
7. Rule establishes or increases a fee? (See G.S. 12-3.1) ☐ Yes Agency submitted request for consultation on: Consultation not required. Cite authority: ☒ No	8. Fiscal impact. Check all that apply. ☐ This Rule was part of a combined analysis. ☐ State funds affected ☐ Local funds affected ☐ Substantial economic impact (≥\$1,000,000) ☐ Approved by OSBM ☒ No fiscal note required
9. REASON FOR ACTION	
9A. What prompted this action? Check all that apply: ☒ Agency ☐ Court order / cite: ☐ Federal statute / cite: ☐ Federal regulation / cite: ☐ Legislation enacted by the General Assembly Cite Session Law: ☐ Petition for rule-making ☐ Other:	
9B. Explain: Establish rules of professional conduct for on-site wastewater evaluators	
10. Rulemaking Coordinator: Connie Stephens Phone: 336-202-3126 E-Mail: csstephens@ncowcicb.info Additional agency contact, if any: Phone: E-Mail:	11. Signature of Agency Head* or Rule-making Coordinator:  By signing, I have verified that the information contained on this form is true and accurate to the best of my knowledge. *If this function has been delegated (reassigned) pursuant to G.S. 143B-10(a), submit a copy of the delegation with this form. Typed Name: Connie Stephens Title: Rulemaking Coordinator/Executive Director
RRC AND OAH USE ONLY	
Action taken: ☐ RRC extended period of review: ☐ RRC determined substantial changes: ☐ Withdrawn by agency ☐ Subject to Legislative Review ☐ Other:	

SUBMISSION FOR PERMANENT RULE

1. Rule-Making Agency: On-Site Wastewater Contractors and Inspectors Certification Board	
2. Rule citation & name (name not required for repeal): 21 NCAC 39 .1104 - Required Documents for Evaluators	
3. Action: ☐ ADOPTION ☐ AMENDMENT ☐ REPEAL ☒ READOPTION ☐ REPEAL through READOPTION	
4. Rule exempt from RRC review? ☐ Yes. Cite authority: ☒ No	5. Rule automatically subject to legislative review? ☐ Yes. Cite authority: ☒ No
6. Notice for Proposed Rule: ☒ Notice Required Notice of Text published on: May 1, 2025 Link to Agency notice: https://ncowcicb.info/ Hearing on: June 6, 2025 ☒ The requirements listed in G.S. 150B-19.1(c)(1)-(5) were posted on the agency's Web site no later than the publication date of the notice of text in the N.C. Register. Adoption by Agency on: September 12, 2025 ☐ Notice not required under G.S.: Adoption by Agency on:	
7. Rule establishes or increases a fee? (See G.S. 12-3.1) ☐ Yes Agency submitted request for consultation on: Consultation not required. Cite authority: ☒ No	8. Fiscal impact. Check all that apply. ☐ This Rule was part of a combined analysis. ☐ State funds affected ☐ Local funds affected ☐ Substantial economic impact (≥\$1,000,000) ☐ Approved by OSBM ☒ No fiscal note required
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9A. What prompted this action? Check all that apply: ☒ Agency ☐ Court order / cite: ☐ Federal statute / cite: ☐ Federal regulation / cite: ☐ Legislation enacted by the General Assembly Cite Session Law: ☐ Petition for rule-making ☐ Other:	
9B. Explain: Establish minimum disclosure to be provided to consumers by on-site wastewater evaluators 	
10. Rulemaking Coordinator: <u>Connie Stephens</u> Phone: <u>336-202-3126</u> E-Mail: <u>csstephens@ncowcicb.info</u> Additional agency contact, if any: Phone: E-Mail:	11. Signature of Agency Head* or Rule-making Coordinator:  By signing, I have verified that the information contained on this form is true and accurate to the best of my knowledge. *If this function has been delegated (reassigned) pursuant to G.S. 143B-10(a), submit a copy of the delegation with this form. Typed Name: Connie Stephens Title: Rulemaking Coordinator/Executive Director
RRC AND OAH USE ONLY	
Action taken: ☐ RRC extended period of review: ☐ RRC determined substantial changes: ☐ Withdrawn by agency ☐ Subject to Legislative Review ☐ Other:	

21 NCAC 39 .0101 is readopted with changes as published in 39:21 NCR 1409 as follows:

**~~ONCHAPTER 39~~ CHAPTER 39 - ON-SITE WASTEWATER CONTRACTORS AND INSPECTORS
CERTIFICATION BOARD**

SECTION .0100 - DUTIES AND DEFINITIONS

21 NCAC 39 .0101 DEFINITIONS

In addition to the terms defined in Article 5 of Chapter 90A of the General Statutes, the following definitions apply to the Rules in this Chapter:

- (1) "Authorized On-Site Wastewater Evaluator" means the same as defined in G.S. 130A-336.2(a); hereafter referred to as "evaluator".
- (2) "Building being constructed" means construction of a site-built single family residence constructed pursuant to Article 1, Chapter 87 of the N.C. General Statutes.
- (3) "College course" means a semester unit or quarter unit-based instruction given at a college or university that is relevant to on-site wastewater contractor or point-of-sale point-of-sale inspector activities, and is pre-approved by the board as set out in Rule .0603 .0602 of this Chapter.
- (4) "Course or Activity" means any course or activity with a purpose and objective that maintains, improves, or expands skills and knowledge relevant to the practice of on-site wastewater contractor or point-of-sale point-of-sale inspector activities and is pre-approved in accordance with G.S. 90A-79(b) and Rule .0602 of this Section.
- (5) "Evaluation and findings" mean, at a minimum, "Evaluation" shall include the following information: information required in G.S. 130A-335(e).
 - (a) wastewater characteristics;
 - (b) design unit;
 - (c) design capacity;
 - (d) design volume;
 - (e) criteria for the design, installation, operation, maintenance and performance of wastewater collection, treatment and disposal systems;
 - (f) soil morphology and drainage;
 - (g) topography and landscape position;
 - (h) depth to seasonally high water table, rock and water impeding formations;
 - (i) proximity to water supply wells, shellfish waters, estuaries, marshes, wetlands, areas subject to flooding, streams, lakes, swamps and other bodies of surface or groundwaters;
 - (j) Density of wastewater collection, treatment and disposal systems in a geographical area;

- (k) Other factors that, in the opinion of the evaluator, affect the operation and performance of wastewater collection, treatment and disposal systems; and
- (l) Any other information that may be required by G.S. 130A-335(e).
- (6) "Introduction course" means a class required to be eligible to apply for certification.
- ~~(6)~~(7) "Licensed soil scientist" means an individual licensed in accordance with Chapter 89F of the North Carolina General Statutes.
- ~~(7)~~(8) "Notice of Intent to Construct" means, at a minimum, that information required by G.S. 130A-336.2(b) and is provided as a form as set forth in Rule .1102, by the Department of Health and Human Services.
- ~~(8)~~(9) "Personally supervise" means to direct and control all on-site wastewater ~~contractor or inspector~~ contractor, ~~point of sale~~ point-of-sale inspector, or private compliance inspector activities during the time those activities are being conducted.
- (10) "Point of sale inspector" means a person who performs an inspection of an on-site wastewater system as part of a real estate transaction.
- (11) "Private compliance inspector" means the same as defined in G.S. 90A-71(10).
- ~~(9)~~(12) "Professional development hour" or "PDH" means an hour of instruction or presentation and is the basic unit of credit for all courses or activities related to satisfying continuing education requirements.
- ~~(10)~~(13) "Repair" means construction activity or alteration to an existing on-site wastewater system that is necessary to comply with a Construction Authorization for a repair permit issued by the Local Health Department or through the Authorized On-Site Wastewater Evaluator option pursuant to G.S. 130A-336.2.
- ~~(11)~~(14) "Seal" means the seal required by G.S. 130A-336.2(d)(2) for certified Authorized On-Site Wastewater Evaluator.
- ~~(12)~~(15) "Subordinate" means the same as defined in G.S. 89F-3(10).
- ~~[(13)]~~ "Private compliance inspector" means the same as defined in G.S. 90A-71(8).]
- ~~[(14)]~~ "Introduction course" means class required to be eligible to apply for certification.]

History Note: Authority G.S. 90A-71; 90A-72; 90A-74; 130A-336.2;
Eff. February 1, 2011;
Amended Eff. January 1, 2016; January 1, 2013;
Pursuant to G.S. 150B-21.3A, rule is necessary without substantive public interest Eff. January 9,
2018;
Amended Eff. June 1, 2021-2021;
Readopted Eff. November 1, 2025.

21 NCAC 39 .0102 is readopted **with changes** as published in 39:21 NCR 1409 as follows:

21 NCAC 39 .0102 TYPES OF CERTIFICATION

(a) The levels of certification for on-site wastewater contractors are as follows:

Level	Description of Activities
I	Single Septic Tank, Conventional (Gravel) Gravity System
II	Grade I, plus: <u>Single Septic Tank, Conventional (Gravel) Gravity System</u> Multiple tanks, Grease Traps, Single Pump or Single Siphon, Fill Systems, Sand Lined Trench, and any approved gravity or single pump dispersal system not specified in Grade Level III or Grade Level IV <u>IV, Systems of ≤ 1500 gdp</u>
III	Grade II, plus: Dual pumps or Dual Siphons, Systems of >1500 gpd to <3000 gpd, Low Pressure Dispersal, Flow Equalization, and any system requiring ground water lowering with a pump
IV	Grade III, II, plus: <u>Dual pumps or Dual Siphons, Low-Pressure Dispersal, Flow Equalization, and any system requiring ground water lowering with a pump, Systems of > 1500 gdp, Systems >3000 gpd,</u> Multiple Off-Site Systems, Industrial Process Wastewater, Residential Wastewater Treatment Systems (RWTS), TS-I and TS-II System, Drip Dispersal Systems, and Wastewater Reuse Systems or any Pretreatment Component.

