

COLLEGE *of*  
APPLIED BIOLOGY  
BRITISH COLUMBIA

# College Matters

Volume 3, Issue 4  
December 2011



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Return undeliverable copies to: Suite 205 - 733 Johnson Street, Victoria, BC V8W 3C7.

This publication is made available to every member of the College.

Decisions of the College on matters of standards, policies and guidelines are published in this bulletin. The College therefore assumes that each member is aware of these matters.

[www.cab-bc.org](http://www.cab-bc.org)

# Preserving and Protecting Scientific Methods and Principles

## Overview

The College of Applied Biology was established by the Provincial Legislature in 2002 as the licensing and regulatory body for the practice of applied biology in BC. The College and its members are governed by provincial legislation - the *College of Applied Biology Act* and the *Rules* made under that Act - which entrust the College with the responsibility to establish, monitor and enforce high standards of qualification and the practice of applied biology across the province.

The College recognizes that self-regulation of the practice of applied biology is a privilege granted in the public interest and for the public good. The responsibility to retain this privilege is taken very seriously by the College Council, Committee members and staff.

The regulation of the profession requires both proactive and reactive measures. In its proactive role, the College maintains a number of quality assurance programs, such as the College Audit Program and the mandatory continuing professional development program. On the reactive side, the College manages a complaint driven process by which members are held accountable for their actions - both practice and personal.

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President	Paul McElligott
Executive Vice President	Guy Gilron
Vice President	Brian Churchill
Past President	Doug Steventon
Elected Councillors	Garry Alexander Brian Clark Vanessa Craig Chris Maundrell Ross Murray Warren Warttig
Lay Councillors	David J. L. Hughes Maureen McDermid
Ex Officio	Chris Johnson Mel Kotyk
Executive Director	Linda Michaluk
Registrar	Linda Stordeur
Financial Officer	Kelly McLaughlin
Office Administrator	Simon Woo
Project Analyst	Jordan Samis (MA Student)

## President's Report

We are once again at the time of year when we find ourselves looking back at the year that was and forward to the year to come. This past year was one of many “firsts” for the College. It was the first complete year of the Audit Program. The College Council undertook their first strategic planning session. We achieved a Mutual Recognition Agreement with the UK Society of Biology. A full review and rewrite of the Code of Ethics was undertaken. And, it was the first full year of complete separation of the College from Association of Professional Biology (APB).

The random member audits undertaken by the College Audit committee showed that College members are aware of their Continuing Professional Development (CPD) obligations and are working ensure a high standard of professionalism in their practice-related activities. While this outcome may sound like a “no brainer” considering what is expected of professionals, the Audit process is one of the ways that the College can demonstrate proactively that members are aware of and meeting the membership requirements on an ongoing basis. It is one thing for applicants to demonstrate to the satisfaction of the Credentials Committee that they can meet the standards for entry, and another for members to meet these standards on an ongoing basis. In order to ensure that our sampling is indeed representative of the profession as a whole, the Audit Committee has advised me that they will be increasing the number of audits in the coming year. The College Council has also adopted changes recommended by the Audit Committee to the CPD Rule; these changes are available on the web site, and appear later in this issue of College Matters.

Now that the College has been up and running for several years, the Council felt it was time to review where we, as an organization, had come from, and where we are headed. As a result, the Council embarked on its first dedicated strategic planning session to begin the process of developing a formal Strategic Plan. And, while the Council determined that, for the most part, our internal and administrative processes are in good shape, there is room for improvement. Council has budgeted to continue the strategic planning process in the next year. Once adopted, the plan will be made available to the College membership.

While some projects such as Strategic Planning were initiated, other projects such as the Mutual Recognition Agreement with the Society of Biology were concluded. This agreement gives College members the opportunity to become registered with the UK Society of Biology and

the EU European Countries Biologists Association on the strength of their College membership.

The College's existing College Code of Ethics was inherited from the APB when the College of Applied Biology Act came into force. Recognizing that the College's mandate now differs considerably from that of the APB before it, the College felt compelled to review its Code of Ethics and revise it as required. The review was undertaken by a volunteer committee and has recently been sent out for comment to the College membership as a whole. A copy of the revised Code is included in this issue of College Matters.

This was the first full year that the College and the APB have been completely separate organizations. Even though the period of transition has been under way for several years, many resource professionals remain unaware of the difference between the two organizations, and why the separation was necessary. Simply put, the College is required by the College of Applied Biology Act to attend to the public interest, whereas the APB is registered under the Society Act to act in their members' interest. Although all members of the APB are required by their constitution to be members of the College, both organizations must recognize their respective mandates, and treat their respective members as distinct member pools. The APB does not represent the College's members, nor vice versa.

So what to expect in the coming year? It means that there will be more chances for members to be selected for a College Audit, more distinction around administrative and governance goals for the College, greater opportunities for our members to be recognized internationally, enhanced clarity around what it is to be a professional under the Code of Ethics, and further clarification of the roles and mandates of the College and of the APB.

The actions of the College this past year have led to one of the firsts for next year – that being, the College's first Conference and Annual General Meeting, to be held separately from the APB's Annual Applied Biology Conference. This conference will provide the opportunity for resource professionals to attend a one-day session and be briefed on updates in relevant legislation and policy by provincial and federal agency representatives. The event will be held in Victoria on March 9, 2012, at the Harbour Towers – more information is presented in this College Matters issue, and will be posted to the College website.

On a somber note, this past year witnessed the provincial government's dissolution of the BC College Of Teachers,

## President's Report cont'd

the body which was created to ensure that the public interest was upheld in the self-regulation of the teaching profession. The College of Teachers was dissolved because it was recognized that their member-interest organization was interfering in the College's ability to act in the public interest. It is important, therefore, that the College of Applied Biology and APB be kept very separate, to ensure the same thing does not happen to us.

As always, I would like to thank the College staff and the volunteer committee members whose work has led to our accomplishments this past year. We are very fortunate to have many individuals who volunteer their time, energy and expertise to assist the College as we move forward.

Respectfully submitted,

Paul McElligott, RPBio  
President



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### SUMMARY OF MINUTES OF COUNCIL MEETING Held on Friday November 25, 2011 Holiday Inn Vancouver Airport Hotel, 10720 Cambie Road, Richmond, BC.

