PROFESSIONAL ENGINEERS & GEOSCIENTISTS NEWFOUNDLAND & LABRADOR

professional excellence. public trust.

Registration Policy

Professional Engineers & Geoscientists

Newfoundland and Labrador

Issued May 2025

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1.0 Introduction

1.1 PEGNL

Professional Engineers and Geoscientists Newfoundland & Labrador (PEGNL) is mandated to regulate the practices of engineering and geoscience in the public interest. PEGNL exists so that there will be competent and ethical practice of engineering and geoscience in Newfoundland and Labrador, and to instill public confidence in the professions. To practice Engineering or Geoscience in Newfoundland and Labrador one must be registered, and in good standing, with PEGNL.

The Newfoundland and Labrador ***Engineers and Geoscientists Act, 2008*** (the Act) and the associated ***Engineers and Geoscientists Regulations, 2024*** (the Regulations) under that Act govern the practice of engineering and geoscience in the Province. PEGNL is the authority that licenses practitioners under the Act and administers all aspects of that legislation and strives to ensure the competent and ethical conduct of professional members.

Licensing and registration systems by professional regulators normally serve three purposes:

- The setting of standards for entry to the practice of the profession and the admission of professionals who meet those standards;
- The establishment of guidelines or standards and a monitoring process for continuing professional development for maintaining competency and enhancing knowledge and expertise of professional members in their practice; and
- The establishment and enforcement of a discipline process to address issues of conduct deserving of sanction.

Questions or concerns relating to this document should be addressed to the Registrar at PEGNL.

1.2 Registration Policy Purpose

This Policy further defines the requirements for registration (entry to practice) with PEGNL in accordance with Section 11 of the Act, the Regulations, and PEGNL By-laws.

This policy was developed in accordance with governing legislation and is intended to provide for fair and equitable treatment of all applicants for a license to practice engineering and/or geoscience in Newfoundland and Labrador. It was approved by PEGNL's Board of Directors.

1.3 Definitions

Accredited Program
An undergraduate engineering program that has satisfied the criteria of a recognized accreditation body.

Act
The Newfoundland and Labrador *Engineers and Geoscientists Act, 2008*

APEC EA
Asia Pacific Economic Cooperation Engineering Agreement

APEGA
The Association of Professional Engineers and Geoscientists of Alberta

Applicant
An individual or company who has completed and submitted an application for PEGNL registration along with any required fees.

Area of Competence
The area of engineering or geoscience in which an individual is competent to practice based on sound engineering or geoscience knowledge and appropriate practical experience.

CEAB
A standing committee of Engineers Canada. The ***Canadian Engineering Accreditation Board*** is responsible for accrediting undergraduate engineering programs at Canadian universities on behalf of the respective provincial/territorial regulators.

CFTA
The ***Canadian Free Trade Agreement***. The agreement signed by all provinces and territories in Canada respecting interprovincial trade for persons, goods, services and investments.

Discipline
A specific field of practice within the professions governed by the Act (e.g., civil engineering, electrical engineering, geology, environmental geoscience, etc.).

Engineers Canada
The business name of the Canadian Council of Professional Engineers. The body that seeks to coordinate activities on behalf of the provincial/territorial engineering regulators at the national and international level.

Equivalent
This means “equal in value, importance, meaning”. [ref. Oxford dictionary]

ESL
English as a Second Language

Geoscience Knowledge
The body of knowledge in science and geoscience that would be typically expected of an individual capable of practicing professional geoscience within a specific area of competence.

Geoscientists Canada
The national organization of geoscience regulators that seeks to coordinate activities on behalf of the provincial/territorial geoscience regulators at the national and international level.

IntPE
International Professional Engineer

IPEA
International Professional Engineer Agreement
Mobility Applicant
An applicant who is currently a member in good standing with another Canadian engineering or geoscience regulator.
Permit to Practice
A license that authorizes an individual or company to offer or provide engineering and/or geoscience services to the public.
Professional Member in Responsible Charge (MIRC)
Means the professional member that is responsible for ensuring the practice of engineering or the practice of geoscience, as the case may be, performed by a permit holder is in accordance with the Act, the Regulations, the By-laws, and generally accepted standards of practice.
Registration Committee
A legislated committee established and appointed by the PEGNL Board of Directors to review applications for registration.
Regulations
The *Engineers and Geoscientists Regulations, 2024*
Washington Accord
The Washington Accord is a multilateral recognition agreement for accredited engineering programs leading to the degree that satisfies the educational requirements for individuals to register as professional engineers (or equivalent). More information on the Washington Accord, including the full list of signatories, can be found on Engineers Canada's website.
WES
World Education Services, an academic credential evaluation service.

