

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: *The authority having jurisdiction* _____ Date: _____

Address _____

_____ Postal code _____

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

Name of *project* _____

Address _____

Legal description _____

The *owner* has retained a *registered professional of record* to coordinate the design work and field reviews required for this *project* for:

architecture structural engineering mechanical engineering

electrical engineering geotechnical engineering

The *registered professional of record* shall coordinate the design work and field review for that component of the *project* for which the *registered professional of record* 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 *owner* and the *registered professional of record* 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 *owner* and the *registered professional of record* acknowledge their responsibility to notify the *authority having jurisdiction* should the *registered professional* cease to be retained by the *owner*.

The *owner* understands that, should the *registered professional of record* cease to be retained at any time during construction, work on the portion of the *project* for which the *registered professional* is responsible will cease until such time as a new *registered professional of record* is retained and a new letter in the form set out in Schedule A-2 is filed with the *authority having jurisdiction*.

The *registered professional of record* is a *registered professional* 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*.