



COMPETENCY ASSESSMENT

CANADIAN WORK-ENVIRONMENT EXPERIENCE COMPETENCIES GUIDE

FOR GEOSCIENCE APPLICANTS, TRAINEES,
VALIDATORS AND ASSESSORS



This document is based on and contains content derived from Engineers and Geoscientists BC's Competency-Based Assessment Guidelines. Engineers and Geoscientists Manitoba thanks Engineers and Geoscientists BC for their permission to use this content.

Revised: May 2024

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INTRODUCTION

The purpose of this guide is to provide details on the Canadian work-environment experience competency requirement; how applicants can satisfy that requirement using a competency-based approach; and how assessors can satisfactorily evaluate it.

The intent of the Canadian work-environment experience competencies is to:

- Provide clear and transparent evaluation criteria for the determination of satisfactory geoscience experience in a Canadian environment or equivalent.
- Allow applicants to satisfy the requirements of the Canadian work-environment experience competencies through experience gained in Canada or overseas (shown through equivalency).
- Align the assessment method of the Canadian work-environment experience competency requirement with the online [Competency Assessment System](#).

CANADIAN WORK-ENVIRONMENT EXPERIENCE COMPETENCIES

The Canadian work-environment experience competencies are a subset of 7 competencies from the existing 29 competencies of the competency framework that best demonstrate knowledge and experience of Canadian legislation, regulations, ethics, safety awareness, and communication.

The 7 Canadian work-environment experience competencies are:

Competency Category	Competency	Minimum Competency Rating
1. Professionalism		
Competency 1.1	Comply with relevant legislation, regulations, and statutory reporting requirements	3.0
Competency 1.4	Maintain constructive working relationships	3.0
Competency 1.5	Apply ethical principles	3.0
Competency 1.6	Respond to obligations and responsibilities to the public, to the natural environment, to clients, and to employers	3.0
Competency 1.7	Contribute to health and safety in the workplace	3.0
2. Complementary		
Competency 4.1	Deliver and comprehend oral communication (English/French)	3.0
Competency 4.2	Deliver and comprehend written communication (English/French)	3.0

WORKPLACE EXAMPLES

Workplace examples are defined as specific examples of actions, skills, or behaviours that an applicant could use to demonstrate the achievement of a competency. The system provides a list of workplace examples for each competency, which offers guidance to applicants about the types of examples they *may* consider using. Note that applicants are not restricted to the use of the listed workplace examples and are not required to address all the workplace examples – it is simply a reference or guide.

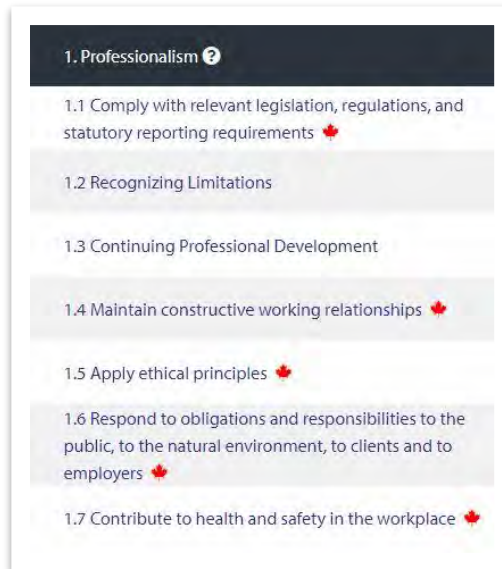
VALIDATORS

Applicants are asked to provide the names and e-mail addresses of validators to confirm work experience examples and to provide overall feedback on their readiness for professional registration. For each of the Canadian work-environment experience competencies, if the example is not a Canadian example, validators will be asked to comment on how the international environment in which the example took place may be considered equivalent to a Canadian environment.

The requirements of validators remain the same as the requirements stated in the Competency Assessment Guide. Ideally, validators are professional geoscientists (or the equivalent). However, if this not possible, applicants should ensure that validators for the mandatory Canadian work-environment experience competencies are direct supervisors who are competent in the same area of practice and who can demonstrate an understanding of the competency requirements.

OVERVIEW OF KEY COMPETENCIES

Canadian work-environment experience competencies are denoted with a 🇨🇦 on the Competency Self-Assessment overview screen. This highlights to applicants (and to validators and assessors) that these competencies are used towards the assessment of Canadian (or equivalent to Canadian) work-environment experience.



PROVIDING COMPETENCY EXAMPLES FOR CANADIAN WORK-ENVIRONMENT EXPERIENCE COMPETENCIES

The format for submitting Canadian work-environment experience competencies will look familiar as it still relies on the Situation, Action, Outcome structure, but with some additions that provide guidance on how to report for the specified Canadian work-environment experience competency. The screenshot below shows that the header section will:

- Indicate that the selected competency is a mandatory Canadian work-environment experience competency;
- State the minimum required competency level;
- Provide a link to guidance on reporting for the specific Canadian work-environment experience competency.

Each Canadian work-environment experience competency has a guide that provides applicants with additional information on how to submit examples that addresses the Canadian (or equivalent to Canadian) work-environment. It also provides guidance for those who may not have direct Canadian work-environment experience and wish to use international examples. This may be helpful for applicants with limited or no experience within a Canadian work-environment. Using the guidance documents will assist assessors in determining satisfaction of the requirements and/or equivalency.

1.1 Comply with relevant legislation, regulations, and statutory reporting requirements Required Overall Level: 3

Competency to be demonstrated:
 This competency is intended to demonstrate your knowledge and awareness of Canadian national, provincial, territorial and municipal regulations, codes, standards, and Indigenous knowledge, rights and treaties. This includes local geoscience procedures and practices as applicable.

This is a mandatory Canadian Environment competency. The minimum required competency score for this competency is 3.
 For additional guidance, please see the guide for applicants on reporting for Mandatory Canadian Environment Competencies: 1.1 Comply with relevant legislation, regulations, and statutory reporting requirements

Workplace Examples:

1. Apply for licenses and permits
2. Undertake stakeholder consultations
3. Consider and Incorporate Indigenous knowledge, rights and treaties in decision making
4. Use appropriate standards in decision making
5. Complete and file reports and notifications

Employer *

Your Position *

Validator *

Start Date * Select Month Select Year

End Date * Select Month Select Year

Situation *

To satisfy the Canadian work-environment experience requirement, applicants are required to achieve each of the Canadian work-environment experience competencies at the [minimum competency rating](#). If an applicant has not worked in a Canadian environment, it is their responsibility to provide sufficient examples to establish equivalency. Using international experience does not guarantee the competencies will be met.

Please remember:

- If any of the 7 Canadian work-environment experience competencies are assessed below the minimum competency rating, regardless of the overall category rating, applicants will be reassigned the competency and asked to revise their example.

SELF-ASSESSED COMPETENCY LEVEL

The applicant is to indicate the level on the [Competency Rating Scale](#) that they believe is demonstrated in their example, taking into account the [minimum competency ratings](#) for each Canadian work-environment experience competency. Once all competencies have been submitted and the self-assessment completed, it will be sent for validation and assessment.

SUMMARY

When reviewing an applicant’s competency report, assessors will see a “Canadian Competencies” section on the Competency Assessment Summary screen. All 7 Canadian work-environment experience competencies will be listed under the “Canadian Competencies” section to provide a quick overview. The Canadian work-environment experience competencies will also appear in their respective categories.

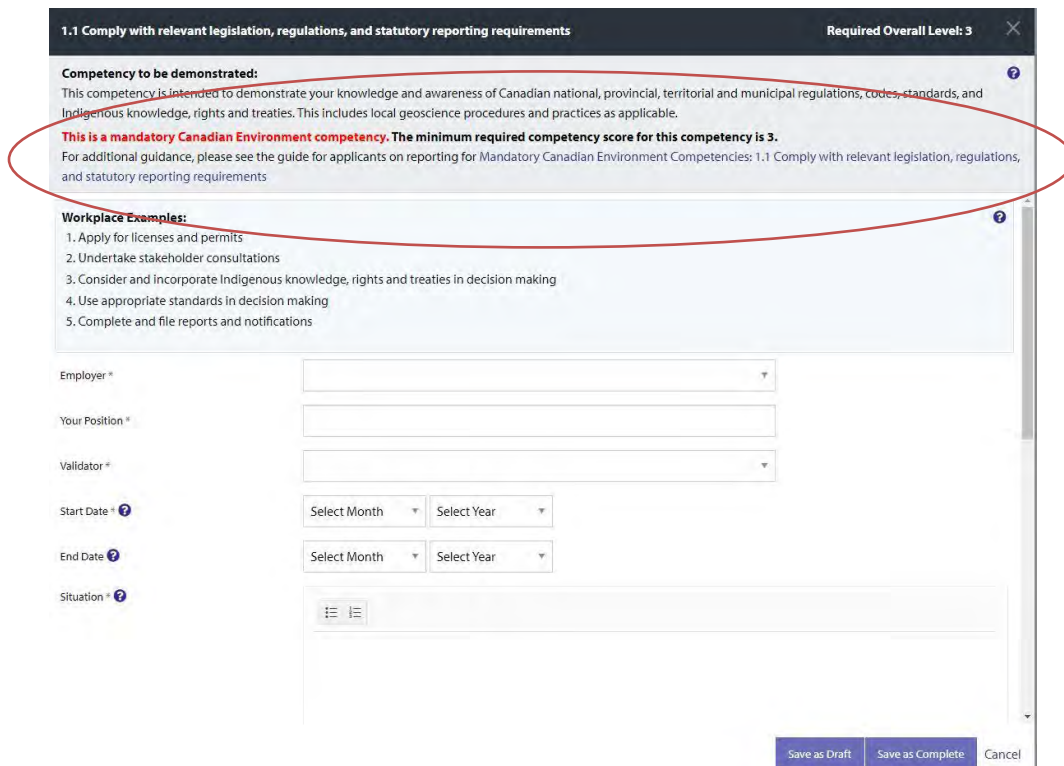
COMPETENCY ASSESSMENT SUMMARY

Category	Applicant	Validator	Assessor	Required
1. Professionalism	3.6	3.4	3.0	3.0
COMPETENCIES +				
Canadian Competencies	3.1	3.1	3.0	
COMPETENCIES -				
1.1 Comply with relevant legislation, regulations, and statutory reporting requirements	3.0	3.0	3.0	3.0

ASSESSING THE CANADIAN WORK-ENVIRONMENT EXPERIENCE COMPETENCIES

The screenshot below shows that the header section will:

- Indicate that the selected competency is a mandatory Canadian work-environment experience competency;
- State the minimum required competency level;
- Provide a link to guidance on reviewing for the specific Canadian work-environment experience competency.



As an assessor reviewing the Canadian work-environment experience competencies, the assessor should:

- Review the applicant’s example to ensure the information provided is sufficient in breadth, depth and quality to determine competency. The guidance documents and workplace examples can also provide assessors with the appropriate guidance.
- Understand that applicants may submit international examples for Canadian work-environment experience competencies; however, the applicant has the responsibility to establish equivalency. It is possible for an example to take place outside of Canada and satisfy the Canadian work-environment experience competency as long as the information the applicant has provided is sufficient to establish equivalency.

PROVIDING A FINAL RECOMMENDATION

Assessors are asked to provide their recommendation regarding the Canadian work-environment experience competencies. A series of additional questions appears depending on the options selected.

APPLICANT SATISFIES THE CANADIAN WORK-ENVIRONMENT EXPERIENCE COMPETENCY REQUIREMENT

If the applicant satisfies the Canadian work-environment experience competency requirement, select ‘Yes’.

Assessors are then asked whether the applicant has met all competencies and categories at the appropriate level for registration. Assessors can address and provide comment on the applicant’s overall readiness for professional registration.

In your opinion, does the applicant meet the Canadian Work-Environment Experience requirement as specified in [Mandatory Canadian Environment Competencies Guidance Document?](#) *

- Yes
- No
- Unable to complete review
- More information needed

Do you believe this applicant has met the competencies at the appropriate level for registration? *

- Yes
- No

If yes or no, please comment

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APPLICANT DOES NOT SATISFY THE CANADIAN WORK-ENVIRONMENT EXPERIENCE COMPETENCY REQUIREMENT

If the applicant does not satisfy the Canadian work-environment experience competency requirement, select 'No'.

In your opinion, does the applicant meet the Canadian Work-Environment Experience requirement as specified in [Mandatory Canadian Environment Competencies Guidance Document](#)? *

- Yes
 No
 Unable to complete review
 More information needed

If yes or no, please comment

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Please remember:

- If you require more information or for certain competencies to be revised, please select 'More information needed' rather than 'No'.

UNABLE TO COMPLETE REVIEW OR MORE INFORMATION NEEDED

If the assessor is unable to complete the review for any reason, they can select 'Unable to complete review' and provide a brief explanation, for example, a conflict of interest.

In your opinion, does the applicant meet the Canadian Work-Environment Experience requirement as specified in [Mandatory Canadian Environment Competencies Guidance Document](#)? *

- Yes
 No
 Unable to complete review
 More information needed

Please provide a reason why you are unable to complete the review *

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If more information is required to proceed with the assessment, the assessor can select 'More information needed'. Assessors are then asked to provide details on the information request.

In your opinion, does the applicant meet the Canadian Work-Environment Experience requirement as specified in [Mandatory Canadian Environment Competencies Guidance Document](#)? *

- Yes
- No
- Unable to complete review
- More information needed

Please let us know what information you need (e.g. more detailed examples for some - please list specific numbers - or all of the competencies) *

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MORE INFORMATION

For more information regarding competency assessment, please see the [Competency Assessment System](#) website.

For specific information regarding registration requirements, please contact your regulator.

For questions which have not been answered here, please see the [FAQ section](#) on the competency assessment website.