

ASSOCIATION OF ONTARIO LAND SURVEYORS

ARTICLING STUDENT HANDBOOK

CADASTRAL

CONTAINING RULES, PROCEDURES AND GUIDELINES FOR ARTICLING STUDENTS

2025

Prepared by the Academic and Experience Requirements Committee for the use of candidates for examination and commission as Ontario Land Surveyors and Ontario Land Information Professionals pursuant to the Surveyors Act, R.S.O. 1990, Chapter S.29, and the Regulations and By-laws thereunder.

NOTE

This Handbook is made available to assist and provide guidance in understanding the procedures to be followed under the Act.

In the event of any question of conflict, ambiguity, or interpretation between this Student Handbook and the Surveyors Act, the General Regulation, and the By-laws of the Association, the legislation shall prevail.

Approved by:
The Academic and Experience Requirements Committee

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SECTION A - GENERAL

A:1 BACKGROUND

For over one hundred years, the Association of Ontario Land Surveyors (Association) has been responsible for the examination, commissioning, and registration of cadastral surveyors in this Province. Over this considerable time, the growth of the province and the changing technology have required changes in the academic and professional skills of those who practice the profession.

In order to keep pace with these changes, the Association has over the years amended or changed the entrance requirements to the profession in order to ensure that the public of Ontario receives the quality of service necessary to ensure the enjoyment and security of quiet possession of land, based on an acceptable degree of certainty.

In 1989, the Association continued to license cadastral surveyors and began to issue Certificates of Registration to qualified applicants engaged in the practice of professional land surveying in one or more of the areas of geodesy, hydrography, and photogrammetry. In 1999, the Association expanded the Certificate of Registration Program to include qualified applicants engaged in the Practice of Professional Land Surveying in the Discipline of Geographic Information Management.

This Handbook is prepared for the guidance of those persons who are entering articles approved by the Academic and Experience Requirements Committee of the Association of Ontario Land Surveyors. Detailed information is available from the Association office for those considering the articling process or requiring evaluation of their previous academic achievements and experience to enter the challenging and ever-widening field of professional land surveying.

A:2 DEFINITIONS

A:2:1 **Committee** or **AERC** means the Academic and Experience Requirements Committee

A:2:2 **Articling Surveyor** means the Ontario Land Surveyor, Ontario Land Information Professional, or other person approved by the Academic and Experience Requirements Committee, to whom the student is articling.

A:2:3 **Monitor** means the member of or assistant to the Academic and Experience Requirements Committee appointed to monitor the Student on behalf of the Committee.

A:2:4 **Student** means a candidate pursuing a licence or certificate of registration as an Ontario Land Surveyor or an Ontario Land Information Professional.

A:2:5 **Supervising Professional** means the Ontario Land Surveyor, Ontario Land Information Professional, or other person approved by the Academic and Experience Requirements Committee, who is directly supervising the student and is responsible for the student gaining appropriate work experience. This may be the Surveyor to whom the student is articulated or his or her designate.

For all other terms and expressions, the definitions set out in the *Surveyors Act* or the *By-laws of the Association* shall apply.

A:3 THE ACADEMIC AND EXPERIENCE REQUIREMENTS COMMITTEE

A:3:1 The Academic and Experience Requirements Committee is established under the *Surveyors Act* and Ontario Regulation 1026, as revised, which states that the Committee shall be composed of:

- a) an elected member of the Council appointed from time to time by the Council; and
- b) at least five persons, appointed for a term of three years by the Council who are members of the Association but not members of the Council, and who are not holders of temporary licences, and
- c) one member of the Council appointed by the Lieutenant Governor in Council. R.R.O. 1990, Reg. 1026, s. 13 (1); O. Reg. 105/98, s. 1; O. Reg. 218/10, s. 5.

The functions and responsibilities of the Committee include the following:

- a) to evaluate prospective candidates for admission to the profession;
- b) to set standards for, and monitor, the articling and training process;
- c) to examine candidates in the prescribed subjects; and,
- d) to recommend the licensing or registration of successful candidates to the Registrar.

The Committee, with the approval of the Council, appoints persons to assist the Committee, known as Assistants.

A:3:2 Address of the Association

All inquiries with respect to procedures relating to the admission of candidates to Articles, examinations, and other information should be addressed to the following:

The Registrar
Association of Ontario Land Surveyors
1043 McNicoll Avenue
Scarborough, Ontario
M1W 3W6

Inquiries may be made during regular office hours at 1-800-268-0718 or 416-491-9020, by FAX (416) 491-2576, or by e-mail admin@aols.org

A:3:3 Correspondence

In corresponding with the Association, it should be noted that:

- a) general correspondence may be by fax, mail, or e-mail;
- b) documents of value should be sent by registered mail or by courier service;
- c) fees should be sent to accounting@aols.org;
- d) the Association will accept no responsibility or obligation arising from the non-delivery of correspondence or documentation; and,
- e) Students are required to promptly notify the Association, in writing, of any changes in their current mailing address.

A:4 ACADEMIC AND EXPERIENCE REQUIREMENTS

- A:4:1 As set out in ss. 23(3), of *Ontario Regulation* 1026 under the *Surveyors Act* a Student must have successfully completed a course at the baccalaureate level in professional land surveying approved by the Committee, or another course of study equivalent in content and level of difficulty to an approved course.
- A:4:2 A detailed evaluation specifying any deficiencies in the Student's academic and other qualifications will be made by the Committee, provided one of the following has been obtained:
- a) a University Degree;
 - b) a two-year diploma in the Geomatics discipline; or;
 - c) a professional survey license.
- A:4:3 Upon completion of an evaluation the committee will provide the student with a list of courses that the student will be required to complete either before the commencement of articles or during the term of Articles as stipulated by the Committee.
- A:4:4 A person who has a University degree and, after evaluation by the Committee, is within three term courses of meeting the AERC requirements may apply to commence articles and complete the remaining three courses during the term of articles.
- A:4:5 A person who has successfully completed the Canadian Board of Examiners for Professional Surveyors (CBEPS) Core syllabus Examinations and the AOLS required courses, may be admitted to articles.
- A:4:6 English Language Skills
- Ontario Land Surveyors liaise with other professionals and engage the public. Thus, the AERC recommends that all articling students attain a [Canadian Language Benchmark](#) level of 8 (or equivalent) in each of the four areas of ability: reading, writing, speaking and listening. Furthermore, registration for university courses may require proof of a specific level of English proficiency. Please consult the university's website for their specific requirements

A Student entering articles should be clear as to the academic and experience requirements particular to their individual situation. If there are any questions or uncertainties in this area they should be discussed with the Articling Surveyor and the Monitor immediately.

A:5 APPROVAL AND SIGNING OF ARTICLES

- A:5:1 Articling contracts are reviewed by AOLS staff prior to each quarterly meeting of the Academic and Experience Requirements Committee. Details regarding the submission and scheduling are available from the Association office.
- A:5:2 A person, when seeking approval to Article a Student and be classified as an Articling Surveyor within the meaning of this Handbook, is required to give an undertaking to the Committee that the Articling Surveyor is willing to provide, to the best of his/her ability, the scope of experience outlined in the guidelines and experience requirements for students. The Articling Surveyor is expected to make known limitations on any aspects of the training that cannot fully be offered and to indicate measures proposed to ensure that the Student receives outside experience covering the deficiencies.
- A:5:3 Articling contracts will be reviewed at the next available meeting of the Committee and a Monitor will be assigned. The Student and the Surveyor will be notified of any deficiencies in the application if the articles are not approved by the AOLS.
- A:5:4 Providing all parties are in agreement, the Articles shall be signed and dated.
- A:5:5 Following the meeting, the Committee will provide the Student and the Surveyor the Supervising Professional with copies of the Articles, the name and e-mail address of the Monitor, and all pertinent documentation.

A:6 ASSIGNMENT OF ARTICLES

A:6:1 When a Student changes employment during the term of Articles, an application must be made to have the Articles assigned to another Surveyor. This application must be submitted to the Registrar within three months of leaving the initial Articling Surveyor. An application for Assignment of Articles **must** contain the following:

- a) letters of explanation, from each of the Student and the Articling Surveyor, indicating reasons for the assignment;
- b) a completed set of Assignment of Articles forms;
- c) the appropriate Learning Plan completed by the new Articling Surveyor who is proposing to article the student (Appendix C); and,
- d) payment of requisite fee

A:6:2 See Appendix H for sample copies of the prescribed form.

A:7 Reduction in Term of Articles

A:7:1 A reduction of the term of articles may be granted by the AERC based on prior experience under S.23(5) of Ontario Regulation 1026. The onus is on the student to demonstrate that both the quality of the prior experience and the quality of the supervision is equal to that required for articles.

A:7:2 An application for reduction of articles shall be submitted to the Registrar within 6 months of the date of the signing of articles. Applications for reduction of Articles will not be considered by the Committee after this date.

A:7:3 An application for the reduction of articles shall consist of the following:

- A completed "Summary of Attached Information for Application for Reduction in Term of Articles" (Appendix E)
- Signature of the Supervising Professional (s) being the professional (s) who personally supervised the actual work being presented in the application, is required.
- Detailed background information about the type of work performed, the level of responsibility of the student and the timelines involved.

A:7:4 It is understood that experience outside of the student's specific Survey Discipline is important to the Student as it is to the success of a business today. However, for the purposes of the Act and Regulations regarding accumulation of experience for a Cadastral Licence, only experience in the specific discipline under consideration will be credited, with the exception that when a Registered or licensed member of the Association applies under an additional discipline they may have their required terms of articles reduced by six months and credited to the "other" category.