1.4 References

1. *Engineers and Geoscientists Act, 2008*
2. *Engineers and Geoscientists Regulations, 2024*
3. PEGNL By-Law No. 2 Professional Liability Insurance
4. PEGNL By-Law No. 5 Registration Committee
5. Engineers Canada Examination Syllabi
6. Geoscience Knowledge and Experience Requirements for Professional Registration in Canada (Geoscientists Canada)
7. Competency Based Assessment Information (EGBC / Engineers Canada)
8. National Professional Practice Exam Blueprint (APEGA)
9. Public Guideline on Good Character (Engineers Canada)
10. Washington Accord Agreement (Engineers Canada)
11. Canadian Free Trade Agreement
12. Engineers Canada Mutual Recognition Agreements
13. International Professional Engineer Agreement
14. Asia Pacific Economic Cooperation Engineering Agreement

2.0 Categories of Registration

2.1 Professional Engineer or Professional Geoscientist – Unrestricted License

Unrestricted professional license can be granted to qualified persons in either engineering, geoscience, or both, who meet the applicable requirements of Sections 4 and/or 5 as well as Sections 7 through 11 of this document. Those granted an unrestricted license may use the designations P. Eng. or P. Geo. as applicable.

2.2 Professional Member – Limited Scope

Registration as a Professional Member – Limited Scope is granted in either engineering or geoscience to qualified persons who meet the requirements of Sections 6 through 12 of this document. Those granted registration as a professional member – limited scope may independently practice engineering or geoscience within a defined individualized scope of practice authorized by PEGNL. Those granted registration as a professional member – limited scope may use the designations Eng. L. or Geo. L. as applicable.

2.3 Member-in-Training – Engineering or Geoscience

Member-in-Training status is granted to an applicant who meets the academic and character requirements for registration but has not yet fulfilled other requirements for registration listed in Section 3.1. There are two categories for Member-in-Training – Engineer-in-Training (E.I.T.) or Geoscientist-in-Training (G.I.T.).

2.4 Permit to Practice – Engineering or Geoscience

Sole proprietorships, partnerships, corporations or other associations of persons offering professional services to the public must have a PEGNL Permit to Practice in addition to their individual license.

3.0 Qualifications for Registration

3.1 General

3.1.1 Required Application Documents

For an application to be considered complete for review, PEGNL must receive all the required documentation for that application type, as follows:

Canadian Mobility Applicants

- Completed application form, including payment of any applicable fees
- Proof of identity satisfactory to PEGNL (see Section 3.1.2 for requirements)
- Confirmation(s) of Registration in Other Jurisdictions
    - The applicant must disclose ALL jurisdictions in which they are registered for the application to be considered complete.

Member-in-Training Applicants

- Completed application form, including payment of any applicable fees
- Proof of identity satisfactory to PEGNL (see Section 3.1.2 for requirements)
- Proof of academics satisfactory to PEGNL (see Section 7 for requirements)
    - PEGNL must receive proof of all academic qualifications identified on the application form.
- Confirmation(s) of Registration or Application Status in Other Jurisdictions (if applicable)
    - The applicant must disclose ALL jurisdictions in which they are registered or have applied to for the application to be considered complete.

Professional Licensure Applicants

- Completed application form, including payment of any applicable fees
- Proof of identity satisfactory to PEGNL (see Section 3.1.2 for requirements)
- Proof of academics satisfactory to PEGNL (see Section 7 for requirements)
    - PEGNL must receive proof of all academic qualifications identified on the application form.
- Validated Competency Based Assessment (see Section 8 for requirements)
    - Including CVs or resumes for validators who are not Professional Engineers or Geoscientists as stated in Section 8.1.4
- Confirmation(s) of Registration or Application Status in Other Jurisdictions (if applicable)

- The applicant must disclose ALL jurisdictions in which they are registered or have applied to for the application to be considered complete.

