



GUIDE TO THE STANDARD FOR DOCUMENTED INDEPENDENT REVIEW OF HIGH-RISK PROFESSIONAL ACTIVITIES OR WORK

VERSION 3.0
PUBLISHED SEPTEMBER 1, 2026



**ENGINEERS &
GEOSCIENTISTS**
BRITISH COLUMBIA

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PREFACE

This *Guide to the Standard for Documented Independent Review of High-Risk Professional Activities or Work* (the “Guide”) was developed by Engineers and Geoscientists British Columbia to explain the standards of practice, conduct, and competence related to Independent Reviews of High-Risk Professional Activities or Work (HRPAW) expected of Professional Registrants and Registrant Firms.

This current revision was undertaken to incorporate Registrant Firm requirements, describe the Risk Assessment requirements related to Independent Reviews of HRPAW, and add reference to the [*Guide to the Standard for Documented Risk Assessments*](#) (Engineers and Geoscientists BC 2026a).

This Guide provides Engineers and Geoscientists BC’s interpretation of Section 7.3.6 of the Bylaws. Professional Registrants and Registrant Firms are required to meet this standard by having regard for the information provided in this Guide. Professional Registrants are required to exercise their professional judgment when applying this standard in their practice. Registrant Firms are required to have documented policies and procedures in their Professional Practice Management Plan (PPMP) to meet this standard. This Guide is a living Document that is to be revised and updated as required to reflect the developing state of practice.

ABBREVIATIONS

ABBREVIATION	TERM
BC	British Columbia
EGBC	Engineers and Geoscientists BC
HRPAW	High-Risk Professional Activity/Activities or Work
PPMP	Professional Practice Management Plan

DEFINED TERMS

The following definitions are specific to this Guide. These words and terms are capitalized throughout the document:

TERM	DEFINITION
Act	The <i>Professional Governance Act</i> , S.B.C. 2018, c. 47.
Bylaws	The Bylaws of Engineers and Geoscientists BC made under the <i>Act</i> .
Check (and derivatives)	A documented process to confirm the professional engineering or professional geoscience work is complete, meets all input requirements, and is suitable for its intended use or purpose. This encompasses all of the various Checks that occur or ought to occur throughout the development, presentation, production, and performance of any Regulated Practice work in any sector.
Consequence	An outcome of an event or sequence of events that culminates in: 1. harm, injury, illness, or death to one or more persons; or 2. damage to the environment.
Document(s)	Includes any physical or electronic Record, including but not limited to a report, certificate, memo, specification, drawing, map, or plan, that conveys a design, direction, estimate, calculation, opinion, interpretation, observation, model, or simulation that relates to the Regulated Practice.
Documentation	See the definition for “Record.”
Engineers and Geoscientists BC	The Association of Professional Engineers and Geoscientists of the Province of British Columbia, operating as Engineers and Geoscientists BC.
Firm	As defined in the <i>Act</i> : “(a) a government registrant; (b) a legal entity or a combination of legal entities that is engaged in a regulated practice, whether the practice occurs solely within the firm or in the provision of services to a person or entity outside the firm, unless the legal entity or combination of legal entities is exempted from this Act by regulation of the Lieutenant Governor in Council;”.
Guide	A guide to a program or regulatory topic, published by Engineers and Geoscientists BC. These include Guides to quality management standards that in accordance with the <i>Act</i> and Bylaws define professional obligations related to specific processes and explain the minimum standards of practice, conduct, and competence expected from Professional Registrants and Registrant Firms.
Hazard	A set of conditions or an operational situation that might lead to a Consequence.
High-Risk Professional Activity or Work (and derivatives)	A Professional Activity or Work that involves the potential for significant Consequences.

