

#42

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Q1

Please indicate which regulator you are and your main point of contact should we require follow up.

Professional Engineers Ontario
David Smith, Director, External Relations (dsmith@peo.on.ca)

Q2

Section 1 - During the reporting period (January 1st–December 31st, 2021), please indicate if your organization has introduced any changes in the following areas impacting your registration processes by clicking on each of the appropriate boxes below. Registration requirements either through regulation, by-law or policy.

No,

Description of change/improvement that would impact fair registration outcomes:

No changes were made to registration requirements for licensing of practitioners.

Q3

New or consolidated class of certificates or licenses

No,

Description of change/improvement that would impact fair registration outcomes:

No changes were made to the available registration items.

Q4

Assessment of qualifications

Yes,

Description of change/improvement that would impact fair registration outcomes:

Implemented secure online process for reviewers to complete assessment of applicants' academic credentials. Scheduled academic assessments were interrupted by the pandemic, as reviewers had previously reviewed printed documents in the application files at PEO offices. The new process was implemented in February 2021, with applicants' submitted materials provided as electronic documents. PEO formed a partnership with regulators from BC and Alberta to administer technical exams online with live remote proctoring. The pandemic created challenges for scheduling in person venues for exams that were compliant with Covid protocols. Exams sittings that were normally held over two-week intervals in May and December were scheduled over intervals of two to three months, due to constraints on the delivery and proctoring systems, but the changes have allowed greater flexibility for applicants to take exams. Implemented virtual interviews via online video conference for applicants referred for experience assessments. Scheduled interviews were interrupted by the pandemic, as interviews were previously conducted in person at PEO offices. The first virtual interviews were conducted in March 2021, as the availability of new and reliable technology made it possible to resume interviews with modifications to the existing processes.

Q5

Timelines for registration, decisions and/or responses

No,

Description of change/improvement that would impact fair registration outcomes:

During 2021, PEO concentrated on recovery of disruption to licensing processes resulting from the pandemic. Improvements to registration timelines was a secondary priority after addressing process backlogs.

Q6

Registration and assessment fees

No,

Description of change/improvement that would impact fair registration outcomes:

There were no changes to associated application fees, examination fees, or registration fees for 2021.

Q7

Resources for applicants

No

<p>Q8</p> <p>Changes to internal review or appeal process</p>	<p>No</p>
<p>Q9</p> <p>Access by applicants to their records</p>	<p>No</p>
<p>Q10</p> <p>Mutual recognition agreements</p>	<p>No,</p> <p>Description of change/improvement that would impact fair registration outcomes:</p> <p>PEO is not a signatory to any mutual recognition agreements (MRA) with other engineering regulators. MRAs are signed by the national body, Engineers Canada, regarding academic qualifications, and there is discretion as to how educational programs under those MRAs are considered as part of the academic assessments completed by PEO. There were no new MRA's signed by Engineers Canada during 2021.</p>
<p>Q11</p> <p>Training and resources for staff regarding registration</p>	<p>No</p>
<p>Q12</p> <p>Relationship with third party service provider(s)</p>	<p>Yes,</p> <p>Description of change/improvement that would impact fair registration outcomes:</p> <p>Formed partnership with Engineers and Geoscientists BC (EGBC) and Association of Professional Engineers and Geoscientists Alberta (APEGA) for the delivery of online technical exams and remote proctoring for the exams. EGBC administers contracts with third-party providers and invoices PEO based on the number of individual exam sittings by PEO's registered applicants.</p>
<p>Q13</p> <p>Accreditation of educational programs</p>	<p>No,</p> <p>Description of Change/Improvement that would impact Fair Registration Outcomes:</p> <p>PEO doesn't perform accreditation of educational programs. PEO recognizes engineering programs that are accredited by the Canadian Engineering Accreditation Board, and it may consider accreditation of international engineering programs by other established accreditation bodies, as part of its assessment of applicants' academic qualifications.</p>

Q14

Technological or digital improvements

Yes,

Description of Change/Improvement that would impact Fair Registration Outcomes:

In addition to the technological improvements relating to assessments (see response to Q4), PEO has introduced or improved automation of notifications to applicants regarding registration decisions and examination results. This has allowed PEO to clear processing backlogs at an accelerated rate. A project was launched to convert PEO's inventory of active paper-based applications to an electronic format. New applications were already being created in fully electronic formats. A series of document storage libraries were created for organization of electronic documents for new applications and for digitized existing applications.

