



WASHINGTON ASSOCIATION OF BUILDING OFFICIALS
SPECIAL INSPECTION REGISTRATION PROGRAM

KEY PERSONNEL REGISTRANT APPLICATION FORM

DIRECTIONS: Please answer all questions thoroughly. Type or print all responses. Refer to WABO Standard No. 1701 for detailed application prerequisites. Submit a separate form for each position 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 FEES:

\$160 for Technical Directors and Supervising Laboratory Technicians

\$160 for the first type of work, plus an additional **\$55** for each additional type of work being applied for on this application form for Special Inspection Field Supervisors.

MAKE CHECKS PAYABLE TO: WABO

KEY PERSONNEL REGISTRANTS

Key Personnel may become registered in the WABO Special Inspection Registration Program if:

1. They are a full-time employee of a pending or registered agency in the WABO Special Inspection Program; and
2. They submit a completed "Key Personnel Registration Application" form along with the prescribed fees; and
3. They submit legible copies of the unexpired ICC and/or WABO certification cards for each type of work application is requested for; and
4. An application evaluation of the education and work experience documented on their application results in a cumulative total of 35 points (refer to Appendix C of WABO Standard No. 1701 for application evaluation information); and
5. The results of an interview evaluating their knowledge and hands-on experience is satisfactory (refer to WABO Standard No. 1701 for interview evaluation information)

Note: In the event a key personnel applicant fails the interview, a reapplication, including appropriate fees will be accepted any time thirty (30) days after the date of the interview. If the applicant fails a second time, a reapplication and fees will be accepted after 6 months of the failed interview

Note: Legible copies 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.) may also be submitted.



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1. APPLICANT INFORMATION

Application For: Technical Director (**\$160**)
 Supervising Laboratory Technician (**\$160**)
 Special Inspection Field Supervisor
(\$160 1st type of work plus \$55 each additional)

Applicant Name: _____
(Last) (First) (MI)

Home Address: _____
(No. and Street)

(City) (State) (Zip Code)

Home Phone: _____ Email: _____

Are you 18 years of age or older? Yes No

Agency Employer Name: _____

Agency Location: _____

Agency Phone Number: _____

2. TYPE(S) OF WORK FOR WHICH APPLICANT IS SEEKING REGISTRATION

Key personnel may become registered to direct or supervise any number of types of work.
Check each type of work you are applying for below:

- | | |
|---|--|
| <input type="checkbox"/> Reinforced Concrete (RC)* | <input type="checkbox"/> Spray-Applied Fire-Resistive Materials (FP) |
| <input type="checkbox"/> Prestressed Concrete (PC)** | <input type="checkbox"/> Structural Wood (SWD) |
| <input type="checkbox"/> Shotcrete (SC)** | <input type="checkbox"/> Mass Timber Endorsement (MT)*** |
| <input type="checkbox"/> Structural Masonry (SM) | <input type="checkbox"/> Cold-Formed Steel Framing (CF) |
| <input type="checkbox"/> Structural Steel and Bolting (SSB) | <input type="checkbox"/> Post-Installed Anchors (PA) |
| <input type="checkbox"/> Structural Welding (SW) | <input type="checkbox"/> Fire-Resistant Penetrations and Joints (FS) |

* Requires current ACI certification as an ACI Field Technician – Grade 1.
** Reinforced Concrete registration is a prerequisite for obtaining this inspector registration.
*** Structural Wood registration is a prerequisite for obtaining this registration endorsement.

3. EDUCATION AND TRAINING INFORMATION

Note: Information should relate to the type(s) of work for which the applicant is seeking registration. Merely referencing an enclosed resume is not acceptable. The list should contain specific education and training experience with relevant dates of each experience. Refer to Appendix C of WABO Standard No. 1701 for creditable education and training experience. If additional space is needed, attach supplemental sheets.

4. WORK EXPERIENCE INFORMATION

Note: Information should relate to the type(s) of work for which the applicant is seeking registration. Merely referencing an enclosed resume is not acceptable. The list should contain specific education and training experience with relevant dates of each experience. Refer to Appendix C of WABO Standard No. 1701 for creditable education and training experience. If additional space is needed, attach supplemental sheets.

5. PROJECTS EXPERIENCE LIST

Note: Information should relate to the type(s) of work for which the applicant is seeking registration. The list should include: the name of the project; the date(s) the applicant worked on the project, the name and telephone number for the registered agency or the applicants supervisor on the project, the test and/or inspection methods and standards that the applicant was responsible for on the listed project, and the type and size (number of stories) of each listed project. If additional space is needed, attach supplemental sheets.

6. 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.

(Signature of Applicant)

(Date)

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.