

## REGULATIONS REGARDING REGISTRATION FOR DEPUTY INSPECTOR

**PURPOSE:** The purpose of this bulletin is to clarify the application procedures, minimum level of experience and examination requirements for a registered deputy inspector certification. The procedures for obtaining a certificate of registration (license) as a deputy inspector and the regulations of such inspectors are given in Chapter 17 of the Los Angeles Building Code (L.A.B.C.). These sections require that the Department of Building and Safety (LADBS, or the Department) examine and verify each and every applicant with regard to their experience, training, and knowledge. Changes made by the Department to application procedures or to the experience and examination requirements may not be immediately reflected on this document.

**II. The following abbreviations identify licenses currently available (Shown in alphabetical order)**

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| <p><b>CC Concrete Construction</b> (Pile/Pier Driven or Poured Structural Concrete, Strengthen/Retrofit by Wrapping with Fiberglass or Structural Steel Sheathing and Seismic Inspection of Concrete over 160' in height)</p> <p><b>DIA Drilled-in Anchors</b></p> <p><b>EIFS Exterior Insulation &amp; Finish System</b></p> <p><b>FR Fire Stopping</b></p> <p><b>GR Grading</b> (Pile/Pier Driven or Poured)</p> <p><b>GU Gunitite/ Shotcrete</b></p> <p><b>MC Masonry Construction</b> (Pier Foundation)</p> <p><b>MET Methane Barrier</b></p> <p><b>PSC Pre-Stressed Concrete</b></p> <p><b>SC Steel Construction</b> (Structural Steel, Welding, High Strength Bolting, Cold-Formed Steel Framing, Pile Foundation) (Strengthen/Retrofit by Wrapping with Fiberglass or Structural Steel Sheathing and Seismic Inspection of Steel over 160' in height)</p> | <p><b>SFRM Sprayed Fire-Resistant Materials</b> (Mastic/ Intumescent Fire-Resistant Coatings) (Strengthen/Retrofit by Wrapping with Fiberglass or Structural Steel Sheathing)</p> <p><b>SR Seismic Resistance</b> (HVAC, Piping, &amp; Mechanical Unit, Electrical Equipment, Exterior Wall Panel &amp; Anchorage, Suspended Ceiling &amp; Anchorage, Access Floor &amp; Anchorage, Steel Storage Racks &amp; Anchorage, Architectural Components, Designated Seismic Systems, Seismic Isolation System)</p> <p><b>ST Soils Technician</b> (Soils testing as per Table 1704.7 item #1 in <i>controlled fill</i> only and items #3 and #4 only)<br/>*Registered Civil Geotechnical or Certified Engineering Geologist licensed by the State of California are exempt from this requirement.</p> <p><b>WD Wood Construction</b> (Structural Wood, Cold-Formed Steel Framing if by Screw Attachment)</p> <p><b>WR Wind Resistance</b></p> <p style="text-align: center;"><b>Mechanical</b></p> <p><b>SMK Smoke Control</b></p> <p><b>AB Air Balance</b></p> |
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## II. REQUIREMENTS

- A. Complete the [Trade License Application IN.App29 \(Rev 11-16-2016\)](#)
1. Submit a separate completed application for each license with required fees to LADBS Licensing Section (There is no longer a controlled activity or rider available.)
  2. Indicate on the “Examination Title” line, the examination classification and if it is “New” or “Renewal”.
  3. Complete the [Resume Sheet IN.FORM.50.DepExam \(Rev 03-29-2016\)](#). This sheet must include the last or current employer’s telephone number. Check box for **New** or **Renewal** on the top of the application.
  4. Submit written **Verification of Experience** from previous and/or current employer on their company letterhead which shall be legibly signed by the owner with a current telephone number. The number of verifications should satisfy the minimum qualifying experience (see page #4)
    - a) **New Applicants:** **Show at least the minimum experience required.**
    - b) **Renewals:** Include work experience for the past 3 years in a related field.
    - c) **Self-Employed** applicants must also complete the attached [Self Employment Affidavit IN.FORM.51DepExam \(Rev. 03-29-2016\)](#)
  5. Submit **three (3) copies** of the Trade License Application (**IN.App29**) **only**.
- B. **Provide two 2” X 2” Full-Face Passport Photos** taken within one year of the application date. Instant (Polaroid type) photos are **Not acceptable**.
- C. Renewal applications shall be submitted with a copy of the existing license to be renewed, along with a copy of the current ICC Certifications or California Engineer’s License.
- D. New Grading applicants shall submit a letter attesting to and verifying their qualifications from a Licensed Laboratory or Civil Engineer/Geologist which specializes in soil mechanics and/or geology. The application shall include your qualifying experience and a copy of your California Engineer or Architect License, if applicable.
- E. New Soils Technician applicants shall submit a letter from an LA City Test Agency approved for Soils testing verifying and attesting to their qualifications.

