



boabc

Serving the Province of British Columbia for over 50 years

TITLE:	CERTIFICATION ELIGIBILITY	1.1
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DATE APPROVED: January 2010

SIGNED: Frankie Victor, Secretary

DATE REVISED: September 17, 2016

DATE REVISED: January 2018

DATE REVISED: September 2018

DATE REVISED: February 9, 2021

POLICY:

1. To be eligible for certification as a building or plumbing official an individual must:
 - a. be a Regular or Associate One Member of the Association;
 - b. pass the applicable Association exams; and
 - c. meet the experience requirements established in this policy.
2. Once certified, building and plumbing officials must maintain their certification(s) in accordance with Association bylaws and policies.
3. Applicants for certification must meet the following work experience requirements:
 - a. An applicant for Level 1 Building Official certification must have at least two years of experience working as a building official for a local authority in the three years immediately preceding the date of their application.
 - b. An applicant for Level 2 Building Official certification must have at least three years of experience working as a building official for a local authority in the five years immediately preceding the date of their application.
 - c. An applicant for Level 3 Building Official certification must have at least four years of experience working as a building official for a local authority in the six years immediately preceding the date of their application.
 - d. An applicant for Level 1 Plumbing Official certification must have at least two years of experience working as a plumbing official for a local authority in the three years immediately preceding the date of their application.
 - e. An applicant for Level 2 Plumbing Official certification must have at least four years of experience working as a plumbing official for a local authority in the six years immediately preceding the date of their application.

4. The Registrar may recognize experience gained outside the time periods specified in section 3 if an applicant demonstrates exceptional personal circumstances (i.e. medial or parental leave).
 - a. An applicant must submit a request consideration of personal circumstances to the Registrar in writing.
 - b. An applicant must provide any information (e.g. physician or employer letter) that is requested by the Registrar to consider a request made under 5(a).
5. The Registrar may consider work experience that an applicant has as a building official in another Canadian jurisdiction when determining whether an applicant meets experience requirements in section 3.
 - a. An applicant must provide any information that is requested by the Registrar to substantiate and assess an applicant's extra-provincial building official experience.

POLICY OBJECTIVE:

To facilitate the desire of members to have the opportunity to obtain recognition for work experience and code knowledge for Regular and Associate One (1) members, through certification and the use of title.

POLICY JUSTIFICATION:

Members of the Association, employers and the public require knowledge of the level of achievement of the holder of a BOABC Certificate.