



COUNTY OF ONONDAGA  
**EXAMINING BOARD FOR PLUMBERS**

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650 Hiawatha Blvd West  
Syracuse, New York 13204

[www.ongov.net/wep/plumbing-control.html](http://www.ongov.net/wep/plumbing-control.html)

Ryan McMahon  
County Executive

Shannon L Harty, P.E.  
Commissioner WEP

**ADVISORY MEMBERS:**

Philip Peterson, P.E.  
Sal Sciuga (nominee)

**MASTER PLUMBER CANDIDATE APPLICATION REQUIREMENTS**

**No applicant shall be examined by the Onondaga County Examining Board for Plumbers unless the applicant shall have had experience of at least ten (10) years as a journeyman plumber or five (5) years as a plumbing apprentice and five (5) years as a journeyman plumber. Documented proof of such experience is mandatory**

- A. For the Master’s level, qualifying educational experience up to one year total will be considered. This credit may be for educational experience as defined for the Journeyman level but was not used to satisfy the Journeyman five year requirement. In addition, up to 1 year of qualified experience will be awarded for educational experience at the post Associates Degree level at the rate of ½ year of qualified educational experience per year of full time post Associates Degree level education in a curriculum such as Construction/Business or related field. All credits for educational experience shall depend on receipt of a transcript or other formal document issued by the educational institution and will be based upon a determination of the Board based upon documentation provided by the applicant.
- B. For a Candidate previously registered with Onondaga County as a Journeyman, in addition to the information on the application form, candidates should submit photocopies of five years of Apprentice registration cards. Since Journeyman Cards are issued in March in Onondaga County, inclusion of a year 2025 card does not provide any credit for the Spring exam and provides ½ year credit for the fall exam.
- C. Any Journeyman Plumber who allows their registration to lapse shall forfeit any credit for that lapsed time period but may seek credit if performing plumbing work outside of Onondaga County in a Municipality recognizing the International Plumbing Code.
- D. Individuals who worked in the trade outside of Onondaga County may submit evidence of work experience under other jurisdictions and proof of employment when first licensed to practice plumbing in that jurisdiction for review of the Board. Decision of the Board shall be made based on knowledge of the licensure requirements of other jurisdictions.

- E. For a Candidate not previously registered with Onondaga County as a Journeyman, Candidates must submit the information on the application form as well as ample documentation of employment in the plumbing trade in the role of apprentice for a minimum of 5 years and Journeyman for 5 years, or in Municipalities not providing registration of apprentices, as a Journeyman for 10 years.. Such documentation could include, but is not limited to, at least one of the following:
- a. Photocopies of a minimum of 5 years of registration documents as an apprentice and 5 years as a Journeyman plumber (or as a Journeyman plumber for 10 years if applicable) from the municipal jurisdiction in which the candidate acquired the experience. Provide a working email address and telephone number for the municipality who provided the registration.
  - b. Photocopies of a Master Plumbers certificate and supporting documentation illustrating 10 years of combined Apprentice, Journeyman and Master Plumbers work experience from the municipal jurisdiction in which the candidate acquired the experience. Multiple documents may be required if some of the required 10 years of experience did not occur in the Municipality which issued the Master's Certificate.
  - c. Documentation from an agency of the Government of the United States, military or civil, or from one of the sovereign States showing that the candidate was employed as a journeyman or master plumber or military/civil equivalent by the agency of the Government for a minimum of 5 years, with relevant experience of an additional 5 years as an apprentice or similar assignment, and including documentation on the training in plumbing the candidate received during the period of employment. Such documentation must include a working email and office or mobile telephone number for the individual or agency providing the information.
- F. Documentation from Employers or other third parties may be submitted as additional supporting material, but cannot be accepted by the Board of Examiners in Onondaga County as the sole proof of experience.
- G. Per an Opinion of the Attorney General of New York State, the Board of Examiners of Onondaga County does not have the authority to accept the certification of a Master Plumber in another municipality and to issue that Plumber a certificate of competency without conducting an examination of the Candidate.
- H. Candidates are encouraged to complete and submit the Checklist on the following page.

