

1 STATE OF OKLAHOMA

2 1st Session of the 60th Legislature (2025)

3 COMMITTEE SUBSTITUTE
4 FOR

5 HOUSE BILL NO. 1628

6 By: Sneed

7 COMMITTEE SUBSTITUTE

8 An Act relating to professions and occupations;
9 amending 59 O.S. 2021, Section 1151.2a, which relates
10 to the Construction Industries Board; authorizing the
11 Construction Industries Board to administer and
12 enforce residential roofer endorsement provisions;
13 amending 59 O.S. 2021, Section 1151.5, which relates
14 to roofing contractor registration; modifying various
15 requirements to obtain a roofing contractor license;
16 amending 59 O.S. 2021, Section 1151.8, which relates
17 to registration fees; modifying registration fees;
18 establishing the residential roofer endorsement
19 examination; providing for codification; and
20 providing an effective date.

21 BE IT ENACTED BY THE PEOPLE OF THE STATE OF OKLAHOMA:

22 SECTION 1. AMENDATORY 59 O.S. 2021, Section 1151.2a, is
23 amended to read as follows:

24 Section 1151.2a. A. The Construction Industries Board is
authorized to administer and enforce the Roofing Contractor
Registration Act.

1 B. 1. The Construction Industries Board is authorized to
2 administer and enforce the commercial roofer endorsement provisions
3 of the Roofing Contractor Registration Act.

4 2. The Construction Industries Board shall have the authority
5 to administer and enforce the provisions of the commercial roofer
6 endorsement provisions of the Roofing Contractor Registration Act,
7 including the authority to:

8 a. establish the examination and continuing education

9 requirements and procedures for endorsements of

10 persons desiring or intending to engage in the

11 business or trade of a commercial roofing contractor

12 with the advice and input from the Committee of

13 Roofing Examiners using assistance from a third-party

14 vendor as necessary and appropriate,

15 b. establish and enforce the minimum standards of

16 commercial roofer endorsements in this state and rules

17 promulgated pursuant to the commercial roofer

18 endorsement provisions of the Roofing Contractor

19 Registration Act with the advice and input from the

20 Committee of Roofing Examiners,

21 c. promulgate, prescribe, amend, and repeal rules

22 necessary to implement the provisions of the

23 commercial roofer endorsement of the Roofing

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1 Contractor Registration Act with the advice and input
2 from the Committee of Roofing Examiners,

3 d. issue, renew, suspend, revoke, modify or deny
4 endorsements to engage in commercial roofing
5 contractor work pursuant to the Roofing Contractor
6 Registration Act,

7 e. conduct investigations for the purpose of inspecting
8 commercial roofer endorsements for compliance with the
9 commercial roofer endorsement provisions of the
10 Roofing Contractor Registration Act, and of the rules
11 of the Board promulgated pursuant thereto, into the
12 qualifications of applicants and allegations of
13 violations,

14 f. establish and levy administrative fines against any
15 person who violates any of the provisions of the
16 commercial roofer endorsement standards of the Roofing
17 Contractor Registration Act or any rule promulgated
18 pursuant thereto, not to exceed five percent (5%) of
19 the commercial job. For any residential job on a
20 first violation the Board may issue a warning; on any
21 second violation levy and administrative fine not to
22 exceed Five Hundred Dollars (\$500.00); on a third
23 violation, levy an administrative fine not to exceed
24 Three Thousand Five Hundred Dollars (\$3,500.00); and

1 for any subsequent violation, revoke the registration
2 and commercial roofer endorsement,

3 g. initiate disciplinary proceedings and provide hearings
4 on any person who violates any of the provisions of
5 the commercial roofer endorsement standards of the
6 Roofing Contractor Registration Act or any rule
7 promulgated pursuant thereto,

8 h. request prosecution of and initiate injunctive
9 proceedings against any person who violates any of the
10 provisions of the commercial roofers endorsement in
11 the Roofing Contractor Registration Act or any rule
12 promulgated pursuant to the commercial roofer
13 endorsement of the Roofing Contractor Registration
14 Act, and

15 i. exercise all incidental powers as necessary and proper
16 to implement and enforce the provisions of the
17 commercial roofer endorsement of the Roofing
18 Contractor Registration Act and the rules promulgated
19 pursuant thereto.

