



## ACBOA NATIONAL CERTIFICATION APPLICATION FORM

### Instructions:

1. Applicant: Fill out Section 1 and sign on page 3 (PLEASE PRINT).
2. Have supervisor verify your work experience and sign on page 3.
3. Forward complete form to your Provincial Building Officials Association office for them to fill out Section 2 on page 4.
4. Mail all 4 pages of application form and cheque in the amount of \$ 50.00 payable to:

**ACBOA**

**P.O. Box 2071**

**Winnipeg, MB R3C 3R7**

### SECTION 1

Applicant Name: \_\_\_\_\_

Address: \_\_\_\_\_

City \_\_\_\_\_ Prov \_\_\_\_\_ Postal Code \_\_\_\_\_

Email: \_\_\_\_\_ Best Phone: (\_\_\_\_) \_\_\_\_\_

Employer: \_\_\_\_\_

Employer Address: \_\_\_\_\_

City \_\_\_\_\_ Prov \_\_\_\_\_ Postal Code \_\_\_\_\_

Provincial Association: \_\_\_\_\_

Appointed to Enforce Codes and/or standards:  YES  NO

### **New or Updated Application?**

[ ] New [ ] Updated ...If updated what is your current certificate No. \_\_\_\_\_

### **Please indicate level(s) of certification you are applying for:**

- |          |                  |                                   |
|----------|------------------|-----------------------------------|
| [ ] CRBO | [ ] CCBO Housing | [ ] Associate Diploma Residential |
|          | [ ] CCBO Part 9  | [ ] Associate Diploma Part 9      |
|          | [ ] CCBO Part 3  | [ ] Associate Diploma Part 3      |

<b>Training Courses Completed</b>	<b>Date Completed</b>	<b>Confirmed By Prov. Association</b>
<b>Prerequisite Courses</b>		
<input type="checkbox"/> Province Legal Course		
<input type="checkbox"/> Introduction to Building Codes		
<input type="checkbox"/> Communication Course		
<b>Part 9 Housing</b>		
<input type="checkbox"/> Building Envelope		
<input type="checkbox"/> Health & Safety		
<b>The Rest of Part 9</b>		
<input type="checkbox"/> HVAC & Fire		
<input type="checkbox"/> Structural Course		
<input type="checkbox"/> Basic Plan Examination		
<b>Part 3</b>		
<input type="checkbox"/> Large Building Health & Safety		
<input type="checkbox"/> Plan Examination Strategies		
<input type="checkbox"/> Life Safety Systems		
<input type="checkbox"/> Fire Protection		
<input type="checkbox"/> Large Building Classification & Construction		

<b>Work Experience</b>	
<b>Your General Experience as a Building Official</b>	
Approximately how many years have you been appointed to enforce building codes?	
<b>Part 9 Housing - Inspections and/or Plan Reviews</b>	
Approximately how many years have you been performing Part 9 Housing Inspections and/or Plan Reviews?	
Approximately how many Part 9 Housing Inspections and/or Plan Reviews have you performed?	
<b>The Rest of Part 9 – Inspections and/or Plan Reviews</b>	
Approximately how many years have you been performing Part 9 Inspections and/or Plan Reviews (not including Housing)?	
Approximately how many Part 9 Inspections and/or Plan Reviews (not including Housing) have you performed?	



## SECTION 2

### PROVINCIAL ASSOCIATION VERIFICATION - MANDATORY

Is the Applicant a Member in good standing with the Provincial Association?	
Provincial Certification levels held by the Applicant?	
Have courses been completed as indicated by the applicant in this application?	

Confirmed by: \_\_\_\_\_  
Title: \_\_\_\_\_  
Organization: \_\_\_\_\_  
Telephone: \_\_\_\_\_  
Fax: \_\_\_\_\_  
Email: \_\_\_\_\_

\_\_\_\_\_  
Signature Date \_\_\_\_\_

## Definitions use 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 Part 9 'Housing' project (such as a 2000 square foot house) may require 4 to 6 inspections
- ~ A typical Part 9 'Rest of Part 9' project may require from 4 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 Part 9 'Housing' project (such as a 2000 square foot house) may require 1 to 3 plan reviews
- ~ A typical Part 9 'Rest of 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 2 to 5 plan reviews

## Provincial Associations

<p><b>Alberta</b>            Alberta Building Officials Assoc.            City Centre RPO, PO Box 27058            Red Deer AB T4N 6X8            Phone: (403) 320-3837 Fax: (403) 327-6571            Website: <a href="http://www.aboa.ab.ca">www.aboa.ab.ca</a></p>	<p><b>Nova Scotia</b>            Nova Scotia Building Officials Assoc.            PO Box 50017            Dartmouth NS B2Y 4S2            Phone: (902) 464-1522 Fax: (902) 484-7838            Website: <a href="http://www.nsboa.ca">www.nsboa.ca</a></p>
<p><b>British Columbia</b>            British Columbia Building Officials Assoc.            #205-3740 Chatham Street            Richmond BC V7E 2Z3            Phone: (250) 392-3351 Fax: (250) 392-2812            Website: <a href="http://www.boabc.org">www.boabc.org</a></p>	<p><b>Ontario</b>            Ontario Building Officials Association            200 Marycroft Avenue, Unit 8            Woodbridge ON L4L 5X4            Phone: (905) 264-1662 Fax: (905) 264-8696            Website: <a href="http://www.oboa.on.ca">www.oboa.on.ca</a></p>
<p><b>Manitoba</b>            Manitoba Building Officials Assoc.            PO Box 2063            Winnipeg MB R3C 3R4            Phone: (204) 832-1512 Fax: (204) 897-8094            Website: <a href="http://www.mboa.mb.ca">www.mboa.mb.ca</a></p>	<p><b>Saskatchewan</b>            Saskatchewan Building Officials Association Inc.            PO Box 1671            Prince Albert SK S6V 5T2            Phone: (306) 982-3073 Fax (306) 982-4781            Website: <a href="http://www.sboa.sk.ca">www.sboa.sk.ca</a></p>
<p><b>New Brunswick</b>            New Brunswick Building Officials Assoc.            PO Box 3193, Station B            Fredericton NB E3A 5G9            Website: <a href="http://www.nbboa.ca">www.nbboa.ca</a></p>	<p><b>ACBOA Inquiries</b>            P.O. Box 2071            Winnipeg MB R3C 3R7            Phone: (204) 832-1512 Fax: (204) 897-8094            Website: <a href="http://www.acboa.ca">www.acboa.ca</a>            Email: <a href="mailto:Whirlwind@shaw.ca">Whirlwind@shaw.ca</a></p>