Present: Paul McElligott, Garry Alexander, Brian Churchill, Brian Clark, Vanessa Craig (9:02), Guy Gilron by phone (12:30), David Hughes, Chris Maundrell, Maureen McDermid, Ross Murray, Doug Steventon, Warren Warttig,  
Staff: Linda Michaluk, Jordan Samis (until 11:50), Linda Stordeur  
Apologies for Absence: Chris Johnson

Summary of Council activities:

- Council reviewed and accepted the financial statement
- Council adopted a provisional budget
- Council approved a registration fees for College conference (see details on page 22)
- Council directed the revised Code of Ethics be sent to membership for comments before final approval

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The complete College Council meeting minutes are archived on the College website at  
<https://www.cab-bc.org/college-council-minutes>

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## Annual Dues information

Your membership renewal notice was mailed in early November. Payment can be made online at: <https://www.cab-bc.org/cab-dues> or by cheque/credit card.

The dues section of the College website allows College members the ability to renew their annual membership in a secure environment. The College has the highest level of security available so that members can feel secure when paying dues online.

### Deadlines for the membership renewal process

Membership Renewal Process	Dates/Deadlines
A membership renewal notice was mailed to each member	November 1, 2011
Annual Dues AND signed declarations are due.	December 31, 2011
End of the grace period. Last date that cheques and credit cards can be post-dated to.*	January 15, 2012
A late fee of 10% is added to the dues of members who have not paid their annual dues and/or submitted their declarations.	January 16, 2012
Letters will be mailed to members who have not paid and/or included their declarations.	February 2012
Final deadline for membership renewal with late fee.	February 29, 2012
Members who have not renewed their membership will cease to be members in good standing. In addition to the late fee, a 25% reinstatement fee is added to the dues.	March 1, 2012
Registered letters will be sent to members who have not renewed membership or resigned.	early June 2012
Any member who still has not renewed will be removed from the Register.	June 30, 2012

**\*Receipts for post-dated payments will not be sent out until after they are processed (after January 16th) regardless of when the payments were originally sent in.**

### Additional Dues Information

- Please remember to sign the Declaration on the invoice if you are mailing/faxing it in.
- If you are paying online, there will be a checkbox for the CPD Declaration, so it is not necessary to mail in a duplicate declaration.

Note that membership renewal cannot be processed until the Declaration has been completed/received.

#### **Change of status**

Please note that requests for change of status must be made before the start of each fiscal year to qualify for the reduced rates. All requests for temporary withdrawal are subject to approval by the Registrar. (The forms can be found online at: <https://www.cab-bc.org/change-status> )

#### **Receipts**

**For online payments, a receipt is automatically sent to the email address entered on the online payment form. If the receipt doesn't show up in your Inbox, please check your spam folder.**

**All receipts will be issued via email (unless otherwise requested or for those members who do not have an email address). The receipt will be emailed to the email address provide with the dues payment and not necessarily the same email address as on the College database (since some employers are paying the dues and request the receipts for all their employees go to a specific email address). If you wish to change your listed email address on the College database, please send in a separate request independent of the dues.**

If you have any questions, please contact the office at [cab@cab-bc.org](mailto:cab@cab-bc.org) or (250) 383-3306.

# Call for Nominations to College Council (2012-2014)

**N**ominations for the 2012 College Council elections (5 positions) are now open, and will close at 2pm, December 30, 2011. It is never too early, however, to start thinking about who would make a good councillor – yourself perhaps?

## Positions available are:

- President (two year term – 1 to be elected)
- Vice President (two year term – 1 to be elected)
- Regional Councillor (two year term – 2 to be elected)
- Councillor-at-Large (two year term – 1 to be elected)

All practicing members in good standing are eligible, although the Regional Councillor position must be filled by members from outside Greater Victoria, Greater Vancouver, and the Lower Fraser Valley. Nomination forms can be found at <https://www.cab-bc.org/files/CollegeCouncilNominationform-2012.pdf> and require the signature of the nominee and two nominators (voting members in good standing). Nomination forms may be mailed, faxed, or scanned and emailed to the College office. Nominations forms must be received by 2pm December 30, 2011.

## What does Council Do?

The Council is the governing body of the College, as authorized in the College of Applied Biology Act (Section 5). Council consists of 9 elected members: 6 Councillors (3 of which have to be from outside Victoria and the lower mainland) the President and 2 Vice-Presidents; the immediate Past-President, and up to 3 Lay Councillors appointed by the Minister of Environment. The term of office is for two years, with half the elected positions (except Past-President) normally coming up for election each year.

The primary Council duties are:

- 1) general over-sight of College affairs (approval of policies, procedures, staff responsibilities, budgets, etc.);
- 2) making 'rules' under the Act (including credentials, discipline, audits and practice review requirements), and
- 3) acting as the appeal body ('Review of the Record') for credentials and discipline panel decisions.

## What is the Time Commitment?

Council normally meets for a day, six times a year. Additional meetings may be held as needed, usually via conference call, to deal with time-pressing matters. Typically an additional day of preparation is needed for each regular council meeting. Council members also serve on one or more Council Committees. Committee time commitments can vary substantially, but are usually a week or so of time spread throughout the year.

## What are the Qualifications?

All practicing College members in good standing are qualified to serve on Council, and no previous experience (except for the President) is required. A desire to serve the public and the profession is all that is really needed.

## What is the Compensation?

Councillors are volunteers, and receive no payment for their time. Out-of-pocket expenses (travel, accommodations etc), however, are covered. Service on Council does count towards Continuing Professional Development requirements (10 points per year, almost one-third of annual required CPD points).

## Need More Information?

The Act, Rules, and College policies can be found on the College web site: <https://www.cab-bc.org/act-and-rules>.

For nomination matters, contact the College office at [cab@cab-bc.org](mailto:cab@cab-bc.org) or (250) 383-3306. If you wish to discuss what Council is all about or what you may be getting into, contact myself or any current member of Council. If you need help with nominating someone else, also feel free to contact me through the College office.

Doug Steventon, RPBio,  
Nominations Committee Chair





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**Nomination for election to Council**

I (please print) \_\_\_\_\_

SIGNATURE: \_\_\_\_\_ MEMBER NUMBER: \_\_\_\_\_

I (please print) \_\_\_\_\_

SIGNATURE: \_\_\_\_\_ MEMBER NUMBER: \_\_\_\_\_

**Hereby nominate** (please print) \_\_\_\_\_

MEMBER NUMBER: \_\_\_\_\_

to stand for election to the Council of the College of Applied Biology for the 2012-2014 term to the position of (check one only):

- President (two year term – 1 to be elected)
- Vice President (two year term – 1 to be elected)
- Regional Councillor (two year term – 2 to be elected)
- Councillor at Large (two year term – 1 to be elected)

I accept the nomination to stand for election to the above noted office

NAME (please print) \_\_\_\_\_

MEMBER NUMBER: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_ Date: \_\_\_\_\_

Nominations must be received in the College office by 2:00 PM on December 30, 2011.

