



PSI licensure:certification
 3210 E Tropicana
 Las Vegas, NV 89121
 www.psiexams.com



STATE OF NORTH CAROLINA

LICENSING BOARD FOR GENERAL CONTRACTORS CANDIDATE INFORMATION BULLETIN

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Please refer to our website to check for the most updated information at www.psiexams.com

EXAMINATIONS BY PSI

This Candidate Information Bulletin provides you with information about the examination and application process for General Contractors Licensure in the State of North Carolina.

Eligibility for examination is determined by the North Carolina Licensing Board for General Contractors.

The Board has contracted with PSI licensure:certification (PSI) to conduct its examination program. PSI provides examinations through a network of computer examination centers in North Carolina and in many areas throughout the United States. PSI works closely with the State to be certain that examinations meet local as well as national requirements in basic principles and examination development standards.

GUIDELINES FOR LICENSING APPLICATION/QUALIFICATION

HOW TO OBTAIN A LICENSE

1. Complete and submit the License Application or Examination Request Form to:

North Carolina Licensing Board for General Contractors
PO Box 17187
Raleigh, NC 27619
(919) 571-4183

For all other shipments, such as UPS or bulk mailings, use the following address:

North Carolina Licensing Board for General Contractors
3739 National Drive, Suite 225
Raleigh, NC 27612

2. Upon approval from the Board, you will be sent an Examination Eligibility Letter, along with instructions for registering and scheduling the examination. Included with your letter will be an identification number assigned by the State to you for this testing program. You must use this identification number when scheduling for your examination.
3. The eligibility letter is valid for 120 days from the date on the letter, and allows the candidate to take one examination within that time frame.

All questions and requests for information about examinations should be directed to PSI.

PSI licensure:certification
3210 E Tropicana
Las Vegas, NV 89121
(800) 733-9267 • Fax (702) 932-2666
www.psiexams.com

EXAMINATION REGISTRATION AND SCHEDULING PROCEDURES

Once you have been approved by the Board you will be sent an Eligibility letter. Upon receipt of your valid Eligibility Letter, you will be responsible for contacting PSI to schedule an appointment to take the examination and make exam payment arrangements. PSI will make every effort to schedule the examination site and time that is most convenient for you.

Failing candidates will receive the appropriate forms to reschedule examinations. These forms will be mailed with the official scores from the North Carolina Licensing Board for General Contractors. Also, failing candidates may not retake an examination until at least 30 days after the failed examination. Failing candidates are strongly encouraged to evaluate their diagnostic report and study, particularly the areas of weakness, before retaking the examination.

The following fee table lists the applicable fee for each examination. The fee is for each examination, whether you are taking the examination for the first time or repeating.

EXAMINATION FEE	\$ 60
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NOTE: REGISTRATION FEES ARE NOT REFUNDABLE OR TRANSFERABLE.

INTERNET REGISTRATION

For the fastest and most convenient test scheduling process, PSI recommends that candidates register for their examinations using the Internet. To register over the Internet, candidates will need to have a valid MasterCard or Visa. Candidates register online by accessing PSI's registration website at www.psiexams.com. Internet registration is available 24 hours a day. To register by Internet, complete the steps below:

1. Log on to PSI's website, select the link associated with the North Carolina examinations, then select Option 2, (for first-time candidates.) Complete the associated registration form online and submit your information to PSI via the Internet.
2. Upon completion of the online registration form, you will be given the available examination dates and locations for scheduling your examination. Select your desired testing date.

FAX REGISTRATION

For fax registration, you will need a valid VISA or MasterCard.

Complete the Examination Registration Form, including your credit card number and expiration date.

1. Fax the completed form to PSI (702) 932-2666. Fax registrations are accepted 24 hours a day.



2. Please allow 4 business days to process your registration. After 4 business days, you may call PSI to schedule the examination at (800) 733-9267.

STANDARD MAIL REGISTRATION

1. Complete the Examination Registration Form found in this Candidate Information Bulletin. **BE SURE TO READ ALL DIRECTIONS CAREFULLY BEFORE COMPLETING THE EXAMINATION REGISTRATION FORM. IMPROPERLY COMPLETED FORMS WILL BE RETURNED TO YOU UNPROCESSED.**

Return the completed original form to PSI with the appropriate examination fee. Payment of fees can be made by VISA, MasterCard, money order, or cashier's check. Money orders or cashier's checks must be made payable to PSI. Print your social security number on your check or money order to ensure that your fees are properly assigned. **CASH, COMPANY CHECKS, AND PERSONAL CHECKS ARE NOT ACCEPTED.**

2. Please allow 7 business days to process your registration before scheduling your examination at (800) 733-9267.

TELEPHONE REGISTRATION

For telephone registration, you will need a valid VISA or MasterCard.

Complete the Examination Registration Form, including your credit card number and expiration date, so that you will be prepared with all of the information needed to register by telephone.

1. Call (800) 733-9267, 24 hours a day and register using the Automated Registration System. Otherwise, PSI registrars are available Monday through Friday, between 7:30 am and 8:00 pm and Saturday, between 11:00 am and 5:00 pm, Eastern Time, to receive the information listed on your Examination Registration Form and schedule your appointment for the examination.

PSI will make every effort to schedule the examination site and time that is most convenient for you. If space is available in the examination site of your choice, you may schedule an examination 1 day prior to the examination date of your choice, up to 7:00pm ET. Please be prepared to offer alternate examination appointment choices.

CANCELING AN EXAMINATION APPOINTMENT

You may cancel and reschedule an examination appointment without forfeiting your fee if your *cancellation notice is received 2 days before the scheduled examination date*. For example, for a Monday appointment, the cancellation notice would need to be received on the previous Saturday. You may call PSI at (800) 733-9267. Please note that you may also use the automated system, using a touch-tone phone, 24 hours a day in order to cancel and reschedule your appointment.

Note: A voice mail message is not an acceptable form of cancellation. Please use the internet, automated telephone system, or call PSI and speak to a Customer Service Representative.

MISSED APPOINTMENT OR LATE CANCELLATION

Your registration will be invalid, you will not be able to take the examination as scheduled, and you will forfeit your examination fee, if you:

- Do not cancel your appointment 2 days before the schedule examination date;
- Do not appear for your examination appointment;
- Arrive after examination start time;
- Do not present proper identification when you arrive for the examination.

SPECIAL EXAMINATION ARRANGEMENTS

All examination centers are equipped to provide access in accordance with the Americans with Disabilities Act (ADA) of 1990, and every reasonable accommodation will be made in meeting a candidate's needs. Applicants with disabilities or those who would otherwise have difficulty taking the examination should request for alternative arrangements with PSI. Requests for any special accommodations should be made in writing, describing the specific accommodations that will be needed, and must include supporting documentation on official letterhead from a licensed professional.

EXAMINATION SITE CLOSING FOR AN EMERGENCY

In the event that severe weather or another emergency forces the closure of an examination site on a scheduled examination date, your examination will be rescheduled. PSI personnel will attempt to contact you in this situation. However, you may check the status of your examination schedule by calling (800) 733-9267. Every effort will be made to reschedule your examination at a convenient time as soon as possible.

EXAMINATION SITE LOCATION

The North Carolina General Contractor licensing examinations are administered at the PSI examination centers in North Carolina as listed below:

ASHEVILLE
1306 C Patton Avenue
Asheville, NC 28806

From I-40 take exit 44, Smokey Park Highway (US 19/ 23), turn left. Proceed North/East approx 3 miles (the test center is in a multi-building complex between Haywood Rd and Druid). Turn right onto Haywood Rd at intersection of Patton (19/23) and Haywood Rd (Swannanoa Cleaners on right.) Proceed approximately 0.2 miles and turn left onto Parkwood. Follow building #'s to 1306, approx. 5th building complex on right, past the BB&T bank.

From I-240 exit 3A to 19/23 (Patton Ave) and proceed South approx 2 miles (the test center is in a multi-building complex between Druid and Haywood Rd). Take a left onto Druid (Burger King is on the left), then first right. Proceed (past post office) through stop sign and take first left into parking lot of building #1306.



CHARLOTTE

Tyvola Executive Park 1
5701 Westpark Dr, #202
Charlotte, NC 28217

From I-77S towards Columbia, exit Tyvola Road (Exit #5). Turn left at Tyvola Road. Make a right at Westpark Dr.

From I-77N, exit Tyvola Road (Exit #5). Bear right at Tyvola Road. Turn right at Westpark Dr.

GREENVILLE

Charles Center
2404 South Charles Blvd Suite B
Greenville, NC 27858

From the South, proceed North on State Highway 11, and merge to the right onto Greenville Blvd SE (US 264/State 43). Turn right on Charles Blvd.

From the East, proceed West on US 264 and turn left onto Greenville Blvd SE. Turn left on Charles Blvd.

From the West, proceed East on US 264. Turn right on Memorial Drive. Turn left on Greenville Blvd. Turn right on Charles Blvd.

RALEIGH

5711 Six Forks Road Suite 208
Raleigh, NC 27609

From I-440, exit 8, Six Forks Road and proceed North. Turn left on Loft Lane, then right into the first driveway.

FAYETTEVILLE

3724 Sycamore Dairy Road, Suite 128
Arbor Alley Building
Fayetteville, NC 28303

From the North, take I-95 South. Merge onto US 301/I-95 Business Route South towards Fayetteville/Fort Bragg/Pope AFB. Turn right onto NC-210/NC-24 Grove St. which becomes Rowan St. From Rowan St., turn right onto Bragg Blvd. Turn left onto Sycamore Dairy Road. The test center will be on the right of the Arbor Alley strip mall on the North side (between Pricilia's and the ABC store).

From the South, take I-95 North to NC 24 West. NC 24 West becomes Bragg Blvd. (See above for directions to test center from Bragg Blvd.)

From the Northwest, take NC-87 South to NC-24 E/Bragg Blvd. Continue on NC-24 E/Bragg Blvd beyond the intersection with Hwy 401 Bypass. Turn right onto Bargain Street and proceed to Sycamore Dairy Road.

From the Southwest, take US 401 North and turn left onto 401 Bypass (Skibo Road). Continue on 401 Bypass/Skibo Road. Turn right onto Legend Ave; turn left onto Sycamore Dairy Road. The test center will be on the left of the Arbor Alley strip mall on the North side (between Pricilia's and the ABC store).

WILMINGTON

Judges Road Business Park
311 Judge's Road, Suite 8D
Wilmington, NC 28405

When Interstate 40 ends, it merges with State Highway 132 (College Road). Exit Market Street (Highway 17) and proceed northeast toward Jacksonville, approximately 1 mile. Turn left at Judge's Road. As you approach Judge's Road Business Park, you will see a dozen brick buildings housing industrial units. Turn left into the Business Park and proceed to the third aisle. Turn right down the aisle for Building 8. Suite 8D is on the left. Overflow parking is available on the street.

WINSTON-SALEM

1540 Westbrook Plaza Drive, Suite 103
Winston-Salem, NC 27103

From Interstate 40, exit 189, Stratford Road proceed north (left) approximately 100 yards. Turn left on Westbrook Plaza Drive. Turn left at four-way stop, continuing on to Westbrook Plaza Drive. Go through next traffic light. The test center is approximately 1/4 mile past the light and on your left.

Additionally, PSI has examination centers in many other regions across the United States. You may take this examination at any of these locations by calling (800) 733-9267. You will need to speak with a Customer Service Rep to schedule outside of North Carolina.

REPORTING TO THE EXAMINATION SITE

On the day of the examination, you should arrive at least 30 minutes before your appointment. This extra time is for sign-in, identification, and familiarizing you with the examination process. *If you arrive late, you may not be admitted to the examination site and you will forfeit your examination registration fee.*

REQUIRED IDENTIFICATION AT EXAMINATION SITE

You must provide the Examination Eligibility Letter.

You must provide 2 forms of identification. One must be a VALID form of government issued identification (driver's license, state ID, passport, military ID), which bears your signature and has your photograph or a complete physical description. The second ID must have your signature and preprinted legal name. All identification provided must match the name on the Eligibility Letter.

