

**OBC REQUIREMENTS FOR BUILDING DEPARTMENT PERSONNEL**  
(4101:1-1-01 Ohio Administrative Code)

| CERTIFICATION CLASSIFICATION                              |                  | EXPERIENCE REQUIREMENTS   | EXAMINATION REQUIREMENTS   |   | PROFESSIONAL LICENSE REQ'MNT.                               |
|---|------------------|---|--|---|---|
|   |                  |   | NCPCCI   | or<br>ICC   |   |
| <b>BUILDING OFFICIAL</b>                                  | <b>Option #1</b> | Five years of experience in building design and construction or OBC building inspection with a certified building department. REFER TO NOTES 1, 5, & 7  | NA   | Examination modules:<br><b>01, 02</b><br>REFER TO NOTE 4 & 6          | Ohio registration as an Architect or Professional Engineer. |
|   | <b>Option #2</b> | Ten years of experience as a construction contractor or superintendent of building construction or OBC building inspection with a certified building department. REFER TO NOTES 1, 5, & 7   | NA   | Examination modules:<br><b>01, 02</b><br>REFER TO NOTE 4 & 6          | None Required   |
| <b>MASTER PLANS EXAMINER</b>                              |                  | Five years of experience in building design and construction or experience as specified in OBC Section 103.3.3(2). REFER TO NOTES 1, 5, & 7   | Examination modules:<br><b>1C, 2C, 3C, 4C, 5C</b><br>REFER TO NOTES 4 & 6                | Examination modules:<br><b>B3, E3, M3, P3</b><br>REFER TO NOTES 4 & 6 | Ohio Registration as an Architect or Professional Engineer. |
| <b>TRAINEE</b>  |                  | Graduate Architect or Engineer from an accredited university. Submit copy of degree. REFER TO NOTE 3 & 7  | Examination requirement to be completed within the allotted time of the trainee program. |   | Registered within the allotted time of the trainee program  |
| <b>ELECTRICAL PLANS EXAMINER</b>                          |                  | At least five years experience as a full-time electrical safety inspector in a certified building department. REFER TO NOTES 1, 5, & 7  | Examination modules:<br><b>2C</b><br>REFER TO NOTES 4 & 6                                | Examination modules:<br><b>E3</b><br>REFER TO NOTES 4 & 6             | None Required   |
| <b>PLUMBING PLANS EXAMINER</b>                            |                  | At least five years experience as a full-time plumbing inspector in a certified building department. REFER TO NOTES 1, 5, & 7   | Examination modules:<br><b>5C</b><br>REFER TO NOTES 4 & 6                                | Examination modules:<br><b>P3</b><br>REFER TO NOTES 4 & 6             | None Required   |
| <b>BUILDING INSPECTOR &amp; COMMERCIAL I.U. INSPECTOR</b> |                  | Three years experience as a construction contractor or supervisor or as a skilled tradesman for work subject to inspection. REFER TO NOTES 1, 2, 5, & 7   | Examination modules:<br><b>1A, 1B, 3B, 4B</b><br>REFER TO NOTES 4 & 6                    | Examination modules:<br><b>B1, B2, M2</b><br>REFER TO NOTES 4 & 6     | None Required   |
| <b>BUILDING INSPECTOR TRAINEE</b>                         |                  | At least one year experience as a skilled tradesman for work subject to inspection. REFER TO NOTES 1, 2, 3, & 7   | Examination requirement to be completed within the allotted time of the trainee program. |   | None Required   |
| <b>FIRE PROTECTION INSPECTOR</b>                          |                  | 1. At least three years experience in the installation of fire protection systems (automatic sprinkler systems, alternative automatic fire-extinguishing systems, fire alarm and detection systems or fire pump systems) subject to inspection under a model building code of a national model code organization or a code adopted for buildings or structures within the scope of groups regulated by the rules of the board; or<br>2. At least three years experience as specified in section 103.3.3 (2) or as a certified fire safety inspector (a maximum of two years experience as a certified automatic sprinkler fire protection system designer may be substituted for two of the three years of inspection experience). REFER TO NOTES 1, 5, & 7 | Examination modules:<br><b>1B, 3B</b><br>REFER TO NOTES 4 & 6                            | Examination modules:<br><b>B2</b><br>REFER TO NOTES 4 & 6             | None Required   |
| <b>MECHANICAL INSPECTOR</b>                               |                  | Three years as a skilled HVAC systems and associated refrigeration, fuel gas, and heating piping tradesman for work subject to inspection by building department. REFER TO NOTES 1, 2, 5, & 7   | Examination modules:<br><b>4A, 4B</b><br>REFER TO NOTES 4 & 6                            | Examination modules:<br><b>M1, M2</b><br>REFER TO NOTES 4 & 6         | None Required   |
| <b>TRAINEE</b>  |                  | At least one year experience as a skilled HVAC tradesman for work subject to inspection. REFER TO NOTES 1, 2, 3, & 7  | Examination requirement to be completed within the allotted time of the trainee program. |   | None Required   |
| <b>ELECTRICAL SAFETY INSPECTOR</b>                        |                  | 1. Journeyman electrician or equivalent for 4 years, 2 as an electrician foreman, and 2 years experience as a building department ESI trainee;<br>2. Journeyman electrician or equivalent for 4 years and 3 years experience as a building department ESI trainee;<br>3. Four years experience as a building department ESI trainee;<br>4. Journeyman electrician or equivalent for 6 years; OR<br>5. An electrical engineer registered in the State of Ohio. REFER TO NOTES 1, 5, 7, & 8   | Examination modules:<br><b>2A, 2B</b><br>REFER TO NOTES 4 & 6                            | Examination modules:<br><b>E1, E2</b><br>REFER TO NOTES 4 & 6         | Required for applicants using option # 5                    |
| <b>TRAINEE</b>  |                  | 1. two years experience in installation of electrical systems under NEC; 1 year approved vocational training in fundamentals of electricity may be substituted for 1 year experience, and<br>2. Full-time employment by & supervised by full-time employed ESI of a political subdivision. REFER TO NOTES 3, 7, & 8   | Examination requirement to be completed within the allotted time of the trainee program. |   | None Required   |
| <b>PLUMBING INSPECTOR</b>                                 |                  | 1. Seven years experience in the installation of plumbing;<br>2. A degree in engineering or architecture and three years experience in plumbing system design. REFER TO NOTES 1, 2, 5, & 7  | Examination modules:<br><b>5A, 5B</b><br>REFER TO NOTES 4 & 6                            | Examination modules:<br><b>P1, P2</b><br>REFER TO NOTES 4 & 6         | Required only for applicant using option #2                 |
| <b>TRAINEE</b>  |                  | Three years experience in the installation of plumbing. REFER TO NOTES 1, 2, 3, & 7   | Examination requirement to be completed within the allotted time of the trainee program. |   | None Required   |