A:7:5 Excepting unusual circumstances, **the committee will not accept experience prior to graduation from an approved course in professional Land Surveying or its equivalent** as experience at a professional level for the purposes of considering a reduction in the term of Articles. Summer experience obtained during attendance at University or at another Academic Institution will not be considered as grounds for a reduction in the term of Articles.

A:8 MONITORING

A:8:1 Each Student, under *Ontario Regulation 1026* shall be assigned a Monitor. The assignment of monitors is noted on a chart maintained by the Committee.

A:8:2 The name and address of the Monitor will be supplied to the Student and the Articling Surveyor and/or the Supervising Professional following approval of the articles.

A:8:3 Throughout the term of Articles, the Student's primary contact with the Committee will be through the Monitor.

A:9 EXPERIENCE, ASSIGNMENTS, EXAMINATIONS, AND LICENSING

A:9:1 Details of the experience requirements, assignments, and areas of study for examinations specific to the cadastral discipline are contained in Section B. Specific questions for individual situations will be addressed by the Monitor.

A:9:2 By requiring that these guidelines be followed, the Committee expects that when Students are admitted to Membership in the Association, they will carry out their professional responsibilities in such a manner that the public will be well served and that they will be a credit to themselves and to the Association.

A:9:3 Since a reasonable knowledge of business is vital to any person entering the practice of professional surveying, all Students are expected to familiarize themselves with business practices, contractual arrangements, and office organizations and procedures. If, because of the nature of the Professional office, it is difficult to obtain this experience, the students must familiarize themselves with these matters through reading, extension courses, or other forms of study. All students will be required to demonstrate their familiarity with these vital areas of professional practice at the time of their Professional Examination.

A:9:4 The Lecture Course

The **Lecture Course** is presented annually, in September, by the Association. It is intended to be a review of selected topics and must be attended by the student prior to sitting the Professional Examinations. The course may be attended anytime during the term of Articles but will be of most benefit to the student after some practical experience has been obtained.

A:9:5 The Statutes Examination

The **Statutes Examination** is a closed book, on-line examination available on request. A suggested reading list of statutes is included in Section B-3. The Statutes Examination is three hours in duration and must be successfully completed prior to sitting the Professional Examinations.

A:9:6 The Professional Examination

The **Professional Examination** consists of a plan check examination, a closed book written examination and an oral examination and must be taken within a period of twelve months after receipt of the Certificate of Experience. The exams are generally held in May and November of each year. The oral examination is approximately one hour in duration. The written examination is three hours in duration. Candidates who do not present themselves at the required time prescribed by the Committee shall, at the discretion of the Committee, be deemed to have failed.

The Professional Examination will be concerned mainly with the student's knowledge regarding:

- a) the statute, regulations and by-laws by which the Association is governed;
- b) professional ethics in relation to clients, other members of the Association, and the public;
- c) general business practices regarding the administration and functions of a Professional office, including business law;
- d) professional surveying knowledge and the application of appropriate principles of law to practical situations; and,
- e) other matters under the purview of an Ontario Land Surveyor.

Students who fail the Professional Examination may sit another examination no sooner than six months and not later than twenty-four months after the said examination. Only that portion of the examination failed, i.e. the plan check, written or the oral portion, need be repeated.

The Oral Examination is a testing of the student by three examiners. The method of testing is intended to simulate a professional / client dialogue. Three written questions are presented, and the student has approximately ten minutes to gather his or her thoughts and to make notes. Students are evaluated on their ability to communicate clearly and support their point of view.

Examination questions are to be treated in confidence and not be repeated to other Students.

If the Student passes the plan check, oral and written parts of the Professional Examination, the Committee will recommend the issuance of a Licence.

Articled Students who do not successfully complete the required examinations may be given two additional opportunities to complete them. Written examinations shall be marked on a percentage basis and a mark of 65% shall be a passing mark. A passing grade for the oral examination requires a majority vote of the examiners.

A:9:7 An appeal of a failing grade of an examination may be submitted to the Registrar in writing within thirty (30) days of receiving notification of the failure. The request must be accompanied by the prescribed fee.

A:9:8 Licensing

The Licensing Ceremony will be conducted at the Annual General Meeting following the results of the professional examinations. The student will be required to pay all fees owing to the Association including the pro-rated annual dues for that year. Licensed surveyors will be required to purchase a seal.

A:10 ARTICLING SURVEYOR/ SUPERVISING PROFESSIONAL

A:10:1 In accordance with ss. 23(6), of *Ontario Regulation 1026* under the *Surveyors Act*, R.S.O. 1990, Chapter S.29:

A term of Articles shall be under the direction of,

- a) if the applicant is applying for licence, a member who became a licensed member at least three years before the beginning of the term; or

A:10:2 The terms Articling Surveyor and Supervising Professional are as defined in Section A:2 of this Handbook. Further, when the situation arises, as in large organizations or government ministries, that the person to whom the student is articulated will have little or no contact with the Student for extended periods of time, the Articling Surveyor shall assign the day-to-day supervision of the Student to another person approved by the Academic and Experience Requirements Committee as the Supervising Professional.

A:10:3 In accordance with the terms of the executed Articles of Agreement the Articling Surveyor undertakes:

- a) to instruct the student in the practice of Professional Land Surveying to the best of his or her ability;
- b) to provide the articling experience that conforms to the Requirements of the Committee and *Ontario Regulation 1026*, R.R.O. 1990; and
- c) to supply the student with the Certificate of Experience confirming the period of time served upon completion of his or her service.

Further, the terms of the executed Articles of Agreement are transferred to a new Articling Surveyor upon Assignment of Articles.

A:10:4 In accordance with the terms of the executed Cancellation of Articles the Articling Surveyor releases the Student from the obligations contained in the Articles of Agreement.

A:10:5 Throughout the term of articles, the Articling Surveyor's, and, where applicable, the Supervising Professional 's primary contact with the Committee will be through the Monitor

A:10:6 In accordance with the information provided by the Articling Surveyor in the Candidate Assessment Form, the Articling Surveyor should work with the Student and the Supervising Professional to prepare a Learning Plan. Also, if necessary, the Articling Surveyor, with the Supervising Professional, should revise and implement schedule changes.

A:10:7 Upon the Student's fulfilment of the experience requirements the Articling Surveyor shall complete and sign the Certificate of Completion (Appendix J), certifying:

- a) the time the student has served;
- b) that the required experience was fulfilled; and
- c) that, in the Articling Surveyor 's opinion, with input from the Supervising Professional, when applicable, the student has reached a level of competence in Professional Land Surveying sufficient for membership in the Association of Ontario Land Surveyors.

A:11 CANCELLATION OF ARTICLES

A:11:1 Where a Student changes employment and does not apply for an Assignment of Articles within a period of three months, or when a Student no longer wishes to continue with the Articles, a form for Cancellation of Articles should be submitted to the Association. A sample form for Cancellation of Articles is included as Appendix I.

A:11:2 Where a Student does not respond to Committee correspondence, the Committee will cease to monitor the Articles or recognize the accumulation of the Student's experience. The Articles will be cancelled for the purposes of the Committee.

A:11:3 Any articulated student who has:

- (a) terminated his/her articles voluntarily, or
- (b) had his/her articles cancelled for the purpose of the Academic and Experience Requirements Committee; or
- (c) not completed his/her articles within the four-year period; or
- (d) not successfully completed the Professional Exam within the prescribed period; or
- (e) failed either the written, plan check or Oral Professional Examination three times

shall not be permitted to re-apply for articles until one year has elapsed from the date of the above circumstance and at said time, new conditions and terms will be set by the AERC.

SECTION B - CADASTRAL SURVEYING

B:1 ARTICLING PERIOD

B:1:1 The term of articles shall include the following, all completed to the satisfaction of the AERC:

a) at least 225 working days (12 months) of practical experience in the practice of cadastral surveying in Ontario of which at least 150 working days (8 months) is field experience at the Party Chief level or higher. The 75 working days (4 months) of practical experience at a non-party chief level may include, without limiting the generality of the foregoing:

- field work at an instrument person level;
- calculation of field returns;
- analysis of evidence;
- plan preparation; and,
- indexing of completed projects;

and,

b) at least 113 working days (6 months) experience in the management and administration of professional land surveying, including without limiting the generality of the foregoing:

- dealing with clients;
- preparing job specifications and estimates;
- planning projects;
- researching projects;
- scheduling projects and staff;
- reviewing of reports and plans of survey;
- preparation of reports and invoices; and,
- delivering of final returns.