Q15

Anti-racism and inclusion-based policies and practices

Yes,

Description of Change/Improvement that would impact Fair Registration Outcomes:

PEO formed the Anti-Racism and Anti-Discrimination Exploratory Working Group (AREWG) in April 2021 and engaged a consultant to prepare a report on PEO's current practices. The report, "Anti-Racism & Anti-Discrimination: A Bridge to PEO's More Successful Future" was completed and made public in June 2021. In November 2021, PEO's governing council approved an extension of the AREWG mandate to develop recommendations "regarding matters related to racism, and other equity and human rights affairs, relevant to PEO's function as a regulator, employer, and organization."

Q16

Organizational structure

Yes,

Description of Change/Improvement that would impact Fair Registration Outcomes:

In June 2021, PEO established new operational divisions for Regulatory Operations, Legislation & Policy, and Organizational Effectiveness and vice presidents were appointed to have responsibility for the new divisions. The former Licensing and Registration division was amalgamated with Regulatory Compliance, reporting to the Deputy Registrar and vice president of Regulatory Operations.

Q17

Contingency or continuity of operations plans

Yes,

Description of Change/Improvement that would impact Fair Registration Outcomes:

Technological improvements to assessment methods, digitization of core processes, and the automation of repetitive tasks has positioned PEO to be more resilient to disruptions caused by external factors. It has also positioned PEO to be able to rapidly adapt to changes in FARPACTA requirements resulting from the legislative amendments that were given royal assent in December 2021.

Q18

Documentation requirements for registration

No,

Description of Change/Improvement that would impact Fair Registration Outcomes:

Technological improvements to assessment methods, digitization of core processes, and the automation of repetitive tasks has positioned PEO to be more resilient to disruptions caused by external factors. It has also positioned PEO to be able to rapidly adapt to changes in FARPACTA requirements resulting from the legislative amendments that were given royal assent in December 2021.

Q19

English / French language proficiency testing

No,

Description of Change/Improvement that would impact Fair Registration Outcomes:

PEO does not require applicants to be tested for proficiency in either the English or French languages. There is a requirement under subsection 41(4) of Regulation 941, pursuant to the Professional Engineers Act, that applicants who are referred to PEO's Experience Requirements Committee shall be interviewed if there is concern about an applicant's ability to communicate adequately in English.

Q20

Section 2 – If applicable, please list your organization's top three accomplishments during the reporting period that relate to fair registration practices.

1

Transition to online and virtual processes for assessments

2

Implementation of online delivery and remote proctoring of technical exams

3

Initiated conversion of paper-based application files to electronic documents

Q21

Section 3 – If applicable, please list the top three risks that impacted your organization’s ability to achieve better registration outcomes for applicants during the reporting period. Please also indicate the measures you have taken to mitigate the impacts of these risks.

- | | |
|---|---|
| 1 | Uncertainty with the relaxation of pandemic restrictions and protocols |
| 2 | Reduced participation by volunteer reviewers for assessments |
| 3 | Availability of resources to implement required technological improvements |
-

Q22

Section 4 – Do you believe that you have a Canadian Experience Requirement (CER)? If so, please describe the applicant competencies that you seek to develop through this requirement in the comment box below CER: work experience or experiential training obtained in Canada.

Yes,
 Other (please specify):
 There is an explicit requirement under subsection 33(1) of Regulation 941, pursuant to the Professional Engineers Act, that applicants must acquire at least 12 months of the required 48 months of relevant engineering experience in a Canadian jurisdiction, under the supervision of a licensed practitioner. The rationale for this requirement is that applicants need direct experience in the application of codes and standards that will be applicable to their work once an applicant is licensed for the independent practice of professional engineering. PEO is currently seeking alternatives that will allow applicants to demonstrate competence with the applicable codes and standards for Canadian practice, without an explicit requirement that this be contingent on completing the qualifying experience in a Canadian jurisdiction.

