PURPOSE:

The Department of Licenses & Inspections recognizes the need to document the processes related to Chapter 17 of the International Building Code (IBC), *Structural Tests and Special Inspections*. This procedure establishes the minimum requirements necessary to safeguard the public health, safety and general welfare through structural strength, stability, and safety to life and property from fire and other hazards. This procedure also details the Department’s program in accordance with Section 1704 and certain applicable Sections of Chapter 18 of the IBC. Within this document and referenced attachments, additional code sections of the IBC are also referenced.

POLICY:

It is the policy of the Department of Licenses and Inspections to adhere to, administer and enforce all aspects of the Uniform Construction Code (UCC) as adopted by the Commonwealth of Pennsylvania. The UCC adopts the IBC as the technical building code. Chapter 17 of the IBC entails very critical conditions which must be met in order to achieve compliance. This procedure attempts to specifically address the Special Inspections Program as administered by the Department, from permit application to completion of special inspection construction work at the site, including the submission of final compliance documents.

SCOPE:

There are several areas of construction regulated by the IBC where special inspections are mandatory. Section 1704.1 of the IBC requires the owner or the registered Design Professional in Responsible Charge of Special Inspections (DPRC-SI) acting as the owner’s agent, to provide for specially qualified inspectors and agencies. The selection of the Special Inspection Agencies and/or Special Inspectors is to be made by the Design Professional in Responsible Charge of Special Inspections (DPRC-SI), acting as the owners agent. The Agency[s] and/or Inspector[s] shall not be hired by the Contractor/Construction Managing firm. The list of special inspection agencies and/or inspectors is submitted to the Building Code Official or his designated representative for approval.
DUTIES AND RESPONSIBILITIES:

A Special Inspections Duties and Responsibilities Agreement (Exhibit A) shall be presented by the owner or the Design Professional in Responsible Charge of Special Inspections acting as the owner’s agent. This document shall be submitted to the plans examiner with the building permit application. The Department plan review and construction inspection supervisors, plans examiners and inspectors are involved in special inspections administration. This procedure details their responsibilities in the following stages of the special inspections process:

Plans Examination

A. Review Statement of Special Inspections Schedule (Exhibit B) from the DPRC-SI for compliance with special inspection requirements
B. Review and approve qualifications of fabricators for building components assembled off-site and installed on-site.
C. Review and approve qualifications of special inspection agencies and special inspectors
D. Approve the application and plans upon confirmation of code compliance.

Inspection

A. Monitor special inspection activities on the jobsite.
B. Review inspection reports.
C. Verify construction deficiency reports and the reports of deficiency repairs/corrections.
D. Perform final inspection.

PROCEDURE:

Plans Examination

A. Review Statement of Special Inspections Schedule (Exhibit B) submitted by DPRC-SI for compliance with special inspection requirements

1. Along with the design drawings, the DPRC-SI submits the Statement of Special Inspections Schedule (Exhibit B) indicating the specific types of special inspections to be performed for the project. The completed form identifies the following:
   a. The identification of all of the materials, systems, components, fabricators and work required to have special inspections performed.
   b. The type of each special inspection required for the project
   c. Any additional requirements for testing for seismic conditions if applicable.
   d. Indicate whether each type of inspection shall be continuous or periodic, as shown in Chapter 17 of the IBC.

B. Review and approve qualifications of fabricators for building components assembled off-site and installed on-site.

1. The DPRC-SI acting as the owners’ agent provides a list of components and fabricators/fabricator locations where special inspections will occur in the shop with name and location of fabricator is provided. Structural load bearing members and assemblies fabricated off site shall be inspected by qualified Special Inspection Agencies or Inspectors. [see Appendix A for Agency qualifications, and Appendix B for Inspector qualifications]
2. When required, the Special Inspector/Agency identified by the DPRC-SI, provides documentation that off-site fabricated components meet the design specification. [see Appendix A for conditions when special inspections within a fabricator’s shop are not required]

C. Review and approve qualifications of special inspection agency/agencies and special inspector(s).
   1. The DPRC-SI provides a list with names and qualifications of the Special Inspection Agency/Agencies to be assigned to the project in accordance with IBC Section 1703. [See Appendix A for Qualifications]
   2. The DPRC-SI provides the names and qualifications of Special Inspector/Inspectors to be assigned to the project in accordance with IBC Section 1704. [See Appendix B for qualifications].

