

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.

Barrier-Free Design (3 days): This course on Barrier Free Design Building Code Regulation 2021-03 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 2021-03 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). It is strongly advised that individuals not participate in Level 3 courses unless they are either qualified or certified as a level 2 inspector, have several years of experience dealing with small buildings (including fire separations, occupancy/building classifications), or both.

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. It is strongly advised that individuals not participate in Level 3 courses unless they are either qualified or certified as a level 2 inspector, have several years of experience dealing with small buildings (including fire separations, occupancy/building classifications), or both.

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