If you cannot provide the required identification, you must call (800) 733-9267 at least 3 weeks prior to your scheduled appointment to arrange a way to meet this security requirement. *Failure to provide all of the required identification at the time of the examination without notifying PSI is considered a missed appointment, and you will not be able to take the examination.*

SECURITY PROCEDURES

The following security procedures will apply during the examination:

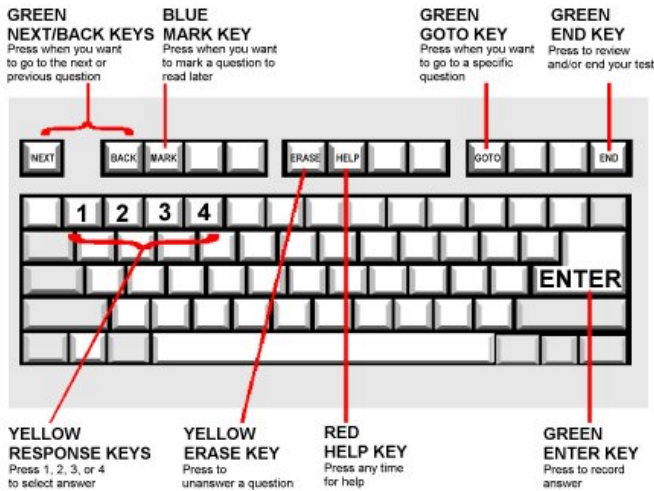
- NO conversing or any other form of communication among candidates is permitted once you enter the examination area.
- Cell phones, pagers, and children are not allowed in the examination center. **NO personal items** are to enter the testing center. PSI will not be responsible for any personal items and suggests that you leave them locked in the trunk of your car.
- Only non-programmable calculators that are silent, battery-operated, do not have paper tape printing capabilities, and do not have a keyboard containing the alphabet will be allowed in the examination site.
- No smoking, eating, or drinking will be allowed at the examination site.
- You may not exit the building during the examination.



- Copying or communicating examination content is a violation of PSI security policy and the State Law. Either one may result in the disqualification of examination results and may lead to legal action.

TAKING THE EXAMINATION BY COMPUTER

Taking the PSI examination by computer is simple. You do not need any computer experience or typing skills. You will use fewer keys than you use on a touch-tone telephone. All response keys are colored and have prominent characters. An illustration of the special keyboard is shown here. You may also use a mouse.



IDENTIFICATION SCREEN

You will be directed to a semiprivate testing station to take the examination. When you are seated at the testing station, you will be prompted to confirm your name, identification number, and the examination for which you are registered.

TUTORIAL

Before you start your examination, an introductory tutorial to the computer and keyboard is provided on the computer screen. The time you spend on this tutorial, up to 15 minutes, DOES NOT count as part of your examination time. Sample questions are included following the tutorial so that you may practice using the keys, answering questions, and reviewing your answers.

One question appears on the screen at a time. During the examination, minutes remaining will be displayed at the top of the screen and updated as you record your answers.

EXAMINATION QUESTION EXAMPLE

During the examination, you should press 1, 2, 3, or 4 to select your answer or press "MARK" to mark it for later review. You should then press "ENTER" to record your answer and move on to the next question. A sample question display follows:



IMPORTANT: After you have entered your responses, you will later be able to return to any question(s) and change your response, provided the examination time has not run out.

PRETEST ITEMS

In addition to the number of questions per examination, a small number of five to ten "pretest" questions may be administered to candidates during the examinations. These questions will not be scored and the time taken to answer them will not count against examination time. The administration of such non-scored experimental questions is an essential step in developing future licensing examinations.

CANDIDATE COMMENTS

During the test development process, PSI makes every effort to create accurate and fair test questions. However, on occasion a candidate may feel that a particular test question is misleading or is missing information that is needed in order to provide a correct answer. If during the test you believe that a test question needs clarification, we highly recommend that you submit your comments and concerns to PSI while at the test center. Comments may be entered on the computer keyboard during the examination. When submitting comments, please provide as much detail as possible describing what you feel is problematic about the test question.

All comments made are for the future benefit of candidates. PSI will review all comments and, if necessary, make immediate key changes (or item deletions). But, PSI will under no circumstances retroactively change a grade of any prior candidate.

EXAMINATION REVIEW

Failing candidates will have the option of reviewing their examination in a secure environment and challenging any questions or answers that they feel should be eliminated, or changed. The review is one hour in length.

The fee for reviewing your examination is \$60. You may register for the examination review via IVR, Telephone, Internet, Mail or Fax. If you would like to register by Mail or Fax, please fill out the Registration form found on the last page of this bulletin. You may pay with Money Order, Cashier's Check, VISA or MasterCard. Personal and company checks are not accepted.

During the review candidates will be presented with the questions the candidate incorrectly answered during the

examination. Additionally, the candidate will be given the correct answer to the question. The purpose of the review is to allow the candidate to self-research the question to determine why the answer they selected was incorrect. If the candidate feels that there is an error in the question, the candidate may comment about the question during the review by writing down comments on the Review sheet.

All comments made are for the future benefit of candidates. PSI will review all comments and, if necessary, make immediate key changes (or item deletions). But, PSI will not, under any circumstances, retroactively change a grade of any prior candidate. There will not be any notification sent to you from PSI with regard to your review.

You may not be permitted to take any notes out of the review sessions. Please call (800) 733-9267 with any questions. The examination review fee is \$60 and it is one hour in length. **You must schedule the examination review within 30 days from the date you originally took the examination.**

SCORE REPORTING

In order to pass the examinations, you must receive a score of at least 70%.

Your score will be given to you immediately following completion of the examination. The following summary describes the score reporting process:

- **On screen** - your score will appear immediately on the computer screen. This will happen automatically at the end of the time allowed for the examination;
 - If you **pass**, you will immediately receive a successful notification.
 - If you **do not pass**, you will receive a diagnostic report indicating your strengths and weaknesses by examination type with the score report.
- **On paper** - an unofficial score report will be printed at the examination site.

DUPLICATE SCORE REPORTS

You can write to PSI to request a duplicate of your score report for up to 1 year after your examination. The fee for a duplicate score report is \$15. *Money Order or cashier's check ONLY.*

TIPS FOR PREPARING FOR YOUR LICENSE EXAMINATION

The following suggestions will help you prepare for your examination.

- Planned preparation increases your likelihood of passing.
- Start with a current copy of this Candidate Information Bulletin and use the examination content outline as the basis of your study.
- Read study materials that cover all the topics in the content outline.
- Take notes on what you study. Putting information in writing helps you commit it to memory and it is also an

excellent business practice. Discuss new terms or concepts as frequently as you can with colleagues. This will test your understanding and reinforce ideas.

- Your studies will be most effective if you study frequently, for periods of about 45 to 60 minutes. Concentration tends to wander when you study for longer periods of time.

EXAMINATION REFERENCE MATERIAL AND CONTENT OUTLINE

If a test question answer could differ because of conflicting information in test reference sources, a legal requirement such as code, law, or regulation overrides any other reference. If two legal requirements appear to conflict, the state-specific code, law, or regulation overrides the national one. Information from sources on the test reference list override information from other sources or persons.

Many of the reference materials listed are available for purchase at www.psionlinestore.com or by calling the PSI Online Store, toll-free, at (866) 589-3088.

Titles currently in stock are listed on the order form near the end of this candidate information bulletin.

(S) ASBESTOS

SCOPE OF WORK

This classification covers renovation or demolition activities involving the repair, maintenance, removal, isolation, encapsulation, or enclosure of Regulated Asbestos Containing Materials (RACM) for any commercial, industrial, or institutional building, whether public or private. It also covers all types of residential building construction involving RACM during renovation and/or demolition activities.

# of Questions	% Required to Pass	Time Allowed
60	70	120 minutes

CONTENT OUTLINE

Subject Area	# of Items
General Asbestos	18
Respirators	10
Mini Enclosures and Glove Bag	5
Methods and Means	24
Laws and Regulations	2
Liens	1

REFERENCE LIST

The reference material listed below was used to prepare the questions for this examination. The examination may also contain questions based on trade knowledge or general industry practices. **Except for Code books, you can base your answers**



on later editions of references as they become available. For Code questions, the examinations will be based **only** on the edition of the Code book that is listed.

Candidates may use a silent, non-printing, non-programmable calculator in the examination center. Candidates will also be provided with a magnifying glass upon request.

This examination is OPEN BOOK.

The following reference materials are allowed in the examination center:

- Federal Asbestos Regulations Manual, 2000, Professional Training Associates, Inc., 46 South Linden St., Suite C, Duquesne, PA 15110, (412) 460-0266, www.ptainc.com
- Asbestos Operations and Maintenance (OSHA Class III), Professional Training Associates, 46 South Linden St., Suite C, Duquesne, PA 15110, (412) 460-0266, www.ptainc.com/publications/bookstore.asp

The following reference materials are not allowed in the examination center:

- Asbestos Abatement & Management in Buildings Model Guide Specifications, 3rd Edition, 1996, National Institute of Building Sciences, 1201 L Street NW, Suite 400, Washington, DC 20005-4014, (202) 289-7800, www.NIBS.org, NIBS Document 2601-2
- Guide to Business, Law and Project Management - North Carolina General Contractors Edition, 6th Edition, National Association of State Contractor Licensing Agencies (NASCLA), P.O. Box 14941, Scottsdale, AZ 95267, (623) 587-9519, Fax (623) 587-9625, www.nascla.org, ISBN: 1889834610, (See order form at the end of this bulletin.)
- Laws and Regulations Applicable to General Contracting in the State of North Carolina, North Carolina Licensing Board for General Contractors, P.O. Box 17187, Raleigh, NC 27619-7987, (919) 571-4183, www.nclbgc.org

Candidates are responsible for bringing their own references to the examination center. If you are downloading from the Internet, you may bring this reference into the testing center with you as long as it is bound. You can have it spiral bound or you may hole-punch it and put it in a binder.

Reference materials may be highlighted, underlined, and/or indexed prior to the examination session. References may be tabbed/indexed with permanent tabs only. Reference books may not have removable tabs. The following is a list of tabs that can be placed on pages in code or reference books when taking North Carolina general contractor exams, as per PSI the examination vendor for the North Carolina Licensing Board. These tabs stick onto pages and will tear the page if you try to remove them. This is only a sample list. As long as the tabs are not easily removed from the pages are the criteria for acceptable tabs.

Acceptable Tabs

- Avery Index Tabs Self-Adhesive
- Avery Swift Tabs Self-Adhesive
- Permanent Plastic Tabs
- Redi-Tag Self-Stick Permanent Adhesive Index Tabs

Unacceptable Tabs

- Post-It Index Flags
- Post-It Flags

References may not be written in prior to or during the examination session. Any candidate caught writing in the references during the examination will have the references confiscated and will be reported to the department. Furthermore, candidates are not permitted to bring in any additional papers (loose or attached) with their approved references. Any additional materials will be removed from the references and confiscated.

(S) BORING AND TUNNELING

SCOPE OF WORK

This classification covers the construction of underground or underwater passageways by digging or boring through and under the earth's surface, including the bracing and compacting of such passageways to make them safe for the purpose intended. Includes preparation of the ground surfaces at points of ingress and egress.

# of Questions	% Required to Pass	Time Allowed
60	70	120 minutes

CONTENT OUTLINE

Subject Area	# of Items
Boring and Tunneling	22
Sitework	6
Concrete	10
Concrete Reinforcement	5
Hoisting and Rigging	5
Safety	5
One Call	2
Erosion and sedimentation control	2
Liens	1
Laws and Regulations	2

REFERENCE LIST

The reference material listed below was used to prepare the questions for this examination. The examination may also contain questions based on trade knowledge or general industry practices. **Except for Code books**, you can base your answers on later editions of references as they become available. For Code questions, the examinations will be based **only** on the edition of the Code book that is listed.

