



## **Program Description, Goal and Objectives**

An original copy of this form must accompany every trade specific application for qualification in the program.

### **GOAL**

The goal of the Building Officials Association of Florida Foundation/Cross Training Program is to provide an acceptable, practical alternative for the experience requirement for examination qualification pursuant to 468.609(2)(4), F.S.

### **OBJECTIVES**

The Certification Committee of the Building Officials Association of Florida has been established and is operated in order to gain recognition and approval by the Building Code Administrators and Inspectors Board (BCAIB) of training developed and administered by the BOAF, in conjunction with appropriate field training monitored and certified by currently licensed and knowledgeable individuals in the trade desired under the supervision and tutelage of a standard licensed Building Code Administrator (BCA, aka Building Official). Such training program will provide for practical training and qualification through relevant, recognized classroom education and on-the-job training (OJT) consistent with the original goals of the BCAIB when proposing the statutory amendment (468.609(2)(4) in 1998. This training program may allow agencies to utilize existing personnel resources as trainers while preparing other current employees for broader responsibilities and, at the same time, maintain accountability to the BCAIB.

### **OUTLINE**

The BOAF Certification Committee has established training criteria for each inspector and plans examiner category, comprised of appropriate classroom education and OJT, for individuals seeking to improve their professional qualifications through BCAIB certification exams and meeting all other requirements of Florida Statute 468.609(2)(4). The Certification Committee recognizes the varying levels of complexity in each category and has established training requirements exceeding 200 hours, the statutory minimum. Classroom and OJT training for any category must be completed within the thirty-six (36) months immediately preceding the submittal date of an application to the BOAF Certification Committee. Training criteria consists of:

Completion of BOAF, ICC or equivalent approved preparatory coursework in the exam category sought.

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Field training (OJT), which must be under the supervision of and substantiated by a Trainer (an active, standard licensee in the appropriate specified category whose **primary duty is practice** in that category requested by the Trainee) with required documentation and pre-approval by BOAF.

The Trainer's supervising Building Official, properly licensed (must hold a standard BCA license) and designated as such, shall by application of his/her signature attest to said documentation.

Submittal of a statement by that person properly licensed and designated as the Building Official (in the jurisdiction providing the OJT) indicating the applicant is reasonably qualified to take the BCAIB examination and assume responsibility for work in that category upon passing the exam.

Submittal of an application with required documentation and any remaining portion of the application fee to the BOAF office for review and issuance of a certificate, upon approval, which must be submitted to the BCAIB as proof of experience in the requested area. Currently, \$125 is required with the request for participation and \$125 is required to be submitted with the completed application.

The appropriate BOAF Certification Committee will review the application for compliance with these requirements, confirm the information contained therein, reject each insufficient submittal with written explanation, or approve and return it to the applicant for inclusion with his/her application to the BCAIB as proof of having met these requirements.

The fee for re-submittal of an application rejected for any reason is \$100.00.

Questions concerning the Cross Training Program should be addressed to:

Cross Training Coordinator  
Building Officials Association of Florida  
3697 Lake Emma Road  
Lake Mary, Florida 32746-6121