

Exams/Training

1. What resources are available for people who want to write the building official qualification exams?

The Building Officials' Association of BC provides resources on their website to help individuals prepare to write the exams for the regular Building Official Qualification levels, as well as the Building Official In-Training classes. Please visit www.boabc.org for more information.

2. Is the training exam the same for every level?

One of the prerequisites for an individual to enter the Building Official In-Training classes is passing the trainee qualification exam, which is available online and is an open-book exam. The trainee exam is the same for all the Building Official In-Training classes, and your current qualification will determine your trainee class level.

Time Limits for Trainee Classes

3. Is there a time limit for how long an individual can be registered in a training class?

Each trainee class has a specific time limit for registration:

Building Level 1 – In Training: 12 months

Building Level 2 – In Training: 18 months

Building Level 3 – In Training: 24 months

4. How many times can an individual register in a particular training class?

An individual can register in a particular trainee class a maximum of two times.

Trainee Reporting Requirements

5. How will the Building Officials' Association of BC monitor a trainees' progress while they are in the trainee class?

The trainee and their employer are required to develop a joint training plan that considers how the trainee will acquire skills and experience and prepare for the corresponding regular level exams. This training plan must be submitted to the registrar. The plan is also an opportunity for the trainee and employer to consider how the employer will support the trainee and what educational opportunities, supervision and mentorship, and peer support can be made available.

The trainee and their employer will also make regular progress reports to the registrar to confirm that they are on track.

For more information about the trainee classes, including a model training plan and progress report, please visit www.boabc.org.

Professional Reliance Class

6. *Is there a “professional reliance” class that allows building officials to accept letters of assurance for decisions that are otherwise outside their scope of practice?*

Working is ongoing to operationalize the professional reliance classes that were previously communicated, and we expect that they will be made available at a later date.

In the meantime, if an individual was hoping to enter a professional reliance class, Building Level 2 officials and Plumbing Level 1 officials can qualify for and enter the Building Level 3 – in Training and Plumbing Level 2 – in Training classes respectively. These classes are eligible to make building or plumbing compliance decisions that include accepting or relying upon letters of assurance the way a Building Level 2 – Professional Reliance official or a Plumbing Level 1 – Professional Reliance official could.

Administrative Penalties

7. *Are there penalties to the local authorities or individuals who perform work that they are not qualified to do?*

A penalty can be either administrative or monetary and can be imposed by the registrar of qualified building officials on building officials or their local authority employer for contraventions of section 10 (2) or (3) [local authority building decisions], or subsection 23 (2) of the *Building Act*. The registrar will investigate whether a penalty should be issued if the registrar receives a complaint about a building official or local authorities' actions. For a detailed explanation of the administrative penalties scheme please refer to Part B2 of the Building Act Guide which can be found on the [Building and Safety Standards Branch website](#).

Scope of Work

8. *How can I determine what work fits into my scope of practice as a qualified building official?*

The Building and Safety Standards Branch published a guide to the Building Act to help building officials understand the building official qualification requirements, including the various scopes of practice. To view this guide, please visit the [Building and Safety Standards Branch website](#). If you have a specific question you are unable to answer after reviewing this guide, please contact the Building Officials' Association of BC for more information about your scope of practice.