Candidates may use a silent, non-printing, non-programmable calculator in the examination center. Candidates will also be provided with a magnifying glass upon request.

This examination is OPEN BOOK.

The following reference materials are allowed in the examination center:

- North Carolina Occupational Safety and Health Standards for the Construction Industry, 2005, North Carolina Department of Labor, Division of Occupational Safety and Health, Bureau of Education, Training and Technical



Assistance, 4 W. Edenton Street, Raleigh, NC 27601-1092, (919) 807-2875 or (800) NC-labor, www.nclabor.com

- Handbook of Rigging: For Construction and Industrial Operations, 5th Edition, 1988, W.E. Rossnagel, McGraw-Hill, P.O. Box 182605, Columbus, OH 43218-2605, (800) 338-3987, www.McGraw-hill.com, ISBN: 0071493018

The following reference materials are not allowed in the examination center:

- North Carolina Administrative Code, Title 15A, Chapter 4 Sedimentation Control, as amended July 1, 2000, Sedimentation Control Commission, Archdale Building, 512 N. Salisbury Street, P.O. Box 27687, Raleigh, NC 27611, www.dlr.enr.state.nc.us/images/sedimentrules.doc
- North Carolina General Statutes Chapter 113A, Article 4 Sedimentation Pollution Control Act of 1973, as amended through October 2002, Sections 113A-50 to 113A-67, inclusive, www.ncleg.net/EnactedLegislation/Statutes/HTML/ByArticle/Chapter_113A/Article_4.html
- North Carolina One-Call Center Excavation Manual, North Carolina One-Call Center, (800) 632-4949, http://www2.ncocc.org/ncocc/PDFs/Excavation_English.pdf
- Guide to Business, Law and Project Management - North Carolina General Contractors Edition, 6th Edition, National Association of State Contractor Licensing Agencies (NASCLA), P.O. Box 14941, Scottsdale, AZ 95267, (623) 587-9519, Fax (623) 587-9625, www.nascla.org, ISBN: 1889834653, (See order form at the end of this bulletin.)
- Pipe and Excavation Contracting, 1987, Dave Roberts, Craftsman Book Company, P.O. Box 6500, Carlsbad, CA 92018, (800) 829-8123, www.craftsman-book.com/cbcstore/, ISBN: 0-934041-22-9
- Laws and Regulations Applicable to General Contracting in the State of North Carolina, North Carolina Licensing Board for General Contractors, P.O. Box 17187, Raleigh, NC 27619-7987, (919) 571-4183, www.nclbgc.org
- Jacked Tunnel Design and Construction, 1998, Marco D. Boscardin, American Society of Civil Engineers, 1801 Alexander Bell Drive, Reston, VA 20191-4400, (800) 548-2723, www.asce.org, ISBN: 0-7844-0406-2
- Standard Construction Guidelines for Microtunneling, 2001, American Society of Civil Engineers, 1801 Alexander Bell Drive, Reston, VA 20191-4400, (800) 548-2723, www.asce.org, ISBN: 0784405727
- Code of Practice for Tunnels Under Construction, 1991, Dames and Moore, www.workcover.nsw.gov.au/NR/rdonlyres/BA459A8D-D048-4FE1-B144-7EFC36D27FB6/0/cop_tunnels_10.pdf
- Cost Estimating for Underground Transit: Too Dangerous to "Guesstimate", 1997, Romero, Victor S. Romero & John M. Stolz, Jacobs Associates, 500 Sansome Street, Suite 700, San Francisco, CA 94111, (415) 434-1822, www.jacobssf.com
- Design and Control of Concrete Mixtures, 14th Edition, 2002, Steven H. Kosmatka, William C. Panarese, Portland Cement Association, 5420 Old Orchard Road, Skokie, IL 60077-1083, (847) 966-6200, www.portcement.org/bookstore, ISBN: 0893122173
- Instructional Manual for Training and Certification of Field Personnel for Unbonded Post-Tensioning, 3rd Edition, 2003, Post-Tensioning Institute, 8601 North Black Canyon Highway, Suite 103, Phoenix, AZ 85021, (602) 870-7540, www.post-tensioning.org

- Placing Reinforcing Bars, 2005, Concrete Reinforcing Steel Institute, 933 North Plum Grove Rd., Schaumburg, IL 60173, (847) 517-1200, www.crsi.org/CRSI_Store/, Order Code: 1PLACE

Candidates are responsible for bringing their own references to the examination center. If you are downloading from the Internet, you may bring this reference into the testing center with you as long as it is bound. You can have it spiral bound or you may hole-punch it and put it in a binder.

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Unacceptable Tabs

- Post-It Index Flags
- Post-It Flags

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BUILDING CONTRACTOR

SCOPE OF WORK

This classification covers all types of building construction activity including but not limited to: commercial, industrial, institutional, and all types of residential building construction; covers parking decks; all site work, grading and paving of parking lots, driveways, sidewalks, curbs and gutters which are ancillary to the aforementioned types of construction; and covers the work done under the specialty classifications of (S) Concrete Construction, (S) Insulation, (S) Interior Construction, (S) Masonry Construction, (S) Roofing, (S) Metal Erection, and (S) Swimming Pools.

# of Questions	% Required to Pass	Time Allowed
90	70	180 minutes



CONTENT OUTLINE

Subject Area	# of Items
Site work	6
Concrete	15
Masonry	6
Metals	15
Carpentry	7
Roofing	6
Associated Trades	3
Business and Law	7
Safety	4
Estimating, Plan Reading and General Building Code Requirements	14
One Call	2
Erosion and Sedimentation Control	2
Licensing	2
Liens	1

REFERENCE LIST

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Candidates may use a silent, non-printing, non-programmable calculator in the examination center. Candidates will also be provided with a magnifying glass upon request.

This examination is OPEN BOOK.

The following reference materials are allowed in the examination center:

- North Carolina Occupational Safety and Health Standards for the Construction Industry, 2005, North Carolina Department of Labor, Division of Occupational Safety and Health, Bureau of Education, Training and Technical Assistance, 4 W. Edenton Street, Raleigh, NC 27601-1092, (919) 807-2875 or (800) NC-labor, www.nclabor.com
- Guide to Business, Law and Project Management - North Carolina General Contractors Edition, 6th Edition, National Association of State Contractor Licensing Agencies (NASCLA), P.O. Box 14941, Scottsdale, AZ 95267, (623) 587-9519, Fax (623) 587-9625, www.nascla.org, ISBN: 1889834653, (See order form at the end of this bulletin.) North Carolina State Building Code, General Construction, 2009, North Carolina Department of Insurance, P.O. Box 26387, Raleigh, NC 27611, (919) 661-5880, www.ncdoi.com
- ACI 530-05 or 08 Building Code Requirements for Masonry Structures, 2005 or 2008, American Concrete Institute, (248) 848- 3700, www.concrete.org
- ACI 318-05 or 08 Building Code Requirements for Structural Concrete and Commentary, 2005 or 2008, American Concrete Institute, (248) 848-3700, www.concrete.org
- North Carolina State Administration and Enforcement Requirements Code, 2006, North Carolina Department of Insurance, P.O. Box 26387, Raleigh, NC 27611, (919) 661-5880, www.ncdoi.com

- North Carolina State Building Code - Accessibility Code Vol. 1-C, 2002, North Carolina Department of Insurance, P.O. Box 26387, Raleigh, NC 27611, (919) 661-5880, www.ncdoi.com

The following reference materials are not allowed in the examination center:

- Handling and Erection of Steel Joists and Joist Girders, 1987 or 2006 edition, Steel Joist Institute, 3127 10th Avenue North Extension, Myrtle Beach, South Carolina 29577-6760, www.steeljoist.org
- Carpentry & Building Construction, 6th Edition, 2004, Feirer, Hutchings and Feirer, Glencoe-McGraw-Hill, (800) 334-7344, P.O. Box 543, Blacklick, OH 43004, <https://www.mcgrawhill.ca/highereducation/php/bookinfo.php?isbn=007822702X&pNumber=336830>, ISBN: 007822702X, (You may also use the 1997 edition, ISBN: 002838699X).
- Design and Control of Concrete Mixtures, 14th Edition, 2002, Steven H. Kosmatka, William C. Panarese, Portland Cement Association, 5420 Old Orchard Road, Skokie, IL 60077-1083, (847) 966-6200, www.portcement.org/bookstore, ISBN: 0893122173
- Pipe and Excavation Contracting, 1987, Dave Roberts, Craftsman Book Company, P.O. Box 6500, Carlsbad, CA 92018, (800) 829-8123, www.craftsman-book.com/cbcstore/, ISBN: 0-934041-22-9
- Roofing Construction & Estimating, 1995, Atcheson, Daniel, Craftsman Book Company, P.O. Box 6500, Carlsbad, CA 92018, (800) 829-8123, www.craftsman-book.com/cbcstore/, ISBN: 1-57218-007-2
- Instructional Manual for Training and Certification of Field Personnel for Unbonded Post-Tensioning, 3rd Edition, 2003, Post-Tensioning Institute, 8601 North Black Canyon Highway, Suite 103, Phoenix, AZ 85021, (602) 870-7540, www.post-tensioning.org
- Modern Masonry: Brick, Block, Stone, 2003, Clois E. Kicklighter, The Goodheart-Willcox Company, Inc., 18604 W. Creek Drive, Tinley Park, IL 60477-6243, (800) 323-0440, www.goodheartwillcox.com/, ISBN: 1-56637-962-8
- North Carolina One-Call Center Excavation Manual, North Carolina One-Call Center, (800) 632-4949, www2.ncocc.org/ncocc/PDFs/Excavation_English.pdf
- North Carolina Administrative Code, Title 15A, Chapter 4 Sedimentation Control, as amended July 1, 2000, Sedimentation Control Commission, Archdale Building, 512 N. Salisbury Street, P.O. Box 27687, Raleigh, NC 27611, www.dlr.enr.state.nc.us/images/sedimentrules.doc
- North Carolina General Statutes Chapter 113A, Article 4 Sedimentation Pollution Control Act of 1973, as amended through October 2002, Sections 113A-50 to 113A-67, inclusive, www.ncleg.net/EnactedLegislation/Statutes/HTML/ByArticle/Chapter_113A/Article_4.html
- Laws and Regulations Applicable to General Contracting in the State of North Carolina, North Carolina Licensing Board for General Contractors, P.O. Box 17187, Raleigh, NC 27619-7987, (919) 571-4183, www.nclbhc.org
- SDI Manual of Construction with Steel Deck, 2006, 2nd Edition, Steel Deck Institute, (847) 458-4647, www.sdi.org

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Underground Cabling	2
Liens	1
Licensing and Regulations	2

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- North Carolina Occupational Safety and Health Standards for the Construction Industry, 2005, North Carolina Department of Labor, Division of Occupational Safety and Health, Bureau of Education, Training and Technical Assistance, 4 W. Edenton Street, Raleigh, NC 27601-1092, (919) 807-2875 or (800) NC-labor, www.nclabor.com

The following reference materials are not allowed in the examination center:

- Guide to Business, Law and Project Management - North Carolina General Contractors Edition, 6th Edition, National Association of State Contractor Licensing Agencies (NASCLA), P.O. Box 14941, Scottsdale, AZ 95267, (623) 587-9519, Fax (623) 587-9625, www.nascla.org, ISBN: 1889834653, (See order form at the end of this bulletin.)
- Antenna Toolkit, 2nd Edition, 2001, Joe Carr, Butterworth-Heinemann (Reed Publishing), 313 Washington Street, Newton, MA 02158-1626, (781) 221-2212, www.bh.com, ISBN: 0-7506-4947-X
- North Carolina Administrative Code, Title 15A, Chapter 4 Sedimentation Control, as amended July 1, 2000, Sedimentation Control Commission, Archdale Building, 512 N. Salisbury Street, P.O. Box 27687, Raleigh, NC 27611, www.dlr.enr.state.nc.us/images/sedimentrules.doc
- North Carolina General Statutes Chapter 113A, Article 4 Sedimentation Pollution Control Act of 1973, as amended through October 2002, Sections 113A-50 to 113A-67, inclusive, www.ncleg.net/EnactedLegislation/Statutes/HTML/BySection/Chapter_113A/GS_113A-4.html
- Design and Control of Concrete Mixtures, 14th Edition, 2002, Steven H. Kosmatka, William C. Panarese, Portland Cement Association, 5420 Old Orchard Road, Skokie, IL 60077-1083, (847) 966-6200, www.portcement.org/bookstore, ISBN: 0893122173
- Modern Welding, 2004, Althouse, Turnquist, Bowditch, Bowditch, The Goodheart-Willcox Company, Inc., 18604 West Creek Dr., Tinley Park, IL 60477-6243, (800) 323-0440, www.goodheartwillcox.com/, ISBN: 1-56637-987-3
- North Carolina One-Call Center Excavation Manual, North Carolina One-Call Center, (800) 632-4949, www2.ncocc.org/ncocc/PDFs/Excavation_English.pdf

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Acceptable Tabs

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Unacceptable Tabs

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(PU) COMMUNICATIONS

SCOPE OF WORK

This classification covers the installation of all types of pole lines, and aerial and underground distribution cable for telephone systems; aerial and underground distribution cable for Cable TV and Master Antenna TV Systems capable of transmitting R.F. signals; underground conduit and communication cable including fiber optic cable; and microwave systems and towers, including foundations and excavations where required, when the microwave systems are being used for the purpose of transmitting R.F signals; and installation of PCS or cellular telephone towers and sites.

