



WASHINGTON ASSOCIATION OF BUILDING OFFICIALS  
SPECIAL INSPECTION REGISTRATION PROGRAM

**PLACEMENT INSPECTOR CLASSIFICATION REGISTRATION APPLICATION**  
(APPLICATION IS PART OF THIS BULLETIN)

**1. RESPONSIBILITIES AND DUTIES**

- 1.1** Conduct field concrete testing on non-complex structures. Placement of concrete into elements such as footings, walls, slab on-grade and slabs on metal deck, drilled piers, caissons and tilt-up walls in which the reinforcing steel (and other embedded structural elements such as anchor bolts, deck welding, welded studs and expansion anchors) has been previously inspected by a WABO Reinforced concrete Inspector. Does not include independent monitoring of high strength concrete 6,000 psi or greater, or complex structures such as post-tension decks, reinforced concrete decks, special moment resisting concrete frames or other structures deemed to be complex by the building official unless under direct supervision of a WABO Reinforced Concrete Inspector. Placement Inspectors may also perform batch plant inspection.

**2. QUALIFICATIONS:**

- 2.1** ACI Concrete Field Testing Technician – Grade 1 Certification; and  
**2.2** Employed and sponsored by WABO Special Inspection registered agency; and  
**2.3** 80 hours of documented field experience working under direct supervision of a WABO Reinforced Concrete Inspector (Field Experience Documentation Form available at [www.wabo.org](http://www.wabo.org)). Experience must document a minimum of 10 hours for each of the following structural elements:
- 2.3.1** Footings
  - 2.3.2** Walls
  - 2.3.2** Slabs
  - 2.3.4** Columns
- Experience may be documented for two or more structural elements simultaneously; and  
**2.4** Two (2) batch plant orientation visits with a WABO Reinforced Concrete Inspector; and  
**2.5** Successful completion of a minimum of 18 hours of classroom training obtained within three years of application date.  
**2.6** Classroom training will be provided by a prequalified Inspector Training Program. A curriculum of the program shall be submitted and approved by the WABO SIRP Board.

**2.6.1** Training shall include:

- 2.6.1.1** Review of ASTM Standards C-31, C-138, C-143, C-172, C-173, C-231, and C-1064;
- 2.6.1.2** Cold and hot weather concrete practices;
- 2.6.1.3** Review guidelines on reinforcing steel placement and procedures;
- 2.6.1.4** Discussion of typical field problems and how to address them;
- 2.6.1.5** Building code requirement (i.e. minimum cement contents, reinforcing steel placement requirements, etc.);
- 2.6.1.6** Review of job site procedures (i.e. verification of proper concrete delivery, consolidation, slump requirement additives, etc.);
- 2.6.1.7** Concrete batch plant procedures: Calculation of water-cement ratios, moisture corrections, batch weights and plant procedures;
- 2.6.1.8** Concrete placement issues specific to footing, walls, slabs, drilled piers and caissons;
- 2.6.1.9** Review of the WABO SIRP Program;
- 2.6.1.10** Review of applicable Building Code References.

**2.6.2** Successful completion of the training program requires attendance at 80% of the classes and a minimum passing score of 75% on the final written exam.

**3. REGISTRATION PROCEDURE**

**3.1** To be registered as a PLACEMENT INSPECTOR, individuals must submit the following documents:

- 3.1.1** Placement inspector application (attached); and
- 3.1.2** Current ACI Concrete Field Testing Technician – Grade Certification; and
- 3.1.3** Certificate indicating successful completion of 18 hours of classroom training obtained within three years of application date.; and
- 3.1.4** Letter of recommendation from a WABO Special Inspection registered agency, signed by the agency technical director; and
- 3.1.5** Documentation of 80 hours of field experience and batch plant orientation visits (form attached); and
- 3.1.6** Registration Application fee.

**4. REGISTRATION ISSUANCE AND RENEWAL**

- 4.1** Placement inspector certificates of registration are issued for a one-year period and continue to be valid as long as they are renewed annually.
- 4.2** WABO will assign the registration expiration date.
- 4.3** Failure to renew a placement inspector certificate prior to certificate expiration date may result in loss of the certificate.

