

APPLICATION for NATIONAL CERTIFICATION

Applicant Name:				
Address:				
	City	Prov	Postal Code	
Email:			Phone: ()	
Current Employer:				
Employer Address:				
Provincial Association	:			
Currently Appointed to	Enforce Codes and/or standard	ds: □ YES	□ NO	
Please indicate cat	egory(ies) of certification ye	ou are apply	ing for:	
	[] CRBO – H (Housing)*	[]	Associate Housing	
[] CRBO	[] CRBO – 9 (Part 9)*	[]	Associate Part 9	
	[] CRBO – 3 (Part 3)*	[]	Associate Part 3	
Eff. May 15, 2024, the abo	ve * designations replace CCBO. Previo	ously bestowed C	CBO designations will remain as CCBO.	
PROVINCIAL ASSOCIATION VERIFICATION (to be completed by Provincial Association) Is the Applicant a Member in good standing with the Provincial Association?				
	on level(s), designation(s), or lice	Т		
Confirmed by:				
Title:				
Organization:				
Telephone:				
Email:			·	
Cianatura of Authorita	ed Agent of Organization	- Data		
Signature of Authorize	a Aueni oi Organization	Date		

WORK EXPERIENCE: Your Experience as a Building Official How many years have you been appointed to enforce building codes? Housing - Inspections and/or Plan Reviews: How many years have you been appointed to perform Housing Inspections and/or Plan Reviews? How many Housing Inspections and/or Plan Reviews have you performed while appointed? Part 9 – Inspections and/or Plan Reviews: How many years have you been appointed to perform Part 9 Inspections and/or Plan Reviews (not including Housing)? How many Part 9 Inspections and/or Plan Reviews (not including Housing) have you performed while appointed? Part 3 – Inspections and/or Plan Reviews: How many years have you been appointed to perform Part 3 Inspections and/or Plan Reviews? How many Part 3 Inspections and/or Plan Reviews have you performed while appointed? AFFIRMATION BY APPLICANT I hereby affirm that the information contained in this application is true and correct. Applicant Signature Date **VERIFICATION OF WORK EXPERIENCE:** (to be completed by Employer) Business / Organization Name: _____ Employer's Name: Employer's Title: _____ Telephone: _____ Email: As the Applicant's employer, I hereby confirm that the applicant has been appointed to enforce building codes, and performed inspections and/or plan reviews as indicated in this application. **Employer Signature** Date

REQUIREMENTS FOR CERTIFICATION

HOUSING - REQUIREMENTS FOR CERTIFICATION:

	Associate	Canadian Registered Building Official – Housing (CRBO – H)
Member of (ACBOA Member) Provincial Association	✓	✓
Building Code Qualified (or equivalent) level attained	✓	✓
from Provincial Association or licensing body		
Appointment for 2 years enforcing Building Codes at		✓
the Housing level		
Verification from Employer of your completion of a		✓
minimum 60 (sixty) Housing plan reviews and/or		
inspections, as per definition (Page 3).		

PART 9 - REQUIREMENTS FOR CERTIFICATION:

	Associate	Canadian Registered Building Official – Part 9 (CRBO – 9)
Member of (ACBOA Member) Provincial Association	✓	✓
Building Code Qualified (or equivalent) level attained from Provincial Association or licensing body	✓	✓
Appointment for 3 years enforcing Building Codes at the Part 9 level.		✓
Verification from Employer of your completion of a minimum 60 (sixty) Part 9 plan reviews and/or inspections, as per definition.		√

PART 3 - REQUIREMENTS FOR CERTIFICATION:

	Associate	Canadian Registered Building Official Part 3 (CRBO – 3)
Member of (ACBOA Member) Provincial Association	✓	✓
Building Code Qualified (or equivalent) level attained	✓	✓
from Provincial Association or licensing body		
Appointment for 5 years enforcing Building Codes at		✓
the Part 3 level.		
Verification from Employer of your completion of a		✓
minimum 60 (sixty) Part 3 plan reviews and/or		
inspections, as per definition.		

CANADIAN REGISTERED BUILDING OFFICIAL - REQUIREMENTS FOR CERTIFICATION:

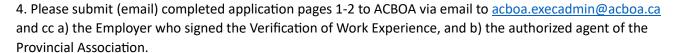
Canadian Registered Building Official Housing (CRBO – H)	✓
Canadian Registered Building Official Part 9 (CRBO – 9)	✓
Canadian Registered Building Official Part 3 (CRBO – 3)	✓

IMPORTANT INFORMATION FOR APPLICANTS

- 1. Please confirm you meet the minimum requirements for the level of certification you are applying for. See page 3 for requirements / criteria.
- 2. Please forward your application and evidence of your current certification level to your Provincial Building Officials Association office for them to complete the PROVINCIAL ASSOCIATION VERIFICATION section on page 1.

Contact information may be obtained for (ACBOA Member) Provincial Associations from the ACBOA website or the QR code:





CHECKLIST:

- ✓ Cc Employer
- ✓ Cc Provincial Association
- √ Verification of Work Experience
- ✓ Verification by Provincial Association
- ✓ Copies of your provincial license(s) or certification(s)
- √ Payment of \$ 100.00 to ACBOA.

Payment may be made by e-transfer (to payments@acboa.ca) or EFT.

Definitions used in this Application

Appointed or Appointment

- The authority to enforce building code(s) has been granted by a municipality or other jurisdiction to
 enforce building codes, and to perform inspections and conduct plan reviews within their area(s) of
 specialty
- The authority is granted to an individual by municipalities or other political jurisdictions

Inspection

- A typical 'Housing' project (such as a 2000 square foot house) may require 3 to 6 inspections
- A typical 'Part 9' project may require from 3 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 'Housing' project (such as a 2000 square foot house) may require 1 to 3 plan reviews
- A typical '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 1 to 5 plan reviews