Ontario Association of Certified ENGINEERING TECHNICIANS and TECHNOLOGISTS

2024 Fair Registration Practices Report

Prepared for the Office of the Fairness Commissioner (OFC)

Content

1. Background

Under section 20 of the Fair Access to Regulated Professions and Compulsory Trades Act, 2006 (FARPACTA), which is substantially similar to section 22.7(1) of Schedule 2 of the Regulated Health Professions Act, 1991 (RHPA),

> "A regulated profession shall prepare a fair registration practices report annually or at such other times as the Fairness Commissioner may specify or at such times as may be specified in the regulations".

Section 23 of FARPACTA and Section 22.9 of Schedule 2 of the RHPA then go on to indicate that the Fairness Commissioner shall specify the form in which these reports shall be prepared, along with the required filing dates. This section also stipulates that a regulator must make these reports public.

It is pursuant to these authorities that the Office of the Fairness Commissioner (OFC) has required that each regulator complete its annual Fair Registration Practices Report (FRP).

Please note that this report covers the time-period from January 1 to December 31, 2024.

The FRP:

- Collects information about the organization, applicants to the profession and current membership.

- Provides information to the public about how the organization has implemented fair registration practices during the reporting period.

- Helps the OFC to successfully undertake the education and compliance activities which include monitoring, applying a risk-informed compliance framework, assessing performance, and sharing best practices.

- Determines whether the regulator is complying with recently enacted legislative and regulatory provisions designed to reduce barriers for domestic labour mobility and internationally trained applicants.

- Identifies trends across regulated professions and regulated health colleges.

2. Organization information

Organization name	Ontario Association of Certified ENGINEERING TECHNICIANS and TECHNOLOGISTS

For questions about this report, please contact:

Name	Carol Warner
Job Title	Deputy Registrar
E-mail	cwarner@oacett.org

3. Registration requirements

Applicants to the regulated professions and compulsory trades must fulfil registration requirements to practice their profession or use a professional title. This section summarizes registration requirements for each profession or trade regulated by Ontario Association of Certified ENGINEERING TECHNICIANS and TECHNOLOGISTS

Licensing requirements (brief description for each requirement listed):

Profession/ Trade Name	Engineering Technician and Technologist
Academic requirement	equivalency to a 2- year post-secondary program in engineering technology or applied science.
Experience requirement	Two years of experience (post-graduation) at the level of a technician. Up to 1 year of co-op experience may be granted if academic program is TAC (Technology Accreditation Canada) accredited or supervised by a C.Tech, C.E.T. or P.Eng. or P.Geo.

Language requirement	Proof of English language proficiency equivalent to a Canadian Language Benchmark (CLB) Level 7 for all skills (listening, reading, writing and speaking) is required for OACETT certification. Canadian-educated applicants meet the English language proficiency requirement by graduating from a Canadian two- or three-year post-secondary engineering technology or applied science program.
Additional information on licensing requirements (may include links to appropriate page on regulator website):	Successful passing of the Professional Practice Exam (PPE) or Internationally Educated Professional Practice Exam (IEPPE).
Profession/ Trade Name	Engineering Technologist
Academic requirement	equivalency to a 3-year post-secondary program in engineering technology or applied science
Experience requirement	Two years of experience (post-graduation) at the level of a technician. Up to 1 year of co-op experience may be granted if academic program is TAC (Technology Accreditation Canada) accredited or supervised by a C.Tech, C.E.T. or P.Eng. or P.Geo. PLUS at least 6 months experience at the level of technologist.
Language requirement	Proof of English language proficiency equivalent to a Canadian Language Benchmark (CLB) Level 7 for all skills (listening, reading, writing and speaking) is required for OACETT certification. Canadian-educated

	applicants meet the English language proficiency requirement by graduating from a Canadian two- or three-year post-secondary engineering technology or applied science program.
Additional information on licensing requirements (may include links to appropriate page on regulator website):	Successful passing of the Professional Practice Exam (PPE) or Internationally Educated Professional Practice Exam (IEPPE) PLUS completion of a Technology Report (or equivalency by completing a TAC (Technology Accreditation Canada) accredited post-secondary program or recognized program by International Accords)

4. Third party assessments

Third party organizations that assess qualifications on behalf of the regulator.

Organization name	Function

Fair access legislation requires regulators to take reasonable measures to ensure that any third parties undertake assessment of qualifications in a way that is transparent, objective, impartial and fair.

Ontario Association of Certified ENGINEERING TECHNICIANS and TECHNOLOGISTS takes the following measure(s) to ensure fair and timely assessments:

5. Accomplishments, risks and mitigations

Key accomplishments and risks pertaining to fair registration practices during the reporting period are summarized below.