**Master Plumber Documentation Checklist:**

Type of Credit Requested	Documents Required	Years of Credit Requested (Circle only One in each row)					
Education Credit (Max 1 year total education credit allowed) Name of School _____	Document, Certificate or Transcript for each item. Do not include years previously used for Journeymen’s application	0	1/4	1/2	3/4	1	
Additional Education Credit (Max 1 year total education credit allowed) Name of School: _____	Document, Certificate or Transcript for each item. Do not include years previously used for Journeymen’s application	0	1/4	1/2	3/4	1	
Previously/Currently Registered Journeyman in Onondaga County	Photocopies of Each Annual Registration Card	0	1	2	3	4	5
Government – USA or State Agency Employee	Documentation or Certificate for each annual period	0	1	2	3	4	5
Employer Certified	Not allowed for Masters Candidates	n/a	n/a	n/a	n/a	n/a	n/a
Total	Candidate Total sum of circled items	_____ Years					

Candidates for Master Plumber – Please be sure you have confirmed you meet the documentation requirement of 5 year Journeyman/5 year apprentice (or 10 year Journeyman) in order to obtain a speedy authorization to take the exam..

2025 SPRING MASTER PLUMBER CANDIDATE APPLICATION REQUIREMENTS: END

# **Master Plumber Examination Information**

1. Any person who desires to engage in the business of plumbing in Onondaga County as a Master Plumber must be examined and obtain a Certificate of Competency from the Onondaga County Examining Board for Plumbers.

Eligibility to take the Competency Examination is outlined in the Requirements for Implementation of the New York State Fire Prevention and Building Code - Plumbing.

**For an application to request entrance into the examination, visit [ongov.net/WEP/Plumber-Exams](http://ongov.net/WEP/Plumber-Exams)**. If you have any questions, please phone:

Onondaga County Department of Water Environment Protection  
Division of Plumbing Control  
650 Hiawatha Blvd W  
Syracuse, NY 13204-1123  
Telephone: (315) 435-6614

The Onondaga County Department of Personnel will administer and proctor the exam.

2. The next examination date is:

**Saturday, April 26, 2025**

**Part II - 8:00 a.m. to 1:30 p.m.**

**And**

**Part I – 2:00 p.m. to 4:00 p.m.**

**Applications and payments must be in to Plumbing Control by the End of Business on:**

**Friday, March 21, 2025**

**Please Note – LATE APPLICATIONS WILL NOT BE ACCEPTED FOR ANY REASON.**

3. You will be notified in writing as to whether or not you are found to be qualified to take the exam. You will receive this notification no later than 10 days prior to the examination date. If you are found to be qualified, you will be notified of the time and location of the exam.

**The fee for the entire Master Exam is: \$300.00  
If you are accepted to take one part or the other, the fee is: \$150.00**

## **Examination Contents**

The examination consists of Part I (multiple choice), Part II (drawing) and Part III (mechanical). Parts I & II will be given on the scheduled examination date. Note that Part II (drawing) will be given first, then Part I following.

**IMPORTANT NOTE: This is a partial open book exam. You may only bring a copy of the 2020 Plumbing Code of New York State for reference.** A calculator will be provided. Candidates are requested to bring two #2 pencils. Colored pencils are not allowed.

Successful candidates will have achieved a minimum passing grade of 75.0 on Part I and a minimum passing grade of 75.0 on Part II of the examination, allowing them to be eligible to take Part III. If you pass Part I or II, but fail the other part, you will receive credit for the part successfully completed for a period of one (1) year (a maximum of two (2) additional exams) before that part must be re-taken.

Part III will be scheduled separately upon passing Parts I & II.

## **Examination Part I**

1. Part I of the examination is a 50 question multiple choice exam. Your answers to these questions must be shown on a separate answer sheet provided to you. You will not be given credit for any question which has been answered incorrectly, left blank or has more than one answer marked.
2. Each question is worth two (2) points. There is a minimum passing grade of 75. A passing grade for Part I may be carried for a period of one (1) year (a maximum of two (2) additional exams) before that part must be re-taken.
3. The subject matter for Part I will include:
  - sanitary and storm drainage systems and sewers
  - water supply and distribution
  - knowledge of applicable codes
  - general trade practice
  - installation technique
  - special wastes
  - fixtures
  - business math
  - general math

Approximately 80% of the exam content for Part I is based upon the 2020 Plumbing Code of New York State and the Requirements for Implementation of the New York State Fire Prevention and Building Code - Plumbing and the "Local Law #9 amended by Local Law #6 (2004). The remainder of this Part consists of items in the area of plumbing related knowledge and practice, general math and business. Approximately 5 to 10% of the content is in each of these areas.

4. The time limit for Part I will be 2 hours (1:30pm-3:30pm). Some questions will require simple calculations and some questions may involve the use of charts and tables. Sample questions are attached to this information notice.

