

WASHINGTON ASSOCIATION OF BUILDING OFFICIALS

**WASHINGTON BUILDING SAFETY MUTUAL AID SYSTEM**

**BUILDING SAFETY EMERGENCY RESPONDER**

**CREDENTIALING**

The Washington Building Safety Mutual Aid System was authorized by the 62<sup>nd</sup> Legislature on April 29, 2011 under ESHB 1406. The Washington Association of Building Officials has accepted responsibility for establishing the Building Safety Mutual Aid System and for administering the credentialing of the State’s building safety responders wishing to participate in the system.

Under the system responders are assigned a “type” that indicates their qualifications and capabilities. Applicants for credentialing indicate the type for which they are applying and provide documentation of required training and education appropriate for that level. The WABO credentialing committee reviews and approves all applications for credentials. Upon approval, responders receive a photo identification badge indicating their responder type and other competencies that may be of use in the response to emergencies. In an effort to develop a catalogue of responder capabilities applicants are asked to provide a list of any additional expertise which they are able to lend to an emergency response. That information will be maintained in a database by WABO that will be made available to jurisdictions seeking emergency assistance.

**CREDENTIAL TYPE**

Type	Duties/Limits	Minimum Qualifications
I	- <b>Structural evaluation only: Multi-family and commercial structures over 5 stories and complex structures</b>	- <b>ICS 100</b> - <b>Registered civil or structural engineer</b> - <b>ATC 20 or 45 or CAL-EMA</b>
II	- <b>Non-structural evaluation: all multi-family and commercial structures</b> - <b>Structural evaluation: Multi-family and commercial structures up to 5 stories</b>	- <b>ICS 100</b> - <b>ICC Building Plans Examiner or Building Inspector Cert or Registered Architect</b> - <b>ATC 20 or 45 or CAL-EMA</b>
III	- <b>Wood-framed, multi-family and commercial structures up to 3 stories</b>	- <b>ICS 100</b> - <b>ICC Residential Plans Examiner or Inspector Cert</b> - <b>ATC 20 or 45 or CAL-EMA</b>
IV	- <b>Single family residences</b> - <b>Accessory structures</b>	- <b>ICS 100</b> - <b>Any ICC Certification</b> - <b>ATC 20 or 45 or CAL-EMA</b>

**CREDENTIAL ISSUANCE AND RENEWAL**

Building safety emergency responder credentials are issued for a period of five years, after which individuals must apply for renewal and demonstrate maintenance of required certifications, training and education. Responders may update credentials at any time by completing an update application and presenting evidence of required training and education for the desired responder type.

Upon approval of application WABO will assign the responder a unique identification number and will issue the responder a photo identification badge signifying their emergency responder status.

Failure to renew credentials prior to the expiration date may result in loss of the credential.

## **IDENTIFICATION CARD**

Individuals holding a Building Safety Emergency Responder identification 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 and evidence of the holders capabilities during a building safety emergency.

## **CREDENTIAL REVOCATION**

Cause(s) for revocation of a credential shall be determined by the credentialing review committee. One such cause is misrepresentation of an individual's compliance with credentialing requirements.

## **LOST IDENTIFICATION CARDS**

Identification cards which have been lost require replacement. To obtain a replacement card, submit a signed and dated letter request to WABO indicating brief circumstances surrounding the loss.

## **APPLICATION PROCEDURE**

### **INITIAL APPLICANTS**

Initial applicants for WABO's Building Safety Emergency Responder credential must submit the following:

1. Completed and signed application form.
2. Evidence of current ICC certification or professional registration as applicable to the credential sought
3. Evidence of completion of National Incident Management System (NIMS) ICS 100 course
4. Evidence of completion of Applied Technology Council (ATC) 20 and/or 45 course (or CAL-EMA)
5. A digital photo for the identification badge

### **RENEWAL/UPDATE APPLICANTS**

Renewal and update applicants must submit the following:

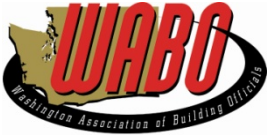
1. Completed and signed application form. In completing the application form, applicants must provide their name, individual credential number, and any updated contact or capability information.
2. Evidence of current ICC certification or professional registration as applicable to the credential sought
3. Evidence of completion of Applied Technology Council (ATC) 20 and/or 45 course within the past 5 years

**DIRECTIONS:** Please answer the questions thoroughly. Type or print all responses. If submitting electronically, form must be hand signed prior to conversion to pdf for transmittal. Electronic signatures will not be accepted.