TERM	DEFINITION
Independent Review	A documented evaluation of the concept, details, and Documentation based on a qualitative examination of Documents containing all relevant and material information before the Professional Activity or Work is submitted to those who will be relying on it, and where the evaluation is performed in accordance with the Bylaws and this Guide by an appropriately qualified and experienced Professional Registrant who has not been involved in the Professional Activity or Work. There are two types of Independent Review: • Type 1 Independent Review is an Independent Review carried out by an appropriately qualified and experienced Professional Registrant who has not been previously involved in the Professional Activities or Work and is employed at the same Registrant Firm as the Professional of Record; and • Type 2 Independent Review is an Independent Review carried out by an appropriately qualified and experienced Professional Registrant who has not been previously involved in the Professional Activities or Work and is not employed at the same Registrant Firm as the Professional of Record.
Independent Reviewer	The Professional Registrant who is responsible for conducting and completing an Independent Review.
Permit to Practice	A certificate bearing a Permit to Practice number that is issued to a Registrant Firm by Engineers and Geoscientists BC and confirms the Registrant Firm is entitled to engage in Reserved Practice in BC, subject to any suspensions, limitations, conditions, or restrictions on the Registrant Firm's registration.
Professional Activity or Work (and derivatives)	A task or project involving Regulated Practice by a Registrant.
Professional of Record	The Professional Registrant who is professionally responsible for activities, work, or Documents related to Regulated Practice.
Professional Practice Management Plan	A Document developed and maintained by a Registrant Firm, which must meet the requirements set out in Section 7.7.3 of the Bylaws.
Professional Registrant	A Registrant of Engineers and Geoscientists BC who is registered in one of the following categories of Registrants: (a) professional engineer; (b) professional geoscientist; (c) professional licensee engineering; (d) professional licensee geoscience; (e) life member prior to 1998; (f) honorary life member.
Record (Documentation)	Any Document that is evidence of Regulated Practice activities, events, or transactions, or is evidence that a Professional Registrant has met their professional and contractual obligations.
Registrant	As defined in the <i>Act</i>: “(a) a professional engineer, (b) a professional geoscientist, (c) a firm that is registered with the regulatory body under this Act, if firms may be registered in respect of that regulatory body, or (d) an individual or firm, as applicable, that is registered with the regulatory body as another category or subcategory of registrant in accordance with the bylaws of the regulatory body”.
Registrant Firm	A Firm that is registered with Engineers and Geoscientists BC as a Registrant and is a holder of a Permit to Practice.

TERM	DEFINITION
Regulated Practice	As defined in the <i>Act</i> and the <i>Regulation</i> , the carrying on of a profession by a registrant of a regulatory body, which for the purposes of this Guide means the practice of professional engineering or the practice of professional geoscience.
Regulation	The <i>Engineers and Geoscientists Regulation</i> , OIC 2021/037.
Reserved Practice	As defined in the <i>Act</i> and the <i>Regulation</i> , a Regulated Practice for which the right to practice is reserved for registrants of a regulatory body.
Residual Risk	The Risk remaining after mitigation measures that are proposed and/or implemented have been accounted for.
Risk	A combination of two factors: 1. the severity of the anticipated Consequence resulting from a Hazard; and 2. the likelihood of a Hazard occurring and leading to a Consequence.
Risk Assessment	A documented process involving: 1. identifying Hazards (Hazard identification); 2. evaluating the identified Hazards based on the severity of potential Consequences and the likelihood of those Consequences (Risk analysis); and 3. comparing the Risk level determined in the Risk analysis with Risk-tolerance criteria to determine whether the Risks can be avoided, mitigated, transferred, or accepted (Risk treatment).

VERSION HISTORY

VERSION NUMBER	PUBLISHED DATE	DESCRIPTION OF CHANGES
3.0	September 1, 2026	Incorporated content and guidance specific to Registrant Firms from the retired <i>Regulation of Firms Permit to Practice Manual</i> ; clarified the Risk Assessment requirements related to Independent Reviews of HRPBW; referenced the <i>Guide to the Standard for Documented Risk Assessments</i> and moved guidance specific to Risk Assessments to that Guide; changed the threshold for requiring an Independent Review to be determined by Residual Risk; minor editorial corrections.
2.0	June 15, 2023	Updated content to conform with the <i>Act</i> and updated Bylaws; addition of guidance for multi-disciplinary High-Risk Professional Activities or Work; minor editorial corrections.
1.0	April 27, 2021	Initial version.

