

Safety Codes Officer Certification Policy

1. Background

Section 13(2) of the Safety Codes Act indicates that the Minister or the Safety Codes Council may, in accordance with the regulations, establish and operate safety information education programs or services related to any thing, process, or activity to which the Act applies.

Section 18(g) of the Safety Codes Act indicates that the Safety Codes Council may review and formulate classifications of certificates of competency and qualifications required of a person to hold a certificate of competency.

Under the Mandate and Roles Document, the Safety Codes Council has been delegated the responsibility of reviewing and formulating classifications and qualifications for certificates of competency and delivering and managing programs and processes that examine and certify safety codes officers.

By Ministerial Order TCS:005/20, the person holding the position of administrator for certification and designation of safety codes officers is appointed with the powers and duties of an administrator pursuant to:

- (a) Sections 31, 42, 44, 51, 52, 58, and 63 of the Safety Codes Act; and
- (b) Sections 4 and 7 of the Administrative Items Regulation.

Under the Fair Registration Practices Act and the Labour Mobility Act, regulated occupations, like safety codes officers, must comply with certain requirements to ensure registrations are transparent, objective, impartial, and procedurally fair.

2. Purpose

The purpose of this policy is to mitigate risk to the Council by establishing classifications of certificates of competency for safety codes officers and the qualifications required to hold a safety codes officer certificate of competency, in compliance with the *Safety Codes Act*, *Labour Mobility Act*, *Fair Registration Practices Act*, and associated regulations. This policy also ensures that certification is conducted in a transparent, objective, and impartial manner, with procedural fairness, while minimizing barriers to labour mobility and supporting public safety.

3. Policy Objective

The objective of this policy is to establish qualifications and requirements for obtaining, maintaining, renewing, and reinstating each classification of safety codes officer certificate of competency.

4. Definitions

Act: means the *Safety Codes Act*, including associated regulations.

Administrator of certification: means the person appointed under Section 14 of the *Safety Codes Act* as Administrator for designation and certification of safety codes officers.

Accredited organization: means a municipality, regional services commission, corporation, or agency accredited to administer all or part of the Act.

Designation of powers: means the authority that a safety codes officer or permit issuer may exercise in administering the Act and the regulations pursuant to the Act.

Certificate of competency: means a safety codes officer certificate of competency as defined in the Act.

5. Roles and Responsibilities

President and CEO

5.1. The President and CEO, as per the Delegation of Authority to the President and CEO Policy:

- 5.1.1. is accountable for establishing policies and procedures for management and operation of the Council, including program policies;
- 5.1.2. may delegate responsibilities including conditions governing the exercise or performance of any delegated responsibilities;
- 5.1.3. is accountable for the day-to-day operations of the Council; and
- 5.1.4. is the authority to approve the Safety Codes Officer Certification Policy and Safety Codes Officer Code of Ethics.

Administrator of Certification

5.2. The administrator of certification:

- 5.2.1. makes decisions under the Safety Codes Officer Certification Policy and Safety Codes Officer Code of Ethics.
- 5.2.2. may delegate responsibilities including conditions governing the exercise of performance of any delegated responsibilities.
- 5.2.3. is the authority to approve the creation, repeal or change of standard operating

procedures related to safety codes officer certificates of competency.

- 5.2.4. is the authority to approve the Requirements for a Safety Codes Officer Certificate of Competency.

6. Policy

Principles

- 6.1. Certification must be carried out in a manner that is transparent, objective, impartial, and procedurally fair.
- 6.2. Certification must be carried out in a manner that minimizes barriers to labour mobility.
- 6.3. Persons in regulated occupations must demonstrate theoretical and practical competence, ethical behaviour, integrity, and professionalism.

Requirements for a Safety Codes Officer Certificate of Competency

- 6.4. The qualification requirements for obtaining a safety codes officer certificate of competency are:
 - 6.4.1. aligned to requirements established in the *Safety Codes Act*;
 - 6.4.2. established in consultation with subject matter experts;
 - 6.4.3. aligned to required competencies; and
 - 6.4.4. reviewed periodically to ensure that program qualifications remain current and relevant.
- 6.5. The qualification requirements for each certificate of competency must specify, if applicable:
 - 6.5.1. the scope of practice associated with each certificate of competency;
 - 6.5.2. entry qualifications or prerequisites;
 - 6.5.3. base competency requirements;
 - 6.5.4. discipline-specific requirements;
 - 6.5.5. mentorship and/or practicum requirements; and

- 6.5.6. additional requirements.
- 6.6. Qualification requirements to hold a certificate of competency are provided in Schedules 1-10 (see Appendix A).
 - 6.6.1. Equivalencies for qualification requirements may be considered on a case-by-case basis by the administrator of certification in consultation with educational and/or subject matter experts as set out in standard operating procedure.
 - 6.6.2. A list of internal and external courses, programs, and other educational experiences that fulfill qualification requirements must be established, updated, and maintained by the administrator of certification.
- 6.7. Additional procedural program requirements are established by the administrator of certification and documented in standard operating procedure.

Obtaining a Certificate of Competency

- 6.8. Individuals who meet all qualification requirements in effect at the time of application for a specific certificate of competency are eligible for that safety codes officer certificate of competency if they:
 - 6.8.1. have submitted a complete application to the satisfaction of the administrator of certification;
 - 6.8.2. are in good standing with the administrator of certification;
 - 6.8.3. have paid the requisite fee; and
 - 6.8.4. have agreed to abide by the Safety Codes Officer Code of Ethics (see Appendix B).
- 6.9. Individuals who partially meet the qualification requirements in effect at the time of application for a specific certificate of competency may request to be considered for a probationary safety codes officer certificate of competency if they:
 - 6.9.1. have submitted a complete application to the satisfaction of the administrator of certification;
 - 6.9.2. meet the conditions for a probationary safety codes officer certificate of competency established in the *Safety Codes Act*;



- 6.9.3. demonstrate to the administrator of certification that they have a need for probationary certification, such as an offer of employment with an accredited organization;
- 6.9.4. have paid the requisite fee; and
- 6.9.5. have agreed to abide by the Safety Codes Officer Code of Ethics (see Appendix B).

6.10. The administrator of certification may cancel a probationary certificate of competency where the probationary safety codes officer no longer meets the above criteria or has failed to complete the outstanding requirements within 3 (three) years of probationary certification.

6.11. Individuals who are refused a certificate of competency have the right to appeal this decision.

Maintaining a Certificate of Competency

6.12. To maintain their certificate of competency, safety codes officers must:

- 6.12.1. successfully complete any code update or other training mandated by the administrator of certification by the required deadline;
- 6.12.2. adhere to the Safety Codes Officers Code of Ethics (see Appendix B); and
- 6.12.3. renew their certificate of competency within the renewal timeline provided to them by the administrator of certification.

6.13. Safety codes officers who fail to maintain their certificate of competency are subject to suspension of their certificate including any associated designations of power until they come into compliance with the above criteria.

Renewing a Certificate of Competency

6.14. Safety codes officers may apply to renew a certificate of competency within the renewal period established by the administrator of certification if they have:

- 6.14.1. maintained their certification according to Section 6(12);
- 6.14.2. remained in good standing with the administrator of certification;
- 6.14.3. completed 30 continuing education credits to the satisfaction of the administrator of certification as per Appendix C;
- 6.14.4. paid the requisite fee, including a late fee, if applicable; and

6.14.5. re-affirmed that they will continue to adhere to the Safety Codes Officer Code of Ethics for the term of their renewal.