20 C. 1. The Construction Industries Board is authorized to
21 administer and enforce the residential roofer endorsement provisions
22 of the Roofing Contractor Registration Act.

23 2. The Construction Industries Board shall have the authority
24 to administer and enforce the provisions of the residential roofer

1 endorsement provisions of the Roofing Contractor Registration Act,
2 including the authority to:

3 a. establish the examination and continuing education
4 requirements and procedures for endorsements of
5 persons desiring or intending to engage in the
6 business or trade of a residential roofing contractor
7 with the advice and input from the Committee of
8 Roofing Examiners using assistance from a third-party
9 vendor as necessary and appropriate,

10 b. establish and enforce the minimum standards of
11 residential roofer endorsements in this state and
12 rules promulgated pursuant to the residential roofer
13 endorsement provisions of the Roofing Contractor
14 Registration Act with the advice and input from the
15 Committee of Roofing Examiners,

16 c. promulgate, prescribe, amend, and repeal rules
17 necessary to implement the provisions of the
18 residential roofer endorsement of the Roofing
19 Contractor Registration Act with the advice and input
20 from the Committee of Roofing Examiners,

21 d. issue, renew, suspend, revoke, modify, or deny
22 endorsements to engage in residential roofing
23 contractor work pursuant to the Roofing Contractor
24 Registration Act,

1 e. conduct investigations for the purpose of inspecting
2 residential roofer endorsements for compliance with
3 the residential roofer endorsement provisions of the
4 Roofing Contractor Registration Act, and of the rules
5 of the Board promulgated pursuant thereto, into the
6 qualifications of applicants and allegations of
7 violations,

8 f. establish and levy administrative fines against any
9 person who violates any of the provisions of the
10 residential roofer endorsement standards of the
11 Roofing Contractor Registration Act or any rule
12 promulgated pursuant thereto. For any residential
13 job, on a first violation, the Board may issue a
14 warning or levy an administrative fine not to exceed
15 Five Hundred Dollars (\$500.00); on any second
16 violation, levy an administrative fine not to exceed
17 One Thousand Dollars (\$1,000.00); on a third
18 violation, levy an administrative fine not to exceed
19 Three Thousand Five Hundred Dollars (\$3,500.00); and
20 for any subsequent violation, revoke the registration
21 and residential roofer endorsement,

22 g. initiate disciplinary proceedings and provide hearings
23 on any person who violates any of the provisions of
24 the residential roofer endorsement standards of the

1 Roofing Contractor Registration Act or any rule
2 promulgated pursuant thereto,

3 h. request prosecution of and initiate injunctive
4 proceedings against any person who violates any of the
5 provisions of the residential roofers endorsement in
6 the Roofing Contractor Registration Act or any rule
7 promulgated pursuant to the residential roofer
8 endorsement of the Roofing Contractor Registration
9 Act, and

10 i. exercise all incidental powers as necessary and proper
11 to implement and enforce the provisions of the
12 residential roofer endorsement of the Roofing
13 Contractor Registration Act and the rules promulgated
14 pursuant thereto.

15 SECTION 2. AMENDATORY 59 O.S. 2021, Section 1151.5, is
16 amended to read as follows:

17 Section 1151.5. A. Applications for registration shall be made
18 to the Construction Industries Board in writing on forms approved
19 and provided by the Board and shall be accompanied by the proper
20 fee.

21 B. An applicant or qualifying party whose registration is
22 denied, or the person has a conviction, or pled guilty or nolo
23 contendere to a misdemeanor, or otherwise fails to meet the
24 requirements of application, may obtain a hearing before the

1 Committee of Roofing Examiners in order to provide information in
2 support of the application requirements and any other information
3 showing the applicant's ability and willingness to comply with the
4 requirements of the Roofing Contractor Registration Act, and to
5 protect the public health, safety and welfare.