Limited Scope Applicants

- Completed application form, including payment of any applicable fees
- Proof of identity satisfactory to PEGNL (see Section 3.1.2 for requirements)
- Proof of academics satisfactory to PEGNL (see Section 7 for requirements)
  - PEGNL must receive proof of all academic qualifications identified on the application form.
- Current CV or resume
- Scope of Practice form
- Work Experience Report(s) validated by supervisor(s) (See Section 8.2 for requirements)
  - Including CVs or resumes for validators who are not Professional Engineers or Geoscientists
- Reference Forms
  - Including CVs or resumes for validators who are not Professional Engineers or Geoscientists
- Validated Competency Based Assessment for Canadian Competencies (see Section 8 for requirements)
  - Including CVs or resumes for validators who are not Professional Engineers or Geoscientists as stated in Section 8.1.4
- Confirmation(s) of Registration or Application Status in Other Jurisdictions (if applicable)
  - The applicant must disclose ALL jurisdictions in which they are registered or have applied to for the application to be considered complete.

PEGNL reserves the right to request additional information from an applicant should it be required in order to properly assess an application and will not consider an application to be complete until that additional information is received.

While it is not required for the application to be considered complete, applicants must successfully complete the National Professional Practice and Ethics Exam (NPPE) (see Section 11 for requirements) in order to be licensed.

3.1.2 Required Proof of Identity

Proof of identity must be provided by the applicant in English or accompanied by an official translation in English. The applicant must provide copies of two pieces of government-issued identification (ID). IDs issued by non-Canadian governments are acceptable.

The IDs must meet the following requirements:

- Both pieces of ID must contain the Applicant's full legal name. If the names do not match, the applicant may be contacted for further information.
- Both pieces of ID must be valid (i.e. not expired) at the time of submittal.
- One piece of ID must contain the applicant's photo.
- One piece of ID must contain the applicant's date of birth.
- One piece of ID must contain the applicant's signature.

Examples of Acceptable ID

- Passport
- Permanent resident card
- Driver's license
- Certificate of Indian Status
- Refugee Protection Claimant Document
- Birth certificate
- Health card issued by a Canadian province or territory
- NEXUS

If the applicant's ID is not listed above, they should confirm with PEGNL whether it is an acceptable form of ID.

3.2 All Except Mobility Applicants

To qualify for registration, all applicants must meet the requirements in each of the following areas:

- Academic (refer to Sections 4-7)
- Experience (refer to Section 8)
- Language (refer to Section 9)
- Character (refer to Section 10)
- Professional practice and ethics (refer to Section 11)

3.3 Canadian Mobility Applicants

Under the Canadian Free Trade Agreement (CFTA) any Professional Engineer, Professional Geoscientist, Professional Member – Limited Scope, or Member-in-Training registered with a provincial/territorial regulator in Canada who applies for the same category of registration with PEGNL, shall be accepted provided that:

a) The applicant is registered in good standing with the other Canadian regulator(s).

b) The applicant has no restrictions on their license resulting from disciplinary action and has no disciplinary action currently pending against them.

c) The applicant agrees to provide the information described in a) and b) above and permit the other Canadian regulator(s) to release such information.

If an applicant does not meet the requirements of a), b) and/or c), their application will be subject to further review.

3.4 International Mobility Applicants

Under the International Professional Engineer Agreement (IPEA) and Asia Pacific Economic Cooperation Engineer Agreement (APEC EA), any engineer registered and in good standing on a signatory jurisdiction's International Professional Engineer (IntPE) Register or APEC Engineer register shall be determined to have met two of the five requirements for licensure as a Professional Engineer, the academic and experience requirements. Applicants will still be required to demonstrate their knowledge of the Canadian engineering environment by completing the Canadian Environment Competencies under the Competency Based Experience Assessment framework (see Section 8).

4.0 Academic Requirements – Unrestricted Engineering License

The minimum academic qualification requirement for registration with an unrestricted engineering license may be met by:

1) Graduation from a recognized accredited engineering program;

2) Graduation from programs recognized under Mutual Recognition Agreements and on recognition of equivalency of academic standards approved by PEGNL and other organizations; or

3) The successful completion of an examination program (confirmatory or academic deficiency) as assigned by PEGNL.

4.1 Recognized Accredited Engineering Programs

A graduate of an engineering program that has either been accredited by the Canadian Engineering Accreditation Board (CEAB) or is accredited by the signatory body under the Washington Accord agreement is considered to have met the minimum academic qualification requirement. More information is available on Engineers Canada's website under **Accreditation, The Washington Accord**.

4.2 Programs Covered by Mutual Recognition Agreements (MRA)

A graduate of an international engineering program that is covered by a mutual recognition agreement may be considered to have met the minimum academic qualification requirement, subject to the specific details of the agreement. Mutual Recognition Agreements have been negotiated on PEGNL's behalf by Engineers Canada. More information is available on Engineers Canada's website under **Become an engineer, Agreements on International Mobility**.

