

**OBC REQUIREMENTS FOR BUILDING DEPARTMENT PERSONNEL**  
(4101:7-3-01 Ohio Administrative Code)

CERTIFICATION CLASSIFICATION	EXPERIENCE REQUIREMENTS	EXAMINATION REQUIREMENTS		PROFESSIONAL LICENSE REQ'MNT.
		NCPCCI	or ICC	
<b>BUILDING OFFICIAL</b>	1. Five years as a registered design professional in building design and construction. 2. Ten years as a general contractor or superintendent of building construction or OBC building inspection with a certified building department. 3. Five years as a full-time residential building official in a certified residential building department. <b>REFER TO NOTES 1, 5, &amp; 7 4101:7-3-01(E)(1) and (2)</b>	NA	Examination modules: <b>MM, MG, BC</b> <b>REFER TO NOTE 4 &amp; 6</b>	Required for applicants using option #1
<b>MASTER PLANS EXAMINER</b>	Five years as a registered design professional in building design and construction <b>REFER TO NOTES 1, 5, &amp; 7 4101:7-3-01(E)(1) and (3)</b>	Examination modules: <b>1C, 2C, 3C, 4C, 5C</b> <b>REFER TO NOTES 4 &amp; 6</b>	Examination modules: <b>B3, E3, M3, P3</b> <b>REFER TO NOTES 4 &amp; 6</b>	Ohio registration as an Architect or Professional Engineer.
<b>TRAINEE</b>	Graduate Architect or Engineer from an accredited university. Submit copy of degree. <b>REFER TO NOTE 3 &amp; 7 4101:7-3-01(F)(5)</b>	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>	Five years as a full-time electrical safety inspector in a certified building department. <b>REFER TO NOTES 1, 5, &amp; 7 4101:7-3-01(E)(1) and (4)</b>	Examination modules: <b>2C</b> <b>REFER TO NOTES 4 &amp; 6</b>	Examination modules: <b>E3</b> <b>REFER TO NOTES 4 &amp; 6</b>	None Required
<b>PLUMBING PLANS EXAMINER</b>	Five years as a full-time plumbing inspector in a certified building department. <b>REFER TO NOTES 1, 5, &amp; 7 4101:7-3-01(E)(1) and (5)</b>	Examination modules: <b>5C</b> <b>REFER TO NOTES 4 &amp; 6</b>	Examination modules: <b>P3</b> <b>REFER TO NOTES 4 &amp; 6</b>	None Required
<b>MECHANICAL PLANS EXAMINER</b>	1. Five years as a full-time mechanical inspector in a certified building department; or 2. Five years as a full-time residential building official, residential building inspector, or residential mechanical inspector. <b>REFER TO NOTES 1, 5, &amp; 7 4101:7-3-01(E)(1) and (6)</b>	Examination modules: <b>4C</b> <b>REFER TO NOTES 4 &amp; 6</b>	Examination modules: <b>M3</b> <b>REFER TO NOTES 4 &amp; 6</b>	None Required
<b>BUILDING INSPECTOR &amp; COMMERCIAL I.U. INSPECTOR</b>	1. Five years as a construction contractor or supervisor or as a skilled tradesman for structural carpentry, masonry, steel, or concrete work subject to inspection. 2. Five years as a full-time non-residential building official, residential building official, residential building inspector, or residential mechanical inspector. <b>REFER TO NOTES 1, 2, 5, &amp; 7 4101:7-3-01(E)(1) and (7)</b>	Examination modules: <b>1B, 3B, 4B</b> <b>REFER TO NOTES 4 &amp; 6</b>	Examination modules: <b>B2, M2</b> <b>REFER TO NOTES 4 &amp; 6</b>	None Required
<b>BUILDING INSPECTOR TRAINEE</b>	One year as a skilled tradesman for work subject to inspection. <b>REFER TO NOTES 1, 2, 3, &amp; 7 4101:7-3-01(F)(5)</b>	Examination requirement to be completed within the allotted time of the trainee program.		None Required
<b>FIRE PROTECTION INSPECTOR</b>	1. Five years in the installation of fire protection 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 2. Five years as a certified fire safety inspector. <b>REFER TO NOTES 1, 5, &amp; 7 4101:7-3-01(E)(1) and (8)</b>	Examination modules: <b>1B, 3B</b> <b>REFER TO NOTES 4 &amp; 6</b>	Examination modules: <b>CA, CF</b> <b>REFER TO NOTES 4 &amp; 6</b>	None Required
<b>MECHANICAL INSPECTOR</b>	1. Five years as a skilled tradesman for HVAC systems and associated refrigeration, fuel gas, and heating piping subject to inspection; or 2. Five years as a full time residential building official, residential building inspector, or residential mechanical inspector. <b>REFER TO NOTES 1, 2, 5, &amp; 7 4101:7-3-01(E)(1) and (9)</b>	Examination modules: <b>4B</b> <b>REFER TO NOTES 4 &amp; 6</b>	Examination modules: <b>M2</b> <b>REFER TO NOTES 4 &amp; 6</b>	None Required
