



# LOS ANGELES BASIN CHAPTER INTERNATIONAL CODE COUNCIL

Established 1957  
www.icclabc.org

P.O. Box 1099  
Alhambra, CA 91802



## LABC Form 17 (front)

### SPECIAL INSPECTOR CHECK-IN AND JOB ASSIGNMENT FORM

This form is required for every project.

PROJECT/SITE ADDRESS			
BUILDING PERMIT NUMBER			
DEPUTY/ SPECIAL INSPECTORS NAME			
DEPUTY/ SPECIAL INSPECTORS ADDRESS			
CITY	STATE	ZIP CODE	
EMAIL			
PHONE NUMBER			
REGISTERING AGENCY			
LA County #	LA City #	IAS #	LIC/TYPE
INSPECTION FIRM			
ADDRESS			
CITY	STATE	ZIP CODE	
PHONE NUMBER			
DESCRIPTION OF WORK TO BE INSPECTED, TESTS TO BE PERFORMED AND DATE(S) OF INSPECTION			

- 1.) This form shall be approved by the building department prior to the scheduled special inspection. No special inspection report will be accepted without prior approval.
- 2.) Special inspection reports shall be provided prior to, or at the time of building inspection, where work will be covered by subsequent construction.
- 3.) The special inspection reports to the building department shall include the following information:
  - a. A description of all the work inspected and/or test(s) made, including sizes, quantities, locations and details of inspections.
  - b. The date and time the inspections(s) and/or test(s) were performed.
  - c. A list of all unresolved, nonconforming work, the parties notified, and the date and time each party was notified.
- 4.) If any nonconforming work is not corrected in a timely manner or is about to be incorporated into the structure, the special inspector shall immediately notify the building department.
- 5.) The following statement shall be included on the final special inspection report:

*To the best of my knowledge, all work was performed in conformance with the building department stamped approved design drawings."*



#### CIRCLE ONE OF THE FOLLOWING

I certify that I have been employed by:

Owner/Owner's Agent    Architect of Record  
Engineer of Record        Inspection Firm

I have read the requirements listed here within. I agree to perform all work in accordance with these requirements and the requirements of the registering agency.

I also fully understand that failure to comply with any provision of the requirements listed above may result in my revocation as a special inspector approved by the building department.

Print Name

Signature

Date

#### FOR BUILDING DIVISION ONLY

APPROVED BY

DATE APPROVED



# LOS ANGELES BASIN CHAPTER INTERNATIONAL CODE COUNCIL

Established 1957  
[www.icclabc.org](http://www.icclabc.org)

P.O. Box 1099  
Alhambra, CA 91802



## LABC Form 17 (back)



Program Criteria	City of Los Angeles	County of Los Angeles
<b>Categories of Special Inspection</b>	<b>Classification of Deputy Inspector</b>	<b>Classification of Special Inspector</b>
Post-tensioned / Precast / Pre-stressed Concrete	PSC	P
Reinforced Concrete / Cast-in-place / Poured – in- Place	CC	C
Pier and Pile Foundations	CC or MC	C
Post-installed Structural Anchors in Concrete & Drilled-in-Anchor	DIA	C
Gunite / Shotcrete	GU	C
Sprayed Fire-Resistant Materials	SFRM	
Structural Steel High-strength Bolting and Welding	SC	W
Structural Masonry	MC	M

Verify current status of certification or accreditation online:

City of Los Angeles <http://ladbs.org/LADBSWeb/services-deputy-inspector.jsf>  
 County of Los Angeles [http://dpw.lacounty.gov/bsd/index.cfm?p=cert\\_specinsp](http://dpw.lacounty.gov/bsd/index.cfm?p=cert_specinsp)  
 International Accreditation Service [http://www.iasonline.org/Special\\_Inspection/SIA.html](http://www.iasonline.org/Special_Inspection/SIA.html)