## **Examination Part II**

1. Part II of the examination will be the preparation of drawings for a structure which will require the applicant to design and layout plumbing systems incorporating the following areas:
  - **Code Requirements**
  - **Drainage System Layout and Sizing**
  - **Water Distribution System Layout and Sizing**
  - **Water Service Sizing and Backflow Protection**
  - **Sewers - Storm and Sanitary - Layout, Sizing and Appurtenances**
  - **Roof and Area Drainage - Layout and Sizing**
  - **Special Wastes**
  - **Isometric Drawings**

You will be required to use charts and tables from the 2020 Plumbing Code of New York State for determining sizing. You will be advised of the "weight of scoring" of each area of the exam at the time of the examination.

2. The minimum passing grade is 75. A passing grade for Part II may be carried for a period of one (1) year (a maximum of two (2) additional exams) before that part must be re-taken.
3. The time limit for Part II will be 5 hours (8:00am-1:00pm).

## **Examination Part III**

If a candidate passes both Part I and Part II, they will be deemed eligible to take Part III of the Master Plumbing Examination at a later date. Part III will consist of hands-on assembly such as soldering, brazing or other mechanical procedures. Candidates will be advised in advance of the specific instructions for this part.

## **Examination Reference**

The following publications provide the basis of and should be used as references for preparation for the exam:

1. The 2020 Plumbing Code of New York State. **Be sure to bring a copy of this reference to the exam.**
2. Requirements for Implementation of the New York State Fire Prevention and Building Code – Plumbing and the “Local Law #9 amended by Local Law #6 (2004)”. These documents are available from Plumbing Control.

Some of the questions will be based on field experience and knowledge of trade practices, therefore, questions will not be limited to these references.

**Code Book sold by:**

**I.C.C.  
2020 Plumbing Code of New York State  
ISBN: 978-1-60983-917-8**

**Telephone Number: 1-800-786-4452**

**[order@iccsafe.org](mailto:order@iccsafe.org)**

## Sample Questions

1. The minimum size of the water supply pipe serving a flush valve operated fixture is:
- a. 3/4"
  - b. 1"
  - c. 1 1/4"
  - d. 1 1/2"

*Answer: a*

2. The maximum distance of a vent from a 1 1/2" trap is:
- a. 3' at 1/4 " per foot slope
  - b. 4' at 1/2" per foot slope
  - c. 5' at 1/4 " per foot slope
  - d. 6' at 1/4" per foot slope

*Answer: d*

3. Copper tubing 1 1/2" and larger installed horizontally above ground must be supported at intervals no greater than:
- a. 5'
  - b. 6'
  - c. 8'
  - d. 10'

*Answer: d*

4. The pressure gauge reading at the base of a water tank filled to a depth of 2.5 feet is:
- a. 10.82 psi
  - b. 5.78 psi
  - c. 1.08 psi
  - d. 0.58 psi

*Answer: c*

5. A plumbing contractor is preparing a quotation for a plumbing installation. The quotation is based on the following information:
- Materials, labor and sales tax costs are \$2,875.00.
  - Overhead costs are 17% of the quoted price.
  - Desired profit is 6% of the quoted price.

What is the selling price, to the nearest \$100?

- a. \$3,500
- b. \$3,600
- c. \$3,700
- d. \$3,800

*Answer: c*



## Understanding Overhead and Profit

The following is an explanation of one method for showing the relationship of selling price, labor and material costs, overhead and profit. This is the method used to form questions and answers for this exam. Using another method may not result in a correct answer to the question. This is an explanation of how to determine the answer to question 5 on the previous page.

Selling price is determined by adding the cost of labor to the cost of material purchased and then adding an allowance for overhead and profit.

### **Expressed as an equation:**

$$\text{Selling Price (SP)} = \text{Labor \& Material Costs (C)} + \text{Overhead (O)} + \text{Profit (P)}$$

Overhead and profit are typically expressed as a percentage of the selling price. By adding the percentage of overhead and profit together and deducting the total from 100 percent, the balance is the percentage of the selling price represented by labor and material costs.

### **For example:**

If overhead costs are 17 % of the selling price and desired profit is 6 % of the selling price.

$$17 \% + 6 \% = 23 \%$$

$$100 \% - 23 \% = 77 \%$$

In this example, labor and material costs are 77 % of the selling price.

### **Expressed another way:**

$$0.77 \times \text{selling price} = \text{labor and material costs}$$

or

$$\text{selling price} = \frac{\text{labor \& material costs}}{0.77}$$

$$\text{Selling price} = \frac{\$2875}{0.77} = \$3733.77 \quad \text{to the nearest \$100} = \underline{\underline{\$3,700 \text{ (answer)}}}$$

This method can be used to quickly calculate the selling price if the labor and material costs and the percentage overhead and profit are known.