1. Exception:
  - a) Registered Civil/Geotechnical Engineer or Certified Engineering Geologist Licensed by the State of California are exempt from this requirement.

**F. Provide proof of appropriate ICC Certification** (ICC wallet card or ICC proctored examination pass-letter) for each new and renewal license application as noted in the “Qualifications & Certifications” section on pages 4 and 5 (Including **NEW** applications from City employees).

1. Exception:
  - a) California Licensed Architects and Engineers are not required to provide proof of ICC Certification.
  - b) Not required if ICC does not offer certification for a particular discipline. ICC Certifications **are** required as *they become available* for each category.
  - c) An ICC certification may be waived for **Renewal** applicants who are City Employees, utilizing the license for City business only. (i.e.: Public Works Bureau of Contract Administration, Los Angeles Harbor Department, WORLDPORT LA, LAWA, etc.)

**G.** Provide copies of State, College, Trade School, & High School Diplomas, degrees, or certificates.

**H.** Copies of Transcripts may also be submitted.

**I.** Submit the appropriate fees for each examination.

**III. APPLICATION FEES (Fees are subject to change)**

License Applications	New	Renewal	Calculations
Each	\$528.00 15.84 <u>31.68</u> \$575.52	\$482.00 14.46 <u>28.92</u> \$525.38	Registration Fee 3% Development Services Center Surcharge <u>6% Systems Development Fee</u> <b>TOTAL</b>

**A. SUBMIT APPLICATION AND REGISTRATION FEES TO:  
LA DEPARTMENT OF BUILDING AND SAFETY, LICENSING SECTION  
221 N. Figueroa St. Suite 700  
Los Angeles, CA. 90012**

***Make Checks Payable to: LA Department of Building & Safety***

<b>CLASSIFICATION</b>	<b>QUALIFICATIONS &amp; CERTIFICATIONS <sup>2</sup></b>	<b>EXPERIENCE</b>
<b>All Classifications</b>	<b>High School Diploma or Equivalent</b>	<p>Applicants must submit a signed, <b>written verification</b> of experience from current &amp;/or former employer(s), on company letterhead, <b>verifying that they meet at least one of the following minimum qualifications</b> (<i>New Self-Employed applicants must submit the Self Employment Affidavit IN.FORM51</i>):</p> <ol style="list-style-type: none"> <li>1) At least 4 years of Journey Level experience in the building trades field related to the License Classification sought.               <ol style="list-style-type: none"> <li>a) This requirement does not apply to Soils Techs or EIFS.</li> </ol> </li> <li>2) Possess a NICET (1) "Engineering Technical Certification Level II" with a minimum of 4 years of experience in related field (i.e. Soils/ Grading Tech)</li> <li>3) A minimum of 2 years related field experience at the level of foreman or supervisor with additional training in the technical requirements of the job.</li> <li>4) A minimum of 2 years' experience as a Building Inspector for a municipality with majority of work in the related field.</li> </ol>
<b>Concrete Construction (CC)</b>	Possess current <b>ICC Certification: "47- Reinforced Concrete"</b> ( <i>RCSI Examination and/or RCSI Associate Certs are not sufficient</i> )	
<b>Drilled in Anchor (DIA) <sup>2</sup></b>	Valid <b>LA Deputy License in Steel, Masonry, Concrete, or Wood</b> Construction.	
<b>Exterior Insulation &amp; Finish System (EIFS) <sup>1, 2</sup></b>	EIFS Certification from nationally recognized testing agency ( <i>such as AWCI-Association of Wall &amp; Ceiling Industry</i> ) as EIFS Industry Professional (CEP) or EIFS inspector (CEI).	
<b>Fire Stopping (FS) <sup>1, 2, 3</sup></b>	Firestop certification from nationally recognized testing agency [ <i>such as IFC (International Firestop Council)</i> ]	
<b>Grading (GR)</b>	<ul style="list-style-type: none"> <li>• All associated schooling in this field. <b>and</b></li> <li>• Letter from Licensed Laboratory, Civil Engineer or Engineering Geologist attesting to qualifications. <b>and</b></li> <li>• Possess current ICC Certification: "EC Soils Special Inspector". (<i>Grading renewals do not require continued ICC certification unless soils related CEU's become available.</i>)</li> </ul>	
<b>Gunite/ Shotcrete (GU) <sup>2</sup></b>	Valid <b>L.A. Deputy License for Concrete</b> Construction	
<b>Masonry Construction (MC)</b>	Possess <b>current ICC Certification: "84- Structural Masonry"</b>	
<b>Methane Barrier (MET) <sup>1, 2</sup></b>	A minimum of one Manufacturer Certification.	
<b>Pre-Stressed Concrete (PSC)</b>	<ul style="list-style-type: none"> <li>• Valid <b>L.A. Deputy License for Concrete Construction and</b></li> <li>• Possess <b>current ICC Certification: "92- Prestressed Concrete" and</b></li> <li>• Letter from a licensed laboratory/ civil engineer attesting to qualifications.</li> </ul>	
<b>Seismic Resistance (SR) <sup>2</sup></b>	<ul style="list-style-type: none"> <li>• California State Licensed Engineer in the applicable design class: Civil, Structural, Mechanical, or Electrical.</li> <li><b>Or</b></li> <li>• Current registration as a Licensed Deputy in the appropriate discipline (SC, CC, MC, WD, or WR) to be inspected and approved by the design professional.</li> </ul>	

