

HANDBOOK

REGISTERED EXTERIOR WALL OBSERVER

Application &
Exam Study Guide



iibec.org/credentials





APPLICATION FOR REGISTERED EXTERIOR WALL OBSERVER (REWO®)

Dear REWO Applicant:

To become a Registered Exterior Wall Observer (REWO), applicants must meet specific requirements. These requirements include verifiable levels of work experience and education; high ethical standards; and a satisfactory score on an online examination.

The scope of work under this task includes your personal observations during construction for the assurance of the quality of work performed by another individual. In most cases, the person who performs these services would be under the direction or control of a superior, an exterior wall consultant, an experienced design professional and others. In some cases, the exterior wall observer may provide these services directly. Applicants should submit only work experiences done personally, not by a technician under the supervision of the applicant.

All applicants are encouraged to use the online interactive process to complete this application. **Once the application has been submitted to the International Institute of Building Enclosure Consultants, all required information must be provided within one year or the application will expire.**

The application fee is \$375 for IIBEC members and \$475 for nonmembers. Please allow 75 days for application processing. Applications will be processed within 45 days for an additional expediting fee (\$100 for members and \$150 for nonmembers).

An exam registration form will be provided after the completed application has been submitted to IIBEC and approved. Once you register for the online exam, your information will be submitted to Measure Learning, the computer-based testing company. The approved candidate will then be contacted by Measure Learning to schedule a testing session at one of the 1,000 conveniently located testing centers.

Consult <https://www.assessments.measurelearning.com/test-site-cities/> for the location of the testing center near you. The online exam fee is \$275 for IIBEC members and \$375 for nonmembers.

A study guide is included with this application. One must have an approved application on file at IIBEC to be eligible to take any exam. Approved applications are valid for **two** years and reapplication is required if the applicant does not earn the REWO title within that time period. One must wait a minimum of four months to retake.

As an organization focused on advancing the roofing, waterproofing and exterior wall professions, we look forward to receiving your application and encourage your active involvement in IIBEC

Sincerely,

Alec Jeffries
Vice President of Membership & Credentials



International Institute of Building Enclosure Consultants
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APPLICATION FOR REGISTERED EXTERIOR WALL OBSERVER (REWO®)

TABLE OF CONTENTS

Please review the enclosed packet to verify that you have the following items:

Instructions	i-iii
APPLICATION	
Section 1: Profile Information	2
Section 2: Business Information	2
Section 3: Professional Employment History	3
Section 4: Personal Work History	3
Section 5: Continuing Educational Hours	3
Section 6: Standards of Ethical Practice (Code of Ethics).....	3
Section 7: Affidavit Registration, Authorization, and Release	3
ATTACHMENTS	
Attachment Sheet 1: Professional Employment History	4
Attachment Sheet 2: Project Experience.....	5
Attachment Sheet 3: Continuing Educational Hour Summary.....	6
Attachment Sheet 4: Standards of Ethical Practice (Code of Ethics)	7-8
Attachment Sheet 5: Affidavit Form.....	9
Attachment Sheet 6: Payment Form.....	10
Attachment Sheet 7: Checklist	11
STUDY GUIDE	
Exam Study Guide.....	12



APPLICATION FOR REGISTERED EXTERIOR WALL OBSERVER (REWO®)

INSTRUCTIONS

PURPOSE

1. Establish a high standard for the profession of exterior wall quality assurance observation.
2. Provide education, both primary and advanced, for the QA observer.
3. Encourage members to participate in the educational programs to maintain prescribed standard.
4. Advance the dignity and professionalism of the QA observer and discourage unethical practices.
5. Enlighten the construction industry and the public in general, regarding the value of qualified, knowledgeable quality assurance exterior wall observers.
6. Promote cooperation between related trades to provide for a high level of construction standards.
7. Recognize those QA observers who have obtained a high level of proficiency and knowledge by granting them the title Registered Exterior Wall Observer (REWO).

GENERAL REQUIREMENTS

1. Applicant must read and write in English in order to sit for the exam.
2. Applicant must qualify in one of the following categories:
 - a. Employment as a QA inspector/ consultant of exterior walls for a cumulative period of 2 years.
 - b. Experience as a Registered Architect/Professional Engineer, Building Inspector/Official, and/or Facilities/Maintenance/Property Manager for a cumulative period of 2 years in the exterior wall systems field.
 - c. Experience in exterior wall construction for a period of 2 years, as a foreman, construction manager, general building envelope contractor, external wall superintendent, etc.
 - d. Employment as an exterior wall systems manufacturer's technical or sales representative for a period of 4 years.

THE EXAMINATION

The examination is available at Measure Learning computer-based testing centers. The candidate must achieve a satisfactory score on the exam, which tests knowledge regarding construction documents, observer responsibilities, exterior wall systems, field observation practices and reporting. Knowledge of various wall systems should include the following: cast-in-place concrete, EIFS, masonry, precast concrete, thin stone, stucco, and wood. The candidate should also possess knowledge regarding various wall claddings and interfaces of exterior wall systems with glazing systems.

Although not required the following IIBEC Courses are recommended for those pursuing this designation: Building Envelope Quality Assurance and Exterior Walls Quality Assurance.



