

USE OF CONSTRUCTION DOCUMENTS PREPARED BY OTHER PROFESSIONALS

Disciplines: Structural	History: Revised 04-15-16	Revised 08-03-11	Revised 07-01-09
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PURPOSE: This Interpretation of Regulations (IR) clarifies situations where the use of a statement of general conformance is acceptable in lieu of over-stamping on projects under the jurisdiction of the Division of the State Architect (DSA).

BACKGROUND: Business and Professions Code Sections 5536.1 and 6735, and Title 24, Part 1, Section 4-317(h), require signature and seal (or stamp) of the architect or engineer in general responsible charge to be shown on the basic construction documents that include plans, specifications, calculations, reports, etc.

In certain situations, such as listed in Section 1.2 below, when the architect or engineer in general responsible charge utilizes construction documents prepared, signed, and stamped by other California licensed professionals, DSA will accept the Statement of General Conformance shown in Appendix A in lieu of the signature and seal (or stamp) from the architect or engineer in general responsible charge (Title 24, Part 1, Section 4-317[g]).

INTERPRETATION: When the following requirements are met, DSA will accept a statement of general conformance (Appendix A) from the architect or engineer in general responsible charge when he or she utilizes construction documents prepared, signed, and stamped by other professionals, in lieu of his or her own signature and stamp on those construction documents.

1. STATEMENT OF GENERAL CONFORMANCE: The use of the Statement of General Conformance is subject to the limitations and conditions set forth in Sections 1.1 and 1.2 below:

1.1 Limitations and Conditions:

- 1.1.1** DSA will have the final determination if the Statement of General Conformance is applicable or not.
- 1.1.2** The architect or engineer in general responsible charge and the architect or engineer who has been delegated responsibility for a portion of a project shall prepare a statement of general conformance and a signature block, and provide his/her signature. The statement shall indicate that he/she personally reviewed and coordinated the document(s) prepared by others and found it to be in general conformance. Languages such as "... reviewed by X/Y/Z Company, and found to be..." will not be acceptable. Acceptable examples of the Statement of General Conformance and Signature Block are shown in Appendix A and B, respectively.
- 1.1.3** The Statement of General Conformance "shall not be construed as relieving the architect or the structural engineer in general responsible charge of his or her rights, duties, and responsibilities under Sections 17302 and 81138 of the Education Code, and Sections 4-336, 4-341 and 4-344" of Title 24, Part 1 (*quoted from Title 24, Part 1, Section 4-316 [b]*)).
- 1.1.4** California registered professional engineers or licensed specialists who perform the engineering designs and prepare the construction documents, which are considered to be in general conformance by the architect or engineer in general responsible charge, must be competent in the subject area in accordance with Title 16, Division 5, Section 415.

1.2 Applicability: The Statement of General Conformance may be used for the following:

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- 1.2.1 Deferred approvals.
- 1.2.2 When previously approved pre-check (PC) documents are utilized as part of a project and there are no changes from the DSA-approved PC documents.
- 1.2.3 In lieu of stamps and signatures (required per Title 24, Part 1, Section 4-317(h)) for the basic construction documents (Civil, Architectural, Structural, Mechanical, Electrical, Plumbing, Landscape, etc.).

1.3 Documents Prepared by Manufacturer’s Design Professionals for Deferred Building Components and Structures from Approved Pre-Checked (PC) Plans:

When a manufacturer supplies plans and specifications prepared by its design professional for deferred approvals of building components, and structures from approved PC documents, a statement of general conformance may be used, and:

- 1.3.1 A manufacturer’s engineer responsible for the design of building components, procured by the contractor and submitted to DSA for deferred approval in accordance with Section 3 of IR A-19, or for a structure approved by DSA under a previous application for a pre-checked (PC) set of plans that is incorporated in the new project, will not be required to be listed on the [DSA 1](#) or [DSA 1-DEL](#) (see exception). On-site installation shall be the responsibility of the design professional in responsible charge, or a delegated representative listed on the DSA 1-DEL (see exception) in prior agreement with the owner and all participating parties, in accordance with Title 24, California Code of Regulations. The duties for a delegated professional shall be clearly defined on the DSA 1-DEL (see exception).

Exception: Design professionals delegated responsibility for design of permanent modular or relocatable buildings are required to be listed on [DSA 1-MR](#) and to perform observation of new in-plant construction and first-time installation at the project site, in accordance with DSA 1-MR.