Note that upon acceptance, the nominee’s name, registration status, region, and area of practice (as listed on College membership database) may be made public.

## Second Notice of College 2012 AGM

Please be advised that the College 2012 AGM will be held in Victoria on March 9, 2012.

The AGM will occur in concert with a one day College convened conference that will provide updates on natural resource-related regulatory environment, both recent and pending, from Ministry and agency staff.

Further details will be announced at a later date on the College web site ([www.cab-bc.org](http://www.cab-bc.org)).

## Second Call for Resolutions

### College of Applied Biology

In accordance with Rule 3.18, resolutions are being solicited for discussion and action at the 2012 Annual General Meeting of the College of Applied Biology to be held in Victoria, BC.

### Submissions should be outlined in the following form:

- A. **In that** (outline issue of problem)
- B. **Be it resolved that** (state the resolution)
- C. **Discussion** (present points concerning the need, logic or benefit of the resolution)

**Resolutions must be received by no later than 4:00 PM, February 10th, 2012:**

Linda Stordeur, RPBio, Registrar  
 College of Applied Biology  
 #205 - 733 Johnson Street,  
 Victoria, BC, V8W 3C7  
 Email: [registrar@cab-bc.org](mailto:registrar@cab-bc.org)  
 Fax: (250) 383-2400

## Electronic/Paper Ballots for the College Council elections

All election ballots will be sent electronically (except for those members who requested paper ballots). If you wish to receive a paper ballot instead (and have not already done so), please contact the office by 2pm, January 26, 2011 at: (250) 383-3306 or email: [officeadmin@cab-bc.org](mailto:officeadmin@cab-bc.org).

Note that paper ballots cannot be mailed once the electronic ballots have been sent. Please also note that all electronic election ballots will be sent in one mass mailing and cannot be re-sent individually afterwards, so please ensure that any email update requests are sent in before the above deadline.

## Discipline Digest

### Summary of Complaints submitted to the College of Applied Biology

Complaint Statistics	2003	2004	2005	2006	2007	2008	2009	2010	2011 (to date)
Breach of Act and/or Ethics	3	2	7	2	0	3	3	4	2
<i>Complaints Resolved</i>									
Conditional Admission	2	2	1						
Discipline Hearing							1		
Review on Record									
<i>Complaints in Process</i>								1	1
<i>Complaints Rejected/Dismissed</i>	1		6	2		2		3	1

For more information on Discipline, please visit: <http://cab-bc.org/discipline>

## Code of Ethics Review

Earlier this year, the College Council tasked the Ethics Committee with reviewing and revising the College Code of Ethics. The Ethics Committee reviewed the College Code of Ethics and the codes of several other professional bodies, and considered the needs of College practitioners in concert with the College mandate of protecting the public interest in the practice of applied biology. The result of this process is a revised and restructured Code of Ethics that includes principles with supporting standards.

At the November meeting, Council received the Ethics Committee Report and advised that they are prepared to adopt the revised Code of Ethics following a review period with the membership. The review period will run until January 15th.

The package as presented below a brief background on this project with a Q+A document, and the revised code containing 9 principles with supporting standards. The paper can also be viewed or downloaded from <https://www.cab-bc.org/files/CoE%20Comment%20Paper.pdf>. Please provide any comments on this package, by January 15th, to Linda Michaluk, RPBio, Executive Director, College of Applied Biology at [executivedirector@cab-bc.org](mailto:executivedirector@cab-bc.org).

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### Code of Ethics – Q + A Document

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The purpose of the College of Applied Biology is to protect the public interest by ensuring that its members meet a specific standard of education and experience before being admitted to the College, maintain their competency through continuing education throughout their career, and adhere to a high standard of professional conduct. The College Code of Ethics defines the expected standard of professional conduct.

After more than 20 years of experience with the previous Code of Ethics, the College Council felt it was time to review and refine the Code to clarify some of the points and provide additional guidance to members. The revised Code emphasizes the importance of members as unbiased providers of biological data, advice and recommendations, and the need for members to follow a process in their work to ensure they complete work to a professional standard.

The revised Code of Ethics consists of a set of nine ethical principles. Each principle has supporting standards that provide additional guidance about how members can meet each principle.

**Q: What does the Code of Ethics mean to me as a member of the College?**

The Code of Ethics is a College Rule and as such must be adhered to by all College members.

**Q: Why did the College revise the Code?**

After more than 20 years of experience with the previous Code of Ethics, the College Council, with advice from the Ethics Committee and an ad hoc team of College members brought together to consider whether a review was appropriate, felt it was time to review and refine the Code to clarify some of the points and provide additional guidance to members. It was also felt that it was necessary to ensure that the new Code clearly reflects the public interest mandate as required in the College of Applied Biology Act.

**Q: What was the process used by the College to revise the Code?**

The College put out a call to members requesting volunteers to take part in the Code review. Based on the responses, two groups were formed: a small group (the Ethics Committee) consisting of a cross section of working practitioners and a member of the public; and a larger group of interested members with general practice experience and varying levels of expertise. The Ethics Committee met on a regular basis by conference call over an 8 month period and received feedback from Council throughout. A preliminary draft was provided to the larger review group; comments from Council, the Discipline committee, an ethicist, and the review group have informed the present draft.

**Q: What are the main differences between the old Code and the new Code?**

The old Code contained language that was imprecise and as a result was open to differing interpretations. The new Code is an attempt to convey many of the same intentions as found in the old document in more consistent, precise and explicit terms, resulting in a Code that is more objective, actionable and less value driven while linked directly to the College Act.

**Q: What are some examples of the language differences between the old Code and the new Code?**

The old code referenced terms such as “sound management and conservation” in the preamble and in the body of the Code. The new Code instead echoes the Act requirement that members attend to the “principles of stewardship”, while the body of the Code contains direction on actualizing professional conduct and approach. A second example is that of the reference in the old Code (2i) to members demonstrating integrity by not allowing judgement to be influenced by non-biological considerations. Rather than trying to capture the concept of “integrity” in one bullet with one example, the new Code contains many references to how integrity is demonstrated in a variety of situations. In addition, references to advocacy related activities, such as references to educating the public (1vii), have been removed to reflect the College mandate as set out in the Act.

