

Nova Scotia Building Code Regulation

Schedule "A"
Letters of Undertaking

April 1, 2017



April 1, 2017

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Schedule "A"
Letter of Undertaking
Confirmation of Commitment by Owner
to the Municipal Authority Having Jurisdiction
Field Review of Construction

Preamble

Whereas the *Building Code Act*, R.S.N.S. 1989, Chapter 46, hereinafter referred to as the "Act" applies to the *construction or demolition of a building*;

And Whereas the Minister of Municipal Affairs has by regulation adopted the *National Building Code of Canada* and the *National Energy Code of Canada for Buildings*, with amendments as the *Nova Scotia Building Code*, requiring compliance with the *Nova Scotia Building Code* in the *construction or demolition of buildings*;

And Whereas *architects, interior designers, and professional engineers* are required by their respective statutes, regulations, and bylaws, to ensure the general public of competent standards and ethical conduct in the design of *buildings*;

And Whereas Part 2 of the *Nova Scotia Building Code* requires professionals to design *buildings* in conformance with the minimum standards of the *Nova Scotia Building Code* with sufficient drawings and documents to show how these standards have been met;

And Whereas Part 2 of the regulations made pursuant to the Act, requires that these *buildings* be reviewed at intervals appropriate to the stage of *construction* to determine general compliance with the design drawings accepted by the *authority having jurisdiction* and all revisions thereto;

To:

Authority Having Jurisdiction

Date

Address

Dear

Authority Having Jurisdiction

Re:

Address of Project

Name of Project

Legal Description of Project

I (the owner) submit this Letter of Undertaking to the authority having jurisdiction along with a completed application for a *building* permit.

April 1, 2017

The undersigned has appointed an *architect(s), professional engineer(s), interior designer(s), or designer(s), or prime consultant(s)* to undertake, as required in Articles 2.1.1.5. and 2.1.1.6. of the regulations, the *Field Review of Construction* and I have attached to this Letter of Undertaking

(check appropriate boxes)

- Field Review of Construction Commitment Certificates completed by me or the prime consultant appointed by me to coordinate the *Field Review of Construction*.

- Field Review of Construction Commitment Certificates (identified below) completed by individual designers appointed by me to perform the *Field Review of Construction* for the applicable discipline(s).

- shall forward Field Review of Construction Commitment Certificates for those not yet appointed.

(Initial the disciplines that apply to this project. All disciplines will not necessarily be employed on every project)

- Building Design Interior Design Structural Plumbing
- Mechanical Electrical Geotechnical Fire Suppression System
- Resource Conservation – Energy

I shall notify the *authority having jurisdiction* if the *architect, interior designer, or professional engineer*, named in the attached “Review of Construction Commitment Certificate(s)” ceases, for whatever reason, to provide the *Field Review of Construction* for this *building* and shall appoint another *architect, interior designer, or professional engineer* immediately so that the *Field Review of Construction* will continue uninterrupted.

This notice and the necessary Field Review of Construction Commitment Certificates shall be forwarded to the *authority having jurisdiction* as soon as practical, but not later than 72 hours after the change in an individual responsible occurs, if the contract for *Field Review of Construction* is terminated at any time during *construction*.

Signature of Owner Date

Print name

Address Postal Code

Phone Fax E-mail

Schedule "A-1"
Field Review of Construction
Commitment Certificate
Prime Consultant

Preamble

Whereas the *Building Code Act*, R.S.N.S. 1989, Chapter 46, hereinafter referred to as the "Act" applies to the *construction or demolition of a building*;

And Whereas the Minister of Municipal Affairs has by regulation adopted the *National Building Code of Canada* and the *National Energy Code of Canada for Buildings*, with amendments as the *Nova Scotia Building Code*, requiring compliance with the *Nova Scotia Building Code* in the *construction or demolition of buildings*;

And Whereas *architects, interior designers, and professional engineers* are required by their respective statutes, regulations, and bylaws, to ensure the general public of competent standards and ethical conduct in the design of *buildings*;

And Whereas Part 2 of the *Nova Scotia Building Code* requires professionals to design *buildings* in conformance with the minimum standards of the *Nova Scotia Building Code* with sufficient drawings and documents to show how these standards have been met;

And Whereas Part 2 of the regulations made pursuant to the Act, requires that these *buildings* be reviewed at intervals appropriate to the stage of *construction* to determine general compliance with the design drawings accepted by the *authority having jurisdiction* and all revisions thereto;

To:

Authority Having Jurisdiction

Date

Address

Dear

Authority Having Jurisdiction

Re:

Address of Project

Name of Project

Legal Description of Project

This is to advise that I am the *architect, interior designer, professional engineer* or designer appointed by the *owner* as prime consultant to coordinate the *Field Review of Construction* for the above-referenced project.