6.15. Safety codes officers who do not renew their certificate of competency within the renewal period established by the administrator of certification are ineligible for renewal and must instead apply for reinstatement of their certificate of competency.

Reinstating a Certificate of Competency

6.16. Safety codes officers who have failed to renew their certificate of competency within the renewal period established by the administrator of certification, or whose certificate of competency has been suspended or cancelled, may apply to have their certification reinstated.

6.17. Individuals are eligible for a reinstatement of their certificate of competency if they:

- 6.17.1. have submitted a complete application to the satisfaction of the administrator of certification;
- 6.17.2. are in good standing with the administrator of certification;
- 6.17.3. continue to meet certification requirements currently in force to the satisfaction of the administrator of certification;
- 6.17.4. have paid the requisite fee; and
- 6.17.5. have re-affirmed that they will continue to adhere to the Safety Codes Officer Code of Ethics for the term of their renewal.

6.18. If, at the time of application, the administrator of certification determines that the applicant does not meet certification requirements currently in force, the applicant may be:

- 6.18.1. certified probationary under the condition that they complete any outstanding training requirements such as continuing education credits, code update training, or other courses to the satisfaction of the administrator of certification within a certain period; or
- 6.18.2. required to complete any outstanding training requirements such as continuing education credits, code update training, or other courses to the satisfaction of the administrator of certification before having their certificate of competency reinstated; or

6.18.3. required to submit a new application.

Fees

6.19. A list of fees applicable to certification, including fees for admission, certification, reinstatement applications, renewal applications, and any applicable late fees, is established in the Council's fee schedules.

Compliance

6.20. A safety codes officer may be subject to corrective action for non-compliance with the Act, violation of the Safety Codes Officer Code of Ethics, non-adherence to Council policies and procedures, or other grounds as determined by the administrator of certification.

6.21. Corrective actions may include, but are not limited to, suspension, cancellation of certification, a letter of reprimand, request for additional training and/or examinations, or demotion to a lower level of certification. Corrective action taken must be determined in accordance with the Safety Codes Officer Compliance Procedure.

6.22. Where a certificate of competency is suspended or cancelled, any associated designations of powers are also suspended or cancelled.

6.23. The administrator of certification shall serve written notice of disciplinary action to the holder of the certificate of competency.

Appeal

6.24. A person who is refused a certificate of competency or whose certificate of competency is suspended or cancelled may appeal the refusal, suspension, or cancellation to the Council in accordance with the Council's bylaws.

7. Related Policies and Procedures

- Safety Codes Officer Compliance Procedure
- Continuing Education Program Procedure
- Designation of Powers Policy
 - Designation of Powers Procedure
- Training Policy
 - Training Procedure



8. Document Administration

Policy Lead:	Administrator of certification
Approved By:	President and CEO
Authority:	5.10 of the Delegation of Authority to the President and CEO
Approved Date:	December 15, 2025
Effective Date:	December 15, 2025
Review Date:	2027

9. Document History

Date	Notes
December 15, 2025	New policy: replaces Council policies 2.1.1 Safety Codes Officer Certification Policy, 2.1.2 Continuing Education Program Policy, 2.1.1.1 Certificates of Competency Procedure



APPENDIX A: SCHEDULES 1 TO 10

SCHEDULE 1
Base Competency Training

All applicants, regardless of discipline, must complete the following courses:

1. Introduction to the Safety Codes System in Alberta.
2. Essentials of SCO Communication.
3. Applied SCO Communication.

SCHEDULE 2

Amusement Rides: Certification Qualification Requirements

Amusement Rides

Entry Qualifications

Applicants must meet one of the following criteria:

- A registered professional engineer in mechanical, electrical, civil, or manufacturing industrial discipline with two years of experience*.
- A registered engineering technician in mechanical, electrical, or manufacturing technology with three years of experience*.
- A certificate of proficiency in the trade of elevator constructor, millwright, mechanic, or non-destructive testing with five years of experience*.
- A high school diploma and subsequent classroom instruction of minimum 320 hours with eight (8) years of experience*.
- Standard certification as an Elevators Group A or Group B safety codes officer.

*Experience must include mechanical and electrical equipment design, maintenance, and/or inspection directly related to the amusement rides industry.

Base Competency Training

All applicants must complete safety codes officer base competency training as set out in Schedule 1.

Discipline-Specific Requirements

Applicants must complete approved training or examinations in the following areas:

1. Amusement Rides Code Seminar Exam.

Mentorship Requirements

Applicants must complete an approved mentorship program under the supervision of an Amusement Rides safety codes officer with standard certification while employed with an accredited organization.



SCHEDULE 3

Building: Certification Qualification Requirements

Building Residential

Scope of Practice

1. Houses within the scope of Article 9.10.15.1. in the edition of the National Building Code Alberta Edition declared in force in Alberta, excluding HVAC systems within the scope of sections 9.32, 9.33 and Part 6.
2. Garages and accessory buildings located on the same property as a house within the scope of Article 9.10.15.1 in the edition of the National Building Code Alberta Edition declared in force in Alberta.

Entry Qualifications

Applicants must meet one of the following criteria:

- Journeyperson carpenter, plumber, electrician, sheet metal worker or bricklayer certification and three (3) years of relevant experience* after receiving that journeyperson certification.
- Engineering or architecture degree and three (3) years of relevant experience*, at least one (1) of which must be completed after obtaining that degree.
- A two (2) year technology diploma in a related field or equivalent and three (3) years of relevant experience* after obtaining that diploma.
- Seven (7) years of relevant experience*; also see Additional Requirements below.

*Relevant experience means on-site experience in the design, construction, commissioning, repair or renovation of buildings and structures regulated by a code based on or substantively equivalent to the model National Building Code of Canada.

Base Competency Training

Applicants must complete safety codes officer base competency training as set out in Schedule 1.

Discipline-Specific Requirements

Applicants must complete approved training or examinations in the following areas:

1. Introduction to the National Building Code Alberta Edition.
2. Administration and Compliance Monitoring.
3. Building Structure and Materials.
4. Residential Protection, Occupant Health and Safety.
5. Energy Conservation and Building Envelope.
6. Alberta Energy Code for Housing and Small Buildings.
7. Construction Safety Training System.

Additional Requirements

Applicants entering the program via the seven (7) years of relevant experience path will be certified probationary upon completion of their training; to achieve standard certification, they must complete an approved mentorship program under the supervision of a Building safety codes officer with standard certification while employed with an accredited organization.

Building Part 9

Scope of Practice

1. Buildings within the scope of Part 9 (excluding HVAC systems and Part 10) of the edition of the National Building Code Alberta Edition declared in force in Alberta.

Prerequisites

Applicants must meet the following criteria:

- Standard certification as a Building Residential safety codes officer.

Discipline-Specific Requirements

Applicants must complete approved training or examinations in the following areas:

1. Fire Protection, Health, and Safety Requirements.
2. Accessibility, Energy Conservation, and Building Envelope for Part 9 SCOs.
3. Part 10 Relocatable Industrial Accommodation.

Building Part 3

Scope of Practice

1. All buildings within the scope of the edition of the National Building Code Alberta Edition declared in force in Alberta (except HVAC systems).
2. Medical gas piping systems within the scope of the edition of the National Building Code Alberta Edition declared in force in Alberta.
3. HVAC systems excluded are those within the scope of sections 9.32 and 9.33 and Part 6 of the edition of the National Building Code Alberta Edition declared in force in Alberta.

Prerequisites

Applicants must meet the following criteria:

- Standard certification as Building Part 9 safety codes officer.