**Q: The preamble to the new Code refers to the requirement under the College of Applied Biology Act to uphold the “principles of stewardship”. How is the College defining “stewardship”, and where can a member get an understanding of the “principles of stewardship” referenced in the Code and the College Act?**

Including the reference to stewardship in the preamble that frames the Code of Ethics indicates that stewardship is an underlying foundation of each principle of the Code of Ethics. Though the College Council recognizes the members may be seeking guidance on this topic, it also recognizes there are many and varied interpretations of stewardship, the principles that define stewardship, and instruction on how to uphold these principles. Adopting a statement about what “principles of stewardship” means to College membership (in the Code and in the College Act) is a substantial undertaking that could not be accomplished within the timeframe of the

Code review. The College Council will consider whether (and how) to provide further clarity on “principles of stewardship” in 2012.

**Q: Do I get a chance to comment on the Code – or is this now a “done deal”?**

The Ethics Committee has recommended to Council that the draft document be sent out to the membership as a whole for comment. Written comments (hard copy or email) should be sent to the College office where they will be compiled and provided to the Ethics Committee for review. The Ethics Committee will address reviewer comments as appropriate, and then forward the resulting Code document to Council for final review and adoption. The membership review period will run from Dec. 1, 2011 to Jan. 15, 2012, with the final recommendation following from the Ethics Committee to Council at the February meeting.

**Q: The company I work for has its own Code of Ethics that I must follow as a condition of my employment. Why would I need to adhere to the College Code?**

The College Code of Ethics is a rule that all members must respect and adhere to. The Code defines the standards that all members must work to and should be the filter through which all activities are viewed. It is highly unlikely that a corporate Code of Ethics would contravene the standards set out in the College Code. If you believe this to be the case, please contact the College office immediately.

## Code of Ethics of the College of Applied Biology - Nine Ethical Principles

Integrity, competence, accountability, and adherence to all applicable laws and regulations are the cornerstones of this Code of Ethics. College of Applied Biology members are required to behave in a manner consistent with these precepts as outlined in the nine ethical principles herein, and to uphold the principles of stewardship as required under the *College of Applied Biology Act*.

In dealings with the public, employers/clients and other members of the profession, members of the College of Applied Biology must:

1. Provide objective, science-based, unfettered, forthright and intellectually-honest opinion, advice and reports in applied biology.
2. Undertake assignments and offer opinions only in the areas of applied biology in which they are competent.
3. Ensure they meet a professional standard of care by practicing applied biology with attention, caution, prudence, and due diligence.
4. Provide a professional standard of service to clients and employers by conducting business practices fairly, avoiding conflict of interest and respecting client/employer confidentiality.
5. Have regard for the health and safety of the public and others in the performance of professional duties.
6. Uphold professional obligations to the College while in the workplace.
7. Avoid injuring the reputation of others through malice or negligence.
8. Maintain a standard of personal and professional conduct that does not reflect adversely on the College or its members.
9. Recognize the duty to address poor conduct and/or practice of another member in order to protect the public interest, and the reputation of the College and its members.

### Code of Ethics - Detailed Version

Integrity, competence, accountability, and adherence to all applicable laws and regulations are the cornerstones of this Code of Ethics. College of Applied Biology members are required to conduct themselves in a manner consistent with these precepts as outlined in the nine ethical principles herein, and to uphold the principles of stewardship as required under the *College of Applied Biology Act*.

In dealings with the public, employers/clients and other members of the profession, members of the College of Applied Biology must:

- 1. Provide objective, science-based, unfettered, forthright and intellectually-honest opinion, advice and reports in applied biology.**

To meet this principle, members must:

- formulate and present opinions, conclusions and recommendations from an impartial and factual science base;
- ensure that facts and opinions used to support advice, conclusions or recommendations are accurate and are represented accurately;
- identify relevant underlying data, assumptions, methodologies, considerations, implications, and the sources for any information or background data/information in all reporting;
- identify limitations of data, concepts, conclusions, understanding, and recommendations in all reporting;

- refuse to enter into agreements where compensation is contingent upon the results, conclusions or recommendations meeting the client’s desired result;
- refuse to enter into agreements where the terms of employment restrict the member from applying due diligence and/or intellectual honesty;
- refuse attempts to influence, coerce, or manipulate the member’s professional opinion or recommendations where not supported by science;
- disclose relationships where the member acts or presents on behalf of a client or employer or other entity; and
- recognize that all work, whether or not signed and/or sealed must meet this principle.

**2. Undertake assignments and offer opinions only in the areas of applied biology in which they are competent.**

To meet this principle members must:

- ensure that they practice only in areas in which they are competent;
  - o competence can be achieved through education, study, experience and training;
  - o competence can be demonstrated by the ability to complete a task to the same standard as trained professionals in similar situations;
- maintain competence in their field of practice and keep abreast of advances in practice and the relevant science;
  - o to maintain competence, a member must, on a continuing basis, undertake formal or informal training skills development, attend workshops, seminars, etc., within their field of practice;
- ensure that, where a member takes responsibility for the work of another, the work meets the appropriate standard;
- ensure that, where a member is the

coordinating professional or project supervisor, all other team members are competent and qualified to perform their required duties; and

- retain or advise of the necessity to retain the services of others, where additional expertise is required.

**3. Ensure they meet a professional standard of care by practicing applied biology with attention, caution, prudence, and due diligence.**

To meet this principle members must:

- identify and meet the professional standard of care that will avoid reasonably foreseeable undesirable outcomes;
- undertake their work in a thorough manner, demonstrating due diligence;
  - o to ensure due diligence, members must make certain that at a minimum:
    - the level of effort expended is appropriate to the task as defined by the activities undertaken and the potential risks;
    - experts have been consulted or retained where necessary;
    - background information is collected and incorporated;
    - data have been collected to ensure proper assessment of risks and outcomes;
    - the use of any new or unusual methods are justified, referenced and explained;
    - conclusions, uncertainties and recommendations are stated in a clear, understandable manner;
    - all applicable legal requirements are met; and
    - appropriate documents, files, and filing systems are maintained;
- exercise sound judgement, document uncertainties and provide a clear rationale for all decisions;

- provide advice that is carefully and conscientiously developed;
- ensure that the employer/client is aware of potentially adverse consequences if the member's professional recommendations are not followed; and
- recognize that all work, whether or not signed and/or sealed, must meet the professional standard of care.

