SPECIAL STRUCTURAL TESTING and INSPECTION SCHEDULE

This Special Structural Testing and Inspection Schedule is submitted as a condition for permit issuance in accordance with the Special Inspection and Structural Testing requirements of the 2012 International Building Code as adopted by the current Minnesota State Building Code. It includes a schedule of Special Inspection services applicable to this project and the identity of agencies to be retained for conducting these inspections and tests.

Project Name: _____ Project No: _____

Project Location: _____ Permit No: (1)_____

***This schedule to be filled out by SER prior to completion of the ACKNOWLEDGMENTS section*.**

Project Section and/or IBC Section (2)	Description (3)	Inspector Type (4)	Report Frequency	Inspection Frequency	Assigned Firm (5)

(1) Permit No. to be provided by the Building Official
(2) Use project specification section number and/or IBC section number.
(3) A description of the item being inspected or tested
(4) Special Inspector – Technical (SIT), Special Inspector - Structural
(5) Firm contracted to perform services

The Special Inspector shall keep records of all inspections and shall furnish inspection reports to the Building Official, the Architect and Structural Engineer of Record. Discrepancies shall be brought to the immediate attention of the Contractor for correction. If such discrepancies are not corrected, the discrepancies shall be brought to the attention of the Building Official, the Architect and SER. The Special Inspection program does not relieve the Contractor of his or her responsibilities. Interim reports shall be submitted to the Building Official the Architect and SER.A *Final report of Special Inspections* documenting completion of all required Special Inspections, testing and correction of any discrepancies noted in the inspections shall be submitted prior to issuance of a Certificate of Use and Occupancy.

ACKNOWLEDGMENTS

Project Location: _____ Project No: _____

Each appropriate representative shall complete below:

OWNER:			
Firm	Print Name	Signature	Date
CONTRACTOR:			
Firm	Print Name	Signature	Date
ARCHITECT:			
Firm	Print Name	Signature	Date
SER:			
Firm	Print Name	Signature	Date
SI-S:			
Firm	Print Name	Signature	Date
SI-T:			
Firm	Print Name	Signature	Date
SI-T:			
Firm	Print Name	Signature	Date
TA:			
Firm	Print Name	Signature	Date
TA:			
Firm	Print Name	Signature	Date
FABRICATOR:			
Firm	Print Name	Signature	Date
FABRICATOR:			
Firm	Print Name	Signature	Date

LEGEND: SER = Structural Engineer of Record SI-T = Special Inspector - Technical SI-S = Special Inspector – Structural TA = Testing Agency F = Fabricator

If requested by engineer/architect of record or building official, the individual names of all prospective special inspectors and the work they intend to observe shall be identified

ACCEPTANCE

Accepted for the Inspections Department of the City of _____By: _____
Signature: _____ Date: _____