

# Fair Registration Practices Report

## Engineering Technicians and Technologists (2016)

The answers seen below were submitted to the OFC by the regulated professions.

This Fair Registration Practices Report was produced as required by:

- the Fair Access to Regulated Professions and Compulsory Trades Act (FARPACTA) s. 20 and 23(1), for regulated professions named in Schedule 1 of FARPACTA
- the Health Professions Procedural Code set out in Schedule 2 of the Regulated Health Professions Act (RHPA) s. 22.7 (1) and 22.9(1), for health colleges.

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## 1. Qualitative Information

### a) Requirements for registration, including acceptable alternatives

#### i. Describe any improvements / changes implemented in the last year.

##### English Language Benchmark – All Applicants:

Internationally Educated Applicants: As of January 2016, internationally educated applicants need to provide proof of an English language equivalency to a level 7 on the Canadian Language Benchmark for all skills listening, reading, writing and speaking. OACETT's academic standard is graduation from an Ontario engineering technology or applied science program or equivalent and CLB level 7 is a generally accepted level of English proficiency for college programs. All recognized tests acceptable at a Canadian public community college or institute will be accepted such as: IELTS Academic, TOEFL's Internet Based Test (iBT), CAEL or MELAB. An original or a notarized copy of proof of achievement is required with the application, or as soon as achieved after application. Achievement is required before certification will be granted.

OACETT allows for exemptions to the English Language Benchmark for countries where the course of study equivalent to the two or three-year Ontario post-secondary engineering technology or applied science program was taught and administered in English. These countries are listed on the OACETT website and reviewed yearly as those typically recognized for exemptions at the Ontario colleges. The table of countries and acceptable English language tests are listed on our website at [www.oacett.org](http://www.oacett.org) under *Membership*.

Canadian Educated Applicants: Canadian educated applicants may meet the requirement by either of the following: graduation from a Canadian two or three-year post-secondary engineering technology or applied science program, or applying with a minimum of 60 academic points (Associate level) plus successful completion of the OACETT certification requirements.

**Internationally Educated Professional Practice Exam (IEPPE):** OACETT's requirement to prove facility with the working language, standards, codes and practices of the engineering technology or applied science discipline prior to certification was normally proven by working in Canada for one-year. To remove this potential barrier to certification, OACETT introduced the IEPPE as an option. If the applicant has less than one-year Canadian work experience, successful completion of the IEPPE will be considered as establishing facility with the working language, standards, codes and practices of the engineering technology or applied science discipline and will take the place of the one-year Canadian experience requirement. The IEPPE has additional content in Legislation and Professional Practice, Workplace Culture and Health and Safety, is only 30 minutes longer than the PPE and the

additional costs have not been passed on to the exam takers.

Since the PPE is already a certification requirement for all applicants, writing the IEPPE instead does not add any additional requirements and allows for a streamlined pathway to certification. As long as the applicant has the necessary two years' technician or technologist experience from any country, no further experience is required. If the applicant has one-year Canadian experience already, the applicant can choose to write the PPE or IEPPE at their discretion.

**Professional Practice Exams:** The amount of time provided to write either the PPE or the IEPPE from the point of exam registration was reduced from one year to six months because allowing for such a lengthy amount of time (one year) resulted in applicants not moving forward to complete the exam. Two reminders are also being sent to those who have registered.

## ii. Describe the impact of the improvements / changes on applicants.

**English Language Benchmarks:** Implementing this requirement ensures Internationally Educated Professionals will have English language proficiency equivalent to our standard which is graduation from a two or three year Ontario community college program in one of our recognized disciplines. This in turn facilitates certification as members will have the English language skills for passing the Professional Practice Exams, writing the technology proposal and report and success in the workforce as certified members.

**IEPPE:** Since the IEPPE includes an additional section with material in the areas of Legislation and Professional Practice (LPP), Canadian Workplace Culture, and Knowledge of Health and Safety in the Workplace, the exam material will provide valuable knowledge for our members helping them succeed with employment and in their profession overall. The duration of the IEPPE is only 30 minutes longer and the cost is the same as the PPE exam thereby having no negative impact to the standard requirements. The IEPPE provides an alternative pathway to demonstrating facility with the working language, standards, codes and practices in a streamlined and fair manner.

