

# **2017 Registration Review Report**

## **Association of Manitoba Land Surveyors**



OFFICE OF THE MANITOBA FAIRNESS COMMISSIONER



## Table of Contents

Executive Summary .....	1
Introduction.....	2
Context of the Profession in Manitoba .....	3
Overview of Assessment and Registration Process.....	4
State of Progress.....	9
Fair Practice Analysis .....	11
Progress Opportunities.....	14
Fairness Commissioner’s Recommendation.....	14
Association of Manitoba Land Surveyors – Action Plan .....	15
Statement of Compliance .....	17
Appendix I: 2017 Registration Review Process .....	18



## Executive Summary

The 2017 Registration Review Report for the Association of Manitoba Land Surveyors (AMLS) examines their state of progress with regard to the fair consideration of individuals educated outside of Canada. The Fairness Commissioner identifies progress opportunities and AMLS responds with an action plan.

AMLS has worked nationally with provincial regulators of land surveyors and other key stakeholders to secure federal funding for a three phase project to a) develop a new national process for assessing academic qualifications and competence of internationally educated applicants (IEA); b) develop a model for centralized information and application; and c) establish a standardised approach for IEAs to document prior learning and experience. Project deliverables are expected by April 2019.

The Fairness Commissioner calls for AMLS to continue to review and revise the assessment and registration process, including its academic requirements to realize a fairer, more accessible and timely pathway to licensure. The Fairness Commissioner also sees a need for improvements to AMLS' web information for IEAs; synchronization of its documentation requirements with its national body; and continued work on registration data collection that includes engaging with the Canadian Board of Examiners of Professional Surveyors (CBEPS) to obtain data to improve understanding of IEA's experience in the national certification process.

In response to the progress opportunities identified by the Fairness Commissioner, AMLS commits to:

- Ensuring their national body is aware their processes for assessing IEAs must comply with Manitoba's fairness legislation
- Participating in the profession's national level project to improve pathways to recognition for internationally educated land surveyors
- Undertaking its own research with newly licensed applicants for the purpose of better understanding how their process can be improved, and then considering what changes can be made
- Reducing duplication in its application requirements
- Updating its web information
- Working with its national body on data collection

The Fairness Commissioner sees AMLS' Action Plan as a positive response to the progress opportunities and recognizes that without significant systemic change, particularly at a national level, Manitoba is not likely to fully benefit from the expertise internationally educated land surveyors could offer. The recent announcement of federal funding for a national level project is very encouraging.

## Introduction

Registration reviews are conducted as part of the Fairness Commissioner's mandate to review the registration practices of regulatory bodies subject to *The Fair Registration Practices in Regulated Professions Act* (Act).

The purpose of a registration review is to enable the Fairness Commissioner to determine a regulator's compliance to the Act and to make recommendations for improvement. Compliance to the legislation refers both to the fairness of assessment and registration practice, with particular attention to the fair consideration of internationally educated applicants, as well as the co-operation of the regulator with the Fairness Commissioner.

The Act stipulates that registration reviews are to be undertaken at times specified by the Fairness Commissioner. It also stipulates that the content of a registration review is to include an analysis of the relevance and necessity of registration requirements, the timeliness of decision making, the reasonableness of fees and the registration of internationally educated individuals. This may involve the review of any third parties employed in the assessment and registration process.

The 2017 Registration Review focuses on a few critical issues the Fairness Commissioner has identified as key for Manitoba regulators to make progress; the need for timely registration, the recognition of professional work experience and supervised practice opportunities.

In this report, AMLS' assessment and registration practice is evaluated in terms of its overall state of fair practice and for the purpose of identifying progress opportunities. This includes an analysis of AMLS' activities to improve practice to date and practices regarding the critical areas of timely registration, the recognition of professional work experience and supervised practice opportunities.

This report is a public document and will be posted on the OMFC's website, submitted to the Minister of Education and Training and the Minister of Justice.

## Context of the Profession in Manitoba

Land surveyors plan, direct and conduct legal surveys to determine, establish and maintain property boundaries. They prepare and maintain official plans, records and documents related to these surveys. Land Surveyors are employed in both the public and private sectors, including self-employment.

