



Rhode Island Department of Business Regulation
Division of Building, Design & Fire Professionals

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NOTICE TO CONTRACTORS, HOME INSPECTORS, AND HOMEOWNERS

CHANGES TO OPERATING PROCEDURES

Despite the challenges posed by Covid-19, the Contractors' Registration and Licensing Board continues to operate. In order to maintain maximum efficiency, while minimizing the risk of exposure to our staff and clientele, the CRLB has temporarily made the following operational and policy changes:

For Registrants and Licensees:

- We are no longer accepting walk-ins. All registration/licensing applications and renewals can be mailed to, or left in a dropbox located at, 560 Jefferson Boulevard, Warwick, RI.
- For applications that require immediate attention, an appointment can be made by calling: (401) 921-1590.
- Current registrations/licenses, which are scheduled to expire during the pendency of the State of Emergency, shall automatically be extended by sixty (60) days.
- The April 1 deadline for licensing of Home Inspectors, Associate Home Inspectors, Commercial Roofing Contractors, Well Drillers, Pump Installers, Water Filtrations Contractors, and Water Filtration Installers shall be extended until May 1.
- Emergency Hearings will still take place.
- Non-emergency proceedings and appeals will be scheduled as appropriate and in consideration of current health protocols.

For Homeowners:

- The CRLB is still accepting and investigating complaints
 - Investigators may:
 1. Limit inspections to one-on-one contact and utilize appropriate social distancing.
 2. Use Technology when possible. Example: utilize photographs, videos or other means (Facetime, Zoom, Skype, etc.) to take the place of a physical inspection.
 3. Before making an appointment, ask whether any individuals who are on, or will be on the premises have been exposed to anyone with Covid-19, and/or are experiencing flu like symptoms.
 4. When scheduling the appointment, ask whether anyone on the premises is at a higher risk for infection, i.e. elderly, immune-suppressed individuals and pregnant women.

**FOR MORE INFORMATION PLEASE CONTACT THE CONTRACTORS' REGISTRATION
AND LICENSING BOARD AT
(401) 921-1590**