**4. Provide a professional standard of service to clients and employers by conducting business practices fairly, avoiding conflict of interest and respecting client/employer confidentiality.**

To meet this principle members must:

- recognize that the requirement to provide a professional standard of service applies whether the member provides services in the private or public sector, as a contracting professional, sole proprietor or an associate in a corporation, or working at the staff or management level;
- exercise fairness in business practices by following practices that are just and reasonable, open and honest, fair and respectful, and undertaken properly;
- consider employer/client materials confidential unless otherwise directed by the employer/client; and
  - o a member must not use proprietary/confidential information for personal gain or the advantage of other parties;
  - o where the member is required by law to disclose confidential information, the member must so advise the employer/client, unless directed otherwise by the legal authority;
- avoid situations and circumstances where there is a real or perceived conflict of interest;
  - o there is a real or perceived conflict of interest where a member's interests conflict or appear to conflict with the member's professional responsibilities;

- o in determining whether a conflict exists or appears to exist, members should consider whether a reasonably well-informed individual in possession of the facts would believe a conflict exists;
- o if a member believes that work undertaken for (or action on behalf of) two parties with different interests in the same matter can be done for both parties without conflict of interest, the member must disclose the situation to both parties and proceed only with the approval of both;
- o members must take measures necessary to ensure a conflicting interest does not bias decisions or recommendations that the member may be called upon to make; in extreme situations this might require the member to withdraw from a project;
- o an employed member must not engage in supplementary employment or volunteer activities in applied biology unless fully disclosed to the primary employer and an agreement is reached regarding potential conflicts or issues.

**5. Have regard for the health and safety of the public and others in the performance of professional duties.**

To meet this principle members must:

- give consideration to the potential effects of their work on public and worker health and safety;
- identify and communicate the level of risk and appropriate measures for prevention or mitigation; and
- take immediate corrective action where a threat to health and safety is identified.

## 6. Uphold professional obligations to the College while in the workplace.

To meet this principle members must:

- ensure professional obligations override all other work related obligations; and
- refuse requests and pressures to compromise professional obligations to the College.

## 7. Avoid injuring the reputation of others through malice or negligence.

To meet this principle members must:

- display due regard, fairness and courtesy to all individuals with whom they interact;
- exercise due care to avoid unintentionally damaging a person's reputation when making a comment on a person's ability or work, and not knowingly or intentionally damage a person's reputation by making misleading or malicious statements about another person's conduct or work;
- respect that members of other legally established professions have been assessed by their peers as being capable of practicing in a competent manner and, as such, are due the respect and deference normally accorded a professional; and
- comment with restraint and demonstrate full consideration of the facts when expressing opinions that differ from those of other professionals.

## 8. Maintain a standard of personal and professional conduct that does not reflect adversely on the College or its members.

To meet this principle members must:

- behave in a manner that recognizes a member's conduct, both in private and professional life, shapes the perception the public and others have of the individual and, by association, the College and other members of the

College; and

- be mindful that they are accountable to the College for both personal and professional conduct as specified in the College Act and Rules.

## 9. Recognize the duty to address poor conduct and/or practice of another member in order to protect the public interest, and the reputation of the College and its members.

To meet this principle the member must:

- address the conduct issue while respecting the rights and reputation of the other member;
  - o where one College member believes another College member has engaged in poor practice and/or conduct, i.e. has contravened the College Act and/or Rules, the member making the allegations should, where possible, approach the other member privately to seek clarification of the actions before making any public statements or notifying the College. In undertaking this approach the member must:
    - make every effort to maintain respectful regard; and
    - not maliciously or negligently injure the reputation of the other member;
  - o where it is not possible for a College member to raise a matter of poor practice or conduct directly with the other College member, or where discussions between College members have not resolved the situation satisfactorily, and where the member is of the opinion that the matter merits the attention of the College, the member must report the allegations by filing a complaint with the College in accordance with the Act and Rules.

## Rule Update-Schedule 4 Changes-Continuing Professional Development Program

Members are hereby advised of changes to Schedule 4, Continuing Professional Development Program. These changes resulted from a review of the program undertaken by the Audit Committee, and as a result of a resolution passed at the 2011 AGM. All changes have been approved by Council, and come into effect as of January 1, 2012.

1. As noted in the last issue of College Matters (Vol. 3, Issue 3, Oct 2011) Schedule 4 (Continuing Professional Development Program): the recommendation in Part 2 of the Schedule that all members should take a course in professional ethics every 3 years has been deleted. This action was taken following the Council's consideration of AGM Resolution 2011-01.
2. As part of the annual assessment of audit related rules and procedures, the Audit Committee reviewed the way CPD points are determined and tracked. This resulted in changes to certain categories. Although relatively minor, these changes may impact members' annual CPD point totals and members are advised to review the changes carefully when tracking CPD points after January 1, 2012. Members have the option to either review years 2010 and 2011 and apply the new methodology, or simply switch to the new methodology in January, 2012. For audit purposes, the Audit Committee will apply the previous CPD methodology for years 2010 and 2011, and the revised methodology for 2012 unless advised otherwise by the member being audited. The CPD Tracking Form has been revised to reflect the new methodology, and has also been translated into an Excel format for members' ease.

A detailed explanation of the changes to Schedule 4 can be found below.

### Changes to Schedule 4 - Effective January 1, 2012

Members are advised of the following changes to Schedule 4 – Continuing Professional Development Program:

#### Category 2 – Continuing Education

- the recommendation that all members take a course in Professional Ethics at least every 3 years has been dropped (NB – this is not the same as and does not apply to the **requirement** to take the Professional Ethics course within 3 years of becoming Registered members – this applied only to the recommendation that professional ethics training be taken on a continuing 3 year cycle)

#### Category 3 – Service to the Community and to the Profession

- the wording of sections 3.1 – 3.6 has been changed to clarify that points are accumulated in these categories on a “point per hour” basis up to a maximum number (as opposed to the previous wording of the rule that implied that each activity was automatically granted the maximum number of CPD points).
- section 3.5 has been amended to include reference to “serving on the board of an applied biology based organization”

#### Category 4 – Service to the College of Applied Biology

- the wording of sections 4.1 – 4.4 has been amended to delete reference to the APB (NB – see corresponding change noted above in section 3.5).
- section 4.3 has been amended to clarify that the points are accumulated on a “point per hour” basis up to a maximum (as opposed to the previous wording of the rule that implied that each activity was automatically granted the maximum number of CPD points)
- section 4.5 has been amended to increase the number of CPD points that can be claimed for acting as a mentor.

THESE CHANGES TO SCHEDULE 4, CONTINUING PROFESSIONAL DEVELOPMENT PROGRAM, WILL COME INTO EFFECT ON JANUARY 1, 2012.