(b) ~~[Point of sale] Inspectors~~ **Point-of-sale inspectors and private compliance inspectors** are certified to inspect all on-site wastewater systems referenced in Paragraph (a).

(c) Evaluators ~~shall be certified~~ **by the Board** pursuant to G.S. ~~130A-336.2, 130A-336.2(a) shall comply with the standards set forth in G.S. 130A-336.2.~~

History Note: Authority G.S. 90A-72; 90A-74; 90A-77; 130A-336.2;

Eff. February 1, 2011;

Pursuant to G.S. 150B-21.3A, rule is necessary without substantive public interest Eff. January 9, 2018;

Amended Eff. June 1, 2021-2021.;

Readopted Eff. November 1, 2025.

1 21 NCAC 39 .0103 is readopted **with changes** as published in 39:21 NCR 1409 as follows:

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3 **21 NCAC 39 .0103 ANNUAL REPORTS**

4 (a) On or before October 31 of each year, the Board shall prepare and file reports required pursuant to G.S. 93B-2.
5 The Board shall file reports in the manner requested by **the** receiving agency or committee.

6 (b) The Board shall maintain an escrow-~~account at the financial institution used regularly for deposits and checks.~~
7 account. Fees tendered during a period of suspension under G.S. 93B-2(d) shall be deposited into this escrow account.

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9 *History Note: Authority G.S. 90A-74; 93B-2;*

10 *Eff. July 1, ~~2019~~ 2019;*

11 *Readopted Eff. November 1, 2025.*
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21 NCAC 39 .0201 is readopted **with changes** as published in 39:21 NCR 1409-1411 as follows:

**SECTION .0200 - CERTIFICATION OF ON-SITE WASTEWATER CONTRACTORS, ~~[POINT-OF-SALE]~~
~~POINT-OF-SALE~~ INSPECTORS, PRIVATE COMPLIANCE ~~INSPECTORS~~ INSPECTORS, OR
AUTHORIZED ON-SITE WASTEWATER EVALUATORS**

21 NCAC 39 .0201 APPLICATION REQUIREMENTS FOR CERTIFICATION

(a) Applications for certification shall be submitted on forms provided by the Board.

(1) Applications for a contractor or ~~[point-of-sale]~~ **point-of-sale** inspector shall include:

- (A) Applicant's name;
- (B) Company address;
- (C) Phone number;
- (D) Date of birth;
- (E) Email address, if available;
- (F) Company or employer name and address;
- (G) Company phone number;
- (H) County where company is located;
- (I) If the certification is for contractor or **point-of-sale** inspector;
- (J) The contractor certification ~~level requested;~~ **level, if applicable;**
- (K) Certification number, if renewal;
- (L) Required certification ~~fee or annual fee for level of certification;~~ **fee, as specified in Rule .0301 of this Chapter;**
- (M) Dates, locations, hours, and providers of required education and training;
- (N) Applicant signature; ~~and~~
- (O) **Copy of Applicant's Social Security Card issued by the United States Social Security Administration, bearing Applicant's name and Social Security Number. Number;**
- ~~(P) Grade Level IV or [Point-of-Sale] point-of-sale Inspector verification of experience requirements;~~ **requirements as specified in G.S. 90A-77;**
- ~~(Q) [Copy(ies)] Copy of attendance [certificate(s)] certificate for required education received within [twelve (12)] 12 months of date of application; and~~
- ~~(R) Exam [application; and] application.~~
- ~~[(S) Applicant signature.]~~

(2) Applications for evaluator shall include:

- (A) Applicant's name;
- (B) Company address;
- (C) Phone number;
- (D) Date of birth;

- (E) Email address, if available;
 - (F) Company or employer name and address;
 - (G) Company phone number;
 - (H) County where company is located;
 - (I) Required certification ~~fee;~~ fee, as specified in Rule .0301 of this Chapter;
 - (J) ~~Dates, locations, hours, providers, and completion certificate that includes the required Board approved evaluator course;~~ ~~[Copy(ies)]~~ Copy of attendance ~~[certificate(s)]~~ certificate for required education received within ~~[twelve (12)]~~ 12 months of date of application;
 - (K) Copy of current Errors and Omission Policy declaration page, as required by G.S. 130A-336.2;
 - (L) Copy of current General Liability Policy declarations page, as required by G.S. 130A-336.2;
 - (M) Copy of current Soil Scientist License pursuant to Chapter 89F;
 - (N) Verification of minimum of five years' experience in on-site wastewater soil science;
 - ~~(O)(N)~~ Applicant signature; and
 - ~~(P)(O)~~ Copy of Applicant's Social Security Card issued by the United States Social Security Administration, bearing Applicant's name and Social Security ~~Number.~~ Number; and
 - ~~[(Q)(P)]~~ Exam application.
- (3) Applications for private compliance inspector shall include:
- (A) Applicant's name;
 - (B) Company address;
 - (C) Phone number;
 - (D) Date of birth;
 - (E) Email address, if available;
 - (F) Company or employer name and address;
 - (G) Company phone number;
 - (H) County where company is located;
 - (I) ~~[Require]~~ Required certification ~~fee;~~ fee, as specified in Rule .0301 of this Chapter;
 - (J) ~~[Copy(ies)]~~ Copy of attendance ~~[certificate(s)]~~ certificate for required education received within ~~[twelve (12)]~~ 12 months of date of application;
 - (K) Copy of current Errors and Omission Policy and General Liability Policy declaration page, as required by G.S. 130A-337(a2)(2);
 - (L) ~~[Verification of minimum of five years' experience as required in G.S. 90A-77(a)(3d);]~~ The name and address of the places at which applicant worked as a certified contractor, evaluator, subsurface operator, or registered environmental health specialist with

1 experience in on-site wastewater matters for at least five years, along with the dates during
2 which the applicant performed such work;

3 (M) Applicant signature;

4 (N) Copy of Applicant's Social Security Card issued by the United States Social Security
5 Administration, bearing Applicant's name and Social Security Number; and

6 (O) Exam application.

7 (b) Applications for renewal shall be submitted annually on forms provided by the Board and shall include:

8 (1) Certification holder's name;

9 (2) Company name;

10 (3) Company address;

11 (4) Certification number(s)

12 (5) Copy of required continuing education documentation;

13 (6) Annual renewal ~~fee;~~ fee, as specified in Rule .0301 of this Chapter;

14 (7) Current copies of all required insurance declarations pages;

15 (8) Evaluators will also submit a current copy of LSS their Licensed Soil Scientist license; and

16 (9) Applicant signature.

17 (c) Incomplete applications and applications not accompanied by the fee as set forth in Rule .0301 of this Chapter
18 shall not be processed and shall be returned to the applicant.

19 (d) Upon approval of an initial application pursuant to the requirements of this Chapter, the Board shall schedule an
20 applicant to take the required examination.

21 ~~(e) The Board may request verification of education and training.~~

22 ~~(f) All certified contractors, inspectors, or evaluators shall submit a renewal application by November 15 of each year.~~
23 ~~If a renewal applicant's renewal application is not received by the Board until after December 31 of that calendar year,~~
24 ~~the renewal applicant shall pay a late fee of twenty five dollars (\$25.00) in accordance with G.S. 90A-78(b). If a~~
25 ~~renewal application is received by the Board after December 31, it will not be processed until the late fee is received.~~

26 ~~(g) If the renewal application is postmarked more than 90 days after December 31, the person must meet the~~
27 ~~requirements for re-certification.~~

28 ~~(h) Applications for new certifications requiring testing pursuant to G.S. 90A-77 must be received by the Board at~~
29 ~~least 15 days prior to the scheduled date of the examination.~~

30 ~~(i) Any person requesting a certification level upgrade shall submit a request in writing and pay the difference in the~~
31 ~~fees set forth in Rule .0301 of this Chapter. Requests must be received no less than 24 hours prior to the scheduled~~
32 ~~date of the examination.~~

33 ~~(j)((f))(e)~~ In cases where the applicant is ineligible for examination as set forth in G.S. 90A-77, for failure to meet the
34 requirements set forth in Rules and statutes, the applicant shall be notified by letter and advised of the reason for
35 ineligibility.

36 ~~(k)((g))(f)~~ Applicants who have supplied false information must wait 12 months before resubmitting an application
37 for certification or renewal and must forfeit all fees paid.

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History Note: Authority G.S. 90A-72; 90A-74; 90A-77; 90A-78; **93B-14**; 130A-336.2;
Eff. February 1, 2011;
Pursuant to G.S. 150B-21.3A, rule is necessary without substantive public interest Eff. January 9,
2018;
Amended Eff. June 1, ~~2021~~2021;
Readopted Eff. November 1, 2025.

21 NCAC 39 .0202 is readopted with changes as published in 39:21 NCR 1411 as follows:

21 NCAC 39 .0202 BUSINESS SUCCESSION

(a) A person ~~may~~ shall be certified by the Board pursuant to G.S. 90A-77(c) ~~by~~ upon:

- (1) Providing the Board documentation of ~~being supervised~~ supervision by and ~~employed full time~~ full-time employment with a Board certified contractor or ~~point of sale~~ point-of-sale inspector for the past three years;
- (2) Providing the Board three affidavits from local health ~~department~~ departments as defined by G.S. 130A-34, engineers, or customers ~~that show integral~~ describing the applicant's involvement with the installation of on-site wastewater systems;
- (3) Providing the Board with an application for certification, including appropriate initial fees;
- (4) Providing the Board with proof of attendance at approved continuing education courses for a minimum of two years; and
- (5) Passing the applicable test for the ~~level~~ certification requested.