- 1.3.2 Testing and inspection during fabrication of a structure/component at a remote manufacturing facility shall be the responsibility of the school district/owner to provide testing and inspection by a DSA-certified project inspector, DSA accepted laboratory and/or special inspector, in accordance with IR A-15: [Testing and Inspection of Remotely Fabricated Structural Elements](#).

2. CHANGES TO DOCUMENTS PREPARED BY OTHER PROFESSIONALS: This section also applies to DSA approved PC documents. If the architect or engineer in general responsible charge makes any change to the construction documents prepared by other professionals, DSA will accept the changes under either of the following conditions:

- The signature and stamp of the original professional appears on the change, and the architect or engineer in general responsible charge provides a statement of general conformance, or
- The architect or engineer in general responsible charge stamps and signs all changes and assumes responsibility for the changed portion, in accordance with Title 24, Part 1, Section 4-316(c), and subject to the approval of DSA. If the changes significantly affect the safety of the entire structure, the architect or engineer in general responsible charge shall assume responsibility for the entire design.

3. DOCUMENTS SIGNED AND STAMPED BY OUT-OF-STATE PROFESSIONALS: Only documents signed and stamped by California licensed design professionals are acceptable to DSA.

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4. USE OF THE STATEMENT OF GENERAL CONFORMANCE: The Statement and the Signature Block shall be prepared and signed per Section 1.1.2 above, and shown on the documents prepared by others and/or the project construction documents, as follows:

4.1 Statement of General Conformance shall be shown on the cover sheet, the index sheet, or as directed by DSA.

4.2 Signature Block shall be shown together with the statement of general conformance and as directed by DSA.

APPENDICES:

Appendix A – Example of Statement of General Conformance

Appendix B – Example of Signature Block

REFERENCES:

California Administrative Code, Title 24, Part 1, Sections 4-316, 4-317

Professional and Vocational Regulations, Title 16, Division 5, Section 415

California Business and Professions Code, Sections 5536.1, 6735

This administrative interpretation of regulations (IR) is intended for use by the Division of the State Architect (DSA) staff, and as a resource for design professionals, to promote more uniform statewide criteria for plan review and construction inspection of projects within the jurisdiction of DSA, which includes State of California public elementary and secondary schools (grades K-12 and community colleges), and state-owned or state-leased essential services buildings. This IR indicates acceptable practices as stipulated in the California Administrative code (CCR, Title 24, Part 1) and aligning with DSA policies and procedures. This IR is reviewed on a regular basis and is subject to revision at any time. Please check the DSA website for currently effective IRs. Administrative and technical IRs are listed on the DSA website at: <http://www.dgs.ca.gov/dsa/Resources/IRManual.aspx>.

Administrative IRs are effective upon publication. Questions regarding the effective date for existing projects can be directed to the DSA Regional Office with plan review and construction oversight authority for the project.

APPENDIX A:

Example of Statement of General Conformance

Statement of General Conformance

FOR ARCHITECTS/ENGINEERS WHO UTILIZE PLANS,
INCLUDING BUT NOT LIMITED TO, SHOP DRAWINGS PREPARED BY OTHER
LICENSED DESIGN PROFESSIONALS AND/OR CONSULTANTS

(Application No. _____ File No. _____)

- The drawings or sheets listed on the cover or index sheet
- This drawing, page of specifications/calculations

Have/has been prepared by other design professionals or consultants who are licensed and/or authorized to prepare such drawings in this state. It has been examined by me for:

- 1) design intent, and appears to meet the appropriate requirements of Title 24, California Code of Regulations, and the project specifications prepared by me, and
- 2) coordination with my plans and specifications, and is acceptable for incorporation into the construction of this project.

The Statement of General Conformance "shall not be construed as relieving me of my rights, duties, and responsibilities under Sections 17302 and 81138 of the Education Code, and Sections 4-336, 4-341 and 4-344" of Title 24, Part 1 (*Title 24, Part 1, Section 4-317 (b)*).

APPENDIX B:
Example of Signature Block

I find that: <input type="checkbox"/> All drawings or sheets listed on the cover or index sheet <input type="checkbox"/> This drawing or page			
<input type="checkbox"/> is/are in general conformance with the project design, and <input type="checkbox"/> has/have been coordinated with the project plans and specifications.	<input type="checkbox"/> is/are in general conformance with the project design intent, and <input type="checkbox"/> has/have been coordinated with the project plans and specifications.		
_____ Signature	_____ Date	_____ Signature	_____ Date
Architect or Engineer designated to be in general responsible charge		Architect or Engineer delegated responsibility for this portion of the work	
_____ Print Name		_____ Print Name	
_____ License Number	_____ Expiration Date	_____ License Number	_____ Expiration Date