



Professional Engineers
Ontario



COMPETENCY-BASED ASSESSMENT P.ENG. APPLICATION FORM

November 2024

APPLICANTS SHOULD FIRST REVIEW PEO'S COMPETENCY-BASED ASSESSMENT APPLICANT'S GUIDE BEFORE SUBMITTING THE EXPERIENCE RECORDS.

TO FILL THIS FORM OUT ELECTRONICALLY, PLEASE DOWNLOAD THE FORM AND COMPLETE USING THE FREE ADOBE READER.

FULL NAME: _____

FILE NUMBER: _____

When describing your work examples for each competency on the following pages, please use the fields at the bottom of the page to specify the name of the company where the work example occurred, along with the corresponding validator's name.

COMPETENCY CATEGORY 1: TECHNICAL COMPETENCE

1.1

DEMONSTRATE YOUR KNOWLEDGE AND AWARENESS OF THE REGULATIONS, CODES AND STANDARDS USED IN CANADA OR THE INTERNATIONAL STANDARD EQUIVALENCE. THIS INCLUDES LOCAL ENGINEERING PROCEDURES AND PRACTICES AS APPLICABLE.

SITUATION (MAX. 300 CHARACTERS)

ACTION TAKEN (MAX. 1,650 CHARACTERS)

OUTCOME (MAX. 300 CHARACTERS)

Please be specific about your individual actions and contributions; and use of the word "I" is required in order to show what work you did specifically. Point form is permitted.

COMPANY NAME: _____

VALIDATOR NAME: _____

1.2

DEMONSTRATE KNOWLEDGE OF MATERIALS, OR OPERATIONS AS APPROPRIATE, PROJECT AND DESIGN CONSTRAINTS, DESIGNED TO BEST FIT THE PURPOSE OR SERVICE INTENDED AND ADDRESS INTERDISCIPLINARY IMPACTS.

SITUATION (MAX. 300 CHARACTERS)

ACTION TAKEN (MAX. 1,650 CHARACTERS)

OUTCOME (MAX. 300 CHARACTERS)

Please be specific about your individual actions and contributions; and use of the word "I" is required in order to show what work you did specifically. Point form is permitted.

COMPANY NAME: _____

VALIDATOR NAME: _____

1.3

ANALYZE TECHNICAL RISKS AND OFFER SOLUTIONS TO MITIGATE THE RISKS.

SITUATION (MAX. 300 CHARACTERS)

ACTION TAKEN (MAX. 1,650 CHARACTERS)

OUTCOME (MAX. 300 CHARACTERS)

Please be specific about your individual actions and contributions; and use of the word "I" is required in order to show what work you did specifically. Point form is permitted.

COMPANY NAME: _____

VALIDATOR NAME: _____

1.4

APPLY ENGINEERING KNOWLEDGE TO DESIGN SOLUTIONS.

SITUATION (MAX. 300 CHARACTERS)

ACTION TAKEN (MAX. 1,650 CHARACTERS)

OUTCOME (MAX. 300 CHARACTERS)

Please be specific about your individual actions and contributions; and use of the word "I" is required in order to show what work you did specifically. Point form is permitted.

COMPANY NAME: _____

VALIDATOR NAME: _____

1.5

BE ABLE TO UNDERSTAND SOLUTION TECHNIQUES AND INDEPENDENTLY VERIFY THE RESULTS.

SITUATION (MAX. 300 CHARACTERS)

ACTION TAKEN (MAX. 1,650 CHARACTERS)

OUTCOME (MAX. 300 CHARACTERS)

Please be specific about your individual actions and contributions; and use of the word "I" is required in order to show what work you did specifically. Point form is permitted.

COMPANY NAME: _____

VALIDATOR NAME: _____

1.6

DEMONSTRATE YOUR KNOWLEDGE AND AWARENESS OF REGULATIONS, CODES AND STANDARDS USED IN CANADA PERTAINING TO SAFETY, OR THE INTERNATIONAL STANDARD EQUIVALENCE.