April 1, 2017

I hereby certify as prime consultant for this project that I will coordinate the *Field Review of Construction* for the following disciplines which I have checked and initialed.

(Initial the disciplines that apply to this project. All disciplines will not necessarily be employed on every project)

- Building Design Interior Design Structural Plumbing
 Mechanical Electrical Geotechnical Fire Suppression System
 Resource Conservation – Energy

I attach for your review the Field Review of Construction Commitment Certificates for each above marked and initialed discipline completed by an appropriate professional for each discipline, or shall forward the Field Review of Construction Commitment Certificate for those not yet appointed.

I, and professionals who have completed the various Field Review of Construction Inspection Commitment Certificates, will perform the *Field Review of Construction*.

I also certify that

- 1) I will coordinate the review of shop drawings;
- 2) I will coordinate the review of changes to the design documents; and
- 3) I will complete or have completed by the appropriate professional the Certification of Field Review of Construction and return it to the *authority having jurisdiction* prior to the issuance of the occupancy permit.

Please be advised that I may delegate some or all of my duties associated with the coordination of the *Field Review of Construction* to another person employed by me or my firm where it is consistent with prudent professional practice to do so. The functions will however be performed under my supervision in accordance with the *Engineering Profession Act*, the *Interior Designers Act*, or the *Architects Act*.

The undersigned shall notify the *authority having jurisdiction*, in writing as soon as practical, but not later than 72 hours after the event, if the contract for *Field Review of Construction* is terminated at any time during *construction*.

Print Name

Signature

Initials Sample

Print Name of Firm or Company

Print Address

Print Municipality

Postal Code

Telephone

Fax

E-mail

If a design professional

affix below the seal of the licensed *Architect*, *Interior Designer*, or *Professional Engineer* or in accordance with provincial legislation

If not a design professional this document must be signed by the person appointed as the Prime Consultant.

Schedule "A-2"
Field Review of Construction
Commitment Certificate
Building Design Requirements

Preamble

Whereas the *Building Code Act*, R.S.N.S. 1989, Chapter 46, hereinafter referred to as the "Act" applies to the construction or demolition of a building;

And Whereas the Minister of Municipal Affairs has by regulation adopted the *National Building Code of Canada* and the *National Energy Code of Canada for Buildings*, with amendments as the *Nova Scotia Building Code*, requiring compliance with the *Nova Scotia Building Code* in the *construction or demolition of buildings*;

And Whereas *architects*, and *professional engineers* are required by their respective statutes, regulations, and bylaws, to ensure the general public of competent standards and ethical conduct in the design of *buildings*;

And Whereas Part 2 of the *Nova Scotia Building Code* requires professionals to design in conformance with the minimum standards of the *Nova Scotia Building Code* with sufficient drawings and documents to show how these standards have been met;

And Whereas Part 2 of the regulations made pursuant to the Act, requires that these *buildings* be reviewed at intervals appropriate to the stage of *construction* to determine general compliance with the design drawings accepted by the *authority having jurisdiction* and all revisions thereto;

To:

Authority Having Jurisdiction

Date

Address

Dear

Authority Having Jurisdiction

Re:

Address of Project

Name of Project

Legal Description of Project

This is to advise that I am the *architect*, or *professional engineer* appointed by the *owner* or prime consultant to perform the *Field Review of Construction* for the *Building DESIGN* aspects of the project, which are within Parts 3 and 5 of the *Building Code* and Part 3 of the *National Energy Code of Canada for Buildings*, and as shown in design documents submitted to the *authority having jurisdiction* but do not include areas of *work* referred to in certificates A-3 to A-10 inclusive.