B:2 SUGGESTED READING LIST FOR STATUTES EXAMINATION

B:2:1 Provincial statutes as published in *Revised Statutes of Ontario, 1990* (available at www.e-laws.gov.on.ca)

PRIMARY ACTS

Boundaries Act
Condominium Act
Expropriations Act
Land Titles Act
Municipal Act
O Reg 43/96
Planning Act
Registry Act
Surveyors Act
Surveys Act

SECONDARY ACTS

Access to Information Act
Beds of Navigable Waters Act
Canada Lands Act
Construction Act
Conveyancing and Law of Property Act
Discriminatory Business Practices Act
Drainage Act
Evidence Act
Ministry of Natural Resources Act
Occupational Health and Safety Act
Ontario Underground Infrastructure Notification Systems Act
Public Lands Act
Real Property Limitations Act
Road Access Act
Statutory Powers Procedure Act
The Professional Geoscientists Act
The Public Transportation and Highway Improvement Act

B:2:2 Federal statutes as published in the *Revised Statutes of Canada, 1985* (available at <http://laws.justice.gc.ca/en/index.html>)

TITLE

Access to Information Act

Aeronautics Act

Canada Evidence Act

Canada Lands Surveys Act

Canada Transportation Act

Competition Act

Copyright Act

Criminal Code

Expropriation Act

International Boundary Commission Act

Navigable Waters Protection Act

Personal Information Protection and Electronic Act

B:3 AREAS OF STUDY PERTAINING TO THE PROFESSIONAL EXAMINATIONS

B:3:1 Practice Issues

- a) Descriptions
- b) Boundary Retracement and Methods of Survey
- c) Types and Status of Roads
- d) Rules of Evidence
- e) Water Boundaries
- f) Boundary Problems and Conflicting Surveys
- g) Boundaries Act and Decisions
- h) Planning Procedures
- i) Township Systems
- j) Types of Surveys
- k) Research

B:3:2 Business Issues

- a) Estimating and Job Specifications
- b) Client Interaction
- c) Scheduling Projects and Staff
- d) Professional Reports
- e) Contracts

B:3:3 Professional Affairs

- a) Self-Governance / AOLS Governance — Surveyors Act, Regulations, and By-laws
- b) Code of Ethics / Standards of Practice
- c) Current AOLS Matters

B:4 SOURCES OF STUDY MATERIAL

B:4:1 This is a partial list of suggested study material sources.

- Statutes (see B:3)
- Regulations
- AOLS By-Laws / Bulletins
- AOLS Practice Manual
- Periodicals / Journals (current and past issues)
 - e.g. Ontario Professional Surveyor Magazine
 - Geomatica Magazine (CIG)
 - Surveying and Land Information System (ACSM)
 - Focus (CCLS)
- AOLS Annual Report (current and past issues)
- Law for Professional Engineers
(by: D.L. Marston, B.Sc., P.Eng., LL.B. : McGraw-Hill Ryerson Ltd.)
- Contracting Surveying Services (CCLS)
- AOLS Publications

SECTION "C"

APPENDICES

SECTION C - APPENDICES

- A Candidate Assessment Form
- B Core Competencies
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- J National Policy on Reciprocity for Surveyors

**Articling Core Competencies – Cadastral
Candidate Assessment Form**

Appendix A

Candidate Name: _____

Email Address: _____

Contact #: _____

Instructions

In order to get the most out of the Articling experience it is important for both you and Articling Surveyor/Supervisor to know exactly what you need to learn during the term of Articles and what you may already bring to the experience as a result of prior learning through workplace experience, education, training, etc. The Candidate Assessment Form is a tool that can facilitate this process. By jointly reviewing the list of Articling Core Competencies – Cadastral you and your Articling Surveyor/Supervisor gain an understanding of what learning needs to take place during your articling term so that you are well prepared for work as a Land Surveyor in Ontario.

Some candidates may bring prior learning with them to the Articling experience as a result of working in the field or other prior learning situations (e.g. being an internationally trained professional, workplace experience, course completion, field training, etc.). In this circumstance reviewing the Core Competencies to determine what you already know and can do along with identifying how your knowledge and skill was gained is important for several reasons. The review process is one that will facilitate recognition of what you already know and can do, and it will help you and your Articling Surveyor/Supervisor focus specifically on your gap areas (what knowledge you need to gain/skills you need to develop). This may result in a reduced articling time frame, and it will also provide you and your Articling Surveyor/Supervisor with the necessary information to jointly develop a focused Learning Plan designed to specifically target your gap areas.

Please refer to the next page for instructions on completing the Candidate Assessment Form.

Completing the Candidate Assessment Review Form and Next Steps

1. Review the complete Core Competencies – Cadastral list and, based on your prior education and experience, put a Y for Yes or an N for No in the Knowledge Acquired column.
2. Where you have placed a Y, determine what documentation or information (i.e. evidence) you can provide that will prove that you have gained the knowledge or developed the skill identified and produce a copy of the documentation or information to attach to this form. Meet with your Articling Surveyor/Supervisor to review and discuss the form and supporting materials so that she/he can verify that you have gained knowledge or developed skill through prior learning. The form and supporting materials may also be submitted to the AOLS for review as it relates to a request for reduction of Articles, etc. as appropriate.
3. Once you and your Articling Surveyor/Supervisor have agreed on the content of the Candidate Assessment Form, etc. you can jointly prepare your Learning Plan allowing you to identify specifically what learning activity you'll undertake (see the Core Competencies statements identified by N/No), when, how, where, etc. during your term of Articles. The AOLS recommends that you and your Articling Surveyor/Supervisor regularly review your Learning Plan to ensure that you remain on track to gain the knowledge or develop the skills necessary to become a successful Ontario Land Surveyor within term of Articles.

As always, the AOLS is available to support you and the Articling Surveyor/Supervisor as needed. Please contact the AOLS at 416-491-9020 or registrar@aols.org.

**Articling Core Competencies – Cadastral
Candidate Assessment Form**

Ethics and Professionalism - Cadastral students must understand that protection of the public interest is the overarching purpose for acting ethically in the exercise of their profession.

Outcome	Knowledge Acquired (Y/N)	Evidence/Proof (Documentation/information that proves what I've learned)
By the end of the articling term, the student will understand: <ul style="list-style-type: none">the duties of a Surveyor as a Member of the AOLS		
<ul style="list-style-type: none">the Complaints and Discipline processes of the AOLS		
<ul style="list-style-type: none">the role of Surveyor as an Expert Witness		

Business Practices - Cadastral students must be able to effectively communicate with clients, surveyors and other professionals. Cadastral students must also have functional knowledge of the basics of business practices.

Outcome	Knowledge Acquired (Y/N)	Evidence/Proof (documentation/information that proves what I've learned)
By the end of the articling term the student will be familiar with: <ul style="list-style-type: none"> Professional Writing – preparation of reports, submissions, client letters, etc. 		
<ul style="list-style-type: none"> Client Contact - effective client communications 		
<ul style="list-style-type: none"> Business Finance – invoicing, accounts receivable/payable, collection practices, business and professional liability insurance 		
<ul style="list-style-type: none"> Planning Projects/Project Management – scheduling projects and staff 		
<ul style="list-style-type: none"> Contracts – cost estimating and job specifications 		
<ul style="list-style-type: none"> General Office Organization & Procedures – filing systems, electronic record keeping, time sheets, business forms, etc. 		
<ul style="list-style-type: none"> Business Law 		

Research - Cadastral surveyors must have functional knowledge of the historical and modern sources of documentary and field research required to offer a competent opinion on a boundary retracement.

Outcome	Knowledge Acquired (Y/N)	Evidence/Proof (documentation/information that proves what I've learned)
By the end of the articling term the student will understand the role of research in boundary retracement including: <ul style="list-style-type: none"> Land Registry Office research 		

<ul style="list-style-type: none"> • Field Notes – sources and interpretation 		
<ul style="list-style-type: none"> • Original Township Plans, field notes and Crown Instructions 		
<ul style="list-style-type: none"> • Recognize the existence of other resources such as Library and Archives Canada, Ontario Archives, and municipal and other archives 		
<ul style="list-style-type: none"> • Recognizing original monumentation evidence 		
<ul style="list-style-type: none"> • Verbal (oral and written) evidence from long standing owners and the use of a formal affidavit 		

General Boundary Retracement - Cadastral students must have functional knowledge of the methodologies, legal principles and case law impacting boundary retracements.

Outcome	Knowledge Acquired (Y/N)	Evidence/Proof (documentation/information that proves what I've learned)
<p>By the end of the articling term the student will understand and be able to apply principles of boundary retracement statute and case law including:</p> <ul style="list-style-type: none"> • Hierarchy of evidence • Priority of registration – priority of severance • Appropriate use of proportioning 		
<p>By the end of the articling term the student will be knowledgeable about:</p> <ul style="list-style-type: none"> • Use and effect of different types of surveys and plans 		
<p>By the end of the articling term the student will be familiar with:</p> <ul style="list-style-type: none"> • Resolution of boundary problems and conflicting surveys • Boundaries Act Decisions <ul style="list-style-type: none"> • Intention of the original parties ○ Intrinsic and extrinsic evidence 		

Descriptions - Cadastral students must be able to interpret the various forms of legal descriptions in terms of what evidence can be used to complete boundary surveys.

Outcome	Knowledge Acquired (Y/N)	Evidence/Proof (documentation/information that proves what I've learned)
By the end of the articling term the student will understand the nature and role of descriptions including: types of legal descriptions interpretation of descriptions and Titles Qualifiers conversion into Land Titles Plus		
By the end of the articling term the student will be able to apply principles of statute and case law regarding descriptions including: <ul style="list-style-type: none"> • Conventional Lines • Misdescriptions • O. Reg. 43.96 Surveys, Plans and Descriptions of Land 		

Easements - Cadastral students must understand all the nuances of easements since even the simplest of easements can create large scale liabilities.

Outcome	Knowledge Acquired (Y/N)	Evidence/Proof (documentation/information that proves what I've learned)
By the end of the articling term the student will: <ul style="list-style-type: none"> • know what constitutes a validly created easement 		
<ul style="list-style-type: none"> • be able to explain the Land Titles conversion rules for easements 		
<ul style="list-style-type: none"> • be able to identify steps required to assess and correct a title as it pertains to easements 		
<ul style="list-style-type: none"> • display a basic knowledge of prescriptive easements 		

Roads - Cadastral students must be able to identify where roads originate, what their extents are, who owns them and how their ownership is transferred.