A. Accomplishments

1	1 Created an Asynchronized OACETT Professional Practice Exam (PPE) preparatory course with Confederation College. A full rollout across all community colleges will occur in 2025. This course is eligible for college credit and will allow colleges to have students learn about law, practice and ethics outside the classroom as well as providing the opportunity for more students to write the OACETT PPE while in school. 2 Created new designations specific to Municipal Infrastructure. These are Municipal inspector (mii) and Municipal Contract Administration (mica). These designations will enhance certification and improve employability for our members while reinforcing our commitment to public safety, health, and environmental protection. 3 Incorporated new rules into the Code of Ethics and Rules of Professional Conduct to address the responsible use of social media and artificial intelligence, ensuring alignment with evolving technological standards.

B. Risks and Mitigations

Risk	Mitigation Measure
No risks identified in 2024	No risks identified in 2024 so no mitigation measures created

6. Changes to registration practices

During the January 1 to December 31, 2024 reporting period, Ontario Association of Certified ENGINEERING TECHNICIANS and TECHNOLOGISTS has introduced the following changes impacting its registration processes. Changes, anticipated impacts, and risk mitigation are summarized below.

A. Registration requirements and practices

Registration process	Changes Made (Yes / No)	Description

Registration requirements either through regulation, by-law or policy	No	
New or consolidated class of certificates or licenses	Yes	Added 2 new designations related to Municipal Infrastructure. These are Municipal Infrastructure Inspector (mii) and Municipal Infrastructure Contract Administrator (mica). Members must already be an Engineering Technician (C.Tech. or A.Sc.T.) or Engineering Technologist (C.E.T.) in order to hold one of these 2 additional designations.
Assessment of qualifications, including competency-based assessments and examinations	No	
Documentation requirements for registration	No	
Timelines for registration, decisions and/or responses	No	
Registration and/or assessment fees	No	
Changes to internal review or appeal process	No	
Access by applicants to their records	No	
Other	No	

B. Training, policy and applicant supports

Registration process	Changes Made (Yes / No)	Description
Training and resources for staff who deal with registration issues	No	
Resources or training to support applicants to move through the licensing process	No	
Anti-racism and inclusion-based policies and practices	No	

C. System partners

Registration process	Changes Made (Yes / No)	Description
Steps to increase accountability of third-party service provider(s)	No	
Accreditation of educational programs	No	
Mutual recognition agreements	No	

D. Responsiveness to changes in the regulatory environment

Registration process	Changes Made (Yes / No)	Description
Emergency registration plans	Yes	OACETT's Business Continuity and Emergency Response Plan submitted to the OFC in June 2024.
Technological or digital improvements	No	
Steps to address labour shortages in the profession or trade	No	

7. Membership and application data

The Office of the Fairness Commissioner collects membership and application data from regulators through annual Fair Registration Practices Reports, which are also made available to the public. 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.

A. Race-based data collected

	Race-based data collected? (Yes or No)
Members	No
Applicants	No

Additional description:

B. Other identity-based or demographic data collected

	Other identity-based or demographic data collected? (Yes or No)
Members	Yes
Applicants	Yes

Additional description:

Gender data is collected for members and applicants and is included in the required areas of this report. Nothing additional is gathered.

C. Languages of service provision

Ontario Association of Certified ENGINEERING TECHNICIANS and TECHNOLOGISTS makes application materials and information available to applicants in the following languages.

Language	Yes / No
English	Yes
French	No
Other (please specify)	

D. Membership Profile

Profession Name	Total Number of Members
Engineering Technician	6585

Class of License	Total Number of Members	Number of Internationally Educated Members

Full / General/ Independent Practice	6585	916

Gender	Number of Members
Male Female X (includes trans, non-binary, and two-spirit people) Other / not collected	5808 772 0 5

Jurisdiction of Initial Training	Number of Members
Ontario Other provinces and territories United States Other International	5466 203 21 895

Country of Initial Training	Number of Members
Bangladesh	0
China	41
Guyana	16
Hong Kong	24
India	303
Iran	0
Jamaica	14
Pakistan	26
Philippines	112
Romania	15
Russia	13
Sri Lanka	23
United Kingdom	55
United States of America	21
Ukraine	0

| Canada | 5669 |
| Other Countries | 253 |

Official language of preference	Number of Members
English	6585

Racial identity (optional)	Number of Members
Not collected	6585

E. Data Notes

Profession Name	Total Number of Members
Engineering Technologist	8404

Class of License	Total Number of Members	Number of Internationally Educated Members
Full / General/ Independent Practice	8404	1386

Gender	Number of Members
Male	7557
Female	843
X (includes trans, non-binary, and two-spirit people)	0

Other / not collected	4

Jurisdiction of Initial Training	Number of Members
Ontario	6666
Other provinces and territories	352
United States	18
Other International	1368

Country of Initial Training	Number of Members
Bangladesh	29
China	56
Guyana	0
Hong Kong	26
India	315
Iran	29
Jamaica	0
Pakistan	122
Philippines	221
Romania	28
Russia	53
Sri Lanka	36
United Kingdom	96
United States of America	18
Ukraine	44
Canada	7018
Other Countries	313

Official language of preference	Number of Members
English	8404

Racial identity (optional)	Number of Members
Not collected	8404

E. Data Notes

F. Applicant Profile

Profession Name	Total Number of Applicants
Engineering Technician	**311**

Gender	Number of Applicants
Female Male Other / not collected	46 262 3

Jurisdiction of Initial Training	Applications received in 2024	Applications with decisions pending (in progress at end of reporting year)
Other provinces and territories	13	1
United States	3	0
Ontario	200	9
Other International	95	3

Country of Initial Training	Number of Applicants
Other Countries	8
Canada	213
United States of America	3
Afghanistan	2
Australia	2
Brazil	2
China	2
Ethiopia	0
Ghana	2
India	42
Kenya	0
South Korea	0
Mauritius	2
Myanmar	2
Nepal	4
Nigeria	3
Pakistan	3
Philippines	9
Romania	2
South Africa	0
Sri Lanka	0
Turkiye	3
United Kingdom	2
Iran	3
Hong Kong	2

Official language of preference	Number of Applicants
English	311

Racial identity (optional)	Number of Applicants
Not collected	311

G. Data Notes

For B.2. the numbers reported as "in progress at the end of the year" are those applications that were complete in having realized all requirements on behalf of the applicant but had not yet received an application/certification decision from the Admissions Committee.

H. Application Decisions

The table below summarizes the outcome of registration decisions finalized in 2024. Some applications may have been received in the previous year.

Jurisdiction of initial training	Successful	Unsuccessful	Withdrawn
Other provinces and territories	17	0	0
United States	1	0	0
Ontario	461	0	0
Other International	69	0	0

I. New Registrants

For the 2024 reporting year, the breakdown of new registrants by class of registration is provided below:

Class of registration	Total new registrants	Number of internationally educated registrants
Full / General/ Independent Practice Associates	111 1101	2 392

J. Data Notes

For B.8, the number of new registrants given "Full/General/Indepent Practice" are those that are registered as C.Tech.'s and C.E.T.'s. The number reported for "Assocates" are those that applied for certification as a C.Tech. or C.E.T., but as the first step is to be awarded Associate as they progress towards certification, these numbers reflect that initial step.

K. Reviews and Appeals

Applicants for registration may appeal a registration decision. An **internal review or appeal** involves formal reconsideration of a registration decision further to an application and submissions by the applicant.

Jurisdiction of initial training	Number of internal reviews and appeals processed	Number of decisions changed following internal review or appeal

An **external review or appeal** involves review of a registration decision by an external appeal tribunal or court, such as the Health Professions Review and Appeal Board or Divisional Court.

Jurisdiction of initial training	Number of applicants who sought external review or appeal	Number of decisions changed following external review or appeal

Issues raised in reviews and appeals can point to challenges in the registration process. The table below summarizes top issues or reasons that applicants raised during these appeal proceedings.

Issue or reason raised	Number of appeals

Internationally trained applicants face additional challenges in the registration process. The table below summarizes top reasons for not registering internationally trained individuals.

Reason for not registering	Number of internationally trained applicants

L. Data Notes

There were no events in 2024 to report in this section.

Profession Name	Total Number of Applicants
Engineering Technologist	**719**

Gender	Number of Applicants
Male	615
Female	97
Other / not collected	7

Jurisdiction of Initial Training	Applications received in 2024	Applications with decisions pending (in progress at end of reporting year)
Ontario	392	13
Other provinces and territories	21	0
United States	9	0
Other International	297	9

Country of Initial Training	Number of Applicants
Other Countries	48
Canada	413
United States of America	9
China	8
Ethiopia	5
India	111
Kenya	4
South Korea	4
Nepal	11
Nigeria	12
Pakistan	14
Philippines	33
South Africa	6
Sri Lanka	5

United Kingdom	4
Iran	26
Hong Kong	6

Official language of preference	Number of Applicants
English	719

Racial identity (optional)	Number of Applicants
Not collected	719

G. Data Notes

For B.2. the numbers reported as "in progress at the end of the year" are those applications that were complete in having realized all requirements on behalf of the applicant but had not yet received an application/certification decision from the Admissions Committee.

