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# USE OF CONSTRUCTION DOCUMENTS PREPARED BY OTHER PROFESSIONALS

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Division of the State Architect (DSA) documents referenced within this publication are available on the [DSA Forms](#) or [DSA Publications](#) webpages.

## PURPOSE

This Interpretation of Regulations (IR) clarifies situations where the use of a statement of general conformance is acceptable in lieu of overstamping projects under the jurisdiction of DSA.

## BACKGROUND

Business and Professions Code Sections 5536.1 and 6735 and Title 24, Part 1, Section 4-317(h), require signature and seal (or stamp) of the California licensed architect or registered professional engineer in general responsible charge to be shown on the basic construction documents that include plans, specifications, calculations, reports, etc.

The vertical line in the right-side column indicates a change was made here. In certain situations, such as listed in Section 1.2 below, when the architect or engineer in general responsible charge utilizes construction documents prepared, signed, and stamped by other California licensed architects or California registered professional engineers (professionals), DSA will accept a Statement of General Conformance, shown in Appendix A below, in lieu of the signature and seal (or stamp) from the architect or engineer in general responsible charge (Title 24, Part 1, Section 4-317[h]).

## INTERPRETATION

When the following requirements are met, DSA will accept a statement of general conformance (Appendix A) from the architect or engineer in general responsible charge when he or she utilizes construction documents prepared, signed, and stamped by other professionals, in lieu of his or her own signature and stamp on those construction documents.

### 1. STATEMENT OF GENERAL CONFORMANCE

The use of the Statement of General Conformance is subject to the limitations and conditions and applicability set forth in Sections 1.1 and 1.2 below:

#### 1.1 Limitations and Conditions

**1.1.1** DSA will have the final determination if the Statement of General Conformance is applicable or not.

**1.1.2** The architect or engineer in general responsible charge and the architect or engineer who has been delegated responsibility for a portion of a project shall prepare a statement of general conformance and a signature block, and provide his/her signature. The statement shall indicate that he/she personally reviewed and coordinated the document(s) prepared by others and found it to be in general conformance. Language such as "... reviewed by X/Y/Z Company, and found to be..." will not be acceptable. Acceptable examples of the Statement of General Conformance and Signature Block are shown in Appendix A and B below respectively.

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**1.1.3** The Statement of General Conformance “shall not be construed as relieving the architect or the structural engineer in general responsible charge of his or her rights, duties, and responsibilities under Sections 17302 and 81138 of the Education Code and Sections 4-336, 4-341 and 4-344” per Title 24, Part 1, Section 4-316(b).

**1.1.4** California registered professional engineers or licensed specialists who perform the engineering designs and prepare the construction documents, which are considered to be in general conformance by the architect or engineer in general responsible charge, must be competent in the subject area in accordance with Title 16, Division 5, Section 415.

### 1.2 Applicability

The Statement of General Conformance may be used by the architect or engineer in general responsible charge in lieu of over stamping in accordance with Title 24, Part 1, Section 4-317(h) for the following:

**1.2.1** The basic construction documents (Civil, Architectural, Structural, Mechanical, Electrical, Plumbing, Landscape, etc.) prepared by other professionals delegated responsibility for the respective work.

**1.2.2** Deferred approvals acceptable to DSA that are prepared by a manufacturer’s California licensed or registered professional responsible for the design in accordance with section 1.3 of this IR.

**1.2.3** DSA approved pre-check (PC) documents utilized as part of a project. The Statement may be used if changes are made to the approved PC documents in accordance with section 2 of this IR.

### 1.3 Documents Prepared by Manufacturer’s Design Professionals for Deferred Building Components and for Buildings or Structures from Approved Pre-Checked (PC) Plans

This section applies to building components from DSA approved plans and to buildings or structures from DSA approved PC plans that are fabricated in-plant at manufacturer’s facilities. When a manufacturer supplies plans and specifications prepared by its design professional for deferred approvals of building components or for buildings or structures from approved PC documents, a statement of general conformance shall be used and signed by the architect or engineer in general responsible charge in accordance with section 1.1.2 above and the following subsections. When a product to be deferred is specified by an engineer delegated responsibility for that discipline, he or she must sign the statement of general conformance in accordance with section 1.1.2 above (see Appendix B).

**1.3.1** A manufacturer’s architect or engineer responsible for the design of building components, procured by the contractor and submitted to DSA for deferred approval in accordance with section 3 of *IR A-19: Design Professional’s Signature and Seal (Stamp) on Construction Documents*, or for a building or structure approved by DSA under a previous application for a PC) set of plans that is incorporated in the new project, will not be required to be listed on the form *DSA 1: Application for Approval of Plans and Specifications and Instructions* or *DSA 1-DEL: Delegation of Responsibility* (see exception). On-site installation shall be the responsibility of the design professional in responsible charge, or a delegated representative listed on the form DSA 1-DEL (see exception) in prior agreement with the owner and all participating parties, in accordance with Title 24, California Code of Regulations (CCR). The duties for a delegated professional shall be clearly defined on the form DSA 1-DEL (see exception).

