

NOTIFICATION OF REQUIREMENT FOR CERTIFICATION

60 DAY NOTICE: If the requirements listed below are not fully resolved within 60 days, they will be posted in Certification Box on the DSA website.

School District/Owner:	DSA File#:
Project Name/School:	DSA App #:
Date of Notification:	Number of Pages: 1
Scope:	
This Project is Occupied, In Use, or Complete without Certification	

The completed construction of a school building project is required to be certified for compliance with Title 24, California Code of Regulations as to the safety of design and construction. For the purpose of certification, the Division of the State Architect (DSA) considers a school building project to be complete when the essential systems and components affecting the Structural, Fire Life Safety and Accessibility portions of the project are, or should be, in place. Occupied projects are considered to be complete. DSA records indicate the referenced project is occupied, in use, or complete and is not certified.

Actions must be taken by the district and/or their design/construction team before DSA can certify the project.

If you have any questions, please contact DSA (Regional Office Name) Regional Office at (Phone Number).

REQUIREMENTS FOR CERTIFICATION	
1.	FINAL VERIFIED REPORTS – <i>Individuals responsible for the design and observation, construction, fabrication, inspection and testing of the work must be submit reports stating that the constructed work is complete and in compliance with the approved construction documents.</i>
2.	CONSTRUCTION DOCUMENTS – <i>All construction documents and changes to the construction documents which modify the structural, fire/life safety and accessibility systems and components of the work must be approved by DSA.</i>
3.	CONSTRUCTION OF REQUIRED SCOPE – <i>All systems and components, as defined in the approved construction documents, which affect structural, fire/life safety and accessibility must be verified as complete.</i>
4.	CONSTRUCTION COMPLIANCE – <i>All systems and components of the structural, fire/life safety and accessibility scope of work must be verified as compliant with the approved construction documents.</i>
5.	REQUIRED FEES – <i>All required fees must be paid.</i>

