



REQUEST FOR PROPOSALS (RFP)

Program development expertise on competency framework development, academic requirement for licensure, and job task analysis to develop a Full Spectrum Competency Pilot for engineering licensure in Canada

Strategic Direction Realizing accreditation and academic assessments

Date Issued: May 8, 2025

Proposal Submission Deadline: June 13, 2025

Questions concerning this RFP should be directed to:

Mélanie Ouellette (the “Manager, Strategic and Operational Planning”)

Engineers Canada

melanie.ouellette@engineerscanada.ca

1. Statement of Purpose

Engineers Canada is looking for program development expertise to help develop a competency framework, the Full Spectrum Competency Profile (FSCP), to guide the development of a National Academic Requirement for Licensure (NARL). The work will focus on defining a FSCP that applies to all applicants for licensure, regardless if they studied engineering or gained experience in Canada or abroad. This project is conducted as part of the strategic direction *Realizing Accreditation and Academic Assessments* and is one of the next steps from a previous strategic priority to *Investigate and validate the purpose and scope of accreditation* which delivered the [Path Forward Report](#).

This project is expected to take fourteen months. The selected Bidder will be expected to deliver program development services, with an anticipated completion date of **October 2026**.

2. Introduction to Engineers Canada

Engineers Canada is the national organization that works on behalf of provincial and territorial engineering regulators, that regulate engineering practice and license the country's 300,000 members of the engineering profession.

The purpose of Engineers Canada is to serve the collective interests of the Regulators, to promote and maintain the interests, honour and integrity of the Canadian engineering profession, and to do all such lawful things as are incidental or conducive to the attainment of the foregoing, including to serve the regulators and strengthen the profession. This role as nation-wide facilitator and convener is captured in Engineers Canada's vision statement, adopted in 2021:

Advance Canadian engineering through national collaboration

This statement represents how we provide services and tools to the engineering regulators (Regulators), Higher Education Institutions (HEIs), foreign-trained and domestic-trained applicants for licensure, engineers and their organizations, and the public.

Our work is focused on 10 core purposes, as established by Engineers Canada's members, the 12 provincial and territorial engineering regulators:

1. Accrediting undergraduate engineering programs.
2. Facilitating and fostering working relationships between and among the regulators.
3. Providing services and tools that enable the assessment of engineering qualifications, foster excellence in engineering practice and regulation, and facilitate mobility of practitioners within Canada.
4. Offering national programs.
5. Advocating to the federal government.
6. Actively monitoring, researching, and advising on changes and advances that impact the Canadian regulatory environment and the engineering profession.
7. Managing risks and opportunities associated with mobility of work and practitioners internationally.
8. Fostering recognition of the value and contribution of the profession to society and sparking interest in the next generation of professionals.
9. Promoting diversity and inclusivity in the profession that reflects Canadian society.
10. Protecting any word(s), mark, design, slogan, or logo, or any literary, or other work, as the case may be, pertaining to the engineering profession or to its objects.

3. Project Context

In the engineering profession, applicants for licensure who hold a degree from a program accredited by the Canadian Engineering Accreditation Board (CEAB) are academically qualified to begin the process to be licensed as professional engineers in Canada. Applicants for licensure who did not graduate from a CEAB-accredited program must demonstrate to the regulators that they possess equivalent qualifications through individualized assessments which can include exams, interviews, or additional training.

Regulators rely on syllabi created by the Canadian Engineering Qualifications Board (CEQB) as part of the assessment process for evaluating the academic credentials of applicants for licensure who have not graduated from a CEAB-accredited program (referred to herein as “non-CEAB applicants”). These syllabi are structured based on the curricula of accredited programs. Intended to serve as a benchmark to maintain consistency in academic standards, regulators use the syllabi as an indicator about whether non-CEAB applicants have had exposure to similar content and inputs as the graduates of CEAB-accredited programs.

