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## Technical Memo

### Outside Agency Co-operation

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This notice is to inform all stakeholders that the City of Kamloops Building Inspection Section is making changes that will affect what documents we require at requested inspections. The following is a list of the changes and their effective dates of implementation:

### Technical Safety BC Co-Operation

At the request of and in an effort to work closer with other government agencies regarding life safety issues, we will be requiring that all electrical and gas permits be closed and submission of proof be provided prior to granting of an interim (partial) occupancy, occupancy, or final for all permit types.

The proof of compliance is in the form of a:

- ELECTRICAL or GAS PERMIT STATUS NOTIFICATION (PSN) with the permit status as CLOSED
- OR
- ELECTRICAL or GAS CERTIFICATE OF INSPECTION for a installation final with the inspection result of PASSED

Both of these are issued by Technical Safety BC once their final inspection has either been actioned or conducted in person by their staff.

The general contractor will need to coordinate with their electrician and gasfitter trades of choice to ensure these documents are submitted to the City's Building Inspection Section prior to final inspection being requested.

### Key Changes

To comply, builders must ensure that all required Technical Safety BC documentation has been submitted and accepted by the building department **PRIOR** to attending site to conduct the requested inspection.

**All requested documents can be submitted via email to [buildingpermits@kamloops.ca](mailto:buildingpermits@kamloops.ca).**

**Have questions? We're here to help. Please contact the Building Inspection Section at 250-828-3554 or [building@kamloops.ca](mailto:building@kamloops.ca) for more information.**