Outcome	Knowledge Acquired (Y/N)	Evidence/Proof (documentation/information that proves what I've learned)
By the end of the articling term the student will: <ul style="list-style-type: none"> understand the process for purchasing Road Allowances 		
<ul style="list-style-type: none"> understand and be able to communicate the complexities of surveying a Road Allowance 		
<ul style="list-style-type: none"> understand road access issues 		
<ul style="list-style-type: none"> be aware of Ministry of Transportation Ontario (MTO) Plan Types and their effect 		
<ul style="list-style-type: none"> understand forced road and colonization road differences 		
<ul style="list-style-type: none"> understand the various methods of creating a public highway 		

Water Boundaries - Cadastral students must be able apply the legal principles set out in case law in their process of arriving at an opinion on the location of different types of natural boundaries.

Outcome	Knowledge Acquired (Y/N)	Evidence/Proof (documentation/information that proves what I've learned)
By the end of the articling term the student will be able to apply principles of statute and case law regarding natural boundaries including: <ul style="list-style-type: none"> • Flooded Lands <ul style="list-style-type: none"> ○ Methods of retracing the limit prior to flooding 		
<ul style="list-style-type: none"> • Accretion and erosion <ul style="list-style-type: none"> ○ Recognizing the signs of accretion or erosion as opposed to flooding or reliction. ○ Ownership and distribution of accreted lands 		
<ul style="list-style-type: none"> • Ownership of the Bed, navigability <ul style="list-style-type: none"> ○ The Beds of Navigable Waters Act ○ Demonstrate an understanding that an OLS does not have authority to make a conclusive determination of navigability ○ Ad medium filum 		
<ul style="list-style-type: none"> • Interpret the intent on Registered Plans 		

Original Township Retracement - Cadastral students must have functional knowledge of the statutory methods of re-establishing lost lot corners, concession corners or township corners in original township Surveys as set out in the *Surveys Act*.

Outcome	Knowledge Acquired (Y/N)	Evidence/Proof (documentation/information that proves what I've learned)
By the end of the articling term the student will understand: <ul style="list-style-type: none"> • Original Township Systems 		
<ul style="list-style-type: none"> • Original Township Boundary Retracement and Methods of Survey as identified in the <i>Surveys Act</i> 		

Adverse Possession - Cadastral students must be able to differentiate adverse possession from possessory evidence used to re-establish boundaries. Since adverse possession is a title issue, they must be able to distinguish their scope of expertise from that of a lawyer.

Outcome	Knowledge Acquired (Y/N)	Evidence/Proof (documentation/information that proves what I've learned)
By the end of the articling term the student will: <ul style="list-style-type: none"> be able to identify adverse possession versus possession as evidence of a boundary understand that adverse possession is a title issue that requires the expertise of a lawyer 		
By the end of the articling term the student will be able to: <ul style="list-style-type: none"> understand principles of statute and case law regarding adverse possession. 		
By the end of the articling term the student will be able to: <ul style="list-style-type: none"> describe the basic methods of perfecting a claim through adverse possession. 		

Spatial Reference - Cadastral students must have functional knowledge of the requirements and best practices for georeferencing, datums and projections.

Outcome	Knowledge Acquired (Y/N)	Evidence/Proof (documentation/information that proves what I've learned)
By the end of the articling term the student will understand and be able to apply: <ul style="list-style-type: none"> Requirements of Reg. 216/10 		

Condominium Act- Cadastral students must be familiar with the roles and responsibilities of the surveyor in the development of a condominium under the *Condominium Act*.

Outcome	Knowledge Acquired (Y/N)	Evidence/Proof (documentation/information that proves what I've learned)
By the end of the articling term the student will: <ul style="list-style-type: none"> know what's required in order to support a client's decision-making to fulfill the requirements for registering a project 		
<ul style="list-style-type: none"> know what basic elements are to be included in a standard condominium description 		
<ul style="list-style-type: none"> understand the purpose of, and OLS contribution to, each schedule that form part of the standard condominium declaration 		
<ul style="list-style-type: none"> be able to complete a Schedule document (i.e. Schedule "C") 		
<ul style="list-style-type: none"> be able to describe the various roles the professionals play in the preparation and registration of a Condominium 		
<ul style="list-style-type: none"> briefly describe the various kinds of Condominiums that can be registered in Ontario 		

Mining Act - Cadastral students must understand the types of rights that, depending on the claims' location, can append to mining claims and the unique survey requirements used to establish mining claims on the ground.

Outcome	Knowledge Acquired (Y/N)	Evidence/Proof (documentation/information that proves what I've learned)
By the end of the articling term the student will: <ul style="list-style-type: none"> • understand Staked Mining Claims, Mining Tenure and Mining and Perimeter Surveys 		
<ul style="list-style-type: none"> • know how to determine: <ul style="list-style-type: none"> ○ where a claim is located and who the claim holder is ○ when the claim was staked and recorded ○ if there are any encumbrances 		

Planning Act - Cadastral students must consider land use planning in light of the intended purpose(s) of the *Planning Act*, the provincial interests documented in the Provincial Policy Statement, as well as the restrictions imposed by the municipality's Official Plan and zoning by-laws.

Outcome	Knowledge Acquired (Y/N)	Evidence/Proof (documentation/information that proves what I've learned)
By the end of the articling term the student will: <ul style="list-style-type: none"> • know the role in land development of the general intent of the Planning Act and other statements, plans and zoning by-law policies 		
<ul style="list-style-type: none"> • understand the approval processes for the division of land under the Planning Act 		

SIGNATURES:

Candidate: _____

Date: _____

**Articling Surveyor/Supervisor
Name (Please Print):** _____

Signature: _____

Date: _____



AOLS CADASTRAL Core Competencies

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What is the purpose of this document on Core Competencies?

Who will use it?

The Association of Ontario Land Surveyors (AOLS)

- Academic Experience Requirements Committee (AERC):
 - Members, Monitors, Examiners, Subject Matter Experts
- Articling students and Articling surveyors
- AOLS Registrar and other AOLS staff
- Continuing Professional Development (CPD) Committee
- General membership of the AOLS

Others

- The general public
- Potential surveyors
- Professional surveyors trained elsewhere considering licensure in Ontario
- Employers
- Educational institutions and the Canadian Board of Examiners Professional Surveyors (CBEPS)
- Government

What will they use it for?

All, including the public, may use it to understand the expectations of core competencies for a professional land surveyor in Ontario. The AERC will use it to create appropriate assessments of candidates for entrance to the profession. The articling surveyor and student will use it to develop and execute a plan for the student to obtain the core competencies for entrance to the profession through experience and study. The CPD Committee and the AOLS membership may use it in the pursuit of continuing professional development. Educational institutions and CBEPS may use it to align academic courses and certifications with the core competencies for an Ontario Land Surveyor (OLS). The government may use it to assist in assessing self-regulation of the profession.

What are the Core Competencies?

These core competencies must be achieved for entrance into the profession, and maintained throughout licensure. They state outcomes and enabling competencies in terms of what a professional land surveyor will be able to do. They are not a checklist. A professional land surveyor must understand the importance of ethics and professionalism in applying, interpreting, and executing one's professional practice in order to be deserving of public trust and confidence. The core competencies set out in this document must be practiced by a professional land surveyor who is embracing ethics and professionalism as a personal quality infusing all areas of competency and practice. Ethics and professionalism are foundational to the Association and its practitioners being able to deserve and maintain public trust.

This document is a summary of core competencies for a professional land surveyor. It is not intended to detail all competencies or infer that every competency is fully articulated. An example of this is the requirement for knowledge of an extensive list of Statutes and Regulations, not herein itemized. Another example of the limited scope of this document, is the notion that a professional land surveyor will be expected to follow all of the laws of Ontario and Canada, not just the laws that are set out in this statement of Core Competencies.

The academic requirements for entrance to the profession are not being replaced by this document, they continue as set out by the Academic and Experience Requirements Committee (AERC).

The Core Competencies will require regular review and updating; these types of documents are generally reviewed every 5-10 years. In the interim they do not preclude or erase the requirement as set out in the AOLS Code of Ethics for following a program of continuing education and maintaining a level of proficiency that will meet the needs of the public. (O.Reg. 1026, Section 33(2)(c))

Reference material, assignments, links to material and legislation have not been included in this document even though they form an important component of gaining experience and knowledge in each of the Core Competencies. They will be housed by the AOLS in a separate document or online so that they can be readily updated and maintained.

If you have questions about this document, please direct them to the AOLS Registrar:

Registrar

Association of Ontario Land Surveyors (AOLS)

1043 McNicoll Ave. Toronto,

ON M1W 3W6

registrar@aols.org

416-491-9020 ext 320

Professionalism: Ethics

Outcome: A surveyor will be able to	Enabling competencies: A surveyor will be able to
<p>A. Demonstrate an understanding that protection of the public interest is the overarching purpose for acting ethically in the exercise of their profession.</p> <p>B. Demonstrate a commitment to the public by applying best practices and adhering to ethical conduct.</p> <p>C. Demonstrate an understanding of the duty of the surveyor to provide impartial boundary opinions supported by the assessment of evidence and principles established by law.</p> <p>D. Demonstrate an understanding of professional self-regulation.</p>	<ol style="list-style-type: none">1. Fulfill and adhere to:<ol style="list-style-type: none">a) the AOLS Code of Ethics,b) the AOLS Standards of Practice, andc) the Statutes and Regulations governing the practice of surveying.2. Undertake work within one's personal scope of professional practice (i.e., possess the knowledge, competence, and resources relevant to the specific job).3. Demonstrate an understanding of the professional scope and geographic jurisdiction that the AOLS licence permits (e.g., distinguish between provincial and Canada lands).4. Identify and manage conflicts of interest.5. Demonstrate an understanding of the obligations for communicating with, or responding to, the AOLS in a timely manner.6. Demonstrate a commitment to participate in the self-regulating professional activities of the AOLS.7. Demonstrate an understanding of rights and responsibilities outlined in the <i>Ontario Human Rights Code</i>.