The exam was introduced in July so it is still early to provide much detail on results as fewer than 15 members have written it so far. Although these numbers are not unexpected, it is still quite early to make impact conclusions.

We have begun to interview exam takers on their experiences. We also allow members who have already written the PPE to write the additional 30-minute section of the IEPPE to prove the facility with the working language, standards, codes and practices which has a very positive effect on their ability to get certified.

**Professional Practice Exams:** Reducing the timeline to write the PPE/IEPPE has resulted in more members being certified earlier which has positive results on employment opportunities, salaries and especially earning potential over time as certified members earn more than their uncertified counterparts. For members who procrastinate, there is a \$150 extension fee which is waived if there are extenuating circumstances such as illness or business travel.

## iii. Describe the impact of the improvements / changes on your organization.

**English Language Benchmarks:** OACETT is committed to providing fair pathways for members to meet our standards which include offering acceptable alternatives. Staff have been educated about the various options for meeting the English Language Benchmark, the various tests available to individuals, which ones have been deemed acceptable by OACETT, which ones are not, the exemptions allowed and the required test scores.

Although the introduction of both this requirement and the IEPPE has increased the workload, we have reorganized some duties to allow us to provide the same timely service to our members.

**IEPPE:** OACETT's vision is to advance the profession and we welcome applicants from all parts of the globe. We are proud of our work to reduce barriers so the introduction of the IEPPE has contributed to this important goal.

**Professional Practice Exams:** The introduction of the reduced time allotted to write the exams (6 months) after registering plus the two reminders has increased the customer service demands on the department to both assist with registration but more importantly to process the greater number of members being certified last year than usual. This has been very rewarding as one of our most important mandates is to certify our Associate members

as soon as possible within the parameters of our standards.

**b) Assessment of qualifications**

**i. Describe any improvements / changes implemented in the last year.**

No changes this year

**ii. Describe the impact of the improvements / changes on applicants.**

No changes this year

**iii. Describe the impact of the improvements / changes on your organization.**

No changes this year

**c) Provision of timely decisions, responses, and reasons**

**i. Describe any improvements / changes implemented in the last year.**

No changes this year

**ii. Describe the impact of the improvements / changes on applicants.**

No changes this year

**iii. Describe the impact of the improvements / changes on your organization.**

No changes this year

**d) Fees**

**i. Describe any improvements / changes implemented in the last year.**

On January 1, 2017, annual membership dues increased 1.5%. The application fee also increased from \$196.20+HST to \$225.00+HST. As a non-profit organization, fees are mainly based on cost-recovery, inflation and programming needs for our members. All of OACETT's fees including those related to membership annual dues, application fees, seminars and PPE/IEPPE and other miscellaneous fees are the same for Canadian and internationally-educated applicants/members. Our fees are reasonable and compare favourably with other regulators and associations.

**ii. Describe the impact of the improvements / changes on applicants.**

To date there are no reports of negative impact on applicants as the increase is very modest.

**iii. Describe the impact of the improvements / changes on your organization.**

OACETT strives to ensure that any fees and dues increases are kept to a modest level. This year the annual membership dues were increased at the rate of the consumer price index and the application fee was increased for the first time in 8 years. This ensures we have the funds to provide continued value and programming for our members.

## e) Timelines

### i. Describe any improvements / changes implemented in the last year.

No changes this year

### ii. Describe the impact of the improvements / changes on applicants.

No changes this year

### iii. Describe the impact of the improvements / changes on your organization.

No changes this year

## f) Policies, procedures and/or processes, including by-laws

### i. Describe any improvements / changes implemented in the last year.

**OACETT By-law:** Changes in OACETT By-laws were made and approved on June 4, 2016. The changes relevant to members were mainly the following:

Cessation of the issue of Associate certificates: OACETT's purpose is to certify qualified members to ensure high standards and public safety. Studies conducted in 2014 by external consultants confirmed that as a certifying body, issuing certificates for Associate members was not in keeping with our objectives.

