

Association of Ontario LAND SURVEYORS

2023 Fair Registration Practices Report

Prepared for the Office of the Fairness Commissioner (OFC)



FAIRNESS COMMISSIONER
COMMISSAIRE À L'ÉQUITÉ

Content

1. Background
 2. Organization information
 3. Registration requirements
 4. Third party assessments
 5. Accomplishments, risks and mitigations
 6. Changes to registration practices
 7. Membership and application data
 8. Changes Related to New Legislative and Regulatory Requirements
- Glossary of terms

1. Background

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

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

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

It is pursuant to these authorities that the Office of the Fairness Commissioner (OFC) has required that each regulator complete its 2023 Fair Registration Practices Report (FRP).

Please note that this report covers the time-period from January 1 to December 31, 2023.

The FRP:

- Collects information about the organization, applicants to the profession and current membership.
- Provides information to the public about how the organization has implemented fair registration practices during the reporting period.
- Helps the OFC to successfully undertake the education and compliance activities which include monitoring, applying a risk-informed compliance framework, assessing performance, and sharing best practices.
- Determines whether the regulator is complying with recently enacted legislative and regulatory provisions designed to reduce barriers for domestic labour mobility and internationally trained applicants.
- Identifies trends across regulated professions and regulated health colleges.

Please note that the 2023 version of the FRP has changed from the previous version in terms of both form and content as the OFC's enabling statutes have evolved and as the office migrates to a more permanent portal-enabled database solution.

2. Organization information

Organization name	Association of Ontario LAND SURVEYORS
--------------------------	---------------------------------------

For questions about this report, please contact:

Name	Al Jeraj
Job Title	Executive Director
E-mail	ajeraj@aols.org
Name	Bill Buck
Job Title	Registrar
E-mail	bbuck@aols.org
Name	Linda Latham
Job Title	Deputy Registrar
E-mail	llatham@aols.org

3. Registration requirements

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

Licensing requirements (brief description for each requirement listed):

Profession/ Trade Name	Land Surveyor
Academic requirement	Completion of a baccalaureate level program in professional surveying (often referred to as Geomatics),

	<p>approved by the Association's Academic and Experience Requirements Committee (AERC), or a course that is in the opinion of the AERC equal in content and level of difficulty.</p>
<p>Experience requirement</p>	<p>Option 1: CBA The applicant must demonstrate through a Competency Based Assessment form that they meet our Core Competency Requirements, through work experience. They must also demonstrate that they have a minimum of: (a) at least 225 working days of practical experience in the student's chosen branch of professional surveying of which period at least 150 working days is field experience at the Party Chief level or higher in cadastral surveying, or its equivalent in another branch; and (b) at least 113 working days experience in the management and administration of professional surveying, completed to the satisfaction of the Academic and Experience Requirements Committee Each application must be signed by a validator who is of an equivalent professional designation as on Ontario Land Surveyor. Option 2: Articling in Ontario The Surveyors Act requires that all candidates for membership must have obtained a minimum of 1-1/2 years of training and experience in professional land surveying to the satisfaction of the Academic and Experience Requirements Committee.</p>

Language requirement	We strongly recommend that you have a minimum English Language proficiency equivalent to Canadian Language Benchmark (CLB) level 8
Additional information on licensing requirements (may include links to appropriate page on regulator website):	Under Option 1, if an applicant does not meet all of our core competencies, AOLS assessors will determine if the applicant can fill the gaps by completing assignments in the missing Core Competencies or if additional work experience is required.

4. Third party assessments

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

Organization name	Function
--------------------------	-----------------

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

Association of Ontario LAND SURVEYORS takes the following measure(s) to ensure fair and timely assessments:

AOLS relies on a member who is a University Professor (Dr. Michael Chapman) to assess all of our academic evaluations. The assessments are completed within a few weeks of being received and are approved at the next available Academic, Experience and Review Committee (AERC) meeting. AERC meetings are held quarterly in January, April, July and October. Should the academic reviewer, not be available to review academic evaluations, AOLS would rely on the Canadian Board of Examiners of Professional Surveyors (CBEPS) to complete an academic evaluation. Evaluations of experience for a candidate are submitted directly to AERC for review and decisions are made by the next AERC meeting.