Discipline-Specific Requirements

Applicants must complete approved training or examinations in the following areas:



1. Building Classification.
2. Fire Protection, Finishes, Plumbing, and Health Services.
3. Egress and Vertical Transportation.
4. Fire Alarm and Fire Suppression Systems.
5. Building Envelope for Part 3 Buildings.
6. HVAC and Mechanical Consideration for Part 3.
7. National Energy Code for Buildings.

Building HVAC Residential

Scope of Practice

1. HVAC systems for residential dwellings within the scope of sections 9.32 and 9.33 in the National Building Code Alberta Edition declared in force in Alberta.
2. Hydronic heating systems within the scope of Part 6 of the National Building Code Alberta Edition declared in force in Alberta.

Entry Qualifications

Applicants must meet one of the following criteria:

- Journeyworker carpenter, plumber, electrician, sheet metal worker or bricklayer certification and three (3) years of relevant experience* after receiving that journeyworker certification.
- Engineering or architecture degree and three (3) years of relevant experience*, at least one (1) of which must be completed after obtaining that degree.
- Two (2) year technology diploma in a related field and three (3) years of relevant experience* after obtaining that diploma.
- Seven (7) years of relevant experience*; also see Additional Requirements below.

*Relevant experience means on-site experience in the design, construction, commissioning, repair or renovation of buildings and structures regulated by a code based on or substantively equivalent to the model National Building Code of Canada.

Base Competency Training

Applicants must complete safety codes officer base competency training as set out in Schedule 1.

Discipline-Specific Requirements

Applicants must complete approved training or examinations in the following areas:

1. Introduction to the National Building Code Alberta Edition.
2. Administration and Compliance Monitoring.
3. Heating, Ventilation, and Air-Conditioning.
4. Alberta Energy Code for Housing and Small Buildings.
5. Construction Safety Training System.

Additional Requirements

Applicants entering the program via the seven (7) years of relevant experience path will be certified probationary upon completion of their training; to achieve standard certification, they must complete an approved mentorship program under the supervision of a Building safety codes officer with standard certification while employed with an accredited organization.

Building HVAC All

Scope of Practice

1. All HVAC systems within the scope of sections 9.32 and 9.33, and Part 6 of the edition of the National Building Code Alberta Edition declared in force in Alberta.
2. Medical gas piping systems within the scope of the edition of the National Building Code Alberta Edition declared in force in Alberta.

Prerequisites

Applicants must meet the following criteria:

- Standard certification as a Building HVAC Residential safety codes officer.

Discipline-Specific Requirements

Applicants must complete approved training or examinations in the following areas:

1. Advanced HVAC Systems.
2. HVAC and Mechanical Considerations for Part 3.
3. National Energy Code for Buildings.

Building Medical Gas

Scope of Practice

1. Medical gas piping systems within the scope of the edition of the National Building Code Alberta Edition declared in force in Alberta.

Prerequisites

Applicants must meet the following criteria:

- Standard certification as a Plumbing and Gas safety codes officer.

Discipline-Specific Requirements

Applicants must complete approved training or examinations in the following areas:

1. Introduction to the National Building Code Alberta Edition.
2. Administration and Compliance Monitoring.

- 3. Medical Gas Piping Systems.
- 4. Construction Safety Training System.

Building Hydronics

Scope of Practice

- 1. Hydronic heating systems within the scope of Part 6 of the National Building Code Alberta Edition declared in force in Alberta.

Prerequisites

Applicants must meet the following criteria:

- Standard certification as a Plumbing safety codes officer.

Discipline-Specific Requirements

Applicants must complete approved training or examinations in the following areas:

- 1. Introduction to the National Building Code Alberta Edition.
- 2. Administration and Compliance Monitoring.
- 3. Construction Safety Training System.

SCHEDULE 4

Electrical: Certification Qualification Requirements

Electrical

Scope of Practice

1. Electrical installations governed by the editions of the Canadian Electrical Code, Part 1, declared in force in Alberta.

Entry Qualifications

Applicants must meet one of the following criteria:

- Journeyperson electrician certification and six (6) years of relevant experience* after receiving that journeyperson certification.
- Electrical engineering technologist diploma and eight (8) years of relevant experience* after receiving that diploma.
- Electrical engineering degree and eight (8) years of relevant experience* after receiving that degree.

*Relevant experience must include onsite field work related to wiring methods and installations.

Base Competency Training

Applicants must complete safety codes officer base competency training as set out in Schedule 1.

Discipline-Specific Requirements

Applicants must complete approved training or examinations in the following areas:

1. Electrical SCO Basics.
2. Canadian Electrical Code.
3. Construction Safety Training System.

Electrical Utilities

Scope of Practice

1. Electrical utility installations governed by the edition of the Alberta Electrical Utility Code declared in force in Alberta.

Entry Qualifications

Applicants must meet one of the following criteria:

- Journeyperson power line technician or power system electrician certification and six (6) years of relevant experience* after receiving the journeyperson certificate.
- Electrical engineering technologist diploma and eight (8) years of relevant experience* after receiving that diploma.

- Electrical, civil, or mechanical engineering degree and eight (8) years of relevant experience* after receiving that degree.

*Relevant experience must be comprised of direct on-site experience with one or more of the following: designing and overseeing the installation of; construction of; or maintenance of electrical systems regulated and defined by the Alberta Electrical Utility Code. Work experience can include but cannot be limited to project management.

Base Competency Training

Applicants must complete safety codes officer base competency training as set out in Schedule 1.

Discipline-Specific Requirements

Applicants must complete approved training or examinations in the following areas:

1. Electrical SCO Basics.
2. Alberta Electrical Utility Code.
3. Construction Safety Training System.

SCHEDULE 5

Elevators: Certification Qualification Requirements

Elevators Group A (Escalators and Moving Walks) Level 1

Scope of Practice

1. Conducts periodic in-service inspections on Escalators and Moving Walks.

Entry Qualifications

Applicants must meet one of the following criteria:

- Journeyperson Elevator Constructor certificate.
- Registered professional engineer with four (4) years relevant experience.
- ASME QEI-1 certification.

Base Competency Training

Applicants must complete safety codes officer base competency training as set out in Schedule 1.

Discipline-Specific Requirements

Applicants must complete the following:

1. ASME QEI-1 certification; also see Note on Probationary Certification below.
2. Approved training on non-destructive testing.

Mentorship Requirements

Applicants must complete an approved mentorship program under the supervision of an Elevators Group A safety codes officer with standard certification.

Note on Probationary Certification

Elevators Group A Level 1 applicants who meet all requirements except ASME QE-1 certification may be certified probationary for up to three years as they work toward meeting these qualifications, conditional on the successful completion of an approved examination on CSA B44.

Elevators Group A (Escalators and Moving Walks) Level 2

Scope of Practice

1. Conducts periodic in-service inspections on Escalators and Moving Walks
2. Conducts plans reviews, acceptance inspections, and accident investigations on Escalators and Moving Walks.



Prerequisites

Applicants must meet the following criteria:

- Standard certification as an Elevators Group A Level 1 safety codes officer.

Discipline-Specific Requirements

Applicants must complete the following:

1. ASME QEI-1 certification.

Mentorship Requirements

Applicants must complete an approved mentorship program under the supervision of an Elevators Group A Level 2 safety codes officer with standard certification.

Elevators Group B (Elevators and Dumbwaiters) Level 1

Scope of Practice

1. Conducts periodic in-service inspections on Elevators and Dumbwaiters.

Entry Qualifications

Applicants must meet one of the following criteria:

- Journeyperson Elevator Constructor certificate.
- Registered professional engineer with four (4) years relevant experience.
- ASME QEI-1 certification.