While the accreditation system and syllabi endeavour to establish an academic standard, a significant risk persists due to the absence of a national, clear definition of the essential components of an academic requirement for licensure. This gap introduces vulnerabilities into both the accreditation and licensure systems, raising concerns about robustness and defensibility. Without a precise definition, the current system cannot transparently delineate the necessary knowledge for safe engineering practice.

As part of the 2022-2024 strategic plan, Engineers Canada undertook a fundamental review of the accreditation process, that investigated the best practices in engineering education and collectively worked with regulators and stakeholders to understand if there is a desire to adopt a new, national academic requirement for licensure as well as an updated purpose of accreditation. This initiative was the [Futures of Engineering Accreditation \(FEA\) project](#).

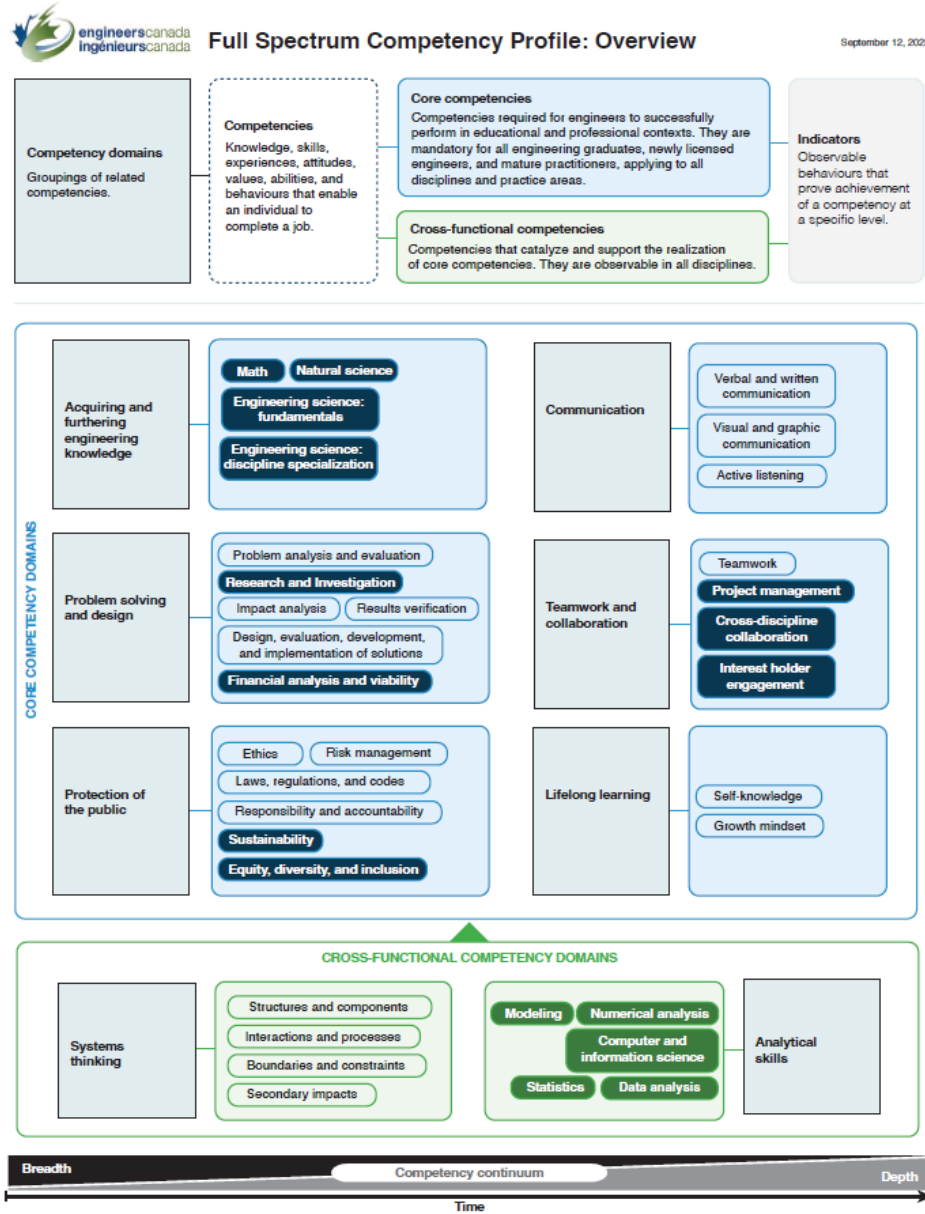
In 2024, Engineers Canada released the [Futures of Engineering Accreditation \(FEA\) Path Forward Report](#), which contains 18 recommendations. The recommendations account for the needs of diverse interest holder groups, all of whom are invested in an accreditation system that preserves what currently makes it exceptional while embracing new opportunities and addressing evolving realities within the Canadian engineering ecosystem. The Path Forward Report is a strategic blueprint for the future of engineering accreditation in Canada and calls for the beginning of a transformative journey for the accreditation system. At its highest level, the Report recommendations propose:

- Revised purpose and scope of accreditation statements.
- The transition to a fully outcomes-focused accreditation model.
- The development of a Full Spectrum Competency Profile (FSCP) and a National Academic Requirement for Licensure (NARL).

Specifically, FEA’s Path Forward Report’ recommendation 12 is to: “Initiate a pilot study to evaluate the feasibility of the FSCP according to the proposed Working Group Terms of Reference, including selecting competencies to study, defining the competencies and indicators, creating assessment processes, and reporting recommendations”.

Engineers Canada plans to initially establish a Full Spectrum Competency Profile (FSCP) Pilot Study Working Group to ‘pilot’ the development of a subset of the FSCP competencies, including the National Academic Requirement for Licensure (NARL) competencies, identified in the report.

Figure 1: Working draft of the Full Spectrum Competency Profile



The purpose of the initial phase of the ‘pilot’ will be to develop competencies, indicators, and assessment processes for a subset of FSCP/NARL competencies and will test the assessment of those competencies. This work will allow Engineers Canada to:

- Understand the effort required to define FSCP competencies,
- Explore appropriate process(es) to assess the FSCP competencies, and
- Document learnings and recommendations for next steps.

By limiting the initial pilot to a subset of the competencies and observing the efforts required to develop the competencies and assessment processes, Engineers Canada will be able to gather data and learnings to guide the development of the complete competency profile.

4. Scope of Work and Key Deliverables

4.1. Scope of work

Engineers Canada requires the services of a program development consultant for the development and execution of this initial phase of the FSCP pilot. The consultant will support the design, development, completion, and reporting on the results of a pilot study to explore the feasibility of implementing the Full Spectrum Competency Profile (FSCP) described in the FEA Path Forward Report. The program development consultant will:

- Review existing documentation relevant to the FSCP Pilot;
- Lead the design and implementation of the FSCP Pilot as outlined in Appendix A: FSCP Pilot Approach;
- Consult with subject matter experts to develop a subset of the FSCP;
- Develop benchmarks identifying the level of competence required at each stage of the engineering education and training process;
- Provide expert advice on appropriate assessment mechanisms; and
- Ensure there is a mechanism for appropriate interest holder engagement.

To do so, the program development consultant shall:

- Design a defensible, repeatable, and sustainable process for developing the selected competencies (including competency statements, descriptions, and indicators).
- Collaborate with the FSCP Pilot Study Working Group to explore and define assessment processes that will be used by both regulators and HEIs for assessing competence at the engineering education and training stages.
- Identify and document the key interest holders to be involved in competency development, including the methodology for involvement (consultations, surveys, focus groups, interviews, etc.);
- Working with Engineers Canada staff, prepare and execute a detailed work plan for review by the FSCP Pilot Study Working Group
- Engage any necessary consultants or sub-contractors, in consultation with the Engineers Canada staff, and coordinate their work;
- Prepare regular updates on progress against their scope of work and make presentations as required;
- Develop internal communications and ensure all parties are kept informed of project activities.

The consultant is also expected to provide bi-weekly status updates to Engineers Canada.