1.0 INTRODUCTION

1.1 OVERVIEW

- 1.1.1 Engineers and Geoscientists BC is the regulatory and licensing body for the engineering and geoscience professions in British Columbia (BC). To protect the public interest, Engineers and Geoscientists BC establishes, monitors, and enforces standards for the qualifications and practice of Professional Registrants and Registrant Firms.
- 1.1.2 Engineers and Geoscientists BC provides practice resources to Professional Registrants and Registrant Firms to assist them in meeting their professional and ethical obligations under the *Act* and Bylaws. One category of these practice resources is Guides to quality management standards, which explain the standards of practice, conduct, and competence for quality management in professional activities.
- 1.1.3 This Guide explains the standards of practice, conduct, and competence expected of Professional Registrants who are involved in HRPBW or involved in Independent Reviews of HRPBW. It explains how Professional Registrants should uphold their professional obligations while involved in HRPBW and while conducting Independent Reviews of HRPBW.
- 1.1.4 This Guide provides Engineers and Geoscientists BC's interpretation of the standard described in Section 7.3.6 of

the Bylaws. Professional Registrants and Registrant Firms are required to meet the standard by having regard for the information included in this Guide. Professional Registrants are required to exercise their professional judgment when applying the standard in their practice. There may be limited circumstances where, in a Professional Registrant's professional judgment, there are sound technical or ethical reasons to depart from the interpretation in this Guide. In those circumstances, Professional Registrants should record the technical or ethical reasons for the departure and use their professional judgment to make sure the resulting work still meets the intent of the standards in the Bylaws. Any opinion, analysis, or other Document containing technical or ethical reasons for the departure is inherently related to the Regulated Practice and therefore constitutes a Record which must be maintained. When departing from the interpretation in this Guide, Professional Registrants remain responsible for exercising their professional judgment to conduct their practice in a manner that meets the intent of the standards in the Bylaws.

1.2 PURPOSE OF THIS GUIDE

- 1.2.1 This Guide provides a common approach applicable to all Professional Registrants who are involved in HRPBW or Independent Reviews of HRPBW as part of their professional activities or work.

- 1.2.2 For Professional Registrants, this Guide is intended to:
- provide guidance to help Professional Registrants determine when their activity or work is high Risk and an Independent Review is required;
 - describe the minimum standards for an Independent Review;
 - assist Professional Registrants in establishing and maintaining documented quality management processes and procedures for initiating, conducting, and retaining Records of Independent Reviews;
 - describe the qualities and processes necessary to ensure that Independent Reviews are useful, reliable, and protect the safety, health, and welfare of the public, including protecting the environment and health and safety in the workplace;
 - explain the difference between Checking and an Independent Review;
 - explain the difference between the types of Independent Reviews and when each may be appropriate;
 - provide guidance on the qualifications required for Professional Registrants who are conducting Independent Reviews;
 - provide guidance on how Professional Registrants should identify and address issues during the course of Independent Reviews; and
 - provide guidance on how to meet the quality management requirements under the *Act* and Bylaws when involved in HRPAAW or Independent Reviews of HRPAAW.

- 1.2.3 For Registrant Firms, this Guide details the requirements governing how Professional Registrants should proceed when they are the Professionals of Record doing HRPAAW and when they are the Independent Reviewer. The principal obligation of the Registrant Firm is to establish and maintain documented policies and procedures detailing their approach to Independent Reviews of HRPAAW. The Registrant Firm must also ensure Professional Registrants employed by or under contract with the Registrant Firm follow these policies and procedures so Independent Reviews of HRPAAW are carried out appropriately.

1.3 ROLE OF ENGINEERS AND GEOSCIENTISTS BC

- 1.3.1 This Guide was developed under the direction of Engineers and Geoscientists BC's Board and, prior to publication, underwent final legal and editorial reviews. This Guide forms part of Engineers and Geoscientists BC's continuing commitment to establishing and monitoring the quality of professional services Registrants provide to their clients and to the public.