Members continue to receive Associate membership cards.

Continuing Professional Development (CPD): To earn and keep the public trust, OACETT's engineering and applied science technicians and technologists need to demonstrate that their work meets high standards. For this reason, the Association's Council unanimously approved mandatory Continuing Professional Development (CPD) for certified members, effective January 1, 2016.

The OACETT CPD requirement is to complete 4 activities over a 3-year cycle.

Certified members will be required to complete one half day formal course or one full day informal course or self-directed study from either the contributions to technical knowledge or management/leadership training categories plus 3 activities from any of these 4 categories:

- Contributions to the profession,
- Peer and professional interaction,
- Contributions to technical knowledge,
- Management/leadership training.

**IETO Policy Manual:** The IETO Policies (previously the IETO Rules) are being reviewed for clarity and plain language and will be completed once a new IT system is implemented since some policies and processes may have to change.

**ii. Describe the impact of the improvements / changes on applicants.**

**Cessation of the issue of Associate Certificates:** There were no reports of negative impact on Associate members.

**Continuing Professional Development (CPD):** Employers have been supportive of the CPD initiative and are supporting their employees who are our members in achieving compliance. They see the benefits in having employees that are up-to-date in knowledge and aware of the changing trends in engineering technology and applied science. This results in an improved workforce and business more responsive to change including new technologies, legislation and market developments. As well it provides evidence of professional competence of staff. Members who are up-to-date are more attractive employees. Members looking for work will also be more attractive to employers if they are keeping current and partaking in CPD. These are all positive reasons for members to complete CPD to be current with the training, skills and knowledge of their profession.

The CPD Program is very flexible and allows for many choices with no significant costs, travel time or time away from work. OACETT will accept most CPD that members are already doing for their employers or other associations. Many members upon inquiry, realize that they are already doing appropriate CPD and will have no difficulty meeting compliance.

Having completed the CPD requirement, applicants will accelerate their personal career, assure others that they are current with the technologies of today and tomorrow, and strengthen their competitive advantage if looking for job opportunities.

**IETO Policy Manual:** Rewritten rules and policies will be better for applicants and members to understand and follow.

**iii. Describe the impact of the improvements / changes on your organization.**

**CPD:** For OACETT, mandatory CPD promotes the profession and raises certified technician, applied science and engineering technologist profiles. It advances the body of knowledge and leads to increased public and government confidence in individual professionals and the profession as a whole. It allows us to further our mandate to serve and protect the public and the environment.

For OACETT Staff, the introduction of CPD has resulted in the opportunity to interact with certified members and employers at a much greater level than before as they make inquiries. This has been rewarding to engage with these professionals and make connections with subject matter experts for potential committees, task forces, articles and accreditations.

It has also allowed for opportunities for future partnerships with learning providers who have educational or training courses that would be of interest to our members.

**g) Resources for applicants**

**i. Describe any improvements / changes implemented in the last year.**

**Optional PPE Seminar:** Access to the seminar was increased to six (6) months from two (2) months previously.

**Introduction of an IEPPE Seminar:** With the introduction of the IEPPE, an optional companion seminar was introduced to match that available for the regular PPE ensuring fairness and equal access to study resources. The online seminar provides a guided approach to studying for the IEPPE. It includes voiced over PowerPoint presentations on each chapter of the eBook, quizzes for each module and a complete sample practice exam. Access to the seminar is for six (6) months.

**ii. Describe the impact of the improvements / changes on applicants.**

**PPE Seminar:** Allowing for additional time to self-study at a reasonable pace has proved beneficial to applicants. We wanted to expand the timeline from 2 months since we felt it was not sufficient.

**IEPPE Seminar:** We feel it was important for applicants to offer a seminar for the IEPPE in keeping with what we provide for the regular PPE. The seminar is a preferred companion piece to the study guide as it further highlights areas of importance. It provides support for those that prefer a guided approach and assists those not as comfortable with self-study.

**iii. Describe the impact of the improvements / changes on your organization.**

**PPE Seminar:** We are seeing a slight increase in individuals taking the optional seminar.

**IEPPE Seminar:** Since this was introduced slightly over 6 months ago, it is too early to know the impact to the organization.