In completing this Project, the successful Bidder shall deliver the following. The Bidder is welcomed to suggest additional/different deliverables based on their expertise:

No.	Service/Deliverable	Description
1	Joint planning with project team <i>Approval by Engineers Canada staff</i>	In collaboration with Engineers Canada team, ensure clear understanding of requirements, develop an action plan including the necessary deliverables with timelines. It is anticipated meetings will be conducted virtually.
2	Presentations of report content to various interest holders <i>Approval by Engineers Canada staff</i>	Development and, when requested, delivery of presentations for various interest holder groups throughout the duration of the project.
3	Provide recommendations to the FSCP Pilot Working Group in selecting a relevant subset of FSCP competencies to pilot, including some NARL competencies <i>Approval by Engineers Canada staff</i>	Review materials from Engineers Canada and gather other necessary requirements to inform this deliverable. Propose some competencies and rationale on why they should be selected for further definition. Competencies should be applicable to CEAB and non-CEAB graduates. Lead the selection of competencies by the working group. Deliverables: <ul style="list-style-type: none"> • A report including: <ul style="list-style-type: none"> ○ Recommended competencies ○ Rationale why competencies were selected ○ Overview of the level of effort required to fully define each competency
4	Inform the FSCP Pilot Study Working Group on existing methods to define competencies and indicators. <i>Approval by Engineers Canada staff</i>	Conduct a review of existing methods to define competencies. Present those methods to the FSCP Pilot Working Group, along with recommended Job Task analysis. Deliverable: <ul style="list-style-type: none"> • Competencies definition and job task analysis report
5	Work collaboratively with the FSCP Pilot Working Group to define the selected competencies. <i>Approval by Engineers Canada staff</i>	Develop selected competencies. Present those competencies. Deliverables: <ul style="list-style-type: none"> • A report describing the considerations made in defining the competencies and provide an overview of the level of effort and amount of time required to complete the definition of each competency.
6	Develop an assessment process(es).	Develop assessment process(es) for the selected competencies. Deliverables:

No.	Service/Deliverable	Description
	<i>Approval by Engineers Canada staff</i>	<ul style="list-style-type: none"> • A report documenting and rationalizing the process(es) for both regulators and HEIs, the considerations undertaken in establishing the assessment process(es) for the competencies and describe the level of effort required to develop the process(es).
7	Data collection and consultation <i>Approval by Engineers Canada staff</i>	Present and collect feedback on assessment and selected competencies. Deliverables: <ul style="list-style-type: none"> • A report documenting received feedback and recommendations on next steps.
8	Using assessment process, plan a pilot to test selected competencies and assessment processes <i>Approval by Engineers Canada staff</i>	Test selected competencies and assessment model. Deliverables: <ul style="list-style-type: none"> • A test plan (approach) summarizing how the selected competencies and assessment process will be executed • A report documenting and rationalizing the: <ul style="list-style-type: none"> ○ considerations made in designing the tests, ○ parameters of test applicants to be considered for assessment ○ how the selection of the test population enables the testing of outcomes ○ description of how outcomes are to be tested ○ summarize the level of effort required to design the tests, and ○ make a prediction of how much effort would be required to scale up and a recommended way forward.
9	Implement the pilot and report on findings. <i>Approval by Engineers Canada staff</i>	In collaboration with pilot participants, execute the pilot with selected competencies. Deliverables: <ul style="list-style-type: none"> • A report describing the: <ul style="list-style-type: none"> ○ data collected ○ results of outcomes testing ○ analysis of the results, and; ○ learnings from the pilot. • A workshop on the pilot findings.
10	Deliver final report on findings. <i>Approval by Engineers Canada staff</i>	Share final findings. Deliverables: <ul style="list-style-type: none"> • A final report that highlights findings, and uses the following format: <ul style="list-style-type: none"> ○ Part 1: Introduction and Background ○ Part 2: Selection of Competencies for Piloting ○ Part 3: Defining the Competencies ○ Part 4: Assessment process(es) ○ Part 5: FSCP Pilot design ○ Part 6: Results of Outcomes Testing

No.	Service/Deliverable	Description
		<ul style="list-style-type: none"> ○ Part 7: Analysis and Findings ○ Part 8: Recommendations ○ Part 9: Conclusions

Documents will be written in English. Engineers Canada will manage the translation of documents.