MAIL THE **ORIGINAL AND ONE COPY** OF THE COMPLETED APPLICATION AND APPLICANT QUALIFICATION DOCUMENTATION TO:

**Washington Association of Building Officials  
P. O. Box 7310  
Olympia, WA 98507**

Application materials may also be submitted electronically by e-mailing the completed application package in pdf format to: [tjenkins@wabo.org](mailto:tjenkins@wabo.org).



WASHINGTON ASSOCIATION OF BUILDING OFFICIALS

**BUILDING SAFETY EMERGENCY RESPONDER PROGRAM**

**RESPONDER CREDENTIAL APPLICATION FORM**

Type of Application

Initial

Renewal/update

Renewal/update applicant credential number: \_\_\_\_\_

**1. Applicant Information**

Applicant Name \_\_\_\_\_

Home Address \_\_\_\_\_

Home Phone \_\_\_\_\_ Home E-Mail \_\_\_\_\_

Cell Phone \_\_\_\_\_ (to reach you in a disaster event)

Employer Name \_\_\_\_\_

Address \_\_\_\_\_

Work phone \_\_\_\_\_

Work email \_\_\_\_\_

Are you 18 years of age or older? \_\_\_\_\_(yes) \_\_\_\_\_(no)

Have you ever been convicted of a felony? \_\_\_\_\_(yes) \_\_\_\_\_(no)  
 (A conviction will not necessarily bar you from registration.)

**2. Type of Credential Applicant Is Seeking Registration. Check only one.**

Check One	Type	Duties/Limits	Minimum Qualifications
	I	- Structural evaluation only: Multi-family and commercial structures over 5 stories and complex structures	- ICS 100 - Registered civil or structural engineer - ATC 20 or 45 or CAL-EMA
	II	- Non-structural evaluation: all multi-family and commercial structures - Structural evaluation: Multi-family and commercial structures up to 5 stories	- ICS 100 - ICC Building Plans Examiner or Building Inspector Cert or Registered Architect - ATC 20 or 45 or CAL-EMA
	III	- Wood-framed, multi-family and commercial structures up to 3 stories	- ICS 100 - ICC Residential Plans Examiner or Inspector Cert - ATC 20 or 45 or CAL-EMA
	IV	- Single family residences - Accessory structures	- ICS 100 - Any ICC Certification - ATC 20 or 45 or CAL-EMA

**3. Education and Training Information**

Provide copies of all applicable certification, training and educational qualifications as described in the matrix above.

**4. Additional Capabilities Information**

List all additional certifications, licenses, registrations, and capabilities that the applicant can provide in the event of an emergency. Information will be maintained in the program data base and made available to requesting jurisdictions in the event of an emergency (i.e. additional ICC certifications, CDL, Adv. ICS etc.).

Description	Certifying Organization	Cert. Number	Expiration Date
(Example) Electrical Inspector	ICC	xxxx-xx	xx/xx/xx

**6. Information Accuracy Certification and Inquiry Consent**

I certify that all statements, answers and information given as part of 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 credentialing as a Building Safety Emergency Responder.

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

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

**WASHINGTON ASSOCIATION OF BUILDING OFFICIALS**

**FOR OFFICIAL USE ONLY**

Review Date \_\_\_\_\_

Approved

Denied

For WABO Credentialing Committee \_\_\_\_\_

Signed

Date \_\_\_\_\_