Professionalism: Communication

Outcome: A surveyor will be able to	Enabling competencies: A surveyor will be able to
<p>A. Communicate effectively, in written and verbal form.</p> <p>B. Clearly articulate the work processes and analysis for boundary retracement and other land surveying projects.</p>	<ol style="list-style-type: none">1. Write professional reports, submissions, and letters.2. Articulate the assessment of evidence and legal principles used to determine the location of a boundary.3. Demonstrate an understanding of the documentation required to support the preparation of professional reports.4. Demonstrate an understanding of timely, effective, and appropriate communication with clients, other surveyors, other professionals, prospective clients, the public, and government.5. Demonstrate an understanding of effective communication skills for working with co-workers, staff, peers, and on teams.6. Advise clients on appropriate surveying services for their situation.7. Demonstrate an understanding of the Ontario legal system and the role of the surveyor as an expert witness.

Outcome: A surveyor will be able to	Enabling competencies: A surveyor will be able to
-------------------------------------	---

A. Communicate effectively, in written and verbal form.

B. Clearly articulate the work processes and analysis for boundary retracement and other land surveying projects.

1. Write professional reports, submissions, and letters.
2. Articulate the assessment of evidence and legal principles used to determine the location of a boundary.
3. Demonstrate an understanding of the documentation required to support the preparation of professional reports.
4. Demonstrate an understanding of timely, effective, and appropriate communication with clients, other surveyors, other professionals, prospective clients, the public, and government.
5. Demonstrate an understanding of effective communication skills for working with co-workers, staff, peers, and on teams.
6. Advise clients on appropriate surveying services for their situation.
7. Demonstrate an understanding of the Ontario legal system and the role of the surveyor as an expert witness.

Professionalism: Business Practices

Outcome: A surveyor will be able to	Enabling competencies: A surveyor will be able to
A. Demonstrate knowledge of the basics of business practices.	Demonstrate knowledge in <ol style="list-style-type: none">1. Business Finance2. Business and Professional Liability and Insurance3. Project Management4. Client Contracts5. General Office Organization and Procedures6. Business Law and Standards7. Human Resources8. Health and Safety

Cadastral Boundaries: Research

Outcome: A surveyor will be able to	Enabling competencies: A surveyor will be able to
<p>A. Carry out the documentary and field research required to assess the evidence for boundary retracement.</p> <p>B. Report on the research and analysis of evidence undertaken for a boundary retracement.</p>	<ol style="list-style-type: none">1. Conduct research in the Ontario land registration system with an ability to understand and analyze these records.2. Identify, obtain, interpret, and analyze historical survey records from surveyors and other sources.3. Carry out research in the field, including:<ol style="list-style-type: none">a) recognizing and assessing evidence of original monumentation, the first establishment of a boundary, and subsequent retracements, andb) obtaining oral and written evidence from owners and others.4. Demonstrate knowledge of sources for documentary research including Ontario and Canada Lands survey records, and national, provincial, municipal, and other archives.5. Demonstrate an understanding of the use of a formal affidavit to document evidence.

Cadastral Boundaries: General Boundary Retracement

Outcome: A surveyor will be able to	Enabling competencies: A surveyor will be able to
<p>A. Demonstrate knowledge of, apply, and report on the methodologies, legal principles and case law required to complete boundary retracements.</p>	<ol style="list-style-type: none">1. Demonstrate an understanding of, and apply, the principles of boundary retracement, statute and case law, including but not limited to:<ol style="list-style-type: none">a. hierarchy of evidence,b. priority of registration,c. appropriate use of proportioning,d. intention of the original parties to boundary creation,e. intrinsic and extrinsic evidence,f. possessory interests, andg. evidence of boundary creation.2. Report on the analysis of evidence based on the principles of boundary retracement, statute and case law.3. Demonstrate knowledge of the use and effect of different types of surveys, including written reports, plans, sketches, and digital information.4. Demonstrate knowledge about the resolution of boundary problems and conflicting surveys including the surveyor's role in<ol style="list-style-type: none">a. reporting on issues arising from boundary retracement,b. proceedings under <i>The Boundaries Act</i>, andc. Judicial determinations.

Cadastral Boundaries: Descriptions

Outcome: A surveyor will be able to	Enabling competencies: A surveyor will be able to
<p>A. Interpret the various forms of legal descriptions in terms of what evidence can be used to complete boundary surveys.</p> <p>B. Report and advise on descriptions based on an understanding of statute and case law, and land registration records.</p>	<ol style="list-style-type: none">1. Demonstrate an understanding of the nature and role of descriptions in boundary retracement including but not limited to:<ol style="list-style-type: none">a) types of legal descriptions, andb) interpretation of descriptions.2. Apply principles of statute and case law regarding descriptions, including but not limited to:<ol style="list-style-type: none">a) conventional lines,b) misdescriptions, andc) <i>O. Reg. 43/96 Surveys, Plans and Descriptions of Land.</i>3. Prepare a description in accordance with statutes & regulations.4. Demonstrate an understanding of latent and patent ambiguity in descriptions together with an ability to report and advise on potential solutions.

Cadastral Boundaries: Easements

Outcome: A surveyor will be able to	Enabling competencies: A surveyor will be able to
<p>A. Demonstrate an understanding of easements.</p> <p>B. Report on easements based on an understanding of statute and case law, and land registration records.</p>	<ol style="list-style-type: none">1. Demonstrate knowledge of:<ol style="list-style-type: none">a) what constitutes a validly created easement,b) prescriptive easements,c) easements in gross, andd) statute and case law related to easements. 2. Identify and report on registered and unregistered easement interests.

Cadastral Boundaries: Roads

Outcome: A surveyor will be able to	Enabling competencies: A surveyor will be able to
<p>A. Demonstrate an understanding of roads, including</p> <ul style="list-style-type: none">a) where roads originate,b) the extent of roads,c) the difference between road ownership and jurisdiction, andd) how road interests are transferred. <p>B. Report on roads based on an understanding of statute and case law, and land registration records.</p>	<ol style="list-style-type: none">1. Demonstrate an understanding of statute and case law regarding roads including:<ul style="list-style-type: none">a) road dedication and acceptance,b) legislation and municipal bylaws,c) Original Township Road Allowances and Shore Road Allowances,d) road access issues,e) travelled roads, forced roads, and colonization roads,f) Quarter Session roads, andg) the Ministry of Transportation Ontario (MTO) Plan Types and their effect and the Highways Register (<i>Land Titles Act</i> Section 72(2)).2. Retrace the boundaries of a road and report on any complexities of extent, jurisdiction, or registered ownership of the road.

Cadastral Boundaries: Water Boundaries

Outcome: A surveyor will be able to	Enabling competencies: A surveyor will be able to
<p>A. Apply and report on the legal principles set out in statute and case law in the process of arriving at an opinion on the location of a water boundary.</p>	<ol style="list-style-type: none">1. Survey and report on the methods used to locate water boundaries in accordance with legislation and best practice.2. Demonstrate an understanding of the principles of water boundaries in statute and case law, including but not limited to:<ol style="list-style-type: none">a) riparian interests and ambulatory water boundaries,b) flooded lands including methods of retracing the limit prior to flooding, andc) ad medium filum.3. Demonstrate an understanding of accretion and erosion including recognizing the signs of accretion or erosion as opposed to flooding or reliction and determining distribution of accreted lands.4. Demonstrate an understanding of federal and provincial legislation regarding rights of navigation and ownership of the bed of a water body.5. Demonstrate an understanding of case and statute law and the surveyor's role in the determination of navigability.6. Demonstrate an understanding of the research for, and how to interpret, the intent of a subdivider of a plan of subdivision adjacent to a body of water.

Cadastral Boundaries: Original Township Retracement

Outcome: A surveyor will be able to	Enabling competencies: A surveyor will be able to
<p>A. Demonstrate knowledge of the statutory methods of retracing original township surveys as set out in the <i>Surveys Act</i>.</p>	<ol style="list-style-type: none">1. Demonstrate knowledge of:<ol style="list-style-type: none">a) Original Township Systems,b) Original Township boundary retracement and <i>Methods of Survey</i> as identified in the <i>Surveys Act</i> including the statutory methods of re-establishing lost lot corners, concession corners or township corners in original township surveys, andc) Setting an aliquot part boundary.2. Demonstrate an understanding of the difference between the first running of a township, lot, or concession boundary and a retracement.3. Research and interpret historical records related to the Original Township being surveyed including:<ol style="list-style-type: none">a) instructions from the Crown,b) field notes,c) survey reports and diaries,d) the original Plan of Survey, annulments, re-surveys, ande) retracement surveys.

Cadastral Boundaries: Possessory Interests and Adverse Possession

Outcome: A surveyor will be able to	Enabling competencies: A surveyor will be able to
<p>A. Differentiate adverse possession from possessory evidence used to re-establish boundaries.</p> <p>B. Report on possessory interests and/or adverse possession including a description of issues and potential solutions.</p>	<ol style="list-style-type: none">1. Demonstrate an understanding of the principles of statute and case law regarding possessory interests as evidence for boundary retracement and the principles of statute and case law for adverse possession.2. Distinguish the surveyor's scope of expertise from that of lawyers with regard to adverse possession.3. Describe when a parcel of land may be subject to claims of adverse possession under the <i>Land Titles Act</i>.4. Describe the process of perfecting a claim of adverse possession under the <i>Land Titles Act</i>.