April 1, 2017

I hereby certify for the Building Design Requirements that

- 1) I will review the shop drawings relevant to this certificate to determine general compliance with the design documents, however, the party producing the shop drawings remains responsible for the design expressed therein;
- 2) I will coordinate the review of changes to the design documents relevant to this certificate to ensure that the changes conform to the Code; and
- 3) I will complete the Certification of Field Review of Construction and return it to the authority having jurisdiction prior to requesting the occupancy permit.

Please be advised that I may delegate some or all of my duties associated with the coordination of the *Field Review of Construction* to another person employed by me or my firm where it is consistent with prudent professional practice to do so. The functions will however be performed under my supervision in accordance with the *Architects Act* or *Engineering Profession Act*.

The undersigned shall notify the *authority having jurisdiction*, in writing as soon as practical, but not later than 72 hours after the event, if the contract for *Field Review of Construction* is terminated at any time during *construction*.

Print Name

Signature

Initials

Print Name of Firm or Company

Print Address

Print Municipality

Postal Code

Telephone

Fax

E-mail

Affix below the seal of the *Architect* or licensed *Professional Engineer* in accordance with provincial legislation.

Schedule "A-3"
Field Review of Construction
Commitment Certificate
Structural Design Requirements

Preamble

Whereas the *Building Code Act*, R.S.N.S. 1989, Chapter 46, hereinafter referred to as the "Act" applies to the *construction or demolition of a building*;

And Whereas the Minister of Municipal Affairs has by regulation adopted the *National Building Code of Canada* and the *National Energy Code of Canada for Buildings*, with amendments as the *Nova Scotia Building Code*, requiring compliance with the *Nova Scotia Building Code* in the *construction or demolition of buildings*;

And Whereas *architects*, and *professional engineers* are required by their respective statutes, regulations, and bylaws, to ensure the general public of competent standards and ethical conduct in the design of *buildings*;

And Whereas Part 2 of the *Nova Scotia Building Code* requires professionals to design *buildings* in conformance with the minimum standards of the *Nova Scotia Building Code* with sufficient drawings and documents to show how these standards have been met;

And Whereas Part 2 of the regulations made pursuant to the Act, requires that these *buildings* be reviewed at intervals appropriate to the stage of *construction* to determine general compliance with the design drawings accepted by the *authority having jurisdiction* and all revisions thereto;

To:

Authority Having Jurisdiction	Date
Address	

Dear

Authority Having Jurisdiction

Re:

Address of Project
Name of Project
Legal Description of Project

This is to advise that I am the *professional engineer* appointed by the *owner* or prime consultant to perform the *Field Review of Construction* for the **STRUCTURAL DESIGN** requirements.

I hereby certify for the Structural Design Requirements that

- 1) I will review the structural shop drawings to determine general compliance with the design documents, however, the party producing the shop drawings remains responsible for the design expressed therein;
- 2) I will coordinate the review of changes to the structural design drawings to determine that the changes conform to the *Code*; and
- 3) I will complete the Certification of Field Review of Construction and return it to the *authority having jurisdiction* prior to the issuance of the occupancy permit.

Please be advised that I may delegate some or all of my duties associated with the Field Review of Construction to another person employed by me or my firm where it is consistent with prudent professional practice to do so. The functions will however be performed under my supervision in accordance with the *Engineering Profession Act*.

The undersigned shall notify the authority having jurisdiction, in writing as soon as practical, but not later than 72 hours after the event, if the contract for Field Review of Construction is terminated at any time during construction.

Print Name

Signature

Initials

Print Name of Firm or Company

Print Address

Print Municipality

Postal Code

Telephone

Fax

E-mail

Affix below the seal of the licensed
Professional Engineer in accordance with
provincial legislation.

