



SPECIAL INSPECTION PROCEDURES

When Required:

All projects that require a SC licensed Architect or Engineer per SC Architectural and Engineering registration law must participate.

Overview:

The program consists of two basic forms, which must be filled out by the SC Design Professional in Responsible Charge and submitted to the building department. The *Statement of Special Inspections* must be submitted at the time of application for Plan Review. If the project requires special inspections, the *Final Report of Special Inspections* is to be made available to the Building Official prior to the Final Building Inspection. The SC Design Professional in Responsible Charge is accountable for coordinating and maintaining any and all interim reports as prescribed by Code.

Statement of Special Inspections:

This form provides the general information about the project and identifies the SC Design Professional in Responsible Charge as required in IBC Section 106.3.4.1. This form is submitted as a condition for permit issuance. The names of the individuals or firms providing the required special inspections will be given at this time. The qualifications for the inspector will be specific to the inspection performed. The minimum qualifications will be as listed by this document and as approved by the Building Official.

Interim Reports:

These reports are the results of the required inspections and must be performed by the individuals/firms designated by the SC Design Professional in Responsible Charge. All interim reports generated from the inspections must be kept by the SC Design Professional in Responsible Charge until Final Report. The criteria for each inspection must be performed as outlined in the appropriate code section or table. Some inspections are periodic, some are continuous, and others are performed only once. When tables are referenced all criteria in the table must be addressed.

Final Report of Special Inspections:

The SC Design Professional in Responsible Charge shall collect all interim inspection reports then fill out the *Final Report of Inspections*. This report is certifying that all required inspections have been performed and all corrections have been made. The report is then made available to the Building Official prior to requesting a Final Inspection.

STATEMENT OF SPECIAL INSPECTIONS

Project: _____

Project location: _____

Project Owner: _____

Address: _____

SC Registered **Design Professional** in Responsible Charge:

Firm (optional): _____

License Number: SC _____ Phone: _____ Fax: _____

Address: _____

Project **Architect**: _____

Firm (optional): _____

License Number: SC _____ Phone: _____ Fax: _____

Address: _____

Project **Structural Engineer**: _____

Firm (optional): _____

License Number: SC _____ Phone: _____ Fax: _____

Address: _____

This Statement of Special Inspections is submitted as a condition for permit issuance in accordance with the Special Inspection requirements of the International Building Code. It includes a Schedule of Special Inspection Services applicable to this project as well as the name of the Special Inspector(s) and the identity of other approved agencies that are to be retained for conducting these inspections.

The Special Inspector shall keep records of all inspections and shall furnish inspection reports to the Design Professional in Responsible Charge and the Building Official. Discovered discrepancies shall be brought to the immediate attention of the Contractor for correction. If such discrepancies are not corrected, the discrepancies shall be brought to the attention of the Design Professional in Responsible Charge and the Building Official. The Special Inspection program does not relieve the Contractor of his or her responsibilities.

A Final Report of Special Inspections documenting completion of all required Special Inspections and correction of any discrepancies noted in the inspections shall be submitted prior to issuance of a Certificate of Occupancy.

Job site safety and means and methods of construction are solely the responsibility of the Contractor.

Design Professional in Responsible Charge:

Firm Seal

Individual Seal

Type or print name

Signature/ Date

**CHECKLIST OF REQUIRED SPECIAL INSPECTION REPORTS &
FIRMS/INDIVIDUALS PERFORMING INSPECTIONS**

_____ Fabricator ISO 9000 Lead Quality Assurance Auditor IBC 1704.2

- ___ Metal Building Fabrication
- ___ Pre-cast Concrete Fabrication
- ___ Prefabricated Trusses
- ___ Steel bar Joist Fabrication
- ___ Structural Steel Fabrication
- ___ Site Welding IBC Table 1704.3
- ___ Steel Frame IBC Table 1704.3
- ___ High Strength Bolts IBC Table 1704.3
- ___ Concrete IBC Table 1704.4
- ___ Masonry IBC Table 1704.5.1 and IBC Table 1704.5.3
- ___ Wood Construction IBC 1704.6 and IBC 2306.3.2
- ___ Soils IBC Section 1704.7 and IBC Table 1704.7
- ___ Fill Placement IBC 1803.5
- ___ Pile Foundations IBC 1704.8 and Table 1704.8
- ___ Pier Foundations IBC Section 1704.9 and Table 1704.9
- ___ Sprayed Fire Resistance Materials IBC Section 1704.10.1 through 1704.10.5
- ___ Mastic and Intumescent fire-resistant coatings IBC Section 1704.11
- ___ Exterior Insulation and Finish Systems (EIFS) IBC Section 1704.12
- ___ Special Cases IBC Section 1704.13
- ___ Special Inspection for Smoke Control IBC Section 1704.14.1 through 1704.14.2
- ___ Special Inspections for Seismic Resistance IBC Section 1707.1
 - Structural Steel IBC Section 1707.2
 - Structural Wood IBC Section 1707.3
 - Cold Formed Steel Framing IBC Section 1707.4
 - Pier Foundations IBC Section 1707.5
 - Storage Racks and Access Floors IBC Section 1707.6
 - Architectural Components IBC Section 1707.7
 - Mechanical and Electrical Components IBC Section 1707.8
 - Designated Seismic System Verifications IBC Section 1707.9
 - Seismic Isolation System IBC Section 1707.10
- ___ Structural Observations IBC Section 1709
- ___ Statement of Special Inspection and Testing for Seismic Requirements IBC Section 1705.1-1705.3
- ___ Contractor Statement of Responsibility for Seismic System IBC Section 1706
- ___ Masonry IBC Sections 1708.1.1 through 1708.1.4
 - Level 1 Quality Assurance IBC Table 1708.1.2
 - Level 2 Quality Assurance IBC Table 1708.1.4
- ___ Reinforcing and Pre-stressing Steel IBC Section 1708.3 as required by 1708.2
- ___ Structural Steel IBC Sections 1708.4 as required by 1708.2
- ___ Mechanical and Electrical Equipment IBC Section 1708.5 as required by 1708.2
- ___ Seismically isolated structures IBC Section 1708.6 as required by 1708.2

Provide Firm(s) Name, Addresses, and Contact Information on separate sheets.

___ This project does not require special inspections as specified in IBC Chapter 17

Prepared by: _____ SC License # _____

Approved by: _____ Date _____

FINAL REPORT OF SPECIAL INSPECTIONS

Project: _____ Permit # _____

Project location: _____

Project Owner: _____

Address: _____

SC Registered Design Professional in Responsible Charge:

Firm (optional): _____

License #: SC _____ Phone: _____ Fax: _____

Address: _____

To the best of my information, knowledge, and belief, the Special Inspections and/or Testing required for this project, and designated for this Agent as submitted for permit, have been completed in accordance with the contract documents.

Interim reports submitted prior to this Final Report of Inspections form a basis for, and are to be considered an integral part of this Final Report. All discrepancies that were outstanding in all of the Interim reports have been corrected.

Prepared by:

Type or print name

Firm (optional)

Signature/ Date

Firm Seal

Individuals Seal

SPECIAL INSPECTOR QUALIFICATIONS

This policy sets forth the minimum qualification requirements for individuals and firms offering Special Inspection services. Nothing in this policy prevents the project owner or the registered design professional in responsible charge, acting as the owner's agent, from requiring qualifications above those identified herein.

An approved agency shall employ experienced personnel educated in conducting, supervising and evaluating tests and/or inspections.

This Special Inspection Policy in no way relieves any participant from the proper performance of work according to contract documents and applicable codes, standards and regulation.

INSPECTION OF FABRICATORS

Fabrication and Implementation Procedures

ISO 9000 Lead Quality Assurance Auditor and meet the applicable special inspector qualification requirements identified herein

Fabricator Approval

ISO 9000 Lead Quality Assurance Auditor and meet the applicable special inspector qualification requirements identified herein

The following fabricator certifications are considered sufficient.

Metal Building Fabrication

Current American Institute of Steel Construction - Metal Building Systems Certification

Precast Concrete Fabrication

Current National Precast Concrete Association Plant Certification

Prefabricated Trusses

Current Truss Plate Institute Certification

Steel Bar Joist Fabrication

Current Steel Joist Institute Certification

Structural Steel Fabrication

Current American Institute of Steel Construction - Conventional Steel Building Structures

Current American Institute of Steel Construction - Complex Steel Building Structures

Current American Institute of Steel Construction - Simple Steel Bridges

Current American Institute of Steel Construction - Major Steel Bridges

QUALIFICATION OF SPECIAL INSPECTORS

The special inspector shall be a qualified person who shall demonstrate competence, to the satisfaction of the building official, for inspection of the particular type of construction requiring special inspection. The qualifications of all personnel new to an agency shall be approved by the building official before being assigned to any project.

Except for professional engineers and architects registered in the State of South Carolina, special inspectors shall meet at least one of the following requirements for each category in which approval is sought.

