

CODE APPLICATION NOTICE**SUBJECT:** Testing, Inspection and Observation Program**CODE SECTION:**

7-141 (d) The architect or engineer of record in general responsible charge of the work shall prepare a testing, inspection and observation program which shall be submitted to the Office for approval prior to the issuance of the building permit.

(e) The testing program shall identify materials and tests to be performed on the project. The firm(s) and/or individual(s) to perform each of the required tests shall also be identified. The testing program shall include, at a minimum, those tests required by applicable sections of the California Building Standards Code.

(f) The testing program shall include a completed application for inspector(s) of record for the project. If a project has more than one inspector of record, the distribution of responsibilities for the work shall be clearly identified for each inspector of record. The inspection program shall also identify all special inspections to be performed on the project and the individual(s) to perform the inspections. The special inspections shall include, at a minimum, those special inspections required by applicable sections of the California Building Standards Code.

(g) The observation program shall identify each professional that must, through personal knowledge as defined in Section 7-151, verify that the work is in compliance with the approved plans and specifications. The contractor or owner/builder and the inspector(s) of record shall verify that the work is in compliance with the approved plans and specifications in accordance with the requirements for personal knowledge as it applies to each participant or discipline. The program shall give specific intervals or project milestones at which such observation is to occur for each affected participant or discipline. Each required observation shall be documented by a compliance verification report prepared by each participant or discipline and submitted to the office.

(h) The tests, inspection and observation program shall include samples of test and inspection reports and provide time limits for the submission of reports.

(i) All completed test, inspection and observation reports shall be submitted to the Office.

INTERPRETATION:

The requirements of this Code Application Notice (CAN) apply to all new projects received on or after November 1, 2002.

In order to ensure that the testing, inspection and observation are accomplished in compliance with applicable code requirements, a written testing, inspection and observation program shall be submitted to the Office for review and approval. The testing, inspection and observation program shall accompany the plan review submittal to the Office, and may be separately bound or incorporated into the plans or specifications. In addition, the testing, inspection and observation

program shall include samples of test and inspection reports and provide time limits for the submission of these reports. Suggested forms ~~are attached to this CAN, and may also~~ may be downloaded from the OSHPD website at www.oshpd.ca.gov/fdd/.

Note that while many of the tests and inspections required by the code are included on the ~~attached~~ forms, they are not intended to provide an exhaustive list of tests and inspections. The ~~attached~~ forms are provided as a suggested format for complying with the requirements of the code. Use of the ~~attached~~ forms is not required for compliance with the applicable codes. However, whether the ~~attached~~ guideline or another format is used, it is the responsibility of the architect or engineer in responsible charge to ensure that all tests, inspections and observations required by code are included in the program.

The following approvals are required for the testing, inspection and observation program:

- Prior to plan approval, the Office will evaluate the testing, inspection and observation program for compliance with testing and special inspections required by the Title 24, Building Standards Code and for the adequacy of the observation specified for the project.
- Prior to the issuance of the building permit, the Office will review the application and qualifications of the Inspector of Record, and the qualifications of other designated firms and individuals responsible for performing special testing, inspection and observation (special inspectors).

The testing, inspection and observation program may be approved with comments, contingent upon the review of the qualifications for special inspectors being completed prior to commencement of the related work.

All testing specified in the program requires documentation substantiating the satisfactory completion and performance of the work. All observations and special inspections specified by the program require the submittal of a verified compliance report to the Office.

REASON:

The architect or engineer in responsible charge of the work is required to prepare and submit a testing, inspection and observation program to the Office for approval prior to issuance of a building permit. (Title 24, Part 1, Section 7-141)

The ~~attached~~ guideline has been developed to assist the industry with the preparation and implementation of the testing, inspection and observation program. While this guideline may be suitable for many projects, very large or complex projects may require the development of a

project specific testing, inspection and observation program. Simple, uncomplicated projects may require minimal observation and few (if any) tests or special inspections. However, regardless of the size or complexity of the project, a testing, inspection and observation program is required.

ORIGINAL SIGNED

3/1/05

Kurt A. Schaefer

Date