*\*\*\** ***The International Institute of Building Enclosure Consultants Canadian Prairies Chapter (IIBEC-CPC)*** *is pleased to provide this standard roofing qualifications document for use in* ***Alberta*** *roofing construction specifications. This document provides recommended criteria for roofing consultants, quality assurance observers, superintendents, forepersons, and thermographers, ensuring consistency and quality in roofing projects.*

*The qualifications align with industry best practices, regulatory requirements, and professional registrations, reinforcing IIBEC-CPC’s commitment to excellence in the building enclosure industry. By using these standards, specifiers can enhance project outcomes, ensuring roofing projects are designed and installed by qualified professionals, improving durability, safety, and performance. However, it is the sole responsibility of the specifier, project team, or contracting entity to ensure that these standards are appropriately applied, interpreted, and enforced in any given project.*

*These updates establish a higher benchmark for roofing expertise, helping to safeguard the integrity of roofing systems. By defining qualifications and responsibilities, we are helping to safeguard the integrity of roofing systems and protect building owners, contractors, and consultants alike.*

*The document is made available for industry professionals. Use of this document does not guarantee compliance with any specific project, legal, or regulatory requirement, and it is the responsibility of the specifier to ensure adherence to all applicable codes and contractual obligations. \*\*\**

1. **GENERAL**
   1. **References**
      1. Alberta Association of Architects (AAA)
      2. Alberta Roofing Contractor Association (ARCA)
      3. American Society for Testing and Materials (ASTM) C1153, Standard Practice for Location of Wet Insulation in Roofing Systems Using Infrared Imaging.
      4. Association of Professional Engineers and Geoscientists of Alberta (APEGA)
      5. Association of Science & Engineering Technology Professionals of Alberta (ASET)
      6. Canadian Construction Documents Committee (CCDC)
      7. International Institute of Building Enclosure Consultants (IIBEC)
      8. National Energy Code for Buildings (NECB) 2020
      9. Skilled Trade and Apprenticeship Education Act (STAEA)
      10. The Interprovincial Standards Red Seal Program (Red Seal)
   2. **Definitions**
      1. *“Roof Consultant”* means an individual who is responsible for the design of the roof system who meets the following criteria:
         1. Engaged in commercial roof consulting.
         2. Minimum of five (5) years of experience in roof consulting.
         3. Maintains a minimum of $2,000,000 in Errors and Omissions (Professional Liability) Insurance.
         4. Independent from roofing contractors, manufacturers, suppliers, and distributors.
         5. Member in good standing with IIBEC.
         6. Holds at least one (1) of the following qualifications:
            1. Registered Roof Consultant (RRC) with IIBEC.
            2. Professional Engineer or Professional Licensee with APEGA.
            3. Professional Technologist, Certified Engineering Technologist or Certified Technician with ASET.
            4. Registered Architect with AAA.
      2. *“Roof Quality Assurance Observer”* means an individual responsible for roofing quality assurance construction review who meets the following criteria:
         1. Engaged in commercial roof quality assurance observation.
         2. Maintains a minimum of $2,000,000 in Commercial General Liability Insurance.
         3. Independent from roofing contractors, manufacturers, suppliers, and distributors.
         4. Minimum of five (5) years of experience in roof quality assurance observation.
         5. Member in good standing with IIBEC.
         6. Holds at least one (1) of the following qualifications:
            1. Registered Roof Observer (RRO) with IIBEC.
            2. ARCA Accepted Inspector with ARCA Warranty Ltd.
      3. *“Thermographer”* means an individual who meets the following criteria:
         1. Familiar with roof system fundamentals.
         2. Minimum Level One Certified Thermographer or an equivalent designation approved in writing by the Prime Consultant prior to conducting thermographic scanning.
         3. Holds at least one (1) of the following qualifications:
            1. IIBEC Registered Roof Observer (RRO) with IIBEC.
            2. IIBEC Registered Roof Consultant (RRC) with IIBEC.
            3. ARCA Accepted Roof Inspector registered with ARCA Warranty Ltd.
            4. Journeyperson roofer certified by STAEA.
            5. Red Seal endorsement as a roofer.
            6. Professional Engineer or Professional Licensee with APEGA.
            7. Professional Technologist, Certified Engineering Technologist or Certified Technician with ASET.
            8. Registered Architect with AAA.
      4. *“Superintendent”* means an individual responsible for roofing oversight who meets the following criteria:
         1. Minimum of five (5) years of experience in roof application.
         2. Holds at least one (1) of the following qualifications:
            1. A Registered Roof Observer (RRO) with IIBEC.
            2. Journeyperson roofer certificate with STAEA.
            3. Roofer endorsement with Red Seal.
            4. Certified Roofing Professional (CRP) with ARCA.
            5. Minimum of ten (10) years of experience in roof application.
      5. *“Foreperson”* means an individual in roof application and crew oversight who meets the following criteria:
         1. Minimum of five (5) years of experience in roof application.
         2. Holds at least one (1) of the following qualifications:
            1. Journeyperson roofer certificate with STAEA.
            2. Roofer endorsement with Red Seal.
            3. Accredited Roofer of Alberta (ARA) with ARCA.
            4. Minimum of ten (10) years of experience in roof application.
      6. *“Membrane Manufacturer’s authorized agent”* means an individual employed or contracted by a Roofing Membrane Manufacturer who meets the following criteria:
         1. An individual trained by the Membrane manufacturer on the application and performance of their manufactured products.
         2. Engaged in completing regular site reviews for the Membrane manufacturer to ensure Membrane manufacturer products are being applied as intended and in a satisfactory manner.
         3. An individual employed or contracted by the membrane manufacturer and authorized to act on their behalf.
   3. **Quality Assurance and Quality Control**
      1. Quality Assurance Observation Requirements:
         1. Minimum 1 of every 3 interim field reviews are to be attended by a Roof Quality Assurance Observer as defined in Paragraph 1.2.2 of this specification. Initial and Final field reviews shall be completed by a Roof Quality Assurance Observer. Additional field reviews shall be completed by an apprentice under the direct supervision of a Roof Quality Assurance Observer.
      2. Membrane Manufacturer Requirements:
         1. Arrange for site reviews by Membrane Manufacturer’s authorized agent. The Manufacturers agent shall provide site visit reports to the Consultant and Contractor within 3 days of the site review.
         2. Schedule the number of site reviews in accordance with the following schedule:

|  |  |
| --- | --- |
| **Coverage Area (sq. m)** | **No. of Site Reviews** |
| 1 – 1000 | 1 |
| 1,000 – 2,000 | 2 |
| 2,000 – 3,000 | 3 |
| 3000+ | 1 per 1 500 m2, minimum 4 |

* + 1. Quality Control Requirements:
       1. Superintendence: The work must be overseen by a Superintendent as defined in Paragraph 1.2.4 of this specification. Superintendent must attend site a minimum of one (1) time per production week.
       2. Foreperson: A qualified foreperson as defined in Paragraph 1.2.5 of this specification must always be designated on site.
       3. A minimum of one (1) individual with a journeyperson roofer certificate with STAEA or Roofer endorsement with Red Seal must always be on site. The foreperson does not necessarily need to be the journeyperson.
    2. The roof installation contractor or sub-contractor must meet the following criteria:
       1. Approved by the membrane manufacturer.
       2. Capable of providing liability insurance in accordance with CCDC 41 Insurance Requirements.
       3. Holds at least one (1) of the following qualifications:
          1. Member in good standing of the ARCA or equivalent trade organization.
          2. Minimum of five (5) reference projects and five (5) years of experience in the installation of the roof system in NECB climate zones 6, 7a or 7b.
  1. **Thermographic Scans**
     1. All thermographic scans shall be performed by a Thermographer as defined in Paragraph 1.2.3 of this specification in general accordance with ASTM C1153, Standard Practice for Location of Wet Insulation in Roofing Systems Using Infrared Imaging.
     2. Prior to any membrane re‐cover, a thermal scan of the self-contained roof area shall be performed.