6 C. To obtain a roofing contractor registration under the
7 Roofing Contractor Registration Act, a qualifying party who is
8 eighteen (18) years of age or older shall submit, on forms the
9 registrar prescribes:

- 10 1. An application under oath containing a statement:
 - 11 a. of the qualifying party's experience and
 - 12 qualifications as a roofing contractor, if any,
 - 13 b. that the qualifying party desires the issuance of a
 - 14 roofing contractor registration certificate,
 - 15 c. that the qualifying party has read the Roofing
 - 16 Contractor Registration Act and will comply with the
 - 17 provisions of the Roofing Contractor Registration Act
 - 18 and rules,
 - 19 d. that the qualifying party will comply with state laws
 - 20 and local ordinances relating to standards and
 - 21 permits,
 - 22 e. that the qualifying party has or has not been
 - 23 registered or licensed as a roofing contractor in
 - 24 another state and whether any disciplinary action has

1 been taken against such registration or license and
2 whether it is currently in good standing, and

3 f. that the nonresident qualifying party appoints the
4 Secretary of State as legal service agent for all
5 lawful process to be served upon the applicant for
6 work performed in this state or as otherwise provided
7 in the Roofing Contractor Registration Act;

8 2. The qualifying party's name, physical address and proof
9 thereof, business name, telephone number, address and place of
10 incorporation, if different, information on any other person who
11 will be authorized to act as the business entity, and the
12 applicant's ~~phone~~ telephone number, if different;

13 3. The entity's federal tax ID number, or the employer's or
14 owner's or qualifying party's ~~social security~~ Social Security
15 number, and the employer's account number assigned by the Oklahoma
16 Employment Security Commission. The ~~social security~~ Social Security
17 number information shall remain with the registrar as confidential
18 and privileged except for necessary disclosures to state agencies to
19 verify compliance with requirements with this act, or upon request
20 by law enforcement; and

21 4. A copy of the roofing contractor's certificate of liability
22 insurance shall be filed with the application and shall be not less
23 than Five Hundred Thousand Dollars (\$500,000.00) for residential
24 roofing contractor work and shall not be less than One Million

1 Dollars (\$1,000,000.00) for commercial roofing contractor work.
2 Additionally, the Construction Industries Board must be listed as a
3 certificate holder. Any insurance company issuing a liability
4 policy to a roofing contractor pursuant to the provisions of the
5 Roofing Contractor Registration Act shall be required to notify the
6 Construction Industries Board in the event such liability policy is
7 cancelled for any reason or lapses for nonpayment of premiums. All
8 registrations granted under the Roofing Contractor Registration Act
9 shall be suspended on the date of the policy cancellation. The
10 registrar must receive proof of insurance prior to restoring the
11 registration.

12 In addition, the roofing contractor shall submit proof that the
13 contractor has secured workers' compensation coverage satisfactory
14 under the Workers' Compensation Act, or an affidavit of exemption or
15 self-insurance as authorized pursuant to the Workers' Compensation
16 Act. If the registrar deems it appropriate or necessary, the
17 registrar may also require other information to be included on the
18 application form to assist the registrar in registering the person
19 as a contractor.

20 D. The qualifying party applying for a commercial roofer
21 endorsement must provide information on the legal entity, including
22 but not limited to the articles, organizational agreements or
23 documents establishing the legal entity, including a list of the
24 officers, members, managers, partners, or other managing agents of

1 the legal entity. The qualifying party shall also provide a
2 certificate of good standing or a trade name report from the Office
3 of the Secretary of State.

4 E. The registrar shall refuse to register any person if the
5 registrar determines:

6 1. The application contains false, misleading, or incomplete
7 information;

8 2. The applicant fails to provide a certificate of good
9 standing or a trade name report from the Office of the Secretary of
10 State;

11 3. The applicant, qualifying party, or any member of the legal
12 entity fails or refuses to provide any information requested by the
13 registrar;

14 4. The applicant fails or refuses to pay the required fees;

15 5. The applicant, qualifying party, or owner or officer or
16 managing member of the legal entity is ineligible for registration
17 due to a suspended or revoked registration in this state;

18 6. The nonresident applicant has a revoked or suspended
19 registration or license required by law for roofing contractors in
20 another state; or

21 7. The applicant, qualifying party, or legal entity has failed
22 or refuses to submit any taxes due in this state.

23 F. The registrar shall notify the applicant in writing if the
24 registrar denies a registration or renewal certificate, and shall

1 provide the applicant an opportunity to respond to or cure any
2 defect in the written application or renewal for a period of ten
3 (10) days from the date of the written notification. An applicant
4 aggrieved by a decision of the registrar denying a registration or
5 renewal may appeal the decision as provided in the Roofing
6 Contractor Registration Act, the Construction Industries Board Act,
7 or the Administrative Procedures Act, or the applicant may reapply
8 after a ninety-day waiting period, if otherwise eligible under the
9 provisions of the Roofing Contractor Registration Act. The
10 application and renewal fees shall not be refundable.