SITUATION (MAX. 300 CHARACTERS)

ACTION TAKEN (MAX. 1,650 CHARACTERS)

OUTCOME (MAX. 300 CHARACTERS)

Please be specific about your individual actions and contributions; and use of the word "I" is required in order to show what work you did specifically. Point form is permitted.

COMPANY NAME: _____

VALIDATOR NAME: _____

1.7

DEMONSTRATE UNDERSTANDING OF SYSTEMS AS WELL AS OF COMPONENTS OF SYSTEMS.

SITUATION (MAX. 300 CHARACTERS)

ACTION TAKEN (MAX. 1,650 CHARACTERS)

OUTCOME (MAX. 300 CHARACTERS)

Please be specific about your individual actions and contributions; and use of the word "I" is required in order to show what work you did specifically. Point form is permitted.

COMPANY NAME: _____

VALIDATOR NAME: _____

1.8

EXPOSURE TO ALL STAGES OF THE PROCESS/PROJECT LIFE CYCLE FROM CONCEPT AND FEASIBILITY ANALYSIS THROUGH IMPLEMENTATION.

SITUATION (MAX. 300 CHARACTERS)

ACTION TAKEN (MAX. 1,650 CHARACTERS)

OUTCOME (MAX. 300 CHARACTERS)

Please be specific about your individual actions and contributions; and use of the word "I" is required in order to show what work you did specifically. Point form is permitted.

COMPANY NAME: _____

VALIDATOR NAME: _____

1.9

DEMONSTRATE YOUR UNDERSTANDING OF THE ROLE OF PEER REVIEW AND QUALITY MANAGEMENT THAT IS ESSENTIAL TO ENGINEERING PRACTICE IN CANADA.

SITUATION (MAX. 300 CHARACTERS)

ACTION TAKEN (MAX. 1,650 CHARACTERS)

OUTCOME (MAX. 300 CHARACTERS)

Please be specific about your individual actions and contributions; and use of the word "I" is required in order to show what work you did specifically. Point form is permitted.

COMPANY NAME: _____

VALIDATOR NAME: _____

1.10

TRANSFER DESIGN INTENTIONS TO DRAWINGS AND SKETCHES; UNDERSTAND TRANSMITTAL OF DESIGN INFORMATION TO DESIGN DOCUMENTS.

SITUATION (MAX. 300 CHARACTERS)

ACTION TAKEN (MAX. 1,650 CHARACTERS)

OUTCOME (MAX. 300 CHARACTERS)

Please be specific about your individual actions and contributions; and use of the word "I" is required in order to show what work you did specifically. Point form is permitted.

COMPANY NAME: _____

VALIDATOR NAME: _____

COMPETENCY CATEGORY 2: COMMUNICATION

2.1

DEMONSTRATE EFFECTIVE VERBAL COMMUNICATION WITH TEAM MEMBERS, CLIENTS, CONTRACTORS AND MEMBERS OF THE PUBLIC.

SITUATION (MAX. 300 CHARACTERS)

ACTION TAKEN (MAX. 1,650 CHARACTERS)

OUTCOME (MAX. 300 CHARACTERS)

Please be specific about your individual actions and contributions; and use of the word "I" is required in order to show what work you did specifically. Point form is permitted.

COMPANY NAME: _____

VALIDATOR NAME: _____

2.2

DEMONSTRATE YOUR ABILITY TO COMMUNICATE EFFECTIVELY IN WRITING WITH TEAM MEMBERS, CLIENTS, CONTRACTORS AND MEMBERS OF THE PUBLIC.

SITUATION (MAX. 300 CHARACTERS)

ACTION TAKEN (MAX. 1,650 CHARACTERS)

OUTCOME (MAX. 300 CHARACTERS)

Please be specific about your individual actions and contributions; and use of the word "I" is required in order to show what work you did specifically. Point form is permitted.

COMPANY NAME: _____

VALIDATOR NAME: _____

2.3

DEMONSTRATE YOUR ABILITY TO EFFECTIVELY REVIEW KEY DOCUMENTS.