**< TABLE CONTINUES ON NEXT PAGE >**

<b>CLASSIFICATION</b>	<b>QUALIFICATIONS &amp; CERTIFICATIONS</b>	<b>EXPERIENCE</b>
<b>Smoke Control (SMK) <sup>2</sup></b>	<ul style="list-style-type: none"> <li>Expertise in fire protection engineering, mechanical engineering, <b>and</b></li> <li>NICET Certification “Engineering Technologist CT Grade” <b>or</b></li> <li>NICET (1) “Engineering Technical Certification Level II” with a minimum 4 years’ experience in related field.</li> </ul>	<p>5) A combination of 2 years’ experience as Journey level Building Trades related field <b>and</b>:</p> <p>a) One year of college work (minimum 24 semester units) in Inspection Technology with specific technical courses consistent with the type of certificate applied for <b>and</b></p> <p>b) One year of full-time employment by an approved testing agency in the related field.</p> <p>6) A combination of 2 years’ experience as Journey level Building Trades related field <b>and</b> 2 years of college work (minimum 48 units) in Inspection Technology with specific technical courses consistent with the type of certificate applied for.</p>
<b>Air Balance (AB) <sup>2</sup></b>	<ul style="list-style-type: none"> <li>Air balance certification from nationally recognized testing agency, i.e.: National Environmental Balancing Bureau (NEBB), Testing Adjusting and Balancing Bureau (TABB), or Associated Air Balance Council (AABC) <b>and</b></li> <li>A minimum 4 years’ experience in related field.</li> </ul>	
<b>Soils Technician (ST)</b>	Letter from L.A. City Test Agency, that is approved for soils testing, attesting to qualifications.	
<b>Sprayed Fire-Resistant Materials (SFRM)</b>	Possess <b>current ICC Certification: “86- Spray Applied Fireproofing”</b>	
<b>Steel Construction (SC)</b>	Possess <b>current ICC certifications</b> : <ul style="list-style-type: none"> <li><b>S1</b> Structural Steel and Bolting <b>and</b></li> <li><b>S2</b> Structural Welding</li> </ul>	
<b>Wind Resistance (WR) <sup>2</sup></b>	<ul style="list-style-type: none"> <li>California State Licensed Engineer in the applicable design class: Civil, Structural, Mechanical, or Electrical. <b>Or</b></li> <li>Current licensed deputy in the appropriate discipline (SC, CC, MC, WD, or SR) to be inspected and approved by the design professional.</li> </ul>	
<b>Wood Construction (WD)</b>	Possess <b>current ICC certifications</b> : <ul style="list-style-type: none"> <li><b>B2-</b> Commercial Building Inspector, <b>or</b></li> <li><b>I2-</b> California Commercial Building Inspector, <b>or</b></li> <li><b>B1-</b> Residential Building Inspector, <b>or</b></li> <li><b>J1-</b> California Residential Building Inspector</li> </ul>	
<b>All Renewal Applications</b>	All renewal applicants are required to include work experience and any additional education received during the past 3 years.	

<sup>1</sup> Deputies in any classification in which manufacturers require their own certifications must obtain those certifications prior to inspecting work using those products (i.e. MET, EIFS, SFRM, FS, etc.)

<sup>2</sup> ICC Certifications are required as they become available for each category.

<sup>3</sup> Fire Stopping Deputy License is not yet available. IFC Certification required



