

## National Building Code – 2023 Alberta Edition Schedule B

### ASSURANCE OF PROFESSIONAL DESIGN INVOLVEMENT AND COMMITMENT FOR *FIELD REVIEWS* BY THE *REGISTERED PROFESSIONAL OF RECORD*

Notes:

1. Italicized words contained in this schedule have the same meanings as defined in the National Building Code – 2023 Alberta Edition (NBC(AE)).
2. This schedule shall be submitted by each *registered professional of record* to the *coordinating registered professional* before the application for a *building permit* is submitted.
3. This schedule is endorsed by the Alberta Association of Architects and the Association of Professional Engineers and Geoscientists of Alberta. Both associations have a user guide available on their website that provides information on the use of this schedule.

To: the *coordinating registered professional*

\_\_\_\_\_  
Name of *coordinating registered professional* (print)

Re:

\_\_\_\_\_  
Name of *project* (print)

\_\_\_\_\_  
Address or legal survey description of *project* (print)

The undersigned *registered professional of record* hereby gives assurance that

- (a) the design of the  
(Instructions: Mark only the component(s) listed below that the undersigned *registered professional of record* is responsible for)
- architectural/licensed interior design
  - structural
  - mechanical
  - electrical
  - geotechnical
- components of the *project* described on the drawings and specifications prepared by the undersigned *registered professional of record* in support of the application for a *building permit*, substantially complies with the NBC(AE) and the Safety Codes Act (SCA);
- (b) they shall conduct or coordinate *field reviews* during construction of the above referenced components to verify the final design of the components (including approved changes), as constructed, substantially complies with the NBC(AE) and SCA;
- (c) they shall notify the *coordinating registered professional* should they or the undersigned *professional permit holder* (if applicable) cease to be retained at any time during the *project*. Notification shall be given before the

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- date the *registered professional of record* or the *professional permit holder* (if applicable) ceases to be retained; if that is not possible, then as soon as possible; and
- (d) they are a *registered professional* as defined in the NBC(AE) and licensed with a sufficient scope of practice in accordance with the Architects Act or the Engineering and Geoscience Professions Act. (See Note A-1.4.1.2.(1) of Division A of the NBC(AE).)

The design and *field reviews* delegated to other *registered professionals* are described in the drawings and specifications prepared by the undersigned *registered professional of record* and the following Schedules C-3 shall be provided after substantial completion of the *project*. The undersigned *registered professional of record* shall confirm, through documentation, that *registered professionals* and the *professional permit holder* each *registered professional* is appointed by (if applicable) that have been delegated design and *field reviews* are competent to perform their responsibilities. The undersigned *registered professional of record* will review or coordinate the review of all applicable shop drawings.

Schedules C-3 required:

The *constructor* is responsible under the SCA to ensure that the *work* complies with the drawings and specifications.

The undersigned *professional permit holder* shall notify the *coordinating registered professional* should they or the undersigned *registered professional of record* cease to be retained at any time during the *project*. Notification shall be given before the date the *professional permit holder* or *registered professional of record* ceases to be retained; if that is not possible, then as soon as possible.

\_\_\_\_\_  
*Building Permit Number*  
(for Authority Having Jurisdiction)

\_\_\_\_\_  
*Project Reference / Components*  
(for Registered Professional of Record)

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**Professional Permit Holder** (if applicable)

\_\_\_\_\_  
*Professional permit holder's phone number*

\_\_\_\_\_  
*Professional permit holder's e-mail (print)*

\_\_\_\_\_  
*Professional permit holder's validation*

**Registered Professional of Record**

\_\_\_\_\_  
*Registered professional of record's legal name (print)*

\_\_\_\_\_  
*Registered professional of record's address (print)*

\_\_\_\_\_  
*Registered professional of record's phone number*

\_\_\_\_\_  
*Registered professional of record's e-mail (print)*

\_\_\_\_\_  
*Registered professional of record's authentication*