

## Fair Registration Practices Report 2021

The Fair Registration Practices Report was created as required in the:

- Fair Access to Regulated Professions and Compulsory Trades Act, 2006 (FARPACTA) s.20 and 23(1), for the regulated professions named in Schedule 1 of FARPACTA
  - Health Professions Procedural Code set out in Schedule 2 of the Health Professions Act, 1991 (RHPA) s. 22.7(1) and 22.9(1), for health colleges
- 

The aim of the FRP:

- To collect data and information individual regulators
  - To understand how a regulator has implemented fair registration practices during the reporting period
  - And to help oversee compliance
    - Overseeing compliance requires, among other things, the following series of functions and activities:
      - Monitoring
      - Assessing
      - Mitigating and/or enforcing
      - Educating and promoting
      - Reporting on progress
- 

Please note the following to the 2021 FRP report:

- It is our intention that the 2021 FRP will be submitted through Survey Monkey;
- The 2021 FRP will likely change, in format and content, as we migrate to a more permanent portal and database solution, and as the FARPACTA changes re: registration timelines are finalized; and,

Organization: Association of Ontario Land Surveyors (AOLS)

Name of the regulated profession: Land Surveyors

Contact Name: Penny Connors

Contact Email: [pconnors@aols.org](mailto:pconnors@aols.org)

Contact Phone Number: 416-491-9020 x 320

## Qualitative Information

The following qualitative information is collected for the purposes of highlighting a regulator’s enhancements to improve fair registration practices year over year.

**Section 1** - During the reporting period (January 1<sup>st</sup> – December 31<sup>st</sup>), please indicate if your organization has introduced any changes in the following areas impacting your registration processes by clicking on each of the appropriate boxes below.

Area	Yes	No	Description of Change/Improvement that would impact Fair Registration Outcomes
a. Registration requirements either through regulation, by-law or policy.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
b. New or consolidated class of certificates or licenses	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Assessment of qualifications	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
d. Timelines for registration, decisions and/ or responses	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
e. Registration and assessment fees	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Fees were marginally increased
f. Resources for applicants	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
g. Changes to internal review or appeal process	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Appeal process established for plan check examination Appeal process established for Oral examination

h. Access by applicants to their records	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
i. Mutual recognition agreements	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
j. Training and resources for staff regarding registration	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Unconscious bias training provided to AERC members
k. Relationship with third party service provider(s)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Have been working with land surveying regulators across Canada towards a potential national academic evaluation mechanism but this is not expected until 2023 if it occurs.
l. Accreditation of educational programs	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Participated in a national initiative to review academic requirements and accreditation programs (this was still a work in progress in 2021)
m. Technological or digital improvements	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Started a project to implement a new database that will track candidates from application to retirement and includes several date fields that will allow us to properly understand and report our performance.
n. Anti-racism and inclusion-based policies and practices	<input checked="" type="checkbox"/>	<input type="checkbox"/>	An Inclusivity and Diversity Committee was created with a view to improving policies, providing training, etc.
o. Organizational structure	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
p. Contingency or continuity of operations plans	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
q. Documentation requirements for registration	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
r. English / French language proficiency testing	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

**Section 2** – If applicable, please list your organization’s top three accomplishments during the reporting period that relate to fair registration practices.

1	Completed an independent review of Fair Registration Practices
2	Appeal process developed for Oral Examinations
3	Appeal process developed for Plan Checking examinations

**Section 3** – If applicable, please list the top three risks that impacted your organization’s ability to achieve better registration outcomes for applicants during the reporting period. Please also indicate the measures you have taken to mitigate the impacts of these risks.

	Risk	Mitigation Measure
1	Lack of complete understanding of fairness practices required for registration	Completion of external review; we started implementing changes in 2021 and continue to work on improvements.
2		
3		

**Section 4** – Do you believe that you have a Canadian Experience Requirement (CER)?

- Yes
- No

If so, please describe the applicant competencies that you seek to develop through this requirement?