#### IV. EXAMINATION

- A. EXAMINERS:** A committee is made up of qualified individuals from The Department's Building Inspector class, appointed by the Superintendent of Building, who will examine and evaluate each applicant's qualifications for the certificate applied for.
- B. NEW APPLICANTS (EXCEPT FOR GRADING APPLICANTS, SEE "D" BELOW):** A written examination and an oral interview is given to evaluate experience, knowledge, and abilities. The examination of all new Deputy Inspector applicants (except Grading) are scored and weighted in two parts. Multiple choice code questions are weighted 50% and the oral evaluation is weighted 50%. A minimum passing score of 70% is required on the written exam. The oral evaluation will only be conducted after passing the written exam.
- C. RENEWAL APPLICANT:** Renewal Deputy Inspector applicants (except Grading) are weighted 100% on the Written Examination. No oral exam is necessary. Significant code changes may require the applicant to be tested as a new Deputy Inspector. Expired licensees will be examined as new applicants. *Failure on Written Exam may require applicant to retake both Written and Oral Exam for renewal.*
- D. GRADING DEPUTY NEW & RENEWAL APPLICANT:** The Grading Examination will be graded and weighted in three parts: Oral Interview to evaluate qualifying experience and knowledge- 33.3%; Plan and Geotechnical report reading- 33.3%; Multiple choice code questions- 33.3%. Applicants must have a minimum score of 66% on all three sections and a combined score of 70% in order to pass. Applicants failing any one section, with a total passing grade, will be allowed one opportunity to retake the section failed at a future date at no additional fee. Those scoring below 70% total and/or failing more than one section will be required to reapply (See 'G' below). Total time to complete all three parts will be three hours.
- E. EXAMINATION NOTIFICATION:** Applicants will be notified of the examination date and location by mail. This is a specially arranged and organized examination and you are required to attend on the date specified. Applications are valid for a period of six months from the cashier's validation date. If the examinations are not taken within that time period, the application and fees are forfeited. If the candidate wishes to pursue the license, a new application must be filed and fees paid.
- F. TIME AND RESTRICTIONS:** Applicants (except Grading) will have a maximum of two hours to complete the Written Examination. No electronic devices of any type will be allowed in the examination room, i.e.: computers, cameras, cell phones, pagers, or any image-capturing devices.

- G. FAILURE OF EXAMINATION AND RETESTING:** Every applicant who fails to pass a new or renewal examination shall not be eligible for re-examination until 30 days after taking the previous examination. Subsequent test failures will require a 60-day waiting period. A new application shall be submitted with the appropriate fees for each exam.
- H. EXPIRATION OF LICENSES:** All renewal applications shall be submitted at least 60 days in advance of the expiration date. A licensee may not conduct any inspections as a registered deputy inspector with an expired license. There is no extension of time or rescheduling of renewal examinations for processing by the Department after the 30-day expiration period. Failure to complete the renewal of an expired license within 30 days of the expiration date constitutes abandonment of the license/s. The applicant will be required to resubmit as a new registered deputy inspector candidate.
- I. REQUIRED CONTACT INFORMATION:** Every registered deputy inspector is requested to have internet connectivity and maintain a current and valid e-mail address on file with the Licensing Section of the Department. Your information may be submitted in writing. If your mailing address, telephone number, or e-mail address changes, please notify the Licensing Section immediately. Information will periodically be sent electronically to deputies and it is important the you receive it. FAX machines and U.S. Postal mailings are no longer being used to transmit information.

Mail to: **DEPARTMENT OF BUILDING AND SAFETY, LICENSING SECTION**  
**221 N. Figueroa St. Suite 700, Los Angeles, CA. 90012**

**V. REFERENCE MATERIALS**

The list of reference materials, which may be utilized for the examination process, is provided on Pages 9, & 10. These are required while working in a shop or in the field and may be used while taking the examination. It is recommended that you bring the following applicable reference books and Information Bulletins with you on the day of your scheduled examination. Copies of Research Reports, if used for the examination, will be provided during testing. Information Bulletins may not be provided. For both new and renewal examinations, you are allowed to use open code books.

- A. 2020 CITY OF LA BUILDING CODE, BASED ON 2019 CBC AND 2018 IBC. VOLUMES I & II.**
- B.** You must obtain current and updated copies of the LADBS Information Bulletins for the Deputy Examinations as listed on the attached summary of code references (Pages 9 & 10) from the Department's website ([LADBS.ORG](http://LADBS.ORG))

**C.** The summary of code references on Pages 9 & 10 is not a complete list. You are encouraged to bring with you all code books (ACI, TMS, ASTM, AISC, and other reference materials) to answer questions on identification, test methods, practices, classifications, and standards for materials utilized in your discipline.

**1.** **Steel Construction & Welding Deputies** shall also have City Adopted editions of the following reference materials (at time of Information Bulletin revision):

- a)** Structural Welding Code – Steel AWS D1.1 - 2015
- b)** Structural Welding Code – Sheet Steel AWS D1.3 – 2008
- c)** Structural Welding Code – Reinforcing Steel AWS D1.4 – 2017
- d)** Structural Welding Code – Seismic Supplement AWS D1.8/D1.8M – 2016
- e)** Filler Metal Specifications and other AWS technical manuals pertinent to the welding operations, procedures, or processes being done.
- f)** AISC Manual of Steel Construction – 15<sup>th</sup> Edition

**D. Required equipment:** Depending on the discipline sought (i.e. Weld Gauges, Temperature measuring device, Slump cone & rod, Clinometer, Probe, Calibration measurement device, etc.) shall be provided by the applicant and maintained in working order.