History Note: Authority G.S. 90A-74; 90A-77;

Eff. January 1, 2013;

Pursuant to G.S. 150B-21.3A, rule is necessary without substantive public interest Eff. January 9, 2018-2018;

Readopted Eff. November 1, 2025.

21 NCAC 39 .0301 is readopted **with changes** as published in 39:21 NCR 1411 as follows:

SECTION .0300 - ONSITE WASTEWATER CONTRACTOR, ~~POINT-OF-SALE~~ **POINT-OF-SALE
INSPECTOR, PRIVATE COMPLIANCE INSPECTOR, OR EVALUATOR FEES**

21 NCAC 39 .0301 SCHEDULE OF CERTIFICATION FEES

(a) Application fees are as follows:

Grade Level	Initial Fee	Renewal Fee
I	\$150.00	\$75.00
II	\$200.00	\$75.00
III	\$250.00	\$75.00
IV	\$300.00	\$75.00
<u>Point-of-Sale</u> <u>Point-of-Sale</u> Inspector Certificate Certification	\$200.00	\$75.00
Combination Contractor Certification Grade Level and Inspector Certificate	Sum of individual fees	\$125.00
On-site Wastewater Evaluator	\$300.00	\$100.00
<u>Private Compliance Inspector</u>	<u>\$300.00</u>	<u>\$100.00</u>

(b) Application fees shall not be pro-rated.

(c) The fee for re-instatement of a revoked or suspended certification is five hundred dollars (\$500.00).

(d) The fee for certificate replacement or duplication is twenty-five dollars (\$25.00).

(e) The fee for late renewal is twenty-five dollars (\$25.00). This fee is charged if the renewal request is received after ~~December 31~~ **November 15**.

(f) The fee for each returned check is twenty-five dollars (\$25.00).

(g) All fees are non-refundable.

History Note: Authority G.S. 25-3-506; 90A-72(a); 90A-74; 90A-75; 90A-77(f); 90A-78(b); 130A-336.2;

Eff. February 1, 2011;

Amended Eff. January 1, 2016;

Pursuant to G.S. 150B-21.3A, rule is necessary without substantive public interest Eff. January 9, 2018;

Amended Eff. June 1, ~~2021~~ 2021;

Readopted Eff. November 1, 2025.

21 NCAC 39 .0401 is readopted with changes as published in 39:21 NCR 1411 as follows:

SECTION .0400 - CERTIFICATION BY EXAMINATION

**21 NCAC 39 .0401 ON-SITE WASTEWATER CONTRACTOR, ~~POINT-OF-SALE~~ POINT-OF-SALE
INSPECTOR, PRIVATE COMPLIANCE INSPECTOR, OR EVALUATOR
EXAMINATIONS**

- (a) On-site wastewater contractor, ~~point-of-sale~~ point-of-sale inspector, private compliance inspector, or evaluator examinations shall be ~~comprehensive examinations that are~~ standardized ~~statewide.~~ statewide and include the topics described in G.S. 90A-77(a)(7).
- (b) The exam questions shall be specific to the ~~grade level~~ certification being sought by the applicant.
- (c) Any applicant seeking ~~a combination certification~~ multiple certifications shall take and pass each exam specific to the ~~grade level~~ certifications being sought.
- (d) Each applicant shall obtain a passing score of at least 70 ~~percent.~~ percent as a requirement of certification. Results of the examination shall be reported as either "pass" or "fail."

History Note: Authority G.S. 90A-72; 90A-74; 90A-77; 130A-336.2;

Eff. February 1, 2011;

Amended Eff. January 1, 2016;

Pursuant to G.S. 150B-21.3A, rule is necessary without substantive public interest Eff. January 9, 2018;

Amended Eff. June 1, ~~2021~~ 2021;

Readopted Eff. November 1, 2025.

21 NCAC 39 .0402 is readopted **with changes** as published in 39:21 NCR 1411-1412 as follows:

21 NCAC 39 .0402 TIME AND PLACE OF EXAMINATION

(a) The Board may schedule on-site wastewater contractor, ~~point-of-sale~~ **point-of-sale** inspector, private compliance inspector, or evaluator examinations in addition to the required examinations pursuant to G.S. 90A-77. Additional examinations may be scheduled by the Board if the Board determines that the three scheduled examinations are insufficient due to the number of applicants for examination or the time between examinations. Information regarding the date, time, and place **of all exams** shall be made available on the Board's web site or upon request.

(b) The Board shall notify each applicant filing for examination in writing of the date, time, and place of the examination.

History Note: Authority G.S. 90A-72; 90A-74; 90A-77; 130A-336.2;

Eff. February 1, 2011;

Pursuant to G.S. 150B-21.3A, rule is necessary without substantive public interest Eff. January 9, 2018;

Amended Eff. June 1, ~~2021~~ 2021;

Readopted Eff. November 1, 2025.

21 NCAC 39 .0403 is readopted **with changes** as published in 39:21 NCR 1412 as follows:

21 NCAC 39 .0403 CONDUCTING AND GRADING EXAMINATIONS

(a) Examinations shall be conducted and graded under the supervision of a representative of the Board.

(b) Applicants shall identify themselves by way of a driver's license or other form of photographic identification issued by a state or federal government agency **containing an identification number** and the **government-issued** identification number **appearing on the identification** shall be **recorded.** ~~recorded on the face of the examination paper.~~

(c) Applicants shall not cheat or attempt to cheat on an examination by any means, including both giving and receiving assistance, and shall not communicate in any manner for any purpose other than with an examination supervisor during an examination. Applicants shall not deliberately disrupt the quiet and orderly administration of an examination in any manner. Violation of this Paragraph is cause for dismissal from the examination, invalidation of **examinations** **examination** scores, denial of certification and revocation of certification if the person is certified.

(d) No electronics, reference ~~[materials]~~ materials, or bags shall be possessed by applicants in an examination area.

History Note: Authority G.S. 90A-72; 90A-74; 90A-77; 90A-81;

Eff. February 1, 2011;

Pursuant to G.S. 150B-21.3A, rule is necessary without substantive public interest Eff. January 9, 2018-2018;

Readopted Eff. November 1, 2025.

21 NCAC 39 .0404 is readopted with changes as published in 39:21 NCR 1412 as follows:

21 NCAC 39 .0404 ISSUANCE OF CERTIFICATES

(a) After an examination grading, the applicant shall be informed in writing by ~~the Board or its authorized representatives~~ Board staff as to the results of his or her examination. The Board shall not respond to requests for exam results.

(b) Upon successful completion of the examination and all requirements for certification the applicant shall be issued a certification card.

(c) Questions by the applicant concerning the examination must be made in writing to the Board within six months of the ~~notification date~~ date of notification of exam results.

(d) An applicant who fails to pass an examination shall be entitled to and notified of the privilege to review his or her examination in the presence of one or more Board members or ~~its authorized representative~~ Board staff at a location approved by the Board.

(e) Each certified on-site wastewater contractor, ~~[point of sale]~~ point-of-sale inspector, private compliance inspector, or evaluator shall be assigned a unique certification number. Certification numbers are not transferable and shall not be used by another onsite wastewater contractor, ~~[point of sale]~~ point-of-sale inspector, private compliance inspector, or evaluator.

(f) Upon ~~successful completion of the examination~~, certification by the Board, each evaluator shall be issued a ~~seal~~ seal by the Board.

History Note: Authority G.S. 90A-72; 90A-74; 90A-77; 130A-336.2;

Eff. February 1, 2011;

Pursuant to G.S. 150B-21.3A, rule is necessary without substantive public interest Eff. January 9, 2018;

Amended Eff. June 1, ~~2021~~, 2021;

Readopted Eff. November 1, 2025.

21 NCAC 39 .0405 is readopted as published in 39:21 NCR 1412 as follows:

**21 NCAC 39 .0405 LICENSURE FOR MILITARY-TRAINED APPLICANT; LICENSURE FOR
MILITARY SPOUSE**

(a) Upon receipt of a request for licensure pursuant to G.S. 93B-15.1 from a military-trained applicant, the Board shall issue a license upon the applicant's satisfying the following conditions:

- (1) Submit a complete Application for ~~Certification;~~ Certification, as required by Rule .0201 of this Chapter.
- (2) Submit a license fee in accordance with G.S. 90A-75 and Rule .0301 of this Chapter;
- (3) Provide documentation to satisfy conditions set out in G.S. 93B-15.1(a)(1) and (2);
- (4) For evaluator, provide documentation from the N.C. Board for Licensing of Soil Scientists that demonstrates that requirements set out in ~~G.S. 89F~~ G.S. 89F-10 have been satisfied; and
- (5) Provide documentation that the applicant has not committed any act in any jurisdiction that would constitute grounds for refusal, suspension, or revocation of ~~a~~ an occupational license in North Carolina at the time the act was committed.

(b) Upon receipt of a request for licensure pursuant to G.S. 93B-15.1 from a military spouse, the Board shall issue a license upon the applicant's satisfying the following conditions:

- (1) Submit a complete Application for ~~Certification;~~ Certification, as required by Rule .0201 of this Chapter.
- (2) Submit a license fee in accordance with G.S. 90A-75 and Rule .0301 of this Chapter;
- (3) Submit documentation demonstrating that the applicant is married to an active member of the U.S. military;
- (4) Provide documentation to satisfy conditions set out in G.S. 93B-15.1(b)(1) and (2);
- (5) For evaluator, provide documentation from the N.C. Board for Licensing of Soil Scientists that demonstrates that requirements set out in G.S. ~~89F~~ 89F-10 have been satisfied; and
- (6) Provide documentation that the applicant has not committed any act in any jurisdiction that would constitute grounds for refusal, suspension, or revocation of ~~a~~ an occupational license in North Carolina at the time the act was committed.

