

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>CC Concrete Construction (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>DIA Drilled-in Anchors</p> <p>EIFS Exterior Insulation & Finish System</p> <p>FR Fire Stopping</p> <p>GR Grading (Pile/Pier Driven or Poured)</p> <p>GU Gunitite/ Shotcrete</p> <p>MC Masonry Construction (Pier Foundation)</p> <p>MET Methane Barrier</p> <p>PSC Pre-Stressed Concrete</p> <p>SC Steel Construction (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>SFRM Sprayed Fire-Resistant Materials (Mastic/ Intumescent Fire-Resistant Coatings) (Strengthen/Retrofit by Wrapping with Fiberglass or Structural Steel Sheathing)</p> <p>SR Seismic Resistance (HVAC, Piping, & Mechanical Unit, Electrical Equipment, Exterior Wall Panel & Anchorage, Suspended Ceiling & Anchorage, Access Floor & Anchorage, Steel Storage Racks & Anchorage, Architectural Components, Designated Seismic Systems, Seismic Isolation System)</p> <p>ST Soils Technician (Soils testing as per Table 1704.7 item #1 in <i>controlled fill</i> only and items #3 and #4 only)
*Registered Civil Geotechnical or Certified Engineering Geologist licensed by the State of California are exempt from this requirement.</p> <p>WD Wood Construction (Structural Wood, Cold-Formed Steel Framing if by Screw Attachment)</p> <p>WR Wind Resistance</p> <p style="text-align: center;">Mechanical</p> <p>SMK Smoke Control</p> <p>AB Air Balance</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. Submit a complete [Registered Deputy Inspector Certification of Work Experience](#) form. The applicant is to fill out Part 1 of the Certification. The person certifying the work experience shall fill out Part 2. The Certifier must be an owner or in a management position of the company where the experience was gained and have direct knowledge of the work experience of the applicant. Submit a separate Certification of Work Experience form for each employer.
 - a) **New Applicants:** Show at least the minimum experience required.
 - b) **Renewals:** Include work experience for the past 3 years in a related field.
 4. 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> TOTAL

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

CLASSIFICATION	QUALIFICATIONS & CERTIFICATIONS *	EXPERIENCE
All Classifications	High School Diploma or Equivalent	<p>Applicants must submit a Certification of Work Experience form from the current &/or former employer(s), verifying that they meet at least one of the following minimum qualifications:</p> <ol style="list-style-type: none"> 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"> a) This requirement does not apply to Soils Techs or EIFS. 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) 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. 4) A minimum of 2 years' experience as a Building Inspector for a municipality with majority of work in the related field.
Concrete Construction (CC)	Possess current ICC Certification: "47- Reinforced Concrete" (<i>RCSI Examination and/or RCSI Associate Certs are not sufficient</i>)	
Drilled in Anchor (DIA) *	Valid LA Deputy License in Steel, Masonry, Concrete, or Wood Construction.	
Exterior Insulation & Finish System (EIFS) *♦	EIFS Certification from nationally recognized testing agency (<i>such as AWCI-Association of Wall & Ceiling Industry</i>) as EIFS Industry Professional (CEP) or EIFS inspector (CEI).	
Fire Stopping (FS) *♦♦	Firestop certification from nationally recognized testing agency [<i>such as IFC (International Firestop Council)</i>]	
Grading (GR)	<ul style="list-style-type: none"> • All associated schooling in this field. and • Letter from Licensed Laboratory, Civil Engineer or Engineering Geologist attesting to qualifications. and • 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>) 	
Gunite/ Shotcrete (GU) *	Valid L.A. Deputy License for Concrete Construction	
Masonry Construction (MC)	Possess current ICC Certification: "84- Structural Masonry"	
Methane Barrier (MET) *♦	A minimum of one Manufacturer Certification.	
Pre-Stressed Concrete (PSC)	<ul style="list-style-type: none"> • Valid L.A. Deputy License for Concrete Construction and • Possess current ICC Certification: "92- Prestressed Concrete" and • Letter from a licensed laboratory/ civil engineer attesting to qualifications. 	
Seismic Resistance (SR) *	<ul style="list-style-type: none"> • California State Licensed Engineer in the applicable design class: Civil, Structural, Mechanical, or Electrical. Or • 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. 	

< TABLE CONTINUES ON NEXT PAGE >

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

***ICC Certifications are required as they become available for each category.**

◆ 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.)

‡ 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)

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

VI. CODE REFERENCES FOR DEPUTY EXAMINATIONS

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

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

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.
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.

VII. DEPARTMENT CONTACTS FOR DEPUTY INSPECTOR PROGRAM

A. CLERICAL

1. Licensing Section (213) 482-0099
2. Sr. Administrative Clerk Natalie Castillo (213) 482-0316

B. DEPUTY COORDINATOR- Mike Rosenberg (213) 202-9859

C. PRINCIPAL INSPECTOR- Adam Burgess (213) 202-9856



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/Education – 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		2nd 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



Registered Deputy Inspector Certification of Work Experience

INSTRUCTIONS:

The applicant shall complete the information in Part 1 below, then the person certifying the work experience (**business owner or manager**) shall complete Part 2. The Los Angeles Department of Building and Safety reserves the right to contact the certifier to verify work experience and/or dates. If additional space is needed to list the experience, please attach a separate sheet that must also be signed under the same certification statement contained below.

Use a separate form for each employer. **Please type or print neatly and legibly in black or dark blue ink—pencil is not acceptable.** Forms containing strikeouts or modifications may not be accepted. Corrections must be initialed by the certifier.

PART 1- APPLICANT INFORMATION									
The <u>Applicant</u> must complete Part 1 <u>before</u> the certifier completes Part 2									
<u>Name</u>									
First:			Last:			Middle:			
New Application			Renewal Application			Deputy License #			
<u>Type of examination:</u>									
CC	DIA	EIFS	FR	GR	GU	MC	MET	PSC	
SC	SFRM	SR	ST	WD	WR		SMK	AB	

PART 2- WORK EXPERIENCE AND CERTIFICATION STATEMENT									
The <u>Certifier</u> must complete Part 2 <u>after</u> the applicant completes Part 1									
Employer:									
License #:				Self-employed:			Yes		No
<u>Employer's street address</u>									
Number/Street:			City:			State:		ZIP:	
<u>Name of Certifier</u>				<u>Telephone # of Certifier</u>			<u>Certifier email address</u>		
Certifiers job title:									
Applicants job title:									
<u>DATES</u> (List only dates that the applicant was engaged in work related to the type of examination indicated in Part 1)									
From		To		<i>Equals</i> Years			Months		
In the space below, list all specific trade duties the applicant performed that were related to the examination listed in Part 1. (do not list specific project names)									
I Certify that I have direct knowledge of the work covering the time period outlined above. I certify under penalty of perjury, under the laws of the State of California, that the information stated above is true and correct.									
Date:			Signature:				Printed Name:		