Spatial Reference

Outcome: A surveyor will be able to	Enabling competencies: A surveyor will be able to
<p>A. Demonstrate knowledge of the requirements and best practices for measuring, georeferencing, datums, and projections.</p> <p>B. Document and report on spatial reference observations.</p>	<ol style="list-style-type: none">1. Demonstrate an understanding of Geodetic Coordinate Systems and Vertical Datums used in Ontario.2. Demonstrate an understanding of the concepts of Ellipsoidal Heights, Orthometric Heights, Geoid Models, and their relationships.3. Demonstrate an understanding of the benefits and limitations of different measuring techniques/equipment used to determine three dimensional coordinates.4. Demonstrate an understanding of coordinate transformation from one Geodetic Coordinate System to another and the limitations of the transformation processes.5. Demonstrate an understanding of the integration requirements for registered and deposited plans as required by Ontario regulation.6. Demonstrate an understanding of survey observations, error propagation, analysis, adjustment, accuracy, and blunders.

Land and Resource Development

Outcome: A surveyor will be able to	Enabling competencies: A surveyor will be able to
<p>A. Demonstrate knowledge of the roles and responsibilities of the surveyor in the development of land and resources under Ontario law.</p> <p>B. Maintain up-to-date knowledge of land and resource development laws.</p> <p>C. Work on interdisciplinary project teams demonstrating an understanding of the roles of other professionals, the owner, and developer.</p>	<ol style="list-style-type: none"> 1. Demonstrate knowledge of condominiums under the <i>Condominium Act</i> including: <ol style="list-style-type: none"> a) the types of condominiums and the process of obtaining approval and registration for each type, b) the role of the surveyor in preparing plans and descriptions for a condominium, and c) the role of the surveyor in working with other professionals and the developer in the development of a condominium. 2. Demonstrate knowledge of the division of land and interests in land under the <i>Planning Act</i> including: <ol style="list-style-type: none"> a) the role of land use planning, the intent of the <i>Planning Act</i> and other policy statements, plans, and zoning by-laws, b) the surveyor's role in the application and approval of a Plan of Subdivision, c) the processes for registration of a Plan of Subdivision, d) the process of application and approval for the division of land under Consent, e) the use of a Reference plan for the description of easements and land division, and f) the use of a Strata Plan to describe three dimensional interests. 3. Demonstrate a general understanding of the <i>Mining Act</i>.

Statutes and Regulations

Outcome: A surveyor will be able to	Enabling competencies: A surveyor will be able to
<p>A. Apply all relevant statutes and regulations to the practice of land surveying.</p>	<ol style="list-style-type: none">1. Demonstrate an understanding of all provincial and federal statutes and regulations relevant to the practice of professional land surveying including statutes and regulations set out by the AOLS in five categories:<ol style="list-style-type: none">a) Primary – those that directly set surveying requirementsb) Secondary – those that impact surveying requirementsc) Tertiary – those that have peripheral impact on surveyingd) Federal – Statutes from Canadae) Repealed Statutes – statutes that no longer exist but would have impacted historical surveying decision

Glossary

Association of Ontario Land Surveyors (AOLS): A self-regulating profession under the *Surveyors Act, R.S.O., c S29*. <https://www.ontario.ca/laws/statute/90s29#BK0>

Academic and Experience Requirements Committee (AERC): A committee of the AOLS under Section 13 of R.R.O.1990 Regulation 1026, General. <https://www.ontario.ca/laws/regulation/901026#BK1>

Boundary*: means a natural or artificial line on the surface of the earth, below the surface of the earth, in airspace or in or on any structure, the purpose of which is to indicate the extent of a legal interest in land, land under water, water, airspace or natural resources, or in a structure.

Cadastral: *“practice of cadastral surveying” means advising on, reporting on, conducting or supervising the conducting of surveys to establish, locate, define or describe lines, boundaries or corners of parcels of land or land covered with water;* from Section 1, Definitions, *the Surveyors Act, R.S.O., c S29*. <https://www.ontario.ca/laws/statute/90s29#BK0>

Cadastral Surveying means*:

- the measurement of land, land under water, or airspace to determine, locate, define, describe, establish or re-establish boundaries
- the preparation of maps, plans and documents in any format with respect to determining or establishing boundaries
- referencing any monument that defines a boundary, either directly or indirectly, to a network of geodetic points of any order of precision and determining coordinate values for the monument when those values are used in the development or maintenance of an information system that will be used in whole or in part for determining or establishing boundaries
- advising on, reporting on or supervising any of the activities listed in 1 to 3.

Continuing Professional Development (CPD): a program of continuing education for maintaining a level of proficiency that will meet the needs of the public. (R.R.O.1990 Regulation 1026, General, Section 33(2)(c)) <https://www.ontario.ca/laws/regulation/901026#BK1>

Miller’s Triangle: Miller, G. E. (1990). "The assessment of clinical skills/competence/performance." *Academic Medicine* **65**(9): S63-S67.

Personal scope of professional practice: an individual’s scope of practice is made up of the activities they carry out within their professional life. An individual’s personal scope of professional practice is generally a subset of the profession’s full scope of practice.

Professional Surveying*: means determining the location of any natural or artificial feature on land or in airspace relative to a boundary for the purpose of certifying the location of the natural or artificial feature and includes establishing control points for the purpose of Cadastral Surveying.

*As approved by Council of the AOLS on 2023 Feb 28th.

**Articling Core Competencies – Cadastral
Student Learning Plan**

Appendix C

Articling Student: _____	Date: _____
Email Address: _____	Phone #: _____
Articling Surveyor/Supervisor: _____	Company: _____
Email Address: _____	Phone #: _____

The purpose of this form is to identify the student learning needs for Articling Surveyor/Supervisor and Student awareness and tracking purposes. The Student and Surveyor/Supervisor develop the Learning Plan jointly to ensure that, during the articling term, the Student learns what’s required to be considered competent in the field of Cadastral surveying.

Core Competencies - Cadastral/ Competency (What I’m going to learn)	Work Project/Assignment and Resources Required (How I’ll learn it and what I’ll need)	Estimated Timeline (When I’ll complete the work project or assignment)	Evidence (How do I know I’ve learned it)	Validation (How I’ll prove I’ve learned it)
<div style="background-color: black; color: white; padding: 2px; font-size: small;"> See the <i>Articling Candidate Assessment Form</i> to complete this column – the Outcomes identified as N/No should be transferred to this column and work projects or Core Competency assignments should be determined so that the Student learns what’s required. </div>				

Articling Surveyor/Supervisor Signature: _____

Date: _____

Articling Student Signature: _____

Date: _____



Association of Ontario Land Surveyors

Appendix D

Articling Contract

The parties to this Articling Contract are:

THE ARTICLING STUDENT

Last Name: _____ First Name(s): _____

Home Address:

Phone Number: _____

Email Address: _____

THE ARTICLING SURVEYOR

Name: _____

Address: _____

Phone Number: _____

Email Address: _____

THE SUPERVISOR (If different from Articling Surveyor)

Name: _____

Address: _____

Phone Number: _____

Email Address: _____

THE ASSOCIATION OF ONTARIO LAND SURVEYORS (AOLS)

Name _____

Title _____

Address: 1043 McNicoll Avenue, Toronto, ON, M1W 3W6

1. This Articling Contract governs the approved training to be provided to the Articling Student by the Articling Surveyor or Supervisor for the purpose of equipping the Articling Student with the technical knowledge, work experience, professional skills, and attitudes necessary for AOLS membership.
2. This Articling Contract begins on _____ and will continue until the Articling Student has completed all requirements of this Contract to the Articling Surveyor's satisfaction, and to the satisfaction of the Academic and Experience Requirements Committee (AERC). In accordance with O. Reg. 1026, Sec. 23(8), this contract will expire 4 years after the signing date unless further extended in accordance with Sec. 23 (8.1) of said Regulation 1026. If any terms of this contract are not fulfilled within 4 years, or by the end of the period as extended under subsection 8.1, this contract is null and void.
3. The Articling Surveyor/Supervisor agrees to provide the Articling Student with professional training throughout the duration of the Articling Contract, while the Articling Student is under the supervision of the Articling Surveyor or Supervisor. Furthermore, the Articling Surveyor/Supervisor agrees to:
 - (a) instruct the Articling Student in the practice of Professional Land Surveying to the best of his/her ability and to monitor the Articling Student's progress in his/her efforts to complete the requirements as set out in the Articling Individual Requirements document attached hereto as Schedule "A" and which forms a part of this contract;
 - (b) provide articling experience that conforms to the requirements of the Academic and Experience Requirements Committee (AERC) of the Association of Ontario Land Surveyors (AOLS) and of R.R.O. 1990, Regulation 1026; and,
 - (c) provide the Articling Student with a signed Certificate of Completion form attached hereto as Schedule "B" confirming that the student has fulfilled the terms of the articling contract.
4. The Articling Student agrees to:
 - (a) fulfill all lawful and reasonable instructions
 - (b) conduct him/herself honestly, diligently and in accordance with the Code of Ethics and Standards of Practice prescribed by R.R.O. 1990, Regulation 1026; and,
 - (c) successfully complete the Statutes examination
 - (d) demonstrate competency in all Core Competencies to the satisfaction of the Articling Surveyor/Supervisor, either through recognition of prior learning, training and experience through the Articling Surveyor/Supervisor, or through assignments provided by the AERC, as directed by the Articling Surveyor/Supervisor

- (e) successfully complete the Oral, Written, and Plan Check Professional examinations
 - (f) fulfill all experience requirements at the party chief level, non-party chief level, and managerial level, as prescribed by AERC
 - (g) indemnify the Articling Surveyor/Supervisor and reimburse her/him for any damages that the Articling Surveyor/Supervisor may suffer through wilful or negligent breach of this agreement by the Articling Student.
5. For the avoidance of doubt, this Articling Contract is not a Contract of Employment between the Articling Student and the Articling Surveyor/Supervisor.