Members are also advised that the CPD form has been redone to reflect these changes, and is now available in a downloadable excel format at: <https://www.cab-bc.org/files/CPD%20Form%202012.xls>

# How to use the College CPD Tracking Form

This form has been designed to assist members in tracking Continuing Professional Development activities, and can be downloaded and saved on your personal computer. Please note that while use of this form is optional for most members and is provided to assist members in understanding and meeting Schedule 4 (Continuing Professional Development Program), this form **MUST** be used to demonstrate CPD activities when a member is selected for audit by the Audit Committee, and forms part of the member's required audit submissions.

## General Instructions

The form is built on an Excel platform. Cells with built in calculation formulas are "locked" and so values will be added by the program (i.e. users can not enter amounts). Many of the cells have information included in an Excel "comment pane" – click on the red triangle in the upper right corner of the cell to see the comment. Note: if you want to print the form, you may want to manage how the comments appear on the printed page (for Excel 07, click the Page Layout tab, then the Page Setup dialogue launcher arrow in the lower right of the box; when the dialogue box opens click the sheet tab and then choose the option you want in the comment box).

In most categories, you must determine whether you want to claim your points in the year that applies to the form or if you want to apply them as "carryover" points for the next year. **Where you decide to use points in one year as "carry over" to the next, please fill in the category description information in the year in which the activity occurred and note the points in the "carryover" column. These carryover points are to be claimed in your next year by entering the "carryover" points in the "points claimed" column, noting in the category description line that they are carried over from the year prior.**

In most cases, one hour of CPD translates to 1 CPD point, although this is not always the case. In some categories, there is a limit to the number of CPD points can be applied to a particular activity and a limit to the number of points that can be claimed in any one year. These criteria are noted on the form in the comment pane.

Many of the categories provide a list of examples of the kinds of activities that can be considered. Please note that in most cases, these examples are for illustrative purposes, and are not intended to be an exclusive listing "approved" activities. Members should exercise reasonable discretion in determining the activities and number of points claimed.

Members are reminded that as with most tasks involving the application of discretion, members are required to supply supporting rationale to an Auditor if the Auditor has a question regarding CPD point claims.

## Category Instructions

**1. Professional Practice** – list the name of your employer, and your position

- **a maximum of 10 CPD points** may be claimed for full time work (no carryover)  
100% = full time = 23 hours of work/week;  
the form will calculate the points based on the percentage of full time that you input; i.e. 100% = 10 points; 75% = 7.5 points, etc

**2. Continuing Education** – include the date taken and the name of the course provider for formal courses, and the name of journals etc, used for self directed learning

**2.1 General Professional** – includes activities that assist members in providing a professional standard of service (such as business administration, leadership skills, project management, accounting, etc) and/or practice related courses (such as WHMIS, first aid, equipment management/operations, etc)  
- **a maximum of 10 CPD points per year** can be claimed; note that if you try to claim more than 10 points in any one year, your extra points will be noted in the "carryover column".

- includes both formal (offered by accredited post-secondary institutions) and informal (such as seminars, clinics, self-directed through books, journals, etc)

**2.2 Applied Biology** – includes activities that assist members in maintaining practice competence

- 1 hour of lecture, seminar, etc = 1 CPD point
- there are two sub-categories, each with different maximum claims as follows

### 2.2.1 Formal courses

- offered by accredited post-secondary institutions, employers, government and professional associations
- **no limit to the number of CPD points per year** that can be claimed; as there is no limit, if you want to use some of your points as "carryover" points, you will have to manually add them to the "carryover" column

## How to use the College CPD Tracking Form cont'd

### 2.2.2 Informal learning

- includes attendance at workshops, seminars, field trips, meetings etc where speakers present information pertaining to the practice of applied biology; and, self-study by way of journals, books, etc (note that if a member chooses to undergo a self-audit using the College audit forms, the member can claim 2 CPD points for undertaking the activity)
- where a member has not filed a formal learning plan that documents goals, learning resources and methods, measures of achievement and outcome, **a maximum of 15 CPD points per year** can be claimed; note that if you try to claim more than 15 points in any one year, your extra points will be noted in the “carryover column” (see General Instructions about using carryover points in subsequent)
- where a formal learning plan has been filed and accepted by the Audit Committee, the member can claim the amount provided in the plan

### 3. Service to the Community and the Profession (NB – changes in effect as of Jan 1, 2012)

Include dates, and a brief (one sentence) description to support each claim. Note that while each of the categories may have limits on points per course/activity, as there is no annual limit in the category, any “carryover” points will have to be entered manually

- 3.1 **Instructing:** courses, workshops, etc
  - 1 CPD point per hour of activity to a **maximum of 10 CPD points per course, workshop, etc**
- 3.2 **Publishing:** in journals, **preparing instructional materials** for other biologists, **speaking at a conference** or meeting, etc
  - 1 CPD point per hour of involvement to a **maximum of 10 CPD points per activity**
- 3.3 **Researching:** conducting **formal** (i.e. tracked by an agency) original **research**
  - 1 CPD point per hour of research to a **maximum of 10 CPD points per project**
- 3.4 **Reviewing:** acting as a **reviewer or expert witness;** formal **evaluations** of other professionals, etc
  - 1 CPD point per hour of involvement to a **maximum of 5 CPD points per project**

- 3.5 **Community work:** (in biology) on boards, community groups, acting as a **technical advisor** to community groups, serving on the board of an applied biology based organization
  - 1 CPD point per hour of involvement to a **maximum of 5 CPD points per activity** (NB – this is per group and not per meeting)
- 3.6 **Judging:** at Science Fairs, giving school presentations
  - 1 CPD point per hour of involvement to a **maximum of 2 CPD points per activity**

### 4. Service to the College of Applied Biology (NB – changes in effect as of Jan 1, 2012)

Include dates, and a brief (one sentence) description to support each claim. Note that while each of the categories may have limits on points per course/activity, as there is no annual limit in the category; any “carryover” points will have to be entered manually

- 4.1 **Holding elected office** in the College of Applied Biology
  - **10 CPD points** per year
- 4.2 Serving on College of Applied Biology **committees** (i.e. volunteer, non-elected)
  - **5 CPD points** per year per committee
- 4.3 **Organizing meetings** and seminars for College members
  - 1 CPD point per hour of involvement to a **maximum of 5 CPD points per activity**
- 4.4 Attending professional meetings of the College (**AGM**, road shows, etc)
  - **2 CPD points per meeting**
- 4.5 **Mentoring** Student or “In Training” members
  - 1 CPD point per hour to a **maximum of 10 CPD points per member**

## Schedule 4 - Continuing Professional Development Program

Registered and In Training members have an obligation to maintain currency in their field of expertise, to engage in lifelong learning and to be duly diligent when undertaking professional duties. In addition, professionals have an obligation to their professional body and the public in terms of lending support when required.

