

BRITISH COLUMBIA BUILDING CODE 2024

SCHEDULE A

Forming Part of Sentence 2.2.7.2.(1), Division C of the
British Columbia Building Code

Building Permit Number
(for authority having jurisdiction's use)

CONFIRMATION OF COMMITMENT BY OWNER AND COORDINATING REGISTERED PROFESSIONAL

- Notes: (i) This letter must be submitted before issuance of a *building* permit.
(ii) This letter is endorsed by: Architectural Institute of BC, Association of Professional Engineers and Geoscientists of the Province of BC, Building Officials' Association of BC, and Union of BC Municipalities.
(iii) In this letter the words in italics have the same meaning as in the British Columbia Building Code.

Re: Design and *Field Review* of Construction
by a *Coordinating Registered Professional*

To: The *authority having jurisdiction*

Name of Jurisdiction (Print)

Re: _____

Name of Project (Print)

Address of Project (Print)

(Professional's Seal and Signature)

Date

The undersigned has retained _____ as a *coordinating registered professional* to coordinate the design work and *field reviews* of the *registered professionals of record* required¹ for this project. The *coordinating registered professional* shall coordinate the design work and *field reviews* of the *registered professionals of record* required for the project in order to ascertain that the design will substantially comply with the British Columbia Building Code and other applicable enactments respecting safety and that the construction of the project will substantially comply with the British Columbia Building Code and other applicable enactments respecting safety, not including the construction safety aspects.

"*field reviews*" are defined in the British Columbia Building Code to mean those reviews of the work

- (a) at a project site of a development to which a *building* permit relates, and
- (b) where applicable, at fabrication locations where *building* components are fabricated for use at the project site

that a *registered professional of record* in his or her professional discretion considers necessary to ascertain whether the work substantially complies in all material respects with the plans and supporting documents prepared by the *registered professional of record* for which the *building* permit is issued.

The *owner* and the *coordinating registered professional* have read Subsection 2.2.7., Division C of the British Columbia Building Code. The *owner* and the *coordinating registered professional* each acknowledge their responsibility to notify the addressee of this letter of the date the *coordinating registered professional* ceases to be retained or, if that is not possible, then as soon as possible. The *coordinating registered professional* acknowledges the responsibility to notify the addressee of this letter of the date a *registered professional of record* ceases to be retained before the date the *registered professional of record* ceases to be retained or, if that is not possible, then as soon as possible.

¹It is the responsibility of the *coordinating registered professional* to ascertain which *registered professionals of record* are required, and to initial each Schedule B.

