



**STATE OF SOUTH CAROLINA**  
**DEPARTMENT OF EDUCATION**

**MEMORANDUM**

**TO:** District Superintendents  
District Facility Managers

**FROM:** Wayne Stokes  
Director, Office of School Facilities

**DATE:** October 8, 2024

**RE:** School Facilities – Emergency Repairs

Following the impact of Hurricane Helene, we sincerely hope you, your students, and staff are safe, secure, and well. The Office of School Facilities (OSF) is reaching out to assist you and let you know of special provisions for handling emergency repairs in your school facilities due to hurricane damage.

The 2023 *SC School Facilities Planning and Construction Guide* adopts the International Existing Building Code (IEBC). IEBC Section 105.2.1 addresses emergency repairs for existing buildings: “Where equipment replacements and repairs must be performed in an emergency situation, the permit application shall be submitted within the next working business day to the code official.” While IEBC references the “next working business day,” it is understood by OSF that the submission process may require additional days.

When projects indicated as emergency repairs are submitted to OSF, we will place the highest priority on expediting them to ensure school facilities are safe before they are occupied again.

As a reminder, many smaller projects no longer require a submission to OSF. Please review the [Listing of Projects Waived from OSF Plan Review & Approval](#).

Should you have any questions, please reach out to OSF at [wstokes@ed.sc.gov](mailto:wstokes@ed.sc.gov) or [schoolfacilities@ed.sc.gov](mailto:schoolfacilities@ed.sc.gov).