4.3 Academic Qualification by Examination

Examinations used for academic qualification are based on Engineers Canada's Examination Syllabi. The Syllabi are designed to evaluate the academic qualifications of graduates of non-accredited engineering programs for admission to the practice of engineering in Canada and include Basic Studies, Complementary Studies, and Discipline-specific Studies as detailed below. Typically, each examination is equivalent to the material covered in 2-3 university courses. Candidates may be required to complete all or part of the examination program, at the discretion of PEGNL. More information is available on Engineers Canada's website under **Regulatory Excellence, Examination Syllabi**.

Basic Studies Examinations

The Basic Studies Examinations are designed to ensure that applicants have an adequate foundation in mathematics, basic sciences, and engineering sciences that are common to most disciplines.

Complementary Studies Examinations

There are four Complementary Studies Examinations: i) Engineering Economics; ii) Engineering in Society – Health and Safety; iii) Sustainability, Engineering and the Environment; and iv) Engineering Management. This section also includes an Engineering Report that may be assigned to test an applicant's ability to present a problem, an observation, or idea, and to analyze it logically and draw conclusions or make recommendations.

Discipline-specific Studies Examinations

The subject areas in each discipline are listed under two headings – compulsory and elective. The particular set of examinations that a candidate will be assigned depends on the candidate's discipline of study. The list of disciplines included in the examination program is available on Engineers Canada's website.

For an applicant who has not completed an accredited or recognized engineering program as described in sections 4.1 or 4.2, PEGNL may assign to the applicant either **Confirmatory Examinations** or a **Deficiency Examination Program**, based on an assessment of the applicant's academic credentials.

4.3.1 Confirmatory Examinations

Confirmatory examinations comprise a small set of exams chosen from the Engineers Canada Examination Syllabi and are used to confirm that their academic qualifications are equivalent to those of a graduate from a recognized accredited undergraduate engineering program. These exams are an effective way of measuring depth and breadth of an applicant's engineering education. Confirmatory exams normally include discipline-specific and complimentary studies examinations.

Reduction of Confirmatory Exams

If the applicant provides a World Education Services (WES) report confirming the engineering academic qualifications are a baccalaureate level degree, this will result in the applicant being assigned a reduced confirmatory examination prescription.

Waiver of Confirmatory Exams

Applicants assigned confirmatory examinations may be eligible to have some or all of the assigned examinations waived in the following circumstances:

1. *Confirmatory Graduate Degree*

    a. The applicant has a graduate degree from a recognized accredited institution in a similar area of study as the undergraduate degree

2. *Examination Waiver Committee (EWC) Recommendation*

    a. An applicant with ten or more years of engineering experience may be referred to the EWC for further assessment to determine if, based on the applicant's experience, relief can be granted, at PEGNL's discretion, from the assigned examination program.

3. *Successful completion of the Fundamentals of Engineering Exam*

4. *Successful completion of a portion of the assigned examination program*

    a. PEGNL, at its discretion, may waive the remaining examinations. This is typically not considered until the applicant has successfully completed at least half of the assigned examination program.

If a decision is made to waive confirmatory examinations, the National Professional Practice Examination (NPPE) is still required.

4.3.2 Deficiency Examination Program

The deficiency examination program is designed to test the breadth and depth of the knowledge of an applicant who does not have an engineering degree (e.g. natural scientists or technologists) or has substantial deficiencies in their engineering degree program. Applicants in this situation may be eligible to enter this program. The examinations assigned under this program will be based on a detailed review of the applicant's academic qualifications, which will require the applicant to supply detailed course descriptions.

The deficiency examination program may include Basic Studies, Complementary Studies, and Discipline-specific Studies examinations from the Engineers Canada Examination Syllabi.

Requests for course substitutions will not be considered for the basic study exam syllabi or the discipline specific exam syllabi, however substitutions may be considered for the complimentary studies exam syllabi.

A deficiency examination program may also be assigned to applicants who have failed one or more of the confirmatory examinations. Exemption from one or more specific

examinations may be made based on careful assessment of the applicant's credentials or the result of the confirmatory examinations.

The assignment of a deficiency examination program is based on the following criteria:

a) Minimum Entrance Levels
    a. The minimum level of formal education normally required to gain access to the examination program is the successful completion of an appropriate post-secondary program, typically a bachelor's degree or a technology diploma.
b) Assessment Process and Criteria
    a. Based on evaluation of the applicant's academic credentials, examinations are assigned as deemed appropriate. The examination program assigned tests both apparent gaps in knowledge and the quality of the applicant's academic credentials. Applicants who would be assigned more than nine (9) examinations to satisfy the syllabus requirements are not normally admitted to the examination program.

