SPECIAL INSPECTORS

Section 1704 of the Building Code details the need for and the duties and responsibilities of the special inspector. A special inspector is required by Section 1704.1 to be registered by the Building and Safety Division for their special technical knowledge or expertise in one or more specific disciplines. Each registered special inspector is issued a Certificate of Registration (sample below) which will indicate his/her County Special Inspector Identification Number (SIIDNo.) and the type of work that the person is qualified to inspect. The disciplines include: Reinforced Concrete (C), Prestressed Concrete (P), Structural Masonry (M), and Structural Steel Bolting and Welding (W). Special inspection is in addition to required inspection per Sections 108.4 and 108.5.

For more special inspection requirements see the following Building Code manuals:

- BCM 1705.13, A1 – Special Inspection – Sprayed-Applied Fireproofing
- BCM 1704.2, A1 – Special Inspection – Epoxy and Other Adhesive Connections
- BCM 1704.2, A3 – Special Inspection – Seismic Resistance of Structural Wood

Prior to initial arrival on a jobsite, the special inspector must contact the local Building and Safety District Office and furnish the information necessary to complete the Job Assignment for Registered Inspectors form (see attached). The special inspector shall call at least 24 hours prior to initial arrival at the job site and talk to the building inspector assigned to the job. The purpose of contacting the building inspector is:

- For the building inspector to provide any special instructions on what the special inspector is to be particularly aware of.
- To establish rapport to operate as a team.

The special inspector must complete and file with the local District Office the Special Inspector Report form (see attached) periodically as required and at the end of the assignment. The report should clearly state the work inspected and note any discrepancies or special events. The report
must be signed by the special inspector, and if more than one inspector is present on the same job, each must submit his/her own report(s).

If the special inspector is absent or unavailable at the job site, all work requiring special inspection must be stopped until a substitute is on the site. The substitute must likewise be a special inspector and comply with all County requirements.

Supersedes BCM 1704 Article 2 dated 10-22-12
## JOB ASSIGNMENT FOR REGISTERED INSPECTORS

(This portion to be filled in by District Office personnel)

<table>
<thead>
<tr>
<th>PERMIT NO.</th>
<th>D.O.</th>
<th>RECEIVED BY</th>
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<table>
<thead>
<tr>
<th>JOB ADDRESS</th>
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<tr>
<th>I.D. NO.</th>
<th>TELEPHONE</th>
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<tr>
<th>CLASSIFICATION</th>
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<tbody>
<tr>
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<tr>
<td>PRESTRESSED CONCRETE (P)</td>
</tr>
<tr>
<td>MASONRY (M)</td>
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<tr>
<td>STRUCTURAL STEEL BOLTNG &amp; WELDING (W)</td>
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<tr>
<td>OTHER (O)</td>
</tr>
</tbody>
</table>

(This portion to be filled in by Special Inspector)

- I made personal contact with the above District Office on (Date) __________________________.
- I will commence inspection of the above job on (Date) __________________________.
- I agree to give regular updated inspection reports for the above job on work assigned to me as an special inspector during progress of said assigned work.

Signature of Special Inspector
SPECIAL INSPECTOR REPORT

Each inspector must complete this report and mail it to the District Office where the permit was issued.

☑ DAILY ☐ WEEKLY ☐ FINAL

Report Date ______________________ Building Permit # ______________________ District Office # ______________________

Job Address ________________________________________________________________

General Contractor __________________________________________________________

Engineer of Record __________________________________________________________

Inspection Frequency: ☐ Continuous ☐ Periodic

Type of Inspection: ☐ Reinforced Concrete ☐ Gunite / Shotcrete ☐ Prestressed Concrete ☐ Masonry

For any of above types of inspections provide Design Mix ____________________________ PSI____________________

☐ Welding ☐ High-Strength Bolts ☐ Epoxy ☐ Other ________________________________

Location on Site _____________________________________________________________

___________________________________________________________________________

Description of Work _________________________________________________________

___________________________________________________________________________

___________________________________________________________________________

___________________________________________________________________________

___________________________________________________________________________

___________________________________________________________________________

Discrepancies ________________________________________________________________

___________________________________________________________________________

___________________________________________________________________________

___________________________________________________________________________

___________________________________________________________________________

All work on this job to date HAS / HAS NOT been satisfactorily completed in conformance with the approved plans and requirements of the Los Angeles County Building Code.

Signature ___________________________ LA Co ID # ___________ Date ________________

Print Full Name __________________________________________________________________ Daytime Phone # ____________________________