5. Services and deliverables

The successful bidder shall be required to deliver to Engineers Canada each of the items outlined in Section 3.1. (Scope of Work), and any other additional/different deliverables based on their expertise, resulting in successful completion of the Project.

6. Budget

To be considered, proposals should include a Project cost breakdown that accurately represents the work effort required, as outlined in Section 4.1. (Scope of work) of this RFP.

7. Expected Project timelines

The Engineers Canada project team has created a draft schedule based on our established consultation processes and meeting dates, as well as our experience with similar projects. All Bidder proposals must include a timeline reflecting how the items outlined in Section 3.1. (Scope of Work) will be completed within the timeframe noted below.

Milestone	Deadline
Kick-off meeting with contractor with staff	August 30, 2025
Job task analysis completed and competencies for pilot approved by staff	September 26, 2025
Competencies definition report shared with board	October 27, 2025
Pilot design approved by staff	December 15, 2025
Report on competence assessment techniques delivered and approved	January 15, 2026
Data collection initiated	February 20, 2026
Draft pilot results report shared for feedback	May 26, 2026
Data collection completed	May 28, 2026
Final pilot results report shared	August 7, 2026
Decision on next steps	October 8, 2026

8. RFP Process

8.1. RFP Schedule of Events

The following is a list of key events from RFP issuance through to the anticipated date the Project will commence:

No	Description	Key Dates
1	Issuance of RFP	May 9, 2025
2	Deadline to Apply	June 13, 2025
3	Evaluation of proposals by staff	July 11, 2025
4	Interviews with selected Bidders	July 21, 2025
5	Reference checks	July 31, 2025
6	Communication of results to all Bidders	August 8, 2025
7	Contract development & negotiation	August 15, 2025
8	Contract start	August 25, 2025

8.2. Interest disclosure, Bidder questions and Proposal submission

Bidders are asked to respond to this RFP by submitting a proposal on how their qualifications and experience would support the completion of the deliverables (3.1.) within the set timeframe (3.4.) Bidders must also include their approach to the work.

Bidders may submit their proposal, references and questions on the project to Mélanie Ouellette, Manager, Strategic and Operational Planning by email at melanie.ouellette@engineerscanada.ca. Proposals must be submitted **by June 13, 2025**.

8.3. Proposal evaluation

All proposals will be evaluated by the Engineers Canada staff. Interviews will be conducted, and references will be checked. The rating scale is as follows:

Poor 0 – 3 points	Fair 4-6 points	Good 7-8 points	Excellent 9-10 points
The proposal fails to meet the requirements of competency in a suitable and documented manner.	The proposal barely meets the requirements of competency in a suitable and documented manner.	The proposal reasonably demonstrates that the requirements of competency is met in a documented and suitable manner.	The proposal fully demonstrates that the requirements of competency is met in a documented and suitable manner.

No.	Competency	Weighting	Rating (1 to 10)	Total Score
1	Knowledge and proven record of developing competencies. <i>(Assessed as part of the proposal)</i>	30%		
2	Knowledge and proven record of developing competency assessments. <i>(Assessed as part of the proposal)</i>	30%		
3	Knowledge and proven record of successful adoption of competencies and assessment frameworks. <i>(Assessed as part of the proposal)</i>	20%		
4	Ability to write clearly <i>(Assessed as part of the proposal)</i>	10%		
5	Ability to clearly communicate orally <i>(Assessed as part of proposal)</i>	10%		

9. Proposal Format

Bidders must include with their proposal a covering letter and resume and demonstrate how their knowledge and experience meet the competencies.

10. How to Submit a Proposal

To be considered, proposals must be submitted electronically no later than June 13, 2025, 11:59pm EST (the “**Proposal Submission Deadline**”) to:

Mélanie Ouellette, Manager, Strategic and Operational Planning
melanie.ouellette@engineerscanada.ca
 Engineers Canada
 300-55 Metcalfe Street, Ottawa, ON K1P 6L5

Any proposal submissions received after the Proposal Submission Deadline will not be considered.

11. Inquiries

Questions concerning this RFP may be submitted by email and directed to Mélanie Ouellette at melanie.ouellette@engineerscanada.ca

Note: Any questions pertaining to the RFP process, and responses given, will be provided, via email, to all Bidders using the contact information provided in their Bidders' Response Packages.

12. Confidentiality

Information submitted by Bidders will be treated as proprietary, held confidential, and used only for evaluating the ability of the Bidder to handle the Project. The details of any proposals will be shared only with the persons involved with the selection and approval process.

This RFP is, similarly, intended solely for the purposes of the Bidder and should not be further distributed to any party not involved in the preparation of the Bidder's proposal. The Review Team reserves the right to disqualify a Bidder from the selection process if any breach of confidence is determined by the Review Team or if information is used for purposes other than the submission of a proposal.

13. RFP Terms and Conditions

13.1. Process Conditions

This RFP is not an offer by Engineers Canada to any person, and no contract of any kind whatsoever (including, without limitation, no "Contract A") is formed between Engineers Canada and any Bidder upon the submission of a proposal in response to it.

For greater certainty, nothing in this RFP, including without limitation, the use of mandatory language, language reserving rights to Engineers Canada, or other language that might, but for this clause, be indicative of contractual intention, is intended by Engineers Canada to indicate an intention to be contractually bound to any Bidder in any manner whatsoever. Engineers Canada retains the right, in its absolute discretion, to consider and analyze the proposals, negotiate with any Bidder at any time, select a preferred Bidder, or enter into a service agreement with a Bidder. Without limiting the foregoing, since this clause precludes Contract A, none of the usual Contract A terms applies, and Engineers Canada may:

- Reject or accept any proposal, whether or not complete, and whether or not it contains all the required information;
- Require clarification of any proposal;
- Request additional information on any proposal;
- Reject any or all proposals without any obligation, or any compensation or reimbursement to the Bidders;
- Refuse to enter into a service agreement with any of the Bidders;

- Conduct negotiations with one or more Bidders;
- Cancel and reissue the RFP;
- Extend any of the stated dates and deadlines and/or amend the procurement process;
- Re-advertise for new submissions or call for tenders for this work or for work of a similar nature.
- Issue Notice of Award to Bidder who does not achieve the highest score in evaluation criteria (5.6.)

Further, Engineers Canada may, in its sole discretion, independently verify any information in any proposal. The proposals submitted by Bidders must be offers made in good faith, and Engineers Canada reserves the right to make a choice from the various proposals or not choose any.

Engineers Canada shall not be obligated in any manner until a written agreement relating to an approved proposal has been duly executed.

13.1. Competitive Process

With the issuance of this RFP, Engineers Canada is making a business opportunity available to select Bidders that have the experience and competence to enter into a service agreement to complete the work.

13.2. Proposal Revisions

All proposal revisions must be received by Engineers Canada prior to the Proposal Submission Deadline.

13.3. Cost of Preparing Proposals

Bidders are solely responsible for all costs they incur in preparing and submitting proposals.

13.4. Clarification of Proposal

Engineers Canada reserves the right, but does not have an obligation, to request clarification of a proposal or request further information from any or all Bidders. In addition, if, in the opinion of Engineers Canada, any proposal contains a minor defect or irregularity or fails in some way to comply with any requirement of the RFP in a way that, in the opinion of Engineers Canada, can be remedied without providing an unfair advantage to one or more Bidders, the Engineers Canada contact person (as set out in section 7.2) may request rectification from the Bidder(s).

Engineers Canada, upon receipt of appropriate clarification and/or rectification, may waive the minor defect or irregularity and accept the proposal. Failure by a Bidder to provide a written response that, in the opinion of Engineers Canada, properly clarifies or rectifies its proposal, within the time specified in the request for clarification or rectification, may result in disqualification of the proposal.

