



## Changes to the Registration Process

### 2018 Changes

Change	Summary	Rationale	Date Implemented
<b>All Provisional Members</b>			
Provisional Members must submit a Mentoring Agreement signed by a registered forestry professional in Canada.	Recommended within 30 days of being approved as a Provisional Member.	To ensure that Provisional Members are mentored during their work experience period.	May 2018
One of the two required sponsors for Provisional Members can be a work supervisor.	Provisional Members need two people who have direct knowledge of their work to act as sponsors. At least one must be a Member in good standing who has been a practicing Member for at least two years. The second sponsor may be a work supervisor (even if not an OPFA Member).	To allow for one sponsor to be a supervisor who may or may not be an OPFA member. We need independent confirmation of a candidate's work experience and training. Many new employers do not have professional foresters on staff. New Canadians do not have a wide professional network and have difficulty obtaining two OPFA members to act as sponsors.	May 2018
Character witnesses must be people who have known the applicant for at least 5 years.	Two Character Witness Forms are required to be submitted directly from the witnesses to the OPFA.	To allow for character witnesses who are not OPFA members or members of other regulated professions.	May 2018

	The requirement for character witnesses to be OPFA Members or members of other regulated professions was removed.		
<b>Provisional Members applying for Full Membership</b>			
Applicants for Full Membership must have a Canadian four year science based degree or equivalent.	Addition of descriptor "Canadian" to the required "four year science based degree or equivalent". A candidate with a four year science based degree obtained from outside of Canada may qualify if equivalency can be demonstrated.	The length of programs and their content vary across countries and equivalency must be assessed to ensure standards are the same for all applicants.  Members with overseas credentials were consulted to ensure the requirement is not perceived as requiring a Canadian degree.	May 2018
The Registration Committee may consider relevant mentored forestry experience acquired while not a Provisional Member, if requested. An applicant may also be given credit for experience equal to 1/3 of the time spent in a Master and/or PhD program, to a maximum of 6 months.	This was added to the bylaws to identify that mentored experience while not a Provisional member, as well as the time spent in a Master and/or PhD in forestry program, can be considered as a credit towards the required 18 months if requested by the applicant.  Mentored work experience must be post-graduation and within the last 5 years to be eligible.	To consider relevant, mentored forestry experience and time spent in graduate degrees.	May 2018
If an applicant must undergo the Credential Assessment Process, at least 6 months of experience must be acquired after the applicant has demonstrated a minimum of 80% (28/35) of the competencies.	If the CAP report shows an applicant has demonstrated >80% of the competencies, they can either request that eligible experience they have already gained be considered towards the final 6 months, or if they do not have such experience, they can continue the mentored work	To ensure that the mentored work experience period includes experience working with a high level of competency.	May 2018

	<p>experience period for the remaining 6 months.</p> <p>If the CAP report shows an applicant has demonstrated &lt;80% of the competencies, they must gap fill up to the 80% mark (25/28) and then their final 6 months of mentored work experience can begin to count.</p>		
<b>Provisional Members applying for Associate Membership</b>			
<p>Applicants for Associate Membership under a narrow/limited scope of practice may not be required to undergo the Credential Assessment Process (CAP).</p>	<p>Decision is made by the Registration Committee based upon how broad the proposed scope of practice is, and how many competencies are required.</p> <p>Applicant must demonstrate competency in the required competencies by submitting a modified self-assessment matrix and supporting documents for assessment by the Registration Committee.</p> <p>If an applicant wishes to broaden their scope of practice significantly, or apply for Full Membership, they will be required to undergo the CAP.</p>	<p>The CAP presents a barrier to some applicants for Associate Membership. It may not be appropriate if a smaller assessment is sufficient, when fewer competencies are required for a narrow/limited scope of practice.</p> <p>Note: ABCFP in British Columbia does not require their Foresters In Training seeking Assoc membership to undergo the CAP.</p>	<p>May 2018</p>
<p>Whether an applicant for Associate Membership is required to complete the Local Knowledge Assessment is at the discretion of the Registration Committee.</p>	<p>The Local Knowledge Assessment is either an exam (which is being phased out by November 2018), or the Ontario Forest Policy &amp; Legislative Framework Bridge Training (modules 1-4).</p> <p>Whether it is required for Associate Member applicants, or which of the 4</p>	<p>All 4 of the Bridge Training modules may not be relevant for Associate Members working within narrow or limited scopes of practice.</p>	<p>May 2018</p>

	modules are required, depends upon the scope of practice. Applicants may request an exemption and the Registration Committee will consider their request.		
<b>Changes to designations</b>			
<p>Only Members registered in the Life Member category are entitled to use the designations “Retired Professional Forester”, “R.P.F.(Ret.)”, “Professional Forester (Retired)”, Associate R.P.F. (Ret.) or the equivalent in another language.</p> <p>Only Members registered in the Inactive category are entitled to use the designations “Non-Practising Professional Forester”, “R.P.F. (Non-Practising)”, Associate R.P.F. (Non-Practising), “or the equivalent in another language.</p> <p>Associate Members are entitled to use the designation “Associate R.P.F.”, or the equivalent in another language.</p> <p>Temporary Members are entitled to use the designation “Temporary R.P.F.”, or the equivalent in another language.</p>		<p>To allow only Life members (retiring) to use the R.P.F. (Ret.) designation.</p> <p>To allow Inactive members to only use the designations “R.P.F. (Non-Practising)” and Associate R.P.F. (Non-Practising). This will include those on parental leave or long-term disability and who are not necessarily retired from forestry.</p> <p>To change the designation to “Associate R.P.F.” that allows for the consistent use of the R.P.F. designation and allows the public to recognize the person as a member of the OPFA.</p> <p>To change the designation to “Temporary R.P.F.” that allows for the consistent use of the R.P. F. designation and allows the public to</p>	May 2018

Provisional Members are entitled to use the designation “R.P.F. in Training” or the equivalent in another language.		recognize the person as a member of the OPFA.  To change the designation to “R.P.F. in Training” that allows for the consistent use of the R.P. F. designation. More clearly identifies that the member is in training and must be supervised by a qualified member.	
The Ontario Forest Policy & Administration Exam was phased out.	The Local Knowledge Assessment now consists of the Ontario Forest Policy & Legislative Framework Bridge Training, modules 1-4. These are online modules run by Lakehead University.	Bridge Training modules are a more efficient way of ensuring competency in forest policy knowledge.	October 2018

## 2019 Changes

Change	Summary	Rationale	Date Implemented
<b>Student Members</b>			
Student Membership expires 6 months after graduation.	Previously expired upon graduation. Is now extended for 6 months.	To allow Student Members time to complete forms and apply for Provisional Membership if they choose to.	May 2019
<b>All Provisional Members</b>			
Provisional Members must submit a Mentoring Agreement signed by a Full, Associate, Inactive, or Life Member of the OPFA, or other registered forestry professional in Canada, who must not be related to the candidate;	This was a clarification in the bylaws.	To make it easier to understand who can act as a mentor.  Mentors cannot be related to the candidate to reduce the opportunity for bias and/or conflict of interest.	May 2019

<p>OPFA Member sponsors of Provisional Members can now be Full or Associate Members who are in good standing, regardless of when they became registered.</p>	<p>The requirement for OPFA Sponsors of Provisional Members to have been practicing members for a minimum of 2 years was removed.</p> <p>The second sponsor can still be a work supervisor, who may or may not be a Member of the OPFA.</p>	<p>Practicing Members in good standing have demonstrated their competence and are bound to the code of ethics, regardless of how long they have been registered.</p> <p>Some Provisional Members had difficulty finding a sponsor who had been a practicing member for over 2 years that had direct knowledge of their work.</p>	<p>May 2019</p>
<p>One of the two required character witness must be a practicing member of the OPFA in good standing, or a member of another regulated profession in Canada, and have known the candidate for at least 6 months. The second character witness can be a non-member who has known the applicant for at least 2 years. The character witness must not be related to the candidate.</p>	<p>The requirement for character witnesses to have known the Provisional Member for a minimum of 5 years was changed.</p>	<p>Internationally trained applicants often had difficulty getting character witnesses that met the previous 5-year requirement.</p> <p>Mentors cannot be related to the candidate to reduce the opportunity for bias and/or conflict of interest.</p>	<p>May 2019</p>
<b>Provisional Members applying for Associate Membership</b>			
<p>Applicants for Associate Membership must acquire at least 6 months of mentored forestry experience after they have demonstrated a minimum of 80% of the competencies required for the scope of practice.</p>	<p>The number of competencies that are required to work within the scope of practice will be determined during the development and approval of the proposed scope of practice.</p> <p>If the competency assessment shows an applicant has demonstrated &gt;80% of the required competencies, they can either request that eligible experience they have</p>	<p>This was already the case however the wording was clarified as not all the professional competencies are required for Associate Membership.</p> <p>The number of competencies that Associate Members are required to demonstrate is dependent on their scope of practice.</p>	<p>May 2019</p>

	<p>already gained be considered towards the final 6 months, or if they do not have such experience, they can continue the mentored work experience period for the remaining 6 months.</p> <p>If the competency assessment shows an applicant has demonstrated &lt;80% of the required competencies, they must gap fill up to the 80% mark and then their final 6 months of mentored work experience can begin to count.</p>		
<b>UPCOMING CHANGES</b>			
<b>All Provisional Members</b>			
Provisional Members must complete a Personal Practice Focus and a Learning Plan at the beginning of their work experience period. This must be regularly reviewed and discussed with their mentors.	Previous requirement was to complete a Personal Practice Focus and a Learning Plan at the end of the work experience period. This has been changed to the beginning and must be reviewed and signed off on by the mentor regularly (recommended at least once a month).	To provide structure and guidance to the mentorship period and focus on Provisional Member professional development.	Instructions in development.  Implementation in October 2019.
Provisional Members must complete a Work History Form during their work experience period.	The Work History Form keeps a record of a Provisional Members experience gained during the work experience period. It must be signed off on by work supervisors and provided to the sponsors at the end of the work experience period.	To provide better documentation of the work experience period and provide sponsors with detailed information when completing the Sponsorship Forms.	In development.  Estimated implementation October 2019
Provisional Members will be divided into two categories: a) Not entitled to practice-Unable to practice professional forestry without supervision. Will	To be eligible to be a Provisional Member with a scope of practice when working as a By-law enforcement Officer, a Certified Tree Marker, or a Managed Forest Plan Approver, proof of certification to work in one or all of these areas must be provided on an annual basis.	Having no scope of practice confuses the public when Provisional Members conduct some work in the forest which they are certified to do but are not professionally supervised.	By-law changes approved by Council in March and confirmed by members in May 2019.

<p>use designation R.P.F. in Training.</p> <p>b) With a scope of practice-applicable for By-law Enforcement Officers, Certified Tree Markers, and Managed Forest Plan Approvers. Will use R.P.F. in Training with Scope.</p>		<p>Note that many employers do not have other professional foresters working for them who can provide in-house professional supervision.</p> <p>Provisional Members who are qualified and working in these occupations should be able to continue their work whilst undergoing the registration process. This change is also required to clarify what can be done by Provisional Members without professional supervision.</p>	<p>Implementation process; in development with legal advice.</p> <p>Estimated implementation: November 2019</p>
<p>Implementation of an additional Indigenous Peoples, Lands &amp; Resources Standard.</p>	<p>Applicants will be required to demonstrate that they meet the competencies contained in an additional Indigenous Knowledge Standard, as well as the other required professional forestry competencies, or take training (at no cost to applicant) to ensure that they do so.</p>	<p>On March 17, 2017, during an OPFA Council meeting, there was discussion about the 2017 Certification Standards for the Profession of Forestry in Canada. The standards that Councillors were reviewing did not explicitly describe the competencies related to how the forest professional considers and implements Indigenous knowledge, nor the geopolitical realities and respect for Aboriginal and treaty rights, required by a member of the OPFA to practise professional forestry in Ontario. This resulted in the March 17, 2017, OPFA Council resolution that started the initiative to develop a standalone Indigenous standard.</p>	<p>Initiative was approved by Council March 2017.</p> <p>In development phase.</p>



Provisional Members applying for Associate Membership			
<p>Standard scopes of practice developed for Associate Membership with a narrow/limited scope.</p>	<p>Standard scopes of practice act as templates for applicants applying for Associate Membership with a limited/narrow scope of practice. They outline the services that can be provided unsupervised, and the competencies required to work within these scopes.</p> <p>CAP will not be required for applicants applying for Associate Membership using these standard scopes, however they will have to demonstrate that they meet the required competencies by submitting documentation to the Registration Committee for assessment.</p> <p>Standard scopes of practice for:</p> <ul style="list-style-type: none"> <li>● Small-scale/ individual tree level maintenance.</li> <li>● Afforestation/Reforestation.</li> <li>● Woodlot/stand-level management.</li> <li>● Forest bylaw enforcement.</li> </ul> <p>Designation will remain as Associate R.P.F.</p>	<p>To improve the efficiency of the Associate Membership registration process.</p> <p>To standardise the wording of scopes of practice, to make them easier for the public and employers to understand.</p>	<p>In development phase.</p> <p>Implementation estimated November 2019.</p>