5. Accomplishments, risks and mitigations

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

A. Accomplishments

1	<p>1. AOLS launched the CBA process in December, 2023 to provide an alternative to the Canadian Experience Requirement (CER). 2. AOLS has transformed the Statutes exam from a short answer exam type to a multiple choice exam type. This will allow candidates to receive their marks more quickly once AOLS moves to an online exam system (CAPTUS). 3. AOLS has identified the need to rewrite the questions for the Professional Written and Oral exams to allow for greater clarity for the candidate and the marker. 4. AOLS completed a blue printing exercise to map our Core Competencies to each exam type. 5. AOLS has identified a new member database provider to streamline existing processes to improve the way a candidate is managed by the system. 6. AOLS had identified a new class of licence (Limited Licence) to be able to provide professional services to the public to support the Housing initiative. This class of licence is intended to have lower educational requirements and will shorten the licencing timelines. We are currently working with government to change existing legislation to implement the new licence type.</p>
---	---

B. Risks and Mitigations

Risk	Mitigation Measure
1. Over-reliance on Canadian Experience	Implementation of CBA Application
Overall Control of Registration Process	Transitioning from a paper-based application process to a digital (cloud-based) system (Thentia). We are also updating our exam content to ensure questions are clear and answer keys are appropriate. Part of our process

	will include training for exam markers to improve consistency in marking.
Labour Market Considerations	Implementing Limited Licence category to broaden application pool. Launching a recruitment based microsite in Q3, 2024.
Response to Emergency Situation	Developed and submitted an Emergency Response Plan.
Equity and Anti-racism considerations	AOLS has an active Inclusivity and Diversity Committee to review all practices within the organization.
Organizational Capacity	Implementing digital solutions (Thentia and Captus) and restructured organization to bring greater support to the Office of the Registrar who oversees the registration process.

6. Changes to registration practices

During the January 1 to December 31, 2023 reporting period, Association of Ontario LAND SURVEYORS has introduced the following changes impacting its registration processes. Changes, anticipated impacts, and risk mitigation are summarized below.

A. Registration requirements and practices

Registration process	Changes Made (Yes / No)	Description
Registration requirements either through regulation, by-law or policy	Yes	Implemented CBA process to provide an alternative to the CER.

New or consolidated class of certificates or licenses	Yes	Proposed new class of Limited Licence. Requires changes to the Surveyors Act which are currently underway.
Assessment of qualifications, including competency-based assessments and examinations	Yes	Developed Core Competency document to assess candidates against. Updating exam content for all exam types.
Documentation requirements for registration	Yes	Academic Requirements - no changes. Experience Requirements - new CBA application. All documents are being transitioned from paper based to online format for easier submission by candidate.
Timelines for registration, decisions and/or responses	No	
Registration and/or assessment fees	Yes	Fees were increased in line with CPI.
Changes to internal review or appeal process	Yes	CBA review process was developed.
Access by applicants to their records	No	

B. Training, policy and applicant supports

Registration process	Changes Made (Yes / No)	Description
Training and resources for staff who deal with registration issues	Yes	Staff were trained to assess completeness of CBA applications.

Resources or training to support applicants to move through the licensing process	Yes	Website was updated to include CBA guide to assist candidates in providing the required documents.
Anti-racism and inclusion-based policies and practices	No	

C. System partners

Registration process	Changes Made (Yes / No)	Description
Steps to increase accountability of third-party service provider(s)	No	
Accreditation of educational programs	Yes	An assessment was completed on all Ontario universities that have a Geomatics programs to determine which of those fully meet our academic requirements and which do not. For those that don't meet our requirements, missing courses were highlighted. The initial assessment is being reviewed by an independent party.
Mutual recognition agreements	Yes	The AOLS is a signatory to a Mutual Recognition Agreement that was signed by all Canadian provincial land surveyors' associations as well as the Association of Canada Lands Surveyors under the Canadian Agreement on Internal Trade (AIT). This agreement allows a licensed surveyor from any Canadian provincial jurisdiction or a licensed Canada Lands Surveyor to achieve

		membership in another jurisdiction by demonstrating, through an examination and/or completion of an assignment, knowledge of local jurisprudence and systems. No academic evaluation or period of articles is required. The cost to write the Jurisdictional Examination is \$500 plus HST.
--	--	---

