

**RCO REQUIREMENTS FOR RESIDENTIAL BUILDING DEPARTMENT PERSONNEL<sup>7</sup>**  
(4101:8-1-03 Ohio Administrative Code)

CERTIFICATION CLASSIFICATION	EXPERIENCE REQUIREMENTS	EXAMINATION REQUIREMENTS		PROFESSIONAL LICENSE REQ'MNT.
		NCPCCI	or ICC	
RESIDENTIAL BUILDING OFFICIAL	Option #1 Ohio registration as an architect or professional engineer. <b>REFER TO NOTES 1 &amp; 5</b>	Examination modules: <b>1A, 4A and: 2A or 5A</b> <b>REFER TO NOTES 4 &amp; 6</b>	Examination modules: <b>B1, M1 and: E1 or P1</b> <b>REFER TO NOTE 4 &amp; 6</b>	Ohio registration as an Architect or Professional Engineer.
	Option #2 Five years of experience as a residential or non-residential contractor or superintendent or experience specified in section 103.3.9 of the Residential Code of Ohio. <b>REFER TO NOTES 1 &amp; 5</b>	Examination modules: <b>1A, 4A and: 2A or 5A</b> <b>REFER TO NOTES 4 &amp; 6</b>	Examination modules: <b>B1, M1 and: E1 or P1</b> <b>REFER TO NOTE 4 &amp; 6</b>	None Required
RESIDENTIAL PLANS EXAMINER	Option #1 Ohio registration as an architect or professional engineer. <b>REFER TO NOTES 1 &amp; 5</b>	Examination modules: <b>1A and: 4A or 2A or 5A</b> <b>REFER TO NOTES 4 &amp; 6</b>	Examination modules: <b>B1 and: M1 or E or P1</b> <b>REFER TO NOTES 4 &amp; 6</b>	Ohio Registration as an Architect or Professional Engineer.
	Option #2 Five years of experience in building design and construction for residential or non-residential buildings structures or experience as specified in OBC Section 103.3.9. <b>REFER TO NOTE 3</b>	Examination modules: <b>1A and: 4A or 2A or 5A</b> <b>REFER TO NOTES 4 &amp; 6</b>	Examination modules: <b>B1 and: M1 or E or P1</b> <b>REFER TO NOTES 4 &amp; 6</b>	None Required
TRAINEE	One year experience for work subject to inspection under a model code. <b>REFER TO NOTES 1, 2, &amp; 3</b>	Examination requirement to be completed within the allotted time of the trainee program.		Registered within the allotted time of the trainee program
ELECTRICAL PLANS EXAMINER	Five years of experience as a full-time electrical safety inspector in a certified building department.	Maintain certification as an Electrical Safety Inspector		Electrical Safety Inspector
RESIDENTIAL BUILDING INSPECTOR	Three years experience as a construction contractor or supervisor or as a skilled tradesman for work subject to inspection. <b>REFER TO NOTES 1, 2, &amp; 5</b>	Examination modules: <b>1A</b> <b>REFER TO NOTES 4 &amp; 6</b>	Examination modules: <b>B1</b> <b>REFER TO NOTES 4 &amp; 6</b>	None Required
TRAINEE	At least one year experience as a skilled tradesman for work subject to inspection or education credit. <b>REFER TO NOTES 1, 2, &amp; 3</b>	Examination requirement to be completed within the allotted time of the trainee program.		None Required
RESIDENTIAL MECHANICAL INSPECTOR	Three years experience as an HVAC construction contractor or supervisor or as a skilled HVAC tradesman for work subject to inspection. <b>REFER TO NOTES 1, 2, &amp; 5</b>	Examination modules: <b>4A</b> <b>REFER TO NOTES 4 &amp; 6</b>	Examination modules: <b>M1</b> <b>REFER TO NOTES 4 &amp; 6</b>	None Required
TRAINEE	At least one year experience as a skilled HVAC tradesman for work subject to inspection or education credit. <b>REFER TO NOTES 1, 2, &amp; 3</b>	Examination requirement to be completed within the allotted time of the trainee program.		None Required
RESIDENTIAL INDUSTRIALIZED UNIT INSPECTOR	Three years experience as a construction contractor or supervisor or as a skilled tradesman for work subject to inspection. <b>REFER TO NOTES 1, 2, &amp; 5</b>	Examination modules: <b>1A, 2A, 4A, 5A</b> <b>REFER TO NOTES 4 &amp; 6</b>	Examination modules: <b>B1, E1, M1, P1</b> <b>REFER TO NOTES 4 &amp; 6</b>	None Required

**NOTES TO RCO REQUIREMENTS FOR RESIDENTIAL BUILDING DEPARTMENT PERSONNEL**

- NOTE 1.** Only experience directly related to buildings or structures regulated by the Residential Code of Ohio shall be acceptable for any class certification.
- NOTE 2.** All Building, IU, Plumbing, Mechanical, and trainee applicants for certification as a Residential Building, IU, Plumbing, or Mechanical Inspector may obtain credit for one year of the required experience through education pursuant to Section 103.3.9.6 of the Residential Code of Ohio. 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.** Residential Building Official; Plans Examiner; Building, IU, Mechanical 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.** Enforcement, inspection, or plans examination experience must be performed (a) prior to May 27<sup>th</sup>, 2006, for a building department exercising enforcement authority for buildings or structures regulated by an adopted model residential code, (b) for an agency or jurisdiction outside the state of Ohio enforcing a model residential code of a national model code organization for buildings or structures regulated by the Residential Code of Ohio, or (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.
- NOTE 6.** Module description:
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| <p><b><u>NCPCCI:</u></b><br/> <b>1A – Building 1-, 2-Family Dwelling</b><br/> <b>2A – Electrical 1-, 2-Family Dwelling</b><br/> <b>4A – Mechanical 1-, 2-Family Dwelling</b><br/> <b>5A – Plumbing 1-, 2-Family Dwelling</b></p> | <p><b><u>ICC:</u></b><br/> <b>B1 – Residential Building Inspector</b><br/> <b>E1 -- Residential Electrical Inspector</b><br/> <b>M1 – Residential Mechanical Inspector</b><br/> <b>P1 – Residential Plumbing Inspector</b></p> |
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- NOTE 7.** Individuals certified as Non-Residential Building Officials, Master Plan Examiners, or Building Inspectors must make application to the Board but individuals will qualify without further testing and without providing related experience to become a residential Building Official, Plans Examiner and/or Building Inspector.