Steel Construction

Welding

Current American Welding Society (AWS) Certified Welding Inspector or Current AWS Certified Welding Educator or Current AWS Certified Welding Engineer or Current American Welding Society/American Institute of Steel Construction

(AWS/AISC) Certified Steel Structure Inspector

Nondestructive Testing of Welds

Current Nondestructive Testing Level II or III (Magnetic Particle Testing, Liquid Penetrate Testing, Ultrasonic Testing or Radiographic Testing)

(1) Level II personnel shall be qualified in accordance with the American Society of Nondestructive Testing (ASNT) document SNT-TC-1A (current edition). Level II certification as determined by a Level III examiner is required for each category.

(2) Level III Examiner shall be certified by ASNT unless all level II personnel have a current ASNT Central Certification Program certification. Only then will in-house designation of Level III nondestructive testing personnel be permitted.

Steel Frame Inspection

Current International Code Council (ICC) Structural Steel and Welding Certificate plus one year of related experience or

Current AWS/AISC Certified Steel Structure Inspector

High-Strength Bolting

Current ICC Structural Steel and Welding certificate with one year of related experience or Current AWS/AISC Certified Steel

Structure Inspector

Concrete Construction

Reinforced Concrete

Current ICC Reinforced Concrete Special Inspector or Current American Concrete Institute (ACI) Concrete Field Testing Technician - Grade I Certification or South Carolina Engineer in Training (EIT) with one year related experience

Prestressed Concrete - Pretension tendons

Current ICC Reinforced Concrete Certification or Current ACI Concrete Field Testing Technician Grade I Certification plus one year related experience or South Carolina EIT with one year related experience

Prestressed Concrete - Post-tension tendons

Current Post-Tensioning Institute (PTI) Certification or South Carolina EIT with one year related experience

Prestressed Concrete - Post-Tension Slabs-on-Ground

Current PTI Certification or South Carolina EIT with one year related experience

Precast Concrete Erection

IBC Table 1704.4 Items 1 & 3 through 10

Current ICC Reinforced Concrete Special Inspector or Current ACI Concrete Field Testing Technician - Grade I Certification or South Carolina EIT with one year related experience

IBC Table 1704.4 Item No. 2

Current AWS Certified Welding Inspector or Current AWS Certified Welding Educator or Current AWS Certified Welding Engineer or Current AWS/AISC Certified Steel Structure Inspector

Masonry Construction

Current ICC Structural Masonry certificate and one year related experience or South Carolina EIT with one year related experience

Wood Construction

Current ICC Building Inspector or
Current ICC Commercial Building Inspector or
Current ICC Commercial Combination Inspector or
Current ICC Combination Inspector or
Current ICC Residential Building Inspector or
Current ICC Residential Combination Inspector or
Current ICC Building Code Official or
Current ICC Certified Building Official or
Current ICC Master Code Professional

Soils

Site Preparation

Current National Institute for Certification in Engineering Technologies (NICET) Level II certification in geotechnical engineering technology/construction or
South Carolina Registered Geologist or
South Carolina EIT with one year related experience or
South Carolina Geologist in Training (GIT) with one year related experience

During Fill Placement

Current NICET Level II certification in geotechnical engineering technology/construction or
South Carolina Registered Geologist or
South Carolina EIT with one year related experience or
South Carolina GIT with one year related experience
Evaluation of In-Place Density
Current NICET Level II certification in geotechnical engineering technology/construction or
South Carolina Registered Geologist or
South Carolina EIT with one year related experience or
South Carolina GIT with one year related experience

Pile Foundations

Current NICET Level II certification in geotechnical engineering technology/construction
South Carolina Registered Geologist or
South Carolina EIT with one year related experience or
South Carolina GIT with one year related experience

Pier Foundations

Current NICET Level II certification in geotechnical engineering technology/construction
South Carolina Registered Geologist or
South Carolina EIT with one year related experience or
South Carolina GIT with one year related experience

Wall Panels and Veneers

Current ICC Building Inspector or
Current ICC Commercial Building Inspector or
Current ICC Commercial Combination Inspector or
Current ICC Building Code Official or
Current ICC Certified Building Official or
Current ICC Master Code Professional or
South Carolina EIT with one year related experience

Sprayed Fire-Resistant Materials

Current ICC Spray-Applied Fire Proofing certificate or
South Carolina EIT with one year related experience

Smoke Control

South Carolina Professional Engineer with expertise in fire protection engineering, mechanical engineering and certification as air balancers by either:
Current National Environmental Balancing Bureau certified Testing, Adjusting and Balancing Supervisor or Current Associated Air Balance Council Test and Balance Engineer certification

Exterior Insulation and Finish System

Current ICC Building Inspector or
Current ICC Commercial Building Inspector or
Current ICC Commercial Combination Inspector or
Current ICC Building Code Official or
Current ICC Certified Building Official or
Current ICC Master Code Professional or
South Carolina EIT with one year related experience

Special Cases

Approval on a case-by-case basis