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Q1

Please indicate which regulator you are and your main point of contact should we require follow up.

Ontario Association of Certified Engineering Technicians and Technologists (OACETT)
 Carol Warner, C.Tech., Deputy Registrar at cwarner@oacett.org

Q2**No**

Section 1 - During the reporting period (January 1st–December 31st, 2022), please indicate if your organization has introduced any changes in the following areas impacting your registration processes by clicking on each of the appropriate boxes below. Registration requirements either through regulation, by-law or policy.

Q3**No**

Assessment of qualifications

Q4**No**

Timelines for registration, decisions and/or responses

Q5**No**

Registration and assessment fees

Q6**No**

Resources for applicants

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Q7 Changes to internal review or appeal process	Yes, Description of change/improvement that would impact fair registration outcomes: In November 2022, the admission committee began reviewing files online, resulting in shorter processing times.
Q8 Access by applicants to their records	No
Q9 Mutual recognition agreements	No
Q10 Training and resources for staff regarding registration	Yes, Description of change/improvement that would impact fair registration outcomes: In November 2022, we moved to file reviews being done online through the portal, resulting in shorter processing times. Staff and file reviewers were trained on this process.
Q11 Relationship with third party service provider(s)	No
Q12 Accreditation of educational programs	No
Q13 Technological or digital improvements	No
Q14 Anti-racism and inclusion-based policies and practices	No
Q15 Organizational structure	No
Q16 Contingency or continuity of operations plans	No

Q17

No

Documentation requirements for registration

Q18

No

English / French language proficiency testing

Q19

Section 2 – If applicable, please list your organization’s top three accomplishments during the reporting period that relate to fair registration practices.

1

We initiated and substantially completed the review and update of the Professional Practice Exam (PPE) and the Internationally Educated Professional Practice Exam (IEPPE) to ensure relevancy and accuracy with current legislation and OACETT new governance structure. The last update prior to this was in 2014.

2

Increased automation in our computer system resulted in enhanced communication methods including ‘quick send’ emails and tracking of staff interaction with members.

Q20

Section 3 – If applicable, please list the top three risks that impacted your organization’s ability to achieve better registration outcomes for applicants during the reporting period. Please also indicate the measures you have taken to mitigate the impacts of these risks.

1

RISK - At the start of 2022, our computer system was not fully integrated to allow the full admission committee to review member files online. This resulted in longer than expected review timelines. MITIGATION - Enhancements to our system allowed the entire admission committee to review member files. This contributed to the efficiency of a more streamlined process and optimal timelines

Q21

No

Section 4 – Do you believe that you have a Canadian Experience Requirement (CER)? If so, please describe the applicant competencies that you seek to develop through this requirement in the comment box below CER: work experience or experiential training obtained in Canada.

Q22

English

QUANTITATIVE SECTION The following quantitative information is collected for the purpose of discerning statistical changes and trends related to a regulator's membership, application volumes, licensure/certification results, and appeals year over year. Languages Indicate the languages in which you make available application materials and information about the application process.

Q23

Membership Data Demographics Data As of December 31, 2022, please indicate the number of members in each gender category identified below and the number of total members.

Total Male	18748
Total Female	2171
Total Non-binary	3
Gender not provided	20
Overall Total	20942

Q24

No

In relation to your members: Do you collect race-based data?

Q25

Do you collect other identity-based or demographics data?

Yes,
Other (please specify):
Gender, citizenship, country of education

Q26

No

Do you plan to collect race-based data in the future?

Q27

Class of License/Certificate Data As of December 31, of the reporting year, please indicate the number of members under each class or license category as applicable.

Full/Independent Practice	16491
Provisional/Limited License/Certificate	0
Emergency License/Certificate	0
All other classes	4451
Overall Total	20942

Q28

Jurisdiction where members were initially trained As of December 31, of the reporting year, please indicate the membership type and total number of registered members for each category listed below.

Ontario	16909
Other Canadian Provinces and Territories	543
USA	70
Other Countries	3383
Multiple and/or Unspecified Jurisdiction	37
Total	20942

Q29

Please indicate the total number of registered members for the top 12 international countries or jurisdictions where these individuals obtained their initial education in the profession or trade.

1	India 931
2	Philippines 439
3	England 312
4	Pakistan 192
5	China 97
6	Russia 89
7	Sri Lanka 85
8	USA 70
9	Germany 66
10	Hong Kong 64
11	Ukraine 61
12	Romania 54

Q30

Applications Data Demographics Data Indicate the number of applicants who filed an application between January 1 and December 31 of the reporting year, in each applicable category.

Total Male	863
Total Female	169
Total Non-binary	2
Gender not provided	6
Overall Total	1040

Q31**No**

In relation to the applications, you received: Do you collect race-based data?

