Code Development Process

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Outline

... some context on model codes

Codes Development  System

Codes Development  Process
Participate in the Code Development Process

- Volunteer or Observe on Committees
- Request Code Changes
- Comment on Proposed Changes
- Respond to information requests
- Participate on training sessions or webinars
- Guide research priorities
50+ Codes published since 1941

Current Codes
- National Building Code 2010
- National Fire Code 2010
- National Plumbing Code 2010
- National Energy Code for Buildings 2011
- National Farm Building Code 1995

Guides, supplements and commentaries
- Housing Illustrated Guide – Part 9 of Division B
Provincial/Territorial role

Canada’s Governance
  • 1 federal government
  • 10 provincial plus 3 territorial governments
  • 1000s of municipal governments

Provinces and Territories
  • enact building and fire regulations
  • inspect and enforce the code
  • interpret code requirements
  • initiate training programs
  • license trades and professions
  • provide policy guidance
Why Model Codes?

1937

• no national codes
• no provincial codes
• multiplicity of municipal codes
• Finance Department asked NRC to develop model codes for greater uniformity
• First Building Code: 1941

Greater Uniformity & Simple Process are goals today
Code Development System

Partners
- Canadian Commission on Building and Fire Codes
- Provinces and Territories
- National Research Council Canada

Stakeholders
- construction industry
- regulators
- general public
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Canadian Commission on Building and Fire Codes

Standing Committees
- HVAC and Plumbing (SC-HP)
- Energy Efficiency in Buildings (SC-EEB)
- Earthquake Design (SC-ED)
- Environmental Separation (SC-ES)
- Fire Protection (SC-FP)
- Hazardous Materials and Activities (SC-HMA)
- Housing and Small Buildings (SC-HSB)
- Structural Design (SC-SD)
- Use and Egress (SC-UE)
Consensus-based decision making

Consensus ... 
... is a substantial agreement of members, which includes resolution of all significant concerns and technical disagreements, and implies much more than the concept of a simple majority but not necessarily unanimity.
Consensus-based decision making

Consensus …

… requires that all opinions be considered and weighed and that any statement of committee agreement should be reached only after full and fair discussion of the issues involved.
Code Development Process

- Entry Points for Code Users
  - Submit Requests
  - Submit Comments
  - Participate

- Entry Points for P/Ts
  - Advise CCBFC
… is open, transparent, accessible and continuous and consensus-based.

Key Features

• one common process for all codes
• balanced by region and interest categories
• substantial public involvement
From request to published code requirement:

- Request
- Review and decision
- Consider priorities and approve work plans
- Develop changes
- P/T pre-public review
- Public review
- Revise changes
- P/T post-public review
- Decision
- Publication
From request to published code requirement:

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Who can request a code change?

- anybody
- majority by stakeholders
  - Professional associations
  - Construction industry associations
  - Individuals: builders / contractors / buildings officials / researchers
- standing committee or staff
A code change request (CCR) should
• mention any existing provisions, if applicable
• justify the requested change
• propose new/revised wording
• provide supporting documentation
  • cost/risk/benefit data
  • research and testing results, statistics, case studies, etc
• discuss enforcement and other implications
Code Change Request

Staff Review of all incoming CCRs

- Acknowledge receipt of CCR
- Sort CCRs
  - Distribute to appropriate SC(s)
  - Forward to Executive Committee if CCR has policy implications
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Standing Committee Review of CCR

- Reject
- Request further information from proponent
- Recommend further research
- Refer to other SC, SDO
- Refer to Executive Committee (policy, scope, high cost)
  - EC provides guidance/direction to SCs
  - EC consults with Provinces and Territories
- Address as Minor Task (no CCBFC approval necessary)
- Address as Approved Task (CCBFC approval required)
### CCR assessment criteria:

<table>
<thead>
<tr>
<th>High Priority</th>
<th>Low Priority</th>
</tr>
</thead>
<tbody>
<tr>
<td>Widespread issue</td>
<td>Local issue</td>
</tr>
<tr>
<td>Serious concern (health/safety)</td>
<td>Low risk / low probability</td>
</tr>
<tr>
<td>Likely to occur</td>
<td>Rare to occur</td>
</tr>
<tr>
<td>Minimum Accepted Practice</td>
<td>Best Practice</td>
</tr>
<tr>
<td>Need to Regulate</td>
<td>Other effective instruments</td>
</tr>
<tr>
<td>Industry, P/T Support</td>
<td>Individual, isolated issue</td>
</tr>
</tbody>
</table>
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Minor Tasks – no CCBFC approval needed
- errata, clarifications, editorial changes,
- not controversial, low effort
- minor technical changes

CCBFC is informed of Minor Tasks via SC Work Plan
CCBFC Approves SC Work Plans

CCBFC annual review & approval
- … SC recommends work item for inclusion in work plan
- … upon CCBFC approval
  - SCs, TG, WG, staff start working
  - SC may develop Proposed Change Form(s)
Approved Tasks:

- include most technical changes
- are often complex, requiring medium or high effort
- SC recommends approach
- SC asks for approval by CCBFC to work on issue
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Proposed Change

- within scope and objectives of code
- needs to be regulated
- minimum level of performance
- enforceable/measurable
- satisfies cost-benefit analysis
SC Develops Proposed Changes

Proposed Change contains

• existing code wording
• proposed code wording
• objective-based information
• rationale

SC approves PCF with formal motion/vote
From request to published code requirement:

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Pre-Public Review

- P/Ts review PCFs
- Policy or administrative concerns
- EC reviews any P/T comments/concerns
- PCFs can be withdrawn or deferred by EC

- P/T comments on technical concerns are submitted during the public review period
From request to published code requirement:

- Request
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- **Public review**
- Revise changes
- P/T post-public review
- Decision
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Public Review

- Annual Public Review
- P/Ts invited to coordinate their consultation
- Conducted electronically
- Stakeholders apply their expertise
- Broadly publicized
From request to published code requirement:

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- P/T pre-public review
- Public review
- **Revise changes**
- P/T post-public review
- Decision
- Publication
SC considers all public review comments

SC recommends to:

- proceed with PCF
  - as proposed
  - with editorial revisions
  - with technical revisions ⚠ EC informed when significantly revised
- defer work on the issue
- withdraw PCF
From request to published code requirement:

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- Revise changes
- **P/T post-public review**
- Decision
- Publication
Post-Public Review

- P/Ts review revised PCFs for policy implications and administrative concerns
- One month duration
- CCBFC Executive addresses P/T concerns
Post-Public Review

- Executive Committee can
  - withdraw changes
  - create ad-hoc advisory group, which
    - attempts to resolve concerns
    - can recommend how to proceed
- Outcome of ad-hoc provided to P/T and relevant SC
- EC makes recommendations to CCBFC
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- P/T post-public review
- **Decision**
- Publication
CCBFC Decision

• Approval of the document content
• Approves code changes w/o post-public review when:
  • no comments or only supportive comments were received, and
  • the PCF is not affected by comments on related PCFs
  • special cases demand
• Approves all code changes when it is satisfied that
  • changes reflect established objectives and
  • changes were developed according to Policies & Procedures
    (i.e. process was duly followed)
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- **Publication**
Last steps for publication of National and P/T codes

- Editing or P/T modifications
- Translating
- Review by Technical Translation Verification Committee
- Production (electronic and printing)
- Sales and distribution
- Tech-Support (electronic)
- Marketing (Ads, Webinars)
- Communication (Articles, Web page)
Get involved

Volunteer or Observe on a Committee


Request code changes


Comment on proposed changes (public review)


Respond to information requests

Participate on training sessions or webinars

Guide research priorities
Thank-you

Questions?