

NATIONAL CERTIFICATION APPLICATION

Instructions:

- 1. Applicant: Fill out Section 1 (PLEASE PRINT), and sign on page 3.
- 2. Have supervisor/administrator verify your work experience and sign on page 3.
- Forward pages 1-4 and evidence of your current certification level to your Provincial Building
 Officials Association office for them to fill out Section 2 on page 4.
- **4.** Mail pages 1-4 of application form and cheque in the amount of \$ 50.00 payable to:

ACBOA 145-10451 Shellbridge Way Richmond BC V6X 2W8

SECTION 1

Applicant Name:					
Address:					
	City		Prov	Postal Code	
Email:				Best Phone: ()	
Employer:					
Employer Address:					
Provincial Association	า:				
Appointed to Enforce Codes and/or standards: ☐ YES ☐ NO					
New or Updated A	pplication	 on?			
-			at is your curr	rent certificate No	
[] New []	Upda		·		
[] New []	Upda	tedIf updated wha	re applying f		
[] New []	Upda	tedIf updated wha	re applying f	for:	

		Confirmed By Prov.
Training Courses Completed	Date Completed	Association
Prerequisite Courses		
□ Province Legal Course		
□ Introduction to Building Codes		
□ Communication Course		
Housing		
□ Building Envelope		
□ Health & Safety		
Part 9		
□ HVAC & Fire		
□ Structural Course		
□ Basic Plan Examination		
Part 3		
□ Large Building Health & Safety		
□ Plan Examination Strategies		
□ Life Safety Systems		
□ Fire Protection		
□ Large Building Classification & Construction		
Work Experience		
Your General Experience as a Building Official		
Approximately how many years have you been appoint	ted to enforce building	codes?
Housing - Inspections and/or Plan Reviews		
Approximately how many years have you been perform	ning Housing Inspection	ons and/or
Plan Reviews?		
Approximately how many Housing Inspections and/or F	Plan Reviews have you	J
performed?		
Part 9 – Inspections and/or Plan Reviews		<u>-</u>
Approximately how many years have you been perform	ning Part 9 Inspections	and/or
Plan Reviews (not including Housing)?		
Approximately how many Part 9 Inspections and/or Pla	an Reviews (not includ	ing
Housing) have you performed?		

Part 3 – Inspections and/or Plan Reviews
Approximately how many years have you been performing Part 3 Inspections and/or
Plan Reviews?
Approximately how many Part 3 Inspections and/or Plan Reviews have you
performed?
AUTHORIZATION TO DISCLOSE PERSONAL INFORMATION
I authorize my provincial building official's association to release personal information as included or this form to ACBOA for the purposes of National Certification, and give permission to ACBOA to utili such information to promote National Certification for professional building officials.
Please answer "Yes" or "No" Yes [] No []
Note: We cannot list your name on the ACBOA website if you don't check "Yes"
AFFIRMATION BY APPLICANT I hereby affirm that the information contained in this application is true and correct. Applicant Signature Date
Applicant dignature
VERIFICATION OF WORK EXPERIENCE BY SUPERVISOR/ADMINISTRATOR – MANDATORY
Supervisor/Administrator Name:
Title:
Organization:
Telephone:
Fax:
Email:
As the Applicant's supervisor/administrator, I hereby confirm that he/she has performed inspections and/or plan reviews as indicated in this application.
Supervisor Signature Date

SECTION 2

PROVINCIAL ASSOCIATION VERIFICATION – MANDATORY

Is the Applicant a Mem	nber in good standing with the Prov	rincial Association?	
Provincial Certification	levels held by the Applicant?		
Have courses been co application?	empleted as indicated by the applica	ant in this	
Confirmed by:			
Title:			
Organization:			
Telephone:			
Fax:			
Email:			
Signature		Date	

Notice to all Applicants:

Please submit copies of your provincial license(s) or certification(s) with this application.

Definitions used in this Application

'Appointed' or 'Appointment'

- ~ The authority to enforce building code(s)
- ~ The authority is granted to an individual by municipalities or other political jurisdictions

Inspection

- ~ A typical 'Housing' project (such as a 2000 square foot house) may require 3 to 6 inspections
- ~ A typical 'Part 9' project may require from 3 to 6 inspections
- ~ A typical 'Part 3' project (such as a 'big box' store) may require from 6 to 10 inspections

Plan Review...or Plan Examination

- ~ A typical 'Housing' project (such as a 2000 square foot house) may require 1 to 3 plan reviews
- ~ A typical 'Part 9' project may require from 1 to 5 plan reviews
- ~ A typical 'Part 3' project (such as a 'big box' store) may require from 1 to 5 plan reviews

Provincial Associations

Alberta	Nova Scotia		
Alberta Building Officials Assoc. ABOA	Nova Scotia Building Officials Assoc. NSBOA		
12010 – 111 Avenue	PO Box 8102 Halifax		
Edmonton AB T5G 0E6	Halifax NS B3K 5L8		
Phone: (403) 320-3837 Fax: (403) 327-6571	Phone: (902) 464-1522 Fax: (902) 484-7838		
www.aboa.ab.ca	www.nsboa.ca director@nsboa.ca		
British Columbia	Ontario		
British Columbia Building Officials Assoc. BOABC	Ontario Building Officials Association OBOA		
Suite 145 – 10451 Shellbridge Way	200 Marycroft Avenue, Unit 8		
Richmond BC V6X 2W8	Woodbridge ON L4L 5X4		
Phone: (604) 270-9516 Fax: (250) 392-2812	Phone: (905) 264-1662 Fax: (905) 264-8696		
www.boabc.org info@boabc.org	www.oboa.on.ca info@oboa.on.ca		
Manitoba	Saskatchewan		
Manitoba Manitoba Building Officials Assoc. MBOA	Saskatchewan Saskatchewan Building Officials Association SBOA		
Manitoba Building Officials Assoc. MBOA	Saskatchewan Building Officials Association SBOA		
Manitoba Building Officials Assoc. MBOA PO Box 2063	Saskatchewan Building Officials Association SBOA PO Box 1671		
Manitoba Building Officials Assoc. MBOA PO Box 2063 Winnipeg MB R3C 3R4	Saskatchewan Building Officials Association SBOA PO Box 1671 Prince Albert SK S6V 5T2		
Manitoba Building Officials Assoc. MBOA PO Box 2063 Winnipeg MB R3C 3R4 Phone: (204) 295-1512 Fax: (204) 897-8094	Saskatchewan Building Officials Association SBOA PO Box 1671 Prince Albert SK S6V 5T2 Phone: (306) 982-3073 Fax (306) 982-4781		
Manitoba Building Officials Assoc. MBOA PO Box 2063 Winnipeg MB R3C 3R4 Phone: (204) 295-1512 Fax: (204) 897-8094 www.mboa.mb.ca info@mboa.mb.ca	Saskatchewan Building Officials Association SBOA PO Box 1671 Prince Albert SK S6V 5T2 Phone: (306) 982-3073 Fax (306) 982-4781 www.sboa.sk.ca info@sboa.sk.ca		
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