

## Backgrounder: PEO's Continuing Professional Development Program

### Purpose of Engagement

At its meeting on June 19th, 2025, Council committed to a comprehensive review of PEO's continuing professional development (CPD) program while remaining committed to maintaining a mandatory CPD requirement. As part of our efforts to conduct an inclusive and comprehensive review of the current program, we are reaching out to stakeholders for input into the program's redevelopment.

As a regulator, PEO has a duty to ensure that licence holders continue to develop and maintain their professional skills as standards evolve. CPD programs are one way to support licence holders in meeting these obligations by helping them continually enhance their skills and knowledge. CPD programs also help build public trust by demonstrating a commitment to ensuring ongoing professional development and suitability to practise beyond the initial licensing process. For these reasons, mandatory continued competency programs are an established best practice among professional regulators globally.

### Program History

In 2016, PEO developed the framework for the CPD program. In 2017, it was introduced as a voluntary pilot program called the Practice Evaluation and Knowledge (PEAK) program. Later the same year, an amendment to the *Professional Engineers Act* empowered Council to make regulations for continuing education and professional development programs for PEO licence holders, including making such programs mandatory and applying sanctions for non-compliance.

In June 2019, Council voted to convert PEAK from a pilot project to a voluntary operating program. In 2021, PEO decided to move forward with the creation of a mandatory CPD program for its licence holders as soon as any required legislative and operational tasks were completed.

In 2023, CPD, based on the earlier PEAK program, became mandatory for all licence holders. In the same year, Council approved exempting all licence holders who qualify for fee remission from CPD requirements.

### CPD Program Elements

The current PEAK program consists of three steps to be completed annually, including:

1. **Practice Evaluation and completion of required CPD hours:** A self-administered assessment consisting of a *practice status declaration* and either a:
  - *Practice Evaluation Questionnaire*—for a licence holder to describe how they practise engineering and mitigate risks, and to determine their target CPD hours for the year, which will be a personalized target of up to 30 hours; or a
  - *Non-practising Survey*—for a non-practising licence holder to describe their non-practising situation and prospect of practising again, and will not have a CPD target.

---

Engineers subject to CPD requirements are typically assigned 14 to 16 hours of CPD annually.

2. **Professional Practice Module:** A self-paced learning module for a licence holder (whether practising or not practising) that covers regulatory topics such as professional practice, engineering ethics and regulatory processes, as well as equity, diversity and inclusion within the profession and the role played by engineers in the safeguarding of the public welfare and the environment.
3. **Continuing Professional Development Report:** A reporting mechanism for a licence holder to declare their completed CPD hours in response to their personalized CPD target for the year (as determined by the Practice Evaluation Questionnaire).

Certain exemptions from compliance with the CPD program exist. These apply to non-practising licence holders enrolled in the fee remission program, as well as to licence holders in their first calendar year of licensure.

The Registrar is responsible for monitoring licence holders to ensure they meet CPD requirements and may impose administrative suspensions on those who fail to comply.