

# San Francisco Department of Building Inspection Administrative Bulletin 046- Special Inspection and Structural Observation Procedures

## II DUTIES AND RESPONSIBILITIES OF THE PARTIES RESPONSIBLE FOR SPECIAL INSPECTION PROGRAM AND STRUCTURAL OBSERVATION PROGRAM

### A. Duties and Responsibilities of the Project Owner

1. The project owner, or the owner's agent, is responsible for funding special inspection services.
2. The owner, or the owner's agent, shall employ the engineer or architect responsible for the structural design, or another engineer or architect designated by the engineer or architect responsible for the structural design, to perform structural observation as defined in SFBC Section 202.
3. Before final building inspection, the owner, or the owner's agent, shall submit to DBI final compliance reports covering each item requiring special inspection and structural observation. **Final reports shall be wet signed and stamped by the responsible engineer of the special inspection agency, geotechnical firm, engineer or architect of record - as appropriate to the type of report.** See Exhibit No. 2, Special Inspection Final Compliance Report and Exhibit No. 3, Structural Observation Final Compliance Report.