To assist members in demonstrating that they meet these obligations, the College of Applied Biology has enacted Rule 16. This Rule requires Registered and In Training members (as defined by the College Rules) to comply with the requirements of the Continuing Professional Development Program as set out this Schedule (the Program).

The Program requires Registered and In Training Members to:

- accumulate a minimum of **100** continuing professional development (CPD) points during a **consecutive three year period** and to document the activities on the College CPD Tracking Form attached to this Schedule; **and**
- declare that they are aware of the Program requirements each year when they renew their membership.

College Rule 16 delegates the administration of the Program to the Audit Committee. When a member of the College is selected to undergo an audit, the member is required to submit their CPD information on the on the College CPD Tracking Form to the Audit Committee. The Audit Committee will apply the evaluative criteria contained in this Schedule to determine if a member has met the CPD requirement. Note: the Audit Committee may require additional detailed documentation from a member to indicate how the Program requirements have been met.

### Evaluative Criteria for CPD Activities:

Members may earn CPD points in the following four (4) areas of professional development.

1. Professional Practice
2. Continuing Education
3. Service to the Community and the Profession
4. Service to the College and/or Association

As a general guideline, one hour of activity will qualify for one CPD point. Please note that for some activities, the maximum point value is capped on an activity and/or category basis. The following sections set out valuation criteria for CPD points.

### **1. Professional Practice**

A member of the College who is involved **full time** in the field of applied biology, either in an active role (i.e. practicing) or influencing the practice of applied biology (i.e. having some effect on how the profession is practiced without performing technical work such as management, supervision, administration, etc) can claim **10 CPD points** annually in recognition of the ongoing learning and updating of skills that occurs in the workplace. For this Program, **23 hours of work per week constitutes full time**. Members not working on a full-time basis are to pro-rate their hours on a percentage basis. Note: 10 CPD points is the maximum annual claim; there is no carry forward to future years for this category.

### **2. Continuing Education**

Activities that qualify for CPD points can be divided into two categories:

**2.1 General Professional Category:** this category includes activities that assist a member in practising due diligence with regards to clients and to the College. **One hour of lecture, seminar, etc. can be claimed as one professional development point.** A maximum of **10 points per year** can be claimed from activities such as:

**2.1.1** a formal course offered by an accredited post-secondary institution in areas such as personal/professional career planning, communications, business or public administration, leadership skills, general research process, planning, information technology, computer science, time management, record keeping, ethics, mediation, team building, and courses that aid the member in practising as a professional and/or undertaking professional practice such as first aid, equipment management/operations, WHMIS, etc;

**2.1.2** self- directed learning activities such as workshops, seminars, clinics, and self study through books, journals and electronic sources.

**2.2 Applied Biology Category:** this category includes activities that a member undertakes to maintain practice competence. **One hour of lecture, seminar, etc. can be claimed as one professional development point.** Included in this category are:

## Schedule 4 - Continuing Professional Development Program cont'd

- 2.2.1** formal courses offered by accredited post-secondary institutions, employers, government and professional associations. **There is no limit to the number of professional development points that can be claimed in this category (i.e. no maximum number).**
- 2.2.2** informal learning including attendance at workshops, seminars, field trips, tours, clinics and meetings where guest speakers present information pertaining to the practice of applied biology; self-study through books, journals, and electronic sources is also included. **A maximum of 15 points per year** can be claimed under informal learning unless the member has completed and filed with the College a learning plan that documents goals, learning resources and methods, measures of achievement and outcome.

### 3. Service to the community and the profession

Activities that qualify in this category include:

- 3.1 acting as an instructor for a course, seminar, workshop, or field trip: a maximum of **10 professional development points** for each course, seminar, etc.
- 3.2 publishing in scientific journals, writing chapters in books, preparing instructional materials for other biologists and acting as a guest speaker at a conference or meeting: a maximum of **10 professional development points** per activity.
- 3.3 conducting formal (i.e. either funded by a recognized research funding agency, such as NRC-IRAP or Science Council of BC and/or eligible for federal Scientific Research tax credits (SRED's) original research: a maximum of **10 professional development points** per project.
- 3.4 reviewing work of other professionals, acting as an expert witness, preparing and administering evaluations of other professionals, and other activities of a similar nature: a maximum of **5 professional development points** per project.
- 3.5 working in the community as a biology professional on the board of a planning or advisory committee, acting as a technical

advisor to a community group, or serving on the board of an applied biology based organization: a maximum of **5 professional development points** per activity (note: this is per group and not per meeting).

- 3.6 serving as a judge at Science fairs, giving presentations for school children: a maximum of **2 professional development points** per activity.

### 4. Service to the College of Applied Biology

Activities that qualify in this category include:

- 4.1 holding elected office in the College of Applied Biology: **10 professional development points per year.**
- 4.2 serving on College committees (i.e. volunteer as opposed to elected Council member): **5 professional development points per year per committee.**
- 4.3 organizing meetings and seminars for College members: a maximum of **5 professional development points per meeting/seminar.**
- 4.4 attending professional meetings of the College: **2 professional development points per meeting.** (Note: any CPD activities that are presented at these meetings are also eligible for separate CPD credit on point per hour basis.)
- 4.5 mentoring of Student Biologists or In Training members: **1 professional development point per hour to a maximum of 10 professional development points per member.**

## Reminder: Newly Registered Members Ethics Requirements

Schedule 3, section 1.4 (Professional Ethics) states as a condition of membership (beginning in 2008) all new members must successfully complete an ethics seminar within 3 years of being granted registration.

For the information of new members, the College defines a program on professional ethics to include a discussion on what it means to be a professional and on the elements of professional practice such as competence, independence, integrity, due diligence and accountability. **Once completed, the newly registered member must contact the College to report the name of the course and the date the course was completed.**

The College has reviewed and can recommend the following professional ethics courses/seminars as meeting this requirement:

1. Given by the Association of Professional Biology of BC at their Annual Conference and throughout the year - APB Professional Ethics Course. <http://www.professionalbiology.com/>
2. Given by the Association of BC Forest Professionals - Please note that only the face to face seminar will meet the College's requirements. The *online course does not* meet the College's requirements. <http://www.abcfp.ca/>
3. Given by the British Columbia Institute of Agrologists - BCIA Ethics Workshop. <http://www.bcia.com/>

There may be other courses which meet the College requirements. Please contact the College if you have another course you would like the College to consider as meeting the requirements.