REFER TO NOTES ATTACHED FOR EXPLANATORY INFORMATION

## NOTES TO OBC REQUIREMENTS FOR BUILDING DEPARTMENT PERSONNEL

- NOTE 1.** Only experience directly related to buildings or structures within the scope of groups regulated by the Ohio Building Codes shall be acceptable for any class certification. This does NOT include one-, two-, or three-family structures.
- NOTE 2.** All Building Inspectors, Mechanical Inspectors, Plumbing Inspectors, and trainee applicants for Building Inspectors, Mechanical Inspectors, and Plumbing Inspectors may obtain credit for one year of the required experience through education pursuant to Section 103.3 of the OBC. Documentation must be submitted with the application.
- NOTE 3.** All trainee applicants must be under the direct supervision of a person certified in the trainee's respective field. Sponsor and Supervisor forms must be signed by the Building Official and the certified supervisor, respectively. Submit with application.
- NOTE 4.** Building Official, Master Plans Examiner, Building Inspector, Electrical Plans Examiner, Plumbing Plans Examiner, Mechanical Inspector, Electrical Safety Inspector, Fire Protection Inspector, and Plumbing Inspector applicants contact either: Thompson Prometric, 1360 Energy Park Drive, St. Paul MN 55108, (800) 864-5309, [www.experiononline.com](http://www.experiononline.com) for NCPCCI exams or, International Code Council, National Certification Services, 900 Montclair Road, Birmingham, AL 35213, (877) 783-3926, [www.iccsafe.org](http://www.iccsafe.org).
- NOTE 5.** Only enforcement, inspection, or plans examination experience performed (a) prior to September 25, 1984, for a building department certified by the BBS to exercise enforcement authority for buildings or structures within the scope of the groups regulated by the Ohio Building Code, (b) for an agency or jurisdiction outside the state of Ohio enforcing a model code of a national model code organization for buildings or structures within the scope of the groups regulated by the Ohio Building Codes, of (c) by an employee of a certified building department who is the holder of a BBS certification other than that for which application is being made. **This does NOT include one-, two-, or three-family structures.**
- NOTE 6.** Module description:
- | <u>NCPCCI:</u>                        | <u>ICC:</u>                            |
|---------------------------------------|--|
| 1A – Building 1-, 2 -Family Dwelling  | 01 – Legal and Management              |
| 1B – Building General                 | 02 – Technology                        |
| 1C – Building Plan Review             | B1 – Residential Building Inspector    |
| 2A – Electrical 1-, 2-Family Dwelling | B2 – Commercial Building Inspector     |
| 2B – Electrical General               | B3 – Building Plan Examiner            |
| 2C – Electrical Plan Review           | E1 -- Residential Electrical Inspector |
| 3B – Fire Protection General          | E2 -- Commercial Electrical Inspector  |
| 3C – Fire Protection Plan Review      | E3 – Electrical Plan Examiner          |
| 4A – Mechanical 1-, 2-Family Dwelling | M1 – Residential Mechanical Inspector  |
| 4B – Mechanical General               | M2 – Commercial Mechanical Inspector   |
| 4C – Mechanical Plan Review           | M3 – Mechanical Plan Examiner          |
| 5A – Plumbing 1-, 2-Family Dwelling   | P1 – Residential Plumbing Inspector    |
| 5B – Plumbing General                 | P2 – Commercial Plumbing Inspector     |
| 5C - Plumbing Plan Review             | P3 - Plumbing Plan Examiner            |
- NOTE 7.** Building Official, Master Plans Examiner, Building Inspector, Electrical Plans Examiner, Plumbing Plans Examiner, Mechanical Inspector, Electrical Safety Inspector, Fire Protection Inspector, and Plumbing Inspector applicants must complete the Ohio Building Code Academy (out-of-state Commercial I.U. Inspector applicants are not required to complete the Ohio Building Code Academy).
- NOTE 8.** Applicants for Electrical Safety Inspector must be authorized by the Board prior to taking the required examinations. Applicants for the Electrical Safety Inspector who fail the examinations twice must enter the Electrical Safety Inspector Training Program.