4.3.3 Examination Expectations

For those applicants assigned examinations, the following applies:

- The substitution of university courses for examinations may, at PEGNL's discretion, only be considered for complimentary studies examinations.
- Confirmatory examinations will normally be chosen by the candidate but may also be assigned by PEGNL
- If a confirmatory examination is failed, that area of study is considered deficient. An alternative examination cannot be substituted.
- Applicants are expected to complete the assigned examinations within a three-year period.

5.0 Academic Requirements – Unrestricted Geoscience License

5.1 General

The minimum academic requirements for registration as a Professional Geoscientist with PEGNL are contained in the **Geoscience Knowledge Requirements** section of Geoscientists Canada's *"Geoscience Knowledge and Experience Requirements for Professional Registration In Canada".*

The Geoscience Knowledge Requirements section only specifies the **amount and type** of education required in various academic areas, it does not specify detailed content within individual subject areas.

PEGNL will decide whether the courses completed have the content necessary to meet the minimum academic requirements and students must be responsible for ensuring the courses they choose will qualify them for licensure.

If an applicant does not meet aspects of the geoscience knowledge requirements, they will be required to complete additional university-level courses in the deficient areas unless:

- An applicant has four or more years of geoscience experience, **and** the Examination Waiver committee recommends, following a thorough review of the applicant's experience, that relief can be granted from the assigned academic courses; or
- An applicant has successfully completed the Fundamentals of Geoscience Exam **and** PEGNL grants relief from the assigned academic courses.

6.0 Academic Requirements – Limited Scope – Engineering and Geoscience

Applicants, through academic training, should have adequate knowledge in mathematics, physics, and basic sciences. An applicant's program of study must have been in an area related to engineering or geoscience and should be in the same discipline area as that of the limited scope of practice being requested.

The minimum academic qualification requirement for registration as a professional member – limited scope in either engineering or geoscience may be by:

1) Graduation with a science degree in a discipline and from a university program approved by PEGNL;
2) Graduation with a degree or diploma in engineering technology or geoscience technology from an institution approved by PEGNL in a program approved by PEGNL; or
3) Other academic qualifications acceptable to PEGNL.

Examinations

An applicant for professional member – limited scope may be assigned confirmatory examinations in a related discipline area to demonstrate existing knowledge.

7.0 Required Proof of Academic Qualifications – Engineering and Geoscience

7.1 General

Proof of academic qualifications (i.e. transcripts) must be provided by the Applicant in English, or accompanied by an official translation in English, either by:

1) For Canadian post-secondary institutions: Arranging to have their post-secondary institution mail official copies or send electronic versions of their complete set of academic transcripts directly to PEGNL; or

2) For international post-secondary institutions: Arranging to have a Course-by-Course Evaluation report from World Education Services (WES) sent directly to PEGNL. If an applicant is unable to obtain a WES report, PEGNL may, at its discretion, accept an alternative credential evaluation service report.

   In the event an applicant cannot obtain a credential evaluation service report, PEGNL may, at its discretion, accept a certified true copy of academic documents. However, in this case the academic qualifications will be subject to additional confirmatory measures, which may include ineligibility for examination waiver consideration.

In addition to transcripts, applicants may be required to also supply course descriptions. All course descriptions must be in English or accompanied by an official translation in English. Course descriptions are required in the following scenarios:

- Geoscience applicants must supply course descriptions for any transcripts not from Memorial University. PEGNL has mapped the Geoscience Knowledge Requirements against the earth sciences courses offered at Memorial University, so course descriptions are not required from this institution.

- Engineering applicants who do not have a recognized accredited degree may be asked to supply course descriptions. A course description is required if an applicant wishes to request a waiver of an assigned complimentary studies examination based on a university course completed.

8.0 Experience Requirements – Engineering and Geoscience

8.1 Experience Requirements – Unrestricted License

The minimum experience qualification requirement for professional registration shall be met by:

1) Successful completion of a competency-based experience assessment; and

2) Completion of required duration of experience (as detailed in section 8.3).

8.1.1 Competency Based Experience Assessment (CBA)

Prior to being granted a license, an engineering or geoscience applicant must demonstrate their ability to practice the profession. The onus is on the applicant to provide evidence that they possess, through experience, a satisfactory capability to practice engineering or geoscience at a professional level.