Q23

QUANTITATIVE SECTION The following quantitative information is collected for the purpose of discerning statistical changes and trends related to a regulator’s membership, application volumes, licensure/certification results, and appeals year over year. Languages Indicate the languages in which you make available application materials and information about the application process.

English

Q24

Membership Data Demographics Data As of December 31, 2021, please indicate the number of members in each gender category identified below and the number of total members.

Total Male	75187
Total Female	10822
Total Non-binary	3
Gender not provided	18
Overall Total	86030

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Q25

In relation to your members: Do you collect race-based data?

No,

Other (please specify):

Application forms and registration database are not currently configured to collect identity-based data other than for gender-identification. There is no specific regulatory or registration requirement for PEO to collect or retain this type of personal information.

Q26

Do you collect other identity-based or demographics data?

No,

Other (please specify):

Application forms and registration database are not currently configured to collect identity-based data other than for gender-identification for new applicants. There is no specific regulatory or registration requirement for PEO to collect or retain this type of personal information.

Q27

Do you plan to collect race-based data in the future?

No,

If yes, please indicate the type::

There is no specific regulatory or registration requirement for PEO to collect or retain this type of personal information. PEO has no plan to begin collecting this type of information.

Q28

Class of License/Certificate Data As of December 31, of the reporting year, please indicate the number of members under each class or license category as applicable.

Full/Independent Practice	86030
Provisional/Limited License/Certificate	342
Emergency License/Certificate	0
All other classes	20
Overall Total	86392

Q29

Jurisdiction where members were initially trainedAs of December 31, of the reporting year, please indicate the membership type and total number of registered members for each category listed below.

Ontario	51086
Other Canadian Provinces and Territories	10763
USA	1875
Other Countries	22191
Multiple and/or Unspecified Jurisdiction	477
Total	86392

Q30

Please indicate the total number of registered members for the top 12 international countries or jurisdictions where these individuals obtained their initial education in the profession or trade.

1	India - 3229
2	Iran, Islamic Republic of - 3089
3	China - 2937
4	United Kingdom - 1821
5	Egypt - 1436
6	Pakistan - 1198
7	Romania - 1099
8	Bangladesh - 682
9	Iraq - 520
10	Poland - 491
11	Serbia - 412
12	Russian Federation - 393

Q31

Applications Data Demographics Data Indicate the number of applicants who filed an application between January 1 and December 31 of the reporting year, in each applicable category.

Total Male	5505
Total Female	1273
Total Non-binary	0
Gender not provided	2
Overall Total	6780

Q32

In relation to the applications, you received: Do you collect race-based data?

No

Q33

Do you collect other identity-based or demographics data?

No,
 If yes, please indicate the type: :
 Application forms and registration database are not currently configured to collect identity-based data other than for gender-identification. There is no specific regulatory or registration requirement for PEO to collect or retain this type of personal information.

Q34

Category of Applicants Number of applicants who voluntarily or involuntarily (through inactive and lapsed applications) withdrew from the application process between January 1 and December 31, 2021:

2507

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Q35	Number of Applicants	3099
Please indicate the total number of applicants from Ontario who filed an application between January 1 and December 31, 2021 for the following categories as applicable.	Number of Applicants Licensed/Certified	35
	Average Time to Process Application in Weeks from First Point of Applicant Contact	32

Q36	Number of applicants	280
Please indicate the total number of applicants from Canadian provinces and territories (excluding Ontario) who filed an application between January 1 and December 31, 2021 for each of the following categories as applicable.	Number of applicants fully licensed/certified	3
	Average Time to Process Application in Weeks from First Point of Applicant Contact	30

Q37	Number of applicants	802
Please indicate the total number of certificate-to-certificate (labour mobility) applicants who filed an application between January 1 and December 31, 2021 for each of the categories as applicable.	Number of applicants fully licensed/certified	501
	Average Time to Process Application in Weeks from First Point of Applicant Contact	16

Q38	Number of applicants	2697
Please indicate the total number of applicants from international jurisdictions (not including USA) who filed an application between January 1 and December 31, 2021 for each of the categories as applicable.	Number of applicants fully licensed/certified	0