H. Application Decisions

The table below summarizes the outcome of registration decisions finalized in 2024. Some applications may have been received in the previous year.

Jurisdiction of initial training	Successful	Unsuccessful	Withdrawn
Ontario	193	0	0
Other provinces and territories	15	0	0
United States	2	0	0
Other International	22	0	0

I. New Registrants

For the 2024 reporting year, the breakdown of new registrants by class of registration is provided below:

Class of registration	Total new registrants	Number of internationally educated registrants
Full / General/ Independent Practice	16	2

J. Data Notes

For B.8, the number of new registrants given "Full/General/Indepent Practice" are those that are registered as C.Tech.'s and C.E.T.'s. The number reported Associates 1101 392 (Technician/Technologist) for "Associates" are those that applied for certification as a C.Tech. or C.E.T., but as the first step is to be awarded Associate as they progress towards certification, these numbers reflect that initial step.

K. Reviews and Appeals

Applicants for registration may appeal a registration decision. An **internal review or appeal** involves formal reconsideration of a registration decision further to an application and submissions by the applicant.

Jurisdiction of initial training	Number of internal reviews and appeals processed	Number of decisions changed following internal review or appeal

An **external review or appeal** involves review of a registration decision by an external appeal tribunal or court, such as the Health Professions Review and Appeal Board or Divisional Court.

Jurisdiction of initial training	Number of applicants who sought external review or appeal	Number of decisions changed following external review or appeal

Issues raised in reviews and appeals can point to challenges in the registration process. The table below summarizes top issues or reasons that applicants raised during these appeal proceedings.

Issue or reason raised	Number of appeals

Internationally trained applicants face additional challenges in the registration process. The table below summarizes top reasons for not registering internationally trained individuals.

Reason for not registering	Number of internationally trained applicants

L. Data Notes

8. Registration Timelines

Profession: Engineering Technician

i. Domestic Labour Mobility Applicants

9.1 (4) of FARPACTA prescribes that regulators must make a registration decision within 30 business days from the time that they receive a complete application "and everything required by the regulated profession in respect of the application."

Ontario Association of Certified ENGINEERING TECHNICIANS and TECHNOLOGISTS requires the following documentation before beginning to count the 30-day registration time-period. This would be the starting point of the registration process for the purpose the data summarized below.

• Completed application form
• Payment of fee
• Other (please specify)   Transcript

For domestic labour mobility applications received between January 1, 2024 and November 30, 2024 and decisions made to December 31 (one month later), registration timelines and outcomes are summarized below:

Registration decisions	30 days or less	More than 30 days
Full registration granted	3	0
Alternative registration granted	0	0
No registration granted	0	0

ii. Internationally Trained Individuals

Sections 5 and 6 of Ontario Regulation 261/22 made under FARPACTA establish two-time standards for ITIs:

- **A six-month time limit** for a regulator to make a registration decision following receipt of everything that it requires in respect of an application for registration. (This time limit must be met in 90% of all cases.)

- **A 12-month standard** for the regulator to report on its ability to register ITIs, who are eligible for registration without condition, from the earlier of the date that:
    - (a) the regulated profession receives everything it requires in respect of the individual's application for registration, or
    - (b) any third-party that assesses the individual's qualification on behalf of the regulated profession, receives everything it requires for this purpose.

Section 6 of the regulation further stipulates that the regulator's annual Fair Registration Practices Report shall include data on a regulator's compliance with the six-month standard, and its ability to meet the 12-month standard and, where the regulator has been unable to meet this one-year standard, the steps that the regulator is taking to meet this target.

Ontario Association of Certified ENGINEERING TECHNICIANS and TECHNOLOGISTS requires the following documentation before beginning to count the six-month registration time-period for internationally educated individuals.

• Completed application form
• Payment of fee
• Other (please specify)   Official transcripts; resume; job descriptions; employment references and language benchmark (if req'd)

For applications from internationally trained individuals received between July 1, 2023 and June 30, 2024 and decisions made to December 31 (six months later), registration timelines and outcomes are summarized below.

Registration decisions	6 months or less	More than 6 months

Full registration granted	62	0
Alternative registration granted	348	0
No registration granted	0	0

Average time in weeks to communicate a registration decision following receipt of everything required by the regulator in respect of an application for registration.