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Q32

Do you collect other identity-based or demographics data?

Yes,

If yes, please indicate the type: :
Gender, citizenship, country of education

Q33

Category of Applicants Number of applicants who voluntarily or involuntarily (through inactive and lapsed applications) withdrew from the application process between January 1 and December 31, 2022:

1173

Q34

Please indicate the total number of applicants from Ontario who filed an application between January 1 and December 31, 2022 for the following categories as applicable.

Number of Applicants	1015
Number of Applicants Licensed/Certified	615
Average Time to Process Application in Weeks from First Point of Applicant Contact	1
Average Time to Process Application in Weeks from Receipt of all Required Documents	1

Q35

Please indicate the total number of applicants from Canadian provinces and territories (excluding Ontario) who filed an application between January 1 and December 31, 2022 for each of the following categories as applicable.

Number of applicants	25
Number of applicants fully licensed/certified	16
Average Time to Process Application in Weeks from First Point of Applicant Contact	1
Average Time to Process Application in Weeks from Receipt of all Required Documents	1

Q36

Please indicate the total number of certificate-to-certificate (labour mobility) applicants who filed an application between January 1 and December 31, 2022 for each of the categories as applicable.

Number of applicants	18
Number of applicants fully licensed/certified	18
Average Time to Process Application in Weeks from First Point of Applicant Contact	1
Average Time to Process Application in Weeks from Receipt of all Required Documents	1

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Q37

Please indicate the total number of applicants from international jurisdictions (not including USA) who filed an application between January 1 and December 31, 2022 for each of the categories as applicable.

Number of applicants	1
Number of applicants fully licensed/certified	0
Average Time to Process Application in Weeks from First Point of Applicant Contact	1
Average Time to Process Application in Weeks from Receipt of all Required Documents	1

Q38

Please indicate the total number of applicants from multiple and/or jurisdictions not specified who filed an application between January 1 and December 31, 2022 for each of the categories as applicable.

Number of applicants	0
Number of applicants fully licensed/certified	0
Average Time to Process Application in Weeks from First Point of Applicant Contact	0
Average Time to Process Application in Weeks from Receipt of all Required Documents	0

Q39

Please indicate the total number of applicants from accredited Canadian post-secondary institutions who filed an application between January 1 and December 31, 2022 for each of the categories as applicable.

Number of applicants	409
Number of applicants fully licensed/certified	0
Average Time to Process Application in Weeks from First Point of Applicant Contact	1
Average Time to Process Application in Weeks from Receipt of all Required Documents	1

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Q40

Please indicate the total number of applicants who re-registered after withdrawing from the application process between January 1 and December 31, 2022 for each of the categories as applicable.

Number of applicants	0
Number of applicants fully licensed/certified	0
Average Time to Process Application in Weeks from First Point of Applicant Contact	0
Average Time to Process Application in Weeks from Receipt of all Required Documents	0

Q41

Please provide any additional comments you may have for questions 33-41.

Q34 – This number is high due to applicants mistakenly starting duplicate and triplicate applications.

Q35 to Q37 – The number of applicants fully certified are those that were new applicants and were certified as a C.Tech. or C.E.T. as of December 31, 2022

Q38 – Confirmed with OFC that these are new applicants who applied from an address outside of Canada

Q40 – The number includes only student applications of which all must have completed academics at a Canadian post secondary institution recognized by OACETT as having a suitable engineering or applied science program. It is highly unlikely that a student would be certified within one year due to our 24 month post-graduate experience requirement

Q41 – We do not track this information

Q42

Jurisdiction where applicants obtained their initial educationPlease indicate the total number of applicants for the top 12 international countries or jurisdiction where applicants obtained their initial education in the profession or trade.

1	India 89
2	Philippines 19
3	Pakistan 12
4	Nigeria 10
5	Sri Lanka 7
6	Bangladesh 5
7	Brazil 3
8	China 2
9	Syria 2
10	Venezuela 2
11	Korea 1
12	Ethiopia 1

Q43

Processing Time As of December 31, 2022, how many full licenses/certificates did your organization issue?

649

Q44

Please indicate the total number of applicants who received full licensure/certification between January 1 and December 31, 2022, according to the following timelines.

0 – less than 3 months	128
3 months – less than 6 months	325
6 months – less than 12 months	131
12 months – less than 18 months	65
18 months – less than 24 months	0
24 months and greater	0

Q45

Age of Active Applications As of December 31, 2022 what were the total number of active applications in your case inventory?

34

Q46

Please provide a breakdown (and total) of active applications according to the length of time (age) that they have been open.

