

Association of Ontario LAND SURVEYORS

2024 Fair Registration Practices Report

Prepared for the Office of the Fairness Commissioner (OFC)



FAIRNESS COMMISSIONER
COMMISSAIRE À L'ÉQUITÉ

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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 annual Fair Registration Practices Report (FRP).

Please note that this report covers the time-period from January 1 to December 31, 2024.

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.

2. Organization information

Organization name	Association of Ontario LAND SURVEYORS
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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), 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.
Experience requirement	<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	No legislated requirement however proficiency in English is necessary in order to pass the Statutes exam and required Professional Exams (oral

	exam, written exam and plan check exam)
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
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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. Assignments required to be completed by many articling students to ensure competence and knowledge gained through experience were re-drafted to align with core competencies and competence based assessment criteria. 2. Professional written and oral exam content was updated and re-drafted as identified in 2023, and marking guideline was improved. Exam markers were required to attend a training session in 2024, improving the consistency in marking. AOLS has signed a contract with a new records management system provider and is currently in the requirements design stage. 3. AOLS worked with its oversight ministry throughout 2024 to ensure it was ready with respect to expected Act and Regulation changes. As a provincial election was called, AOLS expects to continue to ensure its readiness for the changes which may be enacted later in 2025. 4. AOLS Council identified the need to carry out a fulsome review of its registration process in 2024, and this is expected to commence in 2025. 5. A microsite was launched as a means of attracting new applicants to the profession.</p>
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B. Risks and Mitigations

Risk	Mitigation Measure
CBA Process not fully defined	This will be addressed through the review of the AOLS's overall registration review proces.
Labour Market Considerations	The new Limited Licence type is expected to be made available once legislation is approved. As required under FARPACTA, AOLS intends to enter into discussions with its oversight ministry in an effort to ensure an adequate continuing supply of licensed OLSs in Ontario.

Limited availability of geomatics programs in Canada	To be addressed through the review of AOLS's overall registration review process.
Organizational Capacity	Implementing digital systems as planned in 2024 was delayed. A new contract was signed in 2024 and design work has commenced. Organizational restructuring commenced in 2024 with the hiring of a new Registrar in 2024 and new Deputy Registrar in Jan 2025. Re-structuring continues in 2025.
Equity and Anti-racism considerations	AOLS has an active Inclusivity and Diversity Committee to review all practices within the organization.

6. Changes to registration practices

During the January 1 to December 31, 2024 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	See accomplishments section.
New or consolidated class of certificates or licenses	Yes	Limited Licence will be introduced once Legislation is enacted.

Assessment of qualifications, including competency-based assessments and examinations	Yes	See accomplishments section.
Documentation requirements for registration	Yes	All required documents are being reviewed and consolidated where appropriate.
Timelines for registration, decisions and/or responses	No	
Registration and/or assessment fees	Yes	Fees were increased in line with AOLS Bylaws.
Changes to internal review or appeal process	No	
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	New Registrar appointed in November 2024 was fully on-boarded and trained between June to December, 2024.
Resources or training to support applicants to move through the licensing process	No	

Anti-racism and inclusion-based policies and practices	No	
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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	No	
Mutual recognition agreements	No	

D. Responsiveness to changes in the regulatory environment

Registration process	Changes Made (Yes / No)	Description
Emergency registration plans	No	
Technological or digital improvements	Yes	Contract signed in late 2024 with new records management provider. Project currently in the requirements design stage.
Steps to address labour shortages in the profession or trade	Yes	See Risks section above.
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:

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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.
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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	486

Class of License	Total Number of Members	Number of Internationally Educated Members
Full / General/ Independent Practice Registered Member	469	71
	17	0

Gender	Number of Members
Male	450
Female	36

Jurisdiction of Initial Training	Number of Members
Ontario	408
United States	1
Other International	70

Other provinces and territories	7
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Country of Initial Training	Number of Members
Canada	415
United States of America	1
Iran	18
Poland	9
Romania	5
Sri Lanka	5
Russia	2
South Africa	1
Philippines	3
Egypt	3
China	5
Bulgaria	2
Kenya	1
Nigeria	1
Ukraine	1
Israel	1
Ghana	1
Serbia	1
Latvia	1
Colombia	1
Albania	1
Australia	2
Zimbabwe	1
Syria	1
Trinidad and Tobago	1
Croatia	3

Official language of preference	Number of Members
English	486

Racial identity (optional)	Number of Members
Not collected	486

E. Data Notes

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F. Applicant Profile

Profession Name	Total Number of Applicants
Land Surveyor	76

Gender	Number of Applicants
Male	68
Female	8

Jurisdiction of Initial Training	Applications received in 2024	Applications with decisions pending (in progress at end of reporting year)
Ontario	42	125
Other International	34	106
Other provinces and territories	0	20

Country of Initial Training	Number of Applicants
Canada	42
Iran	9
China	1
Afghanistan	3
Hong Kong	3
India	3
Syria	3
Nigeria	2
Philippines	2
Chile	1
Colombia	1
Dominican Republic	1
Morocco	1
Nepal	1
Trinidad and Tobago	1
Venezuela	1
Vietnam	1

Official language of preference	Number of Applicants
English	76

Racial identity (optional)	Number of Applicants
Not collected	76

G. Data Notes

Total number of applications in progress, , is approx. 251. This doesn't directly correlate to the number of applications made in 2024, as people can take years completing their academics. This figure is from over the years.

H. Application Decisions

The table below summarizes the outcome of registration decisions finalized in 2024. Some applications may have been received in the previous year.

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

I. New Registrants

For the 2024 reporting year, the breakdown of new registrants by class of registration is provided below:

Class of registration	Total new registrants	Number of internationally educated registrants
Full / General/ Independent Practice	10	3

J. Data Notes

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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	0	0
Other provinces and territories	0	0
Other International	0	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
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1.	0
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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.	0

L. Data Notes

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8. Registration Timelines

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, 2024 and November 30, 2024 and decisions made to December 31 (one month later), 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.

For applications from internationally trained individuals received between July 1, 2023 and June 30, 2024 and decisions made to December 31 (six months later), registration timelines and outcomes are summarized below.

Registration decisions	6 months or less	More than 6 months
Full registration granted	3	
Alternative registration granted		
No registration granted		

Average time in weeks to communicate a registration decision following receipt of everything required by the regulator in respect of an application for registration.

2 weeks

For regulators where a third-party service provider is the first point of contact for applicants:

Association of Ontario LAND SURVEYORS addresses the twelve-month standard as follows:

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.