

## New Hoisting Machine Operator Class C Licensing Procedures

All Class C Hoisting Machine Operators must obtain national certification. The Department accepts Certified Crane Operator (CCO) certification from the National Commission for the Certification of Crane Operators (NCCCO) or certification documentation from the Crane Institute Certification (CIC).

### To obtain an original Class C Hoisting Machine Operators license:

- You must obtain appropriate crane operator certification(s) from [NCCCO](#) or [CIC](#) as determined for your class.
  - Class C license applicants will no longer be issued folder numbers or be able to apply for testing at the Department.
  - Applicants should not visit the Licensing Unit until the CCO or CIC certification card has been obtained.
- You must also complete a four-hour Department-approved training course.
- Once these requirements have been met, you must submit an application for your background investigation to the Licensing Unit.
- After successfully completing the background investigation, you will be notified by the Licensing Unit on how to obtain your license card.

You must call (212) 566-4100 to schedule an appointment with the Licensing Unit to submit the above documentation. For more information read the [“How to Become a New York City Licensed Hoist Machine Operator – Class C”](#) guide.

### For applicants already licensed by the Department:

- If you failed to provide proof of certification from NCCCO or CIC by October 1, 2009, your license is now inactive.
- Unless otherwise notified by Buildings, all Department-licensed Class C Hoisting Machine Operators who did not meet the October 1 deadline must submit the following to the Licensing Unit in person:
  - Appropriate CCO or CIC certification card
  - Completed [CCO Physical Examination Form](#) signed by a physician; or a completed [Buildings Physical Examination Form](#) signed by a physician; or a current signed Department of Transportation Medical Examiner's Certificate.
  - A Department Substance Abuse Attestation Form.
  - Name, address and phone number of the laboratory that performed the substance abuse test and consent to release results to the Buildings Department upon request
  - Current Class C license card; a new license card will not be given without exchanging your current card
  - A valid photo ID (driver license, passport or green card with photo)

You must call (212) 566-4100 to schedule an appointment with the Licensing Unit to submit the above documentation and exchange your license card. For more information on renewal of your HMO license, read the [renewal](#) fact sheet.

Questions? Licensing Unit at (212) 566-4100 or [licensingdob@buildings.nyc.gov](mailto:licensingdob@buildings.nyc.gov)