D. Responsiveness to changes in the regulatory environment

Registration process	Changes Made (Yes / No)	Description
Emergency registration plans	Yes	The plan was developed and submitted to OFC.
Technological or digital improvements	Yes	Moving to an online member management platform (Thentia) and an online exam platform (CAPTUS).
Steps to address labour shortages in the profession or trade	Yes	Launched a comprehensive marketing campaign targeting a specific demographic. In the process of launching a microsite with a focus on recruitment. Participate in various career fairs and trade shows.
Other	No	

7. Membership and application data

The Office of the Fairness Commissioner collects membership and application data from regulators through annual Fair Registration Practices Reports, which are also made available to the public. Information is collected for the purpose of discerning statistical changes and trends related to a regulator’s membership, application volumes, licensure/certification results, and appeals year over year.

A. Race-based data collected

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

Additional description:

--

B. Other identity-based or demographic data collected

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

Additional description:

We collect gender based data and age based data. We plan to collect Country of Education data in the future.
--

C. Languages of service provision

Association of Ontario LAND SURVEYORS makes application materials and information available to applicants in the following languages.

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

D. Membership Profile

Profession Name	Total Number of Members
Land Surveyor	498

Class of License	Total Number of Members	Total Number of Internationally Educated Members
Full / General/ Independent Practice	480	70
Registered Member	18	0

Gender	Number of Members
Male	459
Female	39

Jurisdiction of Initial Training	Number of Members
Ontario	440
United States	1
Other International	57

Country of Initial Training	Number of Members
Canada	440
United States of America	1
Iran	16
Poland	11

Romania	5
Sri Lanka	5
Russia	2
South Africa	1
Philippines	3
Egypt	3
China	4
Bulgaria	2
Kenya	1
Nigeria	1
Ukraine	1
Israel	1
Ghana	1

Official language of preference	Number of Members
English	498

Racial identity (optional)	Number of Members
Not collected	498

E. Data Notes

AOLS did not collect data for race. We plan to include this information on future applications and on renewal applications.

F. Applicant Profile

Profession Name	Total Number of Applicants
Land Surveyor	24

Gender	Number of Applicants
Male	20
Female	4

Jurisdiction of Initial Training	Applications received in 2023	Applications with decisions pending
Ontario	15	0
Other International	4	0
Other provinces and territories	5	0

Country of Initial Training	Number of Applicants
Canada	20
Australia	1
Iran	2
China	1

Official language of preference	Number of Members
English	24

Racial identity (optional)	Number of Members
-----------------------------------	--------------------------

Not collected	24
---------------	----

G. Data Notes

We have defined application as the point at which applicants apply to write our professional exams as they have met our academic and experience requirements. Based on conversations with OFC staff, AOLS plans for future reports to define application at the point of which applicants have met our academic and experience requirements and have passed our required exams.

H. Application Decisions

The table below summarizes the outcome of registration decisions finalized in 2023. Some applications may have been received in the previous year.

Jurisdiction of initial training	Successful	Unsuccessful	Withdrawn
Ontario	7	13	0
Other International	1	3	0
Other provinces and territories			

I. New Registrants

For the 2023 reporting year, the breakdown of new registrants by class of registration is provided below:

Class of registration	Total new registrants by class	Number of internationally educated registrants
Full / General/ Independent Practice	8	1

J. Data Notes

The unsuccessful candidates failed one or more types of the professional exams and did not graduate to licensure. AOLS offers professional exams in May and November. Candidates have two opportunities per year to write exams.