Base Competency Training

Applicants must complete safety codes officer base competency training as set out in Schedule 1.

Discipline-Specific Requirements

Applicants must complete the following:

1. ASME QEI-1 certification; also see Note on Probationary Certification below.
2. Approved training on non-destructive testing.

Mentorship Requirements

Applicants must complete an approved mentorship program under the supervision of an Elevators Group B safety codes officer with standard certification.

Note on Probationary Certification

Elevators Group B Level 1 applicants who meet all requirements except ASME QEI-1 certification may be certified probationary for up to three years as they work toward meeting these qualifications, conditional on the successful completion of an approved examination on CSA B44.



Elevators Group B (Elevators and Dumbwaiters) Level 2

Scope of Practice

1. Conducts periodic in-service inspections on Elevators and Dumbwaiters.
2. Conducts plans reviews, acceptance inspections, and accident investigations on Elevators and Dumbwaiters.

Prerequisites

Applicants must meet the following criteria:

- Standard certification as an Elevators Group B Level 1 safety codes officer.

Discipline-Specific Requirements

Applicants must complete the following:

1. ASME QEI-1 certification.

Mentorship Requirements

Applicants must complete an approved mentorship program under the supervision of an Elevators Group B Level 2 safety codes officer with standard certification.

Elevators Group C (Platform Lifts and Stair Lifts for Barrier-Free Access) Level 1

Scope of Practice

1. Conducts periodic in-service inspections on Platform Lifts and Stair Lifts for Barrier-free Access.

Entry Qualifications

Applicants must meet one of the following criteria:

- Journeyperson Elevator Constructor certificate.
- Certified as an Elevators Group A Level 1 or Group B level 1 safety codes officer.
- ASME QEI-1 certification; also see Additional Requirements below.
- Two (2) years of relevant work experience in maintenance and repair of Platform Lifts and Stair Lifts for Barrier-free Access; also see Additional Requirements below.

Base Competency Training

Applicants must complete safety codes officer base competency training as set out in Schedule 1.

Discipline-Specific Requirements

Applicants must complete the following:

1. Approved training on non-destructive testing.
2. Approved examination on CSA B355.



Mentorship Requirements

Applicants must complete an approved mentorship program under the supervision of an Elevators Group C safety codes officer with standard certification.

Additional Requirements

Applicants entering with ASME QEI-1 certification or with two (2) years of relevant work experience in maintenance and repair of Platform Lifts and Stair Lifts for Barrier-free Access must complete approved training or examinations in the following areas:

1. Electrical Theory
2. Blueprint reading/interpretation
3. Wire ropes
4. Testing equipment

Elevators Group C (Platform Lifts and Stair Lifts for Barrier-Free Access) Level 2

Scope of Practice

1. Conducts periodic in-service inspections on Platform Lifts and Stair Lifts for Barrier-free Access.
2. Conducts plans reviews, acceptance inspections, and accident investigations on Platform Lifts and Stair Lifts for Barrier-free Access.

Prerequisites

Applicants must meet the following criteria:

- Standard certification as an Elevators Group C Level 1 safety codes officer.

Mentorship Requirements

Applicants must complete an approved mentorship program under the supervision of an Elevators Group C Level 2 safety codes officer with standard certification.

Elevators Group D (Power type Manlift Hoists and Power Belts) Level 1

Scope of Practice

1. Conducts periodic in-service inspections on Power type Manlift Hoists and Power Belts.

Entry Qualifications

Applicants must meet one of the following criteria:

- Journeyman Elevator Constructor certificate.
- Two (2) years of relevant work experience in maintenance and repair of Power type Manlift Hoists and Power Belts.
- Certified as an Elevators Group A Level 1 and Group B level 1 safety codes officer.
- ASME QEI-1 certification.



Base Competency Training

Applicants must complete safety codes officer base competency training as set out in Schedule 1.

Discipline-Specific Requirements

Applicants must complete the following:

1. Approved training on non-destructive testing.
2. Approved examination on CSA B311 Code.

Mentorship Requirements

Applicants must complete an approved mentorship program under the supervision of an Elevators Group D Level safety codes officer with standard certification.

Elevators Group D (Power type Manlift Hoists and Power Beltlifts) Level 2

Scope of Practice

1. Conducts periodic in-service inspections on Power type Manlift Hoists and Power Beltlifts.
2. Conducts plans reviews, acceptance inspections, and accident investigations on Power type Manlift Hoists and Power Beltlifts.

Prerequisites

Applicants must meet the following criteria:

- Standard certification as an Elevators Group D Level 1 safety codes officer.

Mentorship Requirements

Applicants must complete an approved mentorship program under the supervision of an Elevators Group D Level 2 safety codes officer with standard certification.

Elevators Group E (Personnel Hoists) Level 1

Scope of Practice

1. Conducts periodic in-service inspections on Personnel Hoists.

Entry Qualifications

Applicants must meet one of the following criteria:

- Journeyperson Elevator Constructor certificate.
- Two (2) years of relevant work experience in maintenance and repair of Personnel Hoists.
- Certified as an Elevators Group A Level 1 and Group B level 1 safety codes officer.

Base Competency Training

Applicants must complete safety codes officer base competency training as set out in Schedule 1.



Discipline-Specific Requirements

Applicants must complete the following:

1. ASME QEI-1 Certification; also see Note on Probationary Certification below.
2. Approved training on non-destructive testing.

Mentorship Requirements

Applicants must complete an approved mentorship program under the supervision of an Elevators Group E safety codes officer with standard certification.

Note on Probationary Certification

Elevators Group E Level 1 applicants who meet all requirements except ASME QE-1 certification may be certified probationary for up to three years as they work toward meeting these qualifications, conditional on the successful completion of an approved examination on CSA Z185.

Elevators Group E (Personnel Hoists) Level 2

Scope of Practice

1. Conducts periodic in-service inspections on Personnel Hoists.
2. Conducts plans reviews, acceptance inspections, and accident investigations on Personnel Hoists.

Prerequisites

Applicants must meet the following criteria:

- Standard certification as an Elevators Group E Level 1 safety codes officer.

Discipline-Specific Requirements

Applicants must complete the following:

- ASME QEI-1 Certification

Mentorship Requirements

Applicants must complete an approved mentorship program under the supervision of an Elevators Group E Level 2 safety codes officer with standard certification.



SCHEDULE 6

Fire: Certification Qualification Requirements

Fire Group A

Scope of Practice

1. Inspect major occupancy buildings identified as small assembly, residential, business and personal services, mercantile, and low hazard industrial buildings (less than 600 m²). These buildings:
 - 1.1. may not have fire alarm systems, standpipe systems, sprinkler systems or other automatic fire suppression systems with the exception that they may have a commercial wet chemical kitchen fire suppression system;
 - 1.2. cannot be an assembly occupancy with an occupant load greater than 150 people;
 - 1.3. cannot be a group B1, B2, or B3 occupancy (detention, treatment, or care facility), such as a penitentiary, or hospital; and
 - 1.4. cannot be a group F1 or F2 occupancy (high and medium hazard industrial) such as chemical warehouse or spray-paint operations.
2. Establish occupant loads for any building identified as the scope of practice of Group A where the occupant load is less than 150 persons.
3. Conduct investigations where:
 - 3.1. fire loss is estimated to be less than \$1 million;
 - 3.2. there is no death or injury requiring medical attention;
 - 3.3. and/or the fire is not suspected to be arson.
4. If during the investigation, arson becomes a reasonable suspicion, or a fire death is discovered, the investigation must be handed to a Group C Fire Investigator Level 2 safety codes officer. The safety codes officer who began the investigation may assist.
5. Investigate unsafe conditions in all classifications of buildings identified in the Alberta Building Code.
6. Cannot issue orders, variances, permits, or enforce an order.