# of Questions	% Required to Pass	Time Allowed
45	70	120 minutes

CONTENT OUTLINE

Subject Area	# of Items
MATV and Cable TV systems	7
Antennas	7
Foundations and Sitework	8
Steel Erection	8
Safety	6
Erosion and Sedimentation Control	2
One Call	2



- Pipe and Excavation Contracting, 1987, Dave Roberts, Craftsman Book Company, P.O. Box 6500, Carlsbad, CA 92018, (800) 829-8123, www.craftsman-book.com/cbcstore/, ISBN: 0-934041-22-9
- Cable Television Handbook, 1999, Bartlett, Eugene R., McGraw-Hill, P.O. Box 182605, Columbus, OH 43218-2605, (800) 338-3987, www.McGraw-hill.com, ISBN: 0-07-006891-7
- Laws and Regulations Applicable to General Contracting in the State of North Carolina, North Carolina Licensing Board for General Contractors, P.O. Box 17187, Raleigh, NC 27619-7987, (919) 571-4183, www.nclbqc.org

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(S) CONCRETE CONSTRUCTION

SCOPE OF WORK

This classification covers the construction and installation of foundations, pre-cast silos and other concrete tanks or receptacles, prestressed components, and gunite applications, but excludes bridges, streets, sidewalks, curbs, gutters, driveways, parking lots and highways.

# of Questions	% Required to Pass	Time Allowed
50	70	120 minutes

CONTENT OUTLINE

Subject Area	# of Items
Safety	5
Concrete Earthwork	3
Concrete	11
Concrete Reinforcement	9
Concrete Formwork	10
Concrete Cutting	3
Pre-cast Pre-stressed Concrete	4
Laws and Regulations	2
Liens	1
General Building Code Requirements	2

REFERENCE LIST

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- North Carolina Occupational Safety and Health Standards for the Construction Industry, 2005, North Carolina Department of Labor, Division of Occupational Safety and Health, Bureau of Education, Training and Technical Assistance, 4 W. Edenton Street, Raleigh, NC 27601-1092, (919) 807-2875 or (800) NC-labor, www.nclabor.com
- North Carolina State Building Code, General Construction, 2009, North Carolina Department of Insurance, P.O. Box 26387, Raleigh, NC 27611, (919) 661-5880, www.ncdoi.com
- *ACI 318-05 or 08 Building Code Requirements for Structural Concrete and Commentary*, 2005 or 2008, American Concrete Institute, (248) 848-3700, www.concrete.org
- North Carolina State Administration and Enforcement Requirements Code, 2006, North Carolina Department of Insurance, P.O. Box 26387, Raleigh, NC 27611, (919) 661-5880, www.ncdoi.com

The following reference materials are not allowed in the examination center:

- Formwork for Concrete, 2005, 7th Edition, Hurd, M.K., American Concrete Institute, 38800 International Way/Country Club Drive, P.O. Box 9094, Farmington Hills, MI 48333, (248) 848-3700, www.aci-int.org/, Library of Congress # 95-78585
- Design and Control of Concrete Mixtures, 14th Edition, 2002, Steven H. Kosmatka, William C. Panarese, Portland Cement Association, 5420 Old Orchard Road, Skokie, IL 60077-1083, (847) 966-6200, www.portcement.org/bookstore, ISBN: 0893122173
- Concrete Sawing, Drilling and Coring, 1998, Editors of Concrete Construction, ISBN: 0-924659-10-6, Hanley-Wood,



LLC, One Thomas Circle, NW, Washington, DC 20005, (202) 452-0800, www.hanleywood.com

- Erectors' Manual - Standards and Guidelines for the Erection of PreCast Concrete Products, 2nd Edition, 1999, Precast/Prestressed Concrete Institute (PCI), (312) 786-0300, info@pci.org, ISBN: 0-937949-56-8
- Guide to Business, Law and Project Management - North Carolina General Contractors Edition, 6th Edition, National Association of State Contractor Licensing Agencies (NASCLA), P.O. Box 14941, Scottsdale, AZ 95267, (623) 587-9519, Fax (623) 587-9625, www.nascla.org, ISBN: 1889834653, (See order form at the end of this bulletin.)
- Laws and Regulations Applicable to General Contracting in the State of North Carolina, North Carolina Licensing Board for General Contractors, P.O. Box 17187, Raleigh, NC 27619-7987, (919) 571-4183, www.nclbgc.org
- Placing Reinforcing Bars, 2005, Concrete Reinforcing Steel Institute, 933 North Plum Grove Rd., Schaumburg, IL 60173, (847) 517-1200, www.crsi.org/CRSI_Store/, Order Code: 1PLACE

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(PU) ELECTRICAL -- AHEAD OF POINT OF DELIVERY

SCOPE OF WORK

This classification covers the construction, installation, alteration, maintenance or repair of an electrical wiring

system, including sub-stations or components thereof, which is or is intended to be owned, operated and maintained by an electric power supplier such as a public or private utility, a utility cooperative, or any other properly franchised electric power supplier, for the purpose of furnishing electrical services to one or more customers.

# of Questions	% Required to Pass	Time Allowed
50	70	120 minutes

CONTENT OUTLINE

Subject Area	# of Items
Transformers	6
Electrical Knowledge	6
Conductors	7
Overhead Lines	5
Underground Lines	3
Equipment and Safety	10
Grounding Methods	3
Service Drops and Laterals	1
Poles and Structures	3
Electric Supply Stations	3
Laws and Regulations	2
Liens	1

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This examination is OPEN BOOK.

The following reference materials are allowed in the examination center:

- National Electrical Safety Code 2007, Institute of Electrical and Electronics Engineers, Inc., 345 East 47th Street, New York, NY 10017-2394, (732) 981-0060, ISBN: 0-7381-2778-7
- The Lineman's and Cableman's Handbook, 11th Edition, 2007, P.O. Box 182605, Columbus, OH 43218-2605, (800) 338-3987, www.McGraw-hill.com, ISBN: 0-07-136240-1
- National Electrical Code, 2002, National Fire Protection Association, 1 Batterymarch, Quincy, MA 02269-9101, (800) 344-3555, www.nfpa.org or the National Electrical Code Handbook
- North Carolina Occupational Safety and Health Standards for the Construction Industry, 2005, North Carolina Department of Labor, Division of Occupational Safety and Health, Bureau of Education, Training and Technical Assistance, 4 W. Edenton Street, Raleigh, NC 27601-1092, (919) 807-2875 or (800) NC-labor, www.nclabor.com

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- Guide to Business, Law and Project Management - North Carolina General Contractors Edition, 6th Edition, National Association of State Contractor Licensing Agencies (NASCLA), P.O. Box 14941, Scottsdale, AZ 95267, (623) 587-9519, Fax (623) 587-9625, www.nascla.org, ISBN: 1889834653, (See order form at the end of this bulletin.)
- American Electricians Handbook, 14th Edition, 2002, Croft, Terrell & Summers, Wilford I., McGraw-Hill, P.O. Box 182605, Columbus, OH 43218-2605, (800) 338-3987, www.McGraw-hill.com
- Laws and Regulations Applicable to General Contracting in the State of North Carolina, North Carolina Licensing Board for General Contractors, P.O. Box 17187, Raleigh, NC 27619-7987, (919) 571-4183, www.nclbgc.org

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(PU) FUEL DISTRIBUTION

SCOPE OF WORK

This classification covers the construction, installation, alteration, maintenance or repair of systems for distribution of petroleum fuels, petroleum distillates, natural gas, chemicals and slurries through pipeline from one station to another. Includes all excavating, trenching and backfilling in connection therewith. Covers the installation, replacement and removal of above ground and below ground fuel storage tanks.

# of Questions	% Required to Pass	Time Allowed
60	70	120 minutes

CONTENT OUTLINE

Subject Area	# of Items
Excavation	10
Tank and Vaults	12
Piping, Pumps, and Controls	11
Troubleshooting and Maintenance	2
Safety and Fire Prevention	8
Leak Detection and Monitoring Systems	3
Erosion and Sedimentation Control	3
One Call	2
Laws and Regulations	2
Liens	1
Gas	6

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- NFPA - 30 Flammable and Combustible Liquids Code, 2003, National Fire Protection Association, 1 Batterymarch, Quincy, MA 02269-9101, (800) 344-3555, www.nfpa.org, ISBN: 9992269332
- NFPA -30A Motor Fuel Dispensing Facilities and Repair Garages, 2003, National Fire Protection Association, 1 Batterymarch, Quincy, MA 02269-9101, (800) 344-3555, www.nfpa.org
- Recommended Practices for Installation of Underground Liquid Storage Systems (RP100), 2005, Petroleum Equipment Institute, 6514 East 69th Street, Tulsa, OK 74133, (918) 494-9696, www.pei.org
- Recommended Practices for Installation of Aboveground Storage Systems for Motor Vehicle Refueling (RP200), 2003, Petroleum Equipment Institute, 6514 East 69th Street, Tulsa, OK 74133, (918) 494-9696, www.pei.org
- Recommended Procedure for Testing Electrical Continuity of Fuel-Dispensing Hanging Hardware (RP400), 2002, Petroleum Equipment Institute 6514 East 69th Street, Tulsa, OK 74133, (918) 494-9696, www.pei.org



- ASME Code for Pressure Piping - B31.8 - Gas Transmission and Distribution Piping Systems, 2007, American Society of Mechanical Engineers, Three Park Avenue, New York, NY 10065, (800) 843-2763, www.asme.org

The following reference materials are not allowed in the examination center:

- North Carolina Administrative Code, Title 15A, Chapter 4 Sedimentation Control, as amended July 1, 2000, Sedimentation Control Commission, Archdale Building, 512 N. Salisbury Street, P.O. Box 27687, Raleigh, NC 27611, www.dlr.enr.state.nc.us/images/sedimentrules.doc
- North Carolina General Statutes Chapter 113A, Article 4 Sedimentation Pollution Control Act of 1973, as amended through October 2002, Sections 113A-50 to 113A-67, inclusive, www.ncleg.net/EnactedLegislation/Statutes/HTML/BySection/Chapter_113A/GS_113A-4.html
- North Carolina One-Call Center Excavation Manual, North Carolina One-Call Center, (800) 632-4949, http://www2.ncocc.org/ncocc/PDFs/Excavation_English.pdf
- Guide to Business, Law and Project Management - North Carolina General Contractors Edition, 6th Edition, National Association of State Contractor Licensing Agencies (NASCLA), P.O. Box 14941, Scottsdale, AZ 95267, (623) 587-9519, Fax (623) 587-9625, www.nascla.org, ISBN: 1889834653, (See order form at the end of this bulletin.)
- Pipe and Excavation Contracting, 1987, Dave Roberts, Craftsman Book Company, P.O. Box 6500, Carlsbad, CA 92018, (800) 829-8123, www.craftsman-book.com/cbcstore/, ISBN: 0-934041-22-9
- Laws and Regulations Applicable to General Contracting in the State of North Carolina, North Carolina Licensing Board for General Contractors, P.O. Box 17187, Raleigh, NC 27619-7987, (919) 571-4183, www.ncibgc.org
- Petroleum Equipment Lexicon: The definitive dictionary of terms used in petroleum marketing operations, 1995, Petroleum Equipment Institute, 6514 East 69th Street, Tulsa, OK 74133, (918) 494-9696, www.pei.org

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(H) GRADING AND EXCAVATING

SCOPE OF WORK

This classification covers the digging, moving and placing of materials forming the surface of the earth (excluding air and water) in such a manner that the cut, fill, excavation, grade, trench, backfill, or any similar operation can be executed with the use of hand and power tools and machines commonly used for these types of digging, moving and material placing. Covers work on earthen dams and the use of explosives used in connection with all or any part of the activities described in this Subparagraph. Also includes clearing and grubbing, and erosion-control activities.

