

Application Document Submittal for AISC Certification - Erectors

Please submit the following via email to application@aisc.org. NOTE: Emails larger than 15MB will not come through to us; please send your files across multiple emails if they are too large:

- A copy of your Quality Manual and Safety Manual and the documented procedures as outlined in Sections 1.5 through 1.19 and Chapter 5 of the *AISC 207-20 Standard for Certification Programs (the Standard)*
- **A copy of this completed checklist. You must include the corresponding Procedure number, Quality Manual or Safety Manual section number, or the Document name in the (✓) column.**

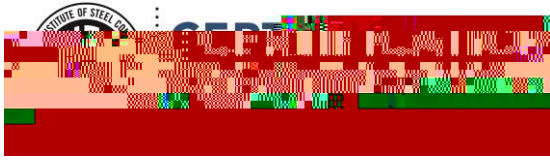
Please refer to the *AISC Governing Requirements for Certification Programs (GRs)*, and the applicable *Supplemental Requirements (the Supplements)*.

Documents Required to be Submitted	
Waiver and Indemnity Agreement A blank Waiver and Indemnity Agreement form can be downloaded from the aisc.org/certification webpage.	

Insurance

Provide a current Certificate of Liability Insurance naming the American Institute of Steel Construction, LLC and Quality Management Company, LLC as additional entities covered by the insurance and Waiver of Indemnity Agreement. **page**

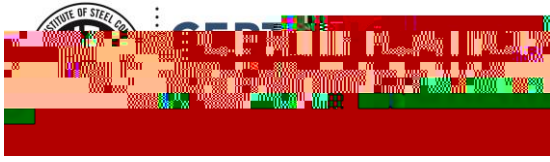
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Quality Manual/Quality System Procedures Required to be Submitted

Refer to Section 1.5.7 in the



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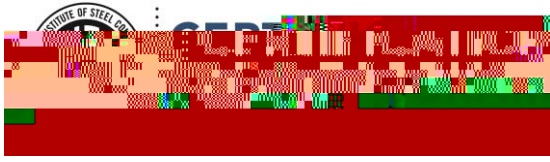
	<p>Welder, welding operator, and tack welder performance records—to provide objective evidence that the “period of effectiveness” has not been exceeded and satisfactory performance is consistently achieved (continuity records). Traceability of welds to the welders who produce them.</p> <p>Please submit: A current WPS and PQR (if required) in compliance with the applicable AWS Welding Code. one current Welder Performance Qualification Record (WPQR) in compliance with the applicable AWS Welding Code.</p>	
1.12.2	<p>Bolt Installation: A documented procedure for bolting, including reference to the latest version of the RCSC <i>Specification for Structural Joints Using High-Strength Bolts</i>, including storage, pre-installation verification, installation, and inspection of fastener assemblies for snug-tightened, pretensioned and slip-critical joint types.</p> <p><u>For erectors seeking the Bridge Erector endorsement, the documented procedure for bolting shall also meet the S4 supplementary requirement for rotational capacity testing as required by ASTM F3125/F3125M.</u></p>	
1.12.5	Documented Procedure for Equipment Maintenance	
1.13	Documented Procedure for Inspection and Testing including:	
	1.13.1 Assignment of QC Inspections and Monitoring	
	1.13.2 In-Process Inspection	
	1.13.3 Final Inspection	
	1.13.4 Inspection Records	
	1.13.5 Inspection Records	
1.14	Documented Procedure for Calibration of Inspection, Measuring and Test Equipment	
1.15	Documented Procedure for Control of Nonconformances including:	
	1.15.1 Nonconformance with Management Systems	
	1.15.2 Nonconforming Work	
1.16	Documented Procedure for Corrective Action	
1.18	Training Records (initial and periodic documented training)	
1.19	Documented Procedure for control and management of Internal Audits	

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- Erectors***



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- (f) Sizes, model names or numbers, and capacity charts for lifting equipment.
- (g) Information regarding the heaviest lift and its radius; the longest radius and its lift weight; and the boom configuration for each at every location of the lifting equipment.
- (h) Indicate critical lifts, if any, and include the critical lift protocol or procedure.
- (i) Requirements for multi-lift rigging.
- (j) Types of slings to be used and, if more than one type, the locations in which they will be used.
- (k) Rigging information for atypical lifts (weight, geometry, center of gravity, etc.) such as slings and hardware, rated lifting beams, beam clamps (including catalog cuts), as applicable to the lift
- (l) Designation of crane paths from position to position, indicating load travel paths, swing restrictions, and personnel exclusion zones.
- (m) Designation of space required for field assembly prior to erection.
- (n) Identification of special fastening sequences and/or methods.
- (o) Identification of special or atypical connections.
- (p) Traffic control notes.



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Standard Section No.	Submittal Requirements for Seismic Erector Endorsement	
	<p>Protected Zone Procedure A documented procedure describing the plan to meet Protected Zone requirements in AISC 341-16 and AISC 358-16.</p>	

5.3.1 **Bolted Joint Procedure**
A documented procedure describing the plan to meet the bolted joint requirements in AISC 341-16, D2.2(d)