Entry Qualifications

Applicants must meet one of the following criteria:

- Grade 12 diploma, or General Educational Development certification.
- Letter of recommendation from a fire services organization where the applicant has worked or volunteered.

Base Competency Training

Applicants must complete safety codes officer base competency training as set out in Schedule 1.

Discipline-Specific Requirements

Applicants must complete approved training or examinations in the following areas:

1. Introduction to Fire and Building Codes – Alberta Edition
2. Introduction of Fire Inspection
3. Introduction to Fire Investigation

Fire Group B1 (Inspector Level 1)

Scope of Practice

1. Inspect any building classified in the Alberta Building Code, other than those:
 - 1.1. identified as group F1, high hazard industrial buildings; and
 - 1.2. “high buildings” as referenced in 3.2.6.1.(1).
2. Conduct investigations according to the scope of Group A Fire SCOs.
3. Establish occupant loads for any building with an occupant load of less than 300 persons.
4. Investigate unsafe conditions in all classifications of buildings identified in the Alberta Building Code.
5. Issue and enforce orders for any building identified in the scope of practice.
6. Cannot issue permits.
7. Cannot issue variances.

Prerequisites

Applicants must meet the following criteria:

- Standard certification as a Fire Group A Safety codes officer

Discipline-Specific Requirements

Applicants must complete approved training or examinations in the following areas:

1. Building Construction and Protection Systems.
2. Properties of Materials.
3. Inspection Procedures.

Practicum Requirements

Applicants must complete the following:

1. Practical Evaluation for Inspector.

Fire Group B2 (Inspector Level 2)

Scope of Practice

1. Inspect all classifications of buildings identified in the Alberta Building Code.
2. Conduct investigations according to the scope of practice of Group A SCOs.
3. Establish occupant loads for any classification of building identified in the Alberta Building Code.



4. Issue orders, variances, and enforce orders.
5. Cannot issue permits.
6. Investigate unsafe conditions in all classifications of buildings identified in the Alberta Building Code.

Prerequisites

Applicants must meet the following criteria:

- Standard certification as a Fire Group B1 safety codes officer

Discipline-Specific Requirements

Applicants must complete approved training or examinations in the following areas:

1. Courtroom and Legal Procedures.
2. Building Evaluation and Plans Review.
3. Evaluating Alternative Solution.

Practicum Requirements

Applicants must complete the following:

1. Applied Inspection.

Fire Group C1 (Investigator Level 1)

Scope of Practice

1. Investigate the origin and cause of fires where:
 - 1.1. fire loss is estimated to be less than \$2 million;
 - 1.2. no death has occurred; and
 - 1.3. the fire is not suspected to be arson.
2. If during the investigation arson becomes a reasonable suspicion, or a fire death is discovered, the investigation will be handed to a Group C Level 2 Fire SCO. The SCO who began the investigation may assist.
3. Investigate unsafe conditions in all classifications of buildings identified in the Alberta Building Code.
4. Establish occupant loads according to the scope of practice for a Group A Fire SCO;
5. Cannot issue orders or variances, enforce orders, or issue permits.
6. Inspect small, assembly, residential, business and personal services, mercantile and low hazard industrial buildings (less than 600 m²). These buildings:
 - 6.1. may not have fire alarm systems, standpipe systems, sprinkler systems or other automatic fire suppression systems with the exception that they may have a commercial wet chemical kitchen fire suppression system;
 - 6.2. are not an assembly occupancy with an occupational load greater than 150;
 - 6.3. cannot be a group B1, B2, or B3 occupancy (detention, treatment, or care facility) such as a penitentiary, or hospital; and



6.4. cannot be a group F1, or, F2 occupancy (high and medium hazard industrial), such as chemical warehouse or spray-paint operations.

Prerequisites

Applicants must meet the following criteria:

- Standard certification as a Fire Group A safety codes officer

Discipline-Specific Requirements

Applicants must complete approved training or examinations in the following areas:

1. Building Construction and Protection Systems.
2. Properties of Materials.
3. Cause Determination.
4. Investigation Procedures.

Fire Group C2 (Investigator Level 2)

Scope of Practice

1. Investigate the origin and cause of fires in all classifications of buildings identified in the Alberta Building Code.
2. Investigate unsafe conditions in all buildings identified in the Alberta Building Code.
3. Establish occupant loads according to the scope of practice for a Group A Fire SCO.
4. Inspect small assembly, residential, business and personal services, mercantile, and low hazard industrial buildings (less than 600 m²). These buildings:
 - 4.1. may not have fire alarm systems, standpipe systems, sprinkler systems or other automatic fire suppression systems with the exception that they may have a commercial wet chemical kitchen fire suppression system;
 - 4.2. cannot be an assembly occupancy with an occupational load greater than 150 persons;
 - 4.3. cannot be a group B1, B2, or B3 occupancy (detention, treatment, or care facility) such as a penitentiary, or hospital; and
 - 4.4. cannot be a group F1 or F2 occupancy (high and medium hazard industrial), such as chemical warehouse or spray-paint operations.
5. Cannot issue orders or variances, enforce orders, or issue permits.

Prerequisites

Applicants must meet the following criteria:

- Standard certification as a Fire Group C1 safety codes officer.

Discipline-Specific Requirements

Applicants must complete approved training or examinations in the following areas:

1. Courtroom and Legal Procedures.
2. Building Evaluation and Plans Review.

3. Advanced Investigation Procedures.

Practicum Requirements

Applicants must complete the following:

1. Applied Investigation.

Fire Group E (Storage Tanks)

Scope of Practice

1. The scope of practice is limited to petroleum storage tank and petroleum storage tank systems within part 4 of the Alberta Fire Code.
2. Inspection of new and existing above ground tank, piping and dispensing installations and removals.
3. Inspection of new and existing underground storage tank, piping and dispensing installations and removals.
4. Investigate unsafe conditions only related to petroleum storage tanks.
5. Issue permits and variances for petroleum storage tanks.
6. Cannot investigate the origin and cause of fires

Entry Qualification

Applicants must meet one of the following criteria:

- Standard certification as a Fire Group B2 safety codes officer.
- Petroleum Mechanic 1 or Petroleum Mechanic 2 certification from Canadian Petroleum Contractors Association (CPCA); also see additional requirements below.

Discipline-Specific Requirements

Applicants must complete approved training or examinations in the following areas:

1. Petroleum Tanks.

Additional Requirements:

Applicants entering with Petroleum Mechanic 1 or Petroleum Mechanic 2 certification must complete approved training or examinations in the following areas:

1. Safety codes officer base competency training as set out in Schedule 1.
2. Inspection Procedures.
3. Evaluating Alternative Solutions

SCHEDULE 7

Gas: Certification Qualification Requirements

Gas

Scope of Practice

1. Natural gas and propane installations governed by the editions of the CSA B149.1 Natural Gas and Propane Installation Code and CSA B149.2 Propane Storage and Handling Code declared in force in Alberta.
2. Compressed and liquefied natural gas refueling station installations governed by the editions of the CSA B108.1 Compressed Natural Gas Refueling Stations Installation Code and CSA B108.2 Liquefied Natural Gas Refueling Stations Installation Code declared in force in Alberta.

Entry Qualifications

Applicants must meet the following criteria:

- Journeyperson gasfitter certification with five (5) years of relevant experience as a journeyperson gasfitter.

Base Competency Training

Applicants must complete safety codes officer base competency training as set out in Schedule 1.

Discipline-Specific Requirements

Applicants must complete approved training or examinations in the following areas:

1. Natural Gas and Propane Installation Code.
2. Propane Storage and Handling Code.
3. Construction Safety Training System.

Practicum Requirements

Applicants must complete the following:

1. Plumbing and Gas Practicum

Mentorship Requirements

Applicants will be certified probationary upon completion of their training; to achieve standard certification, they must complete an approved mentorship program under the supervision of a Gas safety codes officer with standard certification while employed with an accredited organization.

Hydrogen

Scope of Practice

1. Hydrogen installations governed by the edition of BNQ 1784 Canadian Hydrogen Installation Code declared in force in Alberta.

Prerequisites

Applicants must meet the following criteria:

- Standard certification as a Gas safety codes officer.
- Administrator approval based on subject matter expert assessment of applicant's qualifications and experience.

Discipline-Specific Requirements

Applicants may be required to take additional training, as determined by the Administrator based on the assessment of applicant's qualifications and experience.

Biogas

Scope of Practice

1. Biogas installations governed by the edition of CSA B149.6 Code for biogas generation and utilization declared in force in Alberta.

Prerequisites

Applicants must meet the following criteria:

- Standard certification as a Gas safety codes officer.
- Administrator approval based on subject matter expert assessment of applicant's qualifications and experience.

Discipline-Specific Requirements

Applicants may be required to take additional training, as determined by the Administrator based on the assessment of applicant's qualifications and experience.

SCHEDULE 8

Passenger Ropeways: Certification Qualification Requirements

Passenger Ropeways Group A (Rope Tows including Rope Tows for Secondary Carriers) Level 1

Scope of Practice

1. Conducts periodic/regular in-service inspections on Rope Tows, including Rope Tows for Secondary Carriers.

Entry Qualifications

Applicants must meet one of the following criteria:

- A person performing maintenance, repairs and trouble-shooting, with at least 8,000 hours of experience* consisting of not less than 250 hours with rope tows/rope tows for secondary carriers.
- A recognized tradesperson such as millwright, electrician, or elevator mechanic; a technologist/technician (certified through a recognized post-secondary institution); or a professional engineer with at least 3000 hours experience* performing maintenance, repairs, or trouble-shooting consisting of not less than 250 hours with rope tows/rope tows for secondary carriers.
- Standard certification as an Elevators Group A and B safety codes officer, with no additional hours of experience.

* Experience hours may be granted for entry qualification equivalency where mentoring has taken place. The mentor must be a Passenger Ropeways Group A Level 2 safety codes officer with standard certification.

Base Competency Training

Applicants must complete safety codes officer base competency training as set out in Schedule 1.

Discipline-Specific Requirements

Applicants must complete approved training or examinations in the following areas:

1. Passenger Ropeways and Passenger Conveyors CSA Z98.
2. A recognized seminar on non-destructive testing.
3. A recognized seminar on safe work practices.
4. A course offered by a recognized technical institution in:
 - 4.1. mechanical blueprint reading;
 - 4.2. electrical blueprint reading; and
 - 4.3. electrical theory or basic electricity.



Mentorship Requirements

Applicants must complete an approved mentorship program under the supervision of a Passenger Ropeways Group A Level 1 or Level 2 safety codes officer with standard certification while employed with an accredited organization to achieve full certification.

Passenger Ropeways Group A (Rope Tows including Rope Tows for Secondary Carriers) Level 2

Scope of Practice

1. Conducts periodic/regular in-service inspections on Rope Tows, including Rope Tows for Secondary Carriers.
2. Issues permits, conduct plan reviews, acceptance inspections, audits and accident investigations for Rope Tows, including Rope Tows for Secondary Carriers.

Prerequisites

Applicants must meet the following criteria:

- Standard Certification, and one year work experience as a Passenger Ropeways Group A Level 1 safety codes officer.

Discipline-Specific Requirements

Applicants must complete approved training or examinations in the following areas:

1. Auditing principles.
2. Accident investigation.

Mentorship Requirements

Applicants must complete an approved mentorship program under the supervision of a Passenger Ropeways Group A Level 2 safety codes officer with standard certification while employed with an accredited organization to achieve full certification.

Passenger Ropeways Group B (Passenger Ropeways including ropeways for Secondary Carriers) Level 1

Scope of Practice

1. Conducts periodic/regular in-service inspections on Passenger Ropeways, including Passenger Ropeways, including ropeways for Secondary Carriers

Entry Qualifications

Applicants must meet one of the following criteria:

- A person performing maintenance, repairs and trouble-shooting, with at least 8,000 hours of experience* consisting of not less than 300 hours with surface passenger ropeways/surface passenger ropeways for secondary carriers.
- A recognized tradesperson such as millwright, electrician, or elevator mechanic; a



technologist/technician (certified through a recognized post-secondary institution); or a professional engineer with at least 3000 hours experience* performing maintenance, repairs, or trouble-shooting consisting of not less than 300 hours with surface passenger ropeways/surface passenger ropeways for secondary carriers.

- Standard certification as an Elevators Group A and B safety codes officer, with no additional hours of experience.

*Experience hours may be granted for entry qualification equivalency where mentoring has taken place. The mentor must be a Passenger Ropeways Group B Level 2 safety codes officer with standard certification.

Base Competency Training

Applicants must complete safety codes officer base competency training as set out in Schedule 1.

Discipline-Specific Requirements

Applicants must complete approved training or examinations in the following areas:

1. Passenger Ropeways and Passenger Conveyors CSA Z98.
2. A recognized seminar on non-destructive testing.
3. A recognized seminar on safe work practices.
4. A course offered by a recognized technical institution in:
 - 4.1. mechanical blueprint reading;
 - 4.2. electrical blueprint reading; and
 - 4.3. electrical theory or basic electricity.

Mentorship Requirements

Applicants must complete an approved mentorship program under the supervision of a Passenger Ropeways Group B Level 1 or Level 2 safety codes officer with standard certification while employed with an accredited organization to achieve full certification.

Passenger Ropeways Group B (Passenger Ropeways, including ropeways for Secondary Carriers) Level 2

Scope of Practice

1. Conducts periodic/regular in-service inspections on Passenger Ropeways, including Passenger Ropeways, including ropeways for Secondary Carriers
2. Issues permits, conducts plans reviews, acceptance inspections, audits and accident investigations for Passenger Ropeways, including Passenger Ropeways, including ropeways for Secondary Carriers

Prerequisites

Applicants must meet the following criteria:



- Standard certification as a Passenger Ropeways Group B Level 1 safety codes officer.

Discipline-Specific Requirements

Applicants must complete approved training or examinations in the following areas:

1. Auditing principles.
2. Accident investigation.

Mentorship Requirements

Applicants must complete an approved mentorship program under the supervision of a Passenger Ropeways Group B Level 2 safety codes officer with standard certification while employed with an accredited organization to achieve full certification.

Passenger Ropeways Group C (Above-Surface Passenger Ropeways – Fixed Grip Type) Level 1

Scope of Practice

1. Conducts periodic/regular in-service inspections on Above-Surface Passenger Ropeways – Fixed Grip Type

Entry Qualifications

Applicants must meet one of the following criteria:

- A person performing maintenance, repairs and trouble-shooting, with at least 8,000 hours of experience* consisting of not less than 500 hours with fixed grip above surface lifts.
- A recognized tradesperson such as millwright, electrician, or elevator mechanic; a technologist/technician (certified through a recognized post-secondary institution); or a professional engineer with at least 3000 hours experience* performing maintenance, repairs, or trouble-shooting consisting of not less than 500 hours with fixed grip above surface lifts.
- Standard certification as an Elevators Group A and B safety codes officer, with no additional hours of experience.