# of Questions	% Required to Pass	Time Allowed
45	70	120 minutes

CONTENT OUTLINE

Subject Area	# of Items
General Knowledge and Regulations	9
Excavating and Grading	18
Safety - Code of Federal Regulations	6
Lien Law	1
Licensing and Regulations	2
One Call	3
Erosion and Sedimentation Control	6

REFERENCE LIST

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This examination is OPEN BOOK.

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- North Carolina Occupational Safety and Health Standards for the Construction Industry, 2005, North Carolina Department of Labor, Division of Occupational Safety and Health, Bureau of Education, Training and Technical



Assistance, 4 W. Edenton Street, Raleigh, NC 27601-1092, (919) 807-2875 or (800) NC-labor, www.nclabor.com

- North Carolina Standard Specifications for Roads and Structures, 2006, North Carolina Department of Transportation, 1500 Mail Service Center, Raleigh, NC 27612, (877) 368-4968, www.ncdot.org/doh/preconstruct/ps/specifications/english/2006.html

The following reference materials are not allowed in the examination center:

- North Carolina Administrative Code, Title 15A, Chapter 4 Sedimentation Control, as amended July 1, 2000, Sedimentation Control Commission, Archdale Building, 512 N. Salisbury Street, P.O. Box 27687, Raleigh, NC 27611, www.dlr.enr.state.nc.us/images/sedimentrules.doc
- North Carolina General Statutes Chapter 113A, Article 4 Sedimentation Pollution Control Act of 1973, as amended through October 2002, Sections 113A-50 to 113A-67, inclusive, www.ncleg.net/EnactedLegislation/Statutes/HTML/BySection/Chapter_113A/GS_113A-4.html
- North Carolina One-Call Center Excavation Manual, North Carolina One-Call Center, (800) 632-4949, http://www2.ncocc.org/ncocc/PDFs/Excavation_English.pdf
- Guide to Business, Law and Project Management - North Carolina General Contractors Edition, 6th Edition, National Association of State Contractor Licensing Agencies (NASCLA), P.O. Box 14941, Scottsdale, AZ 95267, (623) 587-9519, Fax (623) 587-9625, www.nascla.org, ISBN: 1889834653, (See order form at the end of this bulletin.)
- Pipe and Excavation Contracting, 1987, Dave Roberts, Craftsman Book Company, P.O. Box 6500, Carlsbad, CA 92018, (800) 829-8123, www.craftsman-book.com/cbcstore/, ISBN: 0-934041-22-9
- Laws and Regulations Applicable to General Contracting in the State of North Carolina, North Carolina Licensing Board for General Contractors, P.O. Box 17187, Raleigh, NC 27619-7987, (919) 571-4183, www.nclbgc.org

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Acceptable Tabs

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Unacceptable Tabs

- Post-It Index Flags

Post-It Flags

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HIGHWAY CONTRACTOR

SCOPE OF WORK

This classification covers all types of highway construction activity including but not limited to: grading, paving of all types, installation of exterior artificial athletic surfaces, relocation of public and private utility lines ancillary to the principal project, bridge construction and repair, parking decks, sidewalks, curbs, gutters and storm drainage. Includes installation and erection of guard rails, fencing, signage and ancillary highway hardware; covers paving and grading of airport and airfield runways, taxiways, and aprons, including the installation of signage, runway lighting and marking; and covers work done under the specialty classifications of (S) Boring and Tunneling, (S) Concrete Construction, (S) Marine Construction and (S) Railroad Construction.

# of Questions	% Required to Pass	Time Allowed
90	70	240 minutes

CONTENT OUTLINE

Subject Area	# of Items
Paving-Asphalt	14
Piles	5
Excavation and Grading	9
Concrete Paving	3
Safety	5
One-Call	3
Traffic Control	2
Concrete	6
Metals including Concrete Reinforcement	5
Erosion and Sedimentation Control	6
Tunneling	8
Railroad Construction	8
Marine Construction	6
Licensing	2
Liens	1
Business and Law	7

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- Guide to Business, Law and Project Management - North Carolina General Contractors Edition, 6th Edition, National Association of State Contractor Licensing Agencies (NASCLA), P.O. Box 14941, Scottsdale, AZ 95267, (623) 587-9519, Fax (623) 587-9625, www.nascla.org, ISBN: 1889834653, (See order form at the end of this bulletin.)
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- North Carolina Occupational Safety and Health Standards for the Construction Industry, 2005, North Carolina Department of Labor, Division of Occupational Safety and Health, Bureau of Education, Training and Technical Assistance, 4 W. Edenton Street, Raleigh, NC 27601-1092, (919) 807-2875 or (800) NC-labor, www.nclabor.com
- Construction Planning, Equipment, and Methods, 7th Edition, 2005, Peurifoy, Robert L., P.E., McGraw-Hill, P.O. Box 182605, Columbus, OH 43218-2605, (800) 338-3987, www.McGraw-hill.com, ISBN: 0-07-232176-8
- CAMA Handbook for Development of Coastal North Carolina, 2007, www.nccoastalmanagement.net. You may bring this book into the testing center with you as long as it is bound. You can have it spiral bound or hole punch it and put it in a binder.

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- North Carolina One-Call Center Excavation Manual, North Carolina One-Call Center, (800) 632-4949, http://www2.ncocc.org/ncocc/PDFs/Excavation_English.pdf
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- Design and Control of Concrete Mixtures, 14th Edition, 2002, Steven H. Kosmatka, William C. Panarese, Portland Cement Association, 5420 Old Orchard Road, Skokie, IL 60077-1083, (847) 966-6200, www.portcement.org/bookstore, ISBN: 0893122173

- Hot-Mix Asphalt Paving Handbook (MAPH-2), 2000, AASHTO Publications, 444 North Capitol Street, NW, Suite 249, Washington, DC 20001, (202) 624-5800, ashto@ashto.org, ISBN: 0-309-07157-7
- Laws and Regulations Applicable to General Contracting in the State of North Carolina, North Carolina Licensing Board for General Contractors, P.O. Box 17187, Raleigh, NC 27619-7987, (919) 571-4183, www.nclbhc.org
- Placing Reinforcing Bars, 2005, Concrete Reinforcing Steel Institute, 933 North Plum Grove Rd., Schaumburg, IL 60173, (847) 517-1200, www.crsi.org/CRSI_Store/, Order Code: 1PLACE
- Instructional Manual for Training and Certification of Field Personnel for Unbonded Post-Tensioning, 3rd Edition, 2003, Post-Tensioning Institute, 8601 North Black Canyon Highway, Suite 103, Phoenix, AZ 85021, (602) 870-7540, www.post-tensioning.org
- Jacked Tunnel Design and Construction, 1998, Boscardin, Marco D., American Society of Civil Engineers, 1801 Alexander Bell Drive, Reston, VA 20191-4400, (800) 548-2723, www.asce.org, ISBN: 0-7844-0406-2
- The Practical Guide to Railway Engineering, 2nd Edition, 2003, Division of Coastal Management, NC Department of Environmental Resources, Raleigh, NC, www.arema.org/practical_guide.htm

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(S) INSULATION

SCOPE OF WORK

This classification covers the installation, alteration, or repair of materials classified as insulating media used for the nonmechanical control of temperatures in the construction of residential and commercial buildings. Does not include the insulation of mechanical equipment and ancillary lines and piping.

# of Questions	% Required to Pass	Time Allowed
40	70	90 minutes

CONTENT OUTLINE

Subject Area	# of Items
General Knowledge and Principles	10
Liens	1
Insulation types and properties	15
Radiant and reflective barriers, vapor retarders	7
Safety	5
Laws and regulations	2

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- North Carolina Energy Code, 2002, North Carolina Department of Insurance, P.O. Box 26387, Raleigh, NC 27611, (919) 661-5880, www.ncdoi.com (you may use either the 2002 or the 2006 North Carolina Energy Code from 9/1/06 thru 12/31/06. As of 1/1/07, only the 2006 code can be used.)

The following reference materials are not allowed in the examination center:

- Guide to Business, Law and Project Management - North Carolina General Contractors Edition, 6th Edition, National

Association of State Contractor Licensing Agencies (NASCLA), P.O. Box 14941, Scottsdale, AZ 95267, (623) 587-9519, Fax (623) 587-9625, www.nascla.org, ISBN: 1889834653, (See order form at the end of this bulletin.)

- Insulation Handbook, 2001, Bynum, Richard T., McGraw-Hill, P.O. Box 182605, Columbus, OH 43218, (800) 338-3987, www.McGraw-hill.com, ISBN: 0-07-134872-7
- Laws and Regulations Applicable to General Contracting in the State of North Carolina, North Carolina Licensing Board for General Contractors, P.O. Box 17187, Raleigh, NC 27619-7987, (919) 571-4183, www.nclbgc.org

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(S) INTERIOR CONSTRUCTION

SCOPE OF WORK

This classification covers installation of acoustical ceiling systems and panels; drywall portions (load bearing and nonbearing); lathing and plastering; flooring and finishing; interior recreational surfaces; window and door installation; and installation of fixtures, cabinets, and millwork. Includes the removal of asbestos and replacement with non-toxic substances.