- 1.3.2 The timely and proper completion of Independent Reviews are critical for Professional Registrants in fulfilling their professional obligations, including holding paramount the safety, health, and welfare of the public. The appropriate type of Independent Reviews (i.e., Type 1 or Type 2) varies, depending on the nature and extent of the Risk associated with the Professional Activity or Work. This Guide explains the requirements for professional practice in broad terms based on the

minimum standard of practice, conduct, and competence expected of Professional Registrants.

1.4 SCOPE

- 1.4.1 HRPAAW are aspects of Regulated Practice involving the potential for significant Consequences.
- 1.4.2 Proper and appropriate Independent Reviews of HRPAAW are fundamental to upholding the *Act* and Bylaws, including the Code of Ethics in Schedule A of the Bylaws, which require all Professional Registrants hold paramount the safety, health, and welfare of the public, including the protection of the environment and the promotion of health and safety within the workplace.
- 1.4.3 As required by the Bylaws, Professional Registrants involved in any HRPAAW must meet the requirement of having an Independent Review of the HRPAAW carried out by another appropriately qualified and experienced Professional Registrant before the HRPAAW is submitted to those who will be relying on it. Such submissions include Documentation issued for construction or implementation. Section 7.3.6 of the Bylaws provides the standard of professional and ethical conduct for Professional Registrants involved in HRPAAW.
- 1.4.4 This Guide is intended to assist Professional Registrants in establishing and maintaining a documented quality management procedure for Independent Reviews of HRPAAW that complies with the requirements of the *Act* and of the Bylaws by addressing:

- the process of an Independent Review;
- the purpose of an Independent Review;
- the required extent of an Independent Review;
- what should be Independently Reviewed;
- when an Independent Review should occur;
- what an Independent Review includes;
- how Checking differs from an Independent Review;
- the Documents required for an Independent Review;
- responsibility for ensuring an Independent Review occurs;
- qualifications required to carry out an Independent Review;
- how to identify and address issues in the course of an Independent Review; and
- the appropriate preparation and retention of Records of an Independent Review.

1.4.5 This Guide is intended to assist Registrant Firms in ensuring:

- documented policies and procedures are contained within their PPMP for their Professional Registrants to follow in order to meet the intent of this Guide;
- the applicable sections of their PPMP are communicated to and followed by all individuals employed by or under contract with the Registrant Firm; and
- reasonable steps are taken to assist Professional Registrants in meeting their obligations as set out in the Bylaws and in this Guide.

- 1.4.6 Independent Review of HRPBW obligations apply to Professional Registrants acting in their professional capacity in all industries where HRPBW is being carried out, and to all forms of professional engineering or professional geoscience activities or work including:
- ongoing or time-limited Professional Activities or Work;
 - temporary or permanent Professional Activities or Work;
 - products, services, and operations requiring the application of Professional Activities or Work;
 - construction or implementation performed by the Professional Registrant, the Registrant Firm, or others; or
 - Professional Activities or Work carried out for internal or external use.
- 1.4.7 Terminology used within an industry may not match the terminology used in this Guide (especially for concepts such as Risk, Hazard, and Consequence). However, the obligations of Professional Registrants and Registrant Firms in all industries remain the same: to ensure any HRPBW not specifically exempted receives an Independent Review that meets the intent of the *Act*, the Bylaws, and this Guide.
- 1.4.8 This Guide is not intended to outline the requirements for Risk Assessments. That information can be found in Section 7.3.9 of the Bylaws and is further explained in the [*Guide to the Standard for Documented Risk Assessments*](#) (Engineers and Geoscientists BC 2026a). It is recognized that Risk Assessments are subjective and may not be uniform among Professional Registrants, even those engaging in substantially
- similar Professional Activities or Work. All Professional Registrants should be aware of the obligation to have Independent Reviews of HRPBW and should use their professional judgment to determine how to uphold that obligation in their practice.¹
- 1.4.9 This Guide is intended for general applicability in diverse industries and areas of practice. Professional Registrants must be aware of and have regard for all professional practice guidelines related to their industry and area of practice, per Section 7.3.1 of the Bylaws. Refer to the [*Guide to the Standard for the Use of Professional Practice Guidelines*](#) (Engineers and Geoscientists BC 2026b) for more information.
- 1.4.10 Professional Registrants must be aware of, and use, all applicable codes and standards that apply to their specific industry or area of practice. Where codes or standards applicable to a specific industry or area of practice establish an approach to HRPBW, and that approach is equally or more protective of the public and the environment as in this Guide, Professional Registrants should follow the industry-specific codes or standards to the extent they deviate from this Guide.
- 1.4.11 This Guide must be read in conjunction with the other requirements of the Bylaws, the [*Guide to the Standard for Documented Risk Assessments*](#) (Engineers and Geoscientists BC 2026a), and the [*Guide to the Standard for Documented Checks of Engineering and Geoscience Work*](#) (Engineers and Geoscientists BC 2026d).