> 3 to 5 days for OACETT staff to share registration decisions with applicants

For regulators where a third-party service provider is the first point of contact for applicants:

Ontario Association of Certified ENGINEERING TECHNICIANS and TECHNOLOGISTS addresses the twelve-month standard as follows:

Profession: Engineering Technologist

i. Domestic Labour Mobility Applicants

9.1 (4) of FARPACTA prescribes that regulators must make a registration decision within 30 business days from the time that they receive a complete application "and everything required by the regulated profession in respect of the application."

Ontario Association of Certified ENGINEERING TECHNICIANS and TECHNOLOGISTS requires the following documentation before beginning to count the 30-day registration time-period. This would be the starting point of the registration process for the purpose the data summarized below.

For domestic labour mobility applications received between January 1, 2024 and November 30, 2024 and decisions made to December 31 (one month later), registration timelines and outcomes are summarized below:

Registration decisions	30 days or less	More than 30 days
Full registration granted	12	
Alternative registration granted		
No registration granted		

ii.   Internationally Trained Individuals

Sections 5 and 6 of Ontario Regulation 261/22 made under FARPACTA establish two-time standards for ITIs:

- **A six-month time limit** for a regulator to make a registration decision following receipt of everything that it requires in respect of an application for registration. (This time limit must be met in 90% of all cases.)
- **A 12-month standard** for the regulator to report on its ability to register ITIs, who are eligible for registration without condition, from the earlier of the date that:
  - (a) the regulated profession receives everything it requires in respect of the individual's application for registration, or
  - (b) any third-party that assesses the individual's qualification on behalf of the regulated profession, receives everything it requires for this purpose.

Section 6 of the regulation further stipulates that the regulator's annual Fair Registration Practices Report shall include data on a regulator's compliance with the six-month standard, and its ability to meet the 12-month standard and, where the regulator has been unable to meet this one-year standard, the steps that the regulator is taking to meet this target.

Ontario Association of Certified ENGINEERING TECHNICIANS and TECHNOLOGISTS requires the following documentation before beginning to count the six-month registration time-period for internationally educated individuals.

For applications from internationally trained individuals received between July 1, 2023 and June 30, 2024 and decisions made to December 31 (six months later), registration timelines and outcomes are summarized below.

Registration decisions	6 months or less	More than 6 months
Full registration granted	16	
Alternative registration granted		
No registration granted		

Average time in weeks to communicate a registration decision following receipt of everything required by the regulator in respect of an application for registration.

For regulators where a third-party service provider is the first point of contact for applicants:

Ontario Association of Certified ENGINEERING TECHNICIANS and TECHNOLOGISTS addresses the twelve-month standard as follows:

Glossary of terms

Applicant: An individual who has applied for membership in a regulated profession or compulsory trade, with the associated rights to practice their profession / trade or use a professional title.

Domestic labour mobility: Applications subject to the Canadian Free Trade Agreement, which stipulates that a certificate issued by one province or territory should be recognized by all others unless there is an exception due to public health, safety and security reasons.

Internationally educated / trained: An individual whose initial professional education was not from a Canadian educational institution, or who is applying for trade certification based on experience gained outside Canada. This category includes individuals with education / training in the US and other countries. It also includes individuals who completed their initial professional education outside Canada and later addressed gaps with courses or a bridging program based in Canada.

Jurisdiction of initial training: For professions, the jurisdiction in which an applicant obtained their initial professional education used in full or partial fulfilment of registration requirements. For trades, the jurisdiction of initial trade experience listed on a Trades Equivalency Assessment (TEA) application.

Member: An individual who has satisfied the conditions for registration in their profession / trade and has been granted the right to practice and/or the right to use a professional designation or title. Members may hold a full license to engage in independent practice, or they may hold an alternate class of registration.

Racial identity: Voluntary self-report data of racial identity as a social description. Follows categories identified in the Ontario Anti-Racism Directorate Data <https://www.ontario.ca/document/data-standards-identification-and-monitoring-systemic-racism> .

Registration requirements: the entry-to-practice requirements that that an applicant must meet to be granted full membership in a regulated profession or trade, with the associated right to practice or right to use a professional title.

- **Academic requirement**: The formal education, or equivalent, that is required for licensing or certification in a particular regulated profession or trade.
- **Experience requirement:** The experiential training or work experience that is required for licensing or certification in a particular regulated profession or trade.
- **Language requirement**: The level of language proficiency that is required for licensing or certification in a particular regulated profession or trade, and the language proficiency tests accepted in fulfillment of this requirement.

Third party service provider: An external organization that assesses applicant qualifications on behalf of the regulator.