D. Approve the application and plans upon confirmation of code compliance.
   1. Review plan application submittal for compliance with the applicable codes.
   2. Attach Special Inspection Program documentation with the approved plan sets.
   3. Send permit invoice to applicant.

Building Inspection
A. Monitor special inspection activities on the jobsite.
   1. Initial meeting with Special Inspectors and Contractor – the intent of this meeting is to establish requirements prior to proceeding with the work. The list of Special Inspection Agencies and Inspectors is to be approved by the Department prior to the start of construction.
   2. Review the approved special inspection documents attached with the permit.
   3. Verify the DPRC-SI, Special Inspection Agency and Special Inspectors per program approval.
   4. Explain to the contractor his duties for Special Inspections:
      a. Notify the special inspector. The holder of the building permit or their duly authorized agent is responsible for notifying the special inspector or agency regarding individual inspections required by the department (see IBC Section 110.5a).
      b. Provide access. The contractor is responsible for providing the special inspector with access to approved plans and to the location of the area to be inspected (see IBC Section 110.5b).
      c. Retain special inspection records. The contractor is responsible for retaining at the jobsite all special inspection records submitted by the special inspector and providing access to these records for review by the building department’s inspector upon request. See attached sample Exhibits D, E, F, and G for Special Inspector: Daily Report, Deficiency Report, Weekly Report, and Final Report.
      d. Schedule- The Contractor is to provide a proposed schedule of inspections for the special inspector and department inspector.

B. Review inspection reports
   1. The department inspector shall periodically monitor the special inspection activities at the jobsite to verify that the approved special inspectors and
contractor are performing their duties when special inspection is required. The department inspector's findings are to be reported in the database.

2. Verify that the periodic and continuous special inspections are in accordance with the Statement of Special Inspections

3. Verify special inspection reports are retained on the jobsite by the contractor and available for review.

C. Verify construction deficiencies

1. Deficiency Reports
   a. The special inspector will make reports on construction work which is found deficient with the approved plan/design and/or installation standard, then immediately issue the report to the contractor for correction. The contractor will be required to make the necessary corrections as described by the DPRC-SI, before any of the deficient work is covered by additional construction. After completion, the special inspector will report on the corrected work in place.
   b. In the event there is a delay by the contractor in making the corrections required in the deficiency report, the special inspector will notify the building inspector and the DPRC-SI prior to the completion of that phase of the work. The DPRC-SI will determine if a design revision is needed to repair/replace the issues described in the deficiency report. Upon the contractor completing the corrective work, the special inspector will inspect and report on the corrections made. The department inspector shall be provided the opportunity to witness the corrective work by the contractor and/or obtain the special inspectors report of the corrections.

D. Perform Final Inspection

1. The DPRC-SI shall provide the department inspector:
   a. All deficiency reports and deficiency report corrections compiled by the special inspection agencies and/or inspectors and,
   b. All design revisions produced by the DPRC-SI, which did not require an amended permit.

2. The DPRC-SI shall complete the Special Inspections Program Final Compliance form (Exhibit C) in its' entirety when each inspection item is completed for submission to the department inspector.

3. The department inspector receives and reviews the final special inspection report as described in the Duties and Responsibilities Agreement

4. The department inspector will submit the final special inspection report documents to the Records Storage Department for scanning onto the applicable permit number for inclusion in the record.

5. The department inspector should not perform the final inspection and approval for a project (see IBC Section 110.3.10) until the final special inspection report has been reviewed and approved.
NOTE - Agencies are required to be registered with the Department, listing the specific qualifications, in accordance with The Philadelphia Code, Chapter 9-1300 Inspection Businesses, within 18 months of enactment of Ordinance.

- Agency maintains current accreditation as a special inspection agency by the International Accreditation Service [IAS] within the scope of accreditation issued by IAS, or;

- Agency maintains current accreditation as a special inspection agency in accordance with ASTM E329, [Standard Specification for Agencies Engaged in Construction Inspection and/or Testing], or;

- Agency is certified by the International Code Council [ICC] or other approval entity as determined by the DPRC-SI, subject to Department approval or;

- The agency has been accredited in accordance with ISO/IEC 17020 [International Organization for Standardization/International Electro-technical Commission - The General Criteria for the Operation of Various Types of Bodies Performing Inspection], or;

- The DPRC-SI shall provide for Department review and approval, the agency[s] project history/experience of comparable projects as applicable for the special inspections required for the submitted project. (A guideline for Agency Qualification may include written or oral examination to verify the agencies knowledge of jurisdictional procedures and code requirements).