**E. SOURCES FOR PURCHASE OF REFERENCE MATERIALS**

<p><b>Builders Book, Inc.</b> 8001 Canoga Ave. Canoga Park, CA. 91304 (800) 273.7375 <a href="http://www.buildersbook.com">www.buildersbook.com</a></p>	<p><b>International Code Conference (ICC)</b> 3060 Saturn St. Suite 100 Brea, CA. 92821 (800) 423-6587 <a href="http://www.iccsafe.org">www.iccsafe.org</a></p>	<p><b>Global Engineering Docs (IHS)</b> 15 Inverness Way East Englewood, CO. 80112 (800) 854-7179 <a href="http://www.global.ihs.com">www.global.ihs.com</a></p>
<p><b>Building News Inc.</b> 990 Park Center Dr. Suite E Vista, CA. 92081 (888) 264-2665 <a href="http://www.bnibooks.com">www.bnibooks.com</a></p>	<p><b>American Concrete Institute (ACI)</b> 38800 Country Club Dr. Farmington Hills, MI. 48331 (248) 848-3700 <a href="http://www.concrete.org">www.concrete.org</a></p>	<p><b>Structural Engineering Institute</b> 1801 Alexander Bell Dr. Reston, VA. 20191 (703) 295-6300 <a href="http://www.asce.org">www.asce.org</a></p>
<p><b>International Fire Stop Council (IFC)</b> 15 Main St. Suite 754 Flemington, NJ. 08822 (201) 870-0037 <a href="http://www.firestop.org">www.firestop.org</a></p>	<p><b>American Wall Ceiling Institute (AWCI)</b> 513 W. Broad St. Suite 210 Falls Church, VA. 22046 (703) 538-1600 <a href="http://www.awci.org">www.awci.org</a></p>	<p><b>American Institute of Steel Construction (AISC)</b> 130 E. Randolph St. Chicago, IL. 60601 (312) 670-2400 <a href="http://www.aisc.org">www.aisc.org</a></p>
	<p><b>The Masonry Society</b> 105 S. Sunset St., Suite Q Longmont, CO. 80501 (303) 939-9700 <a href="http://www.masonrysociety.org">www.masonrysociety.org</a></p>	



**VI. CODE REFERENCES FOR DEPUTY EXAMINATIONS**

<b>EXAMINATION TYPE</b> (Alphabetical Order)	<b>2020 CITY OF LA BUILDING CODE &amp; REFERENCED STANDARDS</b>	<b><u>INFORMATION BULLETINS</u></b> (All references are in addition to this Bulletin) <sup>2, 3</sup>
<b>CONCRETE CONSTRUCTION (CC)</b>	Chapters: 1 (Vol. 1); 17 & 19 (Vol. 2); ACI 318-14	<a href="#">P/BC 2020-031</a> ; <a href="#">P/BC 2020-034</a> ; <a href="#">P/BC 2017-042</a> ; <a href="#">P/BC 2020-061</a>
<b>DRILLED IN ANCHORS (DIA)</b>	Chapters: 1 (Vol. 1); 17, 19, 21, 88, Appendix A1 (Vol. 2)	<a href="#">P/BC 2020-034</a> ; <a href="#">P/BC 2017-042</a> ; <a href="#">P/BC 2020-092</a> ; Product Research Reports
<b>EXTERIOR INSULATION &amp; FINISH SYSTEMS (EIFS)</b>	Chapters: 1 (Vol. 1); 17 (Vol. 2)	<a href="#">P/BC 2020-034</a> ; Product Research Reports & ESR's
<b>FIRE STOPPING (FS)</b>	Chapters: 1, 7 (Vol. 1); 17 (Vol. 2)	LA City Deputy License not yet available. IFC cert. required
<b>GRADING (GR)</b>	Chapters: 1 (Vol. 1); 17, 18, 33, 70; excerpt LAMC section 96.02 (Vol. 2)	<a href="#">P/BC 2020-001</a> ; <a href="#">P/BC 2020-034</a> ; <a href="#">P/BC 2017-042</a> ; <a href="#">P/BC 2020-050</a> ; <a href="#">P/BC 2020-121</a>
<b>GUNITE/ SHOTCRETE (GU)</b>	Chapters: 1 (Vol. 1); 17, 19 (Vol. 2); ACI 506R-16	<a href="#">P/BC 2020-014</a> ; <a href="#">P/BC 2020-034</a> ; <a href="#">P/BC 2017-042</a> ; <a href="#">P/BC 2020-051</a> ; <a href="#">P/BC 2020-061</a>
<b>MASONRY CONSTRUCTION (MC)</b>	Chapters: 1 (Vol. 1); 17, 21 (Vol. 2); ACI 530-13; ASCE 5; TMS 402/602-16 <sup>1</sup>	<a href="#">P/BC 2020-034</a> ; <a href="#">P/BC 2017-042</a> ; <a href="#">P/BC 2020-061</a>
<b>METHANE BARRIER (MET)</b>	Chapters: 1 (Vol. 1); 17, 71 (Vol. 2)	<a href="#">P/BC 2020-034</a> ; <a href="#">P/BC 2020-101</a> ; <a href="#">P/BC 2014-102</a> ; <a href="#">LADBS Standard Plan: Methane Hazard Mitigation (8 pages)</a>
<b>PRE-STRESSED CONCRETE (PSC)</b>	Chapters: 1 (Vol. 1); 17, 19 (Vol.2); ACI 318-14; PTI M55.1	<a href="#">P/BC 2020-015</a> ; <a href="#">P/BC 2020-031</a> ; <a href="#">P/BC 2020-034</a> ; <a href="#">P/BC 2017-042</a> ; <a href="#">P/BC 2020-061</a>
<b>SEISMIC RESISTANCE (SR)</b>	Chapters: 1 (Vol. 1); 16, 17 (Vol. 2); 2020 LA Mechanical Code Chapters: 3, 4, 6, & 8; 2020 LA Plumbing Code Chapters: 3 & 20; 2016 NFPA- 13; LAMC Article 2 Chapter 9 (2020 LA Elevator Code); ASME A 17.1-2016	<a href="#">P/BC 2020-034</a> ; <a href="#">P/BC 2020-040</a>