13.5. Acceptance of RFP Conditions

Receipt of a proposal by Engineers Canada will be considered acceptance by the Bidder of the RFP terms and conditions and will be incorporated in the Bidder's proposal.

13.6. Notification of Success

A written Notice of Award shall be the only valid form of notification of success in response to this RFP.

13.7. Reservation of Rights

Engineers Canada reserves the right, in its sole discretion, to:

- modify, cancel or suspend the selection process, or any or all stages of the selection process, including before or after provision of a Notice of Award, at any time for any reason;
- accept or reject any proposal based on the evaluation criteria in Section 6.4, above, as determined in the sole discretion of Engineers Canada;
- not accept any proposal; and
- reject or disqualify all or any proposal without any obligation, compensation, or reimbursement to any Bidder.

The full execution of a written service agreement will constitute a contract for the services, and no Bidder will acquire any legal or equitable rights or privileges relative to the services until a written Notice of Award has been delivered and a written agreement has been duly executed.

13.8. Limitation of Damage

Each Bidder, by submitting a proposal, agrees that:

- In the event any or all proposals are rejected or disqualified, or the Project or selection process is modified, suspended, or cancelled for any reason, neither Engineers Canada, nor its employees, agents, officers, or directors will be liable under any circumstances for any claim, or to reimburse or compensate any person in any manner whatsoever, including but not limited to costs of preparation of the proposal, loss of anticipated profits, loss of opportunity, or for any other matter; and
- The Bidder waives any claim for loss of profits or loss of opportunity if: (i) the Bidder is rejected or disqualified or is not successful in the selection process; (ii) the selection process for the Project is suspended, cancelled or modified at any time; or (iii) cancellation occurs per section 8.8, above.

13.9. Proposal Documents

All documents submitted by Bidders will become the property of Engineers Canada.

Appendix A Draft FSCP Pilot Approach

Introduction

The following document is a high-level summary of how to move forward the work associated with the Full Spectrum Competency Profile (FSCP) Pilot Study as recommended in the Futures of Engineering Accreditation (FEA) Path Forward Report (the Report). The terms of reference originally appended to the Report have been revised and present the scope of activities to be performed by a working group. This document rationalizes the approach to be taken toward the Pilot Study and provides additional contextual details for planning. This approach is preliminary and will evolve over time. The intent of this document is to:

- communicate and align the internal project team, the Engineers Canada (EC) Board, and interest holders on planned next steps, and
- provide a foundational plan to build from as more detailed planning progresses.

It is recommended in the Report that the accreditation system focuses on shifting to Graduate Attributes as the basis to measure curriculum content while the FSCP and national academic requirement for licensure (NARL) are refined and tested. Within the Report, the sections on the NARL and FSCP recognize that a pilot is necessary in assessing the feasibility of adopting the NARL and FSCP. Finally, transitioning the accreditation system as outlined in the “Long-term actions: 2025 and beyond” section of the Report will be highly dependent on the results and learnings gained from the FSCP Pilot study.

Pilot Objectives

1. To enable a Working Group (WG) to co-design the framework of FSCP and NARL competencies and to have the framework endorsed by Engineers Canada staff leadership. Once endorsed by staff leadership, the frameworks will need to be approved by the Engineers Canada Board and accepted by regulators prior to adoption.
2. To validate the FSCP and NARL competency framework as meeting the requirements for academic assessment (including accreditation) and licensure.
3. To establish competency assessment processes and procedures that can be used by both regulators and higher education institutions (HEIs), and
4. To demonstrate that the FSCP and NARL represent measurable improvement to interest holders within the engineering ecosystem.

Requirements

As outlined in the Report Recommendation:

Recommendation #12: FSCP Pilot Study: Initiate a pilot study to evaluate the feasibility of the FSCP according to the proposed Terms of Reference.

To evaluate the feasibility of the FSCP, a fully validated competency framework and set of assessment processes and procedures will need to be weighed against current methodologies to measure anticipated improvement and value.