Competencies are observable and measurable skills, knowledge, abilities, motivations or traits required for professional registration that are demonstrated through the actions and behaviors of the applicant.

The competency-based assessment process requires candidates to justify their competence by explaining how situational actions demonstrate their achievement of the required competencies. The CBA framework collects the various competencies into several categories, which represent the core areas in which engineers and geoscientists of all disciplines must have expertise to ensure effective practice and public protection.

After the applicant completes their competency-based assessment, it is confirmed by validators with firsthand knowledge of the applicant and their work and can attest to the situational examples presented by the candidate. The validators also provide feedback on the applicant's overall readiness for licensure. The applicant and validator feedback are then reviewed by professional member assessors, who also make a recommendation regarding the applicant's readiness for licensure.

More information on competency-based experience assessment is available on PEGNL's website under *'Applicants, Competency Based Assessment'*.

8.1.2 Engineering Competencies

The CBA framework for engineering makes use of seven Competency Categories, that include a total of 34 competencies or skills.

8.1.3 Geoscience Competencies

The CBA framework for geoscience makes use of four Competency Categories, that include a total of 29 competencies or skills.

8.1.4 Validator Requirements

An applicant must identify at least four (4) validators with first-hand knowledge of the applicant's work. At least one validator should be a direct supervisor. At least two (2) of the validators should be Professional Engineers or Professional Geoscientists or equivalent.

For validators who are not Professional Engineers or Professional Geoscientists, a CV or resume must be submitted with the competency-based assessment.

Note that Validators may be contacted by PEGNL to verify their identity and relationship to the applicant.

8.1.5 Re-submission

If an applicant's CBA submission is not accepted, they may be asked to re-submit examples for certain competency areas. If that is required, further instructions will be provided.

8.1.6 Interviews

PEGNL may deem it necessary to interview an Applicant. This may happen should a discrepancy arise in the scoring of the Applicant's competencies, or when further clarification is required from the Applicant concerning some of the information provided.

8.1.7 Working in Canada Seminar

PEGNL may choose to assign one or more modules of the Working in Canada Seminar if one or more of the Canadian experience competencies are not fully met. This online seminar consists of four modules and can be completed through the Competency-Based Assessment system. It is designed to address key skills, competencies and customs commonly expected within the Canadian workplace environment.

8.2 Experience Requirements – Limited Scope

A minimum of eight (8) years of applicable engineering or geoscience work experience is required:

- 1 year of which may include experience gained during, but following completion of at least one-half of, the academic program;
- at least 4 years of which must be within the defined limited scope of practice being requested; and
- familiarity of the Canadian work environment is demonstrated through completion of the Canadian experience portion of the Competency Based Assessment framework (see Section 8.1). Competency must be demonstrated within the defined limited scope of practice being requested.

8.2.1 Work Experience Reports

To demonstrate they have applicable work experience, applicants must complete a Work Experience Report. A separate Work Experience Report is required for each job relevant to the application. Experience described in the Work Experience Report must be verified by the Professional Engineer or Professional Geoscientist who supervised the work.

8.2.2 References

An applicant must identify at least three (3) references with first-hand knowledge of the applicant's work. References should include the applicant's direct supervisor(s). At least two (2) of the references should be Professional Engineers or Professional Geoscientists.

For references who are not Professional Engineers or Professional Geoscientists, a CV or resume must be submitted with the reference form.

8.3 Length and Currency of Experience

All applicants are required to complete the number of years of applicable work experience required by PEGNL. The required duration of experience depends on the applicant's academic qualifications, as laid out in the following tables:

Engineering

Academic Qualifications	Required Duration of Experience
Recognized accredited engineering program	4 years (48 months)
Engineering program covered by MRA	4 years (48 months)
Confirmatory examinations required	4 years (48 months)
Deficiency examinations required	6 years (72 months)
Limited Scope Applicant (see 8.2 for details)	8 years (96 months)

Geoscience

Academic Qualifications	Required Duration of Experience
Degree program meeting the National Geoscience Knowledge Requirements	4 years (48 months)
Deficiency examinations / courses required	6 years (72 months)
Limited Scope Applicant (see 8.2 for details)	8 years (96 months)

Up to one year of pre-graduation experience may be accepted if it otherwise complies with the overall experience expectations. The following conditions apply:

- The experience must have been obtained following the completion of at least one-half of the undergraduate program;
- For applicants assigned deficiency examinations, the experience must have been obtained following the completion of at least one half of the examinations assigned;
- For technologists who subsequently obtain engineering/geoscience degrees, some experience obtained prior to academic qualification may be credited, but will not typically exceed one year.

