

NBBOA QUALIFICATION & CERTIFICATION

Effective **January 2013**, Building Officials within the NBBOA are required to be qualified and/or certified depending upon the type of building being inspected or plan reviewed.

The qualification and certification requirements for members of the NBBOA are outlined in Table 1 and 2 herein.

These requirements for qualification and certification are consistent with the National Certification Model adopted in 2007 by the Alliance of Canadian Building Officials Association (ACBOA) and the NBBOA.

There are three levels of certification with two designations for each level. The Building Code Qualified Official has the education requirements but not the experience component, whereas the Certified Building Official has the education and experience requirements.

BCQO Level 1 and 2 allows the individual to perform inspections and/or plans review on specific buildings identified in Table 1. NBCBO Level 3 allows the individual to perform inspections and/or plans review on all buildings described in the National Building Code.

Table 1 – Qualification & Certification Requirements

Building Code Qualified Official (BCQO) Level 1	
Prerequisite	Grade 12
Exams (pass mark is 70% or better)	Level 1 - Building Envelope Level 1 - Health and Safety Legal Processes and Responsibilities Communication Skills for Building Officials
Receive Certificate – Right to perform inspections and/or plans review up to two family dwellings.	
NB Certified Building Official (NBCBO) Level 1	
Prerequisite	BCQO 1 Certificate
Requirements	- 2 years experience from date of appointment - 60 inspections and/or plans review

Building Code Qualified Official (BCQO) Level 2	
Prerequisite	BCQO 1 Certificate
Exams (pass mark is 70% or better)	Level II– Structural Level II - HVAC & Fire Part 9 – Plans Examination Barrier Free Design
Receive Certificate – Right to perform inspections and/or plans review on Part 9 buildings not exceeding 600m2 in building area and 3 storeys or less as described in Section 1.3.3.3 of the Building Code.	
NB Certified Building Official (NBCBO) Level 2	
Prerequisite	NBCBO 1 Certificate & BCQO 2 Certificate
Requirements	- 2 years experience - 60 Level 2 inspections and/or plans review
The time frame to document experience starts the date the first Level 2 exam has been passed after having received NBCBO Level 1 certification.	
Building Code Qualified Official (BCQO) Level 3	
Prerequisite	BCQO Level 1 & 2 Certificates
Exams (pass mark is 70% or better)	Level III Classifications & Construction Level III Health & Safety Level III Life Safety Systems Level III Fire Protection Level III Plans Examination
Receive Certificate – Individuals who also have NBCBO Level 2 obtain the right to perform inspections and/or plans review on all buildings described in the National Building Code.	

NB Certified Building Official (NBCBO) Level 3	
Prerequisite	NBCBO Level 2 Certificate & BCQO 3 Certificate
Requirements	<ul style="list-style-type: none"> - 2 years experience under a mentor OR - 5 years experience without a mentor - The years of experience can be gained concurrently while earning BCQO Level 3 Certification - 60 Level 3 inspections and/or plans review
The time frame to document experience in Level 3 inspections and plans examination starts the date the first Level 3 exam has been passed after having received NBCBO Level 2 certification.	
Receive Certificate – Right to perform inspections and/or plans review on all buildings described in the National Building Code.	

NOTE: All designations require the individual to be a NBBOA member in good standing.

Right To Inspect/Plans Review

The right to perform inspections and/or plans review on particular buildings as described in the National Building Code depends on the qualification and certification achieved as defined in Table 1. NBBOA members are required to adhere to this requirement and are bound by the Association’s Code of Ethics.

Table 2 outlines policies regarding ACBOA National Designations when individuals are seeking certification within the NBBOA program.

TABLE 2

1.	An applicant who holds a designation from the ACBOA is eligible for the equivalent NBBOA designation subject to successful completion of the Legal Processes and Responsibilities course outlined in the NBBOA Certification Program.
2.	An applicant who holds a Part 9 or a Part 3 designation from the ACBOA is eligible for the equivalent NBBOA designation subject to successful completion of the Barrier Free Design course outlined in the NBBOA Certification Program.
3.	An applicant who holds a Part 3 designation from the ACBOA, without the Residential or Part 9 designation, is eligible for the equivalent NBBOA designation subject to the completion of Level 1 and 2 outlined in the NBBOA Certification Program.

Table 3 outlines the comparison between the 1995 courses, 2011-2015 courses and the 2016 course and exam curriculum.

TABLE 3

2018 Course Alignment Table				
The purpose of the table is to give members some direction on how the new courses align with Qualification and Certification requirements. Certification requirements will not change. However, with the new block course system an individual will be taking a course to help prepare themselves to write the corresponding ICC exam(s).				
	Course Title	Exam Title	2011-2015 Course Title	1995 Course Titles
Level I	The House	Level I - Building Envelope	The House - Building Envelope	The House
		Level I - Health and Safety	The House - Health and Safety	
	Communication Skills for Building Officials	Communication Skills for Building Officials	Communication Skills	Communication Skills
	Legal Processes and Responsibilities	Legal Processes and Responsibilities	Legal Processes and Responsibilities	Legal Processes and Responsibilities
Level II	Part 9 - Small Buildings	Level II - HVAC and Fire	Part 9 HVAC and Fire Protection	Part 9 Technical Book 2
		Level II - Structural	Part 9 Structural Requirements	Part 9 Technical Book 1
	Part 9 - Plans Examination	Part 9 - Plans Examination	Part 9 Plans Examination	Plans Examination Strategies
	Barrier Free Design	Barrier Free Design	Barrier Free Design	No equivalent
Level III	Part 3 - Large Buildings	Level III - Classifications & Construction	Part 3 Building Classification Fire Safety Provisions	Part 3 Large Buildings
		Level III - Health and Safety	Part 3 Health and Safety Requirements	Part 3 Large Buildings Exits & Egress (Book 2)
		Level III - Life Safety Systems	Part 3 Egress and Exits and Fire Safety Provisions	
	Part 3 - Complex Buildings	Level III - Fire Protection	Part 3 Life Safety Systems	No equivalent
	Part 3 - Plans Examination	Part 3 - Plans Examination	Part 3 Plans Examination Systems	Plans Examination Strategies
Courses that are shaded in green are the New Block Courses that the NBBOA has obtained through ACBOA. These comprehensive block courses will help prepare an individual to effectively write the corresponding ICC exam.				
Exams that are shaded in blue will be ICC exams. These exams are written post course completion on the exam dates provided. The ICC exam will be paid at the time of registration for the exam, separately from the course.				

Courses and certification designations obtained under the 2011 program are still valid. Individuals seeking certification after **January 2016** are required to obtain any of the new (2016) exams and are subject to the new certification requirements.