- **Approved Fabricators** - Special inspections of factory fabrication described in Section 1704 are not required where the work is done on the premises of a fabricator accredited by IAS under its Fabricator Inspection Accreditation Program and a certificate of accreditation indicating the scope of fabrication issued by IAS is noted on the IAS website, or;

- Approval of a fabricator by the Department shall be based upon review of the fabricator's quality control manuals and auditing of fabricator practices by an approved accreditation agency, and;

- At completion of fabrication, the fabricator shall submit a certificate of compliance to the building official stating that the work was performed in accordance with the approved construction documents. Refer to Section 1704.2.2.
APPENDIX – B

QUALIFICATIONS FOR SPECIAL INSPECTORS

NOTE - Inspectors are required to be registered with the Department, listing specific qualifications, in accordance with The Philadelphia Code, Chapter 9-1300 Inspection Businesses, within 18 months of enactment of Ordinance.

- Individuals maintaining current certification by ICC as a special inspector for the discipline(s) which the individual is requesting approval; or

- The special inspector may be a Professional Engineer with experience in the area of Special Inspections required, submitted by the DPRC-SI including Engineers In Training with one year related experience working under the supervision of the P.E; or

- During the 18 month period after Ordinance approval, submit to the Department for approval documentation of Special Inspection experience [with recommendations] for the specific types of inspections applicable to the submitted Special Inspections Program. Acceptable experience is 1–5 year(s) of verifiable practical experience; a portion of the experience may be satisfied by the applicable technical education, or;

- Individuals presenting documentation of approved, current certifications in the specific field of special inspection as follows:

FABRICATION – INSPECTOR QUALIFICATIONS (see Appendix ‘A’ for approval of Fabricators with in-house inspection)

Inspection of Structural Steel Fabrication; IBC Section 1704.2
- Current Certified Welding Inspector [CWI] in accordance with the provisions of AWS [American Welding Society] QC1, or;
- Current ICC S1 and S2 Structural Welding Inspector, or;
- Current certified personnel meeting the requirements of ASNT [The American Society for Nondestructive Testing] Level III or Level II in accordance with SNT-TC-1A or ACCP certified personnel.

Inspection of Pre-Cast Concrete Fabrication; IBC Section 1704.2
- Current ICC Reinforced Concrete certificate; or
- Pre-Cast/Pre-Stressed Concrete Institute (PCI) Quality Control Technician/Inspector Level II certificate, or;
- ACI [American Concrete Institute] certified personnel as appropriate.

Inspection of Engineered Wood Product Fabrication; IBC Section 1704.6
- Professional Engineer licensed in the State of Pennsylvania.
FIELD INSPECTION

Welding; IBC Section 1704.3.1, Table 1704.3(4 & 5), and Table 1704.4(2)
- Current Certified Welding Inspector (CWI) in accordance with the provisions of AWS [American Welding Society] QC1; or
- Current AWS [American Welding Society] Senior Certified Welding Inspector (SCWI); or
- Current ICC S2 Structural Welding Inspector, or
- Current certified personnel meeting the requirements of ASNT [The American Society for Nondestructive Testing] Level III or Level II in accordance with SNT-TC-1A or ACCP certified personnel.

High-Strength Bolting and Steel Frame Inspection; IBC Section 1704.3.3 and Table 1704.3(1, 2, 3 & 6)
- Current ICC Structural Steel & Bolting Special Inspector certificate, or
- Engineer-In-Training (EIT) with one year related experience.*

Reinforced Concrete; IBC Section 1704.4 and Table 1704.4(1, 2, 3, 5, 6, 7, 8, and 12)
- Current ICC Reinforced Concrete Special Inspector certificate; or
- ACI [American Concrete Institute] Certified Concrete Construction Special Inspector, or
- Engineer-In-Training (EIT) with one year related experience.*

Pre-Stressed Concrete; IBC Table 1704.4(9)
- ICC Pre-Stressed Concrete Certificate; or
- Pre-Cast/Pre-Stressed Concrete Institute (PCI) Quality Control Technician/Inspector Level II certificate; or
- Engineer-In-Training (EIT) with one year related experience.*

Pre-Cast Concrete Erection; IBC Table 1704.4(10)
- Current Certified Welding Inspector [CWI] in accordance with the provisions of AWS [American Welding Society] QC1; or
- Current ICC S2 Structural Welding Inspector certificate, or
- Current certified personnel meeting the requirements of ASNT [The American Society for Nondestructive Testing] Level III or Level II in accordance with SNT-TC-1A or ACCP certified personnel.

