



Helping Ensure a Safe Built Environment

Certificate of Completion for Occupancy Final Inspection

New Construction

The following items should be checked by GC prior to requesting a C/O & final inspection to be conducted by our firm. All forms shall have listed the permit numbers, proper address, and proper project name. *All paperwork mentioned below are to be submitted to our office prior to the inspection being requested.

Place a mark beside all items that have been reviewed/ verified/ received and submitted to our office. Once our office has verified all prior inspections has been conducted/ passed as well as all paperwork is received a final inspection will be scheduled.

- All required South Carolina Building Code inspection have been completed and approved.
- The complete fire alarm system has been tested by the fire alarm contractor and the projects applicable & approved NFPA 72 Record of Completion form must be completed and ready for signature by our office. Testing of fire alarm by our office will need to be conducted at time of final inspection, signature by our office will be provided on form after acceptance testing is completed without issues. Prepare for all contractors to be onsite at time of final inspection. *
- Fire extinguishers and all fire suppression systems are properly installed, inspected (by our staff), and working properly. The projects applicable & approved NFPA 24 Contractors Material & Test Certificate for Underground Piping and the NFPA 13 Contractors Material & Test Certificate for Aboveground Piping forms completed and ready for signature by our office. Testing of suppression systems to be conducted at final inspection. Prepare for all contractors to be onsite at time of final inspection. *
- All exit lighting, emergency lighting, and if applicable emergency power systems are properly installed and properly operable. These will be tested during the final inspection. Prepare for the contractor to be onsite at time of final inspection.
- All rated (smoke, fire, &/ combo fire smoke) walls, partitions &/or barriers are properly constructed and identified with proper type. All openings, penetrations &/or joints are properly protected and labeled with the UL identifiers.
- All required seismic bracing of walls, equipment, piping, ducts, and ceiling grid is present and properly installed. This to be noted on the Statement of Special Inspection along with EOR acceptances.
- Water supply “Sanitation Report” and “Bacteriological Report” for new supply piping. Approval to put wastewater disposal and water supply system into service has been obtained from SCDHEC (if applicable). *
- Kitchen facilities have been inspected and approved for use by SCDHEC. *
- Currently adopted ICC A117.1 accessibility requirements have been met.
- The building has been tested for Emergency Responder Radio Communication coverage in accordance with the applicable & approved currently adopted South Carolina Fire Code section 510.5.3. Documentation has been submitted to our office for review and tested occurred with the facilities fixtures the actual place of use. *
- Fire safety and evacuation plans are complete and are properly posted.
- All emergency egress signage is properly posted.
- Building occupancy load is properly posted.
- Completed Statement of Special Inspections by EOR and special inspector firm. *
- Installation of Key Box as required by SC Fire Code section 506. Can be acquired from Knox Box <https://www.knoxbox.com> .

GC Agent Signature

Company/Firm

Date

GC Agent Name

Project Name and Permit Number