* Experience hours may be granted for entry qualification equivalency where mentoring has taken place. The mentor must be a Passenger Ropeways Group C Level 2 safety codes officer with standard certification.

Base Competency Training

Applicants must complete safety codes officer base competency training as set out in Schedule 1.

Discipline-Specific Requirements

Applicants must complete approved training or examinations in the following areas:

1. Passenger Ropeways and Passenger Conveyors CSA Z98.
2. A recognized seminar on non-destructive testing.
3. A recognized seminar on safe work practices.
4. A course offered by a recognized technical institution in:
 - 4.1. mechanical blueprint reading;
 - 4.2. electrical blueprint reading; and

4.3. electrical theory or basic electricity

Mentorship Requirements

Applicants must complete an approved mentorship program under the supervision of a Passenger Ropeways Group C Level 1 or Level 2 safety codes officer with standard certification while employed with an accredited organization to achieve full certification.

Passenger Ropeways Group C (Above-Surface Passenger Ropeways – Fixed Grip Type) Level 2

Scope of Practice

1. Conducts periodic/regular in-service inspections on Above-Surface Passenger Ropeways – Fixed Grip Type.
2. Issues permits, conducts plans reviews, acceptance inspections, audits and accident investigations for Above-Surface Passenger Ropeways – Fixed Grip Type.

Prerequisites

Applicants must meet one of the following criteria:

- Standard certification as a Passenger Ropeways Group C Level 1 safety codes officer.

Discipline-Specific Requirements

Applicants must complete the following:

1. Auditing principles.
2. Accident investigation.

Mentorship Requirements

Applicants must complete an approved mentorship program under the supervision of a Passenger Ropeways Group C Level 2 safety codes officer with standard certification while employed with an accredited organization to achieve full certification.

Passenger Ropeways Group D (Above-Surface Passenger Ropeways – Detachable Grip Type) Level 1

Scope of Practice

1. Conducts periodic/regular in-service inspections on Above-Surface Passenger Ropeways – Detachable Grip Type.

Entry Qualifications

Applicants must meet one of the following criteria:

- A person performing maintenance, repairs and trouble-shooting, with at least 8,000 hours of experience* consisting of not less than 500 hours with detachable-grip above surface lifts.
- A recognized tradesperson such as millwright, electrician, or elevator mechanic; a technologist/technician (certified through a recognized post-secondary institution); or a professional engineer with at least 3000 hours experience* performing maintenance, repairs, or



trouble-shooting consisting of not less than 500 hours with detachable-grip above surface lifts.

- Standard certification as an Elevators Group A and B safety codes officer, with no additional hours of experience.

*Experience hours may be granted for entry qualification equivalency where mentoring has taken place. The mentor must be a Passenger Ropeways Group D Level 2 safety codes officer with standard certification.

Base Competency Training

Applicants must complete safety codes officer base competency training as set out in Schedule 1.

Discipline-Specific Requirements

Applicants must complete approved training or examinations in the following areas:

1. Passenger Ropeways and Passenger Conveyors CSA Z98.
2. A recognized seminar on non-destructive testing.
3. A recognized seminar on safe work practices.
4. A course offered by a recognized technical institution in:
 - 4.1. mechanical blueprint reading;
 - 4.2. electrical blueprint reading; and
 - 4.3. electrical theory or basic electricity.

Mentorship Requirements

Applicants must complete an approved mentorship program under the supervision of a Passenger Ropeways Group D Level 1 or Level 2 safety codes officer with standard certification while employed with an accredited organization to achieve full certification

Passenger Ropeways Group D (Above-Surface Passenger Ropeways – Detachable Grip Type) Level 2

Scope of Practice

1. Conducts periodic/regular in-service inspections on Above-Surface Passenger Ropeways – Detachable Grip Type.
2. Issues permits, conducts plans reviews, acceptance inspections, audits and accident investigations for Above-Surface Passenger Ropeways – Detachable Grip Type.

Prerequisites

Applicants must meet the following criteria:

- Standard certification as a Passenger Ropeways Group D Level 1 safety codes officer.

Discipline-Specific Requirements

Applicants must complete approved training or examinations in the following areas:

1. Auditing principles.

2. Accident investigation.

Mentorship Requirements

Applicants must complete an approved mentorship program under the supervision of a Passenger Ropeways Group D Level 2 safety codes officer with standard certification while employed with an accredited organization to achieve full certification.

Passenger Ropeways Group E (Reversible Passenger Ropeways) Level 1

Scope of Practice

1. Conducts periodic/regular in-service inspections on Reversible Passenger Ropeways.

Entry Qualifications

Applicants must meet one of the following criteria:

- A person performing maintenance, repairs and trouble-shooting, with at least 8,000 hours of experience* consisting of not less than 500 hours with reversible ropeways.
- A recognized tradesperson such as millwright, electrician, or elevator mechanic; a technologist/technician (certified through a recognized post-secondary institution); or a professional engineer with at least 3000 hours experience* performing maintenance, repairs, or trouble-shooting consisting of not less than 500 hours with reversible ropeways.
- Standard certification as an Elevators Group A and B safety codes officer, with no additional hours of experience.

* Experience hours may be granted for entry qualification equivalency where mentoring has taken place. The mentor must be a Passenger Ropeways Group E Level 2 safety codes officer with standard certification.

Base Competency Training

Applicants must complete safety codes officer base competency training as set out in Schedule 1.

Discipline-Specific Requirements

Applicants must complete approved training or examinations in the following areas:

1. Passenger Ropeways and Passenger Conveyors CSA Z98.
2. A recognized seminar on non-destructive testing.
3. A recognized seminar on safe work practices.
4. A course offered by a recognized technical institution in
 - 4.1. mechanical blueprint reading;
 - 4.2. electrical blueprint reading; and
 - 4.3. electrical theory or basic electricity.



Mentorship Requirements

Applicants must complete an approved mentorship program under the supervision of a Passenger Ropeways Group E Level 1 or Level 2 safety codes officer with standard certification while employed with an accredited organization to achieve full certification.

Passenger Ropeways Group E (Reversible Passenger Ropeways) Level 2

Scope of Practice

1. Conducts periodic/regular in-service inspections on Reversible Passenger Ropeways.
2. Issues permits, conducts plan reviews, acceptance inspections, audits and accident investigations for Reversible Passenger Ropeways

Prerequisites

Applicants must meet the following criteria:

- Standard certification as a Passenger Ropeways Group E Level 1 safety codes officer.

Discipline-Specific Requirements

Applicants must complete the following:

1. Auditing principles.
2. Accident investigation.

Mentorship Requirements

Applicants must complete an approved mentorship program under the supervision of a Passenger Ropeways Group E Level 2 safety codes officer with standard certification while employed with an accredited organization to achieve full certification.

Passenger Ropeways Group F (Conveyors) Level 1

Scope of Practice

1. Conducts periodic/regular in-service inspections on Conveyors.

Entry Qualifications

Applicants must meet one of the following criteria:

- A person performing maintenance, repairs and trouble-shooting, with at least 8,000 hours of experience* consisting of not less than 200 hours with conveyors.
- A recognized tradesperson such as millwright, electrician, or elevator mechanic; a technologist/technician (certified through a recognized post-secondary institution); or a professional engineer with at least 3000 hours experience* performing maintenance, repairs, or trouble-shooting consisting of not less than 200 hours with conveyors.
- Standard certification as an Elevators Group A and B safety codes officer, with no additional hours of experience.