Post Tension Slabs-on-Ground and Post Tension Concrete; IBC Table 1704.4 (11)
- Current Post-Tensioning Institute (PTI) Certification - Level 2; or
- Current ICC Pre-stressed Concrete Special Inspector certificate; or
- Engineer-In-Training (EIT) with one year related experience.*

Post Installed Concrete Anchor Installation; Table 1704.4 (4), ACI 318, Section 1912.1
- Approval of this work shall be provided by a Structural Engineer licensed in the State of Pennsylvania,
- Installing Technician to be ACI/CRSI certified for adhesive anchor installation. [American Concrete Institute/Concrete Reinforcing Steel Institute]

Structural Masonry; IBC Sections 1704.5, and 1704.11
- Current ICC Structural Masonry certificate, or
- Engineer-In-Training (EIT) with one year related experience.*
APPENDIX B (continued)

Modular Retaining Walls; IBC Section 1704.5
- Current NICET (National Institute for Certification in Engineering Technologies) Level II certificate in Geotechnical Engineering Technology/Construction; or
- Current NICET Level II soils certificate in Construction Materials Testing; or
- Current ICC Soils Special Inspector certificate; or
- Licensed Professional Geologist in the State of Pennsylvania with one year related experience; or
- Engineer-In-Training (EIT) with one year related experience*; or
- Geologist-in-Training (GIT) with one year related experience.*

Wood Construction, IBC Sections 1704.6 and 1707.3
- Professional Structural Engineer licensed in the State of Pennsylvania with six months related experience, or;
- Engineer-In-Training (EIT) with one year related experience*

Verification of Soils; IBC Section 1704.7
- Current NICET Level II certification in Geotechnical Engineering Technology/Construction; or
- Current NICET Level II soils certificate in Construction Materials Testing; or
- Current ICC Soils Special Inspector certificate; or
- Licensed Geologist with one year related experience; or
- Engineer-In-Training (EIT) with one year related experience*; or
- Geologist-in-Training (GIT) with one year related experience.*

Excavation and Filling; IBC Section 1704.7
- Current NICET Level II certificate in Geotechnical Engineering Technology/Construction; or
- Current NICET Level II soils certificate in Construction Materials Testing; or
- Current ICC Soils Special Inspector certificate; or
- Licensed Professional Geologist in the State of Pennsylvania with one year related experience; or
- Engineer-In-Training (EIT) with one year related experience*; or
- Geologist-in-Training (GIT) with one year related experience.*

Deep Foundations and Helical Pile Foundations; IBC Sections 1704.8, 1704.9, 1704.10; IBC Tables 1704.8 and 1704.9
- Current NICET Level II certificate in Geotechnical Engineering Technology/Construction; or
- Current NICET Level II soils certificate in Construction Materials Testing; or
- Federal Highway Administration – National Highway Institute Drilled Shafts Course, or Certificate and Driven Pile Foundations (Construction Monitoring) Course Certificate with one year related experience; or
- Licensed Professional Geologist in the State of Pennsylvania with one year related experience; or
- Engineer-In-Training (EIT) with two year related experience*; or
- Geologist-in-Training (GIT) with two year related experience.*
Sprayed Fire-Resistant Materials, Mastic and Intumescent Fire Resistant Coatings; IBC Sections 1704.12 and 1704.13

- Current ICC Spray-Applied Fire Proofing certificate; or
- Inspector to comply with standard AWCI (Association of the Wall and Ceiling Industry); current edition of Technical Manuals 12-A and 12-B or
- Engineer-In-Training (EIT) with one year related experience.*

Exterior Insulation and Finish System (EIFS), IBC Section 1704.14

- Registered Professional Engineer or Architect with related experience; or
- Association of the Wall and Ceiling Industry (AWCI) EIFS Inspector Certificate.

* Engineers and/or Geologists in Training licensed with the State of Pennsylvania shall be under the direct supervision of the registered engineer for the specific field of inspection listed.

Special Cases; IBC Section 1704.15

Underpinning
- Inspections of this work shall be reported continuously, conducted by a Geotechnical, Civil, or Structural Engineer licensed in the Commonwealth of Pennsylvania and submitted by the DPRC-SI.

