CCR Questionnaire

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1. Identify your professional status;
2. Build a profile of your professional practice;
3. Evaluate general aspects of your practice;
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5. Review your involvement with the association; and
6. Review your involvement in community activities.

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1. * ALS Registration Number


2. * Name


3. Who is your employer?


4. In what location?


5. * What is your primary role? Check all that apply.

   - [ ] Administrative
   - [ ] Business Development
   - [ ] Business Management
   - [ ] Field Operations
   - [ ] Plan Checking
6. * Do you currently hold a license to practice in any of the following jurisdictions? Check all that apply

- [ ] None
- [ ] British Columbia
- [ ] Canada Lands
- [ ] Manitoba
- [ ] New Brunswick
- [ ] Newfoundland
- [ ] Nova Scotia
- [ ] Ontario
- [ ] Prince Edward Island
- [ ] Quebec
- [ ] Saskatchewan
- [ ] Outside of Canada

7. * Are you affiliated with any professional associations? Check any that apply.

- [ ] None
- [ ] Alberta Geomatics Group
- [ ] Alberta Society of Surveying & Mapping Technologies
- [ ] Association of Science & Engineering Technology Professional of Alberta (ASET)
- [ ] Canadian Institute of Geomatics
- [ ] Lawyer
- [ ] Planner
- [ ] Professional Engineer
- [ ] Other

8. * Scope of Practice - I am exempt from the provisions of the professional liability insurance bylaw. If so you will be directed to the Education and Training Section.

- [ ] Yes, I am exempt.
- [ ] No, I am not exempt.
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9. * Do you author products? Authoring products means that you have signed a survey plan in the past two years. Plans could include wellsight plans, real property reports, subdivision, utility right-of-way, and disposition plans.

- Yes, I author products.
- No, I am in a business development, administrative, marketing or field operations role and I have not signed a survey plan in the past two years. If so, you will be directed to the Practice Review General (questions for all ALSs) Section
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10. PRACTICE REVIEW - These questions are only for ALSs who author products

You are requested to provide a pdf of ten (10) recent products registered in the Land Titles Office, the Metis Settlements Land Registry or the Alberta Energy Regulator or real property reports. The products shall be representative of your work and be of substantial complexity.

11. * Type of survey as a percentage of your total volume.

<table>
<thead>
<tr>
<th>Survey Type</th>
<th>0%</th>
<th>1-10%</th>
<th>11-25%</th>
<th>26-50%</th>
<th>51-75%</th>
<th>Over 75%</th>
</tr>
</thead>
<tbody>
<tr>
<td>Subdivisions (including strata and condominiums)</td>
<td>O</td>
<td>O</td>
<td>O</td>
<td>O</td>
<td>O</td>
<td>O</td>
</tr>
<tr>
<td>Municipal Right-of-Ways</td>
<td>O</td>
<td>O</td>
<td>O</td>
<td>O</td>
<td>O</td>
<td>O</td>
</tr>
<tr>
<td>Pipeline Right-of-Ways</td>
<td>O</td>
<td>O</td>
<td>O</td>
<td>O</td>
<td>O</td>
<td>O</td>
</tr>
<tr>
<td>Real Property Reports</td>
<td>O</td>
<td>O</td>
<td>O</td>
<td>O</td>
<td>O</td>
<td>O</td>
</tr>
<tr>
<td>Wellsites and Public Land Dispositions</td>
<td>O</td>
<td>O</td>
<td>O</td>
<td>O</td>
<td>O</td>
<td>O</td>
</tr>
<tr>
<td>Descriptive Plans</td>
<td>O</td>
<td>O</td>
<td>O</td>
<td>O</td>
<td>O</td>
<td>O</td>
</tr>
<tr>
<td>Construction and Layout Surveys</td>
<td>O</td>
<td>O</td>
<td>O</td>
<td>O</td>
<td>O</td>
<td>O</td>
</tr>
<tr>
<td>Surveys in Unsurveyed Territory</td>
<td>O</td>
<td>O</td>
<td>O</td>
<td>O</td>
<td>O</td>
<td>O</td>
</tr>
</tbody>
</table>
12. * How many project managers do you supervise?

- I am a project manager
- 1-2
- 3-5
- Over 6
- Other

13. * How many field crews do you usually supervise?

- I am my own field crew
- 0
- 1-2
- 3-5
- 5-8
- More than 8
- Other

14. * In the past year, how many field inspections have you conducted on your work?

- 0
- 1-2
- 3-5
- More than 5

15. * How do you assess survey evidence and evaluate re-establishments?


16. * How do you ensure that the field work done by field crews working for your firm is completed to your satisfaction?


http://www.alsa.ab.ca/cvweb/cgi-bin/msastestdll.dll/DisplayQ?TESTCD=CCR_Question...
17. * How many CAD operators and draftspersons do you supervise?

- 0
- 1-3
- 4-6
- 7-10
- Over 10

18. * Do you, or your firm, use formal standardized checklists to check plans?

