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Special Inspection Certificate – Post at job site with permit.

Requirements and Instructions on the backside of the form.

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| **Section A** | | | |
| Date: | Project name: | | Project no. |
| Project address: | | | Permit no. |
| **Section B - To be completed by Registered Design Professional in responsible charge** | | | |
| In compliance with Chapter 17, Section 1704 of the International Building Code, which requires the owner or agent to employ a Special Inspector to be present during the construction of work, I do hereby designate the following Architect/Engineer to be in responsible charge of the Special Inspection on the above project. | | | |
| Architect or Engineer name: | Mailing address: | | Phone no. |
| Company name: | Mailing address: | | Phone no. |
| **Section C - Special Inspection Responsibility Certificate** | | | |
| I certify that I am familiar with the above-named project and have determined the following checked items require Special Inspection in accordance with Chapter 17, Section 1704 of the International Building Code. The following individuals are proposed to perform the identified Special Inspections: | | **Seal, sign, and date:** | |
| **Type of work requiring Special Inspection** | | **Special Inspector name, ID#, phone number** | |
| **Soils** | |  | |
| **Driven deep/Cast-in-place/Helical pile foundations** | |  | |
| **Concrete construction** | |  | |
| **Masonry construction** | |  | |
| **Steel construction** | |  | |
| **Wood construction** | |  | |
| **Special wind resistance** | |  | |
| **Special seismic resistance** | |  | |
| **Sprayed fire-resistant materials** | |  | |
| **Fire-resistant penetrations and joints** | |  | |
| **Mastic and intumescent fire-resistant coatings** | |  | |
| **Exterior insulation and finish systems EIFS** | |  | |
| **Smoke control systems** | |  | |
| **Fabricated items** | |  | |
| **Grease Duct / Type 1 Hood** | |  | |
| **Special case:** | |  | |
| **Special case:** | |  | |
| **Section D - Certificate of Compliance** | | | |
| I certify that, to the best of my knowledge, the special inspections were conducted in accordance with the applicable provisions of the IBC and the approved plans and specifications insofar as the portion of the work requiring special inspection is concerned, except for those discrepancies previously reported. A guarantee that the building has been constructed in full accord with the plans and specifications is neither intended nor implied. | | **Seal, sign, and date:** | |

# Special Inspection Guidelines

The owner or registered design professional in responsible charge acting as owner’s agent shall employ one or more special inspectors to provide inspections during construction on the types of work listed in the International Building Code, Section 1705. When required, a Special Inspection is in addition to, not in lieu of, periodic Building Safety Inspections by ASU Construction Inspectors. The Special Inspection shall be conducted by a qualified Special Inspector that is certified to inspect the particular type of construction or operation requiring a Special Inspection.

**Section A**

The Project Manager or applicant for the project will complete this section, identifying the project information, including the project number.

**Section B**

To be completed by the registered Design Professional in charge. The Permit Applicant will provide the name of the Special Inspector on the Construction Support Services (CSS) Special Inspection Certificate who will carry out the required inspections. The responsible Architect or Engineer shall notify CSS of any special inspection changes prior to conducting the inspection.

**Section C**

Designated registrant will:

* Provide continuous, competent and complete inspection on the work for which Special Inspection(s) is required in accordance with Section 1704 and shall submit reports as required.
* Seal, sign and date the Special Inspection Certificate
* Maintain records on site that are accessible for periodic review by ASU Construction Inspectors.

If it is determined that construction is not in conformance with the approved plan, construction will be brought into conformance, and where required, a revision will be submitted to CSS for approval prior to proceeding with the work.

**Section D**

**Do not** complete this section yet. This portion to be completed **after** the required Special Inspection(s) has been performed.

Upon completion of the work for which the Special Inspection is required, the Architect, Engineer or responsible party in charge of the Special Inspection will:

* Certify that the work for which the Special Inspection is required has been completed in accordance with the requirements of the building code and the approved final plans. Sign, seal and date section D.
* Provide a copy of the completed and signed Special Inspection Certificate to Construction Support Services for their records.

# Grease Duct Special Inspection Requirements

**Special Inspector**

1. Inspect and verify that the installation of the alternative grease duct enclosure system(s), including but not limited to grease duct-wrap or double wall grease duct systems allowed under the [International Mechanical Code, Sections 506.3.11.2](https://codes.iccsafe.org/s/AZTEMPEBC2018P1/chapter-17-special-inspections-and-tests/AZTEMPEBC2018P1-Ch17-Sec1705.12.6#AZTEMPEMC2018P11_Ch05_Sec506.3.11.2) and [506.3.11.3](https://codes.iccsafe.org/s/AZTEMPEBC2018P1/chapter-17-special-inspections-and-tests/AZTEMPEBC2018P1-Ch17-Sec1705.12.6#AZTEMPEMC2018P11_Ch05_Sec506.3.11.3), has been installed per its listing(s), applicable evaluation report(s), manufacturer installation instructions, and the approved construction drawings.
2. Inspect and verify the welding of grease duct joints, seams penetrations, and duct-to-hood joints meet the requirements of the [International Mechanical Code, Section 506.3.2](https://codes.iccsafe.org/s/AZTEMPEBC2018P1/chapter-17-special-inspections-and-tests/AZTEMPEBC2018P1-Ch17-Sec1705.12.6#AZTEMPEMC2018P11_Ch05_Sec506.3.2) and [506.3.2.2](https://codes.iccsafe.org/s/AZTEMPEBC2018P1/chapter-17-special-inspections-and-tests/AZTEMPEBC2018P1-Ch17-Sec1705.12.6#AZTEMPEMC2018P11_Ch05_Sec506.3.2.2).
3. Witness and verify that the grease duct leakage test meets the requirements of the [International Mechanical Code, Section 506.3.2.5 .](https://codes.iccsafe.org/s/AZTEMPEBC2018P1/chapter-17-special-inspections-and-tests/AZTEMPEBC2018P1-Ch17-Sec1705.12.6#AZTEMPEMC2018P11_Ch05_Sec506.3.2.5)
4. Type I hood performance test and the capture and containment test required by Section 507.6 and 507.6.1 of the 2018 International Mechanical Code.

# Final report

1. Prior to concealment and/or final inspection, a final report shall be prepared by the Special Inspector and provided to the ASU Building Inspector and the engineer of record (EOR) certifying that the installation of the grease duct and alternative enclosure system(s), as applicable, have been installed as per the requirements above, and have found to be in a safe working condition.
2. A copy of the completed original, or revised, Special Inspections Certificate shall be attached to the final report.
3. The special inspection final report shall be received and found to be acceptable by the ASU Building Inspector and the Registered Design Professional in Responsible Charge (RDPRC) prior to the ASU issuance of final inspection approval or occupancy approval, including conditional occupancy approval.