

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

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

**SCHEDULE C-2  
 ASSURANCE OF FIELD REVIEWS AND COMPLIANCE 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* after substantial completion of the *project* and before permission to occupy is given by the *authority having jurisdiction*.
  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) they have fulfilled their obligations for *field reviews* as outlined in Sentence 2.4.2.3.(2) of Division C of the NBC(AE) and as agreed to in the previously submitted Schedule B;
- (b) they have made available to the *coordinating registered professional*, all documents supporting all approved changes to the drawings and specifications prepared by them on which the *building permit* was issued for this *project*;
- (c) the final 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 on which the *building permit* was issued (including approved changes), as constructed, for this *project* substantially complies with requirements of the NBC(AE) and the SCA; and

- (d) they are a *registered professional* as defined in the NBC(AE).

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

**SCHEDULE C-2 - Continued**

Attached are the following Schedules C-3 from *registered professionals* that have been delegated responsibility for design and *field reviews* as described on Schedule B.

Schedules C-3 attached:

**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*

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

**SCHEDULE C-3**  
**ASSURANCE OF DELEGATED DESIGN COMPLIANCE AND FIELD**  
**REVIEWS BY THE DELEGATED PROFESSIONAL**

- 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*, that has been delegated responsibility for design and *field reviews* of specific building components, to the *registered professional(s) of record* after substantial completion of the applicable *project work* and before permission to occupy is given by the *authority having jurisdiction*.
  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 *registered professional(s) of record*

\_\_\_\_\_  
 Name of *registered professional(s) of record* (print)

Re:

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

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

The undersigned *registered professional* hereby gives assurance that  
 (a) the submitted design of the

Enter specific components here:

- components of the *project* described on the drawings and specifications prepared by them substantially complies with the NBC(AE) and the Safety Codes Act (SCA);
- (b) they have made available to the *registered professional(s) of record* submittals showing the intended design of the components identified above for review prior to construction;
  - (c) they have fulfilled their obligations for *field reviews* as outlined in Sentence 2.4.2.3.(3) of Division C of the NBC(AE);
  - (d) they have made available to the *registered professional(s) of record*, all documents supporting all approved changes made during construction;
  - (e) the final design of the components described above (including approved changes), as constructed, substantially complies with the NBC(AE) and SCA; and
  - (f) they are a *registered professional* as defined in the NBC(AE).

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

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

**Schedule C-3 - Continued**

**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**

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

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

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

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

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