¹ Engineering professionals involved in structural design should consult the Engineers and Geoscientists BC [*Guide to the Standard for Documented Independent Review of Structural Designs*](#) (Engineers and Geoscientists BC 2026c).

2.0 REGULATORY FRAMEWORK

- 2.1 Section 57(1) of the *Act*, Standards of conduct and competence, states that:
- “(1) Subject to subsection (2) and (3), the board of each regulatory body must make bylaws establishing the following:
- (a) standards of professional and ethical conduct for registrants, which standards may be different for different categories or subcategories of registrants;
 - (b) standards of competence for registrants, which standards may be different for different categories or subcategories of registrants or different areas of practices;
- ...”
- 2.2 Section 7.3.6 of the Bylaws, Standard for Independent Review(s) of High-Risk Professional Activities or Work, states:
- “(1) A professional activity or work that has been identified by a Professional of Record as high-risk through a documented risk-assessment pursuant to section 7.3.9 of the Bylaws [*Standard for Documented Risk Assessment*] requires documented independent review(s) before the professional activity or work is submitted to those who will be relying on it.
- (2) Despite subsection (1), EGBC may establish criteria for professional activities or work, or identify specific professional activities or work, that
- (a) do not require documented independent review(s), or
 - (b) require documented independent review(s), even if the professional activities or work are not identified by a Professional of Record as high-risk through a documented risk-assessment pursuant to section 7.3.9 of the Bylaws [*Standard for Documented Risk Assessment*].
- (3) A Professional of Record must do all of the following:
- (a) complete a documented risk assessment pursuant to section 7.3.9 of the Bylaws [*Standard for Documented Risk Assessment*] prior to the initiation of a professional activity or work to determine the following:
 - (i) whether a professional activity or work is high-risk;
 - (ii) if documented independent review(s) of the professional activity or work is required, the appropriate frequency for the required documented independent review(s);
 - (iii) if documented independent review(s) of

- the professional activity or work is required, whether the required documented independent review(s) must be conducted by
- (A) an appropriately qualified and experienced Professional Registrant who has not been previously involved in the professional activity or work and is employed by the same Firm employing the Professional of Record, or
 - (B) an appropriately qualified and experienced Professional Registrant who has not been previously involved in the professional activity or work and is employed by a Firm other than the Firm employing the Professional of Record;
- (b) record their rationale for the determinations made pursuant to subsections (a)(i), (ii), and (iii);
 - (c) document actions taken or not taken, along with the rationale for that decision, as a result of the independent review(s), including any actions taken or not taken as a result of information received pursuant to subsection (7)(d);
 - (d) communicate the actions and rationale documented pursuant to subsection (c) to the Professional Registrant tasked with completing the documented independent review in an appropriately timely manner;
 - (e) obtain a copy of the documented record of the independent review from the Professional Registrant tasked with completing the independent review;
 - (f) provide a copy of the documented record of the independent review to the authority having jurisdiction, if requested;
 - (g) retain and preserve the documentation related to the independent review for a period of 10 years in accordance with section 7.3.2(3) of the Bylaws [*Standard for Retention and Preservation of Complete Project Documentation*].
- (4) Despite subsection (3)(a)(iii), EGBC may identify specific professional activities or work for which required documented independent reviews must be conducted by an appropriately experienced Professional Registrant who has not been previously involved in the professional activity or work and is employed by a Firm other than the Firm employing the Professional of Record.

