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Certified Seismic Installation Program (CSIP) Request and Authorization to Inspect

Subject to the INSTITUTE's established inspection Policies and Procedures,
contained within *The WI Programs & Services Manual*

The following is a general overview of some of the policies and procedures for the Certified Seismic Installation Program (CSIP):

DISCLAIMER - The WOODWORK INSTITUTE does not guarantee or assure the safety or performance of any installation found to be in compliance with the Woodwork Institute's Certified Seismic Installation Program (CSIP) and its OSHPD Pre-approvals. Additionally, the INSTITUTE does not guarantee or assure the contract performance of any entity being inspected under the Certified Seismic Installation Program. The WOODWORK INSTITUTE serves only as an independent inspection service and has no enforcement authority. It is the responsibility of the contractual parties to address and/or enforce any non-compliant findings.

SHOP DRAWINGS - Shop Drawings are reviewed; however no Shop Drawing Inspection is performed.

JOBSITE REQUIREMENTS - All wood or metal frame wall construction shall be constructed with continuous in wall blocking/backing of either minimum 3x6 flat Douglas Fir or 16GA x 6" wide, 50 KSI sheet metal provided in accordance with the location requirements included on the cabinet fabricator/installer's shop drawings. Note, building engineer of record is responsible for design of the wall structure and blocking/backing attachment.

INSTALLER REQUIREMENTS - Installer shall:

Ensure that the casework shop drawings are in compliance with the *North American Architectural Woodwork Standards (NAAAWS)* minimum requirements as established in Section 1 and that they include Casework Elevations showing the centerline height and horizontal locations of all required continuous, internal wall blocking/backing furnished by others and a casework fastener schedule showing the type, size, location and maximum spacing requirements in accordance with WI's OSHPD Pre-approvals.

At wood or metal stud walls, prior to application of wall surfacing, examine, approve and acknowledge blocking compliance to WI's OSHPD Pre-approval requirements, while providing documentation of such through an inspection report showing rooms/walls inspected, type of blocking (wood or metal), confirmation of compliance or statement of noncompliance, inspectors name, date, and signature, with photo documentation (referenced by room/wall) of at least 25% of the walls inspected, and inspection report shall identify which walls include photo documentation.

Contact WI and arrange for final inspection of the casework installation by a WI Director of Architectural Services (DAS).

WI INSPECTIONS - Inspections shall be conducted free of outside influence or distraction. If a party contractual to the project desires to point out or discuss something relevant to the inspection, they may do so before or after; however not during an inspection.

FOR A LIST OF OUR DIRECTORS OF ARCHITECTURAL SERVICES, PLEASE VISIT:
WWW.WOODWORKINSTITUTE.COM,
OR CALL THE WI ADMINISTRATIVE OFFICE, (916) 372-9943

CSIP Request and Authorization to Inspect

(Please print and complete all the information.)

WOODWORK INSTITUTE PROJECT # _____
OFFICE USE ONLY

Date _____

Person requesting Inspection (print): _____ Firm: _____

1. **Project Name:** _____

Address: _____

2. **Bid Date:** _____ Date of delivery, if jobsite inspection: _____ Estimated Completion Date: _____

3. **Architect:** _____ Phone: _____

Address: _____ FAX: _____

4. **Inspector of Record:** _____ Phone: _____

Address: _____ FAX: _____

5. **General Contractor:** _____ Phone: _____

Address: _____ FAX: _____

6. **Casework Manufacturer:** _____ Phone: _____

Address: _____ FAX: _____

7. **Installer:** : _____ Phone: _____

Address: _____ FAX: _____

8. **ATTACH COPY OF SPECIFICATIONS - PLANS & SHOP DRAWINGS MUST BE AVAILABLE AT INSPECTION SITE.**

9. **ATTACH ANY APPROVED MODIFICATIONS TO THE PLANS AND/OR SPECIFICATIONS RELATIVE TO CASEWORK INSTALLATION.**

The WOODWORK INSTITUTE is hereby authorized to inspect the casework installation. As applicable: a) we attest that said casework installation meets the minimum requirements for the WOODWORK INSTITUTE, OSHPD approved, Certified Seismic Installation Program b) we agree to pay all the appropriate inspection fees, and c) we shall defend and hold the INSTITUTE harmless from all claims and demands arising out of any failure or claimed failure to meet those requirements.

Firm Name: _____ Telephone _____ FAX _____

Address: _____

Signature _____ Title _____

Print Name _____ Date _____

By checking this box, I authorize Woodwork Institute to accept this form as an electronically signed document, and to charge my credit card currently on file.

See Page # 3 for Credit/Debit payment authorization.

Credit/Debit payment authorization

Payment Method:

Check (enclosed)

Visa

Master Card

Credit Card Information and Charge Authorization:

Cardholder Name: _____

Card Number: _____

Signature: _____ Exp. Date: _____ CVC Code: _____

Amount to be charged: \$ _____

Billing Address: _____

By checking this box, I authorize WOODWORK INSTITUTE to accept this form as an electronically signed document; by submitting this signed document, I understand I am responsible for the above information.

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SUBMIT