



Building Officials Association of Florida (BOAF)
Corporate Cross Training Programs:

Program Overview:

The BOAF Corporate Cross Training Program fulfills the experience requirement of the following Florida Administrative Code (F.A.C.) rule:

61G19-7.001 Board Approved Cross Training Programs as Alternative Eligibility Requirement for Examination.

(1) Applicants currently holding a standard certificate as a building, one and two family dwelling, electrical, mechanical, or plumbing inspector and seeking an additional category of inspector certification shall satisfactorily complete an inspector training program of not less than 200 hours in the certification category sought.

(2) Applicants currently holding a standard certificate as a building, electrical, mechanical, or plumbing plans examiner and seeking an additional certification in one of these categories shall satisfactorily complete a plans examiner training program of not less than 200 hours in the certification category sought.

(3) Applicants currently holding a standard certificate as a building, electrical, mechanical, or plumbing inspector and seeking certification as a one and two family dwelling inspector shall satisfactorily complete a one and two family training program of not less than 500 hours.

This program is open to all employees of Florida companies providing services where Florida Statute 468, Part XII licensed persons are required. The program requires the following from the company and applicant for participation:

1. The company sponsor must be a Florida corporation
2. The company sponsor must have a permanent office location in Florida
3. The company sponsor must have a record of providing services in Florida
4. A designated point of contact must be identified
5. The designated point of contact must hold a standard, current and active Building Code Administrator license issued by the Building Code Administrators and Inspectors Board of the Florida Department of Business and Professional Regulation
6. The designated Building Code Administrator is responsible to personally oversee all training under this program
7. The designated Building Code Administrator must participate in a pre-participation interview with BOAF to ensure the rules of the program will be followed and monitored and that all requirements of the program will be met.
8. The company may NOT offer municipal services and private provider services in the same jurisdiction at the same time

The program applicant must hold a current and active standard license issued by the Building Code Administrators and Inspectors Board prior to registering for participation in the program. Verification of licensure is performed for the applicant as well as the trainers and building official that will supervise the training. The Building Code Administrator (BO) responsible to oversee the training is required to hold a current and active standard Building Code Administrator certification from the Building Code Administrators and Inspectors Board (BCAIB) and is expected to personally supervise the training and verify the quality of the training on the trainee. Additionally, any trainer utilized in the program is required to hold a current and active standard license in the specific category being taught. In addition to the training required in the field by a licensed trainer, under the supervision and guidance of the licensed BO, classroom training approved by the Building Officials Association of Florida is required. This classroom training provides detailed information related to the Code, application of the Code and relates the field training to the Code knowledge and application of the principles needed to properly apply the Code for the safety and protection of the public and others using the facilities permitted and constructed under the Codes in the State of Florida. These programs place emphasis on the existing knowledge that a standard licensed inspector/plans examiner currently has while increasing their knowledge and abilities through this training and education to successfully observe and evaluate an additional area of expertise. All forms referenced within these documents refer to the specific forms issued by the Building Officials Association of Florida and approved by the Certification Sub-Committee of the Professional Development Committee of BOAF.

The programs include the following required training:

Program	On-The-Job (Field) Training Minimum Hours	Classroom Minimum Hours
Building Inspector	250	35
Building Plans Examiner	250	85
Electrical Inspector	250	34
Electrical Plans Examiner	250	34
Mechanical Inspector	182	28
Mechanical Plans Examiner	182	28
Plumbing Inspector	182	28
Plumbing Plans Examiner	182	28
1 & 2 Family Dwelling Inspector	450	Varies

Initial Program Participation Requirements:

Form Requirements:

The required forms for the training program are found on the BOAF website at www.boaf.net on the training and education page. The forms are specific to the program and require specific information to be included in a certain format. Sample forms are included for review. Forms are subject to change/modification as needed to ensure appropriateness and applicability to the program(s).

All forms related to BOAF approval must be submitted in a format and/or on a form specified by BOAF. All forms related to the submission of the application to the Building Code Administrators and Inspectors Board may be found on the BCAIB website. This program is a training program intended to prepare the applicant for an additional category of certification as issued by the BCAIB of the State of Florida under Florida Statute 468 Part XII. BOAF does not issue certification allowing any individual to perform the functions found in Florida Statute 468 Part XII. It is important to separate the function of BOAF from that of BCAIB. BOAF provides training, guidance and review of the education a certified individual receives in a category they are not certified in, under the guidance and tutelage of a licensed building official and licensed trainer while also being required to attend BOAF approved classroom training. This training program provides the equivalent experience needed for the BCAIB to acknowledge an individual as certifiable, following the successful passing of the requisite exam, to gain licensure in an additional category to that which found them to be qualified for originally.

Individual Course Outlines and Syllabus:

Each training course contains a separate course outline specific to that area. Courses within a specific discipline, such as mechanical inspector and mechanical plans examiner may share classroom training; however, the course of study for field training is specific to the area requested and time utilized for one portion of the program may not be used to fulfill the field training portion of the other portion of the program. In simple terms, that field time used to qualify for mechanical inspector may not be used to qualify for mechanical plans examiner even though the classroom training may be used for both. This holds true for the electrical, mechanical and plumbing programs.

Classroom training for building plans examiner requires attendance at the building inspector classroom training (35 hours) in addition to the plans examiner classroom training (50 hours) for a total of 85 hours of classroom training.

1 & 2 family dwelling inspector classroom training allows for one certification to be bypassed. This gives credit to the participant for the first standard license they were trained for and qualified to receive. The participant must take classroom training in the other three (3) disciplines to qualify.



Corporate Cross Training Program Sponsor Application

Company Name: _____

Florida Office Location:

Street Address: _____

City: _____, FL Zip _____ - _____

Phone: (_____) _____ Fax: (_____) _____

Website: www. _____

Number of years serving Florida from this location: _____

Point of Contact name: _____

Title: _____

List ALL current and active professional licenses: _____

Years with this company: _____

Phone: (_____) _____ Email: _____

Current Number of employees: _____

Current number of F.S. 468 Part XII Employees: _____

Areas of Florida currently served: _____

Other Florida office locations: _____

Other non-Florida office locations: _____

Person authorized to sign binding the company to this agreement:

Print Name: _____

Signature: _____

Title: _____

Date Contract Executed: _____

Accepted by The Building Officials Association of Florida, Inc authorized representative:

Print Name: _____

Signature: _____

Title: _____

Date Contract Executed: _____