APPLICATION FOR REGISTERED EXTERIOR WALL OBSERVER (REWO®)

RENEWAL REQUIREMENTS

1. The Registered Exterior Wall Observer must continue his/her activities as a QA observer or in a job requiring the skills of a QA observer and renew his/her credential every year. Credential renewal is the responsibility of the REWO and requirements include:
 - a. Pay a renewal fee annually through the online renewal application process.
 - b. Complete 10 roofing, waterproofing, and/or exterior wall related CEHs. All registrants are encouraged to self-report CEHs via the online portal process.
2. Once the applicant has been registered as a QA observer, he/she must maintain his/ her employment as outlined above. In the event the QA observer discontinues employment in the construction industry or takes employment with a firm that provides services that cause a conflict of interest, then he/she will forfeit his/her registration. Registration granted by IIBEC shall remain its property.

Continuing Education Hour (CEH) requirements and renewal guidelines are available on the [IIBEC website](#). Credential holders are responsible for reviewing and complying with the current CEH Requirements & Guidelines applicable to their credential.

** **

APPLICANT PLEASE NOTE: *The intention of the REWO Program is to provide a system that can withstand the scrutiny and criticism of the public sector and of governmental agencies. Credentials must be meaningful and comprehensive to identify those observers with exemplary knowledge and skills for the betterment of the industry.*

FOR MORE INFORMATION, please visit <https://iibec.org/credential-faq>.



APPLICATION FOR REGISTERED EXTERIOR WALL OBSERVER (REWO®)

The table below outlines related job titles and the responsibilities individuals in those occupations would perform related to the REWO.

Job Position	Job Responsibilities as Related to REWO
Building Envelope Consultants/ Quality Assurance Observers/ Technologists/Technicians	Knowledge of different exterior wall materials, systems and installations when reviewing, specifying and inspecting construction projects. Provide technical support and advice during the exterior wall system selection process.
Registered Architect/Professional Engineer	Knowledge of different exterior wall materials, systems and installations when reviewing, specifying and inspecting construction projects
Construction Managers, General/ Building Envelope Contractors, Owner’s Representatives	Knowledge of different exterior wall materials, systems and installations when reviewing, selecting, and inspecting construction projects.
Facilities/Maintenance/Property Manager	Knowledge of different exterior wall materials, systems and installations when maintaining facilities.
Building Inspector/Officials	Knowledge of different exterior wall materials, systems and installations when reviewing and inspecting construction projects.
Material Manufacturers Sales/ Technical Representatives	Knowledge of different exterior wall materials, systems and installations when providing technical support before, during, and after exterior wall system selection and installations.

3. Applicant must accumulate a minimum of 12 Continuing Educational Hours (CEHs) by attending a minimum of 3 building enclosure-related seminars or programs (see section 5). These programs can be online or in-person. The applicant also agrees to continue his/her training and education by earning CEHs or in accordance with the operating procedures established by IIBEC.
4. Applicant must establish that he/she has met certain minimum requirements regarding communication skills, project experience and other matters regarding character and ethics.
5. Applicant must complete and submit an REWO application to IIBEC headquarters, allowing 75 days for processing prior to the desired exam date along with the appropriate application processing fee.
6. Applicant shall have a strong moral and ethical character demonstrated by his/her experiences and professionalism.
7. Applicant shall always be totally objective, unbiased and impartial in his/her observations, recommendations and in all of his/her actions.
8. Applicant shall never have a conflict of interest or permit him/her to be placed in a position that would allow for a potential conflict of interest. Conflict of interest shall be defined as any activity or employment in which the applicant has any significant financial benefit or other interest, or acceptance of any contribution or benefit that could reasonably appear that such activity, employment, interest or contribution could compromise the individual’s professional judgment or prevent the individual from serving in the best interest of the client or employer.



Begin Your Journey

Earn Your IIBEC Credential

APPLICATION FOR REGISTERED EXTERIOR WALL OBSERVER (REWO®)

This application is provided for read-only purposes.
Please use the IIBEC Portal to fill out and submit your application online.

SECTION 1: PROFILE INFORMATION

Full Name:

Last First Middle Nickname

Home Address:

Number and Street Apt. Box Road/Rural Route

City County State & Zip Code Phone Email

Birth:

Date City State Citizenship

Have you ever applied for IIBEC Registered Exterior Wall Observer classification before? Yes No

If yes, please give date of application: _____

Are you a contractor or employed by one? Yes No

Type: () General () Roofing () Exterior Walls

State and license number for each: _____

Are you employed by or do you own a company that manufactures, distributes, or sells products or materials? Yes No

Identify: _____

Do you derive your principal income as an exterior wall consultant or quality assurance observer? Yes No

If no, what percent of your income do you derive as a consultant? % QA observer %

Do you have any conflict of interest (see page ii, item 8 for definition), or do you work for, own, or have interest in any company having such conflicts? Yes No

SECTION 2: BUSINESS INFORMATION

Employer Business Type: Other:

Consulting Architectural Engineering Contractor Manufacturer Distributor

Name of business: _____

Business address: _____

Number and Street City State Zip

Business contact: _____

Phone Fax

Organization: Individual Individual Proprietorship Partnership Corporation

Other [please specify]: _____

APPLICATION FOR REGISTERED EXTERIOR WALL OBSERVER (REWO®)

SECTION 3: PROFESSIONAL EMPLOYMENT HISTORY

On **Attachment Sheet 1**, provide information regarding your personal work history, background, and experience directly related to exterior walls. Do not include employment in nonrelated fields.

SECTION 4: PROJECT EXPERIENCE

On **Attachment Sheet 2**, list a **minimum of 7** projects for which you claim project experience. The items below refer to services rendered or tasks performed by you, not by someone under your direction. YOUR experience as an exterior wall quality assurance observer, or other position as specified on page 1, is being evaluated, not your management ability or the experience of your company or your subordinates.

SECTION 5: CONTINUING EDUCATIONAL HOURS EARNED

On **Attachment Sheet 3**, provide information regarding continuing educational hours earned through your participation in programs directly related to the building enclosure. A minimum of three programs (i.e.: IIBEC, AIA, CSI, CSC or other approved building envelope educational courses) is required and documentation of such participation must be provided. Programs must be technical in nature (not sales or product oriented). Online programs meeting these requirements are acceptable. Documentation should be in the form of a certificate or letter from the sponsoring organization stating the name of the course, date course was held, and number of hours awarded. A minimum of 12 credit hours from a minimum of 3 building enclosure-related seminars is required (credit hours must be earned within the last 10 years). There is a maximum of 16 credit hours accepted from any one program.

SECTION 6: CODE OF ETHICS

The "Code of Ethics" for IIBEC (**Attachment Sheet 4**) outlines the obligations of the consultant to the public, the client, the employer, the profession, and the building industry. The Registered Exterior Wall Observer must promote and conform to these Standards.

SECTION 7: AFFIDAVIT REGISTRATION, AUTHORIZATION, AND RELEASE

Please complete **Attachment Sheet 5** in the presence of a notary and submit to IIBEC electronically with the application.

Name: _____

Date: _____

SECTION 3: PROFESSIONAL EMPLOYMENT HISTORY

PAGE ___ OF ___

New Update Continuation Sheet

List in chronological order, beginning with the first employer, applicant’s work history directly related to exterior walls . Do not include employment in nonrelated fields or employment. Add additional sheets as necessary.

Date	From	To*	(1) Company Name	Description of Experience (Briefly in space provided)
			(2) Address	
			(3) City, State, Zip	
			(4) Title/Position	
			(1)	
			(2)	
			(3)	
			(4)	
			(1)	
			(2)	
			(3)	
			(4)	
			(1)	
			(2)	
			(3)	
			(4)	
			(1)	
			(2)	
			(3)	
			(4)	

*Type "Present" in this column to indicate current employer.

Name: _____

Date: _____

SECTION 4: PROJECT EXPERIENCE

PAGE ___ OF ___

Please complete this page with information indicative of the required years of experience.

Project Register*

1	Project Name:	_____
	Project Location:	_____
	Project Contact:	Project Contact Telephone #:
	Project Date:*	_____
2	Project Name:	_____
	Project Location:	_____
	Project Contact:	Project Contact Telephone #:
	Project Date:*	_____
3	Project Name:	_____
	Project Location:	_____
	Project Contact:	Project Contact Telephone #:
	Project Date:*	_____
4	Project Name:	_____
	Project Location:	_____
	Project Contact:	Project Contact Telephone #:
	Project Date:*	_____
5	Project Name:	_____
	Project Location:	_____
	Project Contact:	Project Contact Telephone #:
	Project Date:*	_____
6	Project Name:	_____
	Project Location:	_____
	Project Contact:	Project Contact Telephone #:
	Project Date:*	_____
7	Project Name:	_____
	Project Location:	_____
	Project Contact:	Project Contact Telephone #:
	Project Date:*	_____

*Include month(s) and year(s) of each project. Additional projects and/or contact information may be requested. Duplicate sheet as needed.

Name: _____

Date: _____

SECTION 5: CONTINUING EDUCATIONAL HOURS EARNED

PAGE ___ **OF** ___

New Update Continuation Sheet

.....
 Certificates stating the name of the course, date, and number of technical hours must accompany this form to substantiate all points claimed. Programs must be technical in nature (not sales or product oriented). To be acceptable, Continuing Educational Hours (CEHs) can be no older than 10 years. There is a maximum of 16 credit hours accepted from any one program. **A minimum of 12 credit hours from a minimum of 3 building enclosure related programs is required.** Online programs meeting the above criteria are acceptable.

Please list your continuing educational courses in chronological order!

Course Name	Presented by	Dates	Hours
Total #			

SECTION 7: CODE OF ETHICS**PAGE 1 OF 2****International Institute of Building Enclosure Consultants**

Adopted July 17, 2001 / Revised March 28, 2006 / Revised September 19, 2015 / Revised September 24, 2022

Introduction

The International Institute of Building Enclosure Consultants (IIBEC) is dedicated to the highest standards of professionalism, integrity, and competence. The standards contained in this Code of Ethics (Code) are statements of ethical principles by which the professional conduct and obligations of all IIBEC members and registrants shall be guided.

Under the IIBEC Bylaws, all IIBEC members and registrants are required to comply with the Code of Ethics and to report any observed violations. Adherence to this Code must be above reproach and beyond the influence of competing interests. Even the appearance of a conflict of interest shall be avoided.

The standards contained in this Code of Ethics are statements of ethical principles having broad applicability to members and registrants of IIBEC.

Members and registrants of IIBEC shall recognize that their profession and their practice may be governed by various laws (federal, state, provincial, local, or otherwise) and regulations regarding professional registration and the conduct of trade. It is their responsibility, therefore, to be familiar with those laws and regulations and to conduct themselves accordingly.

Standard of Care Statement

This Code is not intended to define the Standard of Care a member or registrant is required to meet and shall not be used as a reference or part of a civil action against a member or registrant.

General Obligations

Members and registrants shall maintain and further their knowledge of the profession in which they practice and shall maintain the utmost standard of professional judgment and conduct. Members and registrants shall conduct themselves and their practice honestly and impartially, serving with integrity the organization (IIBEC), other members, their clients, employers, and the public.