Celebrating its 137<sup>th</sup> annual general meeting this year, the Association of Manitoba Land Surveyors (AMLS) is distinguished as the first regulated profession in Manitoba and the oldest land surveyor association in Canada.

A new Act was proclaimed on November 13, 2015 and came into force March 31, 2016. New internship requirements have been in place since April 2016.

The Association of Manitoba Land Surveyors reports a shortage of land surveyors in the province and, with a significant portion of their membership within a few years of retirement, an even more serious shortage in the near future. As of December 2016, AMLS had 59 registered members.

Manitoba does not have a university degree program in geomatics. Although Red River College offers a geomatics option in the second and third years of their Engineering and Construction Technology Diploma program, the Canadian Board of Examiners for Professional Surveyors does not accredit this program. Select courses within this program had been accredited with support of AMLS, but this accreditation has lapsed. A lack of Geomatics programs adds to Manitoba's challenge for growth in the profession since it is common for individuals not to return to practice after choosing to study out-of-province.

As land tenure and legal systems vary widely around the world so does the practice of land surveying. At the core of Manitoba practice is how to apply the laws to land management systems.

## Overview of Assessment and Registration Process

The Association of Manitoba Land Surveyors (AMLS) regulates the practice of land surveying in Manitoba under the authority of *The Land Surveyors Act* (C.C.S.M. c. L60). Registration with the AMLS grants both right to title and to practice. Unless registered, no person may use the title “Manitoba Land Surveyor” or the letters “MLS” nor are persons permitted to practice land surveying unless registered under *The Land Surveyors Act* or acting under the direct supervision of a registered member.

### Qualifications

---

Principal qualifications for registration as a land surveyor in Manitoba include obtaining a ‘Certificate of Completion of Academic Requirements for Professional Surveyors’ from the Canadian Board of Examiners for Professional Surveyors (CBEPS or National Body) and successfully completing an internship with a practising land surveyor. Academic qualification for CBEPS certification requires graduation from a recognized two or three-year geomatics program or a Geomatics Engineering degree and any assigned CBEPS exams. Applicants with a bachelor degree in a related field of study are assessed on a case-by-case basis. The AMLS internship process requires fulfilling projects and work experience requirements under supervision, and passing a series of professional practice exams.

### Assessment and Registration Process

---

#### Step 1 – Apply to the Canadian Board of Examiners for Professional Surveyors

To become a land surveyor in Manitoba, an internationally educated land surveyor must first apply to the Canadian Board of Examiners for Professional Surveyors (CBEPS). CBEPS establishes, assesses and certifies the academic qualifications of individuals who apply to become land surveyors and/or geomatics professionals in Canada (with the exception of Quebec). Once CBEPS is satisfied that an applicant has met the entrance requirements and has passed the necessary exams, an applicant is issued a ‘Certificate of Completion of Academic Requirements for Professional Surveyors’. To apply, individuals must complete an application form, pay a \$350 application fee and submit the following documents:

- a summary of education and training
- an official transcript of grades directly submitted from the educational institution
- a certified copy of any diploma, degree or certificate



- a Basic Assessment Report from an international credential evaluation service affiliated with the Alliance of Credential Evaluation Services of Canada

IEAs can also apply for exam exemptions, if they feel they meet the requirements for a particular subject.

An exemption request requires the following information:

- an official detailed description of materials covered by the course(s) and the number of hours spent on each of the topics
- course prerequisites
- copies of examinations written during the course(s)
- copies of lab assignments completed during the course(s)
- the name of the instructors who taught the course(s)

There is no fee for the application for exam exemption. Review of exemption applications by the CBEPS Candidate Evaluation Committee takes approximately two months.

CBEPS assesses the applicant's academic credentials against its core and elective syllabi to determine which examinations an IEA is required to complete. There are 11 examinations in the core syllabus and five examinations in the elective syllabus. Applicants may be exempt from any number of core syllabus exams. Two of the five electives are required; the others may also be exempt.

CBEPS informs applicants in writing of their assessment results within two to three months of receiving a completed application.