# of Questions	% Required to Pass	Time Allowed
50	70	120 minutes



CONTENT OUTLINE

Subject Area	# of Items
Asbestos Removal	6
Windows and Doors	3
Framing - Wood and Metal	7
Finish Carpentry and Millwork	7
Drywall and Plaster	15
Flooring and Finishes	5
Acoustical Ceilings	2
Laws and Regulations	2
Liens	1
Permits and Inspections	2

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The following reference materials are allowed in the examination center:

- North Carolina State Building Code, General Construction, 2009, North Carolina Department of Insurance, P.O. Box 26387, Raleigh, NC 27611, (919) 661-5880, www.ncdoi.com
- North Carolina State Administration and Enforcement Requirements Code, 2006, North Carolina Department of Insurance, P.O. Box 26387, Raleigh, NC 27611, (919) 661-5880, www.ncdoi.com

The following reference materials are not allowed in the examination center:

- Gypsum Construction Handbook, Centennial Edition, 2000, United States Gypsum Company, 125 S. Franklin St., Chicago, IL 60606, (800) 874-4968, www.usg.com, ISBN: 0-9636862-2-4
- Builders Guide to Floors, 1997, Peter Fleming, McGraw-Hill, P.O. Box 182605, Columbus, OH 43218-2605, (800) 338-3987, www.McGraw-hill.com, ISBN: 0-07-021672-X(HC)
- Guide to Business, Law and Project Management - North Carolina General Contractors Edition, 6th Edition, National Association of State Contractor Licensing Agencies (NASCLA), P.O. Box 14941, Scottsdale, AZ 95267, (623) 587-9519, Fax (623) 587-9625, www.nascla.org, ISBN: 1889834653, (See order form at the end of this bulletin.)
- Finish Carpentry: A Complete Interior and Exterior Guide, 1995, Rodman P. Neumann (Editor), William Perkins Spence, The Sterling Publishing Company, Inc., 387 Park Avenue South, New York, NY 10016, (212) 532-7160, www.sterpub.com, ISBN: 0-8069-0700-2

- Asbestos Operations and Maintenance (OSHA Class III), Professional Training Associates, 46 South Linden St., Suite C, Duquesne, PA 15110, (412) 460-0266, www.ptainc.com/publications/bookstore.asp
- Laws and Regulations Applicable to General Contracting in the State of North Carolina, North Carolina Licensing Board for General Contractors, P.O. Box 17187, Raleigh, NC 27619-7987, (919) 571-4183, www.nclbgc.org
- Plastering Skills, 1984, F. Van Den Branden & Thomas L. Hartsell, L., American Technical Publishers, Inc., 1155 W. 175th St., Homewood, IL 60430, (800) 323-3471, ISBN: 0-8269-0657-5

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(S) MARINE CONSTRUCTION

SCOPE OF WORK

This classification covers all marine construction and repair activities and all types of marine construction in deep-water installations and in harbors, inlets, sounds, bays, and channels; covers dredging, construction and installation of pilings, piers, decks, slips, docks, and bulkheads. Does not include structures required on docks, slips, and piers.

# of Questions	% Required to Pass	Time Allowed
50	70	120 minutes



CONTENT OUTLINE

Subject Area	# of Items
CAMA Regulated Areas	7
Small Docks	7
Pile Driving	12
Concrete	7
Concrete Reinforcement	7
Safety	5
Laws and Regulations	2
Liens	1
Erosion and Sedimentation Control	2

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- CAMA Handbook for Development of Coastal North Carolina, 2007, www.nccoastalmanagement.net. You may bring this book into the testing center with you as long as it is bound. You can have it spiral bound or hole punch it and put it in a binder.
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- Design and Control of Concrete Mixtures, 14th Edition, 2002, Steven H. Kosmatka, William C. Panarese, Portland Cement Association, 5420 Old Orchard Road, Skokie, IL 60077-1083, (847) 966-6200, www.portcement.org/bookstore, ISBN: 0893122173
- The Dock Manual: Designing, Building, Maintaining, 1999, Max Burns, Storey Books, Pownal, VT 05261, (800) 793-9396, www.storey.com, ISBN: 1-58017-098-6
- Guide to Business, Law and Project Management - North Carolina General Contractors Edition, 6th Edition, National Association of State Contractor Licensing Agencies (NASCLA), P.O. Box 14941, Scottsdale, AZ 95267, (623) 587-9519, Fax (623) 587-9625, www.nascla.org, ISBN: 1889834653, (See order form at the end of this bulletin.)
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(S) MASONRY CONSTRUCTION

SCOPE OF WORK

This classification covers the installation, with or without the use of mortar or adhesives, of the following: brick, concrete block, gypsum partition tile, pumice block or other lightweight and facsimile units and products common to the masonry industry; fire clay products and refractory construction; rough cut and dressed stone, marble panels, and slate units, and installation of structural glazed tile or block, glass brick or block, and solar screen tile or block.

# of Questions	% Required to Pass	Time Allowed
50	70	120 minutes

CONTENT OUTLINE

Subject Area	# of Items
Safety	5
Concrete Block	16
Brick	12
Specialty Masonry	4
Mortar and Grout	8
Laws and Regulations	2
Liens	1
General Building Code Requirements	2

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North Carolina State Building Code, General Construction, 2009, North Carolina Department of Insurance, P.O. Box 26387, Raleigh, NC 27611, (919) 661-5880, www.ncdoi.com
- ACI 530-05 or 08 Building Code Requirements for Masonry Structures, 2005 or 2008, American Concrete Institute, (248) 848-3700, www.concrete.org
- North Carolina State Administration and Enforcement Requirements Code, 2006, North Carolina Department of

The following reference materials are not allowed in the examination center:

- Modern Masonry: Brick, Block, Stone, 2003, Clois E. Kicklighter, The Goodheart-Willcox Company, Inc., 18604 W. Creek Drive, Tinley Park, IL 60477-6243, (800) 323-0440, www.goodheartwillcox.com/, ISBN: 1-56637-962-8
- Guide to Business, Law and Project Management - North Carolina General Contractors Edition, 6th Edition, National Association of State Contractor Licensing Agencies (NASCLA), P.O. Box 14941, Scottsdale, AZ 95267, (623) 587-9519, Fax (623) 587-9625, www.nascla.org, ISBN: 1889834653, (See order form at the end of this bulletin.)
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Post-It Index Flags
Post-It Flags

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(S) METAL ERECTION

SCOPE OF WORK

This classification covers the field fabrication, erection, repair, and alteration of architectural and structural shapes, plates, tubing, pipes and bars, not limited to steel or aluminum, that

are or may be used as structural members for buildings, equipment, and structure; and covers the layout, assembly, and erection by welding, bolting or riveting such metal products as, but not limited to, curtain walls, tanks of all types, hoppers, structural members for buildings, towers, stairs, conveyor frames, cranes and crane runways, canopies, carports, guard rails, signs, steel scaffolding as a permanent structure, rigging, flagpoles, fences, steel and aluminum siding, bleachers, fire escapes, and seating for stadiums, arenas, and auditoriums.

# of Questions	% Required to Pass	Time Allowed
65	70	150 minutes

CONTENT OUTLINE

Subject Area	# of Items
Metal Roofing and Siding	5
Reinforcing Steel	8
Safety - OSHA Subpart R	7
Safety - General	6
Steel Decks	7
Steel Joists and Girders	15
Welding	6
Bolting	3
Laws and Regulations	2
Liens	1
Metal Fencing	5

REFERENCE LIST

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- North Carolina Occupational Safety and Health Standards for the Construction Industry, 2005, North Carolina Department of Labor, Division of Occupational Safety and Health, Bureau of Education, Training and Technical Assistance, 4 W. Edenton Street, Raleigh, NC 27601-1092, (919) 807-2875 or (800) NC-labor, www.nclabor.com
- Specification for Structural Joints Using ASTM A325 or A490 Bolts, 2004, Research Council on Structural Connections, C/O American Institute of Steel Construction, Inc., One East Wacker Drive, Suite 3100, Chicago, IL 60601-2001, www.boltcouncil.org/educbull.htm

The following reference materials are not allowed in the examination center:

- Profiled Sheet Roofing and Cladding - A Guide to Good Practice, 3rd Edition, 1999, The National Federation of Roofing Contractors Publications Ltd., 29 West 35th Street, New York, NY 10001, www.nfrc.co.uk, ISBN: 0419-23940-5
- Placing Reinforcing Bars, 2005, Concrete Reinforcing Steel Institute, 933 North Plum Grove Rd., Schaumburg, IL 60173, (847) 517-1200, www.crsi.org/CRSI_Store, Order Code: 1PLACE
- Handling and Erection of Steel Joists and Joist Girders, 1987 or 2006 edition, Steel Joist Institute, 3127 10th Avenue North Extension, Myrtle Beach, South Carolina 29577-6760, www.steeljoist.org
- Laws and Regulations Applicable to General Contracting in the State of North Carolina, North Carolina Licensing Board for General Contractors, P.O. Box 17187, Raleigh, NC 27619-7987, (919) 571-4183, www.nclbgc.org
- SDI Manual of Construction with Steel Deck*, 2006, 2nd Edition, Steel Deck Institute, (847) 458-4647, www.sdi.org
- Guide to Business, Law and Project Management - North Carolina General Contractors Edition, 6th Edition, National Association of State Contractor Licensing Agencies (NASCLA), P.O. Box 14941, Scottsdale, AZ 95267, (623) 587-9519, Fax (623) 587-9625, www.nascla.org, ISBN: 1889834653, (See order form at the end of this bulletin.)
- Modern Welding, 2004, Althouse, Turnquist, Bowditch, Bowditch, The Goodheart-Willcox Company, Inc., 18604 West Creek Dr., Tinley Park, IL 60477-6243, (800) 323-0440, www.goodheartwillcox.com/, ISBN: 1-56637-987-3
- Fences and Retaining Walls, 1990, William McElroy, ISBN: 0-934041-53-9 Craftsman Book Company, P.O. Box 6500, Carlsbad, CA 92018, (800) 829-8123, www.craftsman-book.com/cbcstore/

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(PU) PUBLIC UTILITIES CONTRACTOR

The following reference materials are allowed in the examination center:

SCOPE OF WORK

This classification includes those whose operations are the performance of construction work on the following subclassifications of facilities: a). Water and sewer mains and water service lines and house and building sewer lines as defined in the North Carolina State Building Code, and water storage tanks, lift stations, pumping stations, and appurtenances to water storage tanks, lift stations and pumping stations; b). Water wastewater-treatment facilities, and appurtenances thereto; c). Electrical power transmission facilities, and primary and secondary distribution facilities ahead of the point of delivery of electric service to the customer; d). Public communication distribution facilities; e). Natural gas and other petroleum products distribution facilities. Within appropriate subclassification, a public utilities contractor license covers work done under the specialty classifications of S(Boring and Tunneling), (PU) Communications, (PU) Fuel Distribution, (PU) Electrical-Ahead of Point of Delivery, and (S) Swimming Pools.

- Guide to Business, Law and Project Management - North Carolina General Contractors Edition, 6th Edition, National Association of State Contractor Licensing Agencies (NASCLA), P.O. Box 14941, Scottsdale, AZ 95267, (623) 587-9519, Fax (623) 587-9625, ISBN: 1889834653, (See order form at the end of this bulletin.)
- North Carolina Occupational Safety and Health Standards for the Construction Industry, 2005, North Carolina Department of Labor, Division of Occupational Safety and Health, Bureau of Education, Training and Technical Assistance, 4 W. Edenton Street, Raleigh, NC 27601-1092, (919) 807-2875 or (800) NC-labor, www.nclabor.com
- North Carolina Administrative Code Title 15A Subchapter 18C: Water Supplies, 2004, ncrules.state.nc.us/ncadministrativ_/default.htm or order direct from WestGroup at (800) 762-5272 or online at www.westgroup.com/
- Public Swimming Pools - North Carolina Department of Environmental Health and Natural Resources, Title 15A, Subchapter 18A, Sec. 2500 NC Administrative Code, www.deh.enr.state.nc.us/ehs/rules/t15a-18a.25.pdf
- Recommended Practices for Installation of Aboveground Storage Systems for Motor Vehicle Refueling (RP200), 2003, Petroleum Equipment Institute, 6514 East 69th Street, Tulsa, OK 74133, (918) 494-9696, www.pei.org/shopping
- Recommended Procedure for Testing Electrical Continuity of Fuel-Dispensing Hanging Hardware (RP400), 2002, Petroleum Equipment Institute 6514 East 69th Street, Tulsa, OK 74133, (918) 494-9696, www.pei.org/shopping
- ASME Code for Pressure Piping - B31.8 - Gas Transmission and Distribution Piping Systems, 2007, American Society of Mechanical Engineers, Three Park Avenue, New York, NY 10065, (800) 843-2763, www.asme.org
- National Electrical Safety Code, 2007, Institute of Electrical and Electronics Engineers, Inc., 345 East 47th Street, New York, NY 10017-2394, (732) 981-0060, ISBN: 0-7381-2778-7
- The Lineman's and Cableman's Handbook, 11th Edition, 2007, P.O. Box 182605, Columbus, OH 43218-2605, (800) 338-3987, www.McGraw-hill.com, ISBN: 0-07-136240-1
- Installation Guide for Ductile Iron Pipe, 2000, Ductile Iron Pipe Research Association, 245 Riverchase Parkway, Suite 0, Birmingham, Ala 35244-1856, www.dipra.org, ISBN: 0964219409
- *Concrete Pipe & Box Culvert Installation*, 2007 edition, American Concrete Pipe Association, 1303 West Walnut Hill Lane, Suite 305, Irving, Texas 75308-7216, www.concrete-pipe.org