## Membership Update

The College wishes to welcome and congratulate the following new members:

### NEWLY REGISTERED PROFESSIONAL BIOLOGISTS

Caroline Armour . . . . . 2308	Richard Borthwick . . . . . 2310	Sara Bumstead . . . . . 2312
Lizanne Meloche . . . . . 2309	Albert Loveridge . . . . . 2311	Celeste Levesque . . . . . 2313

### RE-INSTATED REGISTERED PROFESSIONAL BIOLOGISTS

Jennifer Puhallo . . . . . 2056	Alison Neufeld . . . . . 2232
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### NEWLY ENROLLED BIOLOGISTS IN TRAINING

Kate Dillon . . . . . 659

## NEWLY RETIRED MEMBERS

Kevin Dalgarno . . . . .	1532	Wayne Temple . . . . .	1100
Fred Bunnell . . . . .	49	William Boieie . . . . .	380

## NEWLY ON LEAVE MEMBERS

### RPBio

Anna McIndoe . . . . .	2243
Iain Cuthbert . . . . .	711

## RESIGNED

### Retired

Greg Cheesman . . . . .	134
David Tredger . . . . .	89

### RPBio

Eric McGreer . . . . .	31
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### Trainee(RB Tech)

Megan Bailey . . . . .	10
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## Reminder of CPD Requirements for On Leave members

Please note that Rule 7.13.5 went into effect in 2011. Rule 7.13.5 provides that after one year of temporary withdrawal, On Leave members must complete 50% of the CPD requirements for each of the subsequent years on temporary withdrawal.

The 5 year limit remains in effect as the time that a member can be on Temporary Withdrawal. The beginning of the 5 year time limit is not influenced by Rule 7.13.5 and began when the member went onto Temporary Withdrawal.

## Upcoming Workshops, Courses and Events Web Page on the College Site

In response to Resolution 2011-02 Council has decided to create and maintain a section on the College website for the notification of events or to inform the College membership of opportunities for continued professional development. This page can be viewed at <https://www.cab-bc.org/upcoming-workshops-courses-and-events> .

Professional development and life-long learning are important cornerstones in the professional practice of College members. Technological advances and rapid change ensure that professionals must actively participate in continuing education in order to remain competent and current in their chosen field of practice. To that end, the College requires that all registered and enrolled members complete at least 100 hours of continuing professional development (CPD) over a 3 year period.

Please contact the Registrar [registrar@cab-bc.org](mailto:registrar@cab-bc.org) if you have information to be considered for posting to this page.



POLICY  
LEGISLATION  
UPDATE  
SESSION

FOR RESOURCE PROFESSIONALS

## 2012 College Conference and AGM

March 9, 2012, Harbour Towers, Victoria, BC

### Policy and Legislation Update Session for Resource Professionals

Name: \_\_\_\_\_ Professional Designation: \_\_\_\_\_  
(e.g. RPBio)

Address: \_\_\_\_\_

City and Postal Code: \_\_\_\_\_

Email Address: \_\_\_\_\_

Attending: (choose one)

In Person

Includes breaks and lunch

By Web Conference

Saves travel and accommodation

Registration Fee: (choose one)

Member of a Professional Regulatory Organization \$100.00

Name of Organization: \_\_\_\_\_

Not a Member of a Professional Regulatory Organization \$125.00

Payment Method: Cheque made payable to the College of Applied Biology (no postdates please)

Visa or MasterCard (by mail of fax)

Card #: \_\_\_\_\_ Exp. Date: \_\_\_\_\_

Amount: \_\_\_\_\_ 3 Digit code on back of card: \_\_\_\_\_

Signature: \_\_\_\_\_

(Your receipt will be emailed to you)

Mail to: College of Applied Biology, #205 – 733 Johnson St., Victoria, BC, V8W 3C7

FAX to: (250-383-2400)

# College of Applied Biology 2012 AGM and Conference



**POLICY  
LEGISLATION  
UPDATE  
SESSION**

**FOR RESOURCE PROFESSIONALS**

The College of Applied Biology 2012 AGM will be held on March 9th, 2012, at the Harbour Towers Hotel in Victoria, in concert with the Provincial Policy and Legislation Update Session for Resource Professionals conference. This conference will present an opportunity for professionals in the biology, forestry, agrology and engineering/geoscience sectors to hear from provincial government/agency representatives on strategic initiatives and trends in resource oriented legislation and policy. Roles for and related expectations on resource professionals will also be addressed.

Although this is the first time the College has presented a conference, the intent is to make this the annual event for resource professionals looking for information on changes and trends in resource related provincial legislation and policy. There will be a web-conference option for those attendees not able to travel to Victoria for this event.

Because this conference is focusing on resource professionals, the College has instituted a two tier pricing structure: \$100/person for those who are members in good standing of a professional regulatory body, and \$125/person for those who do not hold such membership. The conference fee includes web access to the materials presented and lunch. The fee to attend the conference is the same whether the attendance is in person or via web-link.

Please note that the College AGM will be held at 10 AM on the day of the conference. This will provide attendees with the option of attending the AGM or having an extended networking break. In the event the AGM runs longer than the time allotted, the AGM will recess and reconvene at the end of the Conference so as not to interfere with the scheduled speakers. There is no fee to attend only the AGM portion of the day. College members can claim CPD points for attending the AGM and the conference sessions in accordance with College Rule Schedule 4.

## Conference Draft Agenda

8:00 AM	Registration and coffee
8:45	Welcome – Deputy Minister Doug Konkin, FLNRO
9:00	Sector Framework For Use of Qualified Professionals
9:30	MFLNRO Presentation
10:00	Break and College AGM
10:30	MoEM Presentation
11:00	O+G Commission
11:30	MoE – Land Remediation
12:00 PM	Lunch
12:30	Lunch speaker – Andrew Gage (WCEL) - Biologists and the CAB in fighting climate change
1:15	EAO Presentation
2:00	MOTI Presentation
2:30	FPB Presentation
3:00	Break
3:30	MOE – Cumulative Effects, Environmental Mitigation Policy and Procedures
4:15	Wrap up

You can register online at: <https://www.cab-bc.org/2012-college-conference-and-agm>