From the Path Forward co-design session held in April 2024, participants suggested first developing and testing a subset of the competencies to rapidly advance understanding of the competencies and their evaluation.

In the interest of keeping momentum, learnings from testing an initial subset of competencies can be applied to the definition and validation of the full competency framework prior to evaluating its feasibility.

Additional requirements identified to date

- Initial results of Phase 1 of the FSCP Pilot Study will be demonstrated by the end of 2025.
- The governance and planning of the FSCP Pilot Study must be adaptable and support effective decision making in support of continued momentum.

Guiding Principles

The collaborative design (co-design) approach used for the FEA project will persist through piloting. This includes the five principles outlined in the Report (pg 15) and listed here:

1. People love what they design and own what they create
2. Requisite variety
3. Design from the future state
4. Embrace conflicts and power differences
5. A different kind of conversation creates different results

Planning Assumptions

- Engineers Canada staff resources and budget will be made available to deliver on the plan within the necessary timeframes.
- FSCP Pilot Working Group members will be knowledgeable on the subject matter support the guiding principles and will be available to participate throughout the course of the pilot.

Resourcing Strategies

- Secure external expertise early, as required.

Tactical Approach

- Engineers Canada will separate the pilot study into two phases.

- Phase 1 will develop competencies, indicators, and assessment processes for a subset of FSCP/NARL competencies and will test the assessment of those competencies.
- By limiting the pilot to a subset of the competencies and observing the efforts required to develop the competencies and assessment processes, the project team will be able to gather data and learnings to guide the development of the full FSCP and NARL.
- Phase 2 will build on the learnings of Phase 1.

Phase 1 scope

Item	Description	Why it is important	How it will be achieved	Key Deliverable
1	Identify an appropriate subset of competencies to pilot	The level and quality of insights drawn from the pilot is highly dependent on selecting competencies that are relevant, can be tested for both CEAB and non-CEAB graduates, and touch on both the FSCP and NARL competencies.	WG to review competencies, use Job-Task Analysis to decide on competencies that are highly relevant to all professional engineers.	Report of selected competencies containing selection rationale.
2	Define the subset competencies and associated indicators such that they can be assessed in a defensible manner and in a way that establishes competence	It is currently unclear how the competencies and their indicators must be defined (and the effort required to do so) such that they can be assessed in an outcomes-based, objective, defensible manner.	WG and/or consultant to discuss considerations in defining the selected competencies and arrive at agreed-upon competency statement, description, and list of indicators for each selected competency.	A report containing the considerations and rationales used in defining each competency, the definition of each selected competency (competency statement, description, and list of indicators), and a recounting the level of effort and time required in developing the competencies.
3	Create assessment processes for the selected competencies	Clear assessment processes implementable by both higher education institutions for CEAB and non-CEAB applicants alike are necessary to cover all paths to licensure.	WG and/or consultant to review existing assessment processes and consider what common and unique steps are necessary to assess at both the knows-how and does level for all pathways to licensure.	A set of assessment processes/procedures to be provided for testing purposes
4	Develop and oversee testing of the selected competencies and processes	The competencies must be tested to confirm that their definition and assessment methodologies are	The defined competencies and processes will be tested in a manner that will encompass all pathways to licensure, can be	Test design, Learnings from testing (to be included in the final report)

Item	Description	Why it is important	How it will be achieved	Key Deliverable
		sufficient to confirm competence.	conducted by both HEIs and regulators, is geographically diverse, and contains enough data to effectively test outcomes.	
5	Report learnings and recommendations	The competencies must be tested to confirm that their definition and assessment methodologies are sufficient to confirm competence.	WG and/or consultant to compile prior reports, testing results, and learnings into a report to be presented to Engineers Canada staff leadership.	Phase 1 Pilot report

Phase 2 Scope

Phase 2 of the FSCP Pilot will expand to define all competencies and indicators within the FSCP and NARL, will refine assessment processes based on learnings from the first phase of the pilot, will test and validate that the correct competencies are in place, and will evaluate the feasibility of implementing the validated framework.