☐ Check if Yes

19. * How do you personally ensure that all plans are prepared to your satisfaction?

20. Please provide a PDF or TIFF of ten (10) recent products that are representative of your work and are of substantial complexity. The Director of Practice Review will choose one product and request that you submit the accompanying field notes and other pertinent documents or plans for examination.
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21. PRACTICE REVIEW - General (Questions for all Alberta Land Surveyors)

22. A dormant plan is a plan of survey that is required to be registered in the Land Titles Office, Alberta Energy Regulator (AER), Alberta Environment and Parks (AEP) or the Metis Settlements Land Registry that was not registered within the required time frames.

Part C, Section 3.9 of the Manual of Standard Practice indicates that if a statutory monument has been established but is not shown on a plan registered in the Land Titles Office, Alberta Energy Regulator (AER), Alberta Environment and Parks (AEP) or the Metis Settlements Land Registry, the surveyor must register an Establishment of Monuments Plan at the Land Titles Office or the Metis Settlements Land Registry within two years of establishing the monument. This does not negate Sections 44 and 46 of the Act regarding the re-establishment of survey monuments established under Part 2 or Part 3 of the Act.

23. * Do you personally have any dormant plans?

☐ Check if Yes

24. If yes, how many dormant plans do you personally have?

25. If yes, how old is your oldest dormant plan?
26. How many dormant plans have you registered in the past year?


27. How many dormant plans do you plan to register this year?


28. * Do you, or your firm, have a formal safety program that includes written safety policies?

☐ Check if Yes

29. * How do you, or how does your firm, meet your obligations under section 11 of the Surveys Act (equipment calibration)?


30. * Do you, or your firm, have standard written policies and procedures for all types of survey work?

- Yes
- No
- Other

31. * How do you, or your firm, store your field notes?

- Stored in a separate location
- Original field notes in work file
- Copied and put in work file
- Originals scanned and discarded
- Other - Please specify

32. Please provide any additional information regarding your professional practice that you feel may assist the Practice Review Board in assessing your professional competence.
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33. EDUCATION & TRAINING

It is expected that an Alberta Land Surveyor attends courses or seminars, and participates in other continuing competency activities to maintain professional competence.

34. In the last three years, how many hours did you spend attending or presenting professional development courses presented by...

<table>
<thead>
<tr>
<th></th>
<th>0 hours</th>
<th>1-20 hours</th>
<th>21-40 hours</th>
<th>41-60 hours</th>
<th>More than 60 hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>The Alberta Land Surveyors' Association</td>
<td>○</td>
<td>○</td>
<td>○</td>
<td>○</td>
<td>○</td>
</tr>
<tr>
<td>Another professional land survey</td>
<td>○</td>
<td>○</td>
<td>○</td>
<td>○</td>
<td>○</td>
</tr>
<tr>
<td>association</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>A post-secondary program</td>
<td>○</td>
<td>○</td>
<td>○</td>
<td>○</td>
<td>○</td>
</tr>
</tbody>
</table>

35. Over the last three years, how many hours did you spend on informal professional activities related to... Informal activities include, but are not limited to, reading case law, self-review of professional publications, studying for professional exams and discussions with other professionals.

<table>
<thead>
<tr>
<th></th>
<th>0 hours</th>
<th>1-50 hours</th>
<th>51-100 hours</th>
<th>101-150 hours</th>
<th>151-200 hours</th>
<th>More than 200 hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Land surveying in Alberta</td>
<td>○</td>
<td>○</td>
<td>○</td>
<td>○</td>
<td>○</td>
<td>○</td>
</tr>
<tr>
<td>Land surveying outside of Alberta</td>
<td>○</td>
<td>○</td>
<td>○</td>
<td>○</td>
<td>○</td>
<td>○</td>
</tr>
<tr>
<td>Another professional non-land survey</td>
<td>○</td>
<td>○</td>
<td>○</td>
<td>○</td>
<td>○</td>
<td>○</td>
</tr>
<tr>
<td>association</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
36. In the last three years, how many different articled students have you supervised as principal for...

<table>
<thead>
<tr>
<th></th>
<th>0</th>
<th>1</th>
<th>2</th>
<th>3</th>
<th>4</th>
<th>5</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pupils studying to become an ALS</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Pupils studying to become a land surveyor in another jurisdiction</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Pupils studying to become a professional other than a land surveyor</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

37. Please provide details of any other educational and training activities that you participated in.

38. Please list the professional development activities you plan on undertaking in the next four years.
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39. PROFESSIONAL ASSOCIATION INVOLVEMENT

It is expected that an Alberta Land Surveyor will participate in association activities and contribute to the surveying profession.

For example, by serving on ALSA council or committees, other professional committees, attending regional and annual general meetings, and authoring articles for ALS News and/or other survey-related publications.