### **Step 2 – Complete examinations assigned by CBEPS**

Each CBEPS exam is three hours in length, short answer format, costs \$175 and can be written in English or French. Examinations are held in Winnipeg twice a year, usually in March and October, and typically over a period of three to five days. Exam results are provided within six to eight weeks of exam sittings. Candidates have up to seven years to complete all of their assigned examinations.

Past examinations can be downloaded from the CBEPS site and study materials for certain exams are available for a small cost (\$15-\$85). Study guides and learning outcomes for all examinations including elective exams are also available online free of charge.

### **Step 3 – Apply to the Association of Manitoba Land Surveyors**

Upon receipt of the CBEPS Certificate of Completion, individuals apply to AMLS for membership as a Land Surveyor in Training (LSIT). Applicants submit a written application to the Board of Examiners accompanied by:

- a summary of academic education and training, together with an official transcript of marks in respect of any post-secondary education

- a certified copy of a diploma or degree in geomatics technology, geomatics engineering or equivalent
- a resume of relevant training and experience
- CBEPS Certificate of Completion
- an application fee of \$200, the annual fee for a LSIT of \$200 and any other fees associated with the application

If transcripts or other evidence of academic standing are not available, the Board may consider a witnessed affidavit sworn to by the applicant outlining the circumstances.

The Board assesses LSIT applications and all accompanying information and either approves or rejects the application. Where the Board approves an application, it requests the Registration Committee to register the applicant as a Land Surveyor in Training. Where the Board rejects an application, it notifies the applicant in writing outlining the reasons for the rejection.

#### **Step 4 – Complete an Internship and required milestones with AMLS**

Following acceptance by the Board, the Land Surveyor in Training must enter into an internship with a licensed Manitoba Land Surveyor who acts as the primary mentor, but may undertake work experience and complete projects under the supervision of any licensed Manitoba Land Surveyor practising in Manitoba.

Land Surveyors in Training must submit a learning plan that identifies:

- with whom the LSIT will be entering into an internship and the name of the primary mentor
- the LSIT's relevant training and experience
- how the LSIT and the mentor will undertake to obtain the experience and the required skills to address the examination material and to engage in the practice of land surveying
- a minimum number of months, in which it is proposed that the LSIT will be involved in the practice of land surveying in the field, and in the office procedures
- three milestones, the time frames associated with each milestone and the order in which they intend to address the milestone examinations. Each milestone consists of a practical surveying project and report, written examinations and an oral exam. LSITs must complete these three milestones during their internship.

The minimum term of the internship is not fixed but is based on the candidate proving sufficient experience and competency in areas identified by the Board. The maximum length of an internship is five years, after which, if the milestones are not complete, the internship will terminate and the LSIT will have to enter into a new internship.

AMLS examination sittings are in May and November. The pass mark is 70 per cent. The LSIT must give notice to the Board at least 90 days in advance of each examination date of their intention to write, and pay the fee of \$100 per exam. There are five written and three oral exams in total.

At least 30 days prior to the examination date, the LSIT must:

- complete all projects and reports associated with the milestone
- supply a Report on Training and Experience detailing the nature and quantity of the work experience and training that the LSIT has undertaken. This report must be certified by the primary mentor as to its accuracy.

### **Step 5 – Apply for Full Registration with AMLS**

When a LSIT has successfully completed all milestones and examinations, the Registrar will send a letter indicating that they have met all requirements to be eligible for licensure as a Manitoba Land Surveyor.

In application for membership, interns are required to submit the following completed forms:

- Application for Membership (\$250)
- Manitoba Land Surveyor's Declaration
- Oath of Office

The applicant must submit proof of professional liability insurance coverage and a pro-rated annual registration fee of \$2,158.67. Applicants are also required to pay an annual levy of \$200 that goes to the Professional Surveyors of Canada, an advocacy group that speaks on behalf of land surveyors across Canada on matters of mutual interest, such as public education, professional standards, and licensing. Finally, they must also purchase an embossed seal at an approximate cost of \$100.

## Appeal Process

---

Any person affected by a decision of the Board of Examiners may apply in writing to the Registrar to request an appeal of the decision, outlining the grounds for the appeal. Appeals must be made within 30 days of the date of receipt of the decision that is being appealed. The appeal is forwarded to the Board of Examiners Appeal Committee which may uphold or vary the assessment or decision of the Board. The decision of the Board of Examiners Appeals Committee is final.