**h) Review or appeal processes**

**i. Describe any improvements / changes implemented in the last year.**

No changes this year

**ii. Describe the impact of the improvements / changes on applicants.**

No changes this year

**iii. Describe the impact of the improvements / changes on your organization.**

No changes this year

**i) Access to applicant records**

**i. Describe any improvements / changes implemented in the last year.**

No changes this year

**ii. Describe the impact of the improvements / changes on applicants.**

No changes this year

**iii. Describe the impact of the improvements / changes on your organization.**

No changes this year

**j) Training and resources for registration staff, Council, and committee members**

**i. Describe any improvements / changes implemented in the last year.**

All Board members, IETO committee members and staff have undergone training required by FARPACTA. The Training Manual for File Reviewers contains conflict of interest information as well as a newly-added expanded section on bias. Each member of the Admissions Committee must sign a letter to abide by the conflict of interest, confidentiality and bias agreements and to undergo the required training. Members of the Admissions Committee

also receive training on an ongoing basis from experienced committee members or staff on admissions processes which includes how to access criteria, policy, procedures and tools. Any changes or updates to criteria, policies and procedures are communicated at the next meeting, usually held monthly, or updates may also be distributed by email.

**ii. Describe the impact of the improvements / changes on applicants.**

Continuous training ensures that relevant changes to policies or procedures are quickly communicated and that committee decisions continue to be transparent, objective, impartial and fair.

**iii. Describe the impact of the improvements / changes on your organization.**

Additional staff time is required when the Admissions Committee meets. Experienced staff deliver updates on relevant changes to policies or procedures as well as provide feedback to new admissions committee members on application assessments. Increased training brings positive outcomes to the organization increasing staff and committee knowledge, improves quality control and reduces potential second file reviews.

**k) Mutual recognition agreements**

**i. Describe any improvements / changes implemented in the last year.**

No changes this year

**ii. Describe the impact of the improvements / changes on applicants.**

No changes this year

**iii. Describe the impact of the improvements / changes on your organization.**

No changes this year

**l) Other (include as many items as applicable)**

**i. Describe any improvements / changes implemented in the last year.**

**Certification Compliance:** OACETT reconfirmed the commitment to being an association of certified members and made compliance with its certification timelines mandatory beginning January 1, 2016. All members are given a mandatory certification date after which failure to certify will potentially result in loss of membership unless progression has been shown, with the first enforcement beginning January 2019 for those members given three years to certify.

**Proof of Legal Name:**

Canadian Citizen or Permanent Resident of Canada:

To prove legal name, a photocopy of ONE of the following items listed below is required. If the applicant is adopting a spousal name, they must submit a Marriage Certificate plus one of the following items: Valid Canadian Passport, Canadian Birth Certificate, Canadian Citizenship Identification, Permanent Resident Card from the government of Canada or IMM 1000, IMM 5292 or IMM 5688 Form or Official Canadian Name Change Certificate.

Not a Canadian Citizen or Permanent Resident of Canada:

To prove legal name, a photocopy of the identification page from their valid passport and ONE of the following items, from the Canadian government: Valid Temporary Resident Visa, Valid Study Permit, or Valid Work Permit.

**ii. Describe the impact of the improvements / changes on applicants.**

**Certification Compliance:** Moving members to certify has positive outcomes for the individual. Certified members are desired by many employers, earn higher salaries which is significant over the course of their careers. Having more certified members raises our profile as a profession increasing our impact and credibility and in turn positively impacts the individual members. There may be negative impacts with Associate Members who cannot certify in time which could result in loss of membership. The Registrar will be evaluating on an individual basis and extensions will be given if progress to certification has been shown.

**Proof of Legal Name:** Clearly stated requirements that OACETT accepts applications from those with work or study visas make it easier for internationally educated professionals to pursue certification. Easier accessibility for new immigrants to Canada to become certified with OACETT by not requiring a Permanent Residence Card of Canada.