As a covered entity under Title II of the Americans with Disabilities Act, the City of Los Angeles does not discriminate on the basis of disability and, upon request, will provide reasonable accommodation to ensure equal access to its programs, services and activities.

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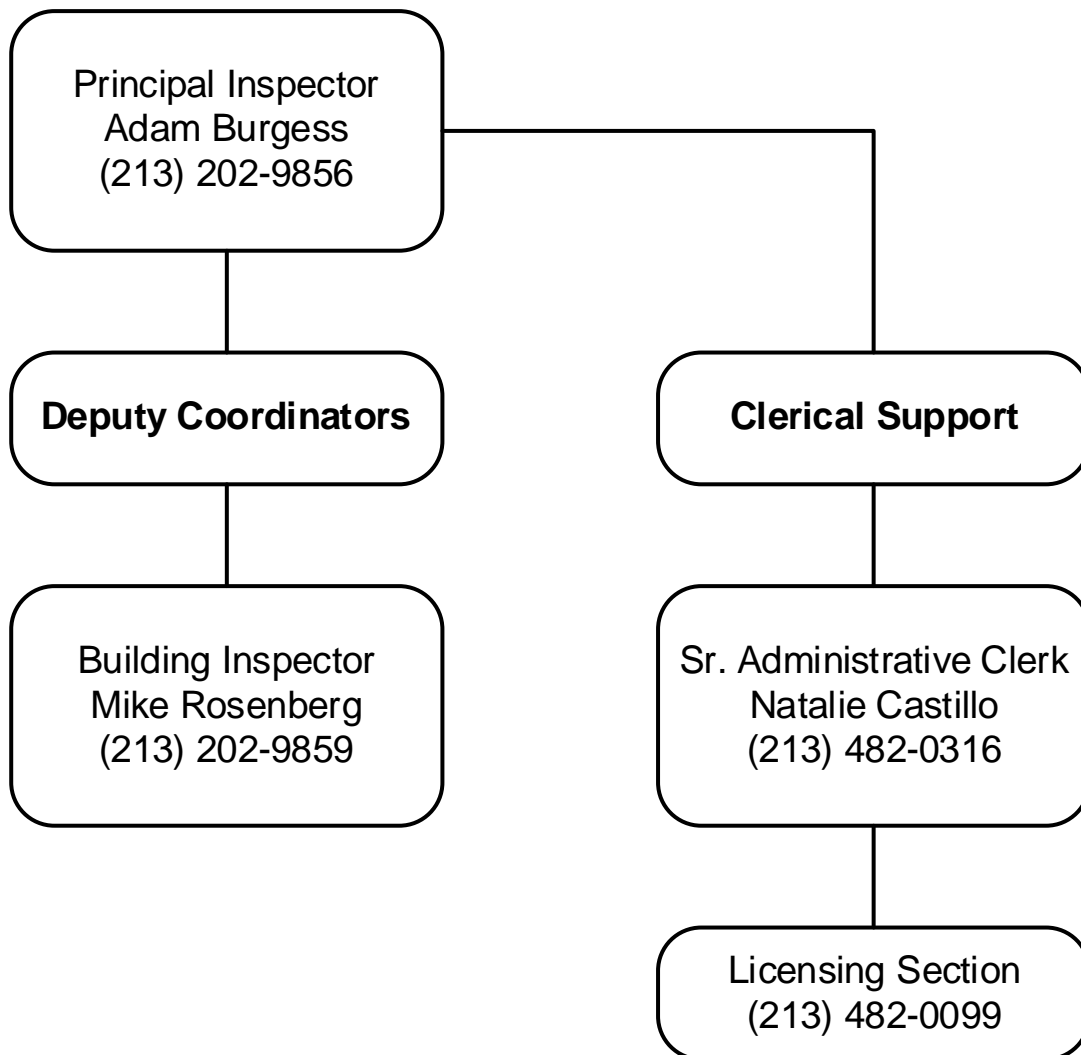
<b>EXAMINATION TYPE</b> (Alphabetical Order)	<b>2020 CITY OF LA BUILDING CODE &amp; REFERENCED STANDARDS</b>	<b><u>INFORMATION BULLETINS</u></b> (All references are in addition to this Bulletin) <sup>2, 3</sup>
SMOKE CONTROL <b>(SMK)</b> & AIR BALANCE <b>(AB)</b>	Chapters: 1, 9 (Vol. 1); 17 (Vol. 2)	<a href="#">P/BC 2020-034</a>
SOILS TECHNICIAN <b>(ST)</b>	Chapters: 1 (Vol. 1); 17, 18, 33, 70 (Vol. 2); Excerpt LAMC Sec. 96.02	<a href="#">P/BC 2020-001</a> ; <a href="#">P/BC 2020-028</a> ; <a href="#">P/BC 2020-034</a> ; <a href="#">P/BC 2017-042</a> ; <a href="#">P/BC 2020-050</a> ; <a href="#">P/BC 2020-121</a>
SPRAYED FIRE-RESISTANT MATERIALS <b>(SFRM)</b>	Chapters: 1, 5, 6, 7 (Vol.1); 17 (Vol. 2); ASTM STD E 606-93(2015) & E 736-00(2015) E1; AWC I 12-B014	<a href="#">P/BC 2020-034</a> ; <a href="#">P/BC 2017-042</a> ; <a href="#">P/BC 2017-098</a>
STEEL CONSTRUCTION <b>(SC)</b>	Chapters: 1 (Vol. 1); 17, 22 (Vol. 2); AISC #360-16, Part 16 Specs A, J, & M (Steel Manual 15 <sup>th</sup> Edition); AISC 341-16; AWS D1.1, D1.3, D1.4, A2.4	<a href="#">P/BC 2014-032</a> ; <a href="#">P/BC 2020-034</a> ; <a href="#">P/BC 2017-042</a> ; <a href="#">P/BC 2014-045</a> ; <a href="#">P/BC 2020-046</a> ; <a href="#">P/BC 2017-098</a>
WIND RESISTANCE <b>(WR)</b>	Chapters; 1 (Vol. 1); 16, 17, 24 (Vol. 2)	<a href="#">P/BC 2020-016</a> ; <a href="#">P/BC 2020-034</a>
WOOD CONSTRUCTION <b>(WD)</b>	Chapters: 1 (Vol. 1); 17,23 (Vol. 2); AWC NDS-18; SDPWS-15; WFCM-18; PWF-15	<a href="#">P/BC 2020-004</a> ; <a href="#">P/BC 2020-007</a> ; <a href="#">P/BC 2020-010</a> ; <a href="#">P/BC 2020-034</a> ; <a href="#">P/BC 2017-042</a> ; <a href="#">P/BC 2017-098</a>

**NOTES:**

1. This book is titled “Building Code Requirements and Specification for Masonry Structures”. Applicants may bring ACI 530-13, TMS 402/602-2016, and ASCE 5 to the examination.
2. Dates of Information Bulletins may have changed. Use the latest versions of Bulletins available on [www.LADBS.org](http://www.LADBS.org).
3. All Deputy Inspectors shall be familiar with and know how to obtain LA City Research Reports from the LADBS website: <https://www.ladbs.org/forms-publications/publications/research-reports> When Research Reports are used in exams, they will be supplied at the time of examination and may not be the most current copies.

# Organizational Chart

## LA Department of Building and Safety Inspection Bureau Deputy Inspector Program



*Links to the Following Forms are found in Section II of this Bulletin*



## TRADE LICENSE APPLICATION

221 N. Figueroa St., Suite 700  
Los Angeles, CA 90012  
(213) 482-0099

Examination Title: \_\_\_\_\_ Date: \_\_\_\_\_

Applicant Name: \_\_\_\_\_ Birth Date: \_\_\_\_\_

Address: \_\_\_\_\_  
Address City State Zip

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

Height: \_\_\_\_\_ Weight: \_\_\_\_\_ Eyes: \_\_\_\_\_ Hair: \_\_\_\_\_

Employer – Name and Address <small>* Only show experience needed to qualify for examination</small>	Duties Related to Examination	Dates	Total Time
		From: To:	YEARS/MOS
		From: To:	YEARS/MOS
		From: To:	YEARS/MOS
		From: To:	YEARS/MOS
		From: To:	YEARS/MOS

I hereby certify that all of the information that I have given herein is true and complete to the best of my knowledge and belief. I understand that any false statement will subject me to disqualification.