IIBEC does not tolerate harassment, discrimination, racism, violence, retaliation, and other disrespectful or inappropriate behavior. Members and registrants shall conduct themselves with integrity, in a professional manner and treat everyone with respect and dignity,

including those with differences including but not limited to gender, gender identity, race, color, age, disability, sexual orientation, ethnic origin, veteran status, religion, or other legally protected characteristics.

IIBEC members and registrants are committed to diversity and inclusion and shall value and embrace diversity in the profession and participation in IIBEC programs and activities.

Fundamental Canons

Members and registrants of IIBEC, in the performance of their duties, shall:

- 1 Hold paramount the safety, health, and welfare of the public.
- 2 Conduct themselves in a professional and respectful manner and recognize the contributions of the project team engaged in consulting, design, and construction.
- 3 Value, and treat with respect and dignity all individuals, regardless of gender, gender identity, race, color, age, disability, sexual orientation, ethnic origin, veteran status, religion, or other legally protected characteristics.

Rules of Practice**1 Safety, Health, and Welfare of Public Responsibilities:**

- a Adhere to applicable laws and regulations.
- b When necessary, rely on the advice of other competent and qualified persons as to the intent and meaning of such applicable laws and regulations.
- c Be honest in conduct, and promote effective use of resources through transparent, and impartial service with fidelity to the public, employers, associates, and clients;
- d Approve and/or issue only those documents that they prepare or review and that are determined to be safe for public health and welfare, in conformity with accepted industry standards and applicable laws;
- e Neither offer to nor make payments or gifts to public officials, private clients, or industry representatives with the intent of influencing

SECTION 7: CODE OF ETHICS

PAGE 2 OF 2

that person's judgment or decision in connection with an existing or prospective project in which the member/registrant is interested.

- f Do not mislead about the results that can be achieved through the use of the members' or registrants' services or products, nor shall the members or registrants state that they can achieve results by means that violate applicable laws;
- g If a member's or registrant's judgment is overruled under circumstances that, in the opinion and best professional judgment of the member or registrant, may endanger life may cause substantial damage to property, or is not compliant with applicable laws and regulations, the member or registrant shall:
 - i Advise an employer and/or client about the decision,
 - ii Refuse to consent to the decision, and
 - iii Notify the appropriate Authority Having Jurisdiction charged with the enforcement of the applicable laws or regulations.

2 Professional Responsibility:

- a Be respectful and considerate to others in obtaining work and employment, and while participating in IIBEC events;
- b Exercise unprejudiced and unbiased judgment and conduct when performing services;
- c Make accurate, truthful, and appropriate statements or claims about their qualifications, experiences, or performance;
- d Perform services in areas of professional and personal competence;
- e Undertake assignments only when qualified by education and experience in the specific technical fields involved;
- f Further knowledge of technical and non-technical capabilities including, but not limited to, the science, principles, and ethics of the profession and community;
- g Evaluate and decline activity or employment, financial or other interest, and refuse contribution if it reasonably appears that such involvement could compromise judgment and the best interests of the clients or employers. Provide full disclosure to the client or employer and obtain consent thereto;
- h Restrict the use of their names or firms nor associate in business ventures with persons

or firms that they have reason to believe are engaged in fraudulent or dishonest business or professional practices.

- i Similar to statement c. above Engage only in accurate, appropriate, and truthful promotion of their practice;
- j Be objective and truthful in reports, statements, testimony, and on social media;
- k Maintain client and employer confidentiality when applicable;
- l Comply with obligations relating to confidential information and applicable data privacy laws in relation to its use, processing, and storage of professional and personal data;
- m Refrain from making false statements about the work of others and shall not maliciously injure or attempt to injure the prospects, practice, or employment position of others;
- n Develop and disseminate accurate information related to consultation, design, and construction of building enclosure systems.
- o Do not accept compensation – financial or otherwise – from more than one party for services on the same project, or for services pertaining to the same project, unless the circumstances are fully disclosed.
- p Members and registrants having substantial information leading to a reasonable belief that another member or registrant has committed a violation of this Code that raises a serious question as to the honesty, trustworthiness, or fitness of the other member or registrant are encouraged to initiate a complaint with the IIBEC Ethics Committee and/or applicable Authority Having Jurisdiction.

Enforcement and Amendment

- 1 Enforcement of the Code of Ethics is administered through the IIBEC Ethics Committee, appointed by the IIBEC Board of Directors, and the Board of Directors as set forth in the IIBEC Ethics Administrative Procedures.
- 2 The IIBEC Code of Ethics may be amended by the IIBEC Board of Directors upon a two-thirds vote of the Board.

For more information, please visit [IIBEC.org/membership/code-of-ethics/](https://www.iibec.org/membership/code-of-ethics/).

Name: _____

Date: _____

SECTION 8:

AFFIDAVIT REGISTRATION AUTHORIZATION AND RELEASE (TO BE NOTARIZED)

.....
State (Province) of

County of

_____, being first duly sworn, deposes and says:

Applicant's Name

I, the Applicant named above, have read the contents hereof, and to the best of my knowledge and belief the statements contained in this application are true in substance and effect and are made in good faith. I hereby subscribe to and agree to conform to the Standards of Ethical Practice for the International Institute of Building Enclosure Consultants (IIBEC). I shall endeavor never to place myself in a conflict of interest or permit myself to be placed in a position that would allow for a potential conflict of interest. Conflict of interest shall be defined as any activity or employment having any significant financial benefit or other interest, or acceptance of any contribution if it would reasonably appear that such activity, employment, interest, or contribution could compromise my professional and objective judgment as a roof consultant or prevent me from serving the best interest of my client.

