1. **How do I become licensed?**

   - Application for a Boiler Operator License shall be on forms provided by the Department of Labor with submission of the appropriate fee. In addition, a copy of the applicant’s driver license or other state issued ID from place of residence and a copy of either Social Security card (or) unexpired passport (or) W2 from most current employer must also be submitted. A photograph taken at the Oklahoma Department of Labor or at approved weld test facility will also be required on first application and then again every ten (10) years. All such requests shall be subject to the review and approval of the Chief Boiler Inspector. Applicants for a Boiler Operator License must have completed all of the specified license requirements within the five (5) calendar years preceding the examination date.

   **Examinations leading to the issuance of a Boiler Operator License shall:**

   (1) Consist of multiple choices, true or false, or essay type questions,

   (2) Be of closed book type,

   (3) Be prepared, distributed and graded by the Department of Labor.

   The test shall be administered by the Chief Boiler Inspector or a Deputy Boiler Inspector or, upon approval by the Department of Labor based upon the criteria set forth in the Department’s body of Knowledge document, by an institution that conducts courses of instruction to teach the student that information necessary to become a boiler operator.

   The minimum passing grade for the examination is 70%.

   **Boiler Operator License Classes:**

   **First Class Boiler Operator License – (supervisory level license):**

   (A) Any persons holding a First Class Boiler Operator License is qualified to operate and maintain, and to supervise others in the operation and maintenance of all single burner boilers regardless of energy input.

   (B) Qualifications:

   (i) A minimum of three years’ experience in the operation and maintenance of Power Boilers with a heat input in excess of 12,500,000 btu/hr. and

   (ii) A minimum of one year experience in a supervisory capacity, with documented responsibility for the supervision of others in the operation and maintenance of boilers in this class, or
(iii) The documented satisfactory completion of a course of instruction in Physical Plant Management, the contents of which are agreeable to the Chief Boiler Inspector as a substitute for direct supervision experience, and
(iv) A letter of recommendation from the current supervisor, or other documentation acceptable to the Chief Boiler Inspector.
(v) A passing grade on the Boiler Operator License Examination.

(2) Second Class Boiler Operator license:
(A) In addition to those boilers operable with a Third and Fourth Class Boiler Operator License, any person holding a Second Class Boiler Operator license is qualified to operate and maintain all boilers with energy inputs exceeding 12,500,000 Btu/hr. or its equivalent.
(B) Qualifications:
(i) A minimum of three years documented experience in the direct operation and maintenance of boilers covered by this class of license, one year of which must be with power boilers, or
(ii) A minimum of three years’ experience in the direct operation and maintenance of boilers as a Third Class Boiler Operator, and
(iii) A letter of recommendation from the current supervisor, or other documentation acceptable to the Chief Boiler Inspector.
(iv) A passing grade on the Boiler Operator License Examination.

(3) Third Class Boiler Operator License:
(A) Third class Boiler Operator License shall be qualified to operate and maintain steam boilers and water heating boilers with a temperature not to exceed 250 F and a pressure not to exceed 160 psig. Energy inputs shall not exceed 12,500,000 Btu/hr maximum, or its equivalent.
(B) Qualifications:
(i) A minimum of two years documented experience in the direct operation and maintenance of boilers covered by this class of license, or
(ii) A minimum of one year experience in the operation and maintenance of boilers as a Fourth Class Boiler Operator, and
(iii) A letter of recommendation from the current supervisor or other documentation acceptable to the Chief Boiler Inspector.
(iv) A passing grade on the Boiler Operator License Examination.

(4) Fourth Class Boiler Operator License:
(A) Any person holding a Fourth Class Boiler Operator License is qualified to operate and maintain water heating boilers with a temperature not exceeding 250 F. and a pressure not exceeding 160 psig any steam boiler operating at 15 psig or below. Energy inputs shall not exceed 5,000,000 btu/hr. maximum or its equivalent.
(B) Qualifications:
(i) A minimum of one year documented experience in the direct operation and maintenance of boilers and equipment covered by this class of license, or
(ii) A minimum of six months experience under the supervision of a qualified boiler operator, or
(iii) Completion of an acceptable training course, and

(iv) Pass the appropriate written examination.

2. **How do I renew my license?**
   - A license is valid for a period of two (2) years from the date of issuance.
   A license must designate the name of the holder, the class of the license, the issue date of the license, and the expiration date of the license. Any license issued under this chapter is automatically renewable upon payment of the fee set forth in OAC 380:25-19-1 (f). Any license not renewed within 90 days of the expiration date will be subject to all of the provisions of a new issuance.

   The license can be renewed either in person or by mail at the Oklahoma Department of Labor, 3017 N Stiles, Suite 100 Oklahoma City, OK. 73105. In addition to the renewal application and fee a copy of the licensee’s driver license or other state issued ID from place of residence and a copy of either Social Security card (or) unexpired passport (or) W2 from most current employer must also be submitted. The renewal will then be submitted to the Chief Boiler Inspector for approval.

3. **Can I renew online?**
   - At this time, that option is not available.

4. **Can I renew over the phone?**
   - No, you will need to provide an application with the required documentation and fee either in person or by mail.

5. **What do I need to send with my application? (Either renewal or new)**
   - Please refer to 1 and 2 above

6. **What forms of payment do we accept?**
   - We accept check or money order for mail in applicants. For walk-in applicants, we accept, MasterCard, Visa, money order, cashier’s check or check payable to ODOL.

7. **How often do I need to get my picture taken?**
   - You will need to appear in person every 10 years for a new photo.

8. **What forms of identification are acceptable?**
   - Current, unexpired Driver License or other form of state issued ID from place of residence AND either Social Security card (or) W2 from most current employer (or) unexpired passport.

9. **Where do I need to go to have my picture taken?**
   - Department of Labor, 3017 N Stiles, Suite 100 in Oklahoma City or any of the approved weld test facilities located on the website at [www.labor.ok.gov](http://www.labor.ok.gov). Highlight on Workforce Protection and Licensing and then click on Processing Sites.

10. **Where do I get my license?**
   - Oklahoma Department of Labor, 3017 N Stiles, Suite 100, Oklahoma City, OK from 8:00a – 4:30p Monday – Friday.