Demolition
- When Required:
  1. Complete demolition of a building in excess of three (3) stories or any structure in excess of 40 feet (12192 mm) in height. These inspections shall be performed on a continuous basis until the structure is demolished to a height of 10 feet (3048 mm).
  2. Where the use of mechanical demolition is recommended in writing by a licensed structural engineer, pursuant to Section 3303.9. These inspections shall be performed on a continuous basis until the structure is demolished to a height of 10 feet (3048 mm).
  3. Where mechanical demolition equipment, other than handheld devices, is to be used in the full or partial demolition of a building from within the building, or is to be used within the building to remove debris or move material. These inspections may be performed on a periodic basis.

- Professional licensed in the State of Pennsylvania [aka Registered Design Professional] with qualifying relevant experience* in demolition of structures, and/or;
- Licensed/Registered Design Professional of Record licensed with the State of Pennsylvania with qualifying relevant experience* in demolition of structures, or;
- Inspector providing certification/approval of accepted completion of OSHA Standards 29 CFR 1926 Subpart T-Demolition and applicable 29 CFR 1910 standard., or:

- Qualifying Special Inspector with relevant experience* inspecting the demolition of structures.

*for clarification, relevant experience is defined as direct participation and practice related to the demolition activities that are the subject of the special inspection where such participation has led to accumulation of knowledge required for the proper execution of such inspection.
APPENDIX B (continued)

Smoke Control; IBC Sections 1704.16, 909, 909.18.8, and 909.19
- Special Inspection Agency/Inspector shall provide a copy of resume to include expertise in fire protection engineering, mechanical engineering and certification as air balancer. Air balancer certification may be one of the following:
  a. AABC (Associated Air Balance Council)
  b. TABB (Testing & Balancing Bureau)
  c. NEBB (National Environmental Balancing Bureau)
  d. NBI (National Balancing Council)
- Mechanical or Fire Protection Engineer licensed in the State of Pennsylvania, submitted by the DPRC-SI.

Seismic Resistance; IBC Sections, 1705.3.1 through 1705.3.6 inclusive
- Civil and/or Structural Engineer licensed in the State of Pennsylvania; or
- Engineer in Training under the direct supervision of a Civil and/or Structural Engineer licensed in the State of Pennsylvania.

Design Strength of Materials;
- Professional Structural Engineer licensed in the State of Pennsylvania.

Alternative Test Procedures;
- Design Professional licensed in the State of Pennsylvania.

Test Safe Loads, In-Situ Load Tests and Preconstruction Load Tests;
- Professional Structural Engineer licensed in the State of Pennsylvania.

End of Procedure
EXHIBIT A (3 page form)

CITY OF PHILADELPHIA  
DEPARTMENT OF LICENSES & INSPECTIONS  
Development Division  
Marshall Services Building - Concourse Level  
1421 John F. Kennedy Blvd  
Philadelphia, Pennsylvania 19102

SPECIAL INSPECTIONS  
DUTIES AND RESPONSIBILITIES AGREEMENT

PROJECT ADDRESS: ___________________________  DATE SUBMITTED: ___________________________

BEFORE A PERMIT CAN BE ISSUED, two copies of this agreement, including the Statement of Special Inspections Schedule with the required acknowledgements shall be completed and submitted along with the application by the owner, or registered design professional in responsible charge of special inspections, acting as the owner’s agent.

OWNER RESPONSIBILITIES  
The project owner is responsible for funding the special inspection program and contracting with a design professional registered with the State of Pennsylvania to administer the Special Inspections Program.

DESIGN PROFESSIONAL IN RESPONSIBLE CHARGE OF SPECIAL INSPECTIONS (DPRC-SI) RESPONSIBILITIES  
The design professional in responsible charge of special inspections has many duties and responsibilities related to special inspections, including but not limited to the following:

1. Identifies construction activities that require special inspections in accordance with Chapter 17 of the 2000 International Building Code.
2. Completes the Statement of Special inspections and submits along with construction documents at the time of permit application.
3. Along with the owner, evaluates and selects the individual special inspection agency and/or inspectors in accordance with department guidelines listed herein.
4. Meets with departments building inspector prior to construction to discuss the required special inspections for the project.
5. Coordinates special inspection activities with the contractor, special inspection agency and/or special inspector.
6. Selects the list of special inspectors and/or special inspection agencies that have been contracted to perform the special inspections.
7. Receive and review special inspection reports.
8. Notifies the department inspector after a deficiency report from the special inspector has not been corrected in a timely manner.
9. Applies for an amended permit for corrective action when required by the department inspector.
10. Provides the department inspector an opportunity to witness the corrective action.
11. Completes the Special Inspections Compliance Form and submits to the department inspector as described herein.

