

2010 AGM

PROPOSED BY-LAW CHANGES TO ALLOW FOR ELECTRONIC SEALING
BY-LAW 11.1 – USE OF SEAL
AND
BY-LAW 12.2 - SEALS

By-Law	Current Wording	Proposed Wording	Reason
TOC By-Law 11.1 Use of the Seal	<p>11.1 Use of the Seal</p> <p>11.1.1 Professional Member’s Seal</p> <p>11.1.2 Temporary Licensee’s Seal</p> <p>11.1.3 Specified Scope of Practice Licensee’s Seal</p> <p>11.1.4 Affixing the Seal</p> <p>11.1.5 Electronic Seal</p>	<p>11.1 Use of the Seal</p> <p>11.1.1 Professional Member’s Manual Seal</p> <p>11.1.1.1 Affixing the Manual Seal</p> <p>11.1.1.2 Validating the Manual Seal</p> <p>11.1.1.3 Use of Manual Seal</p> <p>11.1.2 Professional Member’s Electronic Seal</p> <p>11.1.2.1 Use of Electronic Seal</p> <p>11.1.3 Temporary Licensee’s Seal</p> <p>11.1.4 Specified Scope of Practice Licensee’s Seal</p>	<p>New sub-points added to the Table of Contents.</p> <p>Re-numbering of the by-law 11 sub-points.</p>
By-Law 11.1 Use of the Seal	<p>11.1.1 Professional Member’s Seal</p> <p>The professional member when affixing his or her manual seal in conformance with the Act shall validate it by signing the document in the vicinity of the seal and indicating the date upon which it was affixed.</p> <p>11.1.2 Temporary Licensee’s Seal</p> <p>The holder of a temporary licence when affixing his or her manual seal in</p>	<p>11.1.1 Professional Member’s Manual Seal</p> <p>The combined acts of affixing and validating a manual seal constitutes manual authentication of a document.</p> <p>11.1.1.1 Affixing the Manual Seal</p> <p>An image of the manual seal may be affixed through the use of either an inked stamped impression or a copy of it.</p> <p>11.1.1.2 Validating the Manual Seal</p> <p>The professional member, having affixed his or her manual seal in conformance with section</p>	<p>New wording to distinguish between the manual seal and the electronic seal.</p> <p>Re-numbering of the by-law 11 sub-points.</p>

	<p>conformance with the Act shall validate it by signing the document in the vicinity of the seal, showing his or her licence number and its expiry date directly below the seal, and indicating the date upon which it was affixed.</p> <p>11.1.3 Specified Scope of Practice Licensee's Seal</p> <p>(This section has been purposely left blank)</p> <p>11.1.4 Affixing the Seal</p> <p>An image of the manual seal may be affixed through the use of either an inked stamped impression, or an electronic file. In either case the image of the seal is not to be left unsigned or undated. The signed and dated image of that seal shall not be duplicated as an electronic file.</p> <p>11.1.5 Electronic Seal</p> <p>(This section has been purposely left blank)</p>	<p>26(1) of the Act, shall validate it by signing the document in the vicinity of the seal and indicating the date upon which it was signed.</p> <p>11.1.1.3 Use of Manual Seal</p> <p>A copy of a validated seal shall not be used for the purpose of authenticating a document.</p> <p>11.1.2 Professional Member's Electronic Seal</p> <p>A member may authenticate a document which is in computer readable form by the use of his or her electronic seal. This authentication will have the same effect as affixing and validating a manual seal on a physical document.</p> <p>11.1.2.1 Use of Electronic Seal</p> <p>Validation of a document which is in computer readable form must only be performed with the explicit knowledge of and confirmatory action by the member. Any process and/or technology that automatically applies a professional member's seal to documents without the member's knowledge and action is strictly prohibited.</p> <p>11.1.3 Temporary Licensee's Seal</p> <p>The temporary licensee, having affixed his or her manual seal in conformance with section 26(3) of the Act, shall validate it by signing the document in the vicinity of the seal, marking his or her licence number and its expiry date directly below the seal, and indicating the date upon which it was affixed.</p> <p>11.1.4 Specified Scope of Practice Licensee's Seal</p> <p>(This section has been purposely left blank)</p>	
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<p>By-Law 12.2 Seals</p>	<p>12.2 Seals 12.2.1 Professional Member’s Seal The registrar shall issue the manual seal in accordance with sub-section 26 (1) of the Act. A member shall not acquire a seal from any other source. 12.2.2 Temporary Licensee’s Seal The association does not issue a seal to the holder of a temporary license. 12.2.3 Specified Scope of Practice Licensee’s Seal (This section has been purposely left blank)</p>	<p>12.2 Seals 12.2.1 Professional Member’s Manual Seal The registrar shall issue a manual seal in accordance with section 26(1) of the Act and these By-Laws. A member shall not acquire a seal from any other source. 12.2.2 Professional Member’s Electronic Seal The Registrar may issue an electronic seal when he or she is satisfied that an appropriate process and/or technology is available. The authenticity of the seal shall be confirmable. The seal shall be revocable. 12.2.2.1 Protection of Professional Member’s Electronic Seal The member shall ensure that his or her electronic seal is secure and remains under the member’s control at all times. 12.2.3 Temporary Licensee’s Seal The association does not issue a seal to the holder of a temporary license.</p>	<p>Inclusion of electronic sealing in same section as all other seals.</p> <p>New wording to support the electronic seal by-law.</p> <p>This is an enabling By-Law which allows the issuance of electronic seals to be dependent on their availability.</p> <p>Descriptors of minimum requirements of the e-sealing technology.</p> <p>Implementation of security requirements for the e-seal.</p>

		12.2.4 Specified Scope of Practice Licensee's Seal (This section has been purposely left blank)	
TOC By-Law 12.4 Electronic Seal	12.4 Electronic Seal	(Deleted)	
By-Law 12.4 Electronic Seal	12.4 Electronic Seal (This section has been purposely left blank)	(Deleted)	