Schedule "A-4"
Field Review of Construction
Inspection Commitment Certificate
Mechanical Design Requirements

Preamble

Whereas the *Building Code Act*, R.S.N.S. 1989, Chapter 46, hereinafter referred to as the "Act" applies to the *construction or demolition of a building*;

And Whereas the Minister of Municipal Affairs has by regulation adopted the *National Building Code of Canada* and the *National Energy Code of Canada for Buildings*, with amendments as the *Nova Scotia Building Code*, requiring compliance with the *Nova Scotia Building Code* in the *construction or demolition of buildings*;

And Whereas *architects* and *professional engineers* are required by their respective statutes, regulations, and bylaws, to ensure the general public of competent standards and ethical conduct in the design of *buildings*;

And Whereas Part 2 of the *Nova Scotia Building Code* requires professionals to design *buildings* in conformance with the minimum standards of the *Nova Scotia Building Code* with sufficient drawings and documents to show how these standards have been met;

And Whereas Part 2 of the regulations made pursuant to the Act, requires that these *buildings* be reviewed at intervals appropriate to the stage of *construction* to determine general compliance with the design drawings accepted by the *authority having jurisdiction* and all revisions thereto;

To:

Authority Having Jurisdiction

Date

Address

Dear

Authority Having Jurisdiction

Re:

Address of Project

Name of Project

Legal Description of Project

This is to advise that I am the *professional engineer* appointed by the *owner* or prime consultant to perform the *Field Review of Construction* for the MECHANICAL DESIGN aspects of this project, which are within Part 6 of the *Building Code* and Parts 5 and 6 of the *National Energy Code of Canada for Buildings*.

I hereby certify for the Mechanical Design Requirements that

- 1) I will review the mechanical shop drawings to determine general compliance with the design documents, however, the party producing the shop drawings remains responsible for the design expressed therein;
- 2) I will coordinate the review of changes to the mechanical design documents to ensure that the applicable *professional engineer(s)* determines whether the changes conform to the *Code*; and
- 3) I will complete the Certification of Field Review of Construction and return it to the *authority having jurisdiction* prior to requesting the occupancy permit.

Please be advised that I may delegate some or all of my duties associated with the *Field Review of Construction* to another person employed by me or my firm where it is consistent with prudent professional practice to do so. The functions will however be performed under my supervision in accordance with the *Engineering Profession Act*.

The undersigned shall notify the authority having jurisdiction, in writing as soon as practical, but not later than 72 hours after the event, if the contract for *Field Review of Construction* is terminated at any time during *construction*.

Print Name

Signature

Initials Sample

Print Name of Firm or Company

Print Address

Print Municipality

Postal Code

Telephone

Fax

E-mail

Affix below the seal of the licensed
Professional Engineer in accordance with
provincial legislation.

Schedule "A-5"
Field Review of Construction
Inspection Commitment Certificate
Electrical Design Requirements

Preamble

Whereas the *Building Code Act*, R.S.N.S. 1989, Chapter 46, hereinafter referred to as the "Act" applies to the *construction or demolition of a building*;

And Whereas the Minister of Municipal Affairs has by regulation adopted the *National Building Code of Canada* and the *National Energy Code of Canada for Buildings*, with amendments as the *Nova Scotia Building Code*, requiring compliance with the *Nova Scotia Building Code* in the *construction or demolition of buildings*;

And Whereas *architects* and *professional engineers* are required by their respective statutes, regulations, and bylaws, to ensure the general public of competent standards and ethical conduct in the design of *buildings*;

And Whereas Part 2 of the *Nova Scotia Building Code* requires professionals to design *buildings* in conformance with the minimum standards of the *Nova Scotia Building Code* with sufficient drawings and documents to show how these standards have been met;

And Whereas Part 2 of the regulations made pursuant to the Act, requires that these *buildings* be reviewed at intervals appropriate to the stage of *construction* to determine general compliance with the design drawings accepted by the *authority having jurisdiction* and all revisions thereto;

To:

Authority Having Jurisdiction

Date

Address

Dear

Authority Having Jurisdiction

Re:

Address of Project

Name of Project

Legal Description of Project

This is to advise that I am the *professional engineer* appointed by the *owner* or prime consultant to perform *the Field Review of Construction* for the ELECTRICAL DESIGN aspects of this project, which are within Part 1 of the Canadian Electrical Code and Parts 4 and 7 of the *National Energy Code of Canada for Buildings*.

April 1, 2017

I hereby certify for the Electrical Design Requirements that

- 1) I will review the electrical shop drawings to determine general compliance with the design documents, however, the party producing the shop drawings remains responsible for the design expressed therein;
- 2) I will coordinate the review of changes to the electrical design documents to ensure that the applicable *professional engineer(s)* determines whether the changes conform to the *Code*; and
- 3) I will complete the Certification of Field Review of Construction and return it to the *authority having jurisdiction* prior to the issuance the occupancy permit.

