

ARCHITECTURAL / ENGINEERING BULLETIN**Date: July 20, 2023****Bulletin No. 2023-003****Bulletin Title: DSA Project Inspection Duties****Bulletin Contact:** Cathy NeVille (323) 980-2611 | catherine.annneville@build-laccd.org**Updates and Clarifications Regarding Project Inspector Duties**

The Division of the State Architect frequently updates its Interpretation of Regulations. This Bulletin specifically addresses (IR) A-7 Inspector Certification and Approval; and A-8 Project Inspector and Assistant Inspector Duties and Performance. The following is a summary of recent updates to these IRs:

IR A-7: Inspector Certification and Approval

- Clarified only Class 1 and Class 2 project inspectors (PIs) may utilize assistant inspector (AIs).
- Certification renewal requirements are now referenced on DSA's Apply and Maintain Project Inspector Certification webpage, including new requirement for PIs to complete the Title 24 Mechanical Acceptance Training.
- Added information pertaining to the AI acceptance and approval to inspect projects.
- The classification criteria were modified for canopy structures in the Class 3 structures

IR A-8: Project Inspector and Assistant Inspector Duties and Performance:

- Clarified only Class 1 and Class 2 PIs may utilize AIs.
- Clarified PI supervision responsibilities of AIs.
- Clarified job file document maintenance requirements for PIs, including further details for non-structural documents such as mechanical acceptance testing documentation.
- Removed the requirement for a printed copy of DSA-approved testing and inspection list (form DSA 103: List of Required Structural Tests and Special Inspections).
- Clarified responsibilities and procedural requirements for substitute PIs.
- Clarified special inspection duties permitted to be performed by PIs.
- Clarified PI site special inspection and material testing monitoring responsibilities.
- Added clarification to the AI's roles and responsibilities.

Please direct any questions regarding the referenced IR to Ryan Huxley, Supervising Structural Engineer, at ryan.huxley@dgs.ca.gov.

Note: The above referenced IRs are available for download in their entirety at the DSA website link below

Always access the DSA Website for up-to-date resources (<https://www.dgs.ca.gov/DSA/Resources>), publications (<https://www.dgs.ca.gov/DSA/Publications>) and forms (<https://www.dgs.ca.gov/DSA/Forms>).