SITUATION (MAX. 300 CHARACTERS)

ACTION TAKEN (MAX. 1,650 CHARACTERS)

OUTCOME (MAX. 300 CHARACTERS)

Please be specific about your individual actions and contributions; and use of the word "I" is required in order to show what work you did specifically. Point form is permitted.

COMPANY NAME: _____

VALIDATOR NAME: _____

COMPETENCY CATEGORY 3: PROJECT AND FINANCIAL MANAGEMENT

3.1

AWARENESS OF PROJECT MANAGEMENT PRINCIPLES.

SITUATION (MAX. 300 CHARACTERS)

ACTION TAKEN (MAX. 1,650 CHARACTERS)

OUTCOME (MAX. 300 CHARACTERS)

Please be specific about your individual actions and contributions; and use of the word "I" is required in order to show what work you did specifically. Point form is permitted.

COMPANY NAME: _____

VALIDATOR NAME: _____

3.2

DEMONSTRATE INCREASING LEVELS OF RESPONSIBILITY FOR PROJECT PLANNING AND IMPLEMENTATION.

SITUATION (MAX. 300 CHARACTERS)

ACTION TAKEN (MAX. 1,650 CHARACTERS)

OUTCOME (MAX. 300 CHARACTERS)

Please be specific about your individual actions and contributions; and use of the word "I" is required in order to show what work you did specifically. Point form is permitted.

COMPANY NAME: _____

VALIDATOR NAME: _____

3.3

MANAGE EXPECTATIONS IN LIGHT OF AVAILABLE RESOURCES.

SITUATION (MAX. 300 CHARACTERS)

ACTION TAKEN (MAX. 1,650 CHARACTERS)

OUTCOME (MAX. 300 CHARACTERS)

Please be specific about your individual actions and contributions; and use of the word "I" is required in order to show what work you did specifically. Point form is permitted.

COMPANY NAME: _____

VALIDATOR NAME: _____

3.4

UNDERSTAND THE FINANCIAL ASPECTS OF THEIR WORK.

SITUATION (MAX. 300 CHARACTERS)

ACTION TAKEN (MAX. 1,650 CHARACTERS)

OUTCOME (MAX. 300 CHARACTERS)

Please be specific about your individual actions and contributions; and use of the word "I" is required in order to show what work you did specifically. Point form is permitted.

COMPANY NAME: _____

VALIDATOR NAME: _____

3.5

ASK FOR AND DEMONSTRATE RESPONSE TO FEEDBACK.

SITUATION (MAX. 300 CHARACTERS)

ACTION TAKEN (MAX. 1,650 CHARACTERS)

OUTCOME (MAX. 300 CHARACTERS)

Please be specific about your individual actions and contributions; and use of the word "I" is required in order to show what work you did specifically. Point form is permitted.

COMPANY NAME: _____

VALIDATOR NAME: _____

COMPETENCY CATEGORY 4: TEAM EFFECTIVENESS

4.1

WORK RESPECTFULLY AND WITH OTHER DISCIPLINES/PEOPLE.

SITUATION (MAX. 300 CHARACTERS)

ACTION TAKEN (MAX. 1,650 CHARACTERS)

OUTCOME (MAX. 300 CHARACTERS)

Please be specific about your individual actions and contributions; and use of the word "I" is required in order to show what work you did specifically. Point form is permitted.

COMPANY NAME: _____

VALIDATOR NAME: _____

4.2

WORK TO RESOLVE DIFFERENCES.

SITUATION (MAX. 300 CHARACTERS)

ACTION TAKEN (MAX. 1,650 CHARACTERS)

OUTCOME (MAX. 300 CHARACTERS)

Please be specific about your individual actions and contributions; and use of the word "I" is required in order to show what work you did specifically. Point form is permitted.

