

<hr/> <i>Building Permit Number</i> (for Authority Having Jurisdiction)	<hr/> <i>Project Reference / Components</i> (for Registered Professional of Record)
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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);

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- (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 date the *registered professional of record* or the undersigned *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.

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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.

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