## Time and Cost

---

The time and cost required for registration varies depending on the circumstances of the applicant. Direct costs can be as much as \$5,150 (not including exam rewrites or registration fee). A list of direct costs follows below.

The firm for which the candidate is working often provides financial assistance for the costs associated with the internship.

National academic certification, the first step in the process, is the most time consuming part of the process for both Canadian and internationally educated applicants alike. Only a handful of educational institutions in Canada provide academic training that will result in full academic qualification. The AMLS estimates that three to four years to be deemed academically qualified is not uncommon. In addition, the internship period requires at least two years. Altogether, for both Canadian and internationally trained applicants, it can take upwards of seven years to be registered as a Manitoba Land Surveyor.

### 2017 Direct Costs:

CBEPS Assessment Fee	\$350
CBEPS Examination Fee - \$175/examination	\$2,450
Credential Assessment Fee (basic assessment from an agency affiliated with the Alliance of Credential Evaluation Services of Canada)	\$125 to \$200
AMLS Assessment Fee for becoming LSIT	\$200
AMLS Annual Fee for LSIT (\$200/year)	\$600 (approx.)
AMLS Professional Practice Exam Fees - \$100/exam (5 written and 3 oral)	\$800
Application for Membership Fee	\$250
Prorated Annual Registration Fee	\$2,158.67
PSC Levy	\$200
Embossed Seal	\$100 (approx.)

## State of Progress

The new Land Surveyors Act came into force in March 2016. Some of the requirements in the old Act were removed from under the Act and placed into Regulation and By-laws allowing AMLS greater flexibility with its registration process. For example, changes allow AMLS to conduct alternative evaluations of candidates and potentially provide exemptions from their professional exams if an applicant has prior knowledge in a specific area.

AMLs' internship program now includes the support of experienced members as mentors. Mentors support interns to acquire the skills and experience needed to be successful on AMLS required exams and in the practice of land surveying in Manitoba. The length of this period is no longer set, but rather, is determined on a case-by-case basis depending on the needs of the intern.

Although the pass score for AMLS professional exams is 70 per cent, by-law changes also introduced flexibility to allow the board to grant candidates a pass standing with conditions when they achieve a minimum score of 65 per cent.

Regulator data indicates that since 2012, no IEAs have become licensed land surveyors in Manitoba and AMLS has not received any applications from IEAs since legislative changes came into force in 2016. They are open to refining requirements once they begin working with IEAs and have a better understanding of the practical impact of the changes.

AMLs' website now has a page dedicated to internationally educated applicants that explains the registration process. However, some improvements are needed and are explained in the analysis section that follows.

Since the 2013 Registration Review, AMLS has supported CBEPS with the development of study guides, now available to candidates writing the national level examinations. Given the number of examinations that may potentially be assigned, exam preparation resources are of critical importance to IEAs attempting to achieve their Certificate of Completion. CBEPS now also provides access to past examinations, facilitates study forums, and offers some webinars for applicants.

Also since the 2013 Registration Review, AMLS worked with Red River College to achieve CBEPS accreditation for some of its courses in geomatics. This allowed IEAs an opportunity to complete course work in Manitoba in lieu of writing certain assigned syllabus exams. Red River College's accreditation has since expired. IEAs currently have no other option than to take online course work from out-of-province post-secondary institutions or to write their assigned CBEPs exams. To AMLS' knowledge, Red River College has not reapplied to CBEPS for accreditation of any of its subjects.

In the 2013 Registration Review, OMFC identified issues with the first step of this assessment process conducted by CBEPS. We shared concerns about this process taking years for individuals to complete. The significant problem is the difficulty individuals have meeting the academic requirements and achieving the Certificate of Completion needed to move on to AMLS' supported internship

process. We asked for a focus on changes at this level and that AMLS work with its third party assessor to improve its process. At the time, we argued that any changes to the Manitoba process would have been of little value if issues identified in the national level process were not addressed.