COMPANY NAME: _____

VALIDATOR NAME: _____

COMPETENCY CATEGORY 5: PROFESSIONAL ACCOUNTABILITY (ETHICS & PROFESSIONALISM)

5.1

DEMONSTRATE YOUR ABILITY TO APPLY PRINCIPLES OF THE CODE OF ETHICS, OR THE EQUIVALENT INTERNATIONAL STANDARD EQUIVALENCE, WITHIN THE ENGINEERING ENVIRONMENT.

SITUATION (MAX. 300 CHARACTERS)

ACTION TAKEN (MAX. 1,650 CHARACTERS)

OUTCOME (MAX. 300 CHARACTERS)

Please be specific about your individual actions and contributions; and use of the word "I" is required in order to show what work you did specifically. Point form is permitted.

COMPANY NAME: _____

VALIDATOR NAME: _____

5.2

DEMONSTRATE AN AWARENESS OF YOUR OWN SCOPE OF PRACTICE AND LIMITATIONS.

SITUATION (MAX. 300 CHARACTERS)

ACTION TAKEN (MAX. 1,650 CHARACTERS)

OUTCOME (MAX. 300 CHARACTERS)

Please be specific about your individual actions and contributions; and use of the word "I" is required in order to show what work you did specifically. Point form is permitted.

COMPANY NAME: _____

VALIDATOR NAME: _____

5.3

UNDERSTAND HOW CONFLICT OF INTEREST AFFECTS YOUR PRACTICE.

SITUATION (MAX. 300 CHARACTERS)

ACTION TAKEN (MAX. 1,650 CHARACTERS)

OUTCOME (MAX. 300 CHARACTERS)

Please be specific about your individual actions and contributions; and use of the word "I" is required in order to show what work you did specifically. Point form is permitted.

COMPANY NAME: _____

VALIDATOR NAME: _____

5.4

DEMONSTRATE AWARENESS OF PROFESSIONAL ACCOUNTABILITY.

SITUATION (MAX. 300 CHARACTERS)

ACTION TAKEN (MAX. 1,650 CHARACTERS)

OUTCOME (MAX. 300 CHARACTERS)

Please be specific about your individual actions and contributions; and use of the word "I" is required in order to show what work you did specifically. Point form is permitted.

COMPANY NAME: _____

VALIDATOR NAME: _____

5.5

DEMONSTRATE AN UNDERSTANDING OF APPROPRIATE USE OF THE STAMP AND SEAL.

SITUATION (MAX. 300 CHARACTERS)

ACTION TAKEN (MAX. 1,650 CHARACTERS)

OUTCOME (MAX. 300 CHARACTERS)

Please be specific about your individual actions and contributions; and use of the word "I" is required in order to show what work you did specifically. Point form is permitted.

COMPANY NAME: _____

VALIDATOR NAME: _____

5.6

UNDERSTAND OWN STRENGTHS/WEAKNESSES AND KNOW HOW THEY APPLY TO ONE'S POSITION.

SITUATION (MAX. 300 CHARACTERS)

ACTION TAKEN (MAX. 1,650 CHARACTERS)

OUTCOME (MAX. 300 CHARACTERS)

Please be specific about your individual actions and contributions; and use of the word "I" is required in order to show what work you did specifically. Point form is permitted.

COMPANY NAME: _____

VALIDATOR NAME: _____

COMPETENCY CATEGORY 6: SOCIAL, ECONOMIC, ENVIRONMENTAL AND SUSTAINABILITY

6.1

DEMONSTRATE AN UNDERSTANDING OF THE SAFEGUARDS REQUIRED TO PROTECT THE PUBLIC AND THE METHODS OF MITIGATING ADVERSE IMPACTS.

SITUATION (MAX. 300 CHARACTERS)

ACTION TAKEN (MAX. 1,650 CHARACTERS)

OUTCOME (MAX. 300 CHARACTERS)

Please be specific about your individual actions and contributions; and use of the word "I" is required in order to show what work you did specifically. Point form is permitted.