Please be advised that I may delegate some or all of my duties associated with the *Field Review of Construction* to another person employed by me or my firm where it is consistent with prudent professional practice to do so. The functions will however be performed under my supervision in accordance with the *Engineering Profession Act*.

The undersigned shall notify the *authority having jurisdiction*, in writing as soon as practical, but not later than 72 hours after the event, if the contract for *Field Review of Construction* is terminated at any time during *construction*.

Print Name

Signature

Initials Sample

Print Name of Firm or Company

Print Address

Print Municipality

Postal Code

Telephone

Fax

E-mail

Affix below the seal of the licensed *Professional Engineer* in accordance with provincial legislation.

Schedule "A-6"
Field Review of Construction
Inspection Commitment Certificate
Fire Suppression Systems Design Requirements

Preamble

Whereas the *Building Code Act*, R.S.N.S. 1989, Chapter 46, hereinafter referred to as the "Act" applies to the *construction or demolition of a building*;

And Whereas the Minister of Municipal Affairs has by regulation adopted the *National Building Code of Canada* and the *National Energy Code of Canada for Buildings*, with amendments as the Nova Scotia Building Code, requiring compliance with the *Nova Scotia Building Code* in the *construction or demolition of buildings*;

And Whereas *architects* and *professional engineers* are required by their respective statutes, regulations, and bylaws, to ensure the general public of competent standards and ethical conduct in the design of *buildings*;

And Whereas Part 2 of the *Nova Scotia Building Code* requires professionals to design *buildings* in conformance with the minimum standards of the *Nova Scotia Building Code* with sufficient drawings and documents to show how these standards have been met;

And Whereas Part 2 of the regulations made pursuant to the Act, requires that these *buildings* be reviewed at intervals appropriate to the stage of *construction* to determine general compliance with the design drawings accepted by the *authority having jurisdiction* and all revisions thereto;

To:

Authority Having Jurisdiction	Date
Address	

Dear

Authority Having Jurisdiction

Re:

Address of Project
Name of Project
Legal Description of Project

This is to advise that I am the *professional engineer* appointed by the *owner* or prime consultant to perform the *Field Review of Construction* for the FIRE SUPPRESSION SYSTEMS DESIGN requirements.

I hereby certify for the Fire Suppression Systems Design Requirements that

- 1) I will review the fire suppression systems shop drawings to determine general compliance with the design documents, however, the party producing the shop drawings remains responsible for the design expressed therein;
- 2) I will coordinate the review of changes to the fire suppression systems design documents to ensure that the applicable *professional engineer(s)* determines whether the changes conform to the *Code*;
- 3) I will complete the Certification of Field Review of Construction and return it to the *authority having jurisdiction* prior to requesting the occupancy permit;
- 4) I will file a copy of this form, a copy of the shop drawings, and specifications for the fire suppression system, and a copy of the appropriate contractor's material and test certificate for the system, as required by Sentence 3.2.5.12.(1) of the *Code*, with the *authority having jurisdiction* prior to the issuance of the occupancy permit.

Please be advised that I may delegate some or all of my duties associated with *the Field Review of Construction* to another person employed by me or my firm where it is consistent with prudent professional practice to do so. The functions will however be performed under my supervision in accordance with the *Engineering Profession Act*.

The undersigned shall notify the *authority having jurisdiction*, in writing as soon as practical, but not later than 72 hours after the event, if the contract for *Field Review of Construction* is terminated at any time during *construction*.

Print Name		
_____		_____
Signature		Initials Sample

Print Name of Firm or Company		

Print Address		
_____		_____
Print Municipality		Postal Code

Telephone	Fax	e-mail

Affix below the seal of the licensed *Professional Engineer* in accordance with provincial legislation.

