



**STATEMENT OF SPECIAL INSPECTIONS**  
**Identification of the Registered Design Professional in Responsible Charge**

Project: \_\_\_\_\_

Project Address: \_\_\_\_\_

RDPIRC Name: \_\_\_\_\_ License No.: \_\_\_\_\_ State: \_\_\_\_\_

Firm name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Special Inspections Firm: \_\_\_\_\_ License No.: \_\_\_\_\_ State: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Structural Engineer: \_\_\_\_\_ License No.: \_\_\_\_\_ State: \_\_\_\_\_

Firm name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

This Identification of the Design Professional in Responsible Charge is submitted as a condition for permit issuance in accordance with the Special Inspection and Structural Testing requirements of the International Building Code. To be included with this form is a 1) Contractor’s *Statement of Responsibility*, 2) *Determination of Required Special Inspections*.

The Special Inspector shall keep records of all inspections and shall furnish inspection reports to the Registered Design Professional in Responsible Charge and the Building Official as outlined in Chapter 17 of the International Building Code (current edition).

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

**Design Professional in Responsible Charge:**

*Individual Seal*

*Firm Seal (if applicable)*

\_\_\_\_\_  
RDPIRC Print name

\_\_\_\_\_  
RDPIRC Signature

Date: \_\_\_\_\_



STATEMENT OF SPECIAL INSPECTIONS
Contractor's Statement of Responsibility

General Contractors responsible for the construction or fabrication of building components listed in the Determination of Special Inspections provided by the Registered Design Professional in Responsible Charge must submit a Statement of Responsibility.

Project address: Suite: Bldg #:

Project name:

Project owner:

Owner's address:

City: State: Zip:

General Contractor/Business Name:

Contractor's address:

City: State: Zip:

Description of building systems and components included in Statement of Responsibility:

Four horizontal lines for describing building systems and components.

Contractor's Acknowledgement of Special Requirements:

I hereby acknowledge that I understand the requirements for Special Inspections as detailed in Chapter 17 of the International Building Code (current edition) and that I have reviewed the Determination of Required Special Inspections provided by the Registered Design Professional in Responsible Charge.

I further acknowledge that a Final Report of Special Inspections documenting completion of all required Special Inspections, testing and correction of any discrepancies noted in the inspections shall be submitted to the Port's Building Official prior to issuance of a Certificate of Occupancy. The Final Special Inspection Report shall include letters from 1) the RDPiRC, and 2) Special Inspections firm, confirming completion of all special inspections, with supporting documentation including all special inspection logs, test/discrepancy reports, and all applicable Certificates of Compliance as outlined in the International Building Code (current edition).

General Contractor's representative (print name):

Signature: Date:

ATTACHMENT A

*RDPIRC to attach the Determination of Required Special Inspections*

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