- (5) Documented independent review(s) of a professional activity or work must not replace the regular, documented checks required pursuant to section 7.3.4 of the Bylaws [*Standard for Documented Checks*].
- (6) If applicable pursuant to subsection (1) or (2)(b) and not exempted pursuant to subsection (2)(a), a Professional Registrant must establish, maintain, and follow documented procedures for documented independent review(s) of a professional activity or work.
- (7) A Professional Registrant tasked with completing a documented independent review of a professional activity or work must
 - (a) have appropriate experience in the type and scale of the professional activity or work subject to the documented independent review,
 - (b) determine the extent of the documented independent review based on the progressive findings of the documented independent review and record the rationale for this determination,
 - (c) evaluate any Documents related to the professional activity or work to determine if they are complete, consistent, and in general compliance with applicable codes, standards, and other requirements, and
 - (d) communicate any issues found during the independent review(s) to the Professional of Record in an appropriately timely manner
- (e) complete a documented record of the documented independent review that meets the intent of the documented independent review sign off form issued by EGBC and
 - (i) provide this documented record to
 - (A) the Professional of Record, and
 - (B) the authority having jurisdiction, if requested, and
 - (ii) retain and preserve this documented record for a period of 10 years, in accordance with section 7.3.2(3) of the Bylaws [*Standard for Retention and Preservation of Complete Project Documentation*].
- (8) While a documented independent review of each instance of repetitive high-risk professional activities or work is not required,
 - (a) the maintenance of activity or work quality must be confirmed through
 - (i) an initial documented independent review, and
 - (ii) documented independent reviews at intervals informed by a documented risk assessment pursuant

- to section 7.3.9 of the Bylaws [*Standard for Documented Risk Assessments*], and
- (b) [Repealed 2026-05-15]
 - (c) the documented record produced through
 - (i) the initial documented independent review, and
 - (ii) documented independent reviews at intervals
 must be retained and preserved for a minimum of 10 years after the last use of the repetitive professional activity or work and made available to any person undertaking the professional activity or work, in accordance with section 7.3.2(3) of the Bylaws [*Standard for Retention and Preservation of Complete Project Documentation*].
- (9) A Registrant Firm must do all of the following:
- (a) establish and maintain documented policies and procedures for Professional Registrants employed by or under contract with the Registrant Firm to follow in relation to independent review of high-risk professional activities or work and the obligations of Professional Registrants pursuant to this section of the Bylaws, which may include
 - (i) checklists, or
 - (ii) signoff forms;
 - (b) take reasonable steps to ensure that a Professional Registrant conducting a documented independent review pursuant to this section of the Bylaws has sufficient and acceptable knowledge, training, and experience to conduct the review;
 - (c) ensure that Professional Registrants employed by or under contract with the Registrant Firm adhere to the documented policies and procedures of the Registrant Firm established pursuant to subsection (a);
 - (d) take reasonable steps to facilitate Professional Registrants employed by or under contract with the Registrant Firm in adhering to the obligations of Professional Registrants pursuant to subsections (1) to (8);
 - (e) establish and maintain documented policies and procedures for the Registrant Firm to follow in order to
 - (i) obtain copies of documented records of independent review from the Professional Registrant tasked with completing the independent review,
 - (ii) provide the documented record of the independent review to the authority having jurisdiction, if requested, and

(iii) retain and preserve the documentation related to the independent review for a period of 10 years in accordance with section 7.3.2(3) of the Bylaws [<i>Standard for Retention and Preservation of Complete Project Documentation</i>].”	2.3	This Guide is intended to assist Registrants in understanding the standard of practice and in fulfilling their professional obligations in accordance with Section 7.3.6 of the Bylaws. This Guide may be used by Engineers and Geoscientists BC in disciplinary proceedings as evidence of professional standards, and of the conduct expected of a Registrant in particular circumstances, in support of allegations of conduct unbecoming a Registrant, incompetence, or professional misconduct.
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3.0 STANDARDS FOR PRACTICE

