

Fair Registration Practices Report

Engineering Technicians and Technologists (2019)

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.

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

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, 2019, annual membership dues increased by 2%, which was lower than the Consumer Price Index (CPI) of 2.8%. As a non-profit organization, fees are mainly based on cost-recovery, inflation and programming needs for our members. All OACETT 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.

The Full-time Post-Secondary Student Professional Practice Exam (PPE) Package fees increased by \$5 from \$80 to \$85. This increase was primarily to offset the cost incurred for students who write with the virtual proctor and to cushion against increasing cost due to currency conversion from US dollars to Canadian dollars (Our Canadian vendor was bought by a US-based company.)

OACETT continued to support new Canadians establishing themselves professionally in Canada and applicants applying within one year of arriving in Canada, were eligible to have their application fee waived.

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

To date there are no reports of negative impact on membership as the increase in membership dues and PPE exam for students are 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 allows us to ensure 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.

To maintain the high ethical standards of the engineering technology and applied science profession, OACETT requires that all members be of good character. To confirm good character, all applicants to OACETT must declare as part of their application that they fall within OACETT's requirements for good character.

The Policy on Assessment of Good Character Requirement document was posted on our website in July 2019.

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

There has been no negative impact on our applicants.

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

OACETT continues to strive to be a professional association and earn the public's trust of engineering and applied science technicians and technologists by ensuring that the good character requirement is applied consistently to all applicants.

g) Resources for applicants

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

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.

The Institute of Engineering Technology of Ontario (IETO) Board has completed training in the following:

1. Fair Access to Regulated Professionals and Compulsory Trades Act (FARPACTA)
2. Human Rights 101 (HR101)
3. Accessibility for Ontarians with Disability Act (AODA)

The Board has also watched a video, *Unconscious Bias Workshop* by Dr. Alexandra Russell & Dr. Lauren Jackman.

Members of the Admissions Committee continue to receive training on an ongoing basis from experienced committee members and staff on admissions processes which include how to access criteria, procedures and tools.

The Registrar and Deputy Registrar attended the following sessions:

- Bias, Conflicts of Interest, and Other Screw-Ups: How not to make it all about you!
- Rolling the Dice: Random Selection in Regulation
- Pre-Membership Conduct: Can a Regulatory Body Discipline a Member for Conduct that Occurred before the Person was a Member?
- Key Legal Developments in Certification Webinar
- Language Proficiency Webinar
- Modern Governance Webinar

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

Continuous training ensures that relevant changes to policies and 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.

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

I) Other (include as many items as applicable)

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

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

No changes this year

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2. Quantitative Information

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	1169
Female	199
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	22734
Female	2385
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 education¹ in the profession or trade.

Ontario	Other Canadian Provinces	USA	Other International	Unknown	Total
			India 32		
			Pakistan 14		
			Philippines 14		
			Nigeria 10		
			Iran 5		
			Iraq 5		
			China 3		
			Nepal 2		
			Russia 2		
			Albania 2		
			Ireland 2		
			Jamaica 2		
			Romania 2		
1209	37	7	Ukraine 2	0	1368
			Chile 1		
			Egypt 1		
			Korea 1		
			Syrian Arab Republic 1		
			Guyana 1		
			Serbia 1		
			Turkey 1		
			Belarus 1		
			Lebanon 1		
			Viet Nam 1		
			Ethiopia 1		
			Malaysia 1		
			Singapore 1		

Ontario	Other Canadian Provinces	USA	Other International	Unknown	Total
			Afghanistan 1		
			Netherlands 1		
			S. Africa 1		
			Dominican Republic 1		
			United Arab Emirates 1		
			Total 115		

¹ 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 education¹ in the profession or trade.

Ontario	Other Canadian Provinces	USA	Other International	Unknown	Total
			India 19		
			Pakistan 11		
			Philippines 7		
			U.K. 6		
			Sri Lanka 4		
			Iran 3		
			China 3		
			Ireland 2		
			S. Africa 2		
			Ghana 2		
			Iraq 1		
733	15	2	Israel 1	0	820
			Russia 1		
			Lebanon 1		
			Nigeria 1		
			Ukraine 1		
			Malaysia 1		
			Australia 1		
			Guatemala 1		
			Venezuela 1		
			Bangladesh 1		
			Total 70		

¹ 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 education¹ in the profession or trade.

