

Engineers and Geoscientists BC  
 200-4010 Regent Street  
 Burnaby BC V5C 6N2  
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[register@egbc.ca](mailto:register@egbc.ca)  
 (tel.) 604.430.8035 (fax) 604.430.8085




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REFERENCE FORM FOR LIMITED LICENCE (Engineering Licensee/Eng.L. and Geoscience Licensee/Geo.L.)

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PLEASE TYPE OR PRINT CLEARLY.  
 Prior to completing this form electronically, please download the file to your own computer.

Referee Name:	Applicant [Full Legal] Name:	
Referee Address:	Applicant Email:	Applicant ID Number:
	Scope of Limited Licence:	

Granting of professional membership or licensure is based upon references. Your name has been put forward by this applicant as a Referee to verify his or her experience. Please consider your assessment very carefully and include any information, positive and negative, that might influence the decision to grant professional registration.

In order to act as a Referee, you;

- must have first-hand knowledge of the applicant's work

For more information, feel free to access our brief [Referee Tutorial](#).

**REFEREE INFORMATION**

Position		Professional Designation (P.Eng./P.Geo. etc)	
Employer		Discipline of Engineering/Geoscience	
Registration/Licence #		Jurisdiction of Registration	
Phone Number		Email Address	

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If you are unable to act as a referee, please indicate the reason in the space provided:

**A. YOUR PERSONAL KNOWLEDGE OF THE APPLICANT**

1. For how many years have you known the applicant:

Personally: \_\_\_\_\_ From (please provide dates) \_\_\_\_\_ to \_\_\_\_\_

Professionally: \_\_\_\_\_ From (please provide dates) \_\_\_\_\_ to \_\_\_\_\_

2. Good character connotes moral and ethical strength and includes integrity, candour, honesty and trustworthiness. Good character is generally held to comprise three elements:

- a. The ability to tell the difference between right and wrong;
- b. The courage to do what's right, no matter the personal consequences; and
- c. The ability to assess these issues, within the context of the practice of the profession, in the best interests of the public as a whole.

In your opinion, is the applicant's character:

- Acceptable                       Not acceptable (please elaborate below)

**B. YOUR PROFESSIONAL KNOWLEDGE OF THE APPLICANT**

***(Please provide additional comments which may assist the Registration Committee in its decision.)***

1. What is or was your professional relationship to the applicant? *(Please provide dates.)*

- Supervisor     Client     Colleague     Other *(please describe)*

2. Have you been professionally associated with the applicant and for what period during this time has the applicant been engaged in engineering or geoscience?

- Yes                       No                       Not able to answer

3. Have you reviewed and taken responsibility for the applicant's work:

- Yes       No       Not able to answer

4. In your opinion, are the applicant's English language skills related to the provision of engineering or geoscience services at a level sufficient to protect the interest of the public in British Columbia?

- |                  |                                    |                                       |   |
|------------------|------------------------------------|---------------------------------------|---|
| <b>Speaking</b>  | <input type="checkbox"/> Excellent | <input type="checkbox"/> Satisfactory | <input type="checkbox"/> Unsatisfactory |
| <b>Writing</b>   | <input type="checkbox"/> Excellent | <input type="checkbox"/> Satisfactory | <input type="checkbox"/> Unsatisfactory |
| <b>Listening</b> | <input type="checkbox"/> Excellent | <input type="checkbox"/> Satisfactory | <input type="checkbox"/> Unsatisfactory |
| <b>Reading</b>   | <input type="checkbox"/> Excellent | <input type="checkbox"/> Satisfactory | <input type="checkbox"/> Unsatisfactory |

5. In your opinion, does the applicant apply engineering or geoscience principles in a knowledgeable and accurate manner?

- Yes       No       Not able to answer

6. In your opinion, does the applicant possess sound professional judgment?

- Yes       No       Not able to answer

7. In your opinion, does the applicant have the ability to recognize and work within his/her limitations?

8. In your opinion, does the applicant adhere to [The Code of Ethics](#)?

- Yes     
  No     
  Not able to answer

**C. YOUR ASSESSMENT OF THE APPLICANT'S EXPERIENCE**

1. The purpose of the limited licence review process is to ascertain whether or not the applicant is ready to accept full professional responsibility for work performed and understands his/her limitations. Satisfactory experience involves the application of engineering or geoscience principles and theory, showing progression by evidence of increasing complexity and responsibility. It is requested that you review the enclosed summary of experience provided by the applicant and comment on its validity. Also, please emphasize any areas in which you judge the applicant to have gained outstanding experience. (Attach extra pages if necessary.) Please specify types of experience gained by the applicant **relevant to the requested scope of licence**, and which you can confirm.

2. You are asked to judge how much of the applicant's experience with which you are specifically familiar was:

Type of Experience	Duration (Number of years/months)	Dates	
		From (Month/Year)	To (Month/Year)
At a Non-Technical Level			
Training/Familiarization			
At an Engineering/Geoscience Level			
At a Professional Level and Under the Direct Supervision of a P.Eng/P.Geo			

3. In your judgment, is the applicant qualified by experience to practice at a **professional level within the scope of licensure requested**? If your answer is yes, please be certain that the applicant can accept full professional responsibility including judging accurately when he/she is out of his/her depth.

Yes       No       Not able to answer

**D. ADDITIONAL INFORMATION**

1. If you have any additional information which will assist in our evaluation, please provide it below:

2. If, for any reason, you believe that registration or licensure of the applicant should be withheld at this time, please comment below:

**I confirm that I have read the questions and answered them completely and truthfully based on my personal knowledge of the Applicant and his or her work. Where I unable to answer a question due to lack of personal knowledge, I have indicated that in my response.**

<b>Signature</b>		<b>Date</b>	
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*Please return this form and a copy of the applicant's work experience summary to Engineers and Geoscientists BC. Forms and work experience summaries can be returned by email, mail, or fax.*

**Email:** [register@egbc.ca](mailto:register@egbc.ca)  
**Mail:** 200-4010 Regent Street, Burnaby BC V5C 6N2, Canada  
**Fax:** 604-430-8085

Thank you for taking the time to complete this reference form. Your assistance is critical to the registration process and is greatly appreciated.