Exception: Design professionals delegated responsibility for design of permanent modular or relocatable buildings are required to be listed on form *DSA 1-MR: Application for New Manufactured Permanent Modular or Relocatable Buildings* and to perform or sub-delegate

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observation of new in-plant construction and first time installation at the project site in accordance with form DSA 1-MR.

**1.3.2** Testing and inspection during fabrication of a structure/component at a remote manufacturing facility shall be the responsibility of the school district/owner to provide testing and inspection by a DSA-certified project inspector, DSA accepted laboratory and/or special inspector in accordance with *IR A-15: Testing and Inspection of Remotely Fabricated Structural Elements*.

### 2. CHANGES TO DOCUMENTS PREPARED BY OTHER PROFESSIONALS

This section applies to changes to DSA-approved construction documents, including PC documents.

If the architect or engineer in general responsible charge makes any change to the construction documents prepared, sealed and signed by other professionals, DSA would accept the changes under either of the following conditions:

**2.1** The signature and stamp of the original professional appears on the change and the architect or engineer in general responsible charge provides a statement of general conformance. If the change is to a DSA-approved document, the original professional must re-stamp and re-sign the altered document.

**2.2** The architect or engineer in general responsible charge stamps and signs all changes and assumes responsibility for the changed portion in accordance with Title 24, Part 1, Section 4-316(c). The changes shall be subject to the approval of DSA. If the changes significantly affect the safety of the entire building or structure, the architect or engineer in general responsible charge shall assume responsibility for the entire design.

### 3. DOCUMENTS SIGNED AND STAMPED BY OUT-OF-STATE PROFESSIONALS

Only documents signed and stamped by California licensed architects or California registered professional engineers are acceptable to DSA.

### 4. USE OF THE STATEMENT OF GENERAL CONFORMANCE

The statement and the signature block shall be prepared and signed per Section 1.1.2 above, and shown on the documents prepared by others and/or the project construction documents as follows:

**4.1** Statement of General Conformance shall be shown on the cover sheet, the index sheet, or as directed by DSA.

**4.2** Signature Block shall be shown together with the statement of general conformance and as directed by DSA.

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#### REFERENCES:

California Administrative Code, Title 24, Part 1, Sections 4-316, 4-317  
Professional and Vocational Regulations, Title 16, Division 5, Section 415  
California Business and Professions Code, Sections 5536.1, 6735

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This IR is intended for use by DSA staff and by design professionals to promote statewide consistency for review and approval of plans and specifications as well as construction oversight of projects within the jurisdiction of DSA, which includes State of California public schools (K–12), community colleges and state-owned or state-leased essential services buildings. This IR indicates an acceptable method for achieving compliance with applicable codes and regulations, although other methods proposed by design professionals may be considered by DSA.

This IR is subject to revision at any time. Please check DSA's website for currently effective IRs. Only IRs listed on the webpage at [www.dgs.ca.gov/dsa/publications](http://www.dgs.ca.gov/dsa/publications) at the time of project application submittal to DSA are considered applicable.

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**APPENDIX A—Example of Statement of General Conformance**

**Statement of General Conformance**

**FOR ARCHITECTS/ENGINEERS WHO UTILIZE PLANS,  
INCLUDING BUT NOT LIMITED TO SHOP DRAWINGS, PREPARED BY OTHER LICENSED  
DESIGN PROFESSIONALS AND/OR CONSULTANTS**

**(Application No. \_\_\_\_\_ File No. \_\_\_\_\_ )**

The drawings or sheets listed on the cover or index sheet

This drawing, page of specifications/calculations

have been prepared by other design professionals or consultants who are licensed and/or authorized to prepare such drawings in this state. It has been examined by me for:

- 1) Design intent and appears to meet the appropriate requirements of Title 24, California Code of Regulations and the project specifications prepared by me, and
- 2) Coordination with my plans and specifications and is acceptable for incorporation into the construction of this project.

The Statement of General Conformance “shall not be construed as relieving me of my rights, duties, and responsibilities under Sections 17302 and 81138 of the Education Code and Sections 4-336, 4-341 and 4-344” of Title 24, Part 1. (Title 24, Part 1, Section 4-317 [b])

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**APPENDIX B—Example of Signature Block**

<p>I find that:      <input type="checkbox"/> All drawings or sheets listed on the cover or index sheet</p> <p>                         <input type="checkbox"/> This drawing or page</p> <p><input type="checkbox"/> is/are in general conformance with the project design intent, and</p> <p><input type="checkbox"/> has/have been coordinated with the project plans and specifications.</p>	<p><input type="checkbox"/> is/are in general conformance with the project design intent, and</p> <p><input type="checkbox"/> has/have been coordinated with the project plans and specifications.</p>
<p><b>Signature</b> _____ <b>Date</b> _____</p>	<p><b>Signature</b> _____ <b>Date</b> _____</p>
<p><b>Architect or Engineer designated to be in general responsible charge</b></p>	<p><b>Architect or Engineer delegated responsibility for this portion of the work</b></p>
<p><b>Print Name</b> _____</p>	<p><b>Print Name</b> _____</p>
<p><b>License Number</b> _____ <b>Expiration Date</b> _____</p>	<p><b>License Number</b> _____ <b>Expiration Date</b> _____</p>