
Registration Policy

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Policy

Contents

- Introduction 3
- Policy Statement 3
- Purpose and Rationale 3
- Legal Authority 3
- Power and Authority Vested in the Board of Examiners and the Registrar 4
- Definitions 5
- Principles and Guidelines 6
- Legislative and Other References 7

Introduction

This policy is established by the council of the Association of BC Forest Professionals (ABCFP) and applies to all prospective and enrolled members in the process of registration and accreditation, as well as to individuals who have decided to apply for membership with the ABCFP.

Policy Statement

The ABCFP registration policy and its related procedures provide consistent direction and interpretation for decision-making with respect to the enrollment and registration status of members. The policy and procedures must be current, functional and accessible to members and prospective members.

Consistent with the duty and objects described in the *Foresters Act*, The Council of the ABCFP ensures that individuals practicing professional forestry are qualified to do so. The process of enrolling and registering with the ABCFP, including initial qualification, examinations, qualifying work experience and sponsorship ensures that knowledge is tested in a multitude of ways, and that a professional mindset is developed from the time a new member is enrolled.

Respecting the six membership classes defined by the *Foresters Act*, the procedures related to this policy reflect the different membership rights and responsibilities.

This policy is effective for all enrolled members who have applied to the ABCFP after December 1st, 2015 or for those enrolled members who have transitioned to the registration process that became effective on December 1st, 2015.

All of these documents are available at abcfp.ca/web

Purpose and Rationale

The purpose of this policy and its related procedures is to provide effective, clear and fair processes for enrolling and registering / accrediting members, thereby ensuring consistency of standards and quality of professional practice. Supporting accessible systems means that prospective and enrolled members will have equitable access to services leading to membership.

Legal Authority

The *Foresters Act* requires any person who wants to practise professional forestry, as defined in the Act, in British Columbia to be a member of the association. This includes Registered Forest Technologists, Registered Professional Foresters and certificate holders. This type of legislation, commonly known as 'right to practise' legislation, is

similar to the legislation that sets the rules for doctors, lawyers or accountants. The *Foresters Act* gives council the power to pass resolutions that govern ABCFP members.

Power and Authority Vested in the Board of Examiners and the Registrar

The *Foresters Act* grants council the power to delegate council authority and decision-making powers to individuals, boards and committees. The BOE and the registrar have been granted authority to administer the enrolment, registration and membership requirements outlined in this policy.

The Council is responsible for:

- Ensuring compliance with the *Foresters Act* with regard to qualifying members
- Approving policies related to enrolment and registration, including but not limited to:
 - academic standards
 - accreditation
 - special permits
 - articling
 - sponsorship
- Approving all applications for enrolment

With authority delegated by the Council, the Board of Examiners is responsible for:

- Examining the proficiency of candidates for enrolment, registration or special permits
- The granting of certificates of accreditation
- Input into and approval of procedures related to this policy

With authority delegated by the Council, the Registrar is responsible for:

- Implementation of policy and procedures
- Maintaining a register of members of the association
- Issuing certificates of registration and accreditation

This policy empowers the following procedure documents:

- Registration Procedures
- Articling Procedures
- Change of Status Procedures
- Transferring Forest Professional Procedures

Definitions

Accreditation: the process of education assurance through which formal recognition of the quality and necessary curriculum content of a forestry program is conferred by a regulatory body. A graduate from an accredited forestry program is eligible for enrolment upon graduation.

Articling: the period of time an enrolled member must spend completing core competency requirements, if any, and gaining relevant work and professional experience under the guidance of a registered member prior to becoming a registered member. The length of articles will depend on the enrolled member category and will be a minimum 24 months. The articling period begins only once a completed application has been approved by the ABCFP.

Board of Examiners or BOE: a committee appointed by council to advise on matters related to enrolment, registration and continued membership with the ABCFP. The role and composition of the BOE is defined in Bylaw 7.

Bylaws: rules passed by council and approved by a vote of the members. These rules apply to all members.

Certification: the authoritative endorsement by the ABCFP that a person has met the academic/core competency criteria for entrance to the association.

Core Competency Standards: an essential element for certification. The standards describe the principle, relevant components, demonstrable competency requirements, and performance indicators, arranged in a progression of understanding for subject areas for incoming RFTs and RPFs.

Council: those persons who are duly elected or appointed (as per the specifications of the *Foresters Act* and ABCFP Bylaws) to run the affairs of the association. All applications for enrolment must be approved by council.

Enrolled Member: a Forester in Training, Allied Science Forester in Training, Forestry Pupil, Trainee Forest Technologist or Allied Science Trainee Forest Technologist.

Registrar: the association's registrar. The registrar is in charge of running the registration department and applying ABCFP policy or policy variances.

Principles and Guidelines

The processes of enrolment and registration will be:

- Focused on ensuring new members have the skills they need to be successful forest professionals
- Transparent, with all relevant information readily accessible to those who need it
- As accessible as possible for working individuals throughout the province and beyond
- Appealable
- Accessible to those with learning disabilities or other extraordinary circumstances
- Cost-effective

The examination processes will be:

- Relevant
- Comprehensive
- Module based and offered progressively
- Fair in application, administration and evaluation, including allowing for multiple attempts and supportive remediation

- As accessible as possible for working individuals throughout the province and beyond
- Appealable
- Accessible to those with learning disabilities, or other extraordinary circumstances

Legislative and Other References

- *Foresters Act*
- ABCFP Bylaws
- ABCFP Code of Ethics
- ABCFP Standards of Professional Practice



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Ensuring BC's Forests Are In Good Hands.