Q39	Number of applicants	513
Please indicate the total number of applicants from multiple and/or jurisdictions not specified who filed an application between January 1 and December 31, 2021 for each of the categories as applicable.	Number of applicants fully licensed/certified	1
	Average Time to Process Application in Weeks from First Point of Applicant Contact	16

Q40	Number of applicants	2588
Please indicate the total number of applicants from accredited Canadian post-secondary institutions who filed an application between January 1 and December 31, 2021 for each of the categories as applicable.	Number of applicants fully licensed/certified	38
	Average Time to Process Application in Weeks from First Point of Applicant Contact	32

Q41

Respondent skipped this question

Please indicate the total number of applicants who re-registered after withdrawing from the application process between January 1 and December 31, 2021 for each of the categories as applicable.

Q42

Please provide any additional comments you may have for questions 33-41.

Q34 – This reflects the number of withdrawn applicants who have not re-applied. PEO doesn't track previously withdrawn applicants as a specific metric. It's relatively uncommon for an applicant to voluntarily withdraw an application. An application may be withdrawn by the Registrar if the applicant fails to satisfy exam requirements within the time limits set out in regulations, or if the applicant fails to successfully complete assigned exams and is not permitted to retake the exam. There are no fixed time limits to complete experience requirements and applications are rarely withdrawn due to prolonged inactivity. Many withdrawn applicants were due to not attempting exams within 2 years of being assigned one or more exams.

Q35-Q39 – Applicants from respective jurisdictions – This is interpreted as the jurisdictions for initial training of the applicants, rather than the jurisdictions where they reside. No data was requested for US applicants; there were 88 total in 2021. PEO treats US applicants as international applicants and does not make a distinction.

Q41 – Re-application by denied applicants – PEO doesn't track this as a specific metric. The application is treated as new, except that any examination failures must be addressed in the new application.

Q35-Q41 – Processing Times for Applicants – with the exception of Domestic Labour Mobility applicants, and those applicants seeking reinstatement of a lapsed or resigned licence, the vast majority of applicants for a full licence are in the process of satisfying licensing requirements while they have an active application. Applicants who are assigned a technical exam program take longer to complete the application process, and this may affect the timing of when qualifying experience can be acquired. Many applicants acquire the full 48 months of qualifying experience while the application is active.

PEO doesn't formally track the interval from when an application is submitted to the point that all required documents are submitted. The length of this interval is dependent on how long an applicant takes to provide the required documents.

Classification of Applicants – PEO generally classifies applicants in terms of whether or not the applicant has an accredited Canadian engineering degree. This means that some applicants from Ontario, or from other Canadian jurisdictions, will complete academic requirements during the licensing process and tracking of processing times is not normally done for the requested categories of applicants.

Q43

Jurisdiction where applicants obtained their initial education Please indicate the total number of applicants for the top 12 international countries or jurisdiction where applicants obtained their initial education in the profession or trade.

1	India - 1182
2	Iran, Islamic Republic of - 346
3	Pakistan - 107
4	Egypt - 98
5	China - 88
6	Nigeria - 75
7	United Kingdom - 67
8	Brazil - 51
9	Philippines - 45
10	Bangladesh - 44
11	Syrian Arab Republic - 37
12	Turkey - 36

Q44

Processing Time As of December 31, 2021, how many full licenses/certificates did your organization issue?

3497 - includes 117 reinstatements and 798 Labour Mobility applicants

Q45

Please indicate the total number of applicants who received full licensure/certification between January 1 and December 31, 2021, according to the following timelines.

0 – less than 3 months	171
3 months – less than 6 months	716
6 months – less than 12 months	211
12 months – less than 18 months	352
18 months – less than 24 months	300
24 months and greater	1747

Q46

Age of Active Applications As of December 31, 2021 what were the total number of active applications in your case inventory?