40. In the last three years, how many hours did you devote to committee activities for...

<table>
<thead>
<tr>
<th>Association</th>
<th>0 hours</th>
<th>1-20 hours</th>
<th>21-40 hours</th>
<th>41-60 hours</th>
<th>More than 60 hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>The Alberta Land Surveyors' Association</td>
<td>○</td>
<td>○</td>
<td>○</td>
<td>○</td>
<td>○</td>
</tr>
<tr>
<td>Another professional land survey association</td>
<td>○</td>
<td>○</td>
<td>○</td>
<td>○</td>
<td>○</td>
</tr>
<tr>
<td>Another professional non-land survey association</td>
<td>○</td>
<td>○</td>
<td>○</td>
<td>○</td>
<td>○</td>
</tr>
</tbody>
</table>

41. Over the last three years, have you been a member of Council or chaired a committee for...

<table>
<thead>
<tr>
<th>Association</th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>The Alberta Land Surveyors' Association</td>
<td>○</td>
<td>○</td>
</tr>
<tr>
<td>Another professional land survey association</td>
<td>○</td>
<td>○</td>
</tr>
<tr>
<td>Another professional non-land survey association</td>
<td>○</td>
<td>○</td>
</tr>
</tbody>
</table>

42. In the last three years, how many annual general meetings did you attend for...

<table>
<thead>
<tr>
<th>Association</th>
<th>0</th>
<th>1-20</th>
<th>21-40</th>
<th>41-60</th>
<th>More than 60</th>
</tr>
</thead>
<tbody>
<tr>
<td>The Alberta Land Surveyors' Association</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Another professional land survey association</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Another professional non-land survey association</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
43. In the last three years, how many regional meetings did you attend for...

<table>
<thead>
<tr>
<th></th>
<th>0</th>
<th>1-3</th>
<th>4-6</th>
<th>More than 6</th>
</tr>
</thead>
<tbody>
<tr>
<td>The Alberta Land Surveyors' Association</td>
<td>O</td>
<td>O</td>
<td>O</td>
<td>O</td>
</tr>
<tr>
<td>Another professional land survey association</td>
<td>O</td>
<td>O</td>
<td>O</td>
<td>O</td>
</tr>
<tr>
<td>Another professional non-land survey association</td>
<td>O</td>
<td>O</td>
<td>O</td>
<td>O</td>
</tr>
</tbody>
</table>

44. In the last three years, how many articles did you submit to...

<table>
<thead>
<tr>
<th></th>
<th>0</th>
<th>1</th>
<th>2</th>
<th>More than 2</th>
</tr>
</thead>
<tbody>
<tr>
<td>ALS News</td>
<td>O</td>
<td>O</td>
<td>O</td>
<td>O</td>
</tr>
<tr>
<td>Another professional land survey association</td>
<td>O</td>
<td>O</td>
<td>O</td>
<td>O</td>
</tr>
<tr>
<td>Another professional non-land survey association</td>
<td>O</td>
<td>O</td>
<td>O</td>
<td>O</td>
</tr>
</tbody>
</table>
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45. OTHER ACCOMPLISHMENTS (questions for all ALSs)

It is expected that a professional Land Surveyor will contribute to society.

46. * In the last three years, how many hours did you (or your firm) spend volunteering for any community organization, charity, etc. or participating in activities that you feel contributed to society and enhanced you as a professional?

- 0 hours
- 1-20 hours
- 21-40 hours
- 41-60 hours
- More than 60 hours

47. Please provide more detail if required.

48. * In the last three years, how many hours did you spend on any public service boards, school boards, non-professional advisory committees, agencies, or similar organizations on either an elected or appointed basis?

- 0 hours
1-20 hours
21-40 hours
41-60 hours
More than 60 hours

49. Please provide more detail if required
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**50. CONCLUSION (Question for all ALSs)**

51. * Summarize any changes you have made to improve your professional practice since your previous review.

Please ensure that you specifically refer to any items mentioned in the PRB's recommendations from your Phase 1 review (a copy of the PRB's letter is attached to the Phase 2 initiation email you received).

If this is your first review, please indicate n/a.

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Thank You!

Thank you for completing the Continuing Competency Review Phase 2 Questionnaire.

The results of the questionnaire will be assessed by the Director of Practice Review (DPR) and a member of the Practice Review Board. If you author products, please remember to provide ten (10) PDFs or TIFFs of recent products to Kerry Barrett (barrett@alsa.ab.ca).

The products should be representative of your work and be of substantial complexity. The product examination will be conducted under the direction of the DPR. The product examination may include a field inspection.

If there are questions relating to your responses to the questions on the questionnaire or on the product you submitted for examination, you may be contacted by the Director of Practice Review for clarification or more information.

Once your responses to the questions on the questionnaire are analyzed and the product examination is complete (if applicable), the information will be presented to the Practice Review Board (PRB) for review and discussion. The PRB will make a recommendation based on the information presented to them and pass a motion that will be provided to you in a letter.

Please note that the Continuing Competency Review process is anonymous and your identity will not be revealed. If you have questions about the continuing competency review program or the recommendations that are sent to you, please contact the Director of Practice Review.