I also hereby authorize any individual, company, or institution with whom I have been associated to furnish IIBEC with any information concerning my qualifications for Registered Exterior Wall Observer that they have on record or otherwise, and do hereby release the individual, company, or organization and all individuals connected therewith from all liability for any damage whatsoever incurred by me as a result of their furnishing such information.

Subscribed and sworn to before me this _____ day of _____, 20_____

(Signature of Applicant)

(SEAL)

My Commission expires _____

(Signature of Notary Public)



APPLICATION FOR REGISTERED EXTERIOR WALL OBSERVER (REWO®) Payment Form

Enclosed is a check in the amount of: \$375.00 member fee \$475.00 nonmember fee

Plus, expediting fee: \$100.00 member fee \$150.00 nonmember fee

Charge the following to my: VISA MasterCard American Express Discover

\$375.00 member fee \$475.00 nonmember fee

Plus, expediting fee: \$100.00 member fee \$150.00 nonmember fee

Name on Card

Expiration Date

Account Number

3-or 4-Digit Verification Value Code

Signature

Date

Telephone

Cell Phone

Bill to Address: (If different from what is listed on page 1 of the application):

Number and Street Apt. Box Road/Rural Route

City State Zip

*Please allow 75 days for application processing. Applications will be processed within 45 days for the expediting fee listed above. **Once the application is submitted, all outstanding information must be received within 1 year or the application will become null and void.**



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Email: spatterson@iibec.org



CHECKLIST TO ACCOMPANY

APPLICATION FOR REGISTERED EXTERIOR WALL OBSERVER (REWO®)

Attachment Sheet 7

Name: _____

Date: _____

Check or initial in the block at the right indicates that you have completed that requirement of the application.

- 1 Application fee enclosed (\$375.00 members/\$475.00 nonmembers)
- 2 Completed Sections 1 and 2 of the application
- 3 Section 3 of application – Attachment Sheet 1:
 - a. All dates are listed
 - b. All employers’ names and addresses are listed
 - c. Brief description of experience under each employer is listed
- 5 Section 4 of application – Attachment Sheet 2:
 - a. Each project for which experience is included on Attachment Sheet 2
 - b. All names, addresses, telephone numbers and dates of projects listed
 - d. All projects registered represent my experience (not someone under my direction)
 - e. All projects claimed truly reflect worthy experience under the appropriate heading
- 6 Section 5 of application – Attachment Sheet 3:
 - a. All course names, sponsoring organization, dates, documentation, and credit hours claimed are listed
 - b. I have attended a minimum of three building enclosure programs (12 hours)
- 8 Section 6 of application – Attachment Sheet 4
 - a. I have read and agree to abide by the Standards of Ethical Practice for IIBEC
- 9 Section 7 of application – Attachment Sheet 5
 - a. Affidavit has been executed and notarized
- 10 Once an application has been submitted to IIBEC the time limit to provide all outstanding information is one year

Online applications submittal preferred. Allow 75 days for processing.

This is to certify that I have completed the application as required by the association, I have checked all details and entries, and herewith submit said application for registration. I understand that registration is contingent upon meeting the requirements of IIBEC and successful completion of the required examinations.

Signature of Applicant

Date

Exam Study Guide

Prepared By REWO Examination Development Subcommittee



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STUDY GUIDE FOR REGISTERED EXTERIOR WALL OBSERVER (REWO®) EXAM

TABLE OF CONTENTS

Introduction	14
References	15
Test Domains.....	16
Sample Exam Questions	17
Sample Exhibits.....	21
Answers for Sample Exam Questions	24

STUDY GUIDE FOR REWO® EXAM

INTRODUCTION

One early goal of IIBEC was to develop a recognized and highly regarded registration program for Quality Assurance Observers. The primary beneficiaries of this program are the public, the exterior walls industry, and those who become registered.

IIBEC offers its REWO Program to all applicants, members and non-members. Registration is a two-part program based on an application process along with satisfactory performance on a comprehensive computer-based examination.

This study guide outlines subjects that are addressed in the examination; however, it is not intended to be an inclusive listing of every topic. This document is strictly a guide.

The REWO exam development was completed in compliance with the Standard for the Accreditation of Certification Programs as published by the National Commission for Certifying Agencies (NCCA). A committee of subject matter experts followed a rigorous psychometric process in its development.

The examination is not tailored to any one particular area of observation, or to the design and construction practices unique to any geographic area. It deals primarily with exterior wall systems observations in general. It may include all phases of observation (methodology and construction) and include the following exterior wall systems: cast-in-place concrete, EIFS, masonry, precast concrete, thin stone, stucco, and wood.

In order to receive a passing score on the examination, the examinee must be thoroughly familiar with the basic methodology of Q.A.O. and have a broad knowledge of: ethics, construction documents, observer responsibilities, field observation practices, exterior wall systems, and reporting. Preparation for the exam is essential and a list of the references most frequently used in its development is provided.

The exam is offered online by Meazure Learning, a computer-based testing company which has over 1,000 conveniently located testing centers. The exam consists of 75 multiple choice questions and is up to three hours in duration.

Consult <https://www.assessments.meazurelearning.com/test-site-cities/> for a conveniently located testing site near you.

Approved applications have a two-year shelf life; and once the application has expired, reapplication will be necessary.

Although not required, IIBEC offers education programs that may be useful for anyone pursuing this designation: [Recommended Courses for the REWO](#). These courses are available through the IIBEC storefront, [LearnUpon](#).

