



**COUNTY OF LOS ANGELES PUBLIC WORKS  
BUILDING AND SAFETY DIVISION  
900 SOUTH FREMONT AVENUE, ALHAMBRA, CA 91803  
TELEPHONE (626) 458-3170**

**INSTRUCTION TO APPLICANTS FOR  
CERTIFICATION AS A REGISTERED JOURNEYMAN PLUMBERS**

The purpose of this document is to clarify the application procedures and the minimum experience requirements to be certified as a County of Los Angeles registered Journeyman Plumber.

1. Applicants shall provide a current license with one of the agencies listed below:
  - a. Los Angeles City (LA City)
  - b. National Inspectors Testing Certificate (NITC)
  - c. Plumbing Heating Cooling Contractor Association (PHCCA)
2. Applicants shall provide a copy of the ID card or certificate along with their driver's license. For processing, please e-mail this information to [tsalazar@pw.lacounty.gov](mailto:tsalazar@pw.lacounty.gov).
3. Applicants that are not licensed, please contact NITC at (213) 380-6482 or PHCCA at (323) 913-7335 for testing information. Once you are licensed, please follow steps 1 and 2.
4. Applicants shall provide separately their current license and payment of \$87.60 for Journeyman Plumber. Please note: A physical card is no longer provided. You will be provided with a PDF file of your certificate.
5. To expedite the application process, create an online account for online payment on EPIC LA at [https://epicla.lacounty.gov/energov\\_prod/SelfService/#/home](https://epicla.lacounty.gov/energov_prod/SelfService/#/home)
  - a. Instructions to create an online account on EPIC LA:
    - 1) Go to [https://epicla.lacounty.gov/energov\\_prod/SelfService/#/home](https://epicla.lacounty.gov/energov_prod/SelfService/#/home).
    - 2) Log in or Register.
    - 3) Click the "Register Here" field
    - 4) Provide your e-mail address (this will be your login).
    - 5) A verification e-mail will be sent to the e-mail address provided (if not found in you Inbox, please check your spam or junk mail).
    - 6) The link in the e-mail will lead you to the remaining steps of registration, please complete accordingly.
6. Certificate must be renewed within 1 year of the expiration date June 30th biennially on even-numbered years; otherwise, a new application must be submitted.