11 G. The registrar shall classify as not in good standing the
12 registration of any roofing contractor who fails to:

13 1. Maintain liability insurance coverage;

14 2. Maintain workers' compensation coverage satisfactory under
15 the Workers' Compensation Act, or provide an affidavit of exemption
16 or self-insurance as authorized pursuant to the Workers'
17 Compensation Act;

18 3. File, renew, or properly amend any fictitious name
19 certificate;

20 4. Maintain an active status of a corporation or registration
21 as a foreign corporation, a limited liability company or
22 registration as a foreign limited liability company, a limited
23 liability partnership registration or foreign limited liability
24 partnership registration, or a limited partnership certificate or

1 limited partnership or foreign limited partnership certificate of
2 authority, with the Office of the Secretary of State;

3 5. File or renew a trade name registration;

4 6. Maintain or renew a roofing contractor registration as
5 provided in the Roofing Contractor Registration Act;

6 7. Notify the registrar of a change in name, address, legal
7 business entity, qualifying party, legal service agent, or
8 adjudication by a court of competent jurisdiction for any act or
9 omission specified in subsection A of Section 1151.14 of this title
10 or a violation of the Roofing Contractor Registration Act;

11 8. Maintain a registration as required by law in another state
12 while registered in this state as a nonresident roofing contractor;
13 or

14 9. File and pay all taxes of the qualifying party and legal
15 entity when due in this state.

16 H. The registrar shall send a written notice to the qualifying
17 party when his or her registration is not in good standing.

18 I. Any roofing contractor who has been notified by the
19 registrar that his or her registration is not in good standing shall
20 cease soliciting or entering new roofing services and projects as of
21 the date of such notification; however, the roofing contractor shall
22 be allowed to complete roofing projects where actual physical work
23 has begun prior to the date of issuance of the notice that his or
24 her registration is not in good standing. The roofing contractor

1 must disclose the change in standing to any homeowner or other
2 person who has an interest in any job covered under the Roofing
3 Contractor Registration Act. Upon notice of a change in standing,
4 the homeowner shall have the option to cancel the contract. The
5 roofing contractor will be owed the actual cost incurred for
6 materials and the market value of labor already incurred on the job.
7 The roofing contractor must obtain an updated authorization from the
8 homeowner and other parties of interest if there is an agreement to
9 continue the job as originally negotiated. If the roofing
10 contractor fails to correct the deficiency specified in the notice
11 by evidence satisfactory to the registrar within thirty (30) days of
12 the date of the notice, or if the roofing contractor solicits or
13 enters into new roofing services contracts or projects while the
14 roofing contractor's registration is not in good standing, or while
15 such registration is suspended or revoked, the roofing contractor
16 shall be in violation of the provisions of the Roofing Contractor
17 Registration Act.

18 J. Any registration that remains not in good standing for a
19 sixty-day period shall be suspended on the sixtieth day from the
20 date of issuance of the notice to the roofing contractor that his or
21 her registration is not in good standing. Any registration that
22 remains not in good standing, and is suspended for such cause, shall
23 be revoked on the ninetieth day from the date of issuance of the
24 notice to the roofing contractor that his or her registration is not

1 in good standing. The registrar shall notify the roofing contractor
2 upon suspension or revocation of his or her registration for failure
3 to comply in bringing such registration into good standing as
4 required by law. The roofing contractor may reinstate his or her
5 registration to good standing by paying the required fees provided
6 in Section 1151.12 of this title and complying with all other
7 requirements for issuance of a registration in good standing.

8 K. Any registrant, qualifying party, or roofing company owner
9 aggrieved by the decision of the registrar to suspend or revoke a
10 registration pursuant to this section may appeal such decision as
11 provided in this act or the Administrative Procedures Act.

12 SECTION 3. AMENDATORY 59 O.S. 2021, Section 1151.8, is
13 amended to read as follows:

14 Section 1151.8. A. At the time of making application for a
15 roofing contractor registration certificate pursuant to the Roofing
16 Contractor Registration Act, the applicant shall pay to the
17 registrar a fee of ~~Seventy-five Dollars (\$75.00)~~ Five Hundred
18 Dollars (\$500.00) for the ~~annual~~ initial registration certificate.