AMLS has worked nationally with key stakeholders in the profession and their provincial counterparts to secure federal funding to improve the assessment process for which CBEPS is responsible. They recently learned that their application to Employment and Social Development Canada (ESDC) was approved and that project work will begin in November 2017 with funding until April 2019. The objectives of this project will be to: develop a new, national process for assessing academic qualifications and competence of internationally educated applicants; develop a model for centralized information and application; and establish a standardised approach for IEAs to document prior learning and experience. OMFC is hopeful this project will introduce changes necessary to realise a fairer and timelier approach to the assessment and recognition of IEAs. We recommend that reviews conducted by provincial Fairness Commissioners be taken into consideration in this national level work and that progressive practices introduced through similar national projects for regulated professions be considered.

## Fair Practice Analysis

The Fairness Commissioner has identified the need for timely and effective registration, the recognition of qualifications acquired through professional work experience and the need for supervised practice opportunities as key substantive issues critical to realize progress among Manitoba regulators.

Following the Manitoba Fairness Standard, the Fairness Commissioner has the following commendations, comments and concerns about AMLS' state of progress concerning these key fairness issues:

### Timely Registration

---

*The assessment and registration process is structured efficiently (Manitoba Fairness Standard, 7.1)*

Currently, applicants to AMLS potentially face a significant number of exams, both at the national CBEPS level and at a provincial level. Nationally, exams are offered twice each year and, depending on the number assigned, can take an individual years to complete. There is an exam exemption process in place whereby applicants can provide further supporting documentation to CBEPS to demonstrate education in core subject areas (details outlined in Step 1).

*The assessment and registration process is periodically reviewed to ensure timeliness for internationally educated applicants (Manitoba Fairness Standard, 7.2).*

Having concerns for the maintenance and growth of their profession's registered members, AMLS is aware of their lengthy registration process. This was a consideration in their work on the development of new by-laws for their profession. Their new system of milestones and examinations, an effort to improve efficiency of the internship program, has been in place since April 2016. It is too early to determine the impact of these changes on the timeliness of their process as AMLS has not received an internationally educated applicant since the changes were introduced.

OMFC asks AMLS to consider the number of examinations it requires (five written, three oral) and whether or not there are other equally effective means of assessing learning.

*Communication with applicants is timely and systematic (Manitoba Fairness Standard, 7.3).*

Applicants to AMLS receive strong personal support and assistance from the association and their communication with applicants is timely. CBEPS initial assessment results currently take two to three months, potentially longer if a candidate applies for exam exemptions and exam results are provided within six to eight weeks.

*The registration process is such that qualified internationally educated applicants have an opportunity to practice in some capacity within a year of application (Manitoba Fairness Standard, 7.4).*

We do not have data from CPEBS regarding the average length of time an IEA takes to achieve their Certificate of Completion but our understanding is that due to the fact that international programs are not accredited here, IEAs are typically assigned a significant number of exams. With fixed date exam offerings just twice per year, it is our understanding that it would be very rare for an IEA to complete this first step of the registration process and begin their internship through AMLS within one year. AMLS suggests it is currently not uncommon for an IEA to take three to four years to be deemed academically qualified.

## **Recognition of Professional Work Experience**

---

*Professional work experience is considered to determine qualification (Manitoba Fairness Standard, 5.10).*

*Regulator has objective standards and criteria to assess knowledge and competencies acquired through work experience (Manitoba Fairness Standard, 5.11).*

Professional work experience is not a consideration in determining academic qualification in land surveying.

*If Canadian work experience is a mandatory requirement, it is clearly justified (Manitoba Fairness Standard, 5.12).*

A period of internship is required of all applicants to AMLS, including Canadian educated applicants. The internship allows applicants to work in the field with the support of a mentor before they are fully licensed. This supports understanding of Manitoba specific laws and regulations surrounding the profession of land surveying and success on professional exams. A period of practice such as this seems important to ensure IEAs are prepared for the specific requirements of practice in Manitoba.

## **Supervised Practice Opportunities**

---

*Supervised practice opportunities are available for the purpose of assessment and gap training (Manitoba Fairness Standard, 5.13).*

Land Surveyors in Training have the option of working under the supervision of their mentor, or with a mentor and supervision by a different, licensed land surveyor. AMLS' internship helps to address gaps in knowledge of Manitoba specific land surveying practice and laws.