History Note: Authority: G.S. 90A-74; 90A-75; 93B-15.1; 130A-336.2;

Eff. April 1, 2014;

Pursuant to G.S. 150B-21.3A, rule is necessary without substantive public interest Eff. January 9, 2018;

Amended Eff. June 1, 2021- 2021:

Readopted Eff. November 1, 2025.

21 NCAC 39 .0501 is readopted **with changes** as published in 39:21 NCR 1412 as follows:

SECTION .0500 - CERTIFICATION RENEWAL

21 NCAC 39 .0501 CONDITIONS AND LIMITATIONS FOR RENEWAL OF CERTIFICATIONS

(a) Certifications shall expire on December 31 of each year.

(b) A renewal shall not be granted if the applicant's certification is suspended or revoked until the period for such suspension or revocation has expired.

(c) Certified individuals under this program shall notify the Board **in writing** within 30 days **in writing** of any changes to their name, company name, company address, phone number, or email address.

*History Note: Authority G.S. 90A-72; 90A-74; 90A-77; **90A-78;***

Eff. February 1, 2011;

Pursuant to G.S. 150B-21.3A, rule is necessary without substantive public interest Eff. January 9, ~~2018.~~ 2018;

Readopted Eff. November 1, 2025.

21 NCAC 39 .0601 is readopted with changes as published in 39:21 NCR 1412 as follows:

SECTION .0600 - CONTINUING EDUCATION REQUIREMENTS

21 NCAC 39 .0601 REQUIREMENTS

(a) Every certified on-site wastewater contractor, point-of-sale point-of-sale inspector, private compliance inspector, or evaluator shall obtain Professional Development Hours (PDH) units during the renewal period before each renewal of his or her certification, as described in the following table:

Level	Annual PDH Units Required
I	3
II	3
III	6
IV	6
<u>Point-of-Sale</u> <u>Point-of-Sale</u> Inspector	6
<u>Combination Certification Holders of Both Contractor Grade Level and</u> <u>Point-of-Sale</u> <u>Point-of-Sale</u> Inspector	6
Evaluator	12
<u>Private Compliance Inspector</u>	<u>12</u>

(b) The certified on-site wastewater contractor, point-of-sale point-of-sale inspector, private compliance inspector, or evaluator shall select courses and activities that have been approved as set out in Rule .0602 of this Chapter.

(c) Professional Development Hours (PDH) Only PDH approved by the Board pursuant to Rule .0602 shall qualify as continuing education required to renew a certification, as set forth in G.S. 90A-78. shall be accepted by the Board for approved courses pursuant to Rule .0602 of this Chapter. Hours for all other courses shall be submitted by providers to the Board for approval pursuant to Rule .0602 of this Chapter. If not approved, no PDH shall be granted for the course.

(d) Each on-site wastewater contractor, point-of-sale point-of-sale inspector, private compliance inspector, or evaluator shall attend at least 85 percent of the class in order to receive credit. Any attendee present for less time shall not receive credit for the class. The class provider or authorized representative shall certify by affidavit or attestation that each class attendee meets the requirement of this Paragraph.

(e) PDH received annually in excess of required PDH shall not be carried forward for future requirements.

(f) PDH shall expire fifteen (15) fifteen months after completion.

[(g) PDH received for all introduction courses shall expire fifteen (15) fifteen months after completion.]

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2 *History Note: Authority G.S. 90A-72; 90A-74; 90A-77; 90A-78; 90A-79; 130A-336.2;*
3 *Eff. February 1, 2011;*
4 *Amended Eff. January 1, 2016; January 1, 2013;*
5 *Pursuant to G.S. 150B-21.3A, rule is necessary without substantive public interest Eff. January 9,*
6 *2018;*
7 *Amended Eff. June 1, ~~2021~~2021;*
8 *Readopted Eff. November 1, 2025.*
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21 NCAC 39 .0602 is readopted with changes as published in 39:21 NCR 1412-1413 as follows:

21 NCAC 39 .0602 APPROVAL OF CONTINUING EDUCATION COURSES

(a) All continuing education courses shall be approved by the Board before PDH can be granted.

(b) All Providers must submit all continuing education courses to the Board shall to be approved on an annual basis.

(c) The Board shall approve courses in accordance with G.S. 90A-79 that instruct on on-site wastewater contractor, [point of sale] point-of-sale inspector, private compliance inspector, or evaluator activities and that enhance a contractor's, [point of sale] point-of-sale inspector's, private compliance inspector's, or evaluator's knowledge of construction, installation, repair, evaluation or inspection of wastewater systems. The Board shall determine that which courses and activities result in the maintenance, improvement, or expansion of skills and knowledge related to the practice of on-site wastewater contractor, [point of sale] point-of-sale inspector, private compliance inspector, or evaluator activities. Providers may request approval of courses or activities from the Board by obtaining and completing a form available on the Board's website (www.ncowcib.info) or by a written request to the Board that provides the following information:

- (1) Course content;
- (2) Course schedule;
- (3) Level of instruction provided (Level 1, 2, 3, 4, [II, IV, point of sale inspector, private compliance inspector, or evaluator]; Inspector, or level 4/Inspector); Combination Contractor Grade Level and Inspector, or evaluator; such as Level II, IV, point-of-sale inspector, private compliance inspector, or evaluator;
- (4) Qualifications of instructors (including both education and experience); including both education and experience; and
- (5) Materials provided, field experiences, and other activities available in connection with the course(s).

~~[(d) Providers shall submit attendance rosters in excel format via email to the Board no later than ten (10) business days after conclusion of course. Attendance roster shall contain only the following:~~

- ~~(1) — Attendee First Name;~~
- ~~(2) — Attendee Last Name;~~
- ~~(3) — Number of Credit Hours received;~~
- ~~(4) — Certification number for current certification held or "none" for new applicants;~~
- ~~(5) — Name of Provider; and~~
- ~~(6) — Date of Class.~~

~~(e) Provider shall submit an email to the Board containing dates of class(es) scheduled a minimum of ten (10) business days prior to class date.~~

~~(f) Provider shall issue an attendance certificate to each attendee at the conclusion of class. Attendance certificates may be electronic or printed.]~~

History Note: Authority G.S. 90A-72; 90A-74; 90A-77; 90A-78; 90A-79; 130A-336.2;

1 *Eff. February 1, 2011;*
2 *Amended Eff. January 1, 2016;*
3 *Pursuant to G.S. 150B-21.3A, rule is necessary without substantive public interest Eff. January 9,*
4 *2018;*
5 *Amended Eff. June 1, ~~2021~~2021;*
6 *Readopted Eff. November 1, 2025.*

21 NCAC 39 .0604 is readopted **with changes** as published in 39:21 NCR 1413 as follows:

21 NCAC 39 .0604 RECORDKEEPING

Each contractor, ~~point-of-sale~~ **point-of-sale** inspector, private compliance inspector, or evaluator shall maintain records of any completed PDH courses including the following:

- (1) A log showing the type of activity claimed, sponsoring organization, location, duration, instructors or speaker's name, and PDH credits earned; or
- (2) Attendance verification records in the form of completion certificates or other documents supporting evidence of attendance.

History Note: Authority G.S. 90A-72; 90A-74; 90A-77; 90A-78; 90A-79; 130A-336.2;

Eff. February 1, 2011;

Pursuant to G.S. 150B-21.3A, rule is necessary without substantive public interest Eff. January 9, 2018;

Amended Eff. June 1, ~~2021~~, 2021;

Readopted Eff. November 1, 2025.

21 NCAC 39 .0605 is readopted with changes as published in 39:21 NCR 1413 as follows:

21 NCAC 39 .0605 EXTENSION OF TIME

(a) The Board shall grant an on-site wastewater contractor, [point-of-sale] point-of-sale inspector, private compliance inspector, or evaluator an extension of time to complete continuing education (CE) requirements during a period of service in the Armed Forces of the United States upon submission of the following to the Board:

- (1) written request for extension; and
- (2) documentation that the requestor is serving in the Armed Forces of the United States and is eligible for an extension of time to file a tax return pursuant to G.S. 105-249.2.

(b) The Board shall grant an on-site wastewater contractor, [point-of-sale] point-of-sale inspector, private compliance inspector, or evaluator an extension of time to obtain complete CE requirements if he or she has a disability or illness that prevents him or her from complying with CE requirements. In order to receive the waiver, the requestor shall provide the Board with the following:

- (1) written request for waiver; and
- (2) ~~documentation~~ a letter from a licensed physician, nurse practitioner (NP), or physician assistant (PA) that describes the requestor's disability or illness and explains how the disability or illness prevents the contractor, [point-of-sale] point-of-sale inspector, private compliance inspector, or evaluator from complying with the Board's CE requirements. ~~Documentation includes a letter from a licensed physician, nurse practitioner (NP), or physician assistant (PA).~~

(c) Where on a case-by-case basis the Board determines that due to an undue hardship (such as natural disaster or illness of family member) the contractor, [point-of-sale] point-of-sale inspector, or private compliance inspector, evaluator could not reasonably be expected to comply with the Board's CE requirements, the contractor, [point-of-sale] point-of-sale inspector, private compliance inspector, or evaluator shall be granted an extension of time in which to obtain the required CE credits. To be considered for an extension of time, a requestor shall submit the following:

- (1) written request for extension; and
- (2) documentation that supports the reason for the extension.

(d) The Board shall grant a waiver of CE requirements upon submission of documentation that a contractor, [point-of-sale] point-of-sale inspector, private compliance inspector, or evaluator is in active duty while serving in the Armed Forces and is or has been deployed for at least eight months during the twelve-month period during which CE credits were required.

