

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.
- **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 PO Box 173 Fergus, Ontario N1M 2W8 SECTION

1

	icant Nam	e:				
Addr	ess:					
			City		Prov	Postal Code
Ema	il:					Best Phone: ()
Emp	loyer:					
Emp	loyer Addı	ess:				
Prov	incial Asso	ociatio	n:			
				.,		ES □ NO
New	or Upda	ated A	pplicati	on?		
[]	New	[]	Updated	dIf updated what i	s your curre	nt certificate No.
				•	·	
Plea	se indic	ate le	vel(s) of	certification you a	re applying	for:
			[]	CCBO Housing	[]	Associate Diploma Housing
[]	CRBO		[]	CCBO Part 9	[]	Associate Diploma Part 9
			[]	CCBO Part 3	[]	Associate Diploma Part 3

		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	I	
□ 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		Л
Your General Experience as a Building Official		
Approximately how many years have you been appoin Housing - Inspections and/or Plan Reviews	ted to enforce building	codes?
Approximately how many years have you been perform	ning Housing Inspection	ons and/or
Plan Reviews?		
Approximately how many Housing Inspections and/or l performed?	Plan Reviews have yo	u
Part 9 – Inspections and/or Plan Reviews		
Approximately how many years have you been perform Plan Reviews (not including Housing)?	ning Part 9 Inspections	and/or

Approximately how many Part 9 In: Housing) have you performed?	spections and/or Pla	an Reviews (not i	ncluding	
Part 3 – Inspections and/or Plan	Reviews			
Approximately how many years har Plan Reviews?	ve you been perforr	ning Part 3 Inspe	ections and/or	
Approximately how many Part 3 Insperformed?	spections and/or Pla	an Reviews have	you	
AUTHORIZATION TO DISCLOSE	PERSONAL INFOR	RMATION		
I authorize my provincial building of this form to ACBOA for the purpose such information to promote Nation	s of National Certific	cation, and give p	permission to AC	
Please answer "Yes" or "No"	Yes []	No	[]	
Note: We cannot list your name o	n the ACBOA web	site if you don't	check "Yes"	
I hereby affirm that the information of the community of	contained in this ap	olication is true a Date		
VERIFI	CATION OF WOR	K EXPERIENC	E BY	
SUPERVI	SOR/ADMINISTR	ATOR - MAND	ATORY	
Supervisor/Administrator Name:				
Title:				
Organization:			Teleph	none:
Fax:			Email:	
As the Applicant's supervisor/admir and/or plan reviews as indicated in	•	onfirm that he/she	e has performed	l inspections
Supervisor Signature		Date		

SECTION 2

PROVINCIAL ASSOCIATION VERIFICATION - MANDATORY

Is the Applicant a Me	ember in good standing with the Prov	vincial Association?	
Provincial Certification	on levels held by the Applicant?		
Have courses been of application?	completed as indicated by the applic	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

	T
Alberta	Nova Scotia
Alberta Building Officials Assoc. ABOA	Nova Scotia Building Officials Assoc. NSBOA
12010 – 111 Avenue	127 Chain Lake Drive, Suite 9
Edmonton AB T5G 0E6	Halifax NS B3S 1B3
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	On all at all assessment
Manitoba	Saskatchewan
Manitoba Manitoba Building Officials Assoc. MBOA	Saskatchewan Building Officials Association SBOA
Manitoba Building Officials Assoc. MBOA	Saskatchewan Building Officials Association SBOA
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
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
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