



Maintaining Your Title 24

Introduction

This educational document is provided by the California Building Standards Commission (CBSC) for the purpose of assisting users with the maintenance of the California Building Standards Code, in Title 24, California Code of Regulations. This document is a companion to our *Guide to Title 24* that provides detailed information about how to use and apply Title 24.

All CBSC educational documents are available at the CBSC website (<http://www.bsc.ca.gov/>) under the *Education* or *Publications* menus. Open, read, and or print our documents for your needs at no charge.

Title 24 Introduction

This educational document is not intended or designed for the purpose of learning the application and use of Title 24. But in short, Title 24 contains building standards in 13 Parts published by the CBSC that apply to all building occupancies in all parts of the state. To learn about Title 24, refer to our *Guide to Title 24* available at the CBSC website (<http://www.bsc.ca.gov/>).

Title 24 Updates

Title 24 is published as a new edition in new binders on a three year interval. During the life of a current edition of Title 24, additions, amendments, repeals, and corrections occur. The additions, amendments and repeals are published in the form of a *Supplement*. Corrections are published in the form of an *Errata*.

Supplements

Supplements for insertion in Title 24 are the result of a CBSC approved addition, amendment or the repeal of building standards to an existing Part of Title 24. Supplements are published on blue paper for identification purposes. A sample of a Supplement is provided in our *Guide to Title 24* available at our website. The word *Supplement* and the effective date are printed at the bottom of each page. Updating instructions are provided on the cover page of a Supplement.

Errata

Errata are issued in order to correct an error in an existing Part of CCR Title 24. Errata are issued on buff colored paper for identification purposes. A sample of errata is provided in our *Guide to Title 24* available at our website. The word *Errata* and the effective date are printed at the bottom of each page. Updating instructions are provided on the cover page of the Errata.

Effective Date

The last page of an issued Supplement or Errata provides the sequential history of issued supplements and errata for the effected Part of Title 24. This page(s) should also be maintained with your CCR Title 24. The information provided identifies the state adopting agency(s), an abbreviated subject description, and the date approved by the CBSC and the date filed with the Secretary of State, and the effective date. The effective date is printed at the bottom of each Supplement and Errata page. A sample is provided in our *Guide to Title 24* available at our website.

Updating Procedure

The CBSC recommends the following practice for maintaining your Parts of Title 24.

1. Read and follow the instructions provided with each issued supplement or errata.
2. Place the cover sheet of an issued Supplements or Errata on top of the removed superseded pages. Staple or clip these pages together as a set.
3. Place the sets (of cover sheets with the removed pages) in the back of the code binder with the most recent on top.
4. Place the history page in the back of the code binder on top of the cover sheets and superseded page sets, with the most recent history page on top.

How to Obtain Supplements and Errata

There are three ways to obtain Supplements and Errata. The first, and the best way, is to complete and mail the registration card that is provided in each Title 24 binder of upon purchase. The registration card is addressed to the publisher of that Part of Title 24. The publisher will mail issued supplements and errata to you as they are published.

The second way is to access the supplements and errata at the publisher's website. A listing is provided below identifying the publisher of each Part of Title 24. However, unless you use blue and buff colored paper in your printer, you will not benefit from the color coding. Here are the publishers and their contact information.

- International Code Council (ICC) Online store: www.shop.iccsafe.org Email: order@iccsafe.org or ecodes@iccsafe.org Telephone: ICC Store (800)786-4452
- International Association of Plumbing and Mechanical Officials (IAPMO) Online Store: www.iapmmembership.org Email: publications@iapmo.org Telephone: (909) 472-4208
- National Fire Protection Association (NFPA) / BNi Books Online store: www.bnibooks.com Telephone: (888) 264-2665

The third means is to go to the CBSC website www.bsc.ca.gov and click on the *Rulemaking* tab, then click on the current edition of Title 24. Some of the links will take you to the publisher's (listed above) website. Once again, unless you use blue and buff colored paper in your printer, you will not benefit from the color coding. However, the word *blue* is printed at the bottom of each Supplement page and the word *buff* is printed at the bottom of each errata page.

Need help? Call us at (916) 263-0916.