

Form 2—Commitment Certificate: Prime Consultant (Field Review of Construction)

Preamble

The *Nova Scotia Building Code* (the “Code”) is made up of portions of the *Nova Scotia Building Code Regulations* (the “regulations”) made under the *Building Code Act*, together with the *National Building Code*, the *National Plumbing Code* and the *National Energy Code*, as amended and adopted by the regulations. Construction and demolition of buildings must be done in accordance with the Act, the regulations and the Code.

Architects, interior designers and professional engineers are required by their respective statutes, regulations and bylaws to ensure the general public of competent standards and ethical conduct in the design of buildings. Under Part 2 of the regulations, professionals must design buildings in conformance with the minimum standards of the Code, with sufficient drawings and documents to show how these standards have been met.

Part 2 of the regulations also requires buildings to be reviewed at intervals appropriate to the stage of construction to determine general compliance with the design drawings (and all revisions) accepted by a building official as the authority having jurisdiction. Completed commitment certificates for these field reviews of construction must be submitted to a building official as the authority having jurisdiction. If a building official has not been assigned by the applicable municipality, this document must be submitted directly to the municipality until a building official is assigned.

To:

authority having jurisdiction (building official)

date

address

Dear

authority having jurisdiction (building official)

Re:

address of project

name of project

legal description of project

This is to advise that I am the architect, interior designer, professional engineer or designer appointed by the owner as prime consultant to coordinate the field review of construction for this project.

I hereby certify, as prime consultant for this project, that I will coordinate the field review of construction for the following disciplines, which I have initialled:

(Initial the disciplines that apply to this project. All disciplines will not necessarily be employed on every project.)

<input type="checkbox"/> Building Design	<input type="checkbox"/> Interior Design	<input type="checkbox"/> Structural	<input type="checkbox"/> Plumbing
<input type="checkbox"/> Mechanical	<input type="checkbox"/> Electrical	<input type="checkbox"/> Geotechnical	<input type="checkbox"/> Fire Suppression System
<input type="checkbox"/> Resource Conservation-Energy			

I attach for your review the field review of construction commitment certificates for each above initialled discipline completed by an appropriate professional for the discipline, or will forward the field review of construction commitment certificate for those not yet appointed.

I, and professionals who have completed the various field review of construction commitment certificates, will perform the field review of construction.

I also certify that

- 1) I will coordinate the review of shop drawings;
- 2) I will coordinate the review of changes to the design documents; and
- 3) I will complete, or have completed by the appropriate professional, the certification of field review of construction and return it to the building official as the authority having jurisdiction before the occupancy permit is issued.

Please be advised that I may delegate some or all of my duties associated with the coordination of the field review of construction to another person employed by me or my firm where it is consistent with prudent professional practice to do so. All delegated functions will be performed under my supervision in accordance with the *Architects Act*, the *Interior Designers Act* and the *Engineering Profession Act*.

If the contract for a field review of construction is terminated at any time during construction, I will notify a building official as the authority having jurisdiction as soon as practical, but no later than 72 hours after the event.

print name

signature

initials

If a design professional: Affix below the seal of the licensed architect, interior designer or professional engineer in accordance with provincial legislation.

print name of firm or company

print address

If not a design professional, this document must be signed by the person appointed as the prime consultant.

municipality

postal code

telephone

fax

e-mail