A sample of documents/references which were used to develop the REWO exam is as follows:

STUDY GUIDE FOR REWO® EXAM

REFERENCES

	Title	Author	Pub. Date
1	Architectural Sheet Metal Manual, 7th Edition	SMACNA	2012
2	ASTM (All Volumes Related to Exterior Walls)	ASTM	2014
3	Construction Contract Administration Practice Guide	CSI	2011
4	CSI The Project Resource Manual: CSI Manual of Practice, 5th Edition	CSI	2004
5	<i>Masonry Design and Detailing, 5th Edition</i>	Christine Beall	2012
6	<i>Master Format Numbers and Titles</i>	CSI	2014
7	<i>RCI Manual of Practice</i>	RCI (now IIBEC)	2010
8	<i>IIBEC Code of Ethics</i>	IIBEC	2015
9	<i>Sealants: The Professionals' Guide</i>	SWRI	2013
10	<i>SWR Institute Safety & Health Field Manual</i>	SWR Institute	2009
11	<i>SWR Safety Health Manual Program Guide</i>	SWR Institute	2004

*The references listed above are only some of the many that were used in the development of this exam. This is meant to serve as a guide to illustrate the types of references used; this is not a recommendation or suggestion to purchase all of the publications listed. The most useful tool in preparation for the exam is the following list of skills, knowledge and responsibilities identified by the task force as those associated with acceptable performance within the exterior wall quality assurance observer profession. It is recommended that the applicant review this list as it relates to one's experience/skill set and then prepare accordingly with the courses and/or publications which may be helpful to the individual.

STUDY GUIDE FOR REWO® EXAM

As part of the exam development process, the task force of subject matter experts systematically compiled a list of objectives that relate to the responsibilities, knowledge, and skills associated with acceptable performance within the exterior wall quality assurance observer profession. This list provided the organizational framework for the exam and is included below. The percentage of questions on the exam from each section is indicated.

Sections	Section/Domain Title	Percentage of questions from section on exam
SECTION 1	CONSTRUCTION DOCUMENTS	13%
Objective 1.1	Describe the elements of construction documents	
Objective 1.2	Identify industry standards relevant to exterior wall systems	
Objective 1.3	Describe industry standard tests related to exterior wall systems	
SECTION 2	OBSERVER RESPONSIBILITIES	25%
Objective 2.1	Describe exterior wall observer responsibilities	
Objective 2.2	Demonstrate knowledge of ethical standards	
Objective 2.3	Demonstrate knowledge of basic measurements and calculations	
Objective 2.4	Describe basic communication skills	
Objective 2.5	Describe field observation safety practices	
SECTION 3	EXTERIOR WALL SYSTEMS	22%
Objective 3.1	Describe exterior wall system materials	
Objective 3.2	Demonstrate knowledge of exterior wall system construction	
Objective 3.3	Describe exterior wall system design types	
SECTION 4	FIELD OBSERVATION PRACTICES	23%
Objective 4.1	Describe field observation procedures during construction	
Objective 4.2	Describe field observation procedures during testing	
SECTION 5	REPORTING	17%
Objective 5.1	Describe the elements of a field report	
	TOTAL PERCENTAGE	100%

REWO® SAMPLE EXAM QUESTIONS

Sample questions are provided from each section of the exam and are indicative of the types of questions the examinee will encounter. Exhibits and answers have been provided at the end of the study guide. Partial credit is not given for one correct answer where two are required.

CONSTRUCTION DOCUMENTS

- As defined by the RCI (now IIBEC) Manual of Practice, which two elements are included in the contract documents? (Choose two.)
 - general conditions
 - building permits
 - specifications
 - inspection reports
- Which documents include qualitative requirements for products, materials, and workmanship?
 - drawings
 - submittals
 - shop drawings
 - specifications
- Which CSI division section includes specifications applicable to the installation of manufactured stone veneer over metal lath?
 - Division 3
 - Division 4
 - Division 7
 - Division 8
- Refer to Exhibit #1**
Which type of sealant failure is shown in the exhibit?
 - adhesive
 - cohesive
 - elastic
 - plastic

OBSERVER RESPONSIBILITIES

- The installer of an exterior wall system on a large out-of-town project rotates crews at irregular intervals to help limit overtime charges.

According to the RCI (now IIBEC) Manual of Practice, which statement is correct in this scenario?

- Crew changes do not need to be documented, as installer personnel and costs are not within the scope of the REWO.
 - Crew changes should be documented, identifying the installer's supervisory personnel on the project during each site visit.
 - Crew changes should be recorded on the installer's pay application, and reviewed by the REWO for approval prior to submitting for payment.
 - Overtime charges should be recorded on the installer's pay application, and reviewed by the REWO for approval prior to submitting for payment.
- You are asked to provide a statement of qualification for an upcoming project which requires you to have an REWO credential. Although your application for the registration exam has been accepted, you have not yet successfully completed the exam.
According to the IIBEC Code of Ethics, which statement is true?
 - You may list REWO under your qualifications.
 - You may not list REWO under your qualifications, unless you add a qualifier that the credential is pending.
 - You may not list REWO under your qualifications.
 - You may not list REWO under your qualifications, unless you add a qualifier that someone else in your firm has the credential.