* Experience hours may be granted for entry qualification equivalency where mentoring has taken place. The mentor must be a Passenger Ropeways Group F Level 2 safety codes officer with standard certification.

Base Competency Training

Applicants must complete safety codes officer base competency training as set out in Schedule 1.

Discipline-Specific Requirements

Applicants must complete approved training or examinations in the following areas:

1. Passenger Ropeways and Passenger Conveyors CSA Z98.
2. A recognized seminar on non-destructive testing.
3. A recognized seminar on safe work practices.
4. A course offered by a recognized technical institution in:
 - 4.1. mechanical blueprint reading;
 - 4.2. electrical blueprint reading; and
 - 4.3. electrical theory or basic electricity.

Mentorship Requirements

Applicants must complete an approved mentorship program under the supervision of a Passenger Ropeways Group F Level 1 or Level 2 safety codes officer with standard certification while employed with an accredited organization to achieve full certification.

Passenger Ropeways Group F (Conveyors) Level 2

Scope of Practice

1. Conducts periodic/regular in-service inspections on Conveyors.
2. Issues permits, conducts plans reviews, acceptance inspections, audits and accident investigations for Conveyors.

Prerequisites

Applicants must meet the following criteria:

- Standard certification as a Passenger Ropeways Group F Level 1 safety codes officer.

Discipline-Specific Requirements

Applicants must complete the following:

1. Auditing principles.
2. Accident investigation.

Mentorship Requirements

Applicants must complete an approved mentorship program under the supervision of a Passenger Ropeways Group F Level 2 safety codes officer with standard certification while employed with an accredited organization to achieve full certification.

SCHEDULE 9

Plumbing and Private Sewage Systems: Certification Qualification Requirements

Plumbing

Scope of Practice

1. Plumbing installations governed by the edition of the National Plumbing Code of Canada declared in force in Alberta.

Entry Qualifications

Applicants must meet the following criteria:

- Journeyperson plumber certification and five (5) years of relevant work experience as a journeyperson plumber
- Journeyperson plumber certification recognized in Alberta and three (3) years of relevant work experience as a journeyperson plumber; also see Additional Requirements below.

Base Competency Training

Applicants must complete safety codes officer base competency training as set out in Schedule 1.

Discipline-Specific Requirements

Applicants must complete approved training or examinations in the following areas:

1. National Plumbing Code.
2. Evaluating Alternative Solutions.
3. Construction Safety Training System.

Practicum Requirements

Applicants must complete the following:

1. Plumbing and Gas Practicum

Additional Requirements

Applicants entering the program via the three (3) years of relevant experience path will be certified probationary upon completion of their training; to achieve standard certification, they must complete an approved mentorship program under the supervision of a Plumbing safety codes officer with standard certification while employed with an accredited organization.

Private Sewage Systems

Scope of Practice

1. Private sewage disposal systems governed by the edition of the Alberta Private Sewage Systems Standard of Practice declared in force in Alberta.

Entry Qualifications

Applicants must meet one of the following criteria:

- Journey person plumber certification.
- Environmental or Public Health Officer certification.
- Technologist diploma in a related field.
- Engineering degree in a related field.
- Bachelor of science degree in a related field.
- Alberta Private Sewage Disposal System Installer certification.

Base Competency Training

Applicants must complete safety codes officer base competency training as set out in Schedule 1.

Discipline-Specific Requirements

Applicants must complete approved training or examinations in the following areas:

1. PSTS, Alberta Private Sewage Systems SOP.
2. Onsite Wastewater Treatment Systems installer training.
3. Construction Safety Training System.



SCHEDULE 10

Pressure Equipment: Certification Qualification Requirements

Pressure Equipment

Entry Qualifications

Applicants must meet one of the following criteria:

- Bachelor's degree in a related engineering discipline.
- First or Second-Class Power Engineer's Certificate of Competency.
- Two-year technical diploma in a related discipline.

Base Competency Training

Applicants must complete safety codes officer base competency training as set out in Schedule 1.

Discipline-Specific Requirements

Applicants must complete approved training or examinations in the following areas:

1. Alberta Pressure Equipment Safety Authority's Inspector Certification Examination.
2. Valid In-Service Commission or New Construction Commission issued by the National Board of Boiler and Pressure Vessel Inspectors.

APPENDIX B: SAFETY CODES OFFICER CODE OF ETHICS

Preamble

Safety codes officers monitor compliance with and enforce the *Safety Codes Act*, safety codes and standards, and permits.

Safety codes officers are expected to behave in a way that aligns with this Code of Ethics (Code). The Code does not cover every scenario that safety codes officers may encounter, but every safety codes officer is expected to guide one's action by the spirit and intent of this Code.

It is recognized that safety codes officers may be subject to more than one code of ethics, through professional association or employment. This Code is not intended to conflict with any other code of ethics, and safety codes officers shall discuss any potential conflicts with the Administrator of Certification.

Safety Codes Officers Code of Ethics

Safety codes officers shall:

1. conduct themselves in an ethical, professional, and responsible manner.
2. carry out their duties in accordance with the *Safety Codes Act* and other applicable legislation, regulations, bylaws, and policies.
3. promote and uphold the overriding value of safety in regard to themselves, public well-being, and property.
4. perform their duties with integrity, independence and objectivity.
5. only conduct work in areas in which they are deemed to be competent through the achievement of certification and designation of powers.
6. maintain competence and endeavour to extend their technical and professional knowledge through required training, continuing education and self-directed learning.
7. model a positive regard for the profession and a commitment to the safety codes system in Alberta.
8. preserve confidentiality with respect to all information and documents that come to their knowledge from employment in the administration of the Act unless the law requires or authorizes disclosure.
9. not use their status or position as safety codes officers to influence or gain an undue or unfair benefit or advantage for themselves or others.
10. avoid any real or reasonably perceived conflicts of interest in carrying out their duties as safety codes officers.



APPENDIX C: CONTINUING EDUCATION PROGRAM CRITERIA

Allocating Continuing Education Activities and Credits

1. There are three (3) categories in which safety codes officers (SCO) can obtain credits: formal learning, informal learning, and practice.
2. Both technical and non-technical training, where applicable to an SCO's work, will be considered for eligibility for continuing education credits.

Formal Learning Category

1. The formal learning category recognizes a broad range of learning activities including courses, conferences, and webinars; these are structured learning activities for which an SCO would provide evidence of attendance, assessment, or completion.
2. One (1) hour of attendance at a formal activity equals one (1) credit up to a maximum of five (5) credits per activity.

Informal Learning Category

1. The informal learning category recognizes activities where SCOs participate in developing or spreading knowledge, standards, and practices relevant to the occupation or safety codes system and may occur as part of the SCO's job responsibilities or outside of employment.
2. One (1) hour of participation in an informal activity equals one (1) credit up to the following maximums:
 1. Teaching, facilitating, presenting, and formal mentoring (five (5) credits maximum per instance).
 2. Membership in a professional or industry association, code or standard committee, working group, or similar (five (5) credits maximum per group per reporting cycle).
 3. Professional writing (five (5) credits maximum per reporting cycle).
 4. Self-study or research (three (3) credits maximum per reporting cycle).
 5. Volunteering in a capacity relating to the SCO's occupation (three (3) credits maximum per reporting cycle).

Practice Category

1. The practice category recognizes on the job learning when working as an SCO.
2. SCOs may report up to nine (9) credits in each reporting cycle for work as a full-time SCO, as indicated by a designation of powers validated by an accredited organization.
3. SCOs who do not work full-time or do not work for the entire reporting cycle will receive pro-rated credits accordingly.