0 – less than 3 months	13
3 months – less than 6 months	10
6 months – less than 12 months	11
12 months – less than 18 months	0
18 months – less than 24 months	0
24 months and greater	0
TOTAL	34

Q47

Other Licenses/Certificates of Registration Processed Please indicate the number of applicants who were issued an alternative class of license* that your organization processed in the reporting year (January 1- December 31, 2022). Enter the data by the jurisdiction where applicants were initially trained in the profession, i.e. before they were granted use of the protected title or professional designation in Ontario.* An alternative class of license/certificate enables the holder to practice with limitations, but additional requirements must be met for the member to be fully licensed/certified.

Ontario	0
Other Canadian Provinces and Territories	0
Certificate to Certificate (Labour Mobility)	0
USA	0
Other International	0
Multiple and/or Unspecified Jurisdictions	0
TOTAL	0

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Q48	Ontario	0
Other Licenses/Certificates of Registration Processed Please indicate the number of applications, If applicable, who were issued an emergency license/certificate that your organization processed in the reporting year (January 1-December 31, 2022). Enter the data by the jurisdiction where applicants were initially trained in the profession, i.e. before they were granted use of the protected title or professional designation in Ontario.	Other Canadian Provinces and Territories	0
	Certificate to Certificate (Labour Mobility)	0
	USA	0
	Other International	0
	Multiple and/or Unspecified Jurisdictions	0
	TOTAL	0

Q49	Ontario	0
Other Licenses/Certificates of Registration Processed Please indicate the number of Provisional license/certificate or alternative class of license/certificate holders who were fully licensed/certified by your organization which were processed in the reporting year (January 1-December 31, 2022). Enter the data by the jurisdiction where applicants were initially trained in the profession, i.e. before they were granted use of the protected title or professional designation in Ontario.	Other Canadian Provinces and Territories	0
	Certificate to Certificate (Labour Mobility)	0
	USA	0
	Other International	0
	Multiple and/or Unspecified Jurisdictions	0
	TOTAL	0

Q50	Ontario	0
Number of Reviews and Appeals Processed State the number of reviews and appeals that your organization processed in the reporting year (January 1-December 31, 2022). For applicants who were subject to an internal review or who were referred to a statutory committee of your governing council, such as a Registration Committee. Enter the data by the jurisdiction where applicants were initially trained in the profession, i.e. before they were granted use of the protected title or professional designation in Ontario.	Other Canadian Provinces	0
	USA	0
	Other Countries	0
	Multiple and/or Unspecified Countries	0
	TOTAL	0

Q51	Ontario	0
State the number of reviews and appeals that your organization processed in the reporting year (January 1-December 31, 2022). For applicants who initiated an appeal of a registration decision. Enter the data by the jurisdiction where applicants were initially trained in the profession, i.e. before they were granted use of the protected title or professional designation in Ontario.	Other Canadian Provinces	0
	USA	0
	Other Countries	0
	Multiple and/or Unspecified Countries	0
	TOTAL	0

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Q52		0
State the number of reviews and appeals heard in the reporting year (January 1-December 31, 2022). Enter the data by the jurisdiction where applicants were initially trained in the profession, i.e. before they were granted use of the protected title or professional designation in Ontario.	Ontario	0
	Other Canadian Provinces	0
	USA	0
	OtherCountries	0
	Multiple and/or Unspecified Countries	0
	TOTAL	0

Q53		0
State the number of registration decisions changed following an appeal and/or review that your organization processed in the reporting year (January 1-December 31, 2022). Enter the data by the jurisdiction where applicants were initially trained in the profession, i.e. before they were granted use of the protected title or professional designation in Ontario.	Ontario	0
	Other Canadian Provinces	0
	USA	0
	OtherCountries	0
	Multiple and/or Unspecified Countries	0
	TOTAL	0

Q54
List the top three reason for appeals (by percentage) of a registration decision

1		0
2		0
3		0

Q55
List the top five reasons (by percentage) for not Issuing a License/Certification to Internationally Trained Individuals

1	Academic equivalency or experience requirement did not reach certification minimum – 100%	
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Q56
List the top Five Reasons (by percentage) for not Issuing a License/Certification to Canadian Graduates

1	Academic equivalency or experience requirement did not reach certification minimum – 100%	
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Q57

Please provide any additional comments you may have:

Q44 – Answer related only to certification of new applicants in 2022

Q45 – We do not currently track these timelines in our database so a sample of 10 applications from 2022 was used to determine the average timelines

The inclusion of a guideline document to complete this report would be incredibly beneficial in that it would limit confusion, reduce questions sent to the OFC, and reduce timelines for the regulators to complete the report. I would be happy to assist as a resource if the OFC initiates this activity.