REWO® SAMPLE EXAM QUESTIONS

7. An REWO is on-site to document the quantity of air barrier applied that day. Workers complete work on the 4th, 5th, and 6th floors on the east elevation during the site visit. Wall segments for each floor measure 60 feet [18.3 meters] long by 10 feet [3.0 meters] tall. Each of the six window openings on the 4th floor measure 4 feet [1.2 meters] by 6 feet [1.8 meters]. Each of the four window openings on the 5th floor measure 8 feet [2.4 meters] by 6 feet [1.8 meters]. The 6th floor does not have any windows.

Approximately how many square feet [square meters] of air barrier was applied on the east elevation?

- A. 864 square feet [80 square meters]
 - B. 1464 square feet [134 square meters]
 - C. 1656 square feet [154 square meters]
 - D. 1800 square feet [167 square meters]
8. During installation of the EIFS, the subcontractor encounters a field condition that varies from the contract documents and approved shop drawings. The subcontractor brings the field condition to the attention of the REWO.
- What should the REWO recommend that the subcontractor do?
- A. Call the general contractor and verbally agree on a solution.
 - B. Issue a Request for Information (RFI).
 - C. Contact the EIFS manufacturer and obtain recommendations.
 - D. Perform the work based on the subcontractor's previous experience.
9. An REWO is performing QA observation of an exterior Portland cement plaster (stucco) wall installation from a scaffold.

According to the Sealant, Waterproofing, and Restoration Institute Safety and Health Manual, which personal protective equipment (PPE) should the REWO wear in addition to a hard hat?

- A. ear protection
- B. eye protection
- C. hand protection
- D. torso protection

EXTERIOR WALL SYSTEMS

10. Which two materials are Type 1 vapor retarders? (Choose two.)
- A. spun bond polyolefin building wrap
 - B. 6 mil polyethylene sheet
 - C. fiberglass-faced gypsum sheathing
 - D. vinyl wall covering
11. **Refer to Exhibit #2.**
Which type of wall system is shown in the exhibit?
- A. mass
 - B. barrier
 - C. composite
 - D. cavity
12. **Refer to Exhibit #3.**
Which type of wall system is shown in the exhibit?
- A. fiber cement
 - B. wood
 - C. vinyl
 - D. composite
13. **Refer to Exhibit #4.**
Which type of wall is shown in the exhibit?
- A. barrier
 - B. drainage
 - C. mass
 - D. rainscreen
14. **Refer to Exhibit #5.**
During the course of a site visit, an REWO observes that sealant has been applied to the brick ties, as shown in the exhibit, which penetrate through the metal sheathing behind a brick veneer masonry wall.
- Before the bricks are laid, which two actions should the REWO take? (Choose two.)
- A. Verify that the correct ties have been installed by calling the brick tie manufacturer.
 - B. Review the approved product submittals and specifications to confirm that the sealant material requirements are met.
 - C. Arrange for a pull test with the sealant manufacturer to ensure that the sealant adheres to the ties and sheathing.
 - D. Review the architectural drawings for the brick tie and sealant installation requirements.

REWO® SAMPLE EXAM QUESTIONS

FIELD OBSERVATION PRACTICES

15. An REWO must be knowledgeable about which two areas? (Choose two.)
- A. building codes
 - B. ASCE-07
 - C. bidding instructions
 - D. safety requirements
16. The REWO is onsite during a delivery of fluid-applied waterproofing.
- How should the REWO expect the materials to be delivered to the construction site?
- A. loose and on pallets
 - B. in unopened containers and packages
 - C. with the shipping label and purchase order
 - D. in boxes covered with waterproof tarps
17. A project that has a \$1000-a-day penalty clause is delayed due to inclement weather.
- In accordance with the RCI (now IIBEC) Manual of Practice, what is the contractor allowed to do?
- A. Request an extension of the project completion date.
 - B. Stop construction until a new completion date is established.
 - C. Void warranties on the work completed.
 - D. Void the delay penalty in the contract.
18. What are two responsibilities of the REWO? (Choose two.)
- A. Tracking production rates against milestones in a project schedule.
 - B. Directing the contractor to remove work that is not in conformance with the project documents.
 - C. Confirming material conformance with the project documents.
 - D. Ensuring the site is safe for the work being done.

19. A delivery of concrete block for a single wythe wall is delivered to the job site. The REWO questions whether the block was manufactured with the specified water repellent. The contractor performs water droplet testing on six blocks and all fail.

In accordance with the National Concrete Masonry Association, which additional test should be performed?

- A. a full-scale mock-up test
- B. an onsite spray bar test
- C. an onsite RILEM tube test
- D. a laboratory test

REPORTING

20. What must a field report do?
- A. It must report on the means and methods of construction.
 - B. It must be objective and factual.
 - C. It must document production rates of the contractor's employees.
 - D. It must list all addenda, change orders, and payment requisitions.
21. What are two reasons why the REWO reports on the number of workers? (Choose two.)
- A. to ensure that qualified individuals are completing the work according to the contract
 - B. to identify who might be responsible for deficiencies related to a day's work
 - C. to assist in administering the contract
 - D. to confirm that the staffing requirements of the contract are being met

REWO® SAMPLE EXAM QUESTIONS

22. Refer to Exhibit #6.

During a site visit, the REWO observes the condition shown in the exhibit at a recently completed EIFS wall installation.

What should the REWO include in the field report?

- A.** EIFS application occurred during wet weather conditions and did not cure properly.
- B.** EIFS will need to be removed and replaced due to deterioration.
- C.** The EIFS lamina is damaged near the downspout.
- D.** Mold has grown on the EIFS due to moisture content of sheathing behind EIFS.