Applicants who have completed a master's or doctorate degree in engineering/geoscience MAY be granted a maximum of one year of experiential credit for a master's degree and one additional year for a doctorate degree. The total of pre-graduation experience credit and post-graduate education credit towards experience shall not exceed two years. Applicants must provide transcripts (in accordance with the requirements in Section 7) for conferred graduate degrees in order for this experiential credit to be considered.

Currency of experience is defined as having practiced and/or having been engaged in applicable professional development within the past five years (60 months).

9.0 Language

9.1 Language Qualification Requirement

Applicants should have the ability to communicate effectively in English. This may be demonstrated through one or more of the following:

(a) Successful completion of a degree program (undergraduate or graduate) in English

(b) Successful completion of an assigned examination by PEGNL (eg: confirmatory exam, national professional practice & ethics exam, etc.)

(c) Successful completion of an English as a Second Language exam

(d) Comments offered by licensed professional engineer and/or professional geoscientist validators

(e) Successful completion of an English language exam: IELTS (minimum overall score of 6.5), TOEFL (minimum overall score of 90), or CAEL (minimum overall score of 70).

If an applicant is unable to prove English competency through the above methods, the applicant may be granted an interview by PEGNL who, based on the interview, may make a determination on the applicant's language competency.

If the language qualification is not met, further requirements may be prescribed by PEGNL in order for the applicant to gain the competency or demonstrate that the qualification is met (such as completion of an ESL course, language exam, etc.)

10.0 Character

10.1 Character Qualification Requirement

PEGNL members are bound by a Code of Ethics. Applicants must demonstrate good character to be deemed suitable for membership. This may be demonstrated through one or more of the following:

a) Character references

b) Character-related questions on the application form

c) Passing the National Professional Practice and Ethics Exam (NPPE), which includes topics on professionalism and the Code of Ethics

d) A certificate of conduct or criminal record check.

PEGNL has adopted Engineers Canada's *Public Guideline on Good* Character and further information on what is meant by "good character" is available in that document.

11.0 Professional Practice and Ethics

11.1 Purpose

All applicants for licensure are required to pass an examination to confirm that they have sufficient knowledge of the ethical considerations and obligations that accompany the privilege of professional status, and the legal concepts relevant to the professional practice of engineering and geosciences in Canada. This examination is called the National Professional Practice and Ethics Examination (NPPE).

11.2 NPPE Information

PEGNL participates in the NPPE program offered by APEGA. The NPPE is typically administered by APEGA five times each year. Refer to PEGNL's website for more information on the NPPE. Applicants MUST register for the NPPE through PEGNL.

When an applicant is approved for registration subject to passing the NPPE, the exam must be completed within 12 months of the date of PEGNL's decision.

11.3 Exemptions from the NPPE

The successful completion of the NPPE is a requirement for registration as a professional engineer or professional geoscientist anywhere in Canada. Completing courses at universities will not result in an exemption from the NPPE.

The NPPE will be waived for those professional members of other Canadian regulators who have already completed the NPPE and are seeking a transfer of membership.

11.4 NPPE Failure Policy

After three (3) failed attempts, an applicant must wait twelve (12) months to re-write the NPPE. Following any subsequent failed attempts, an applicant must wait twelve (12) additional months before re-attempting the NPPE.

12.0 Limited Scope – Additional Requirements and Information

12.1 Overview

The professional member – limited scope category is intended to recognize and to formalize the notion that certain individuals whose academic background or experience does not meet the requirements for an unrestricted license, may be permitted to carry out certain specific functions within the definition of the practices of engineering or geoscience, as defined in Section 2(h) and 2(i) of the Act.

A limited scope is an official authorization granted to an individual who is deemed qualified to engage in the practice of engineering or geoscience within a specifically and clearly

defined scope of work. The professional member – limited scope may practice independently within their authorized scope of practice and without the supervision of a Professional Engineer or Professional Geoscientist.

A professional member – limited scope must not engage in the independent practice of engineering or the practice of geoscience except in a manner consistent with the limited scope and according to the provisions of that limited scope. A professional member – limited scope is not entitled to assume, verbally or otherwise, the title of Professional Engineer or Professional Geoscientist. A professional member – limited scope is entitled to use the designations "professional member limited scope – engineering" or "Eng. L." or "professional member limited scope – geoscience" or "Geo. L." following their name.

