

SCHEDULE A-2

Confirmation of Commitment by the Owner and Registered Professional of Record

See Subsection 2.4.3. of Division C of the National Building Code – 2019 Alberta Edition

To: <i>The authority having jurisdiction</i>	Date: _____

Address	

	Postal code
Re: Design and Field Review of Construction for the Following Project	

Name of <i>project</i>	
Address	

Legal description	
The <i>owner</i> has retained a <i>registered professional of record</i> to coordinate the design work and field reviews required for this <i>project</i> for:	
<input type="checkbox"/> architecture <input type="checkbox"/> structural engineering <input type="checkbox"/> mechanical engineering	
<input type="checkbox"/> electrical engineering <input type="checkbox"/> geotechnical engineering	
The <i>registered professional of record</i> shall coordinate the design work and field review for that component of the <i>project</i> for which the <i>registered professional of record</i> is responsible in order to ensure the design will comply with the National Building Code – 2019 Alberta Edition (NBC(AE)) and the Safety Codes Act and its Regulations.	
The <i>owner</i> and the <i>registered professional of record</i> have read and understand Part 1 of Division A and Part 2 of Division C, especially Subsection 2.4.3. of Division C, of the NBC(AE).	
The <i>owner</i> and the <i>registered professional of record</i> acknowledge their responsibility to notify the <i>authority having jurisdiction</i> should the <i>registered professional</i> cease to be retained by the <i>owner</i> .	
The <i>owner</i> understands that, should the <i>registered professional of record</i> cease to be retained at any time during construction, work on the portion of the <i>project</i> for which the <i>registered professional</i> is responsible will cease until such time as a new <i>registered professional of record</i> is retained and a new letter in the form set out in Schedule A-2 is filed with the <i>authority having jurisdiction</i> .	
The <i>registered professional of record</i> is a <i>registered professional</i> as defined in the NBC(AE).	

Schedule A-2 - Continued

Registered Professional of Record	Owner
<hr/> Signature	<hr/> Signature
<hr/> Date	<hr/> Date
Note: affix seals over signatures	
I, _____, have signed on behalf of	I, _____, have signed on behalf of
<hr/> Firm	<hr/> Firm
<hr/> Name	<hr/> Name
<hr/> Address	<hr/> Address
<hr/>	<hr/>
<hr/> <div style="text-align: right;">Postal code</div>	<hr/> <div style="text-align: right;">Postal code</div>

- Note:
1. This letter must be submitted before issuance of a *building permit*.
 2. In this letter the words in italics are defined in the National Building Code – 2019 Alberta Edition.
 3. This letter must be signed by the *owner* and the *registered professional*. If signed by an agent, a letter of appointment must be attached. If the *owner* is a corporation, the letter must be signed by a signing officer of the corporation and the signing officer must set forth their position in the corporation.
 4. The term “substantially comply” is used in *field review* because a *registered professional* does not supervise the actual construction.
 5. The *constructor* is responsible for safety of the public and workers at the *project* site.

The National Building Code – 2019 Alberta Edition defines a *registered professional* as an individual who qualifies as a

- a) *registered architectural professional*,
- b) *registered engineering professional*, or
- c) *licensed interior designer*.