<b>TRAINEE</b>	At least one year experience as a skilled HVAC tradesman for work subject to inspection. <b>REFER TO NOTES 1, 2, 3, &amp; 7 4101:7-3-01(F)(5)</b>	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 as a building department ESI trainee; 2. Journeyman electrician or equivalent for 4 years and 3 years as a building department ESI trainee; 3. Four years experience as a building department ESI trainee; 4. Journeyman electrician or equivalent for 6 years; or 5. An electrical engineer registered in the State of Ohio. <b>REFER TO NOTES 1, 5, 7, &amp; 8 4101:7-3-01(E)(1) and (11)</b>	Examination modules: <b>2A, 2B</b> <b>REFER TO NOTES 4 &amp; 6</b>	Examination modules: <b>E1, E2</b> <b>REFER TO NOTES 4 &amp; 6</b>	Required for applicants using option # 5
<b>TRAINEE</b>	1. Two years in the installation of electrical systems under NFPA 70 subject to inspection. <b>REFER TO NOTES 3, 7, &amp; 8 4101:7-3-01(F)(5)</b>	Examination requirement to be completed within the allotted time of the trainee program.		None Required
<b>PLUMBING INSPECTOR</b>	1. Seven years in the installation of plumbing subject to inspection; or 2. A degree in engineering or architecture and three years experience in plumbing system design. <b>REFER TO NOTES 1, 2, 5, &amp; 7 4101:7-3-01(E)(1) and (10)</b>	Examination modules: <b>5A, 5B</b> <b>REFER TO NOTES 4 &amp; 6</b>	Examination modules: <b>P1, P2</b> <b>REFER TO NOTES 4 &amp; 6</b>	Required only for applicant using option #2
<b>TRAINEE</b>	Three years experience in the installation of plumbing. <b>REFER TO NOTES 1, 2, 3, &amp; 7 4101:7-3-01(F)(5)</b>	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 4101:7-3-01(F)(6) of the OAC. 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 Plans Examiner, Mechanical Inspector, Electrical Safety Inspector, Fire Protection Inspector, and Plumbing Inspector applicants contact either: Prometric, 1360 Energy Lane, St. Paul MN 55108, (800) 864-5309, [www.prometric.com](http://www.prometric.com) for NCPCCI exams or, International Code Council, National Certification Services, 900 Montclair Road, Birmingham, AL 35213, (888) 422-7233, [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  | MM – Management                        |
| 1B – Building General                 | MG – Legal                             |
| 1C – Building Plan Review             | BC – Building codes and Standards      |
| 2A – Electrical 1-, 2-Family Dwelling | CA – Commercial Fire Alarm Inspector   |
| 2B – Electrical General               | CF – Commercial Sprinkler Inspector    |
| 2C – Electrical Plan Review           | B1 – Residential Building Inspector    |
| 3B – Fire Protection General          | B2 – Commercial Building Inspector     |
| 3C – Fire Protection Plan Review      | B3 – Building Plan Examiner            |
| 4A – Mechanical 1-, 2-Family Dwelling | E1 -- Residential Electrical Inspector |
| 4B – Mechanical General               | E2 -- Commercial Electrical Inspector  |
| 4C – Mechanical Plan Review           | E3 – Electrical Plan Examiner          |
| 5A – Plumbing 1-, 2-Family Dwelling   | M1 – Residential Mechanical Inspector  |
| 5B – Plumbing General                 | M2 – Commercial Mechanical Inspector   |
| 5C - Plumbing Plan Review             | M3 – Mechanical Plan Examiner          |
|                                       | P1 – Residential Plumbing Inspector    |
|                                       | P2 – Commercial Plumbing Inspector     |
|                                       | P3 - Plumbing Plan Examiner            |
- NOTE 7.** Building Official, Master Plans Examiner, Building Inspector, Electrical Plans Examiner, Plumbing Plans Examiner, Mechanical 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.