PROJECT APPROVAL AUTHORIZATION

**FINAL INSPECTION FOR OWNER OCCUPANCY:**

Project:

SCO Identification Number: \_\_\_\_\_\_ Contract Completion Date: \_\_\_\_\_\_

Project Owning Agency:

Owning Agency’s Requester: Date:

Designer’s Statement:

(Designer of Project) provides information to the owner and the State Construction Office that the project has been evaluated and field inspected to assure that construction meets contract requirements for final inspection to allow occupancy by the owning agency.

Designer’s Representative Signature

Project Description:

**BACK-UP DATA:**

**CONTRACTORS’ APPROVAL DOCUMENTS:**

Contractor’s statement of completion

with request for designer’s inspection: Date \_\_\_\_\_\_\_ N/A

Designer’s Pre-final Punch List Inspection with

copies provided to the Owning Agency and State

Construction Office: Date \_\_\_\_\_\_\_ N/A

Designer provides the Owning Agency and the

State Construction Office verification the punchlist

has been completed: Date \_\_\_\_\_\_\_ N/A

Scheduled Final Inspection by designer

accompanied by the Owning Agency and the

State Construction Office Date \_\_\_\_\_\_\_ N/A

SCO Electrical Inspection (Certificate of  
Electrical Completion): Date \_\_\_\_\_\_\_ N/A

Certificate of Occupancy by Local Authority

Having Jurisdiction: (Community College) Date \_\_\_\_\_\_\_ N/A

Installer’s Fire Alarm System Record of

Completion (Certification) as required by NFPA 72: Date \_\_\_\_\_\_\_ N/A

Installer’s Sprinkler System Record of Material

and Test Reports as required by:

NFPA 13-(Sprinkler Systems) Date \_\_\_\_\_\_\_ N/A

NFPA 14-(Standpipe and Hose Systems) Date \_\_\_\_\_\_\_ N/A

NFPA 20-(Centrifugal Fire Pumps) Date \_\_\_\_\_\_\_ N/A

NFPA 22-(Water Tanks for Private Fire Protection) Date \_\_\_\_\_\_\_ N/A

NFPA 24-(Private Fire Service Mains) Date \_\_\_\_\_\_\_ N/A

Other: SCO Approval Letter Sprinkler System Date \_\_\_\_\_\_\_ N/A

Designer’s Inspection to Assure Life Safety

Construction involving Fire Protection Systems

(Fire Alarm, Sprinkler, etc.), egress, fire

rated walls and egress travel distances are

constructed in accordance with contract

documents: Date \_\_\_\_\_\_\_ N/A

Dept. of Labor Approval for Elevator: Date \_\_\_\_\_\_\_ N/A

Dept. of Labor Approval for Boiler & Pressure Vessels: Date \_\_\_\_\_\_\_ N/A

Engr’s. Verification Letter Fire Damper Operation Date \_\_\_\_\_\_\_ N/A

Health Dept. Inspection and Acceptance for Use: Date \_\_\_\_\_\_\_ N/A

Domestic Water Test Report and Acceptance for Use: Date \_\_\_\_\_\_\_ N/A

Laboratory Hood Certification: Date \_\_\_\_\_\_\_ N/A

Engineer’s Approval of Test & Balance Report (TAB) Date \_\_\_\_\_\_\_ N/A

Engineer’s Approval Battery Powered Emer. Devices Date \_\_\_\_\_\_\_ N/A

Engineer’s Approval Emergency Generator Load Test Date \_\_\_\_\_\_\_ N/A

Engineer’s Approval Electrical Svc Grnd Test Rpt Date \_\_\_\_\_\_\_ N/A

Backflow Preventer Certification Date \_\_\_\_\_\_\_ N/A

Engineer’s Approval Stair/Ramp Survey Date \_\_\_\_\_\_\_ N/A

Engineer’s Approval Site Survey (DENR) Date \_\_\_\_\_\_\_ N/A

Metal Building Manufacturer’s Warranty Date \_\_\_\_\_\_\_ N/A

Roofing Manufacturer’s Warranty Date \_\_\_\_\_\_\_ N/A

Commissioning Engineer’s Approval Date \_\_\_\_\_\_\_ N/A

Lightning Protection UL Master Label Date \_\_\_\_\_\_\_ N/A

Special Inspector’s Final Report/Resolutions Date \_\_\_\_\_\_\_ N/A

Dept. of Agriculture Approval for Fuel Tanks: Date \_\_\_\_\_\_\_ N/A

Owner’s Assumption of Responsibility for

Maintenance, Heat, Utilities, and

Insurance. Comments: Date \_\_\_\_\_\_\_ N/A

Established Date for Guarantees and Warranties.

Comments: Date \_\_\_\_\_\_\_ N/A

Cancellation of Contractors’ Insurance Carriers

Public Liability, Property Damage and Builders’

Risk) Date \_\_\_\_\_\_\_ N/A

Designer’s Approval: Date: \_\_\_\_\_\_\_ Signature:

SCO Approval: Date: \_\_\_\_\_\_\_ Signature: