

 Office of Structures <i>Guidelines and Procedures</i> <i>Memorandum</i>	INSPECTION
	Number: OOS-GPM-SI-111
	Date: 08-06-2026
Inquiry Inspections	Approval: 

An Inquiry Inspection is an unscheduled inspection to assess a specific question or issue other than damage or flood inspection (i.e. public inquiry about aesthetics or condition).

A Lead Inspector is not required to perform an Inquiry Inspection unless it is apparent that the condition of the structure has changed since the last inspection performed by a Lead Inspector.

An Inquiry Inspection report documenting only those items assessed shall be prepared. The date of the inspection shall be reported in the appropriate category of SIA Item 93.

Depending on the findings of an Inquiry Inspection, the SHA engineer or LA Program Manager may require another type of inspection be performed by a Lead Inspector.

When minor rehabilitations are completed at a bridge, which may result in a change in overall condition ratings, an inspection is required within 3 months to update the relevant NBI data. If a routine inspection is scheduled within 3 months, then the routine inspection will satisfy this requirement; otherwise, an inquiry inspection is required to update the applicable condition ratings. The OOS Structures Remedial Construction Division is responsible for notifying the Structures Inspection Division upon completion of remedial projects which may result in a change in overall condition ratings.