

NBBOA Course Outlines

Level One Courses

The House (5 days): This course has been designed to enhance the knowledge of existing Code Practitioners and those who wish to improve their competence in the practice of interpretation and implementation of the principles of the National Building Code (NBC) with respect to Houses (Vol. 2 Division B Part 9 buildings). Topics covered in this course include: Basics of Structural Design Requirements; Stairs, Ramps, Handrails and Guards; Fire Protection; Sound Control; Excavation; Dampproofing, Waterproofing and Soil Gas Control; Drainage; Footings and Foundations; Roof Spaces; ICF Walls; Wood Frame Construction, and Heat transfer, Air Leakage, Condensation Control and Energy Efficiency.

Legal Processes and Responsibilities (3 days): This course will instruct and inform the participant in the day-to-day responsibilities and activities of a building official. Topics covered include legal aspects of the *National Building Code*, stop work orders, report writing, issuing of permits, maintaining a library, liabilities, and your responsibilities under the *Community Planning Act*. Resource material for this course will include *Community Planning Act* and Provincial Regulations, *Provincial Offences Procedures Act* and regulations and industry precedent setting legal case studies and decisions.

Communications Skills for Building Officials (3 days): This is a three-day course in which the student learns how people's communication skills are affected by the ways in which they prefer to receive information and make decisions. This information is used to apply communication skills in work settings and how to deal with conflict. It includes the following topics: self-awareness via Myers-Briggs type indicator; flexibility, receiving, empathy, paraphrasing, feedback, clarity, managing conflict, conflict management strategies, and dealing with difficult people.

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Level Two Courses

Part 9 – Small Buildings (5 days): This course has been designed to enhance the knowledge of existing Code Practitioners and those practitioners who wish to improve their competence in the practice of interpretation and implementation of the principles of the National Building Code with respect to the detailed requirements for the construction of small building (Division B Part 9) up to 600m² and 3 three stories in height.

Part 9 – Plans Examination (3 days): This course deals with basic plan examination procedures and skills related to Part 9 Buildings. It includes the following topics: nature of plans examination, reading drawings, specifications, a plans review system, duty of care and liability, and case studies.

Barrier-Free Design (3 days): This course on Barrier Free Design Building Code Regulation 2011-61 is intended to provide the participant with the background and understanding of the design rationale behind these requirements. It is also intended to provide the participant with an overview of the barrier free design required by Regulation 2011-61 and the complexity of implementing these requirements in existing buildings undergoing a change in occupancy classification.

Level Three Courses

Part 3 – Large Buildings (5 days): This five day course has been designed to enhance the knowledge of existing Code Practitioners and those practitioners who wish to improve their competence in the practice of interpretation and implementation of the principles of the National Building Code with respect to classification, occupancy, fire safety, existing and health requirements for Large Buildings (Division B Part 3).

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Part 3 – Complex Buildings (5 days): This five day course has been designed to enhance the knowledge of existing Code Practitioners and those practitioners who wish to improve their competence in the practice of interpretation and implementation of the principles of the National Building Code with respect to Complex (Vol 1. Division B Part 3) buildings.

Part 3 – Plans Examination Strategies (3 days): This course is designed to enable the building official to be more effective in performing their duties. Participants will be exposed to a variety of topics, ideas, concepts, and drawings. By the end of the course the successful participant should be able to:

- Recognize proper and complete plans;
- Identify errors in working drawings using plan examination strategies and problem-solving techniques.

For More Information about certification, Frequently Asked Questions (FAQs) about our courses, our policies and the NBBOA education program - visit www.nbboa.ca and www.acboa.ca