3.1 WHAT IS INDEPENDENT REVIEW OF HIGH-RISK PROFESSIONAL ACTIVITIES OR WORK

- 3.1.1 An Independent Review is a documented evaluation of the concept, details, and Documentation based on a qualitative examination of the substantially complete Documents containing all relevant and material information before the Professional Activity or Work is submitted to those who will be relying on it. An Independent Review must be conducted by an experienced Professional Registrant who has not been involved in the HRPBW. The specifics of an Independent Review will vary depending on the nature of the HRPBW.
- 3.1.2 Independent Reviews are not the same as, and cannot be replaced by, Checks of engineering and geoscience work. For information about Checking, refer to the [*Guide to the Standard for Documented Checks of Engineering and Geoscience Work*](#) (Engineers and Geoscientists BC 2026d).
- 3.1.3 Section 7.3.6 of the Bylaws and this Guide apply to all Professional Activities or Work; however, Independent Reviews of structural designs are specifically covered by Section 7.3.5 of the Bylaws and the [*Guide to the Standard for Independent Review of Structural Designs*](#) (Engineers and Geoscientists BC 2026c).

3.2 PURPOSE AND REQUIREMENTS OF INDEPENDENT REVIEW OF HIGH-RISK PROFESSIONAL ACTIVITIES OR WORK

- 3.2.1 Professional Registrants who engage in HRPBW have a professional obligation to complete their work in a manner that minimizes Risk to the public and the environment. All Professional Activities or Work involve Risk. Professional Registrants must evaluate the Risk created by the Hazards associated with their practice through documented Risk Assessments. For more information on Risk Assessment requirements, see the [*Guide to the Standard for Documented Risk Assessments*](#) (Engineers and Geoscientists BC 2026a). Independent Reviews are required when the Professional Activity or Work involves the potential for significant Consequences.
- 3.2.2 The determination of whether a project includes HRPBW and requires an Independent Review can be based on the Residual Risk, which is the Risk remaining after accounting for proposed and/or implemented mitigation measures.
- 3.2.3 The Independent Review process is intended to produce a professional assessment of the adequacy of the concept, approach, execution, and Documentation of the HRPBW. It evaluates the associated Documents to determine whether the Professional Activities or Work appear complete, consistent, and in general

- compliance with applicable codes, standards, and other requirements. The Independent Review may be part of, but is not intended to replace, the regular Checks of Regulated Practice required by the Bylaws.
- 3.2.4 Professional Registrants have diverse practices. Some Professional Registrants will rarely or never engage in HRPBW, while others will do so exclusively. The purpose of requiring Independent Reviews of HRPBW is to protect the public and the environment, not to create additional administrative work for Professional Registrants. See [Section 3.4](#) of this Guide for guidance on types of HRPBW that do not require Independent Review, and strategies that can simplify the Independent Review processes.
 - 3.2.5 To comply with the Bylaws, Professional Registrants must have established, or have access to through the Registrant Firm's PPMP, documented quality management procedures that include having HRPBW Independently Reviewed by another qualified Professional Registrant before the HRPBW is submitted to those who will be relying on it.
 - 3.2.6 A documented quality management procedure may be captured in a written procedure, process flowchart, set of checklists, forms to record Independent Reviews, or other Documentation developed to suit the nature of the work undertaken by Professional Registrants.