EXHIBIT #1



EXHIBIT #2

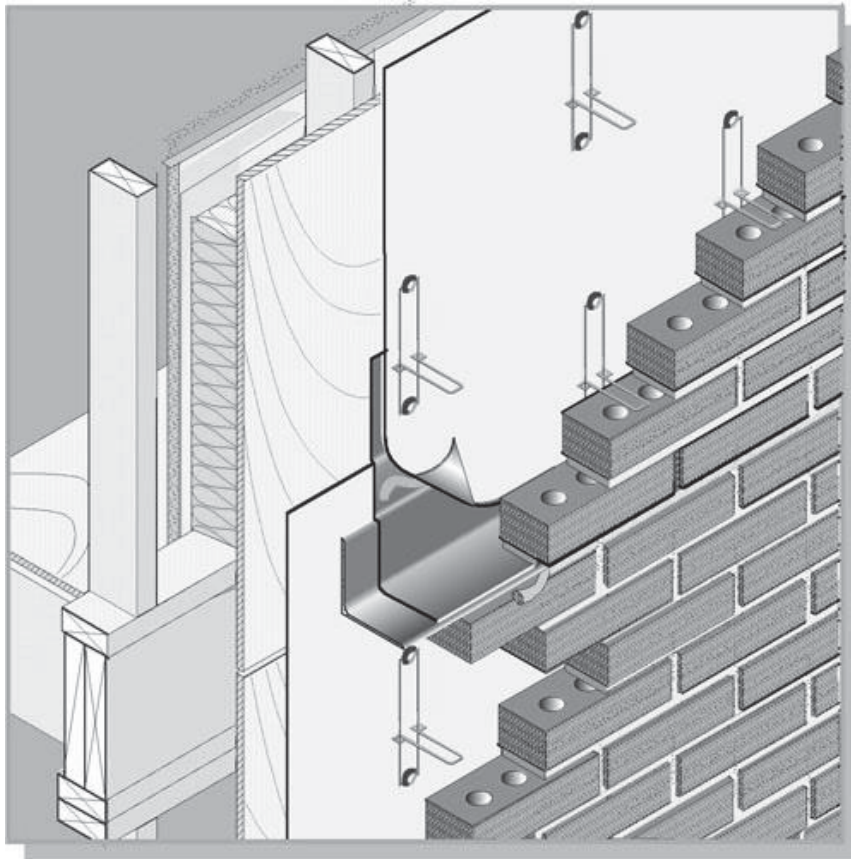


EXHIBIT #3



EXHIBIT #4



EXHIBIT #5

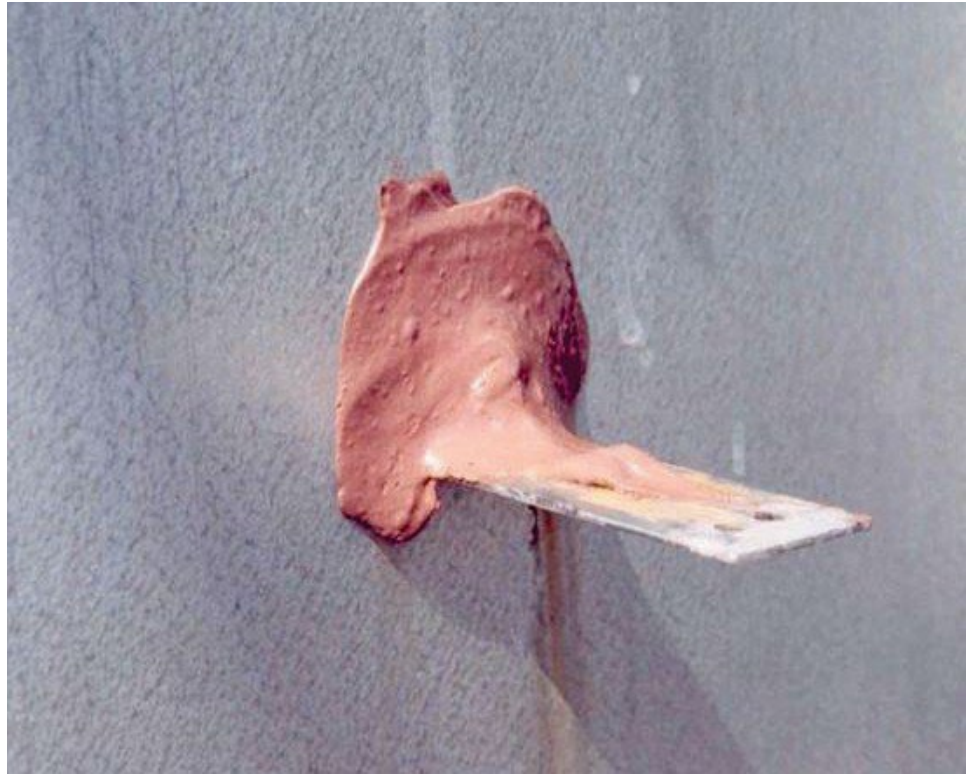


EXHIBIT #6



REWO® SAMPLE EXAM ANSWERS

Note your answers. Review the appropriate document(s) in those areas to better understand the rationale behind the indicated correct answer.

IIBEC provides [Recommended Courses](#) for pursuing the REWO designation. These courses are available through the IIBEC education storefront, [LearnUpon](#).

1. A and C
2. D
3. B
4. A
5. B
6. C
7. B
8. B
9. B
10. B and D
11. D
12. C
13. C
14. B and D
15. A and D
16. B
17. A
18. A and C
19. D
20. B
21. C and D
22. C



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