COMPANY NAME: _____

VALIDATOR NAME: _____

6.2

DEMONSTRATE YOUR UNDERSTANDING OF THE RELATIONSHIP BETWEEN THE ENGINEERING ACTIVITY AND THE PUBLIC.

SITUATION (MAX. 300 CHARACTERS)

ACTION TAKEN (MAX. 1,650 CHARACTERS)

OUTCOME (MAX. 300 CHARACTERS)

Please be specific about your individual actions and contributions; and use of the word "I" is required in order to show what work you did specifically. Point form is permitted.

COMPANY NAME: _____

VALIDATOR NAME: _____

6.3

UNDERSTAND THE ROLE OF REGULATORY BODIES ON THE PRACTICE OF ENGINEERING.

SITUATION (MAX. 300 CHARACTERS)

ACTION TAKEN (MAX. 1,650 CHARACTERS)

OUTCOME (MAX. 300 CHARACTERS)

Please be specific about your individual actions and contributions; and use of the word "I" is required in order to show what work you did specifically. Point form is permitted.

COMPANY NAME: _____

VALIDATOR NAME: _____

6.4

BE AWARE OF ANY SPECIFIC SUSTAINABILITY CLAUSES THAT HAVE BEEN ADDED TO PRACTICE GUIDELINES THAT APPLY TO THEIR AREA.

SITUATION (MAX. 300 CHARACTERS)

ACTION TAKEN (MAX. 1,650 CHARACTERS)

OUTCOME (MAX. 300 CHARACTERS)

Please be specific about your individual actions and contributions; and use of the word "I" is required in order to show what work you did specifically. Point form is permitted.

COMPANY NAME: _____

VALIDATOR NAME: _____

6.5

TO THE EXTENT POSSIBLE, RECOGNIZING THE APPLICANT'S POSITION OF INFLUENCE, CONSIDER HOW SUSTAINABILITY PRINCIPLES COULD BE APPLIED AND PROMOTED IN THEIR SPECIFIC WORK.

SITUATION (MAX. 300 CHARACTERS)

ACTION TAKEN (MAX. 1,650 CHARACTERS)

OUTCOME (MAX. 300 CHARACTERS)

Please be specific about your individual actions and contributions; and use of the word "I" is required in order to show what work you did specifically. Point form is permitted.

COMPANY NAME: _____

VALIDATOR NAME: _____

COMPETENCY CATEGORY 7: PROFESSIONAL CONTINUING PROFESSIONAL DEVELOPMENT

7.1

DEMONSTRATE COMPLETION OF PROFESSIONAL DEVELOPMENT ACTIVITIES.

SITUATION (MAX. 300 CHARACTERS)

ACTION TAKEN (MAX. 1,650 CHARACTERS)

OUTCOME (MAX. 300 CHARACTERS)

Please be specific about your individual actions and contributions; and use of the word "I" is required in order to show what work you did specifically. Point form is permitted.

COMPANY NAME: _____

VALIDATOR NAME: _____

7.2

DEMONSTRATE AWARENESS OF GAPS IN KNOWLEDGE AND AREAS REQUIRING FUTURE DEVELOPMENT.

SITUATION (MAX. 300 CHARACTERS)

ACTION TAKEN (MAX. 1,650 CHARACTERS)

OUTCOME (MAX. 300 CHARACTERS)

Please be specific about your individual actions and contributions; and use of the word "I" is required in order to show what work you did specifically. Point form is permitted.

COMPANY NAME: _____

VALIDATOR NAME: _____

7.3

DEVELOP A PROFESSIONAL DEVELOPMENT PLAN TO ADDRESS GAPS IN KNOWLEDGE AND MAINTAIN CURRENCY IN FIELD OF PRACTICE.

SITUATION (MAX. 300 CHARACTERS)

ACTION TAKEN (MAX. 1,650 CHARACTERS)

OUTCOME (MAX. 300 CHARACTERS)

Please be specific about your individual actions and contributions; and use of the word "I" is required in order to show what work you did specifically. Point form is permitted.

COMPANY NAME: _____

VALIDATOR NAME: _____