**iii. Describe the impact of the improvements / changes on your organization.**

**Certification Compliance:** We have increased our awareness campaigns about the mandatory certification timelines and individualized letters indicating outstanding requirements for certification have been sent to those affected. This has resulted in additional customer service as many members are following up with staff to confirm outstanding requirements and send in outstanding documents and achievements.

**Proof of Legal Name:** The adoption of clearly stated requirements for internationally trained applicants has allowed staff to better understand and communicate what is required at the time of application. Not requiring a member to be a permanent resident of Canada is also in keeping with OACETT's fair principle beliefs.

**Describe any registration-related improvements/changes to your enabling legislation and/or regulations in the last year**

No changes this year



**a) Languages**

Indicate the languages in which application information materials were available in the reporting year.

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

Additional comments:

**b) Gender of applicants**

Indicate the number of applicants in each category as applicable.

Gender	Number of Applicants
Male	1264
Female	194
None of the above	0

Additional comments:

**c) Gender of members**

Indicate the number of members in each category as applicable. Select the option that best corresponds to the terminology used by your organization.

Gender	Number of Members
Male	23177
Female	2231
None of the above	0

Additional comments:

**d) Jurisdiction where applicants obtained their initial education**

Indicate the number of applicants by the jurisdiction where they obtained their initial education<sup>1</sup> in the profession or trade.

Ontario	Other Canadian Provinces	USA	Other International	Unknown	Total
1238	40	2	India 56	0	1459
			Pakistan 22		
			Philippines 18		
			U.K. 10		
			Iran 6		
			Israel 4		
			Bangladesh 4		
			China 3		
			Korea 3		
			Nepal 3		

Ontario	Other Canadian Provinces	USA	Other International	Unknown	Total
			Russia 3		
			Romania 3		
			Brazil 2		
			Guyana 2		
			Jordan 2		
			Poland 2		
			Serbia 2		
			Armenia 2		
			Colombia 2		
			Ethiopia 2		
			United Arab Emirates 2		
			Italy 1		
			France 1		
			Mexico 1		
			Sweden 1		
			Turkey 1		
			Zambia 1		
			Belarus 1		
			Croatia 1		
			Ireland 1		
			Jamaica 1		
			Lebanon 1		
			Myanmar 1		
			Nigeria 1		
			Ukraine 1		
			Uruguay 1		
			Cameroon 1		
			Scotland 1		
			Australia 1		
			Mauritius 1		
			Palestinian Territory, Occupied 1		
			Venezuela 1		
			S. Africa 1		
			Czech Republic 1		
			Iraq 1		
			Trinidad 1		
			Eritrea 1		
			Total 179		

<sup>1</sup> Recognizing that applicants may receive their education in multiple jurisdictions, for the purpose of this question, include only the jurisdiction in which an entry-level degree, diploma or other certification required to practice the profession or trade was obtained.

**Additional comments:**

**e) Jurisdiction where applicants who became registered members obtained their initial education**

Indicate the number of applicants who became registered members in the reporting year by the jurisdiction where they obtained their initial education<sup>1</sup> in the profession or trade.

Ontario	Other Canadian Provinces	USA	Other International	Unknown	Total
			India 30		
			Philippines 16		
			Pakistan 10		
			China 6		
			Iran 3		
			Russia 3		
			Ireland 3		
			Bangladesh 3		
			Nepal 2		
			Croatia 2		
			U.K. 2		
			Nigeria 2		
			Romania 2		
			Ukraine 2		
			Colombia 2		
			Trinidad 2		
705	4	2	Cuba 1	0	818
			Iraq 1		
			Korea 1		
			Brazil 1		
			Mexico 1		
			Panama 1		
			Serbia 1		
			Armenia 1		
			Belarus 1		
			Jamaica 1		
			Moldova, Republic Of 1		
			Mauritius 1		
			Palestinian Territory, Occupied 1		
			Kazakhstan 1		
			Czech Republic 1		
			Ghana 1		
			Sri Lanka 1		
			Total 107		

<sup>1</sup> Recognizing that applicants may receive their education in multiple jurisdictions, for the purpose of this question, include only the jurisdiction in which an entry-level degree, diploma or other certification required to practice the profession or trade was obtained.