(e) An extension granted under Paragraphs (b) or (c) of this Rule shall not exceed one year. Prior to the expiration of the one-year extension of time, a contractor, [point-of-sale] point-of-sale inspector, private compliance inspector, or evaluator may request an additional extension in accordance with this Rule. Except as set out in Paragraph (a) of this Rule, the Board shall grant no more than two consecutive extensions.

History Note: *Authority G.S. 90A-72; 90A-74; 90A-77; 90A-78; 90A-79; 93B-15; 130A-336.2;*
Eff. February 1, 2011;

1 *Pursuant to G.S. 150B-21.3A, rule is necessary without substantive public interest Eff. January 9,*
2 *2018;*
3 *Amended Eff. June 1, ~~2021~~, 2021;*
4 *Readopted Eff. November 1, 2025.*
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6

21 NCAC 39 .0701 is readopted with changes as published in 39:21 NCR 1414 as follows:

SECTION .0700 - PROCEDURES FOR DISCIPLINARY ACTIONS

21 NCAC 39 .0701 **REVOCATION, REVOCATION OR SUSPENSION OF CERTIFICATION**

(a) The Board may revoke or suspend the certification of an on-site wastewater contractor, point-of-sale point-of-sale inspector, private compliance inspector, or evaluator in accordance with the provisions of G.S. 90A-80, 90A-81, and Article 3A of Chapter of 150B of the NC General Statutes. For holders of ~~the Combination Contractor Grade Level and Inspector multiple~~ certifications, the Board may revoke or suspend either or ~~both~~ all certifications.

(b) Following a revocation or suspension, a certificate holder shall relinquish his or her certificate or seal by submission to the Board of the original certificate or seal and a notarized statement of relinquishment, relinquishment within 30 days of revocation or suspension.

(c) The Board may restrict the certificate of an on-site wastewater contractor, point-of-sale inspector, or evaluator. Written notice of the restriction shall be delivered in accordance with the provisions of service in G.S. 150B-42. A copy of the letter shall be kept in the on-site wastewater contractor, point-of-sale point-of-sale inspector, private compliance inspector, or evaluator's file. The on-site wastewater contractor, point-of-sale point-of-sale inspector, private compliance inspector, or evaluator shall be given the opportunity to request a hearing by submission of a rebuttal, which shall be placed put a letter of rebuttal into the file with the Board. The letter shall be received by the Board within 30 days of receipt of the written notice. The Board shall receive the letter of rebuttal within 30 days of the on-site wastewater contractor, point-of-sale inspector, private compliance inspector, or evaluator's receipt of the notice of restriction. Upon receipt of a certificate holder's rebuttal, the Board shall provide the certificate holder with an opportunity for a hearing by issuing a notice of hearing pursuant to G.S. 150B-38(d).

History Note: Authority G.S. 90A-72; 90A-74; 90A-80; 90A-81; 130A-336.2;

Eff. February 1, 2011;

Amended Eff. January 1, 2016;

Pursuant to G.S. 150B-21.3A, rule is necessary without substantive public interest Eff. January 9, 2018;

Amended Eff. June 1, ~~2021~~ 2021;

Readopted Eff. November 1, 2025.

21 NCAC 39 .0702 is readopted with changes as published in 39:21 NCR 1414 as follows:

21 NCAC 39 .0702 CERTIFICATION FOLLOWING REVOCATION OR VOLUNTARY SURRENDER OF CERTIFICATION

(a) If a certification is revoked or voluntarily surrendered the person may not apply for a new certification for a period of at least 12 months, months from the date the certification is revoked or voluntarily surrendered.

(b) An individual whose certification was revoked or voluntarily surrendered may apply to the Board for reinstatement after the 12 month period has ended.

(c) An individual approved by the Board to apply applying for reinstatement, reinstatement must then meet all the requirements for a new applicant as specified in Article 5 of G.S. 90A and the rules adopted by the Board.

(d) Applicants denied reinstatement by the Board may appeal the decision pursuant to the procedures for an administrative hearing contained in G.S. 150B, Article 3A.

History Note: Authority G.S. 90A-72; 90A-74; 90A-80; 90A-81;

Eff. February 1, 2011;

Pursuant to G.S. 150B-21.3A, rule is necessary without substantive public interest Eff. January 9, 2018. 2018:

Readopted Eff. November 1, 2025.

21 NCAC 39 .0703 is ~~readopted as published in 39:21 NCR 1414~~ **repealed** as follows:

21 NCAC 39 .0703 PENALTIES

A person who violates any rule of this Section is subject to the penalties of G.S. 90A-81.

History Note: Authority G.S. 90A-72; 90A-74; 90A-80; 90A-81;

Eff. February 1, 2011;

*Pursuant to G.S. 150B-21.3A, rule is necessary without substantive public interest Eff. January 9,
~~2018- 2018;~~*

~~*[Readopted]*~~***Repealed*** *Eff. November 1, 2025.*

21 NCAC 39 .0801 is readopted with changes as published in 39:21 NCR 1414-1415 as follows:

SECTION .0800 – ONSITE WASTEWATER CONTRACTOR, INSPECTOR, OR EVALUATOR CODE OF ETHICS

21 NCAC 39 .0801 CODE OF ETHICS

(a) Contractors, [point-of-sale] point-of-sale inspectors, private compliance inspector, inspectors, and evaluators shall at all times recognize their primary obligation is to protect the public in the performance of their professional duties and shall conduct the practice of those duties in a manner that protects the public health, safety and welfare.

(b) Opinions Professional opinions expressed by contractors, [point-of-sale] point-of-sale inspectors, private compliance inspector, or evaluators in the discharge of their duties shall only be based on their education and experience.

(c) No contractor, [point-of-sale] point-of-sale inspector, private compliance inspector, or evaluator shall disclose any information about the results of an inspection or evaluation without the approval of the client for whom the inspection or evaluation was performed, or the client's designated representative, except as required by law.

(d) No contractor, [point-of-sale] point-of-sale inspector, private compliance inspector, or evaluator shall accept compensation or any other consideration from more than one interested party for the same service without the consent of all interested parties.

(e) No contractor, [point-of-sale] point-of-sale inspector, private compliance inspector, or evaluator shall accept or offer commissions or allowances, directly or indirectly, from or to other parties dealing with the client in connection with work for which the licensee is responsible.

(f) No contractor, [point-of-sale] point-of-sale inspector, or private compliance inspector, or evaluator shall provide an appraisal nor express an opinion of the market value of the inspected property during an inspection or in the inspection report.

(g) Before the execution of a contract to perform an on-site wastewater system [point-of-sale] point-of-sale inspection, an a [point-of-sale] point-of-sale inspector shall disclose to the client any interest the [point-of-sale] point-of-sale inspector has in a business that may affect the client. No licensee shall allow his or her interest in any business to affect the quality or results of the inspection work that the inspector may be called upon to perform.

(h) Before the execution of a contract to perform an on-site wastewater system installation, a contractor shall disclose to the client any interest a contractor has in a business that may affect the client. No licensee shall allow his or her interest in any business to affect the quality or results of the installation work that the contractor may be called upon to perform.

(i) Before the execution of a contract to perform an on-site wastewater system evaluation, an evaluator shall disclose to the client any interest the evaluator has in a business that may affect the client. No evaluator shall allow his or her interest in any business to affect the quality or results of the evaluation work that the evaluator may be called upon to perform. Pursuant to G.S. 130A-336.2(d)(1), the evaluator shall not form a direct business relationship with any technology.

(j) Before execution of a contract to perform an on-site wastewater system private compliance inspection, the private compliance inspector shall disclose to the client any interest the private compliance inspector has in a business that may affect the client. No private compliance inspector shall allow his or her interest in any business to affect the quality or results of the private compliance inspection that the private compliance inspector may be called upon to perform.

~~(j)~~(k) Contractors shall not knowingly or willfully install a non-permitted system.

~~(k)~~(l) Contractors shall not knowingly or willfully install a system or any part of a system other than what is specified in the permit.

~~(l)~~(m) Contractors, ~~point-of-sale~~ ~~point-of-sale~~ inspectors, ~~private compliance inspector~~, and evaluators shall not engage in false or misleading advertising, documentation, and reporting or otherwise misrepresent any matters to the public.

~~(m)~~(n) Contractors, ~~point-of-sale~~ ~~point-of-sale~~ inspectors, ~~private compliance inspector~~, and evaluators shall discharge their duties in accordance with Article 5 of Chapter 90A of the North Carolina General Statutes and the rules of the Board.

~~(n)~~(o) No ~~point-of-sale~~ ~~point-of-sale~~ inspector shall subcontract with another ~~point-of-sale~~ ~~point-of-sale~~ inspector for an on-site wastewater system inspection without the knowledge and signed consent of the client.

~~(o)~~(p) The contractor ~~of record~~ shall be the responsible party for an on-site wastewater system installation or repair that is permitted through the local health ~~department~~ ~~department~~ or evaluator.

~~(p)~~(q) The evaluator ~~of record~~ shall be responsible for the work conducted by a subordinate.

~~(q)~~(r) The evaluator shall not perform any of the functions performed by a professional engineer for engineered wastewater systems described in ~~G.S. 130A-336.1~~ ~~G.S. 130A-336.1~~.

~~(r)~~(s) Evaluators who fail to comply with G.S. 89F-19 and have their soil scientist license revoked or suspended shall also have their authorization as an evaluator revoked or suspended.

~~(s)~~(t) Employees of a local health department or DHHS shall not construct, install, evaluate, ~~inspect~~ ~~inspect~~, or repair, or offer to construct, install, evaluate, ~~inspect~~ ~~inspect~~, or repair, onsite wastewater systems outside of their employment with a local health department or DHHS.