## Additional Fairness Concerns

---

4. *Documentation requirements are reasonable.*

4.1 ***Difficult-to-provide documents are warranted.***

We note that AMLS asks for several of the same documents requested in the first step of the registration process by CBEPS. Documentation requirements should be synchronized between the regulator and any third parties involved in the assessment process, so that people are not repeatedly required to arrange the direct submission of the same documents to separate bodies.

1. *Applicants are provided clear, complete, accurate and easy to find information about:*

1.1 ***the steps involved in the registration process***

1.2 *the role of third-parties in the assessment and registration process*

1.3 ***what can be done to prepare for registration before migration***

1.4 *qualification requirements*

1.5 *criteria used to assess qualifications*

1.6 *documentation requirements*

1.7 *alternative documentation opportunities*

1.8 ***fees and common associated costs***

1.9 ***the length of time registration processes usually take***

1.10 ***key dates and timelines***

1.11 ***supports the regulator provides or other available supports of which the regulator is aware***

1.12 ***appeal process, timelines and fees***

1.13 ***access to records***

AMLS has a landing page for internationally educated applicants that clearly presents some of the above key information items and directs potential applicants to CBEPS for the first steps in the registration process. We are pleased to see that a specific landing page has been developed for IEAs. Some information items however are missing or are incomplete (**bold** above) and work needs to be done to improve this landing page. For example, the website does not provide information on access to records or appeals, and the final requirements – post-internship – of the application for registration are not included or explained. We cannot find any information about potential length of time to complete the registration process or supports that are available. If there are steps that can be taken pre-migration they should also be highlighted on AMLS' website.

## Progress Opportunities

The Fairness Commissioner sees the following opportunities for progress regarding AMLS' assessment and registration practice:

1. Continue to review and revise the assessment and registration process, including academic requirements to realize a fairer, more accessible and timely pathway to licensure.
2. Synchronise documentation requirements with Canadian Board of Examiners of Professional Surveyors and remove duplicate requirements from within the AMLS assessment process.
3. Improve web information regarding assessment and registration processes for IEAs ensuring information meets fairness requirements.
4. Engage with CBEPS to obtain data to improve understanding of IEA's experience in the national certification process.

## Fairness Commissioner's Recommendation

To ensure compliance to *The Fair Registration Practices in Regulated Professions Act*, the Fairness Commissioner recommends that the Association of Manitoba Land Surveyors take action regarding these progress opportunities.

## Association of Manitoba Land Surveyors – Action Plan

In response to the Fairness Commissioner’s recommendation, AMLS proposed the following Action Plan as of November 14, 2017.

AMLs’ Action Plan will form the basis of its relationship with the OMFC moving forward. Follow-up meetings will be held annually after the 2017 Registration Review to discuss implementation of activities and updates to the Action Plan. Action Plan updates will be posted on the OMFC’s website on an annual basis, following these meetings allowing any interested party to see the progress to date.

Progress Opportunity	Action(s)	Completion Date
<p>1. Continue to review and revise the assessment and registration process, including academic requirements to realize a fairer, more accessible and timely pathway to licensure.</p>	<p>The Association will conduct exit interviews with successful candidates to improve the process.</p> <p>The Association will raise issues with the CBEPS that the assessment process needs to be compliant with fair registration laws that differ from one province to another.</p> <p>AMLs will participate in the national <i>Pathways to Credential Recognition of Foreign Trained Land Surveyors</i> project funded by the federal government. Objectives of this project are to a) develop a new national process for assessing academic qualifications and competence of internationally educated applicants (IEA), b) develop a model for centralized information and application; and c) establish a standardised approach for IEAs to document prior learning and experience.</p>	<p>Ongoing</p> <p>February 2018</p> <p>April 2019</p>
<p>2. Synchronise documentation requirements with Canadian Board of Examiners of Professional Surveyors and remove duplicate requirements from within the AMLS assessment process.</p>	<p>The Association will repeal any provisions in the by-laws that requires anyone applying for admission as a Land Surveyor in Training who has obtained a Certificate of Completion from the CBEPS of having to provide to the Association an official transcript of marks in respect of any post-secondary education or a certified copy of a diploma or degree in geomatics technology, geomatics engineering or equivalent.</p>	<p>September 2018</p>
<p>3. Improve web information regarding assessment and registration processes</p>	<p>The Association’s website will be updated to include the information needed for IEAs.</p>	<p>September 2018</p>

