



## Land Use Services Department Building & Safety Division

### REQUIREMENTS GOVERNING APPROVED FABRICATORS

**1. SAN BERNARDINO COUNTY BUILDING AND SAFETY DIVISION WILL RECOGNIZE THE FOLLOWING AGENCIES AS CAPABLE OF REGISTERING AND APPROVING FABRICATORS ON BEHALF OF THE BUILDING OFFICIAL:**

- ICC-ES (product approvals)
- International Accreditation Service (IAS) (Accreditation by IAS requires on-site inspections by IAS staff and representatives of an IAS accredited inspection agency.)
- Underwriter Laboratories (UL)
- American Institute of Steel Construction (AISC)
- International Association of Plumbing and Mechanical Officials (IAPMO)
- Metal Builders Manufacturers Association

**2. FABRICATOR PROCEDURAL MANUAL:**

The fabricator has developed and submitted a detailed fabricator procedural manual reflecting key quality control procedures which will provide a basis for inspection control of workmanship and the fabricator plan. The fabricator procedural manual must include:

- General Information** - including name of company, office and plant address, type of approval requested and extent of production operations.
- Personnel** - including a list of all responsible personnel and other persons required to be licensed to perform their duties. Show their titles and license numbers, and describe the general qualifications of each to perform their respective duties.
- Material Description** - including general description of each kind of material entering into the final product and a description of the final product, give A.S.T.M. designations.
- Equipment List** - including all major items of equipment necessary to properly fabricate the product. Indicate general condition and adequacy of equipment.
- Operating and Quality Control Procedures** - including brief description of operating procedure and detail description of in-plant inspection and test methods. Specify personnel responsible for effectiveness of quality control procedures and who performs such inspections.
- Plant Description** - including a report of type and area of buildings and yards. At least three photographs to clearly show the inside and yards of plant and the major equipment therein shall be furnished.
- Experience of Company** - including a report by applicant of background experience in the type of fabrication for which approval is applied.

### 3. VERIFICATION:

The fabricator's quality control capabilities along with plant and personnel as outlined in the fabrication procedural manual shall be verified by an approved third party inspection or quality control agency or by an approved professional engineer. The above referenced inspection or quality control agency or professional engineer must be approved by the Building Official prior to their inspection and verification report submittal.

### 4. CHANGE OF CONDITIONS:

The fabricator shall notify the Building and Safety Division of any change of responsible personnel or other conditions from that previously reported. Changes in equipment, processes, or personnel which directly affect the conformity of the product are major changes and shall be reported to the Building and Safety Division within thirty (30) days after such change. A modification of the fabricator's approval will be required where such change involves a process not previously authorized by the approval. Minor changes in equipment, processing, or personnel shall be reported to the Building and Safety Division at each renewal of the approval.

### 5. RENEWAL:

An application for renewal of a fabricator's approval shall be submitted to the Building and Safety Division not later than the expiration date of the approval. ***The required renewal fee shall accompany the application along with an updated verification report by your approved third party inspection agency or engineer (see #3 above for requirements).***

Fabricator approvals are good for a period of ***one year***. Any fabricator approval may be revoked for just cause. Reapproval of the fabricator shall be contingent on compliance with quality control procedures during the past year.