Please see the 4<sup>th</sup> paragraph in this link: <https://www.aols.org/membership/become-an-ols/articling--step-2->, and click on the link to the EAKS, which describes the outcomes expected.

CER: work experience or experiential training obtained in Canada. (can be a text box that we can provide)

## QUANTITATIVE SECTION

The following quantitative information is collected for the purpose of discerning statistical changes and trends related to a regulator's membership, application volumes, licensure/certification results, and appeals year over year.

### Languages

Indicate the languages in which you make available application materials and information about the application process.

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

### 1. Membership Data

#### Demographics Data

As of December 31, of the reporting year, please indicate the number of members in each gender category identified below:

Gender	Number of members
Total Male	459
Total Female	37
Total Non-binary	Not collected

Gender not provided	Not collected
OVERALL TOTAL	496

In relation to your members:

Do you collect race-based data? (YES/NO) **No**

Do you collect other identity-based or demographics data? (YES/NO) **No**

Do you plan to collect race-based data in the future? (YES/NO) **Yes**

If yes, please indicate the type:

Racial group identification (optional declaration)

---

a. Class of License/Certificate Data

As of December 31, of the reporting year, please indicate the number of members under each class or license category as applicable.

Class of License/Certificate	Number of members
Full/Independent Practice	468 Ontario Land Surveyors (OLS) of which, 163 hold a Certificate of Authorization (C of A)
Provisional/Limited License/Certificate	28 Certificate of Registration
Emergency License/Certificate	0
***to be filled in as required by the regulator	
***to be filled in as required by the regulator	

***to be filled in as required by the regulator	
OVERALL TOTAL	496

b. Jurisdiction where members were initially trained

As of December 31, of the reporting year, please indicate the total number of registered members for each category below.

Type	Description (Drop Down)	Count
Membership	Ontario	52%
Membership	Other Canadian Provinces and Territories	20%
Membership	USA	
Membership	Other Countries	28%
Membership	Multiple and/or Unspecified Jurisdiction	
TOTAL		496

c. Please indicate the total number of registered members for the top 12 international countries or jurisdictions where these individuals obtained their initial education in the profession or trade.

Name of Country	Count
Iran	11
Bulgaria	4

China	4
Poland	4
Sri Lanka	4
Philippines	3
Romania	3
Australia	2
Egypt	2
Colombia Israel Latvia Netherlands Serbia Syria Trinidad Turkey Ukraine United Kingdom United States of America Uzbekistan Yugoslavia Zimbabwe	1

## 2. Applications Data

### Demographics Data

Indicate the number of applicants who filed an application between January 1 and December 31 of the reporting year, in each applicable category.

Gender	Number of applicants
Total Male	56
Total Female	8

Total Non-binary	Not collected
Gender not Provided	Not collected
OVERALL TOTAL	64

In relation to the applications, you received:

Do you collect race-based data? (YES/NO) No

Do you collect other identity-based or demographics data? (YES/NO) No

If yes, please indicate the type:

---

a. Category of Applicants

Number of applicants who voluntarily or involuntarily (through inactive and lapsed applications) withdrew from the application process between January 1 and December 31 of the reporting year:

Evaluated students – 0\*

(Comments: Academic Evaluations are valid for 3 years. Candidates may be dormant over a 3 year period and contact AOLS and submit documentation of completed the academic requirements.)

Articling student – 1, left employer

Please indicate the total number of applicants who filed an application between January 1 and December 31 of the reporting year for each of the category as applicable.