~~(t)~~(u) Evaluators shall not perform duties of ~~contractors or inspectors~~ ~~contractors~~, ~~point-of-sale~~ ~~point-of-sale~~ inspectors, or private compliance inspectors on any system on which they are the evaluator.

(v) The private compliance inspector ~~of record~~ shall be responsible for the work conducted by a subordinate.

History Note: Authority G.S. 90A-70; 90A-72; 90A-74; 130A-336.2;

Eff. November 1, 2011;

Amended Eff. January 1, 2016;

Pursuant to G.S. 150B-21.3A, rule is necessary without substantive public interest Eff. January 9, 2018;

Amended Eff. July 1, 2021; June 1, 2024-2021;

Readopted Eff. November 1, 2025.

1 21 NCAC 39 .0802 is readopted **with changes** as published in 39:21 NCR 1415 as follows:

2
3 **21 NCAC 39 .0802 COOPERATION WITH BOARD INQUIRY**

4 **The Board has the power and duty to conduct investigations to determine whether violations of Article 5 of Chapter**
5 **90A of the General Statutes have occurred or may be occurring, or whether grounds exist for disciplining persons**
6 **certified under Article 5 of Chapter 90A of the General Statutes.** A certificate holder shall respond to any **such** inquiry
7 made by the Board within 21 days from the date the inquiry was received by the certificate holder.

8
9 *History Note: Authority G.S. ~~90A-74(6)~~; ~~90A-74(6) and (9)~~; ~~90A-80~~;*

10 *Eff. July 1, ~~2019~~, 2019;*

11 *Readopted Eff. November 1, 2025.*
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21 NCAC 39 .0803 is readopted with changes as published in 39:21 NCR 1415 as follows:

21 NCAC 39 .0803 DELEGATING TO THIRD-PARTY SERVICE PROVIDERS

(a) If a certificate holder delegates service requested by a client to another certificate holder, ~~he or she~~ the delegating certificate holder must give notice to the client on or before the date of service.

(b) The certificate holder who delegates service as set forth in this Rule ~~shall continue to be responsible for the delegated service provided to the client.~~ accepts responsibility for the quality and competency of the delegated services when the delegating certificate holder either receives payment for the delegated services or signs an evaluation or inspection report related to the delegated services.

History Note: Authority G.S. 90A-74(6);

Eff. July 1, ~~2019~~ 2019;

Readopted Eff. November 1, 2025.

21 NCAC 39 .0901 is readopted **with changes** as published in 39:21 NCR 1415 as follows:

SECTION .0900 – RULEMAKING PROCEDURES

21 NCAC 39 .0901 PETITION FOR RULE-MAKING

(a) Any person submitting a petition to adopt, amend, or repeal a rule by the Board shall address a petition to the Chairman at the Board office as follows: Post Office Box 132, Lawsonville, North Carolina 27022.

(b) The petition shall contain the following:

- (1) for petitions to adopt or amend a rule, a draft of the proposed rule or amendment;
- (2) a statement of the effect of the requested rule change; and
- (3) the name and address of the petitioner.

(c) The petition may contain the following:

- (1) the reason for the proposal; **or**
- ~~(2) the effect of the new rule on existing rules; or~~
- ~~(3)-(2)~~ any data supporting the rule proposal.

History Note: Authority G.S. 90A-74; 150B-20;
Eff. July 1, ~~2019~~ 2019;
Readopted Eff. November 1, 2025.

21 NCAC 39 .0902 is readopted as published in 39:21 NCR 1415 as follows:

21 NCAC 39 .0902 REQUEST FOR DECLARATORY RULING

All requests for a declaratory ruling shall contain the following information:

- (1) the name, address, and telephone number of the person making the request;
- (2) the statute or rule to which the request relates; and
- (3) a statement describing the manner in which the person has been or may be aggrieved by the statute or rule.

If a hearing is desired, the request shall so state and shall include the reason a hearing is desired.

History Note: Authority G.S. 90A-74; 150B-4(a);

Eff. July 1, ~~2019~~ 2019;

Readopted Eff. November 1, 2025.

21 NCAC 39 .0903 is readopted **with changes** as published in 39:21 NCR 1415 as follows:

21 NCAC 39 .0903 REFUSAL TO ISSUE DECLARATORY RULING

The Board shall refuse to issue a declaratory ruling under the following circumstances:

- (1) when the Board has issued a decision in a contested case ~~with substantially similar facts; that~~
interprets the law or rule at issue in the request for declaratory ruling;
- (2) when the facts underlying the request for a ruling on a rule were considered at the time of the adoption of the rule in question; or
- (3) when the subject matter of the request is involved in pending litigation in North Carolina.

*History Note: Authority G.S. 90A-74; 150B-4;
 Eff. July 1, ~~2019~~ 2019;
 Readopted Eff. November 1, 2025.*

21 NCAC 39 .0904 is readopted **with changes** as published in 39:21 NCR 1415 as follows:

21 NCAC 39 .0904 WAIVER OR EXTENSION

The Board may waive or extend any rule in this Chapter that is not statutorily required if a certificate holder submits **to the Board** a written request. Factors the Board shall use in determining whether to grant the waiver or extension are:

- (1) degree of disruption to the Board;
- (2) cost to the Board;
- (3) degree of benefit to the public;
- (4) whether the requesting party had control over the circumstances that required the requested waiver or extension;
- (5) notice to and opposition by the public;
- (6) need for the waiver or extension; and
- (7) previous requests for waivers or extensions submitted from the requesting party.

*History Note: Authority G.S. 90A-74; 150B-19(6);
Emergency Adoption Eff. May 20, 2020;
Temporary Adoption Eff. July 24, 2020;
Eff. June 1, 2021- 2021;
Readopted Eff. November 1, 2025.*

21 NCAC 39 .1001 is readopted **with changes** as published in 39:21 NCR 1415 as follows:

SECTION .1000 - NC ON-SITE WASTEWATER INSPECTOR STANDARDS OF PRACTICE

21 NCAC 39 .1001 DEFINITIONS

As used in this Section:

- (1) "Automatic safety controls" means devices designed and installed to protect systems and components from excessively high or low pressures and temperatures, excessive electrical current, loss of water, high water, fire, freezing, or other unsafe conditions.
- (2) "Component" means a readily accessible and observable part of an on-site wastewater system.
- (3) "Cross connection" means any physical connection or arrangement between potable water and the on-site wastewater system or any other source of contamination.
- (4) "Dangerous or adverse situations" means situations that pose a threat of injury to the inspector, or those situations that require the use of special protective clothing or safety equipment, such as personal protection equipment.
- (5) "Describe" means **to create** a written report of a condition found within the system or any observed component of the inspected system.
- (6) "Dismantle" means to take apart or remove any component, device, or piece of equipment that is bolted, screwed, or fastened by other means that would not be taken apart or removed by a homeowner or operator in the course of normal household maintenance.
- (7) "Enter" means to go into an area to inspect all readily accessible, readily openable, and readily visible components.
- (8) "Hydraulic Load Test" means the introduction of water or waste water into a system for the purposes of mimicking the system's peak flows.
- (9) "Inflow" means extraneous water directly entering a component, such as via a sump pump, foundation drain, condensate line, or infiltration.
- (10) "Normal operating controls" means certified operator or homeowner-operated devices.
- (11) "Normal wear and tear" means superficial blemishes or defects that do not interfere with the functionality of the component or system.
- (12) "Operate" means to cause systems or equipment to function.
- (13) "Readily accessible" means approachable or enterable for inspection without the risk of damage to any property or alteration of the accessible space, equipment, or opening.
- (14) "Readily openable access panel" means a panel provided for homeowner or certified operator maintenance and operation that has removable or operable fasteners or latch devices in order to be lifted off, swung open, or otherwise removed for inspection. This definition is limited to those wastewater system components not blocked by stored items, furniture, building components or landscaping.

- 1 (15) "Readily visible" means seen by using natural or artificial light without the use of equipment or tools
2 other than a probe, flashlight, or mirror.
- 3 (16) "Roof drainage systems" means gutters, downspouts, leaders, splash blocks, and similar parts used
4 to carry water off a roof and away from a building.
- 5 (17) "Shut down" means a condition or conditions wherein a piece of equipment or system cannot be
6 operated by the device or control that a homeowner should normally use to operate it. If its safety
7 switch or circuit breaker is in the "off" position, or its fuse is missing or blown, the inspector is not
8 required to reestablish the circuit for the purpose of operating the equipment or system.
- 9 (18) "Statement of responsibility" means a signed and dated document, from the contractor to the system
10 owner, that acknowledges the requirements of the onsite wastewater system specified by the
11 evaluator.
- 12 (19) "Structural component" means a wastewater system component that supports non-variable forces or
13 weights (dead loads) and variable forces or weights (live loads), such as a control panel support,
14 septic tank, D-box, or manifold.
- 15

16 *History Note:* *Authority G.S. 90A-71; 90A-74: 130A-336.2;*
17 *Eff. October 1, 2011;*
18 *Pursuant to G.S. 150B-21.3A, rule is necessary without substantive public interest Eff. January 9,*
19 *2018;*
20 *Amended Eff. June 1, ~~2021~~, 2021;*
21 *Readopted Eff. November 1, 2025.*
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21 NCAC 39 .1002 is readopted with changes as published in 39:21 NCR 1415-1416 as follows:

**21 NCAC 39 .1002 GENERAL REQUIREMENTS FOR CONTRACTORS AND ~~POINT-OF-SALE~~
POINT-OF-SALE INSPECTORS**

(a) ~~Point of sale~~ Inspectors Point-of-sale inspectors shall:

(1) Provide to the client or the client's representative a written contract, signed by both the client or client's representative and the ~~point of sale~~ point-of-sale inspector, before the on-site wastewater system inspection is performed that:

(A) States that the on-site wastewater system inspection is conducted in accordance with Rules .1004, .1005, and .1006 of this Section; and

(B) Describes what services shall be provided and their cost;

(2) Obtain written permission from the owner or owner's representative to perform the inspection;

(3) Inspect readily openable and accessible installed systems and components listed in Rule .1005 of this Section;

(4) Submit a written report to the client or ~~client~~ client's representative within 10 business days of the inspection that:

(A) Describes those systems and components required to be described in Rules .1005 through .1006 of this Section;

(B) States which systems and components designated for inspection in this Section have been inspected, and state any systems or components designated for inspection that were not inspected, and the reason for not inspecting. Failure to locate the system or components for inspection or "could not locate" shall not be the same as "not visible." If the system or component is not located, the written report shall state the failure to locate the system or components for inspection or "could not locate;"

(C) States any systems or components inspected that do not function as intended or harm the wastewater treatment system;

(D) States whether the condition reported requires repair or subsequent observation, or warrants further evaluation by the local health department. The statements shall describe the component or system and how the condition is defective, explain the consequences of the condition, and refer the recipient to the local health department or a certified on-site wastewater contractor; and

(E) States the name, license number, and signature of the certified ~~point of sale~~ point-of-sale inspector;

(5) Maintain records for a period of seven years.

(b) Contractors that contract with an owner of a system permitted by an evaluator in accordance with G.S. 130A-336.2 shall:

- (1) Submit to the evaluator and Board the insurance declaration page verifying errors and omissions, liability, or other coverage, as appropriate for the system designed, prior to commencing installation;
- (2) Be responsible for all aspects of the construction and installation of the wastewater system and its components, including adherence to specifications and any special inspections that are prepared, signed, and sealed by the evaluator; and
- (3) Submit a dated and signed statement of responsibility to the owner of the wastewater system, prior to commencement of work.

History Note: Authority G.S. 90A-71; 90A-72; 90A-74; 130A-336.2;

Eff. October 1, 2011;

Amended Eff. January 1, 2016;

Pursuant to G.S. 150B-21.3A, rule is necessary without substantive public interest Eff. January 9, 2018;

Amended Eff. June 1, ~~2021~~, 2021;

Readopted Eff. November 1, 2025.

21 NCAC 39 .1004 is readopted with changes as published in 39:21 NCR 1416 as follows:

**21 NCAC 39 .1004 GENERAL EXCLUSIONS FOR CONTRACTORS AND ~~POINT OF SALE~~
POINT-OF-SALE INSPECTORS**

(a) ~~Point of sale~~ Point-of-sale ~~inspectors~~ inspectors shall not be required to report on:

- (1) Life expectancy of any component or system;
- (2) The causes of the need for a repair;
- (3) The methods, materials, and costs of corrections;
- (4) The suitability of the property for any specialized use;
- (5) The market value of the property or its marketability;
- (6) The advisability or inadvisability of purchase of the property; or
- (7) Normal wear and tear to the system.

(b) ~~Point of sale~~ Point-of-sale ~~inspectors~~ inspectors shall not be required to:

- (1) Identify property lines;
- (2) Offer warranties or guarantees of any kind;
- (3) Calculate the strength, adequacy, or efficiency of any system or component;
- (4) Operate any system or component that does not respond to normal operating controls;
- (5) Move excessive vegetation, structures, personal items, panels, furniture, equipment, snow, ice, or debris that obstruct obstructs access to or visibility of the system and any related components;
- (6) Determine the presence or absence of any suspected adverse environmental condition or hazardous substance, including toxins, carcinogens, noise, and contaminants in the building or in soil, water, and air;
- (7) Determine the effectiveness of any system installed to control or remove suspected hazardous substances;
- (8) Predict future condition, including failure of components;
- (9) Project operating costs of components;
- (10) Evaluate acoustical characteristics of any system or component; or
- (11) Inspect equipment or accessories that are not listed as components to be inspected in this Section.

(c) ~~Inspectors~~ Point of sale Point-of-sale ~~inspectors~~, private compliance inspectors, and Contractors shall not:

- (1) Offer or perform any act or service contrary to Article 5 of G.S. 90A or the rules of this Chapter; or
- (2) Offer or perform engineering, architectural, plumbing, electrical, pesticide or any other job function requiring an occupational license in the jurisdiction where the inspection, installation, or repair is taking place, unless the on-site wastewater system ~~inspector~~ point of sale point-of-sale inspector, private compliance inspector, or contractor holds a valid occupational license in that field, in which case the ~~inspector~~ point of sale point-of-sale inspector, private compliance inspector, or contractor shall inform the client that the ~~inspector~~ point of sale point-of-sale inspector, private compliance inspector, or contractor is so licensed.

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History Note: Authority G.S. 90A-72; 90A-74;
Eff. October 1, 2011;
Amended Eff. January 1, 2016;
Pursuant to G.S. 150B-21.3A, rule is necessary without substantive public interest Eff. January 9,
2018-2018;
Readopted Eff. November 1, 2025.

21 NCAC 39 .1005 is readopted with changes as published in 39:21 NCR 1416-1417 as follows:

21 NCAC 39 .1005 ON-SITE WASTEWATER SYSTEM COMPONENTS

(a) When inspecting an on-site wastewater system system, the [point of sale] point-of-sale inspector shall inspect and describe the following in a report as set forth in Rule .1002 of this Chapter:

- (1) any part of the system located more than five feet from the primary structure that is part of the operations permit;
- (2) septic tanks;
- (3) pump tanks;
- (4) distribution devices;
- (5) dispersal fields;
- (6) treatment units;
- (7) control panels;
- (8) any other components required as part of on-site wastewater system permit, including drainage; and
- (9) any vegetation and grading with respect only to their effect on the condition of the system or system components.

(b) The [point of sale] point-of-sale inspector shall:

- (1) uncover tank lids and distribution devices so as to gain access, unless blocked as described in Rule .1004(b)(5) of this Section. The distribution box may remain covered if the [point of sale] point-of-sale inspector has an alternate method of observing its condition;
- (2) probe system components where deterioration is suspected;
- (3) report the methods used to inspect the on-site wastewater system;
- (4) open readily accessible and readily openable components as defined in Rule .1001 of this Chapter;
- (5) report signs of abnormal or harmful water entry into or out of the system or components; and
- (6) conduct the inspection using the rules promulgated under Article 11 of Chapter 130A 130A, as set forth in Subchapter 18E of Title 15A of the North Carolina Administrative Code, in effect at the time of the initial construction or renovation of the system, whichever occurs later, and any subsequent installation or replacement of any system or component of the system.

(c) The [point of sale] point-of-sale inspector shall not be required to:

- (1) conduct dosing volume calculations;
- (2) evaluate soil conditions beyond saturation or ponding;
- (3) evaluate for the presence or condition of buried fuel storage tanks;
- (4) evaluate the system for proper sizing, design, or use of approved materials pursuant to Article 11 of Chapter 130A and the rules promulgated therefrom; therefrom, as set forth in Subchapter 18E of Title 15A of the North Carolina Administrative Code; or
- (5) perform a hydraulic load test on the system.

1 *History Note:* *Authority G.S. 90A-72; 90A-74;*
2 *Eff. October 1, 2011;*
3 *Amended Eff. January 1, 2013;*
4 *Pursuant to G.S. 150B-21.3A, rule is necessary without substantive public interest Eff. January 9,*
5 *2018;*
6 *Amended Eff. July 1, ~~2019~~2019;*
7 *Readopted Eff. November 1, 2025.*

21 NCAC 39 .1006 is readopted **with changes** as published in 39:21 NCR 1417-1418 as follows:

21 NCAC 39 .1006 MINIMUM ON-SITE WASTEWATER SYSTEM ~~[POINT OF SALE]~~ ~~POINT-OF-SALE~~ INSPECTION

(a) The ~~[point of sale]~~ **point-of-sale** inspector shall obtain, evaluate, describe, or determine the following during the inspection:

- (1) Advertised number of bedrooms as stated in the realtor Multiple Listing Service information or by a sworn statement of owner or owner's representative; and
- (2) Designed system size (gallons per day or number of bedrooms) as stated in available local health department information, such as the current operation permit or the current repair permit.