Progress Opportunity	Action(s)	Completion Date
for IEAs ensuring information meets fairness requirements.		
4. Engage with CBEPS to obtain data to improve understanding of IEA's experience in the national certification process.	The Association will contact the CBEPS to determine if such data exists, and if not, recommend that such data be collected going forward.	February 2018

**Association of Manitoba Land Surveyors  
Comments**

The Association may seek review and consultation from OMFC for website changes, so that relevant information may be presented.

## Statement of Compliance

The Association of Manitoba Land Surveyor's Action Plan is a positive response to the progress opportunities identified in this review.

These actions support fair practice and align with the intent of *The Fair Registration Practices in Regulated Professions Act* to improve licensure processes for internationally educated applicants in Manitoba.

I am pleased to learn that a project is now underway to improve the first stage national third-party process for assessment and recognition of internationally educated applicants. I am hopeful this project will result in a fairer, timelier process for IEAs and that Manitoba will have greater opportunity to benefit from the skills IEAs in the profession bring to our province.

I appreciate AMLS' willingness to refine newly introduced changes to their assessment process and their commitment to ensuring their processes are also fair and timely for IEAs. I am happy to assist the Association where needed and I look forward to hearing how projects are progressing.



Ximena Munoz  
Manitoba Fairness Commissioner



## Appendix I: 2017 Registration Review Process

The OMFC's 2017 review process has several key steps: meeting to discuss the focus and process of the review, agreeing to a review schedule, documenting, evaluating and preparing a progress report, and achieving an action plan to move things forward. The process is designed to support regulators to further evolve registration practice and realize progressive change.

Activity	Description	Date
<b>Registration Review Workshop</b>	<ul style="list-style-type: none"> <li>Group meeting between OMFC and regulators</li> <li>Latest data and research presented</li> <li>Fairness Standard, review focus and process presented</li> <li>Review schedule provided</li> </ul>	June 10, 2016
<b>Progress Report</b>	<ul style="list-style-type: none"> <li>AMLS report on its fair practice progress</li> <li>Includes analysis of timely registration, recognition of professional work experience and supervised practice opportunities</li> <li>Progress opportunities identified</li> <li>Recommendation from Fairness Commissioner to address progress opportunities</li> </ul>	September 28, 2017
<b>Progress Meeting</b>	<ul style="list-style-type: none"> <li>AMLS and Fairness Commissioner discuss report and possible actions AMLS is considering addressing progress opportunities</li> </ul>	October 26, 2017
<b>AMLS Action Plan</b>	<ul style="list-style-type: none"> <li>AMLS' Action Plan submitted to OMFC</li> </ul>	November 14, 2017
<b>2017 Registration Review Report</b>	<ul style="list-style-type: none"> <li>Report submitted to AMLS</li> <li>Report contains the review findings, AMLS' Action Plan, and the Fairness Commissioner's Compliance Statement</li> </ul>	November 23, 2017
<b>Registration Review Closeout Meeting</b>	<ul style="list-style-type: none"> <li>AMLS and Fairness Commissioner discuss Registration Review Report, potential OMFC support for actions and how AMLS' action plan will inform the relationship moving forward</li> <li>Registration Review Report submitted to Minister of Education and Training, the Minister of Justice and uploaded on the OMFC website</li> </ul>	December 15, 2017

