

**PROCEDURES FOR NEW APPLICATIONS OR RENEWALS FOR
BLASTERS' CERTIFICATE OF FITNESS (COF)**

1. Who is required to obtain a Certificate of Fitness (COF)?

- a) Any person using explosives of class A, B, or C, and pyrotechnics class B, except commercially manufactured black powder in quantities not to exceed 50 pounds, percussion caps, safety and pyrotechnic fuses, quills, quick and slow matches, and friction primers, if the black powder is intended to be used solely for sporting, recreational, or cultural purposes in antique firearms.
- b) Any person who sells/deals in explosives and blasting materials of class A, B, or C, and pyrotechnics class B.
- c) Any person who stores in a magazine, explosives and blasting materials of class A, B, or C, and pyrotechnics class B.

2. How can I obtain information and/or an application packet?

Call the Honolulu HIOSH office at (808) 586-9110 to request a COF application and packet, or pick one up at the neighbor island Labor Department District Offices:

Honolulu:
830 Punchbowl St #425
Honolulu, HI 96813
Telephone: (808) 586-9110

Hilo:
75 Aupuni St #108
Hilo, HI 96720
Telephone: (808) 974-6464

Kona:
Post Office Building #2087
P O Box 49
Kealahou, HI 96750
Telephone: (808) 322-4808

Maui:
2264 Aupuni St
Wailuku, HI 96793
Telephone: (808) 243-5322

Kauai:
3060 Eiwa St #202
Lihue, HI 96766-1887
Telephone: (808) 274-3351

All offices are open from 7:45 a.m. to 4:30 p.m. Monday through Friday except on State holidays.

3. When must the new applications be submitted?

COMPLETED new applications must be received at the Honolulu Office before the 1st day of the month for that month's examination. Failure to submit all required information will delay the application review and the applicant will NOT be able to take the examination until all required information is submitted. Examinations for new applicants

will be conducted **ONLY on the last Wednesday of each month**. Those failing the examination will NOT be able to re-take the examination until 90 days have elapsed.

4. What are the COF requirements for new applications?

- a) Be at least 21 years of age.
- b) Minimum of 2 years experience (and 8 displays for pyrotechnicians). Quarry operation may be considered after 1 year experience gained.
- c) Furnish 2 written references from persons who are licensed powdermen or pyrotechnic operators that have been licensed for at least one (1) year. If the reference persons are out of state, a copy of their license (front and back) is to be included.
- d) Applicants to provide resume on training, knowledge and experience with explosives or pyrotechnics. Submit attached Criminal History Record Clearance Check to the address in the center of the form.
- e) Two (2) passport photos (2X2) are required after successful completion of the examination.
- f) Time limit of two (2) hours will be given for the monitored examination. There are no oral examinations.
- g) Examination fee is \$150.00. Please make check or money order payable to: Director of Finance. Check or money order must be received at least 3 days prior to the examination date.

5. Where and when is the COF examination given?

Honolulu: 830 Punchbowl St #425 Honolulu, HI 96813 Telephone: (808) 586-9110	Kona: Post Office Building #2087 P O Box 49 Kealahou, HI 96750 Telephone: (808) 322-4808	Kauai: 3060 Eiwa St #202 Lihue, HI 96766-1887 Telephone: (808) 274-3351
Hilo: 75 Aupuni St #108 Hilo, HI 96720 Telephone: (808) 974-6464	Maui: 2264 Aupuni St Wailuku, HI 96793 Telephone: (808) 243-5322	

The COF examination and renewals are given 12 times a year, once a month. If you are determined to be eligible to take the examination, you will be notified by phone or postcard of the date, time and place for the examination. Be sure to notify us of your correct address and phone number. You must bring a photo ID to verify your identity or you will not be permitted to take the examination.

6. What are the COF requirements for annual renewals:

- a) COMPLETED renewal applications must be received at the Honolulu Office before the 1st day of the month in which you want to renew. Failure to submit all required information will delay the application review and the renewal will not be processed until all required information is submitted.
- b) Renewal fee is \$50.00. Please make check or money order payable to: Director of Finance.
- c) Submit Criminal History Record Clearance Check at least six (6) weeks prior to renewal date to the address in the center of the form.

7. What are the additional COF requirements for renewals (every 3 years):

- a) Two (2) passport photos (2x2) are required.
- b) Applicant to appear in person at the **Honolulu Office** to obtain a new certificate.
- c) Training certification within the previous 3 years (Refer to Section 12-58-1(k)(1), HAR).