

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 I - Building Envelope Level I- Health & 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 600m ² 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 additional experience as a BCQO 2 - 60 Level 2 inspections and/or plans review
The 2 year time frame starts the date of the first Level 2 inspection and/or plans review after applicant is qualified BCQO Level 2.	
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 subject to the Internship/Mentor program.	

NB Certified Building Official (NBCBO) Level 3	
Prerequisite	NBCBO Level 2 Certificate & BCQO 3 Certificate
Requirements	<ul style="list-style-type: none"> - 2 additional years experience as a BCQO 3 - 60 Level 3 inspections and/or plans review
The 2 year time frame starts the date of the first Level 3 inspection and/or plans review after the applicant is qualified as BCQO Level 3.	
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 curriculums.

TABLE 3

	Course Title	Exam Title	2011-2015 Course Title	1995 Course Titles
Level I	The House Building Envelope	Level I - Building Envelope	The House - Building Envelope	The House
	The House Health and Safety	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 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.

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