




MIAMI-DADE COUNTY, FLORIDA
HERBERT S. SAFFIR PERMITTING AND INSPECTION CENTER

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Board and Code Administration Division
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ADVISORY MEMO

TO: ALL BUILDING OFFICIALS IN MIAMI-DADE COUNTY

FROM:  Michael L. Goolsby, Division Chief 2
Board and Code Administration Division

DATE: August 10, 2018

SUBJECT: BORA Biennial Continuing Education Requirements

The continuing education requirement for recertification by the Miami-Dade County Board of Rules and Appeals (BORA) is sixteen (16) hours of classroom hours to be completed every two (2) years. A minimum of twelve (12) hours must be obtained by classes provided by BORA and a maximum of four (4) hours may be earned by attendance at State of Florida approved seminars.

At the end of each even numbered year, the total sum of qualifying continuing education hours are compiled from that year and the preceding year. Recertification by BORA may take place if the minimum number of credit hours have been obtained.

The opportunities to obtain continuing education hours diminish the later in the two year continuing education cycle that a newly hired individual becomes certified by BORA. Consequently, a reasonable cut-off date has been established to attain continuing education hours

An individual who obtains a temporary certification by BORA prior to the first day of July in any even numbered year **will be required** to obtain the total number of continuing education hours for recertification. However, an individual who obtains a temporary certification by BORA July 1st or later of any even numbered year **will not be required** to obtain any continuing education in order to be recertified by the Board.

Notwithstanding, the procedures outlined above, newly certified personnel should take advantage of any available educational opportunities in order to enhance compliance skills and to accelerate professional growth.

Should you have any questions, contact me at (786) 315-2508.