

## Legal Module - MG

EXAM ID	CATEGORY	STATE	TYPE	CODE YEAR
MG	Certified Building Official, Certified Fire Marshal	National/All	National Certification	2018 ▾

- [INFO](#)
- [OUTLINE](#)

### SCOPE

The Legal Module is one of three examinations required for candidates pursuing a Certified Building Official or Certified Fire Marshal combination designation.

**NOTE:** You have 18 months to fulfill the exam requirements to achieve either the CBO or CFM designation.

The scope for a Certified Building Official can be found on the Building Codes and Standards (BC) Expanded Content Outline and the scope for a Certified Fire Marshal can be found on the Fire Codes and Standards (FC) Expanded Content Outline.

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### REFERENCES

Legal Aspects of Code Administration, 2017 Edition	\$47.50
2018 International Building Code® (Soft Cover)	\$174.00
2018 International Fire Code® (Soft Cover)	\$139.00
2018 International Property Maintenance Code® (Soft Cover)	\$51.50
Human Resources Management for Public and Nonprofit Organizations, 4th Edition	\$99.95

Building Department Administration 4th OR 5th Edition

\* any copyrighted, bound book may be used at a test site. Exam questions will only come from the listed approved references, and exam appeals may only be based on the listed approved references.

QUESTIONS 75

TIME LIMIT 2:00 Hours

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## AVAILABLE METHODS

Proctored Online Testing

\$190.00

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### **Legislative**

**11%**

Code Adoptions and Amendments

6%

Prepare recommendations for code adoptions and amendments, for consideration by local, state, or national governing authorities.

Alternative Methods

5%

Establish a Board of Appeals to determine suitability of alternative materials, methods of construction, and code interpretations.

### **Code Enforcement**

**50%**

Permits, Notices, and Orders

8%

Establish and administer procedures for processing and approval of permit applications, issuance of permits, notices, and orders.

Right of Entry

8%

Administer a policy for compulsory legal procedures required for entry to property for authorized purposes.

Hazard Abatement

6%

Establish and administer policies for condemnation and abatement of structures and hazardous conditions.

Tort Liability

7%

Administer a policy defining tort liability related to malfeasance, misfeasance, nonfeasance, and use of threat, intimidation, and coercion.

Legal Due Process

6%

Administer a policy for implementing procedural and substantive due process of law for appeal of summary action and all other administrative orders to comply.

Court Prosecution

7%

Establish and administer a policy defining criteria and procedures for pursuit of civil and criminal prosecution for noncompliance with mandatory

## Legislative

11%

construction standards. Administer policies related to statute of limitation, preparation of evidence, and witness standards.

Warrants

8%

Acquire and document necessary permission or get a warrant to perform the duties of the code official.

## Human Resources

28%

Anti-discrimination Policy

Administer a policy which ensures that treatment of all employees complies with applicable civil rights, disability accommodation, and other anti-discrimination laws. 10%

Employee Working Conditions

9%

Ensure that employee working conditions comply with applicable labor, health, and safety laws.

Employee Discipline and Grievances

9%

Administer policies and procedures for handling of employee discipline and for administrative due process of employee grievances.

## Public Records

11%

Reports and Records

6%

Establish and administer procedures for generation and maintenance of inspection, plan review, fire investigation reports and records.

Code Enforcement Records

5%

Establish and administer policies for public access to departmental code enforcement records.

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