12.2 Scope of Professional Practice – Application and Limitations

A professional member - limited scope applicant must submit a PEGNL Scope of Practice form, which describes the applicant's proposed scope in terms of function, product, and application.

The applicant's scope of practice must be limited to a defined scope within the primary engineering or geoscience disciplines currently recognized by PEGNL. The scope of practice cannot be so broad as to cover all aspects of practice within a primary discipline.

12.3 Permit to Practice

A professional member – limited scope is eligible to be a Member in Responsible Charge on a Permit to Practice. Within the permit where the professional member – limited scope is in responsible charge, the specific area of responsible charge will be the limited scope of the professional member – limited scope.

13.0 Permits to Practice

13.1 General

Permits to Practice are issued in accordance with the provisions of the Act and the Regulations. Section 12(2) of the Act requires that any entity that provides the services of a professional member to the public must have a Permit to Practice.

13.2 Requirements

Permit to Practice holders must:

1) Have professional liability insurance which complies with the requirements of PEGNL By-Law No. 2 *Professional Liability Insurance*; and

2) Identify a Member in Responsible Charge, who must be licensed and in good standing with PEGNL.

   A Member in Responsible Charge (MIRC) is required for each profession on the permit to practice. A MIRC is responsible for ensuring that the practice of engineering or the practice of geoscience, as the case may be, performed by a permit holder is in accordance with the Act, the Regulations, the By-laws and generally accepted standards of practice. An engineering permit to practice must have a P. Eng. or Eng. L. member in responsible charge, and a geoscience permit to practice must have a P. Geo. or Geo. L. member in responsible charge.

3) Identify all disciplines of practice for the organization.

   Each discipline of practice identified must have a PEGNL registered member who is competent in that discipline.

14.0 Registration Actions, Decisions, and Appeals

14.1 **Actions**

Section 14 of the Regulations defines the actions which may be taken by PEGNL beginning with assessing an application for registration as a professional member, permit holder, or member-in-training. Based on the assessment PEGNL may:

- Approve the registration of the applicant;
- Not approve the registration of the applicant;
- Defer approval until, in the case of an applicant as a professional member, the applicant has, as required by PEGNL:
  - Successfully completed one or more examinations,
  - Completed a further term and type of experience,
  - Has met one or more of the requirements for registration, or
  - Has provided additional information.
- Defer approval until, in the case of an application for registration as a permit holder, the applicant has provided additional information required by PEGNL.

14.2 Decisions

Under Section 15 of the Regulations, a decision made by PEGNL shall be provided in writing to the applicant. If the decision is to not approve or defer the registration of the applicant, the written decision shall include reasons for the non-approval or deferral.

14.3 Appeals

If the decision of PEGNL is **to defer approval of the registration of the applicant, this decision cannot be appealed.** Subsection 15(5) of the Regulations states *"where approval of an application has been deferred under paragraph 14(1)(c), the applicant shall have no right to request review of the application by the board."*

If the decision is to **not approve the registration of the applicant**, the applicant may, within 30 days of receiving a notice of the decision, and the reasons for the decision, request that the PEGNL Board ('the Board') review the application. This request must be in writing, must be sent to the registrar, and must set out the reasons why, in their opinion, their registration should be approved.

On receipt of the appeal request, the Board shall decide whether to review the appeal by the Board as a whole or a task force of the Board ('a Review Task Force'). If the decision is to hear the appeal by the Board as a whole, the decision made by a majority of a quorum of the Board hearing the appeal shall govern.

Prior to making the decision on who hears the appeal, or at any time prior to, during or following the formal review hearing, the Board may:

- Required the applicant to provide further particulars or information regarding the Applicant's objections to the decision of PEGNL; and/or
- Require PEGNL to provide further particulars or information regarding PEGNL's reasons for its decision, including, without limiting the foregoing, whether there are any precedents for PEGNL's decision.

Prior to the appeal hearing, the Board or the Review Task Force shall provide the applicant with PEGNL's file, redacted as the Board or Review Task Force decides.

The applicant shall be notified in writing at least 14 days in advance of the scheduled hearing date, and shall be advised that they may appear with or without legal counsel, to explain why PEGNL's decision should be altered.

Following the formal hearing and its deliberations, the Board or the Review Task Force (as applicable) shall make one of the following decisions:

- Uphold PEGNL's decision;
- Alter PEGNL's decision, by deferring approval of the application with conditions in accordance with paragraph 25(2)(c) of the Regulations, or
- Alter or reject PEGNL's decision, by approving the application.