22085 (P.Eng. licence only)

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Q47		2213
Please provide a breakdown (and total) of active applications according to the length of time (age) that they have been open.	0 – less than 3 months	2213
	3 months – less than 6 months	1497
	6 months – less than 12 months	3206
	12 months – less than 18 months	3899
	18 months – less than 24 months	970
	24 months and greater	10300
	TOTAL	22085

Q48		7
Other Licenses/Certificates of Registration ProcessedPlease indicate the number of applicants who were issued an alternative class of license* that your organization processed in the reporting year (January 1-December 31, 2021).Enter the data by the jurisdiction where applicants were initially trained in the profession, i.e. before they were granted use of the protected title or professional designation in Ontario.* An alternative class of license/certificate enables the holder to practice with limitations, but additional requirements must be met for the member to be fully licensed/certified.	Ontario	7
	Other Canadian Provinces and Territories	7
	Certificate to Certificate (Labour Mobility)	0
	USA	54
	Other International	5
	Multiple and/or Unspecified Jurisdictions	0
	TOTAL	73

Q49 **Respondent skipped this question**

Other Licenses/Certificates of Registration ProcessedPlease indicate the number of applications, If applicable, who were issued an emergency license/certificate that your organization processed in the reporting year (January 1-December 31, 2021). Enter the data by the jurisdiction where applicants were initially trained in the profession, i.e. before they were granted use of the protected title or professional designation in Ontario.

Q50		0
Other Licenses/Certificates of Registration ProcessedPlease indicate the number of Provisional license/certificate or alternative class of license/certificate holders who were fully licensed/certified by your organization which were processed in the reporting year (January 1-December 31, 2021). Enter the data by the jurisdiction where applicants were initially trained in the profession, i.e. before they were granted use of the protected title or professional designation in Ontario.	Ontario	0
	Other Canadian Provinces and Territories	0
	Certificate to Certificate (Labour Mobility)	0
	USA	0
	Other International	0
	Multiple and/or Unspecified Jurisdictions	0
	TOTAL	0

Q51

Respondent skipped this question

Number of Reviews and Appeals Processed State the number of reviews and appeals that your organization processed in the reporting year (January 1-December 31, 2021). For applicants who were subject to an internal review or who were referred to a statutory committee of your governing council, such as a Registration Committee. Enter the data by the jurisdiction where applicants were initially trained in the profession, i.e. before they were granted use of the protected title or professional designation in Ontario.

Q52

State the number of reviews and appeals that your organization processed in the reporting year (January 1-December 31, 2021). For applicants who initiated an appeal of a registration decision. Enter the data by the jurisdiction where applicants were initially trained in the profession, i.e. before they were granted use of the protected title or professional designation in Ontario.

Ontario	0
Other Canadian Provinces	0
USA	0
OtherCountries	1
Multiple and/or Unspecified Countries	0
TOTAL	1

Q53

State the number of reviews and appeals heard in the reporting year (January 1-December 31, 2021). Enter the data by the jurisdiction where applicants were initially trained in the profession, i.e. before they were granted use of the protected title or professional designation in Ontario.

Ontario	0
Other Canadian Provinces	0
USA	0
OtherCountries	1
Multiple and/or Unspecified Countries	0
TOTAL	1

Q54

State the number of registration decisions changed following an appeal and/or review that your organization processed in the reporting year (January 1-December 31, 2021). Enter the data by the jurisdiction where applicants were initially trained in the profession, i.e. before they were granted use of the protected title or professional designation in Ontario.

Ontario	0
Other Canadian Provinces	0
USA	0
OtherCountries	0
Multiple and/or Unspecified Countries	0
TOTAL	0

Q55

List the top three reason for appeals (by percentage) of a registration decision

1

Disagree with academic assessment or experience assessment - 100%

Q56

List the top five reasons (by percentage) for not Issuing a License/Certification to Internationally Trained Individuals

1 **Did not meet licensing requirements - 100%**

Q57

List the top Five Reasons (by percentage) for not Issuing a License/Certification to Canadian Graduates

1 **Did not meet licensing requirements - 100%**

Q58

Please provide any additional comments you may have:

Q48 – Alternative Classes of Licence

There were no new applicants for Temporary Licences in 2021. Temporary Licences are limited to a 12-month period and can be renewed as needed.

Q55-Q57

PEO doesn't typically track specific reasons for appeals or refusals to issue a licence, as these would be specific to the individual cases. An applicant can be refused a licence for failing to meet one or more of the explicit requirements set out in subsection 33(1) of Regulation 941 under the Professional Engineers Act.
