

2. SPECIAL INSPECTOR APPROVAL PROCESS

The building regulations of the State of South Carolina require special inspections for types of work specified under Chapter 17 of the 2003 International Building Code be performed by individuals approved by the Building Official. The Building Official will issue approval in each special inspection classification required to be performed.

I. Required Forms and Documents

- a. The required documents shall be submitted by all applicants for new and additional approvals as a Special Inspector.
- b. All applicants must provide verification that they have current certifications as listed on Qualification of Special Inspectors ([click here](#)) or meet the requirements of Section II below
- c. An applicant may submit a statement-of-qualifications from a Registered Design Professional (Engineer, Architect, or Geologist who has the certifications listed in Qualification of Special Inspectors) that has had direct supervision of the applicant; listing the applicant's education and experience that meets the requirements of Section II below.
- d. The approval of the statement-of-qualifications from the Registered Design Professional is up to the discretion of the building official based upon his review of the applicant's education and experience and the Registered Design Professional's experience or certification. The building official has the discretion of requesting additional specific experience documentation from the applicant and Registered Design Professional as he/she deems necessary.
- e. All Registered Design Professionals must be approved by the building official to be a special inspector. His/her experience is subject to the review of the building official.

II. Education and Experience

Each applicant who does not have a certification listed on Qualification of Special Inspectors is required to have an accumulative total of eight (8) points of education and experience to qualify for approval in the category applied for. Points may be accumulated as follows:

Education

A minimum of 2 points is required.

A maximum of 5 points is allowed.

Experience

A minimum of 2 points is required.

A maximum of 5 points is allowed.

(See Section I, Item 5 for requirements for Pile Driving certification.)

Points are assigned on the following basis:

Education: provide verification of education for:

1. Graduation from High School or a High School Equivalency Certificate. – (2) Points
2. Graduation from an accredited college or university with a Degree in Geology, Engineering in the discipline of special inspection requested or Architecture (130 Semester units minimum). – (3) Points
3. Graduation from an accredited college or university with a Degree in Geology, Engineering Geology or Earth Sciences (130 Semester units minimum). – (3) Points (for Pile Driving certification applicants only).
4. Graduation from an accredited Community or Junior College with an Associate Degree in Building Inspection, Building Technology, or Engineering Technology (60 Semester units minimum). – (1.5) Points

Experience: Provide verification of experience that the applicant:

1. Has been employed as an EIT in construction work under direct supervision of a Registered Design Professional in the category for which certification is requested – (1.5) Points/Year.
2. Has been employed as a Laboratory Engineering/Field Technician by a recognized materials testing laboratory with a major portion of his/her work related to the category of work for which certification is requested within the last 10 years. – (1.25) Points/Year.
3. Has been a Certified Building Inspector with a recognized enforcing agency with a substantial portion of his/her inspection work performed in the category of work for which certification is requested within the last 10 years – (1.25) Points/Year.
4. Has been certified and has worked as a special inspector in other recognized jurisdictions in the category for which certification is requested within the last 10 years – (2) Points/Year.
5. **Pile Driving.** All applicants for certification to perform pile driving special inspection must submit a letter of recommendation from an engineer who is licensed to perform foundation investigations in the State of South Carolina and whose principal work is performing foundation investigations. The letter of recommendation shall also confirm that the applicant is qualified by knowledge and experience to perform special inspection for installation of driven piles. This letter of certification shall include the name(s), registration and certification number(s) of the engineer(s) and certified pile driving inspector(s) who have supervised the applicant's work. – (3) Points.

III. Renewal of Certification: The approval is valid for two years. The special inspector is responsible for renewal of the certification as a special inspector. Failure to renew certification is cause for revocation of the approval. The initial approval will be until August 1, 2006 at which time renewal of approval as a special inspector shall be required. After the initial renewal, all approvals shall be for two years with future renewal required on August 1 of even numbered years.