

To: DSA Stakeholders
From: The Division of the State Architect
Date: October 3, 2014
Subject: New & Revised Documents for Third Quarter of 2014

In order to keep stakeholders of the Division of the State Architect (DSA) abreast of new and revised forms and publications, this list will be distributed and posted to the DSA website each quarter.

New and revised forms and documents from this past quarter:

July

- IR A-19: [Design Professional's Signature and Seal \(Stamp\) on Construction Documents](#). Revised 07/01/14 to modify language regarding electronic submittals.
- IR A-6: [Construction Change Document Submittal and Approval Process](#). Revised 07/08/14 to add new language to sections 3 and 3.1 regarding fees.
- IR 17-6: [Structural Special Inspector Duties and Responsibilities](#). Revised 07/10/14 to clarify that only special inspectors contracting directly with the school district are required to sign and file DSA 292.
- DSA 302: [Response to 301-P Notification of Requirements for Certification](#). Revised 07/25/14 to reflect the new certification process.
- PR 13-02: [Project Certification Process](#). Revised 07/25/14 to reflect the new certification process.

August

- IR 17-3: [Structural Welding Inspection: 2007 and 2010 CBC](#). Revised 08/13/14 to clarify that only special inspectors contracting directly with the school district are required to sign and file a DSA 292.
- IR A-18: [Use of Construction Documents Prepared by Other Professionals](#). Revised 08/14/14 to add new section 1.3 regarding documents prepared by manufacturer's design professionals for deferred building components and structures from approved pre-checked plans.
- IR A-22: [Construction Projects and Items Exempt from DSA Review](#). Revised in its entirety on 08/14/14.
- IR 17-4: [Basics of Structural Tests and Special Inspections](#). Revised 08/18/14 to clarify that only special inspectors contracting directly with the school district are required to sign and file a DSA 292.

- DSA 119: [Project Inspector Performance Review](#). *This internal form was revised 08/25/14 to incorporate various edits throughout the document.*
- DSA 140: [Application for Approval of Construction Change Document – CCD Category A](#). *Revised 08/29/14 to include a checkbox indicating that a DSA 301-N, DSA 301-P, or 90 day letter has been issued for the project.*
- DSA 141: [Application for Concurrence of Construction Change Document – CCD Category B](#). *Revised 08/29/14 to include a checkbox indicating that a DSA 301-N, DSA 301-P, or 90 day letter has been issued for the project.*

September

- DSA 180: [Project Inspector Performance Record](#). *This internal form was revised 09/12/14 to reflect various changes.*
- DSA 95: [Intake Project Review Box Request](#). *This is a new form issued 09/18/14.*
- PL 09-02: [Electronic Submittal/Plan Review](#). *Revised 09/19/14 to reference a new procedure.*
- PR 09-05: *Plan Review Submittals for DSA Projects – Electronic Submission and Review. Removed 09/19/14; superseded by PR 14-06.*
- PR 14-06: [Plan Review Submittals for Electronic Submission and Review](#). *Issued 09/19/14 to supersede PR 09-05.*
- DSA 102-IC: [Construction Start Notice/Inspection Card Request](#). *Revised 09/29/14 to reference the PR 13-01 and DSA 153, which is to be issued by DSA.*

Please contact dsacommunication@dgs.ca.gov with any questions about this information.