

Contractor Compliance Requirements and Penalties

Information Sheet

Contractors are required to comply with all conditions of licensure set forth in Section 9-1004 of the Philadelphia Code. Please review the [Contractor Code of Conduct](#) for a complete listing of requirements.

Failure to comply with any licensing condition may result in enforcement action against the license, including a \$1,000–\$2,000 fine which may be assessed per occurrence.

Failure to remit any fine within 30 days will prevent the contractor from renewing their license.

No contractor may operate without a valid license.

Common infractions include the following:

Proof of Site Safety Training		
Certification Type	Requirements	Penalty
OSHA 10	<ul style="list-style-type: none"> All workers must carry a physical or digital copy of their OSHA 10 card. Alternatively, a foreman on site may provide proof of OSHA 10 training for all workers under their supervision. The identity of each worker will be validated. 	<ul style="list-style-type: none"> A \$1,000 fine will be issued for each worker on a job site who cannot produce the required proof of safety training. The fine will be issued to the contractor employing the worker. If the individual is employed by a subcontractor that cannot be identified or does not possess a valid license, the contractor named on the permit will be responsible.
OSHA 30	<ul style="list-style-type: none"> A designated Site Safety Manager must carry a physical or digital copy of their OSHA 30 Construction Safety & Health card or approved equivalent training. A Site Safety Manager must be present on site at all times during demolition or qualifying major building operations. 	
OSHA 3015	<ul style="list-style-type: none"> A designated Excavation Contractor Site Safety Manager must carry a physical or digital copy of their OSHA 3015 card or approved equivalent training. A Site Safety Manager must be present on site at all times during the excavation operation. 	

Click here for more information on [safety training requirements](#).

Current Insurance

Requirements	Penalty
<ul style="list-style-type: none"> Contractors must maintain current comprehensive general liability, workman's compensation, and automobile insurance in amounts required for their license. Insurance must remain current at all times and must be properly uploaded to the contractor's license record. 	<ul style="list-style-type: none"> A \$1,000 fine will be issued if any required insurance has lapsed on the contractor's license. This penalty applies even if the contractor currently has insurance but failed to upload the updated documents..
<p>Click here for instructions on submitting insurance updates.</p>	

Subcontractor Information

Requirements	Penalty
<ul style="list-style-type: none"> The primary contractor listed on the permit must identify all subcontractors working under that permit within 3 days of the start of work OR prior to the subcontractor beginning work, whichever is later. Subcontractor information is not required for residential permits; however, all subcontractors must be licensed, and proof must be provided upon request. A complete list of subcontractors must be submitted to the Department of Licenses and Inspections (L&I) within 7 days of a request. 	<ul style="list-style-type: none"> A \$1,000 fine will be issued for each subcontractor that has not been submitted or does not possess proper licensure. A \$1,000 fine will be issued for failing to respond to the department request for complete subcontractor information. A \$2,000 fine will be issued for failing to identify all subcontractors on a commercial permit.
<p>Click here for more information on subcontractor requirements.</p>	

A FAILURE TO COOPERATE WITH ANY INVESTIGATION OF THE DEPARTMENT SHALL RESULT IN A \$1,000 FINE AGAINST THE PRIMARY CONTRACTOR.