



Professional Engineers  
and Geoscientists of BC

Building progress through innovation every day

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## Caution Advised on Non-Endorsed Letters of Assurance

APEGBC's Consulting Practice Committee has learned that some municipalities continue to formulate their own Letters of Assurance, which are not endorsed by APEGBC, to augment or in some cases replace the standard forms required by the BC Building Code.

Because of this problem, in October 2003 APEGBC sent a letter to the Building Officials Association of BC (see [www.boabc.org/pdfs/news\\_wht\\_ltrso.pdf](http://www.boabc.org/pdfs/news_wht_ltrso.pdf)) requesting that they advise APEGBC of such documents so that the Association can have the opportunity to comment on them.

In addition, a Technical Bulletin clarifying the roles and responsibilities of professional engineers and geoscientists with respect to Letters of Assurance was published in the July/August 2002 issue of *Innovation* (page 52) at [www.apeg.bc.ca/innovation/archives.html](http://www.apeg.bc.ca/innovation/archives.html).

Members are strongly advised to use caution when signing Letters of Assurance that have not been endorsed by APEGBC. Currently, the only Letters of Assurance endorsed by APEGBC are those issued in the latest version of the BC Building Code, Vancouver Building Bylaw and AIBC/APEGBC Practice Note 16: Professional Design and Field Review by Supporting Registered Professionals which is located on the APEGBC website at [www.apeg.bc.ca/ppractice/documents/AIBC\\_Practice\\_Note\\_16.pdf](http://www.apeg.bc.ca/ppractice/documents/AIBC_Practice_Note_16.pdf).

In some instances, the wording of these letters may not be acceptable to the member's professional liability insurance provider and could void this insurance coverage. It would be prudent for members to consult with their insurers to ensure that their coverage is not invalidated by signing Letters of Assurance that contain wording not formally endorsed by APEGBC.

In the event that the professional liability insurance provider advises that the member's coverage may be void if they sign the particular Letter of Assurance in question, this should be brought to the attention of the relevant authority having jurisdiction.