K. Reviews and Appeals

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

Jurisdiction of initial training	Number of internal reviews and appeals processed	Number of decisions changed following internal review or appeal
Ontario	6	0
Other provinces and territories	3	0
Other International	1	0

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

Jurisdiction of initial training	Number of applicants who sought external review or appeal	Number of decisions changed following external review or appeal
Ontario	0	0
Other provinces and territories	0	0

Other International	0	0
---------------------	---	---

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

Issue or reason raised	Number of appeals
1. Candidates want AOLS to remark their exam	10

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

Reason for not registering	Number of internationally trained applicants
1. Candidates failed the professional exams and did not meet AOLS licencing requirements.	3

L. Data Notes

Internal reviews are triggered when there is a discrepancy between two independent exam markers that are beyond the threshold set by AOLS. In this case, the question is marked by two new independent markers. Internal reviews are conducted regardless of whether an external appeal is requested.

8. Changes Related to New Legislative and Regulatory Requirements

By Ontario law, regulated occupations must provide registration practices that are transparent, objective, impartial and fair. Non-health occupations are governed by the *Fair Access to Regulated Professions and Compulsory Trades Act, 2006 (FARPACTA)*, while health professions are governed by the *Regulated Health Professions Act, 2011 (RHPA)*.

In 2021, both statutes were amended to incorporate substantive provisions to:

- A. Eliminate the use of Canadian experience requirements except under prescribed circumstances.
- B. Streamline language proficiency testing requirements.
- C. Provide for the continuity of registration processes during emergency situations.
- D. Set registration time limits. (FARPACTA only)

Association of Ontario LAND SURVEYORS has made the following changes to comply with these new legal obligations:

A. Canadian Experience

Change required: Yes

Association of Ontario LAND SURVEYORS has taken the following measures to comply with legislative requirements on eliminating Canadian experience requirements unless an exemption is granted or an alternative is identified that meets criteria prescribed in regulations (non-health regulators) or the exceptions in legislation are met (regulated health colleges).

AOLS has implemented a CBA process whereby an applicant can submit evidence of experience in each of our 14 Core Competency areas.

B. Language Proficiency Testing

Change required: No changes required

Association of Ontario LAND SURVEYORS has taken the following measures to comply with recent legislative changes requiring that regulators accept language proficiency testing results derived from any of the tests accepted for immigration purposes to satisfy their language proficiency requirements:



Association of Ontario LAND SURVEYORS offers applicants the following options to demonstrate language proficiency.

- IELTS (General)
- CELPIP (General)
- TEF Canada
- TCF Canada

C. Emergency Registration

Change required: Yes

Association of Ontario LAND SURVEYORS has taken the following measures to comply with requirements to establish an emergency class (health colleges) or develop an emergency registration plan (non-health regulators).

AOLS filed their emergency response plan with the OFC in 2023. The plan outlined our emergency registration procedures as well as identified other risks and how we would address them. AOLS is investing heavily in technology and is implementing changes to our Act to allow us to issue temporary licences to professionals in other Canadian jurisdictions should an emergency registration event occur. We expect the Act changes to be in effect by the end of 2024.

D. Registration timelines (FARPACTA Regulators only)

Profession: Land Surveyor

- i. Domestic Labour Mobility Applicants

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

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

- Completed application form
- Examination results
- Letter of standing / good character
- Payment of fee

For domestic labour mobility applications received between January 1, 2023 and November 30, 2023, registration timelines and outcomes are summarized below:

Registration decisions	30 days or less	More than 30 days
Full registration granted		
Alternative registration granted		
No registration granted	1	

ii. Internationally Trained Individuals

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

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

- (b) any third-party that assesses the individual's qualification on behalf of the regulated profession, receives everything it requires for this purpose.

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

Association of Ontario LAND SURVEYORS requires the following documentation before beginning to count the six-month registration time-period for internationally educated individuals.

Measures undertaken to date to comply with new registration time limits for internationally trained individuals are as follows:

N/A

Please note that new legal time limits came into effect as of July 1, 2023. Because of longer time periods for internationally educated applicants, regulators will only be required to report publicly on achieving these requirements in the 2024 Fair Registration Practices Report.

Glossary of terms

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

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

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

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

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

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

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

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

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