**Additional comments:**

**f) Jurisdiction where members were initially trained**

Indicate the total number of registered members by jurisdiction where they obtained their initial education<sup>1</sup> in the profession or trade.

Ontario	Other Canadian Provinces	USA	Other International	Unknown	Total
			India 634		
			Philippines 416		
			U.K. 396		
			Pakistan 153		
			China 110		
			Russia 99		
			Germany 91		
			Hong Kong 88		
			Sri Lanka 74		
			Ukraine 70		
			Romania 69		
			Bangladesh 68		
			Poland 53		
			Scotland 52		
			Netherlands 50		
			Italy 43		
			Hungary 39		
			Iran 37		
			Guyana 36		
			Iraq 30		
13744	575	63	Ireland 30	0	17572
			Trinidad 29		
			Egypt 27		
			Austria 26		
			Colombia 25		
			Jamaica 23		
			Belarus 21		
			S. Africa 20		
			Israel 14		
			Albania 14		
			Latvia 12		
			Serbia 11		
			Bulgaria 11		
			Australia 11		
			Nigeria 10		
			Argentina 10		
			Croatia 9		
			Korea 8		
			Brazil 8		
			Kazakhstan 8		
			Kenya 8		

Ontario	Other Canadian Provinces	USA	Other International	Unknown	Total
			Greece	7	
			Sweden	7	
			Estonia	7	
			Switzerland	7	
			Cuba	6	
			Nepal	6	
			France	6	
			Mauritius	6	
			Ghana	6	
			Chile	5	
			Japan	5	
			Taiwan, Province Of China	5	
			Moldova, Republic Of	5	
			Afghanistan	5	
			Syrian Arab Republic	4	
			Jordan	4	
			Armenia	4	
			Belgium	4	
			Viet Nam	4	
			Portugal	4	
			Macedonia, The Former Yugoslav	4	
			Singapore	4	
			Mexico	3	
			Turkey	3	
			Denmark	3	
			Lebanon	3	
			Venezuela	3	
			Czech Republic	3	
			Slovakia	3	
			Peru	2	
			Myanmar	2	
			Spain	2	
			Norway	2	
			Uganda	2	
			Barbados	2	
			Cameroon	2	
			Honduras	2	
			Thailand	2	
			Thailand	2	
			Bosnia And Herzegovina	2	
			Togo	1	
			Macao	1	
			Malta	1	
			Brunei Darussalam	1	

Ontario	Other Canadian Provinces	USA	Other International	Unknown	Total
			Panama 1		
			Zambia 1		
			Algeria 1		
			Ecuador 1		
			Finland 1		
			Morocco 1		
			Ethiopia 1		
			Malaysia 1		
			Paraguay 1		
			Slovenia 1		
			Tanzania, United Republic Of 1		
			Indonesia 1		
			Nicaragua 1		
			Palestinian Territory, Occupied 1		
			OTHER 71		
			Total 3190		

<sup>1</sup> Recognizing that applicants may receive their education in multiple jurisdictions, for the purpose of this question, include only the jurisdiction in which an entry-level degree, diploma or other certification required to practice the profession or trade was obtained.

**Additional comments:**

Other: Total Yugoslavia: 39, Czechoslovakia 29, Other International: 3

Ireland includes Northern Ireland

**g) Applications processed**

Indicate the number of applications your organization processed in the reporting year:

Jurisdiction where applicants were initially trained in the profession (before they were granted use of the protected title or professional designation in Ontario)

from January 1 <sup>st</sup> to December 31 <sup>st</sup> of the reporting year	Ontario	Other Canadian Provinces	USA	Other International	Unknown	Total
<b>New applications received</b>	1238	40	2	179	0	<b>1459</b>
<b>Applicants actively pursuing licensing (applicants who had some contact with your organization in the reporting year)</b>	1238	40	2	179	0	<b>1459</b>
<b>Inactive applicants (applicants who had no contact with your organization in the reporting year)</b>	0	0	0	0	0	<b>0</b>

from January 1 <sup>st</sup> to December 31 <sup>st</sup> of the reporting year	Ontario	Other Canadian Provinces	USA	Other International	Unknown	Total
Applicants who met all requirements and were authorized to become members but did not become members	0	0	0	0	0	0
Applicants who became FULLY registered members	705	4	2	107	0	818
Applicants who were authorized to receive an alternative class of licence <sup>3</sup> but were not issued a licence	0	0	0	0	0	0
Applicants who were issued an alternative class of licence <sup>3</sup>	0	0	0	0	0	0

<sup>1</sup> An alternative class of licence enables its holder to practice with limitations, but additional requirements must be met in order for the member to be fully licensed.

