

## Appendix A

### Policy on Reduced Professional Development Reporting Targets

This policy applies to members in the 'distinguished member' category.

For all practitioners, the normal targets of the ProDev Program include a minimum of 90 hours in the following categories:

- Formal Training
- Informal Training
- Participation
- Presentations
- Contributions to Knowledge

For practitioners who work full time continuously, this requirement stems from subtracting the allowance for Professional Practice (150 PDH) from the overall target (240 PDH).

Practitioners who are in the 'distinguished member' category are expected to maintain this proportional amount of professional development activities in the five categories noted above. **NOTE: Individuals in the 'distinguished member' category will have their targets adjusted automatically**

The target of three categories per year still applies. If the 'distinguished member' participates in Professional Practice activities in a given year, then those activities count towards the target of three categories per year. If the 'distinguished member' does not practice at all in a calendar year, they are expected to demonstrate activities in three of the other categories.

(see example on following page)

Example of an acceptable ProDev record from a 'distinguished member':

	Year 1*	Year 2	Year 3	Total
Professional Practice	5			N/A
Formal Training		4		4
Informal Training	26	26	26	74
Participation	3	12	12	27
Presentations				
Contributions to Knowledge			8	8
				113**

\* In year 1, the practitioner has satisfied the three-target category by including Professional Practice activities.

\*\* The amount of professional practice hours is ignored when tallying the total number of activities. This amount should exceed 90.

#### **Example of detailed activities:**

##### Year 1

- Professional Practice: Provided contract consulting services to former employer
- Informal Training: Read for ½ hour per week throughout the year
- Participation: Attended the AGM

##### Year 2

- Formal Training: Attended Engineers Geoscientists Manitoba's PD Conference
- Informal Training: Read for ½ hour per week throughout the year
- Participation: Served on an ad hoc committee for Engineers Geoscientists Manitoba

##### Year 3

- Informal Training: Read for ½ hour per week throughout the year
- Participation: Mentored a younger professional (one hour meeting per month)
- Contributions to Knowledge: Wrote an article for the Keystone Professional

## Appendix B

### Policy on Reduced Professional Development Reporting Targets

This policy applies to 'general members' who have

1. confirmed to the registrar in writing that they are no longer actively engaged on a full time or regular basis in the practice of professional engineering and/or professional geoscience, as applicable, and
2. who have applied for abatement.

For all practitioners, the normal targets of the ProDev Program include a minimum of 90 hours in the following categories:

- Formal Training
- Informal Training
- Participation
- Presentations
- Contributions to Knowledge

For practitioners who work full time continuously, this requirement stems from subtracting the allowance for Professional Practice (150 PDH) from the overall target (240 PDH).

Practitioners who are in the 'distinguished member' category are expected to maintain this proportional amount of professional development activities in the five categories noted above. **NOTE: Individuals in the 'distinguished member' category will have their targets adjusted automatically**

The target of three categories per year still applies. If the 'distinguished member' participates in Professional Practice activities in a given year, then those activities count towards the target of three categories per year. If the 'distinguished member' does not practice at all in a calendar year, they are expected to demonstrate activities in three of the other categories.

The number of years of practice experienced by a practitioner impacts the length of time for which their abatement will be approved. A member who has several decades of experience will generally be approved for on-going abatement following the principles described above. At the other end of the spectrum, a practitioner with only one or two years of experience may only be approved for a limited duration of abatement. In all instances, however, abatement following the principles in this policy for a duration of up to two years will be administratively approved. Abatement applications for a period of time longer than two years will be evaluated on a case-by-case basis.

(see example on following page)

Example of an acceptable ProDev record from a member who has retired from work:

	Year 1*	Year 2	Year 3	Total
Professional Practice	5			N/A
Formal Training		4		4
Informal Training	26	26	26	74
Participation	3	12	12	27
Presentations				
Contributions to Knowledge			8	8
				113**

\* In year 1, the practitioner has satisfied the three-target category by including Professional Practice activities.

\*\* The amount of professional practice hours is ignored when tallying the total number of activities. This amount should exceed 90.

**Example of detailed activities:**

Year 1

- Professional Practice: Provided contract consulting services to former employer
- Informal Training: Read for ½ hour per week throughout the year
- Participation: Attended the AGM

Year 2

- Formal Training: Attended Engineers Geoscientists Manitoba's PD Conference
- Informal Training: Read for ½ hour per week throughout the year
- Participation: Served on an ad hoc committee for Engineers Geoscientists Manitoba

Year 3

- Informal Training: Read for ½ hour per week throughout the year
- Participation: Mentored a younger professional (one hour meeting per month)
- Contributions to Knowledge: Wrote an article for the Keystone Professional