### Review participants:

Bill Shepherd, Registrar, Association of Manitoba Land Surveyors

Michael Paré, Executive Council, Association of Manitoba Land Surveyors

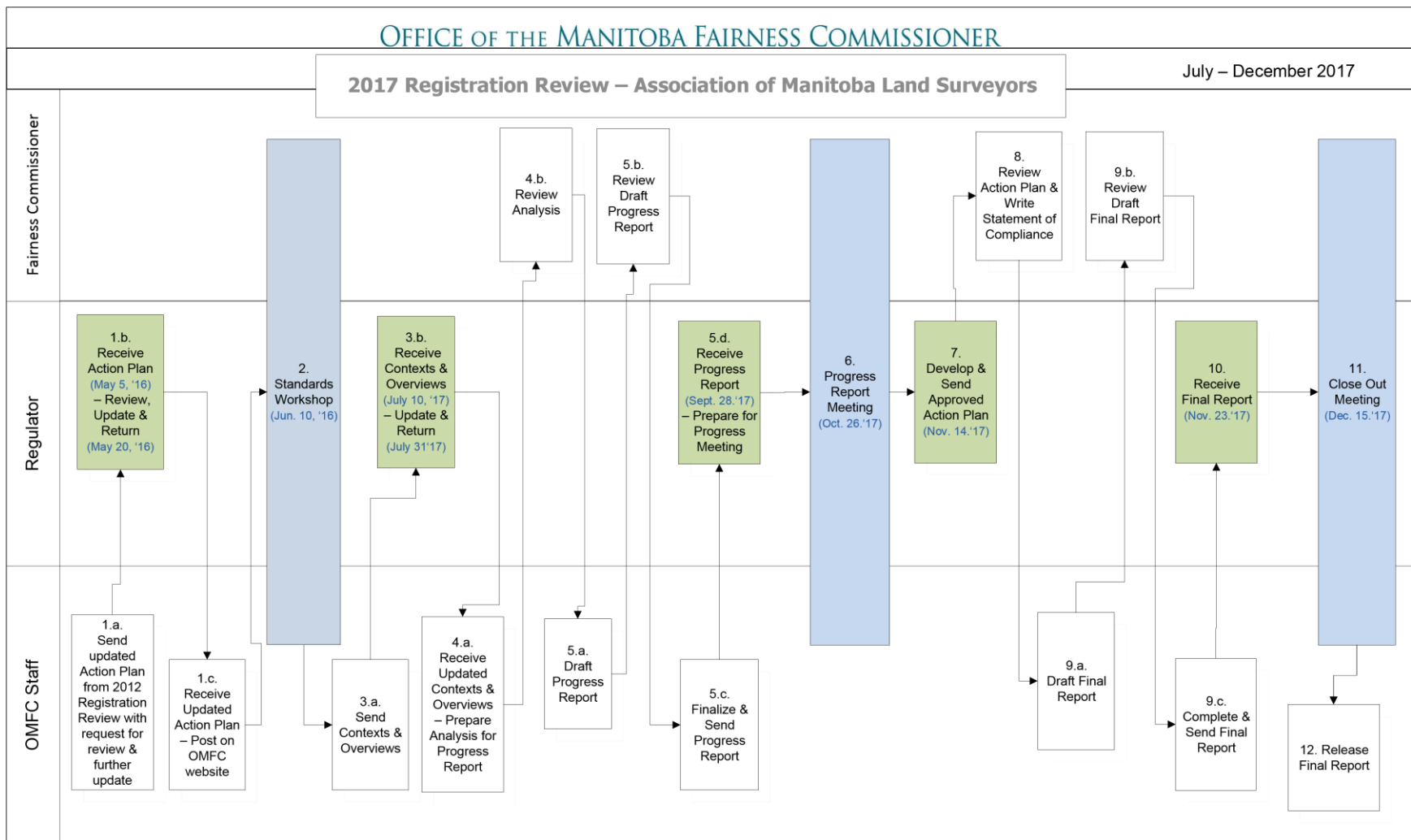




# OFFICE OF THE MANITOBA FAIRNESS COMMISSIONER

## 2017 Registration Review – Association of Manitoba Land Surveyors

July – December 2017









OFFICE OF THE MANITOBA  
FAIRNESS COMMISSIONER

**E:** [omfc@gov.mb.ca](mailto:omfc@gov.mb.ca)

**T:** 204-945-7353

**TF:** 1-800-282-8069 ext. 7353

301 – 155 Carlton Street  
Winnipeg, MB R3C 3H8

[manitobafairnesscommissioner.ca](http://manitobafairnesscommissioner.ca)