Schedule "A-7"
Field Review of Construction
Inspection Commitment Certificate
Geotechnical Design Requirements

Preamble

Whereas the *Building Code Act*, R.S.N.S. 1989, Chapter 46, hereinafter referred to as the "Act" applies to the construction or demolition of a *building*;

And Whereas the Minister of Municipal Affairs has by regulation adopted the *National Building Code of Canada* and the *National Energy Code of Canada for Buildings*, with amendments as the Nova Scotia Building Code, requiring compliance with the *Nova Scotia Building Code* in the construction or demolition of *buildings*;

And Whereas *architects* and *professional engineers* are required by their respective statutes, regulations, and bylaws, to ensure the general public of competent standards and ethical conduct in the design of *buildings*;

And Whereas Part 2 of the Nova Scotia *Building Code* requires professionals to design *buildings* in conformance with the minimum standards of the Nova Scotia *Building Code* with sufficient drawings and documents to show how these standards have been met;

And Whereas Part 2 of the regulations made pursuant to the Act, requires that these *buildings* be reviewed at intervals appropriate to the stage of *construction* to determine general compliance with the design drawings accepted by the *authority having jurisdiction* and all revisions thereto;

To:

Authority Having Jurisdiction

Date

Address

Dear

Authority Having Jurisdiction

Re:

Address of Project

Name of Project

Legal Description of Project

This is to advise that I am the *professional engineer* appointed by the *owner* or prime consultant to perform the *Field Review of Construction* for the GEOTECHNICAL (PERMANENT) DESIGN requirements.

April 1, 2017

I hereby certify for the Geotechnical (Permanent) Systems Design Requirements that

- 1) I will review the Geotechnical shop drawings to determine general compliance with the design documents, however, the party producing the shop drawings remains responsible for the design expressed therein;
- 2) I will coordinate the review of changes to the Geotechnical design documents to ensure that the applicable professional engineer(s) determines whether the changes conform to the Code; and
- 3) I will complete the Certification of Field Review of Construction and return it to the *authority having jurisdiction* prior to the issuance of the occupancy permit.

Please be advised that I may delegate some or all of my duties associated with the Field Review of Construction to another person employed by me or my firm where it is consistent with prudent professional practice to do so. The functions will however be performed under my supervision in accordance with the *Engineering Profession Act*.

The undersigned shall notify the *authority having jurisdiction*, in writing as soon as practical, but not later than 72 hours after the event, if the contract for *Field Review of Construction* is terminated at any time during *construction*.

Print Name

Signature

Initials Sample

Print Name of Firm or Company

Print Address

Print Municipality

Postal Code

Telephone

Fax

E-mail

Affix below the seal of the licensed
Professional Engineer in accordance with
provincial legislation.

Schedule "A-8"
Field Review of Construction
Inspection Commitment Certificate
Plumbing Design Requirements

Preamble

Whereas the *Building Code Act*, R.S.N.S. 1989, Chapter 46, hereinafter referred to as the "Act" applies to the construction or demolition of a *building*;

And Whereas the Minister of Municipal Affairs has by regulation adopted the *National Building Code of Canada* and the *National Energy Code of Canada for Buildings*, with amendments as the *Nova Scotia Building Code*, requiring compliance with the *Nova Scotia Building Code* in the *construction or demolition of buildings*;

And Whereas *architects* and *professional engineers* are required by their respective statutes, regulations, and bylaws, to ensure the general public of competent standards and ethical conduct in the design of *buildings*;

And Whereas Part 2 of the *Nova Scotia Building Code* requires professionals to design *buildings* in conformance with the minimum standards of the *Nova Scotia Building Code* with sufficient drawings and documents to show how these standards have been met;

And Whereas Part 2 of the regulations made pursuant to the Act, requires that these *buildings* be reviewed at intervals appropriate to the stage of *construction* to determine general compliance with the design drawings accepted by the I and all revisions thereto;

To:

Authority Having Jurisdiction

Date

Address

Dear

Authority Having Jurisdiction

Re:

Address of Project

Name of Project

Legal Description of Project

This is to advise that I am the *professional engineer* appointed by the *owner* or prime consultant to perform the *Field Review of Construction* for the PLUMBING DESIGN requirements.

April 1, 2017

I hereby certify for the Plumbing Design Requirements that

- 1) I will review the plumbing shop drawings to determine general compliance with the design documents, however, the party producing the shop drawings remains responsible for the design expressed therein;
- 2) I will coordinate the review of changes to the plumbing design documents to ensure that the applicable *professional engineer(s)* determines whether the changes conform to the *Code*; and
- 3) I will complete the Certification of Field Review of Construction and return it to the *authority having jurisdiction* prior to requesting the occupancy permit.