Study and assessment performance

6. The AOLS will inform the Articling Surveyor and the Articling Student of upcoming exam timetables for the Oral, Written, and Plan Check Professional Exams. The Articling Student may attempt the Statutes exam at any time, beginning no sooner than one month following the signing of this articling contract.
7. The Articling Student will be allowed 3 attempts at the Statutes Examination. (O. Reg. 1026, s. 23(11))
8. The Articling Student will be allowed 3 attempts at the Professional Examinations (Plan Check, Written, and Oral). (O. Reg. 1026, s. 23(11))
9. Should the Articling Student be unsuccessful in his or her third attempt at any of the above examinations he or she shall be required to wait one year from the date of said third attempt before being eligible to re-apply for articles. (O. Reg. 1026, s. 23(8.2))

Registering for Examinations

10. The Articling Student is responsible for registering for all examinations before the closing dates given by the AOLS.
11. Should failure to submit the exam registration before the closing date result in the payment of additional fees, the Articling Student will be liable for these fees.

Termination

12. This Articling Contract may be terminated:
- (a) by mutual agreement between all parties; or
 - (b) during the first 4 weeks of this Contract, by any of the parties, for any reason, by giving not less than 7 days notice in writing to the other parties; or
 - (c) by the Articling Surveyor/Supervisor giving 4 weeks' notice to the Articling Student in writing, if it believes the Articling Student lacks the capability to progress to AOLS membership
 - (d) by either party giving the other a period of notice equal to the period of notice required by the Articling Surveyor/Supervisor to terminate any Contract of Employment between the Articling Student and the Surveyor/Supervisor.

13. This Articling Contract shall automatically terminate:

- (a) upon termination of an Articling Student's employment with the Articling Surveyor/Supervisor; or
- (b) when the Articling Surveyor ceases to be a member of the AOLS
- (c) When the Articling Student has fulfilled all obligations of this Articling Contract

14. This Articling Contract may not be altered or amended except with the approval of the AOLS

Conflict Resolution

15. In the event of a conflict between the Articling Surveyor/Supervisor and the Articling Student concerning this Articling Contract, the conflict should be resolved according to the Articling Surveyor's/Supervisor's internal procedures. If the conflict cannot be resolved the matter can be referred by either party to the AERC.

16. If there is any conflict between the terms of this Articling Contract and the terms of any Contract of Employment between the Articling Student and the Articling Surveyor, the terms of the Contract of Employment shall prevail.

This contract has been executed on

Date: _____

Signed: *Articling Student*

Articling Student's name: (IN CAPITALS)

Signed: *Articling Surveyor*

Name of Articling Surveyor

Signed: *Articling Supervisor*

Name of Articling Supervisor:

Signed: (On behalf of AOLS)

Name: _____

Title: _____ **Date:** _____

Appendix E

Name: _____ Date of Application: _____

Firm: _____ Articling Surveyor: _____

Commencement Date of Articles: _____ Monitor: _____

YOUR EXPERIENCE

Please complete the following summary table, listing your experience gained prior to your proposed articles:

Type of Professional Surveying Experience	Days of Experience				Details Place(s) of Employment, Level of Responsibility, Supervisor, Date(s) (Include Resume, Job Descriptions)
	Management & Admin	Party Chief	Non-Party Chief	Total	
Cadastral					
Engineering		N/A	N/A		
Construction		N/A	N/A		
Geodetic		N/A	N/A		
GIS		N/A	N/A		
Post Graduate Studies					
Other (specify)					
1.					
2.					
Totals					

continued on Page 2

APPLICATION FOR REDUCTION IN TERM OF ARTICLES

REDUCTION REQUESTED (Student to complete COLUMN 2 ONLY)

	(1) Required (Days)	(2) Requested Reduction (Days)	(3) AERC Reviewer's Proposed Reduction	(4) AERC's Approved Reduction
1. Practical Cadastral Experience				
a) Party Chief	≥150			
b) Non-Party Chief	75			
TOTAL OF 1a) and b)	>225			
2. Management and Administration of Professional Surveying	≥113			

Applications will not be considered if the requested days are more than 113 days.

Application Prepared By:

Reduction application reviewed by:

Student

AERC Member

Signature

Signature

Confirmed by:

Acknowledged by:

*Supervising Professional for Experience

Articling Surveyor

Signature

Signature

* This confirmation is required from the Professional who supervised the experience set out in this application, if different from the Articling Surveyor.

ASSIGNMENT OF ARTICLES

THIS ASSIGNMENT made this _____ day of _____ 20__

BETWEEN: _____, Ontario Land Surveyor
(Name of Current Articling Surveyor)

of the _____ in the _____
(Municipality) (County/District/Regional Municipality)

called the "Party of the First Part",

AND _____
(Name of Articling Student)

of the _____ in the _____
(Municipality) (County/District/Regional Municipality)

called the "Party of the Second Part",

AND _____, Ontario Land Surveyor
(Name of New Articling Surveyor)

of the _____ in the _____
(Municipality) (County/District/Regional Municipality)

called the "Party of the Third Part",

WHEREAS by Articles dated the _____ day of _____ 20__ and registered with the Registrar of the Association of Ontario Land Surveyors, the Party of the Second Part is currently articled as a Student to the Party of the First Part; and,

WHEREAS the Party of the Second Part has served _____ years _____ months and _____ days of the term of articles, and is now desirous of serving the remainder of the term with the Party of the Third Part as a Student, and the Party of the Third Part is ready and willing to accept the Student.

NOW THIS AGREEMENT WITNESSES that the party of the First Part, in consideration of the above, hereby transfers, assigns and sets over to the Party of the Third Part the Articles between the Party of the Second Part as and from the date

hereof, and also hereby gives consent to the Party of the Second Part becoming a Student of the Party of the Third Part for the remainder of the term mentioned in the Articles; and,.

The Party of the Third Part hereby accepts such assignment and transfer, and from this date accepts the Party of the Second Part as a Student in the practice or profession of Ontario Land Surveyor, and agrees with the Party of the Second Part to perform the covenants and stipulations contained in the Articles which are binding on the Party of the First Part according to the true intent and meaning thereof; and,.

The Party of the Second Part hereby covenants and agrees with the Party of the Third Part to abide by and perform all the covenants and stipulations mentioned in the Articles to be observed or performed by the Student, the Party of the Second Part, during the remainder of the term of the said Articles and the Party of the Second Part consents to such assignment and transfer to the said Articles to the Party of the Third Part from the date hereof.

IN WITNESS WHEREOF the parties aforesaid have hereunto set their hands the day and year first above written.

SIGNED AND DELIVERED IN THE PRESENCE OF:

(Current Articling Surveyor)

(Articling Student)

(New Articling Surveyor)

Approved by Academic & Experience Requirements Committee

on the _____ day of _____ 20____

Registrar

CANCELLATION OF ARTICLES

BETWEEN: _____ of the _____
(Name) (Municipality)

in the _____ hereinafter called the Student,
(County, District, Regional Municipality)

AND _____ of the _____
(Name) (Municipality)

in the _____ hereinafter called the Articling Surveyor,
(County, District, Regional Municipality)

WHEREAS by Articles dated the ____ day of _____, _____ and registered with the Registrar, the Student was bound unto the Articling Surveyor to receive instruction in the practice or profession of an Ontario Land Surveyor for the term of the said Articles; and;

WHEREAS the Student and the Articling Surveyor have agreed to the cancellation of the aforesaid Articles;

THIS AGREEMENT WITNESSES that in consideration of the premises, covenants and agreements herein contained, the Articling Surveyor and the Student hereto covenant and agree as follows:

- 1. THAT the Articling Surveyor hereby releases the Student from the obligations contained in the said Articles.
2. THAT the Student hereby releases the Articling Surveyor from the obligations contained in the said Articles.
3. THAT the Student declares that there are no monies due or owing to him by the Articling Surveyor in connection with the said Articles.
4. THAT the said Articles shall be cancelled and terminated on the ____ day of _____ 20 ____

Articling Surveyor

Student

Approved by Academic & Experience Requirements Committee on the ____ day of _____ 20__

Registrar

**ACADEMIC AND EXPERIENCE REQUIREMENTS COMMITTEE
OF THE
ASSOCIATION OF ONTARIO LAND SURVEYORS**

**ARTICLING SURVEYOR'S
CERTIFICATE OF COMPLETION OF ARTICLES**

I, _____ an Ontario Land Surveyor, certify that
_____ has served regularly and faithfully with me for _____ years and
_____ months, being from the _____ day of _____ 20____ to the _____ day of _____
20____, during which time the required learning in the Core Competencies and the required term of articling experience
both as set out in the Articling Contract and Schedule A was received.

I further certify to the Academic and Experience Requirements Committee that, in my opinion, (with input by the
Supervising Professional _____ if applicable)
_____ has reached a level of competence in professional land surveying
sufficient for membership in the Association of Ontario Land Surveyors.