## **5. REGISTRATION EXPIRATION AND REINSTATEMENT**

**5.1** An individual's registration that has not been renewed annually prior to a prescribed expiration date may be deemed expired and may be reinstated in accordance with the following guidelines:

**5.1.1** An application is submitted on a prescribed "Reinstatement Registrant" application; and

**5.1.2** An application is accompanied by the prescribed application fee; and

**5.1.3** An application and prescribed fee are received in the WABO office within 60 calendar days of the expiration of a Certificate; and

**5.1.4** An application must include an acceptable explanation(s) of why the expired card was not renewed in a timely manner during the normal renewal process; and

**5.1.5** An application will not be accepted from an inspector who has had a registration suspended or withdrawn.

## **6. REGISTRATION "VESTING"**

**6.1** Once an individual's registration fee has been paid for a year, whether the individual is with a "Pending" or "Registered" agency, the individual's eligibility for registration will be vested until the individual's registration expires or there is a reason to revoke said registration.

## **7. REGISTRATION CARD**

**7.1** Individuals holding a Certificate of Registration card should note that it states on their card that "the card is the property of WABO." The card is provided to serve as identification, if such is requested on a job site. The card is to be kept in the possession of the individual.

## **8. REGISTRATION REVOCATION**

**8.1** Cause(s) for revocation of a registration or certification shall be determined by the WABO SIRP board. One such cause is misrepresentation of an individual's registration or certification in the SIRP e.g. using a card when the individual is not in the employ of a registered agency; using another registrant's card; inspecting types of work without valid certification, et al.



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**PLACEMENT INSPECTOR APPLICATION**

**DIRECTIONS:** Please answer all questions thoroughly. Type or print all responses. Submit a separate application for each inspector applied for.

Mail / email the **completed** application along with the appropriate application fee to: WABO, PO Box 7310, Olympia, WA 98507-7310 or registration@wabo.org.

**NOTE:** Applications must be accompanied by a letter of recommendation from the agency.

**APPLICATION FEE: \$165.00**

**MAKE CHECKS PAYABLE TO: WABO**

**1. APPLICANT INFORMATION**

Applicant Name: \_\_\_\_\_  
Last First MI

Home Address: \_\_\_\_\_  
Number and Street

City State Zip Code

Phone No.: \_\_\_\_\_ Email: \_\_\_\_\_

Are you 18 years of age or older? \_\_\_ Yes \_\_\_ No

Agency Name Location

Phone No.: \_\_\_\_\_ Email: \_\_\_\_\_

Agency Physical Address: \_\_\_\_\_  
Number and Street

City State Zip Code

Agency Mailing Address: \_\_\_\_\_  
Number and Street

City State Zip Code

WABO registration responsibility is limited to verifying applicant's national certification / licensing, work experience, project experience, education, and training. WABO reserves all discretion to approve and issue registration to applicant.

**2. INFORMATION ACCURACY CERTIFICATION AND INQUIRY CONSENT**

I certify that all statements, answers, and information given as a part this application process are accurate to the best of my knowledge. I understand that giving false and/or misleading information may be cause for rejection of this application or revocation of subsequent registration as a special inspection agency.

I consent and authorize representatives of the Washington Association of Building Officials to request any information concerning my previous employment, education, military service or other information pertinent to this application.

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Signature of Applicant

Date

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Print Name

**3. QUALIFICATION DOCUMENTATION FOR PLACEMENT INSPECTOR APPLICANTS**

In addition to the **Placement Inspector Application**, submit the following qualification documentation:

**3.1 LETTER OF RECOMMENDATION**

Letter should be from an official with a registered WABO Special Inspection Agency; and

**3.2 INSPECTOR CERTIFICATES**

Legible copy of an unexpired ACI Concrete Field Testing Technician – Grade 1 Certificate; and

**3.3 OTHER CERTIFICATES, REGISTRATIONS, OR LICENSES**

A legible photocopy of other unexpired certifications, registrations and licenses the applicant believes to be pertinent to the application; (i.e. apprenticeship program completion documentation, certification certificates, registration certificates, degree, diplomas, etc.); and

**3.4 FEES**

Payment of prescribed application fee(s)