Ontario	Other Canadian Provinces	USA	Other International	Unknown	Total
			India 634		
			Philippines 415		
			U.K. 367		
			Pakistan 168		
			China 111		
			Russia 95		
			Germany 82		
			Hong Kong 75		
			Sri Lanka 74		
			Ukraine 70		
			Romania 66		
			Bangladesh 62		
			Scotland 47		
			Poland 42		
			Italy 40		
			Guyana 38		
			Iran 37		
14337	568	61	Hungary 35	0	18080
			Yugoslavia 35		
			Czech Republic 31		
			Colombia 27		
			Iraq 26		
			Ireland 26		
			Jamaica 26		
			Trinidad 26		
			Egypt 25		
			Austria 23		
			Netherlands 45		
			Belarus 21		
			S. Africa 20		
			Israel 16		
			Albania 14		
			Nigeria 14		
			Latvia 13		
			Australia 12		

Ontario	Other Canadian Provinces	USA	Other International	Unknown	Total
			Serbia 11		
			Argentina 11		
			Bulgaria 10		
			Brazil 9		
			Kazakhstan 9		
			Korea 8		
			Greece 8		
			Croatia 8		
			Kenya 8		
			France 7		
			Sweden 7		
			Cuba 6		
			Nepal 6		
			Estonia 6		
			Switzerland 6		
			Ghana 6		
			Japan 5		
			Mexico 5		
			Taiwan, Province Of China 5		
			Viet Nam 5		
			Macedonia, The Former Yugoslav 5		
			Mauritius 5		
			Venezuela 5		
			Afghanistan 5		
			Syrian Arab Republic 4		
			Jordan 4		
			Armenia 4		
			Lebanon 4		
			Portugal 4		
			Singapore 4		
			Chile 3		
			Turkey 3		
			Belgium 3		
			Denmark 3		
			Cameroon 3		
			Moldova, Republic Of 3		
			Slovakia 3		
			Myanmar 2		
			Spain 2		
			Norway 2		
			Iran 2		
			Uganda 2		
			Morocco 3		
			Barbados 2		

Ontario	Other Canadian Provinces	USA	Other International	Unknown	Total
			Ethiopia 2		
			Honduras 2		
			Malaysia 2		
			Thailand 2		
			Indonesia 2		
			Lithuania 2		
			Peru 1		
			Togo 1		
			Libyan Arab Jamahiriya 1		
			Macao 1		
			Brunei Darussalam 1		
			Panama 1		
			Zambia 1		
			Ecuador 1		
			Finland 1		
			Uruguay 1		
			Paraguay 1		
			Slovenia 1		
			Tanzania, United Republic Of 1		
			Guatemala 1		
			Nicaragua 1		
			Palestinian Territory, Occupied 1		
			Bosnia And Herzegovina 1		
			United Arab Emirates 1		
			n/a 0		
			Total 3114		

¹ 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:

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 st to December 31 st of the reporting year	Ontario	Other Canadian Provinces	USA	Other International	Unknown	Total
New applications received	1209	37	7	115	0	1368
Applicants actively pursuing licensing (applicants who had some contact with your organization in the reporting year)	1209	37	7	115	0	1368
Inactive applicants (applicants who had no contact with your organization in the reporting year)	0	0	0	0	0	0
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	733	15	2	70	0	820
Applicants who were authorized to receive an alternative class of licence³ but were not issued a licence	0	0	0	0	0	0
Applicants who were issued an alternative class of licence³	0	0	0	0	0	0

from January 1 st to December 31 st of the reporting year	Ontario	Other Canadian Provinces	USA	Other International	Unknown	Total
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¹ 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 style="text-align: center;">Description (a)</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 style="text-align: center;">Description (b)</p> <p>To be granted the title Certified Engineering 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	<p style="text-align: center;">Description (c)</p>

		An Associate is a non-certified member of OACETT who is working towards certification.
d)	Graduate Technician	<p align="center">Description (d)</p> <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	<p align="center">Description (e)</p> <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 st to December 31 st 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	9	0	0	0	0	9
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

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	26.5
Staff involved in appeals process	4
Staff involved in registration process	7.5

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:

2020/02/25

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