**Scope of Work:** 18 VAC 50-22-20 of the Board for Contractors Rules and Regulations defines Building Contractors (Abbr.: BLD) as those individuals whose contracts include “construction on real property owned, controlled or leased by another person of commercial, industrial, institutional, governmental, residential (single-family, two-family, or multi-family) and accessory use buildings or structures.” This includes the remodeling, repair, improvement or demolition of these buildings and structures.

If the BLD contractor performs specialty services, all required specialty designations shall be obtained. The building classification includes but is not limited to the functions carried out by the following specialties:

- Billboard/Sign Contracting (BSC)
- Concrete Contracting (CEM)
- Commercial Improvement Contracting (CIC)
- Farm Improvement Contracting (FIC)
- Home Improvement Contracting (HIC)
- Landscape Service Contracting (LSC)
- Marine Facility Contracting (MCC)
- Masonry Contracting (BRK)
- Industrialized Building Contracting (IBC)
- Painting and Wallcovering Contracting (PTC)
- Recreational Facility Contracting (RFC)
- Roofing Contracting (ROC)
- Swimming Pool Construction Contracting (POL)

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**EXAMINATION REFERENCE MATERIAL**

The following is a list of possible reference materials for the examination. The list is given to identify resources and does not constitute an endorsement by PSI or by the Virginia Department of Professional and Occupational Regulation.

The reference material listed below was used to prepare the questions for this examination. The examination may also contain questions based on trade knowledge, or general industry practices. You can use any edition of references and Code books as they become available.

However for Code questions, the examination will be based only on the edition of the Code book that is listed.

NOTE: All examinations are open-book. You must bring your own references as they are not provided at the test site. No study guides are permitted.

No loose papers or unbound references are permitted. If you download a reference from the Internet, it must be spiral bound or hole-punched and placed in a binder, or stapled in the left hand corner.

References may be highlighted, underlined, and/or indexed prior to the exam. Reference materials containing any writing will not be allowed into the examination. You may not write in reference materials during the examination session. A candidate caught writing in the references during the examination will have the references confiscated and will be reported to the Department.

References may be tabbed with permanent tabs only. No removable tabs are allowed.

The following list of tabs may be used. These items may be purchased at local office supply stores.

**Acceptable Tabs**
- Avery Swift Tabs Self-Adhesive Permanent Plastic Tabs
- Redi-Tag Self-Stick Permanent Adhesive Index Tabs

**Unacceptable Tabs**
- Post-it Index Flags
- Post-it Flags

The URL listed for each reference is generated from the most current searches. However placement of material on websites may be modified resulting in some discrepancies. If you are unable to find the reference under the URL listed, it is recommended that you search online via a search engine (i.e., Google).

- **NASCLA Contractors Guide to Business Law and Project Management**, Virginia 8th edition,  


Alternative References


OSHA Form Number 301, U.S. Department of Labor, https://www.osha.gov/recordkeeping/RKforms.html

VA Workers’ Compensation Act, Title 65.1 Available through local libraries or by writing to: Comptroller Virginia Workers’ Compensation Commission 1000 DMV Drive Richmond, VA 23220 http://www.vwc.state.va.us