# of Questions	% Required to Pass	Time Allowed
100	70	240 minutes

CONTENT OUTLINE

Subject Area	# of Items
Excavation and Grading	6
Electrical Power Distribution	15
Fuel Distribution	12
Swimming Pools	4
Concrete and Concrete Reinforcement	12
Shotcrete and Gunite	4
Water and Sewer Piping	12
Communication Systems	3
Boring and Tunneling	4
Erosion and Sedimentation Control	2
Safety	8
Liens	1
Licensing	2
Business and Law	7
One Call	2
Welding	6

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- North Carolina Administrative Code, Title 15A, Chapter 4 Sedimentation Control, as amended July 1, 2000, Sedimentation Control Commission, Archdale Building, 512 N. Salisbury Street, P.O. Box 27687, Raleigh, NC 27611, www.dlr.enr.state.nc.us/images/sedimentrules.doc
- North Carolina General Statutes Chapter 113A, Article 4 Sedimentation Pollution Control Act of 1973, as amended



through October 2002, Sections 113A-50 to 113A-67, inclusive,

www.ncleg.net/EnactedLegislation/Statutes/HTML/BySection/Chapter_113A/GS_113A-4.html

- North Carolina One-Call Center Excavation Manual, North Carolina One-Call Center, (800) 632-4949, www2.ncocc.org/ncocc/PDFs/Excavation_English.pdf
- Pipe and Excavation Contracting, 1987, Dave Roberts, Craftsman Book Company, P.O. Box 6500, Carlsbad, CA 92018, (800) 829-8123, www.craftsman-book.com/cbcstore/, ISBN: 0-934041-22-9
- Laws and Regulations Applicable to General Contracting in the State of North Carolina, North Carolina Licensing Board for General Contractors, P.O. Box 17187, Raleigh, NC 27619-7987, (919) 571-4183, www.nclbgc.org
- Jacked Tunnel Design and Construction, 1998, Marco D. Boscardin, American Society of Civil Engineers, 1801 Alexander Bell Drive, Reston, VA 20191-4400, (800) 548-2723, www.asce.org, ISBN: 0-7844-0406-2
- Erectors' Manual - Standards and Guidelines for the Erection of PreCast Concrete Products, 2nd Edition, 1999, Precast/Prestressed Concrete Institute (PCI), (312) 786-0300, info@pci.org, ISBN: 0-937949-56-8
- Modern Welding, 2004, Althouse, Turnquist, Bowditch, Bowditch, The Goodheart-Willcox Company, Inc., 18604 West Creek Dr., Tinley Park, IL 60477-6243, (800) 323-0440, www.goodheartwillcox.com/, ISBN: 1-56637-987-3
- Design and Control of Concrete Mixtures, 14th Edition, 2002, Steven H. Kosmatka, William C. Panarese, Portland Cement Association, 5420 Old Orchard Road, Skokie, IL 60077-1083, (847) 966-6200, www.portcement.org/bookstore, ISBN: 0893122173
- Guide to Shotcrete, 1995, American Concrete Institute, P.O. Box 9094, Farmington Hills, MI 48333, (248) 848-3700, www.aci-int.org/bookstore/bkstr.asp, Order #506R-90

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(S) RAILROAD CONSTRUCTION

SCOPE OF WORK

This classification covers the building, construction, and repair of railroad lines, including: clearing and filling rights-of-way; shaping, compacting, setting and stabilizing road beds; setting ties, tie plate rails, rail connectors, frogs, switch plates, switches, signal markers, retaining walls, dikes, fences and gates; and construction and repair of tool sheds and platforms.

# of Questions	% Required to Pass	Time Allowed
50	70	120 minutes

CONTENT OUTLINE

Subject Area	# of Items
Erosion and Sedimentation Control	2
Track Construction	16
Concrete Railway Structures	15
Safety	7
Sitework	5
One Call	2
Laws and Regulations	2
Liens	1

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- 49CFR Part 213 - Track Safety Standards; Part 214 - Railroad Workplace Safety; and Part 236 - Rules, Standards, and Instructions Governing the Installation, Inspection, Maintenance, and Repair of Signal and Train Control



Systems, Devices, and Appliances, Superintendent of Documents, P.O. Box 371954, Pittsburgh, PA 15250-7954, (888) 293-6498, www.bookstore.gpo.gov/

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- North Carolina Administrative Code, Title 15A, Chapter 4 Sedimentation Control, as amended July 1, 2000, Sedimentation Control Commission, Archdale Building, 512 N. Salisbury Street, P.O. Box 27687, Raleigh, NC 27611, www.dlr.enr.state.nc.us/images/sedimentrules.doc
- North Carolina General Statutes Chapter 113A, Article 4 Sedimentation Pollution Control Act of 1973, as amended through October 2002, Sections 113A-50 to 113A-67, inclusive, www.ncleg.net/EnactedLegislation/Statutes/HTML/BySection/Chapter_113A/GS_113A-4.html
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- North Carolina One-Call Center Excavation Manual, North Carolina One-Call Center, (800) 632-4949, www2.ncocc.org/ncocc/PDFs/Excavation_English.pdf
- The Practical Guide to Railway Engineering, 2nd Edition, 2003, Division of Coastal Management, NC Department of Environmental Resources, Raleigh, NC, www.arema.org/practical_guide.htm
- Field Handbook for Concrete Railway Structures, American Railway Engineering and Maintenance of Way Association (AREMA), 8201 Corporate Drive, #1125, Landover, MD 20785, (301) 459-3200, www.arema.org/pubs/pubs.htm
- Pipe and Excavation Contracting, 1987, Dave Roberts, Craftsman Book Company, P.O. Box 6500, Carlsbad, CA 92018, (800) 829-8123, www.craftsman-book.com/cbcstore/, ISBN: 0-934041-22-9
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RESIDENTIAL CONTRACTOR

SCOPE OF WORK

This classification covers all types of construction activity pertaining to the construction of residential units that are required to conform to the residential building code adopted by the Building Code Council pursuant to G.S. 143-138. It covers all site work, driveways, and sidewalks ancillary to the aforementioned construction; and covers the work done as part of such residential units under the specialty classifications of (S) Insulation, (S) Masonry Construction, (S) Roofing, and (S) Swimming Pools.

# of Questions	% Required to Pass	Time Allowed
90	70	210 minutes

CONTENT OUTLINE

Subject Area	# of Items
Site work, Footings and Foundations	12
Concrete and Concrete Reinforcement	10
Masonry	7
Carpentry	11
Associated Construction trades, including Energy Conservation and Drywall	8
Roofing	6
Estimating, Plan Reading and General Residential Code Requirements	16
OSHA Safety	4
Licensing and Business and Law	10
Special Construction Zones (wind and coastal) and Erosion and Sedimentation Control	6

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- Guide to Business, Law and Project Management - North Carolina General Contractors Edition, 6th Edition, National Association of State Contractor Licensing Agencies (NASCLA), P.O. Box 14941, Scottsdale, AZ 95267, (623) 587-9519, Fax (623) 587-9625, www.nascla.org, ISBN: 1889834653, (See order form at the end of this bulletin.)
- North Carolina State Residential (One- and Two- Family Dwelling) Code, 2009, North Carolina Department of Insurance, P.O. Box 26387, Raleigh, NC 27611, 1-919-661-5880, www.ncdoi.com
- North Carolina State Administration and Enforcement Requirements Code, 2006, North Carolina Department of Insurance, P.O. Box 26387, Raleigh, NC 27611, (919) 661-5880, www.ncdoi.com

The following reference materials are not allowed in the examination center:

- Carpentry & Building Construction, 6th Edition, 2004, Feirer, Hutchings and Feirer, Glencoe-McGraw-Hill, (800) 334-7344, P.O. Box 543, Blacklick, OH 43004, www.mcgrawhill.ca/highereducation/php/bookinfo.php?isbn=007822702X&pNumber=336830, ISBN: 007822702X, (You may also use the 1997 edition, ISBN: 002838699X).
- Roofing Construction & Estimating, 1995, Atcheson, Daniel, Craftsman Book Company, P.O. Box 6500, Carlsbad, CA 92018, (800) 829-8123, www.craftsman-book.com/cbcstore/, ISBN: 1-57218-007-2
- Modern Masonry: Brick, Block, Stone, 2003, Clois E. Kicklighter, The Goodheart-Willcox Company, Inc., 18604 W. Creek Drive, Tinley Park, IL 60477-6243, (800) 323-0440, www.goodheartwillcox.com/, ISBN: 1-56637-962-8
- Pipe and Excavation Contracting, 1987, Dave Roberts, Craftsman Book Company, P.O. Box 6500, Carlsbad, CA 92018, (800) 829-8123, www.craftsman-book.com/cbcstore/, ISBN: 0-934041-22-9
- The Contractor's Guide to Quality Concrete Construction, 2005, American Concrete Institute, P.O. Box 9094, Farmington Hills, MI 48333, (248) 848-3700, www.aci-int.org/, ISBN: 0-87031-016-X
- Guide to Good Practice for Handling, Installing, Restraining, and Bracing of Metal Plate Connected Wood Trusses, 2006, Wood Truss Council of America, (608) 274-4849, www.woodtruss.com
- North Carolina Administrative Code, Title 15A, Chapter 4 Sedimentation Control, as amended July 1, 2000, Sedimentation Control Commission, Archdale Building, 512 N. Salisbury Street, P.O. Box 27687, Raleigh, NC 27611, www.dlr.enr.state.nc.us/images/sedimentrules.doc
- North Carolina General Statutes Chapter 113A, Article 4 Sedimentation Pollution Control Act of 1973, as amended through October 2002, Sections 113A-50 to 113A-67, inclusive, www.ncleg.net/EnactedLegislation/Statutes/HTML/BySection/Chapter_113A/GS_113A-4.html

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(S) ROOFING

SCOPE OF WORK

This classification covers the installation and repair of roofs and decks on residential, commercial, industrial, and institutional structures requiring materials that form a watertight and weather-resistant surface. The term "material" shall be defined for purposes of this Subparagraph to include, among other things, cedar, cement, asbestos, clay tile, and composition shingles, all types of metal coverings, wood shakes, single ply, and built-up roofing, protective and reflective roof and deck coatings, sheet metal valleys, flashings, gravel stops, gutters and downspouts, and bituminous waterproofing.

# of Questions	% Required to Pass	Time Allowed
60	70	120 minutes



CONTENT OUTLINE

Subject Area	# of Items
Safety	5
Roofing - Substrate	6
Roofing - Steep	18
Roofing Repairs	4
Roofing - Elastomeric	6
Roofing - Built - up Bituminous	6
Business and Law	7
Sheet Metal and Flashing	3
Licensing	2
Liens	1
General Building Code Requirements	2

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- North Carolina State Building Code, General Construction, 2009, North Carolina Department of Insurance, P.O. Box 26387, Raleigh, NC 27611, (919) 661-5880, www.ncdoi.com
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- North Carolina State Administration and Enforcement Requirements Code, 2006, North Carolina Department of Insurance, P.O. Box 26387, Raleigh, NC 27611, (919) 661-5880, www.ncdoi.com
- NRCA Roofing and Waterproofing Manual, 2003, The National Roofing Contractors Association, 10255 West Higgins Road, Suite 600, Rosemont, IL 60018-5607, (866) 275-6722, www.nrca.net/pubstore/manual.asp

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(S) SWIMMING POOLS

SCOPE OF WORK

This classification covers the construction, service, and repair of all swimming pools. Includes: (i) Excavation and grading; (ii) Construction of concrete, gunite, and plastic-type pools, pool decks, and walkways, tiling and coping; and (iii) Installation of all equipment including pumps, filters, and chemical feeders. Does not include direct connections to a sanitary sewer system or to potable water lines, nor the grounding and bonding of any metal surfaces or the making of any electrical connections.

