

Oklahoma Department of Labor



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COMMISSIONER OF LABOR

ALTERNATIVE FUELS FREQUENTLY ASKED QUESTIONS

1. **Can I provide my homeowners or personal auto insurance to satisfy the insurance requirement to become a certified alternative fuel technician?**
 - No. Oklahoma Administrative Code 580:55-5-13 is very specific and states:
“(1) Alternative fuels technician and conversion companies, partnerships or corporation engaged in the installation of alternative fuel equipment are required to have on file with the agency proof of certificate holders liability insurance coverage, with limits of not less than fifty thousand dollars (\$50,000.00) general liability, and is **in full force and affect covering the plant, garage, equipment and motor vehicles used in such business.** Proof of self-insurance will also be accepted.

2. **Can I work on an alternative fuel vehicle without being a certified alternative fuel technician?**
 - Oklahoma Administrative Code 580:55-7-1 states:
“(a) From and after July 1, 1991, **it shall be unlawful** for any person to perform the work or offer, by advertisement or otherwise, to perform the work of alternative fuels equipment technician until such person has qualified and is certified as an alternative fuels equipment technician.”
Exception for farm equipment as stated in 580:55-7-1(b).

3. **Do I have to report every conversion I complete? Even on used vehicles?**
 - Yes. O.A.C. 580:55-1-4(d) states:
The following reporting procedure must be performed after each vehicle conversion:
(1) On forms, provided by the agency, **each vehicle converted shall be reported** to the agency by the alternative fuels technician. Information deemed necessary by the agency shall be included on the form. These forms must be sent to the agency no later than ten (10) days after the completion of the conversion. Photocopying of these forms is permissible.
Required *Conversion Report form*: [link to this report form](#)

4. **Am I required to let the Oklahoma Department of Labor (ODOL) know of address or employer change?**
 - 580:55-1-10. Change of address of holder of certificate or registration states: “Any holder of a certificate or registration issued in accordance with the provisions of the Alternative Fuels Technician Certification Act shall notify the agency of any change in such holders address **no later than thirty (30) days of such change.**”
 - Required change of information forms:
Oklahoma Alternative Fuels Technician Address and/or Employment Change Form: [link to this report form](#)
Alternative Fuels Company Change of Information Form: [link to this report form](#)

5. Do I have to have a company license if I plan on hiring additional alternative fuel technicians?

- §74-130. 16D. “In case of a company, partnership or corporation engaged in the business of installing, servicing, repairing, modifying or renovating equipment used in the conversion of engines to engines fueled by alternative fuels, **a separate certificate shall be issued by the Oklahoma Department of Labor to that individual company, partnership or corporation.** This certificate is for the express purpose of recognizing that the company, partnership or corporation is an authorized alternative fuels conversion business and employs state-certified alternative fuels equipment technicians. Any violation by a certified alternative fuels equipment technician shall be deemed a violation by the certified company, partnership or corporation employing such certified technician.