



**A P E G S**

*Association of Professional Engineers  
& Geoscientists of Saskatchewan*

# **Significance of Regulatory Agencies Guideline**

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## Introduction

The following guideline is provided to individuals undertaking the writing of experience reports for submission to the Experience Review Committee (ERC) as a tool to help maximize their chance of success, by offering guidance into the submission of the “Significance of Regulatory Agencies” requirement. This guideline is meant to supplement the existing documentation not to supersede it. Members-in-training should ensure that they are familiar with documentation as follows in addition to this document.

### Engineers-In-Training:

1. Experience Guideline 1
2. Experience Guideline 1: Appendix 1 – Engineering Examples
3. Experience Guideline 2 – Components of Acceptable Engineering Work Experience
4. (Optional) Software Engineering Review Guideline

### Geoscientists-In-Training:

1. Experience Guideline 1
2. Experience Guideline 1: Appendix 2 – Geoscience Examples
3. Experience Guideline 3: Components of Acceptable Geoscience Work Experience

## Background

When completing the experience reporting process a member-in-training is expected to show an understanding of the Canadian regulatory environment at a level of appropriate for a newly registered professional.

A member-in-training is asked to do this through the completion of the section “Significance of Regulatory Agencies” of the Report on Experience Documents. This section can be found in Part 4 – Social Implications of Engineering, for Engineers-In-Training, and Part 3 – Social Implications of Geoscience for Geoscientists-In-Training

Historically this has proven problematic for many members-in-training, with 9% of Final Report Submissions being returned for resubmission by the ERC for failing to meet this requirement. This single point of failure represents approximately half of all resubmissions in the Experience Review Process. As such the following information is provided to help members in training better understand and better fulfill the requirement.

## Regulatory Agencies

For the purpose of experience reporting, A Regulatory Agency can be defined as a public authority or government agency responsible for exercising authority over some area of Engineering or Geoscience practice. In Canada this authority is assigned or granted through act or statute of a governmental body. APEGS for example is a regulatory agency.

## What is expected in My Submission

The committee expects that each member-in-training submission contains detail on **one or more** regulatory agencies that should effect their work. The reviewers are looking for evidence to support that the member in training is sufficiently aware of the regulatory agencies that govern the practice of their chosen field of engineering or geoscience. In the event that the report does not contain sufficient detail on expected regulatory agencies the member-in-training may be asked to resubmit Part 3(geoscience) or 4(engineering) of their report.

To maximize their success applicants should consider answering the following questions in their submissions **for each** regulatory body which affects their practice:

1. Who is the Regulatory Agency?
  - a. Use the Agency's proper name.
2. What Act(s) or Statue(s) does the agency enforce?
  - a. Use the proper name.
3. Does the legislation enforced by the agency require any codes or standards to be followed in your professional practice?
4. Why is this Regulatory Agency necessary?
  - a. ie. What is the significance of the agency?
5. How does this effect your practice of Engineering or Geoscience?

For example in the case of APEGS the following could be submitted.

*The Association of Professional Engineers and Geoscientists of Saskatchewan (APEGS) is responsible for enforcing "The Engineering and Geoscience Professions Act". This act was passed to protect public safety to ensure that only people licensed to practice engineering and geoscience, may do so, and only those licensed may represent themselves as engineers or geoscientists through the use of protected titles. As such it is important for me to ensure that I have a valid licence with APEGS to practice Engineering (or Geoscience) when practicing engineering (or Geoscience) within Saskatchewan.*

## Regulatory Agencies vs. Codes and Standards Bodies

Members-in-training often confuse Regulatory Agencies and Codes and Standards Bodies.

There is a difference between a Regulatory Agency and Codes and Standards bodies, in the effect that the regulatory body is empowered by the government to intervene should the act or statute be violated. Codes and Standards bodies do not have this power.

Some acts may specify a Code or Standard be used to govern a specific sub-element of the act or a Regulatory Agency may adopt Codes or Standards from such bodies to assist in the administration of their respective legislation. When this occurs it is important to note and observe the occurrence and its significance. A case in this point is The Electrical Inspections Act, enforced by SaskPower which specifies that the latest edition of the Canadian Electrical Code will be used to govern all works of electrical installation.

In this case an example could be prepared as follows:

*The Saskatchewan Power Corporation (SaskPower), enforces the Electrical Inspections Act. The Electrical Inspections Act specifies that the latest edition of the Canadian Electrical Code will govern all works of electrical installation. This has been done to protect public safety from potentially unsafe electrical installations. As an engineer designing building systems I ensure that my designs comply with the Canadian Electrical Code which serves to protect the public and my client's investments from non-conformant design practices.*

## Obtaining More Information on Regulatory Agencies

When in doubt a member-in-training, should consider consulting with their supervisor and/or mentor regarding Regulatory Agencies that affect their practice of engineering. As a supervisor/mentor they have professional insight into the practice of engineering or geoscience, and can offer guidance in the firm's regulatory compliance activities, which should provide perspective to the member-in-training in the preparation of their submission.

## Examples of Regulatory Agencies

The following are organizations that serve regulatory functions that may be applicable to your career. The list is intended as a sample of potential regulators to assist you in the preparation of your submission and is not intended to be a comprehensive list of all regulatory bodies that may regulate the engineering profession.

- Ministry of Labour Relations and Workplace Safety
- Ministry of the Environment
- Ministry of the Economy
- SaskPower
- Securities Division of the Financial and Consumer Affairs Authority
- Technical Safety Authority of Saskatchewan
- The City of Regina
- The City of Saskatoon
- Water Security Agency
- Fisheries and Oceans Canada
- Canadian Nuclear Safety Commission
- Canadian Securities Authority, Including the National Instruments (43-101, 53-101, etc.)

## Example Submissions

*The Ministry of Labour Relations and Workplace Safety is responsible for administering "The Occupational Health and Safety Act" of Saskatchewan. This legislation was enacted to ensure safe working environments for Saskatchewan employees. As our firm employees over 10 employees, we are required by law to have an Occupational Health and Safety Committee and to host regularly scheduled meetings, and to post the minutes in public locations. As a safety auditor on the mine project site, ensuring compliance with these requirements as one of my checks, which helps our firm ensure the safety of the workers and legal compliance.*