SPECIAL INSPECTORS and/or SPECIAL INSPECTION AGENCIES – RESPONSIBILITIES.

1. Special Inspectors shall review the approved plans and specifications for special inspection requirements.
2. Special inspectors shall also review the approved Statement of Special Inspections Form submitted by the DPRC-SI for the required inspection type and whether periodic or continuous.

March 2014
### EXHIBIT B (2 page form)

**City of Philadelphia**  
**Department of Licenses & Inspections**  
**Building Services Unit, MSB Concourse**  
1801 John F. Kennedy Blvd. Philadelphia, PA 19102

#### STATEMENT OF SPECIAL INSPECTIONS SCHEDULE  
(INTERNATIONAL BUILDING CODE)

In accordance with the provisions of Chapter 17 of the 2009 International Building Code, this form is to list the Special Inspections as required for the proposed construction located at:

<table>
<thead>
<tr>
<th>ADDRESS (Print):</th>
<th></th>
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</thead>
<tbody>
<tr>
<td>Owner’s Name (Print):</td>
<td>Owner’s Phone #:</td>
</tr>
<tr>
<td>Owner’s Address:</td>
<td>Street</td>
</tr>
<tr>
<td>Owner’s E-Mail Address</td>
<td>Owner’s Fax:</td>
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</tbody>
</table>

The design professional in responsible charge of special inspections (DPRC-SI) shall indicate by a checkmark which of the special inspections below are required for the above mentioned construction site:

<table>
<thead>
<tr>
<th>VERIFICATION AND INSPECTION ITEM</th>
<th>REQUIRED</th>
<th>CONTINUOUS</th>
<th>PERIODIC</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fabrication of structural load-bearing members and assemblies (1704.2)</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
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<tr>
<td>Fabrication of Pre-Cast Concrete (1704.2.1)</td>
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<tr>
<td>Fabrication process of prefabricated wood structural elements and assemblies (1704.6 and 2303)</td>
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<tr>
<td><strong>Steel</strong> (1704.3, and Table 1704.3)</td>
<td>Welding</td>
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<td>Welder’s Materials</td>
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<td>Steel Frame Joint Details</td>
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<td>High Strength Bolts, Nuts, and Washers</td>
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<td>Reinforcing Steel</td>
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<tr>
<td><strong>Concrete</strong> (1704.4, and Table 1704.4)</td>
<td>Materials</td>
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<td>Reinforcing Steel</td>
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<td>Formwork</td>
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<td>Pre-cast Concrete Erection</td>
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<td>Post-tension Concrete</td>
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<td>Shortcrete Application</td>
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<td>Prestressed Concrete</td>
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<td>In-situ Concrete Strength</td>
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(CONTINUED ON FOLLOWING PAGE) PAGE 1 of 2
EXHIBIT C (1 page form)

City of Philadelphia  
Department of Licenses & Inspections  
Building Services Unit, MSB Concourse  
1401 John F. Kennedy Blvd. Philadelphia, PA 19102

SPECIAL INSPECTIONS PROGRAM - FINAL COMPLIANCE FORM

In accordance with the provisions of Section 1704.10 of the 2009 International Building Code, this form is used to list the Final Compliance of Special Inspections as required for the construction located at:

ADDRESS (Print): ___________________________  Application #: ___________________________

Owner's Name: ___________________________  Owner's Phone #: ___________________________

Owner's Address:  

Owner's E-Mail Address: ___________________________  Owner's Fax #: ___________________________

The Design Professional in Responsible Charge of Special Inspections (DPRC-SI) named below verifies that the following Special Inspections, also listed on the submitted Statement of Special Inspections for the subject building, have been completed in accordance with the special inspection requirements of the IBC. [Multiple Sheets may be used to demonstrate compliance. Affix professional seal to all sheets.]

<table>
<thead>
<tr>
<th>SPECIAL INSPECTION ITEM</th>
<th>CONTINUOUS</th>
<th>PERIODIC</th>
<th>EXAM VERIFIED</th>
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DESIGN PROFESSIONAL IN RESPONSIBLE CHARGE OF SPECIAL INSPECTIONS (DPRC-SI)

☐ Professional Engineer  ☐ Registered Architect

Aff: Seal

Name: ___________________________  Phone #: ___________________________

Address: ___________________________  Street ___________________________

City ___________________________  Date ___________  ZIP ___________________________

E-Mail Address: ___________________________  Fax #: ___________________________

Special Inspections Program Final Compliance Form (Rev. May 2014)