**Additional comments:**

**h) Classes of certificate/license**

Indicate and provide a description of the classes of certificate/license offered by your organization.

You must specify and describe at least one class of certificate/license (on line a) in order for this step to be complete.

#	Certification	Description
a)	Certified Technician, C.Tech.	<p><b>Description (a)</b></p> <p>To be granted the title Certified Technician, a member must be a graduate from a recognized 2-year Ontario post-secondary engineering technician or applied science diploma program or equivalent, provide proof of English language proficiency equivalent to a CLB Level 7 on the Canadian Language Benchmarks for all skills (listening, reading, writing and speaking), have passed the Professional Practice Exam (PPE/IEPPE) and have a minimum of two years relevant experience in their discipline.</p>
b)	Certified Engineering Technologist, C.E.T.	<p><b>Description (b)</b></p> <p>To be granted the title Certified Engineering</p>

		<p>Technologist, a member must be a graduate from a recognized 3-year Ontario post-secondary engineering or applied science technology program or equivalent, provide proof of English language proficiency equivalent to a CLB Level 7 on the Canadian Language Benchmarks for all skills (listening, reading, writing and speaking), have passed the Professional Practice Exam (PPE/IEPPE), have a minimum of two years relevant experience in their discipline, and have completed the technology proposal and report.</p>
c)	Associate	<b>Description (c)</b>
		<p>An Associate is a non-certified member of OACETT who is working towards certification.</p>
d)	Graduate Technician	<b>Description (d)</b>
		<p>A Graduate Technician is an Associate member of OACETT who has graduated from a recognized two-year Ontario post secondary engineering technician or applied science diploma program, and is working towards certification in road construction.</p>
e)	Graduate Technologist	<b>Description (e)</b>
		<p>A Graduate Technologist is an Associate member of OACETT who has graduated from a recognized three-year Ontario post secondary engineering or applied science technology program, and is working towards certification in road construction.</p>

**Additional comments:**

**i) Reviews and appeals processed**

State the number of reviews and appeals your organization processed in the reporting year (use only whole numbers; do not enter commas or decimals).



Jurisdiction where applicants were initially trained in the profession (before they were granted use of the protected title or professional designation in Ontario)

from January 1 <sup>st</sup> to December 31 <sup>st</sup> of the reporting year	Ontario	Other Canadian Provinces	USA	Other International	Unknown	Total
Applications that were subject to an internal review or that were referred to a statutory committee of your governing council, such as a Registration Committee	33	0	0	2	0	35
Applicants who initiated an appeal of a registration decision	0	0	0	0	0	0
Appeals heard	0	0	0	0	0	0
Registration decisions changed following an appeal	0	0	0	0	0	0

from January 1 <sup>st</sup> to December 31 <sup>st</sup> of the reporting year	Ontario	Other Canadian Provinces	USA	Other International	Unknown	Total
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Additional comments:

**j) Paid staff**

In the table below, enter the number of paid staff employed by your organization in the categories shown, on December 31 of the reporting year.

When providing information for each of the categories in this section, you may want to use decimals if you count your staff using half units. For example, one full-time employee and one part-time employee might be equivalent to 1.5 employees.

You can enter decimals to the tenths position only. For example, you can enter 1.5 or 7.5 but not 1.55 or 7.52.

Category	Staff
Total staff employed by the regulatory body	28.5
Staff involved in appeals process	5
Staff involved in registration process	9.5

Additional comments:

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### 3. Submission

**I hereby certify that:**

**Name of individual with authority to sign on behalf of the organization:**  
Barry Billing

**Title:**  
Deputy Registrar

**Date:**  
2017/02/28

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