Category	Number of applicants	Number of applicants fully licensed/certified	Average Time to Process Application in Weeks from First Point of Applicant Contact	Average Time to Process Application in Weeks from Receipt of all Required Documents
Applicants from Ontario	31	0	1 week	1 week
Applicants from other Canadian provinces and territories	9	0	1 week	1 to 3 weeks
Certificate-to-certificate (labour mobility) applicants	5	5	8 to 10 weeks (includes winter holidays)	1 week
Applicants from international jurisdictions (not including USA)	24	0	1 week	1 to 3 weeks
Applicants from multiple and/or jurisdictions not specified	N/A	N/A	N/A	N/A
Applicants from accredited Canadian post-secondary institutions	50	0	1 week	1 to 2 weeks

Applicants from unaccredited Canadian post-secondary institutions	N/A	N/A	N/A	N/A
Number of applicants who re- registered after withdrawing from the application process	0	0	N/A	N/A

Additional comments:

b. Jurisdiction where applicants obtained their initial education

Please indicate the total number of applicants for the top 12 international countries or jurisdiction where applicants obtained their initial education in the profession or trade.

Name of Jurisdiction	Count
Iran	11
Bulgaria	4
China	4
Poland	4
Sri Lanka	4
Philippines	3
Romania	3

Australia	2
Egypt	2
Colombia Israel Latvia Netherlands Serbia Syria Trinidad Turkey Ukraine United Kingdom United States of America Uzbekistan Yugoslavia Zimbabwe	1

c. Processing Time

As of December 31, of the reporting year, how many full licenses/certificates did your organization issue: **6 Female, 45 Male commissioned as an OLS in 2021.**

Please indicate the total number of applicants who received full licensure/certification between January 1 and December 31 of the reporting year, according to the timelines noted in the table below.

Timeline	Total Applications Processed	Percentage (system can calculate by dividing column 2 by total license issued)
0 – less than 3 months	51	100%
3 months – less than 6 months		
6 months – less than 12 months		
12 months – less than 18 months		
18 months – less than 24 months		
24 months and greater		

d. Age of Active Applications

As of December 31, what were the total number of active applications in your case inventory?

471 “Active Files” – Some files are dormant. We have not heard from the academic evaluation applicant since the submission of the application. However, the file remains open and is considered active.

Please provide a breakdown of these active applications according to the length of time that they have been open.

<b>Age</b>	<b>Total</b>
0 - less than 3 months	5
3 months - less than 6 months	19
6 months - less than 12 months	25
12 months - less than 18 months	28
18 months - less than 24 months	45
24 months and greater	319

e. Other Licenses/Certificates of Registration Processed

Please indicate the number of applications that your organization processed in the reporting year that relate to other classes or types of license/certificates. Enter the data by the jurisdiction where applicants were initially trained in the profession, i.e. before they were granted use of the protected title or professional designation in Ontario.

January 1 to December 31	Ontario	Other Canadian Provinces and Territories	Certificate to Certificate (Labour Mobility)	USA	Other International	Multiple and/or Unspecified Jurisdictions	Total
Applicants who were issued an alternative class of license*	0	0	0	0	0	0	0
If applicable, applicants who were issued an emergency license/certificate	0	0	0	0	0	0	0
Provisional license/certificate or alternative class of license/certificate holders who were fully licensed/certified	0	0	0	0	0	0	0

\* An alternative class of license/certificate enables the holder to practice with limitations, but additional requirements must be met for the member to be fully licensed/certified.

Additional comments:

f. Number of Reviews and Appeals Processed

State the number of reviews and appeals that your organization processed in the reporting year. Enter the data by the jurisdiction where applicants were initially trained in the profession, i.e. before they were granted use of the protected title or professional designation in Ontario.

January 1 to December 31	Ontario	Other Canadian Provinces	USA	Other Countries	Multiple and/or Unspecified Countries	Total
Applicants who were subject to an internal review or who were referred to a statutory committee of your governing council, such as a Registration Committee						0

Applicants who initiated an appeal of a registration decision						0
Number of appeals heard						0
Registration decisions changed following an appeal						0

Additional comments:

g. Top Three Reasons for these Appeals

Reason

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Percentage

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

h. Top Five Reasons for not Issuing a License/Certification to Internationally Trained Individuals

Reason

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Percentage

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Additional comments:

i. Top Five Reasons for not Issuing a License/Certification to Canadian Graduates

Reason	Percentage
_____	_____
_____	_____
_____	_____

Additional comments: