

Ontario Professional FORESTERS Association

2023 Fair Registration Practices Report

Prepared for the Office of the Fairness Commissioner (OFC)



FAIRNESS COMMISSIONER
COMMISSAIRE À L'ÉQUITÉ

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1. Background

Under section 20 of the Fair Access to Regulated Professions and Compulsory Trades Act, 2006 (FARPACTA), which is substantially similar to section 22.7(1) of Schedule 2 of the Regulated Health Professions Act, 1991 (RHPA),

“A regulated profession shall prepare a fair registration practices report annually or at such other times as the Fairness Commissioner may specify or at such times as may be specified in the regulations”.

Section 23 of FARPACTA and Section 22.9 of Schedule 2 of the RHPA then go on to indicate that the Fairness Commissioner shall specify the form in which these reports shall be prepared, along with the required filing dates. This section also stipulates that a regulator must make these reports public.

It is pursuant to these authorities that the Office of the Fairness Commissioner (OFC) has required that each regulator complete its 2023 Fair Registration Practices Report (FRP).

Please note that this report covers the time-period from January 1 to December 31, 2023.

The FRP:

- Collects information about the organization, applicants to the profession and current membership.
- Provides information to the public about how the organization has implemented fair registration practices during the reporting period.
- Helps the OFC to successfully undertake the education and compliance activities which include monitoring, applying a risk-informed compliance framework, assessing performance, and sharing best practices.
- Determines whether the regulator is complying with recently enacted legislative and regulatory provisions designed to reduce barriers for domestic labour mobility and internationally trained applicants.
- Identifies trends across regulated professions and regulated health colleges.

Please note that the 2023 version of the FRP has changed from the previous version in terms of both form and content as the OFC's enabling statutes have evolved and as the office migrates to a more permanent portal-enabled database solution.

2. Organization information

Organization name	Ontario Professional FORESTERS Association
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3. Registration requirements

Applicants to the regulated professions and compulsory trades must fulfil registration requirements to practice their profession or use a professional title. This section summarizes registration requirements for each profession or trade regulated by Ontario Professional FORESTERS Association

Licensing requirements (brief description for each requirement listed):

Profession/ Trade Name	Forester
Academic requirement	4-Year science-based degree or equivalent of post-secondary education and relevant progressive experience to

	achieve Full Membership (R.P.F.) Associate Membership (Associate R.P.F.) is available for applicants who have relevant post-secondary education but do not meet the academic requirements for Full Membership. The minimum academic requirements for this membership category is a relevant diploma.
Experience requirement	18 months of mentored forestry experience. May request credit for relevant prior experience within the last 5 years that was mentored by a registered forestry professional in another province or country, who is in good standing with their regulatory body.
Language requirement	None
Additional information on licensing requirements (may include links to appropriate page on regulator website):	

4. Third party assessments

Third party organizations that assess qualifications on behalf of the regulator.

Organization name	Function
World Education Services	Academic credential evaluation

Fair access legislation requires regulators to take reasonable measures to ensure that any third parties undertake assessment of qualifications in a way that is transparent, objective, impartial and fair.

Ontario Professional FORESTERS Association takes the following measure(s) to ensure fair and timely assessments:

World Education Services: Applicants order course-by-course evaluations directly from WES. If they encounter issues or delays OPFA will follow up with WES directly to resolve the issue, however, this is extremely rare. Please note that to ensure compliance with labour mobility laws the OPFA collaborates with the other regulators of professional foresters to develop national professional academic standards and deliver them so that they meet the requirements of labour mobility laws. The national professional academic standards are approved by each of the regulator's Councils whenever a change is made to them.

5. Accomplishments, risks and mitigations

Key accomplishments and risks pertaining to fair registration practices during the reporting period are summarized below.

A. Accomplishments

1	Divided the Credential Assessment Process (CAP) for graduates of programs that are not accredited by the Canadian Forestry Accreditation Board (CFAB) (both internationally and domestically trained) into two phases: Phase 1 - academic assessment (required) - offered on continuous intake Phase 2 - assessment of experience (optional) This has been very well received by these applicants as it breaks the assessment process down into much more manageable pieces and greatly reduces the time and effort required to undergo assessment. We have seen an increase in the number of applicants making progress and completing their assessments.
2	Restructured the registration process for graduates of programs that are not accredited by the Canadian Forestry Accreditation Board (CFAB) to allow and encourage applicants who are not yet qualified to apply for Full Membership (R.P.F.) to meet the requirements for Associate Membership (Associate R.P.F.) and become licensed to provide specific services in areas in which they are competent, while they work towards meeting the requirements for Full

	<p>Membership in their own time. This change involves the development of automated prescribed scopes of practice for applicants based on the competencies met through their academic assessments to define the areas in which they can become licensed as Associate Members. They can apply to change or expand these scopes of practice, or, if eligible, work towards demonstrating all competencies to apply for Full Membership. This restructuring improved the flexibility of the registration process to allow for individuals from varied backgrounds to become licensed sooner and more efficiently.</p>
3	<p>Developed an online screening test for the Professionalism and Ethics Standard. This provides a standardized way for applicants from programs that are not accredited by the Canadian Forestry Accreditation Board (CFAB) who have prior training or experience that leads them to believe they are already competent in the Professionalism and Ethics standard, to attempt to demonstrate so through an online test. There is no cost for the applicant to complete the test and results are immediate. If they achieve a passing grade, they are not required to complete the Professionalism and Ethics Bridge Training module. If they do not achieve a passing grade, they are required to complete the Bridge Training module.</p>
4	<p>Continued to build upon and deliver the Shadow a Forester Program. The Shadow a Forester Program provides Provisional and Student Members opportunities to network with professional foresters and learn about different careers in professional forestry. It includes both virtual, hybrid and in-person opportunities. Feedback has been extremely positive, especially from internationally trained applicants who sometimes struggle to develop a network and start their career path here in Canada.</p>

B. Risks and Mitigations

Risk	Mitigation Measure
Labour market shortages	Restructuring the Competency Assessment Process (CAP) and the registration process for reduced applicant workloads, faster assessments and licensing as Associate Members (Associate R.P.F.s). This

	enables qualified applicants to enter the workforce sooner and provide services in areas in which they are competent, while still being able to work towards Full Membership (R.P.F.) on their own time.
Lack of awareness of professional forestry as a career path and the role of the OPFA	Hired a contractor to develop communications materials aimed at high school, college & university students to raise awareness of: 1. The diversity of careers and people in professional forestry 2. That forestry is a regulated profession in Ontario & what that means 3. The role of the OPFA 4. Registration pathways
Challenges in finding mentors, especially for internationally trained individuals who are new to Canada.	Continued to maintain and recruit volunteers for the volunteer mentor list. Staff connect Provisional Members who are struggling to find mentors with volunteers in their area and/or with similar interests.
Applicant's lack of professional network and difficulty gaining relevant mentored work experience	The Shadow a Forester Program exists to assist Provisional and Student Members to meet professional foresters, network and learn about different career paths. Connecting through the Shadow a Forester Program can lead to Provisional Member's becoming better known, finding mentors and sponsors, and gaining relevant experience.
Complexity of assessing competencies gained from academics & experience.	Restructured the CAP and registration process to break down into simpler steps and enable more efficient licensing.

6. Changes to registration practices

During the January 1 to December 31, 2023 reporting period, Ontario Professional FORESTERS Association has introduced the following changes impacting its registration processes. Changes, anticipated impacts, and risk mitigation are summarized below.

A. Registration requirements and practices

Registration process	Changes Made (Yes / No)	Description
Registration requirements either through regulation, by-law or policy	No	
New or consolidated class of certificates or licenses	No	
Assessment of qualifications, including competency-based assessments and examinations	Yes	<p>1. Divided the Credential Assessment Process (CAP) for graduates of programs that are not accredited by the Canadian Forestry Accreditation Board (CFAB) (both internationally and domestically trained) into two phases: Phase 1 - academic assessment (required) - offered on continuous intake Phase 2 - assessment of experience (optional) This has been very well received by these applicants as it breaks the assessment process down into much more manageable pieces and greatly reduces the time and effort required to undergo assessment. We have seen an increase in the number of applicants making progress and completing their assessments. CAP website: https://www.fprc-orpfc.ca/credential-assessments Webinar explanation</p>

	<p>of changes: https://vimeo.com/842702511/69c1af58d8?share=copy 2. Restructured the registration process for graduates of programs that are not accredited by the Canadian Forestry Accreditation Board (CFAB) to allow and encourage applicants who are not yet qualified to apply for Full Membership (R.P.F.) to meet the requirements for Associate Membership (Associate R.P.F.) and become licensed to provide specific services in areas in which they are competent, while they work towards meeting the requirements for Full Membership in their own time. This change involves the development of automated prescribed scopes of practice for applicants based on the competencies met through their academic assessments to define the areas in which they can become licensed as Associate Members. They can apply to change or expand these scopes of practice, or, if eligible, work towards demonstrating all competencies to apply for Full Membership. This restructuring improved the flexibility of the registration process has been well received by applicants and will allow for individuals from varied backgrounds to become licensed sooner and more efficiently. It is early to see the benefits but we expect to see increased numbers of Provisional Members becoming licensed as Associate Members going forward. Summary of process: https://opfa.ca/wp-content/uploads/2023/08/RegistrationProcessFlowchart-2023-07-28.pdf Webinar explanation of changes: https://vimeo.com/845070033/364d9fc74b?share=copy 3. Developed an online screening test for the Professionalism and Ethics Standard. This provides a standardized way for applicants from programs that are not accredited by the Canadian Forestry Accreditation Board (CFAB) who have prior training or experience that leads them to believe they are already competent in the Professionalism and Ethics standard,</p>
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		<p>to attempt to demonstrate so through an online test. There is no cost for the applicant to complete the test and results are immediate. If they achieve a passing grade, they are not required to complete the Professionalism and Ethics Bridge Training module. If they do not achieve a passing grade, they are required to complete the Bridge Training module. Previously, applicants could complete the Bridge Training module or assemble evidence to attempt to demonstrate that they were competent in this Standard, for assessment by the Registration Committee. This was a time consuming process and challenging for applicants given the nature of the competencies. The screening test has allowed for a more efficient standardized method of assessing competency for those who believe they are already competent and should allow more applicants to progress through this part of the process faster and at potentially lower cost, if they successfully complete the screening test. Access to screening test can be provided if requested.</p>
Documentation requirements for registration	No	
Timelines for registration, decisions and/or responses	No	
Registration and/or assessment fees	Yes	<p>Provisional Member application fee increased from \$100 to \$120, or \$50 to \$60 for Student Members. Annual Provisional Membership fee increased from \$105 to \$110 Limited Competency Assessment Fee removed (this type of assessment was phased out) Scope of Practice Academic Assessment Fee (only for Provisional Members who are not eligible for the Credential Assessment Process required for Full</p>

		<p>Membership) introduced - \$500 to match the national CAP academic assessment fee. Application Fee for individuals transferring from another province (for individuals fully licensed in another province only) - increased from \$100 to \$110 Full/Associate Member Annual Fee - increased from \$650 to \$680 Full comparison of fees can be found here: Fees Dec 1 2022-Nov 31 2023: https://opfa.ca/wp-content/uploads/2022/09/FeeSchedule2022Final-v.06-2022-09-13.pdf Fee Dec 1 2023-Nov 31 2024: https://opfa.ca/wp-content/uploads/2023/08/FeeSchedule2023Final-v.04-2023-05-31.pdf These fee increases were implemented due to cost of living increases and were considered small enough not to have a significant impact on applicant's ability to become registered. Fees remain lower than for most other regulated professions and Provisional Member application and annual fees remain significantly lower than in BC or AB. CAP assessment fee (set by Forest Professional Regulators of Canada FPRC) divided into two: Phase 1 academic assessment (required) - \$500 Phase 2 assessment of experience (optional) - \$500</p>
Changes to internal review or appeal process	No	
Access by applicants to their records	No	

B. Training, policy and applicant supports

Registration process	Changes Made (Yes / No)	Description
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<p>Training and resources for staff who deal with registration issues</p>	<p>Yes</p>	<p>Online training modules developed both for staff and for the Registration Committee and includes: The role of the OPFA Confidentiality Information on the OFC Fair Access Law and Regulators' Responsibilities The role of the Registration Committee (as defined in the Professional Foresters Act, 2000) The role of the Forest Professional Regulators of Canada OPFA Registration processes Orientation sessions for Provisional Members Equality, Diversity & Inclusion Unconscious Bias training Completion is recorded and refresher training is required to be completed annually.</p>
<p>Resources or training to support applicants to move through the licensing process</p>	<p>Yes</p>	<p>Revised the website to reflect the restructured registration processes: https://opfa.ca/practising-forestry/becoming-a-professional-forester/application-process-and-forms/full-membership-application-process-for-graduates-of-programs-not-accredited-by-cfab-internationally-trained-individuals/ https://opfa.ca/practising-forestry/becoming-a-professional-forester/application-process-and-forms/associate-membership-application-process-for-graduates-of-programs-not-accredited-by-cfab-including-internationally-trained-individuals/ Includes step-by-step guides: https://opfa.ca/wp-content/uploads/2023/08/RegistrationProcessFlowchart-2023-07-28.pdf Provided webinars (available both live and recorded) to explain changes to the registration process: Changes to registration process: https://vimeo.com/845070033/364d9fc74b?share=copy Changes to Credential Assessment Process (CAP): https://vimeo.com/845070033/364d9fc74b?share=copy Recorded the Orientation Sessions that applicants are invited to attend after approval as Provisional Members. This allows them to be made available for those unable to attend or who wish to revisit any aspects. These sessions are tailored to their registration pathway and provide detailed information on the steps they need to follow and what it means to be a regulated professional.</p>

		<p>Orientation Session for graduates of CFAB accredited programs: https://vimeo.com/845070033/364d9fc74b?share=copy Orientation Session for graduates of CFAB accredited programs: Orientation Session for graduates of CFAB accredited programs:</p>
Anti-racism and inclusion-based policies and practices	Yes	<p>DEI included in online training modules which Council and committees (including the Registration Committee) are required to complete annually. Full review of OPFA practices and policies reviewed by Equity & Inclusion Task Team; recommendations reviewed and implementation underway. Voluntary Count Me In Survey developed by Equity & Inclusion Task Team and implemented by staff. 40% of the membership completed the survey. Results were analyzed and a summary of findings discussed with membership at conference and in newsletter. Key findings included: The membership of the OPFA includes licensed individuals who identify with a diverse range of genders and sexual orientations. The membership of the OPFA includes licensed individuals who identify as First Nations & Metis. The membership of the OPFA includes licensed individuals who identify as a "Person of Colour" or "Racialized Person". The membership of the OPFA includes licensed individuals who identify as a person with a disability. The membership of the OPFA includes licensed individuals who are affiliated with a religious or spiritual group. The membership of the OPFA includes individuals from a diverse range of ethnic/cultural origins (138 identified). The majority of respondents (77%) felt able to volunteer and participate within the OPFA, and for those who did not the reasons were a lack of time, age (retired), or being unaware of opportunities to do so. 42% of the respondents had volunteered with the OPFA and of those, 94% felt that they had the opportunity to participate and their voice was heard. The majority of respondents do feel represented by the images displayed by the OPFA -</p>

		<p>since the survey we have requested photos from members to improve the diversity of our communications media and have taken steps to incorporate these. When asked about barriers to joining the profession, only 32% felt that there were barriers. The most common included: 1. The length and complexity of the Credential Assessment Process (CAP) - since addressed by dividing it into two phases. 2. Public lack of awareness & misconceptions of forestry and the profession - the OPFA is attempting to address this through social media campaigns and the development of new communications materials targeted at various audiences. 3. Financial barriers - the application fees and annual fees for those in training to become licensed remain deliberately low (lower than in AB and BC and lower than most other regulated professions) to try to reduce this barrier and enable people to get through the registration process at minimal financial cost. No respondents identified any barriers related to DEI within the OPFA registration process.</p>
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C. System partners

Registration process	Changes Made (Yes / No)	Description
Steps to increase accountability of third-party service provider(s)	No	
Accreditation of educational programs	No	
Mutual recognition agreements	No	

D. Responsiveness to changes in the regulatory environment

Registration process	Changes Made (Yes / No)	Description
Emergency registration plans	No	
Technological or digital improvements	Yes	Utilized online training & testing software to provide the Professionalism and Ethics Evaluation to applicants. This software was also used for Registration Committee training (as well as Council, staff & other committee training) in 2023. Cybersecurity review conducted by Cambrian College to evaluate OPFA's system and suggest recommended improvements. These are currently under review and in various stages of implementation.
Steps to address labour shortages in the profession or trade	Yes	<ol style="list-style-type: none"> 1. Restructured the registration process to improve efficiency and speed of licensing. 2. Divided the Credential Assessment Process (CAP) into 2 phases to improve efficiency and speed of licensing and reduce applicant workload. 3. Introduced the Professionalism and Ethics Evaluation to provide a more efficient and quicker way for applicants to demonstrate whether they meet the Professionalism and Ethics Standard. 4. Began developing communications materials aimed at high school, college & university students to raise awareness of the diversity of people and careers in professional forestry, the role of OPFA and pathways to become licensed (completion in spring 2024). 5. Continued to expand the Shadow a Forester program to improve the ability of applicants to network and learn about careers in the profession.

Other	No	
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7. Membership and application data

The Office of the Fairness Commissioner collects membership and application data from regulators through annual Fair Registration Practices Reports, which are also made available to the public. 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.

A. Race-based data collected

	Race-based data collected? (Yes or No)
Members	No
Applicants	No

Additional description:

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B. Other identity-based or demographic data collected

	Other identity-based or demographic data collected? (Yes or No)
Members	Yes
Applicants	Yes

Additional description:

Gender (self-identify) Date of birth

C. Languages of service provision

Ontario Professional FORESTERS Association makes application materials and information available to applicants in the following languages.

Language	Yes / No
English	Yes
French	No
Other (please specify)	The national Certification Standards are available in French.

D. Membership Profile

Profession Name	Total Number of Members
Forester	954

Class of License	Total Number of Members	Total Number of Internationally Educated Members
Full / General/ Independent Practice	550	20
Associate	41	1
Honourary	5	0
Inactive	34	2
Life	78	1
Non-Resident	13	0
Provisional	175	18
Student	58	8

Gender	Number of Members
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Male	675
Female	268
X (includes trans, non-binary, and two-spirit people)	0
Other / not collected	11

Jurisdiction of Initial Training	Number of Members
Ontario	741
Other provinces and territories	150
United States	6
Other International	50
Other/not collected	7

Country of Initial Training	Number of Members
Canada	891
United States of America	6
United Kingdom	6
China	8
Albania	2
Bangladesh	2
Brazil	2
Bulgaria	1
Colombia	2
Croatia	1
Ethiopia	1
France	1
Germany	1
Ghana	3
Guatemala	1
India	3
Iran	1
Nepal	5
Nigeria	2
Pakistan	1

Philippines	2
Romania	1
Slovakia	1
Sudan	1
Uzbekistan	1
Sri Lanka	1
Other Countries	7

Official language of preference	Number of Members
English	954

Racial identity (optional)	Number of Members
Not collected	954

E. Data Notes

A4. Used "other countries" for 7 members who place of initial training is unknown as there was no "unknown" option

F. Applicant Profile

Profession Name	Total Number of Applicants
Forester	67

Gender	Number of Applicants
Male	38
Female	27

Other / not collected	2
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Jurisdiction of Initial Training	Applications received in 2023	Applications with decisions pending
Ontario	50	0
Other provinces and territories	7	0
Other International	10	0

Country of Initial Training	Number of Applicants
Canada	57
India	2
Nigeria	2
Bangladesh	1
Brazil	1
Colombia	1
Ghana	1
Philippines	1
Sri Lanka	1

Official language of preference	Number of Members
English	67

Racial identity (optional)	Number of Members
Not collected	67

G. Data Notes

We do not collect data of the applicants' official language of preference, however, as "unknown" was not an option for data entry, English was listed as the official language of preference. Racial identity data is not collected.

H. Application Decisions

The table below summarizes the outcome of registration decisions finalized in 2023. Some applications may have been received in the previous year.

Jurisdiction of initial training	Successful	Unsuccessful	Withdrawn
Ontario	55	1	
Other provinces and territories	8		
Other International	10		

I. New Registrants

For the 2023 reporting year, the breakdown of new registrants by class of registration is provided below:

Class of registration	Total new registrants by class	Number of internationally educated registrants
Full / General/ Independent Practice	8	0
Associate	1	0
Student	22	4
Provisional	43	6

J. Data Notes



K. Reviews and Appeals

Applicants for registration may appeal a registration decision. An **internal review or appeal** involves formal reconsideration of a registration decision further to an application and submissions by the applicant.

Jurisdiction of initial training	Number of internal reviews and appeals processed	Number of decisions changed following internal review or appeal

An **external review or appeal** involves review of a registration decision by an external appeal tribunal or court, such as the Health Professions Review and Appeal Board or Divisional Court.

Jurisdiction of initial training	Number of applicants who sought external review or appeal	Number of decisions changed following external review or appeal

Issues raised in reviews and appeals can point to challenges in the registration process. The table below summarizes top issues or reasons that applicants raised during these appeal proceedings.

Issue or reason raised	Number of appeals
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Internationally trained applicants face additional challenges in the registration process. The table below summarizes top reasons for not registering internationally trained individuals.

Reason for not registering	Number of internationally trained applicants

L. Data Notes

No reviews or appeals were received or conducted. No internationally trained individuals were declined a license/certification.

8. Changes Related to New Legislative and Regulatory Requirements

By Ontario law, regulated occupations must provide registration practices that are transparent, objective, impartial and fair. Non-health occupations are governed by the *Fair Access to Regulated Professions and Compulsory Trades Act, 2006 (FARPACTA)*, while health professions are governed by the *Regulated Health Professions Act, 2011 (RHPA)*.

In 2021, both statutes were amended to incorporate substantive provisions to:

- A.** Eliminate the use of Canadian experience requirements except under prescribed circumstances.
- B.** Streamline language proficiency testing requirements.

- C. Provide for the continuity of registration processes during emergency situations.
- D. Set registration time limits. (FARPACTA only)

Ontario Professional FORESTERS Association has made the following changes to comply with these new legal obligations:

A. Canadian Experience

Change required: No changes required

Ontario Professional FORESTERS Association has taken the following measures to comply with legislative requirements on eliminating Canadian experience requirements unless an exemption is granted or an alternative is identified that meets criteria prescribed in regulations (non-health regulators) or the exceptions in legislation are met (regulated health colleges).

OPFA removed Canadian experience requirements in 2013 and was recognized by the OFC in its 2013 Annual report for doing so.

B. Language Proficiency Testing

Change required: No changes required

Ontario Professional FORESTERS Association has taken the following measures to comply with recent legislative changes requiring that regulators accept language proficiency testing results derived from any of the tests accepted for immigration purposes to satisfy their language proficiency requirements:

OPFA does not have language proficiency requirements.

Ontario Professional FORESTERS Association offers applicants the following options to demonstrate language proficiency.

C. Emergency Registration

Change required: Yes

Ontario Professional FORESTERS Association has taken the following measures to comply with requirements to establish an emergency class (health colleges) or develop an emergency registration plan (non-health regulators).

Emergency registration plan is in development with completion aimed for July 2024. However, the OPFA operates entirely remotely and was able to continue providing registration services throughout the pandemic with no disruptions.

D. Registration timelines (FARPACTA Regulators only)

Profession: Forester

i. Domestic Labour Mobility Applicants

9.1 (4) of FARPACTA prescribes that regulators must make a registration decision within 30 business days from the time that they receive a complete application “and everything required by the regulated profession in respect of the application.”

Ontario Professional FORESTERS Association requires the following documentation before beginning to count the 30-day registration time-period. This would be the starting point of the registration process for the purpose the data summarized below.

- Completed application form
- Letter of standing / good character
- Payment of fee
- Other (please specify) Resume

For domestic labour mobility applications received between January 1, 2023 and November 30, 2023, registration timelines and outcomes are summarized below:

Registration decisions	30 days or less	More than 30 days
Full registration granted	1	0
Alternative registration granted	0	0

No registration granted	0	0
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ii. Internationally Trained Individuals

Sections 5 and 6 of Ontario Regulation 261/22 made under FARPACTA establish two-time standards for ITIs:

- **A six-month time limit** for a regulator to make a registration decision following receipt of everything that it requires in respect of an application for registration. (This time limit must be met in 90% of all cases.)
- **A 12-month standard** for the regulator to report on its ability to register ITIs, who are eligible for registration without condition, from the earlier of the date that:
 - (a) the regulated profession receives everything it requires in respect of the individual's application for registration, or
 - (b) any third-party that assesses the individual's qualification on behalf of the regulated profession, receives everything it requires for this purpose.

Section 6 of the regulation further stipulates that the regulator's annual Fair Registration Practices Report shall include data on a regulator's compliance with the six-month standard, and its ability to meet the 12-month standard and, where the regulator has been unable to meet this one-year standard, the steps that the regulator is taking to meet this target.

Ontario Professional FORESTERS Association requires the following documentation before beginning to count the six-month registration time-period for internationally educated individuals.

- Completed application form
- Payment of fee
- Other (please specify) Resume

Measures undertaken to date to comply with new registration time limits for internationally trained individuals are as follows:

Our Registration Committee meets every two months and decisions are communicated to the applicant within 2 weeks of the meeting date.

Please note that new legal time limits came into effect as of July 1, 2023. Because of longer time periods for internationally educated applicants, regulators will only be required to report publicly on achieving these requirements in the 2024 Fair Registration Practices Report.

Glossary of terms

Applicant: An individual who has applied for membership in a regulated profession or compulsory trade, with the associated rights to practice their profession / trade or use a professional title.

Domestic labour mobility: Applications subject to the Canadian Free Trade Agreement, which stipulates that a certificate issued by one province or territory should be recognized by all others unless there is an exception due to public health, safety and security reasons.

Internationally educated / trained: An individual whose initial professional education was not from a Canadian educational institution, or who is applying for trade certification based on experience gained outside Canada. This category includes individuals with education / training in the US and other countries. It also includes individuals who completed their initial professional education outside Canada and later addressed gaps with courses or a bridging program based in Canada.

Jurisdiction of initial training: For professions, the jurisdiction in which an applicant obtained their initial professional education used in full or partial fulfilment of registration requirements. For trades, the jurisdiction of initial trade experience listed on a Trades Equivalency Assessment (TEA) application.

Member: An individual who has satisfied the conditions for registration in their profession / trade and has been granted the right to practice and/or the right to use a professional designation or title. Members may hold a full license to engage in independent practice, or they may hold an alternate class of registration.

Racial identity: Voluntary self-report data of racial identity as a social description. Follows categories identified in the Ontario Anti-Racism Directorate Data <<https://www.ontario.ca/document/data-standards-identification-and-monitoring-systemic-racism>> .

Registration requirements: the entry-to-practice requirements that that an applicant must meet to be granted full membership in a regulated profession or trade, with the associated right to practice or right to use a professional title.

- **Academic requirement:** The formal education, or equivalent, that is required for licensing or certification in a particular regulated profession or trade.
- **Experience requirement:** The experiential training or work experience that is required for licensing or certification in a particular regulated profession or trade.
- **Language requirement:** The level of language proficiency that is required for licensing or certification in a particular regulated profession or trade, and the language proficiency tests accepted in fulfillment of this requirement.

Third party service provider: An external organization that assesses applicant qualifications on behalf of the regulator.