Please be advised that I may delegate some or all of my duties associated with the *Field Review of Construction* to another person employed by me or my firm where it is consistent with prudent professional practice to do so. The functions will however be performed under my supervision in accordance with the *Engineering Profession Act*.

The undersigned shall notify the *authority having jurisdiction*, in writing as soon as practical, but not later than 72 hours after the event, if the contract for *Field Review of Construction* is terminated at any time during *construction*.

Print Name

Signature

Initials Sample

Print Name of Firm or Company

Print Address

Print Municipality

Postal Code

Telephone

Fax

E-mail

Affix below the seal of the licensed
Professional Engineer in accordance with
provincial legislation.

Schedule "A-9"
Field Review of Construction
Inspection Commitment Certificate
Interior Design Requirements

Preamble

Whereas the *Building Code Act*, R.S.N.S. 1989, Chapter 46, hereinafter referred to as the "Act" applies to the construction or demolition of a *building*;

And Whereas the Minister of Municipal Affairs has by regulation adopted the *National Building Code of Canada* and the *National Energy Code of Canada for Buildings*, with amendments as the *Nova Scotia Building Code*, requiring compliance with the *Nova Scotia Building Code* in the *construction or demolition of buildings*;

And Whereas *architects, interior designers, and professional engineers* are required by their respective statutes, regulations, and bylaws, to ensure the general public of competent standards and ethical conduct in the design of *buildings*;

And Whereas Part 2 of the *Nova Scotia Building Code* requires professionals to design *buildings* in conformance with the minimum standards of the *Nova Scotia Building Code* with sufficient drawings and documents to show how these standards have been met;

And Whereas Part 2 of the regulations made pursuant to the Act, requires that these *buildings* be reviewed at intervals appropriate to the stage of *construction* to determine general compliance with the design drawings accepted by the *authority having jurisdiction* and all revisions thereto;

To:

Authority Having Jurisdiction

Date

Address

Dear

Authority Having Jurisdiction

Re:

Address of Project

Name of Project

Legal Description of Project

This is to advise that I am the *interior designer* appointed by the *owner* or prime consultant to perform the *Field Review of Construction* for the INTERIOR DESIGN requirements.

April 1, 2017

I hereby certify for the interior design requirements that

- 1) I will review the shop drawings relevant to this certificate to determine general compliance with the design documents, however, the party producing the shop drawings remains responsible for the design expressed therein;
- 2) I will coordinate the review of changes to the design documents relevant to this certificate to ensure that the changes conform to the *Code*; and
- 3) I will complete the Certification of Field Review of Construction and return it to the authority having jurisdiction prior to requesting the occupancy permit.

Please be advised that I may delegate some or all of my duties associated with the Field Review of Construction to another person employed by me or my firm where it is consistent with prudent professional practice to do so. The functions will however be performed under my supervision in accordance with the *Interior Designers Act*.

The undersigned shall notify the *authority having jurisdiction*, in writing as soon as practical, but not later than 72 hours after the event, if the contract for *Field Review of Construction* is terminated at any time during *construction*.

Print Name

Signature Initials Sample

Print Name of Firm or Company

Print Address

Print Municipality Postal Code

Telephone Fax E-mail

Affix below the seal of the Registered
Interior Designer in accordance with provincial
legislation, where applicable.

Schedule "A-10"
Field Review of Construction
Inspection Commitment Certificate
Resource Conservation Measures–Energy

Preamble

Whereas the *Building Code Act*, R.S.N.S. 1989, Chapter 46, hereinafter referred to as the "Act" applies to the construction or demolition of a building;

And Whereas the Minister of Municipal Affairs has by regulation adopted the *National Building Code of Canada* and the *National Energy Code of Canada for Buildings*, with amendments, as the *Nova Scotia Building Code*, requiring compliance with it as adopted for the *construction or demolition of buildings*;

And Whereas *architects, interior designers, and professional engineers* are required by their respective statutes, regulations, and bylaws, to ensure the general public of competent standards and ethical conduct in the design of *buildings*;