DATED at _____, this _____ day of _____, 20_____.

Signature and Seal of
Ontario Land Surveyor

INSTRUCTIONS REGARDING THE WRITING of THE AOLS EXAMINATIONS

1. No candidate is to be allowed inside the examination room prior to ten minutes before the examination is to begin.
2. No other person, except the candidates and presiding officer is allowed in the examination room.
3. No candidate will be allowed to enter the examination room and commence writing any examination after the commencement of the examination without the consent of the presiding officer.
4. The presiding officer shall have the authority to assign seats.
5. These are closed book examinations. All books and bags shall be left away from the desks and tables and shall be placed near the entrance to the room.
6. Candidates shall not communicate with each other during the writing of any examination. Candidates who have unauthorized materials, or who assist or obtain assistance from other candidates may not be permitted to write the remaining part of the examination or any subsequent examination.
7. Examination books: **Write your number (not your name) on each book.** Write the name of the examination and number your books. Place the books inside each other, when handing them back in. Answer only on the ruled sides of the pages. Questions may be answered in any order, but should be clearly marked. **(Place your number in the upper right hand corner of each page.)**
8. Candidates may leave once they have completed their examination, however, no one may leave during the last ten minutes prior to the termination of the examination time.
9. No examination books may be taken from the room.
10. Candidates may leave the room (washroom privileges), however, only one candidate will be allowed to leave at a time. This privilege shall not be misused.

Mutual Recognition Agreement

Agreement on Labour Mobility for Land Surveyors in Canada

Between

**The Association of Newfoundland Land Surveyors,
The Association of Nova Scotia Land Surveyors,
The Association of Prince Edward Island Land Surveyors,
The Association of New Brunswick Land Surveyors,
L'Ordre des arpenteurs-géomètres du Québec,
The Association of Ontario Land Surveyors,
The Association of Manitoba Land Surveyors,
The Saskatchewan Land Surveyors Association,
The Alberta Land Surveyors' Association,
The Association of British Columbia Land Surveyors, and
The Association of Canada Lands Surveyors.**

1.0 Purpose

We, the undersigned, enter into this Mutual Recognition Agreement (MRA) in order to comply with our obligations under the Agreement on Internal Trade (AIT), Chapter 7 (Labour Mobility). The purpose of this MRA is to establish the conditions under which a Land Surveyor who is licensed in one Canadian jurisdiction will have his/her qualifications recognized in all other Canadian jurisdictions that are signatory to this Agreement.

2.0 Definitions

Terms which are defined in this section are in **bold italics** where they appear in the text of the document, its schedules, or within other definitions.

Academic Qualifications - The academic requirements or recognized equivalents required by the **home association** prior to sitting a jurisdictional examination. Academic qualifications can be documented.

Applicant – A **land surveyor** currently **licensed** in one or more **associations** applying for a **license** in a **host association**.

Articles – A period of practical, supervised, on-the-job training required for initial **licensing** in an **association**.

Association – includes those regulatory bodies that are signatories to this mutual recognition agreement;

Certificate of Conduct – A certificate provided by a **home association** to a **host association** certifying that the **applicant** is a member **in good standing** of the **home association**. (See Schedule C)

Home Association – The **association** or **associations** in which the **applicant** is currently **licensed**.

Host Association – The **association** to which the **applicant** is applying for a **licence**.

In good standing – The status of a **land surveyor** whose **licence** is not encumbered or restricted in any way within a **home association**.

Jurisdictional Examination – An examination designed to test the level of **jurisdictional knowledge**. (See Schedule B)

Jurisdictional Knowledge – Specific topics of survey knowledge that are jurisdictionally unique. (See Schedule A)

Land Surveyor – Any person **licensed** by an **association** or, in the case of the Association of Canada Lands Surveyors, **licensed** to practice land surveying.

Licence/License/Licensed/Licensing – Having the exclusive right to practice cadastral land surveying in a Canadian jurisdiction.

3.0 Terms and Conditions

3.1 **WHEREAS** the **associations** support the objectives of the Labour Mobility Chapter of the Agreement on Internal Trade, and agree that it is in the interest of their members and of the general public that **land surveyors** have access to employment opportunities in their profession throughout Canada;

- 3.2 **WHEREAS** it is further agreed and understood that threshold levels of competence in the practice of land surveying are established, maintained and upheld by the *associations* to protect the public, and that there are different paths for *land surveyors* to achieve those levels;
- 3.3 **WHEREAS** this mutual recognition agreement does not modify the authority of each *association* to set standards and requirements;
- 3.4 **WHEREAS** there is a recognition of the basic premise of mutual trust among *associations* with respect to their *licensing* decisions;
- 3.5 **WHEREAS** the *associations* have determined that there is a high level of commonality with respect to,
- the threshold levels of competence for the practice of land surveying;
 - professional standards and ethics;
 - scope of practice among *land surveyors*;
 - having complaints and disciplinary procedures in place;
 - requirements for initial *licensing*, given that all *associations* currently require,
 - equivalent levels of *academic qualification*;
 - successful completion of professional examinations;
 - successful completion of an *articling* process, except for the Association of Canada Lands Surveyors which requires an *Affidavit of Experience and Practical Training*;
- 3.6 **WHEREAS** it is recognized that *jurisdictional knowledge* is specific to each *association's* jurisdiction;
- 3.7 **WHEREAS** no *association* will maintain or adopt any requirement for residency in its jurisdiction as part of its requirements for a *licence*;
- 3.8 **WHEREAS** each *association* shall ensure that any measure it adopts or maintains, relating to *licensing* of an *applicant* from any other *association*, is competency-based and readily accessible or published and does not result in unnecessary delay nor impose inequitable, burdensome fees. This does not prevent *associations* from passing on additional costs to the *applicant*;
- 3.9 **WHEREAS** it is recognized that *land surveyors* who became *licensed* under a previous regulatory process may not meet the current requirements for initial *licensing* in their *home association*, it is acknowledged that these individuals are qualified and are eligible to be *applicants*;

3.10 **WHEREAS** *associations* may maintain differing continuing education requirements of *land surveyors* in their jurisdictions, *applicants* for *licensing* will not be required to demonstrate compliance with the *host association's* continuing education requirements until *licensed* by it.

4.0 Terms of Recognition for Licensing

4.1 **THEREFORE**, based on the principles above, we the *associations* agree that an *applicant* from any *association* shall be deemed to have met the *academic qualifications* of any other *association*;

4.2 **FURTHER**, we agree that in the case of the *home association* being the Association of Canada Lands Surveyors, the *applicant's Affidavit of Experience and Practical Training* shall be deemed to be equivalent to the other *associations' articles* for the purposes of this agreement;

4.3 **FURTHER**, we agree to *license* an *applicant* provided that the *applicant*,

- pays applicable fees;
- proves membership *in good standing* in the *home association*;
- is not the subject of any pending, ongoing, or outstanding complaints or discipline proceedings, that relate to the competence or conduct of the applicant, in any *home association*, as per Agreement on Internal Trade, Chapter 7 (Labour Mobility), Ninth Protocol of Amendment, Article 706, 4, (a);
- demonstrates they meet any language requirement in place in a jurisdiction in which they are applying;
- demonstrates competence in *jurisdictional knowledge* by successfully completing a *jurisdictional examination*;
- complies with any other administrative requirements normally associated with the granting of a *licence* within the *host association* and not related to academic or experience requirements;

A *host association* may exempt an *applicant* from any of the above requirements.

4.4 **FURTHER**, we agree that all *associations* will continue to work towards the harmonization of *academic qualifications*.

4.5 **FURTHER**, we agree that all *associations* will work towards cooperatively developing and participating in a dispute resolution process to deal with matters under this mutual recognition agreement.

5.0 Administration of the Agreement

- 5.1 Each *association* agrees to identify a contact person(s) for each *association* to monitor and assess the implementation and application of the agreement within their *association* and to participate in a group made up of all *association* contact persons to address inquiries, disputes, or questions arising from the implementation or application of the agreement.
- 5.2 Each *association* agrees to give advance notice to all other *associations* when proposing modification of occupational qualifications, requirements or standards or *licensing* requirements that might affect the inter-provincial/territorial mobility of *land surveyors*. This shall be done in the manner specified in Annex 708, Part II of the Agreement on Internal Trade.
- 5.3 Each *association* agrees to give advance notice to all other *associations* when proposing to register an additional requirement for any *applicant* from any other *association* under Article 709: Legitimate Objectives of the Agreement on Internal Trade.
- 5.4 Each *association* agrees that this agreement is a dynamic and evolving instrument that may be amended with the consent of all *associations*. The *associations* agree to initiate periodic reviews of this agreement annually on or about the anniversary date following endorsement of the agreement and to review the operation of the agreement when such a request is made by one of the *associations*.
- 5.5 Each *association* agrees to give written notice to its government and to other *associations* of its intent to withdraw from this agreement at least 12 months before the *association* withdraws or at the earliest possible opportunity. The withdrawal will take effect 12 months after the notification. The notice period is waived where the withdrawal is not within the *association's* control. Some governments may require prior consultation or prior approval.
- 5.6 Any entity that has been delegated authority to regulate land surveying by their government may accede to this agreement on such terms as are agreed to by all *associations*.
- 5.7 Each *association* agrees to seek the necessary legislative changes from their respective government if, in order to implement this agreement, there is a need for such changes. Each *association* also agrees to seek the necessary changes to their by-laws, and make the necessary changes to their policies or procedures in order to implement this agreement.
- 5.8 This agreement shall come into force on endorsement of the regulatory bodies.