Applicant's Full Signature

**FOR OFFICE USE ONLY:**

EXAM NUMBER	EXAM STATUS		
	Exam Date		
	Oral		
LICENSE NUMBER	Written		
	Final		
	Initial		

FEES		2 <sup>nd</sup> Fees (if applicable)
Approved for Exam By		
Filing Fee		
D.S.C Surcharge		
System Surcharge		
Total Fees Due		

For Cashier's Use Only

As a covered entity under Title II of the Americans with Disabilities Act, the City of Los Angeles does not discriminate on the basis of disability and, upon request, will provide reasonable accommodation to ensure equal access to its programs, services and activities

**RESUME SHEET FOR REGISTERED DEPUTY INSPECTOR**

NAME: \_\_\_\_\_ BIRTH DATE: \_\_\_\_\_ DATE: \_\_\_\_\_

TELEPHONE #: \_\_\_\_\_ CELL PHONE #: \_\_\_\_\_ E-MAIL: \_\_\_\_\_

NEW APPLICANT  RENEWAL APPLICANT (LICENSE # \_\_\_\_\_)

TYPE OF EXAMINATION:

SC  CC  MC  WD  SO  SFRM  MET  SMK  SR  WR  PSC  DIA  GU  EFIS

**EDUCATION AND EXPERIENCE**

LAST GRADE COMPLETED:		DID YOU GRADUATE?		If Not, have you passed the GED?	
Name & location of schools	Dates attended	Degree / Provide copy	Seminars or Con-Ed Classes	Duration / Hours	Certificate / Provide copy
	From:				
	To:				
	From:				
	To:				
	From:				
	To:				
	From:				
	To:				

**EXPERIENCE:** Begin with your most recent job, then list each job separately. List all jobs and any periods of unemployment in the past 10-years. List any jobs you held more than 10-years ago which relate to the deputy certification you are applying for and indicate the amount of time performing that function. Include any military service.

DATES		EMPLOYER		DUTIES	
MONTH & YEAR		NAME OF PREVIOUS EMPLOYER		YOUR TITLE:	
FROM	TO			DUTIES:	
		ADDRESS			
TOTAL					
YEARS	MONTHS	CITY, STATE AND ZIP CODE			
		EMPLOYERS TELEPHONE #:			
DATES		EMPLOYER		DUTIES	
MONTH & YEAR		NAME OF PREVIOUS EMPLOYER		YOUR TITLE:	
FROM	TO			DUTIES:	
		ADDRESS			
TOTAL					
YEARS	MONTHS	CITY, STATE AND ZIP CODE			
		EMPLOYERS TELEPHONE #:			

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**DEPUTY INSPECTOR SELF- EMPLOYMENT AFFIDAVIT**

I DO HEREBY DECLARE THAT I WAS OR AM CURRENTLY SELF-EMPLOYED AND PERFORMED THE DUTIES AS SHOWN AND FOR THE PERIODS NOTED BELOW. THIS SUBMITTAL IS PROVIDED TO VERIFY THE BACKGROUND, KNOWLEDGE AND AS QUALIFICATION FOR THE PRACTICAL EXPERIENCE PRE-REQUISITE FOR DEPUTY INSPECTOR :

DATES		SELF EMPLOYED	DUTIES
MONTH & YEAR		YOUR TITLE:	
FROM	TO		
		ADDRESS	
TOTAL			
YEARS	MONTHS	CITY, STATE AND ZIP CODE	
		TELEPHONE #:	

DATES		SELF EMPLOYED	DUTIES
MONTH & YEAR		YOUR TITLE:	
FROM	TO		
		ADDRESS	
TOTAL			
YEARS	MONTHS	CITY, STATE AND ZIP CODE	
		TELEPHONE #:	

DATES		SELF EMPLOYED	DUTIES
MONTH & YEAR		YOUR TITLE:	
FROM	TO		
		PROJECT ADDRESS	
TOTAL			
YEARS	MONTHS	CITY, STATE AND ZIP CODE	
		TELEPHONE #:	

I authorize the City of Los Angeles Materials Control section to obtain current and previous employment verifications. I certify that all statements on this application and attachments are true and complete to the best of my knowledge. I understand that false, misleading or incomplete information shall be sufficient cause for disqualification and other penalties prescribed by law.

PRINT NAME: \_\_\_\_\_ SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

(USE ADDITIONAL PAGES AS ATTACHMENTS IF NEEDED)

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