
Print Architect's or Structural Engineer's Name

Address

_____, CA _____
City Zip

Date: _____

To: The Division of the State Architect
1102 Q Street, Suite 5100
Sacramento, CA 95814

Letter of Recommendation for: _____

I am familiar with the special Title 24 code requirements for schools and have read the rules and requirements for the Project Inspector Examination. I consider the applicant to be qualified to perform inspections on Class ____ school projects.

I have personally worked with the applicant named above on the following projects:

Project Name: _____	Description (Include DSA file and application # if applicable): _____
_____	_____
_____	_____
_____	_____

The applicant worked on these projects in the capacity of:

- Project Inspector Assistant Inspector Foreman (list trade): _____
- General Superintendent Other (describe): _____

I have personal knowledge of the applicant's work experience from the date of: _____ to the date of _____.

The applicant performed his/her duties in a professional manner and demonstrated the ability to read and interpret construction drawings and specifications as well as a good understanding of the building code.

Additional comments: _____

I certify under penalty of perjury that these statements are true and correct to the best of my knowledge.

If you have any questions, you may contact me at (phone number): _____.

Sincerely,

Signature: California Licensed Architect or Structural Engineer

License #: _____

CODE REQUIREMENTS FOR SCHOOL PROJECT INSPECTORS

This letter of recommendation is being provided to satisfy the prerequisite for qualification for entrance into the inspector certification examination or for acceptance into the assistant project inspector program. The following excerpts are provisions from Part 1, Title 24, California Code of Regulations, relating to the special code requirements for project inspection of public schools.

Inspection by the Project Inspector:

For every project there shall be a project inspector who shall have personal knowledge of all work done on the project or its parts. No work shall be carried on except under the inspection of a project inspector approved by DSA. On large projects adequate inspection may require the employment of one or more approved assistant inspectors. A project inspector shall, under the direction of the architect and/or engineer, be responsible for monitoring the work of the special inspectors and testing laboratories to ensure that the testing program is satisfactorily completed.

The project inspector and any assistant inspector must be approved by DSA for each individual project. A project inspector and any assistant inspector shall have had at least three years experience in inspection or construction work on building projects of a type similar to the project for which the inspector is applying for approval. An inspector shall not be less than 25 years of age. Prior to being eligible for approval, any project inspector must be DSA-certified or any assistant inspector must be DSA-accepted as an assistant project inspector.

An inspector becomes DSA-certified by successfully completing a written examination administered by DSA. The examination measures the applicant's ability to read and comprehend construction plans as well as the construction, inspection, and testing requirements of the California Building Standards Code. Examinations are given in four classes. A Class 1 certified inspector may be approved to inspect any project. A Class 2 certified inspector may be approved to inspect any project, except a project containing one or more new large structures with a primary lateral load-resisting system of steel, masonry, or concrete. A Class 3 certified inspector may be approved to inspect projects containing alterations to approved buildings, site placement of relocatable buildings and construction of minor structures. A Class 4 certified inspector may be approved to inspect projects containing site placement of relocatable buildings and associated site work.

Duties of the Project Inspector – Continuous Inspection:

The project inspector must have actual personal knowledge, obtained by personal and continuous inspection of the work of construction in all stages of its progress, that the requirements of the approved plans and specifications are being completely executed. Continuous inspection means complete inspection of every part of the work. Work, such as concrete work or masonry work, which can be inspected only as it is placed, shall require the constant presence of the inspector. Other types of work, which can be completely inspected after the work is installed, may be carried on while the inspector is not present. In any case, the inspector must personally inspect every part of the work. In no case shall the inspector have or assume any duties that will prevent the inspector from giving continuous inspection.