

Annual Ethics Requirement

- General Overview -

Why is there an ethics requirement?

The consideration of ethical issues is an important element of engineering and geoscience practice.

Most complaints received by professional associations relate to professional misconduct, rather than professional incompetence.

APEGS instituted its annual ethics requirement on January 1, 2019

Applicability

- All APEGS members* are required to satisfy the ethics requirement each year.
- This includes:
 - Members-in-Training
 - Professional Members
 - Engineering Licensees and Geoscience Licensees
- Licensed members and members holding a license waiver are both required to participate.

* Life Members and Temporary Licensees are exempt from the CPD Program.

Acceptable Activity Examples

On an annual basis, members are required to complete **verifiable** ethics training. Acceptable activities to satisfy the ethics requirement include:

- online Ethics Modules (click [here](#) for the APEGS modules);
- APEGS in-person Law & Ethics seminar;
- PD Day ethics course(s);
- employer provided program (e.g. reviews of corporate policies on privacy, use of corporate computers, client relations, ethics, etc.);
- teaching an ethics class;
- review of ethics at meetings (i.e. ethical moment similar to safety moment – attendance, topic and duration of discussion to be documented in the minutes);
- attendance at other ethics conferences / workshops; or
- continuing education offerings related to ethics.

Requirement Details

- Members must obtain at least 1 cumulative hour of ethics training each year.
 - This means that each year the member is required to complete one activity that is 1-hour in length total or multiple shorter activities that add up to a total time of 1-hour.
- The activity must be verifiable. If no verification can be obtained, that activity is not eligible for credit.
 - Examples of acceptable verification documents are:
 - Certificates of Completion
 - Meeting minutes that show you were present at the meeting, the total time spent on just the ethics discussion, and a brief summary of the ethics topic.
 - Employer records

Next Steps Once Training is Complete

Once the ethical training has been completed, members are required to:

1. Log into APEGS Central and navigate to the CPD reporting page;
2. In the appropriate year's record, check the "Ethics Training" box. This box is located on the line above "Professional Practice". This affirms that you have completed the requirement for the current calendar year.
3. Under the Formal Activity category, record how many hours you have earned for your ethics training. Example: 1 hour of training means you record 1 hour under Formal Activity.
4. Retain personal copies of your ethics verification documents and only submit them to APEGS when requested to do so.