19 B. All monies collected by the registrar for roofing contractor
20 registration applications, renewals and other fee assessments shall
21 be deposited by the registrar and credited to the Roofing Contractor
22 Registration Revolving Fund and such funds shall be used by the
23 registrar to implement and administer the provisions of the Roofing
24 Contractor Registration Act.

1 C. The fee to be submitted with an application for a roofing
2 contractor registration may be prorated as set by the provisions of
3 the Roofing Contractor Registration Act or rules. Unless prorated
4 at the time of initial registration, fees for initial registration
5 shall be paid in the amount stated in subsection A of this section
6 and such registration certificates shall expire each year on the
7 last day of the birth month of the qualifying party. Renewals will
8 be prorated as provided in Section 1151.3 of this title.

9 D. A renewal fee for a roofing contractor registration shall be
10 ~~Seventy-five Dollars (\$75.00)~~ Two Hundred Fifty Dollars (\$250.00)
11 for the annual renewal registration certificate.

12 E. A lapsed or expired roofing contractor registration longer
13 than sixty (60) days shall result in a Five Hundred Dollars
14 (\$500.00) reinstatement fee.

15 SECTION 4. NEW LAW A new section of law to be codified
16 in the Oklahoma Statutes as Section 1151.25a of Title 59, unless
17 there is created a duplication in numbering, reads as follows:

18 A. Except as otherwise provided in the Roofing Contractor
19 Registration Act, on and after July 1, 2026, every roofing
20 contractor, except for those defined in subsection G of this
21 section, offering to engage in or engaging in performing residential
22 roofing contractor work in this state shall be required to receive a
23 residential roofing endorsement. To receive a residential roofing
24 endorsement the roofing contractor shall be required to take and

1 successfully pass a residential roofing examination approved under
2 the provisions of this act with a minimum score of seventy percent
3 (70%), and be in compliance with all other provisions of the act and
4 rules thereof before acting or being endorsed as a residential
5 roofing contractor. For applicants who have been registered and in
6 good standing with the Construction Industries Board before July 1,
7 2026, there will be a twelve-month grandfathering-in period from
8 July 1, 2026, to either pass the exam or complete an additional ten
9 (10) hours of continuing education credits to be granted a
10 residential roofer endorsement.

11 B. Examinations for a residential roofer endorsement shall be
12 uniform and practical in nature and sufficiently strict to test the
13 qualifications and fitness of the applicants for endorsement.
14 Examinations shall be in whole or in part in writing. Examinations
15 shall be offered at least monthly; dates, times, and locations are
16 to be determined by the registrar or third-party vendor with
17 approval of the registrar.

18 C. Any applicant initially failing to pass the examination
19 shall not be permitted to take another examination for a period of
20 thirty (30) days. Any applicant subsequently failing to pass the
21 examination shall not be permitted to take another examination for a
22 period of ninety (90) days. However, in a declared state of
23 emergency, the examination shall be available as often as possible
24 as determined by the registrar.

1 D. No residential roofer endorsement shall be renewed unless
2 the qualifying party has completed the required hours of continuing
3 education, as determined and approved by the Committee of Roofing
4 Examiners and the Construction Industries Board.

5 E. For all new applicants not registered and in good standing
6 with the Construction Industries Board prior to July 1, 2026, the
7 Construction Industries Board will issue a residential roofer
8 endorsement to qualifying applicants no sooner than thirty (30) days
9 from the date of successful completion of the exam. New applicants
10 shall not be allowed to sell, offer, bid, inspect or perform any
11 residential roofing contractor work in this state until a
12 residential roofer endorsement is issued.

13 F. For all applicants registered and in good standing with the
14 Construction Industries Board prior to July 1, 2026:

15 1. The residential roofer endorsement shall be issued
16 immediately upon compliance with the provisions of this section; and

17 2. Shall be allowed to continue residential roofing contractor
18 work at all times during the residential roofer endorsement
19 application process.

20 G. The residential roofing endorsement shall not apply to
21 roofing labor contractors who meet the following requirements:

22 1. The roofing labor contractor only provides roofing
23 construction labor services;

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2. The roofing labor contractor is working directly for a registered roofing contractor that possesses a residential roofing endorsement; and

3. The roofing labor contractor is not providing any materials.

SECTION 5. This act shall become effective July 1, 2026.

60-1-13167 JM 03/05/25