(b) The ~~[point of sale]~~ **point-of-sale** inspector shall obtain, evaluate, describe, or determine the following during the inspection:

- (1) Requirement for a certified subsurface water pollution control system operator pursuant to G.S. 90A-44, current certified operator's name, and most recent performance, ~~operation~~ **operation**, and maintenance reports (if applicable and available);
- (2) Type of water supply, such as well, spring, public water, or community water;
- (3) Location of septic tank and septic tank details:
 - (A) Distance from house or other structure;
 - (B) Distance from well, if applicable;
 - (C) Distance from water line, if applicable and readily visible;
 - (D) Distance from property line, if said property lines are known;
 - (E) Distance from finished grade to top of tank or access riser;
 - (F) Presence and type of access risers;
 - (G) Condition of tank lids;
 - (H) Condition of tank baffle wall;
 - (I) Water level in tank relative to tank outlet;
 - (J) Condition of outlet tee;
 - (K) Presence and condition of outlet filter, if applicable;
 - (L) Presence and extent of roots in the tank;
 - (M) Evidence of tank leakage;
 - (N) Evidence of inflow non-permitted connections, such as from downspouts or sump pumps;
 - (O) Connection present from house to tank;
 - (P) Connection present from tank to next component;
 - (Q) Date tank was last pumped, if known; and
 - (R) Percentage of solids (sludge and scum) in tank;
- (4) Location of pump tank and pump tank details:
 - (A) Distance from house or other structure;

- (B) Distance from well or spring, if applicable;
- (C) Distance from water line, if applicable;
- (D) Distance from property line, if said property lines are known;
- (E) Distance from finished grade to top of tank or access riser;
- (F) Distance from septic tank;
- (G) Presence and type of access risers;
- (H) Condition of tank lids;
- (I) Location of control panel;
- (J) Condition of control panel;
- (K) Audible and visible alarms (as applicable) work;
- (L) Pump turns on, and effluent is delivered to next component; and
- (M) Lack of electricity at time of inspection prevented complete evaluation;
- (5) Location of dispersal field and dispersal field details:
- (A) Type of dispersal field;
- (B) Distance from property line, if said property lines are known;
- (C) Distance from septic tank and also pump tank if a pump tank exists;
- (D) Number of lines;
- (E) Length of lines;
- (F) Evidence of past or current surfacing at time of inspection;
- (G) Evidence of traffic over the dispersal field;
- (H) Vegetation, grading, and drainage with respect only to their effect on the condition of the system or system components; and
- (I) Confirmation that system effluent is reaching the drainfield; and
- (6) Conditions that prevented or hindered the inspection or determination of Subparagraph (b)(1) through (b)(5) of this Rule.

(c) If a client declines to allow a tank to be pumped, the inspection form shall contain the statement:

"Client requesting this inspection has been advised that for a complete inspection to be performed, the tank needs to be pumped. Client has declined to have the tank pumped at inspection and hereby acknowledges they have so declined." A space shall be provided for the client signature and date.

(d) The ~~point of sale~~ point-of-sale inspector shall not:

- (1) Insert any tool, probe, or testing device inside pump system control panels; or
- (2) Dismantle any electrical device or control other than to remove the covers of the main and auxiliary control panels.

History Note: Authority G.S. 90A-72; 90A-74;
Eff. October 1, 2011;
Amended Eff. January 1, 2016; April 1, 2014;

1 *Pursuant to G.S. 150B-21.3A, rule is necessary without substantive public interest Eff. January 9,*
2 ~~*2018-2018:*~~
3 *Readopted Eff. November 1, 2025.*

21 NCAC 39 .1101 is readopted **with changes** as published in 39:21 NCR 1418 as follows:

SECTION .1100 - NC ON-SITE WASTEWATER EVALUATOR STANDARDS OF PRACTICE

21 NCAC 39 .1101 DEFINITIONS

As used in this Section:

- (1) "Accepted wastewater dispersal system" means as defined in G.S. 130A-343.
- (2) "Authorized inspector" or "Independent inspector" means an individual employed or contracted by an evaluator to observe and direct the construction of the wastewater system designed, planned, and specified by the evaluator.
- (3) "Notice of intent to construct" **means the form developed by DHHS pursuant to G.S. 130A-336.2(b). has the same definition as that set forth in Rule .0101(8).**
- (4) "Special inspection" means any continuous or intermittent inspection or visitation performed by the evaluator at the construction site on behalf of the owner.

History Note: Authority G.S. 90A-74; 130A-336.2;

Eff. June 1, ~~2021~~ 2021;

Readopted Eff. November 1, 2025.

21 NCAC 39 .1102 is readopted with changes as published in 39:21 NCR 1418 as follows:

21 NCAC 39 .1102 GENERAL REQUIREMENTS FOR EVALUATORS

In addition to the duties set forth in G.S. 130A-136.2, 130A-336.2, evaluators shall:

- (1) Provide a "notice of intent to construct" to the owner of a proposed wastewater system, so the owner can submit it to the local health department that has jurisdiction over the location of the proposed wastewater ~~system;~~ system. A "notice of intent to construct" shall contain the following:
 - (a) whether the notice is intended for a new system, expansion of a system, repair of a system, relocation of a system, or relocation of repair area;
 - (b) the name, mailing address, telephone number, and email address of the site owner or their legal representative;
 - (c) the name, mailing address, telephone number, email address, and certification number of the evaluator;
 - (d) the address of the site location, including the county;
 - (e) the tax parcel identification number, subdivision lot, or block number of property of the site location;
 - (f) the following information about the wastewater system identified in the notice:
 - (i) the type;
 - (ii) the daily design flow;
 - (iii) whether the system is a saporlite system;
 - (iv) whether a subsurface operator is required; and
 - (v) whether the water supply type is a private well, public water supply, spring, or other water supply type;
 - (g) the following information about the facility at the site location:
 - (i) whether the facility is a residential site and, if so, the number of bedrooms and the maximum number of occupants;
 - (ii) whether the facility is a business site and, if so, the type of business and basis for flow;
 - (iii) whether the facility is for public assembly and, if so, the type of public assembly and the basis for flow;
 - (h) a copy of the plat or site plan;
 - (i) a copy of an evaluation of soil and site feature by a Licensed Soil Scientist;
 - (j) an attestation by the individuals identified in Paragraph 1(b) and 1(c) of this Rule that the information set forth in the notice is accurate and complete;
 - (k) an attestation by the individual identified in Paragraph 1(c) of this Rule that he or she has adhered to the laws and rules governing onsite wastewater systems in the State;
 - (l) the date the notice will expire;

- (k) the dated signature of individuals identified in Paragraph 1(b) and 1(c) of this Rule; and
- (m) the dated signature of the local health department representative.
- (2) Prepare a signed and sealed statement of special inspections as set forth in G.S. 130A-336.2; that includes the following items:
- (a) The materials, systems, components, and work subject to special inspections and testing;
- (b) The type, frequency, and extent of each special inspection and each test;
- (3) Notify the owner if the system constitutes a water pollution control system, as defined by 15A NCAC 08G .0102(31), for which ~~will require~~ the owner is required to enter into a contract with a water pollution control system operator certified pursuant to Part 1 of Article 3 of Chapter 90A of the General Statutes; and
- (4) Maintain a signed and dated copy of the operation and management program that was provided to the system owner and all inspection reports ~~records~~ for a period of seven years. ~~This shall include a signed and dated copy of the operation and management program that was provided to the system owner and all inspection reports.~~

History Note: Authority G.S. 130A-336.2;
Eff. June 1, 2021- 2021;
Readopted Eff. November 1, 2025.

21 NCAC 39 .1103 is readopted **with changes** as published in 39:21 NCR 1418 as follows:

21 NCAC 39 .1103 GENERAL EXCLUSIONS FOR EVALUATORS

Evaluators shall not:

- (1) Offer or perform any act or service contrary to Article 5 of G.S. 90A, G.S. 130A-336.2, or the rules of this Chapter; **or**
- ~~(2) Form a direct business relationship with any technology that may result in a conflict of interest;~~
- ~~(3) Perform any of the functions performed by a professional engineer for engineered wastewater systems described in G.S. 130A-336.1; and~~
- (4) Offer or perform engineering, architectural, plumbing, electrical, pesticide or any other job function requiring an occupational license in the jurisdiction where the evaluation, inspection, installation, or repair is taking place, unless the evaluator holds a valid occupational license in that field, in which case the evaluator shall inform the client that the evaluator is so licensed.

*History Note: Authority G.S. 130A-336.2;
 Eff. June 1, ~~2021~~, 2021;
 Readopted Eff. November 1, 2025.*

21 NCAC 39 .1104 is readopted with changes as published in 39:21 NCR 1418 as follows:

21 NCAC 39 .1104 REQUIRED DOCUMENTS FOR EVALUATORS

Evaluators shall provide the owner with procedures for the final submittal of information to the local health department
the following documents at the post-construction ~~conference:~~ conference as set forth in G.S. 130A-336.2(k), as well
as information on procedures for final submittal to the local health department.

~~(1) a signed and sealed copy of reports on soil conditions and site features, layouts, drawings,~~
~~specifications, justification on any proposed design daily flow reductions, and any special inspection~~
~~reports or corrections made during the construction of the system;~~

~~(2) the owner's operation and management program established for the specific wastewater system~~
~~installed;~~

~~(3) any reports and findings related to the evaluation, siting, and construction of the wastewater system;~~
~~and~~

~~(4) information to the owner on procedures for final submittal to the local health department.~~

History Note: Authority G.S. 90A-74; 130A-336.2;

Eff. June 1, ~~2021~~ 2021;

Readopted Eff. November 1, 2025.

Burgos, Alexander N

From: Miller, Christopher S
Sent: Tuesday, September 30, 2025 12:16 PM
To: csstephens@ncowcicb.info
Cc: Burgos, Alexander N; Miller, Christopher S
Subject: 21 NCAC 39 - Request for Changes - October 2025
Attachments: 10 2025 - OWCICB - Requests for Change - CM.docx

Good afternoon,

I'm the attorney who reviewed the Rules submitted by the Onsite Wastewater Contractors and Inspectors Certification Board for the October 2025 RRC meeting. The RRC will formally review these Rules at its meeting on Thursday, October 30, 2025, at 10:00 a.m. The meeting will be a hybrid of in-person and WebEx attendance, and an invite should be sent to you as we get close to the meeting. If there are any other representatives from your agency who want to attend virtually, let me know prior to the meeting, and we will get invites out to them as well.

Attached is the Request for Changes Pursuant to G.S. 150B-21.10. Please submit your responses, the revised Rules, and forms to me via email, no later than 5 p.m. on October 14, 2025.

Please let me know if you have any questions or concerns.

Thanks,

Chris Miller

Rules Review Commission Counsel
North Carolina Office of Administrative Hearings | Rules Division
1711 New Hope Church Road
Raleigh, NC 27609
(984) 236-1935

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