# of Questions	% Required to Pass	Time Allowed
60	70	120 minutes



CONTENT OUTLINE

Subject Area	# of Items
Filtration/Circulation Systems	15
Maintenance and Operation	10
Accessories and Associated Trades	8
Concrete, Shotcrete and Gunite	10
Design	10
Laws and Regulations	2
Liens	1
One Call	2
Erosion and Sedimentation Control	2

REFERENCE LIST

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Candidates may use a silent, non-printing, non-programmable calculator in the examination center. Candidates will also be provided with a magnifying glass upon request.

This examination is OPEN BOOK.

The following reference materials are allowed in the examination center:

- Public Swimming Pools - North Carolina Department of Environment and Natural Resources, Title 15A, Subchapter 18A, Sec. .2500, NC Administrative Code, www.deh.enr.state.nc.us/ehs/rules/t15a-18a.25.pdf
- Circulation System Components and Related Materials for Swimming Pools, Spas/Hot Tubs, 2008, NSF International, 789 Dixboro Road, P.O. Box 130140, Ann Arbor, MI 48113-0140, (734) 769-8010, www.nsf.org

The following reference materials are not allowed in the examination center:

- North Carolina One-Call Center Excavation Manual, North Carolina One-Call Center, (800) 632-4949, http://www2.ncocc.org/ncocc/PDFs/Excavation_English.pdf
- Guide to Shotcrete, American Concrete Institute, PO Box 9094 Farmington Hills, MI 48333, (248) 848-3700, www.aci-int.org/bookstore/bkstr.asp, Order #506R-90
- The Contractor's Guide to Quality Concrete Construction, 2005, American Concrete Institute, P.O. Box 9094, Farmington Hills, MI 48333, (248) 848-3700, www.aci-int.org/, ISBN: 0-87031-016-X
- The Ultimate Pool Maintenance Manual: Spas, Pools, Hot Tubs, Rockscapes and Other Water Features, 2nd Edition, 2001, Tamminen, Terry, McGraw-Hill, P.O. Box 182605, Columbus, OH 43218-2605, (800) 338-3987, www.McGraw-hill.com, ISBN: 0-07-136239-8
- ANSI/NSPI-1 Standard for Public Swimming Pools, 2003, National Spa and Pool Institute, 2111 Eisenhower Avenue, Alexandria, VA 22314, (703) 838-0083, www.nspi.org
- ANSI/NSPI-5 American National Standard for Residential Inground Swimming Pools, 2003, National Spa and Pool

Institute, 2111 Eisenhower Avenue, Alexandria, VA 22314, (703) 838-0083, www.nspi.org

- ANSI/NSPI-2 Standard for Public Spas, 1999, National Spa and Pool Institute, 2111 Eisenhower Avenue, Alexandria, VA 22314, (703) 838-0083, www.nspi.org
- ANSI/NSPI-3 - Standard for Permanently Installed Residential Spas, 1999, National Spa and Pool Institute, 2111 Eisenhower Avenue, Alexandria, VA 22314, (703) 838-0083, www.nspi.org
- Certified Pool-Spa Operators Handbook, 2006, National Swimming Pool Foundation, 10803 Gulfdale Suite 300, San Antonio, TX 78216, (516) 623-3447, www.nspf.com
- North Carolina Administrative Code, Title 15A, Chapter 4 Sedimentation Control, as amended July 1, 2000, Sedimentation Control Commission, Archdale Building, 512 N. Salisbury Street, P.O. Box 27687, Raleigh, NC 27611, www.dlr.enr.state.nc.us/images/sedimentrules.doc
- North Carolina General Statutes Chapter 113A, Article 4 Sedimentation Pollution Control Act of 1973, as amended through October 2002, Sections 113A-50 to 113A-67, inclusive, www.ncleg.net/EnactedLegislation/Statutes/HTML/BySection/Chapter_113A/GS_113A-4.html
- Guide to Business, Law and Project Management - North Carolina General Contractors Edition, 6th Edition, National Association of State Contractor Licensing Agencies (NASCLA), P.O. Box 14941, Scottsdale, AZ 95267, (623) 587-9519, Fax (623) 587-9625, www.nascla.org, ISBN: 1889834653, (See order form at the end of this bulletin.)
- Laws and Regulations Applicable to General Contracting in the State of North Carolina, North Carolina Licensing Board for General Contractors, P.O. Box 17187, Raleigh, NC 27619-7987, (919) 571-4183, www.nclbnc.org

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(PU) WATER LINES AND SEWER LINES

SCOPE OF WORK

This classification covers construction work on water and sewer mains, water service lines, and house and building sewer lines as defined in the North Carolina State Building Code, and covers water storage tanks, lift stations, pumping stations, and appurtenances to water storage tanks, lift stations, and pumping stations. Includes pavement patching, backfill, and erosion control as part of such construction.

# of Questions	% Required to Pass	Time Allowed
45	70	120 minutes

CONTENT OUTLINE

Subject Area	# of Items
Safety	6
General Knowledge	3
Underground Utilities-Concrete Pipe Installation	10
Underground Utilities-Ductile Pipe Installation	10
Excavating and Grading	9
Liens	1
Erosion and Sedimentation Control	2
One-Call	2
Laws and Regulations	2

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This examination is OPEN BOOK.

The following reference materials are allowed in the examination center:

- North Carolina Occupational Safety and Health Standards for the Construction Industry, 2005, North Carolina Department of Labor, Division of Occupational Safety and Health, Bureau of Education, Training and Technical Assistance, 4 W. Edenton Street, Raleigh, NC 27601-1092, (919) 807-2875 or (800) NC-labor, www.nclabor.com
- Installation Guide for Ductile Iron Pipe, 2000, Ductile Iron Pipe Research Association, 245 Riverchase Parkway, Suite 0, Birmingham, AL 35244-1856, (205) 402-8700, www.dipra.org, ISBN: 0-9642194-0-9

- Concrete Pipe & Box Culvert Installation*, 2007 edition, American Concrete Pipe Association, 1303 West Walnut Hill Lane, Suite 305, Irving, Texas 75308-7216, www.concrete-pipe.org

The following reference materials are not allowed in the examination center:

- North Carolina One-Call Center Excavation Manual, North Carolina One-Call Center, (800) 632-4949, http://www2.ncocc.org/ncocc/PDFs/Excavation_English.pdf
- North Carolina Administrative Code, Title 15A, Chapter 4 Sedimentation Control, as amended July 1, 2000, Sedimentation Control Commission, Archdale Building, 512 N. Salisbury Street, P.O. Box 27687, Raleigh, NC 27611, www.dlr.enr.state.nc.us/images/sedimentrules.doc
- North Carolina General Statutes Chapter 113A, Article 4 Sedimentation Pollution Control Act of 1973, as amended through October 2002, Sections 113A-50 to 113A-67, inclusive, www.ncleg.net/EnactedLegislation/Statutes/HTML/BySection/Chapter_113A/GS_113A-4.html
- Guide to Business, Law and Project Management - North Carolina General Contractors Edition, 6th Edition, National Association of State Contractor Licensing Agencies (NASCLA), P.O. Box 14941, Scottsdale, AZ 95267, (623) 587-9519, Fax (623) 587-9625, www.nascla.org, ISBN: 1889834653, (See order form at the end of this bulletin.)
- Pipe and Excavation Contracting, 1987, Dave Roberts, Craftsman Book Company, P.O. Box 6500, Carlsbad, CA 92018, (800) 829-8123, www.craftsman-book.com/cbcstore/, ISBN: 0-934041-22-9
- Laws and Regulations Applicable to General Contracting in the State of North Carolina, North Carolina Licensing Board for General Contractors, P.O. Box 17187, Raleigh, NC 27619-7987, (919) 571-4183, www.nclbgc.org

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- North Carolina Administrative Code Title 15A Subchapter 18C: Water Supplies, 2004, ncrules.state.nc.us/ncadministrativ_/default.htm, or order direct from WestGroup at (800) 762-5272 or online at www.westgroup.com/

(PU) WATER PURIFICATION AND SEWAGE DISPOSAL

SCOPE OF WORK

This classification covers the performance of construction work on septic systems, water and wastewater treatment facilities and covers all site work, grading, and paving of parking lots, driveways, sidewalks, and curbs and gutters that are ancillary to such construction of water and wastewater treatment facilities. Covers the work done under the specialty classifications of (S) Concrete Construction, (S) Insulation, (S) Interior Construction, (S) Masonry Construction, (S) Roofing, and (S) Metal Erection as part of such work on water and wastewater treatment facilities.

The following reference materials are not allowed in the examination center:

- North Carolina One-Call Center Excavation Manual, North Carolina One-Call Center, (800) 632-4949, http://www2.ncocc.org/ncocc/PDFs/Excavation_English.pdf
- Guide to Business, Law and Project Management - North Carolina General Contractors Edition, 6th Edition, National Association of State Contractor Licensing Agencies (NASCLA), P.O. Box 14941, Scottsdale, AZ 95267, (623) 587-9519, Fax (623) 587-9625, www.nascla.org, ISBN: 1889834653, (See order form at the end of this bulletin.)
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- Design and Control of Concrete Mixtures, 14th Edition, 2002, Steven H. Kosmatka, William C. Panarese, Portland Cement Association, 5420 Old Orchard Road, Skokie, IL 60077-1083, (847) 966-6200, www.portcement.org/bookstore, ISBN: 0893122173
- Guide to Shotcrete, American Concrete Institute, P.O. Box 9094 Farmington Hills, MI 48333, (248) 848-3700, www.aci-int.org/bookstore/bkstr.asp, Order #506R-90
- Placing Reinforcing Bars - 2005, Concrete Reinforcing Steel Institute, 933 North Plum Grove Rd Schaumburg, IL 60173, (847) 517-1200, www.crsi.org/CRSI_Store/, Order Code: 1PLACE
- Formwork for Concrete - 2005, 7th Edition, M.K. Hurd, Library of Congress # 95-78585, American Concrete Institute, PO Box 9094 Farmington Hills, MI 48333, (248) 848-3700, www.aci-int.org/

# of Questions	% Required to Pass	Time Allowed
50	70	120 minutes

CONTENT OUTLINE

Subject Area	# of Items
Safety	6
Shotcrete	5
Concrete	8
Concrete Reinforcement	7
Excavation and Grading	7
Water Regulations	2
Laws and Regulations	4
Liens	1
One Call	2
Erosion and Sedimentation Control	2
Formwork	6

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<input type="checkbox"/>	Modern Welding

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SPECIAL ARRANGEMENT REQUEST FORM OR OUT-OF-STATE TESTING REQUEST

All examination centers are equipped to provide access in accordance with the Americans with Disabilities Act (ADA) of 1990. Applicants with disabilities or those who would otherwise have difficulty taking the examination may request special examination arrangements.

Candidates who wish to request special arrangements because of a disability should fax this form and supporting documentation to PSI at (702) 932-2666.

Requirements for special arrangement requests

You are required to submit documentation from the medical authority or learning institution that rendered a diagnosis. Verification must be submitted to PSI on the letterhead stationary of the authority or specialist and include the following:

- Description of the disability and limitations related to testing
- Recommended accommodation/modification
- Name, title and telephone number of the medical authority or specialist
- Original signature of the medical authority or specialist

Date _____

Legal Name: _____
Last Name First Name

Address: _____
Street City, State, Zip Code

Telephone : (____) _____ - _____ (____) _____ - _____
Home Work

Email Address: _____

Check any special arrangements you require (requests must concur with documentation submitted):

- | | |
|--|---|
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| <input type="checkbox"/> Large-Print written examination | <input type="checkbox"/> Other _____ |
| <input type="checkbox"/> Out-of-State Testing Request (this request does not require additional documentation) | _____ |

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Complete and fax this form, along with supporting documentation, to (702) 932-2666.
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