And Whereas Part 2 of the *Nova Scotia Building Code* requires professionals to design *buildings* in conformance with the minimum standards of the *Nova Scotia Building Code* with sufficient drawings and documents to show how these standards have been met;

And Whereas Part 2 of the regulations made pursuant to the Act, requires that these *buildings* be inspected at intervals appropriate to the stage of *construction* to determine general compliance with the design drawings accepted by the *authority having jurisdiction* and all revisions thereto;

To:

Authority Having Jurisdiction	Date
Address	

Dear

Authority Having Jurisdiction

Re:

Address of Project
Name of Project
Legal Description of Project

This is to advise that I am the *architect* or the *professional engineer* appointed by the *owner* or prime consultant to perform the *Field Review of Construction* for the Resource Conservation Measures–Energy requirements for the following disciplines, which I have checked and initialled.

(Initial the disciplines that apply to this project.)

Building Design Plumbing Mechanical Electrical

I hereby certify for the Resource Conservation Measures Requirements–Energy that

- 1) I will comply with the requirements of Division C of the *National Building Code of Canada* and the *National Energy Code of Canada for Buildings*;
- 2) I will review the energy shop drawings to determine general compliance with the design documents; however, the party producing the shop drawings remains responsible for the design expressed therein;
- 3) I will coordinate the review of changes to the energy design documents to ensure that the changes conform to the Code;
- 4) Where the size and complexity of the design has been identified, I will coordinate additional areas of review as deemed appropriate in consultation with the *authority having jurisdiction* and;
- 5) I will complete the Certification of Field Review of Construction and return it to the authority having jurisdiction prior to requesting the occupancy permit.

Please be advised that I may delegate some or all of my duties associated with the *Field Review of Construction* to another person employed by me or my firm where it is consistent with prudent professional practice to do so. The functions will however be performed under my supervision in accordance with the *Engineering Profession Act* or the *Nova Scotia Architects Act*.

The undersigned shall notify the *authority having jurisdiction*, in writing as soon as practical, but not later than 72 hours after the event, if the contract for *Field Review of Construction* is terminated at any time during *construction*.

Sign and affix below the seal of the *Architect* or licensed *Professional Engineer* in accordance with provincial legislation.

Print Name		
_____	_____	
Signature	Initials Sample	

Print Name of Firm or Company		

Print Address		

Print Municipality	Postal Code	

Telephone	Fax	E-mail

Affix below the seal of the licensed *Professional Engineer* or *Architect* in accordance with provincial legislation, where applicable.

Schedule "A-11" Certification of Field Review of Construction

NOTE: This letter must be signed by a licensed *Architect, Interior Designer, or Professional Engineer* as appropriate in accordance with provincial legislation and must be submitted after completion of the project but before the occupancy permit is issued. A separate letter must be submitted by each *architect, interior designer, or professional engineer* hired by the *owner* or prime consultant.

To:

Authority Having Jurisdiction

Date

Address

Dear

Authority Having Jurisdiction

Re:

Address of Project

Name of Project

Legal Description of Project

I hereby certify that I have fulfilled my obligations for *Field Review of Construction* as defined in the Letter of Undertaking and the Inspection Commitment Certificate, and advise that I have reviewed the *work* at intervals appropriate, to determine general compliance with the design and all revisions thereto as accepted by the *authority having jurisdiction* for the following disciplines, which I have checked and initialed.

(Initial the disciplines that apply to this project. All disciplines will not necessarily be employed on every project)

- | | | | |
|---|--|---------------------------------------|--|
| <input type="checkbox"/> Building Design | <input type="checkbox"/> Interior Design | <input type="checkbox"/> Structural | <input type="checkbox"/> Plumbing |
| <input type="checkbox"/> Mechanical | <input type="checkbox"/> Electrical | <input type="checkbox"/> Geotechnical | <input type="checkbox"/> Fire Suppression System |
| <input type="checkbox"/> Resource Conservation – Energy | | | |

Print Name

Signature

Initials Sample

Print Name of Firm or Company

Print Address

Print Municipality

Postal Code

Telephone

Fax

E-mail

Affix below the seal of the licensed Architect, Interior Designer, or Professional Engineer in accordance with provincial legislation, where applicable.

April 1, 2017