3.3 WHEN AND WHAT TYPE OF INDEPENDENT REVIEW IS REQUIRED

3.3.1 WHEN IS INDEPENDENT REVIEW REQUIRED

- 3.3.1.1 Section 7.3.6(3) of the Bylaws requires that, prior to the initiation of a Professional Activity or Work, a Professional of Record complete a documented Risk Assessment that determines the Risk level of the Professional Activity or Work, as per Section 7.3.9 of the Bylaws. If mitigation measures are proposed and/or implemented that result in a Residual Risk level that is lower than the assessed Risk level, the Residual Risk level can be used to determine whether the Professional Activity or Work is considered high Risk (i.e., HRPBW). If the Professional Activity or Work is considered high Risk, the Professional of Record must utilize the Risk Assessment to inform the appropriate type of Independent Review (i.e., Type 1 or Type 2) and the appropriate frequency of documented Independent Reviews to be conducted.
- 3.3.1.2 An Independent Review is not required if the Professional of Record has determined, through a documented Risk Assessment, that the Professional Activities or Work are either low Risk or medium Risk (i.e., not HRPBW). However, it is permissible for Independent Reviews to still be conducted for Professional Activities or Work that are either low Risk or medium Risk. The Professional of Record may request an Independent Review at any time with the goal of lowering the Risk associated with their Professional Activity or Work. The guidance provided in this Guide can be applied to Independent Reviews of all

types of Professional Activities or Work, not only HRPBW.

- 3.3.1.3 All Professional Registrants and Registrant Firms, including those involved in HRPBW, must establish documented procedures for conducting Risk Assessments and retain the Documents generated from these Risk Assessments as outlined in Section 7.3.9 of the Bylaws and expanded upon within the *Guide to the Standard for Documented Risk Assessments* (Engineers and Geoscientists BC 2026a). Risk Assessments are required to be undertaken prior to initiation of any Professional Activities or Work, and consideration must be given to revisiting them at intervals. (See Section 3.5 of the *Guide to the Standard for Documented Risk Assessments*.) If a Risk Assessment is revisited and results in a change, Independent Review requirements may be impacted.
- 3.3.1.4 In addition to the documented Risk Assessment considerations outlined in Section 3.4 of the *Guide to the Standard for Documented Risk Assessments* (Engineers and Geoscientists BC 2026a), the Professional of Record must also consider whether specific Professional Activities or Work have been designated by Engineers and Geoscientists BC (e.g., in relevant professional practice guidelines), the government, or relevant statutes as requiring that a certain type of Independent Review be carried out.
- 3.3.1.5 Professionals of Record for Professional Activities or Work must document the considerations addressed, the implementation and adequacy of any mitigation measures used to determine a Residual Risk level, how they support the finding of whether an Independent Review

is needed (i.e., it is HRPBW), and, if so, the type of Independent Review they have recommended (Type 1 or Type 2).

3.3.2 WHAT TYPE OF INDEPENDENT REVIEW IS REQUIRED

- 3.3.2.1 Where an Independent Review is required, a key consideration in determining the appropriate type of Independent Review is whether the Risk Assessment determines the Residual Risk is significant enough that it requires a Type 2 Independent Review. If the Risk Assessment does not require a Type 2 Independent Review, a Type 1 Independent Review must be conducted. For sole practitioners, a Type 2 Independent Review is inherently required.
- 3.3.2.2 A Type 1 Independent Review is generally appropriate where the Professional of Record and Registrant Firm have extensive experience with the type and scale of the HRPBW, there are no innovative or particularly complex aspects of the HRPBW, and the HRPBW only involves problems with well-defined solutions.
- 3.3.2.3 A Type 2 Independent Review is generally required where:
- the Professional of Record and Registrant Firm have less experience with the type and scale of the HRPBW;
 - the HRPBW involves innovative or particularly complex aspects;
 - the HRPBW involves problems without well-defined solutions;
 - the HRPBW involves new and emerging technologies;
 - the HRPBW has multiple Hazards, each with Consequences that have a high level of severity and likelihood; or

- substantially similar HRPBW by the same Professional of Record was subject to a Type 2 Independent Review.
- 3.3.2.4 Regardless of the type of Independent Review, the Independent Reviewer must not have been previously involved in the HRPBW that are the subject of the Independent Review.
- 3.3.2.5 Professional Registrants employed by the same Registrant Firm are more likely to share previous experiences, precedent projects, approaches to problems, and Registrant Firm policies and procedures. Introducing an external Independent Reviewer (i.e., proceeding with a Type 2 review) is intended to provide a perspective that has fewer of these commonalities with the Professional of Record. It is recommended a Type 2 Independent Review be conducted periodically, even if not required, so the Professional of Record can gain new perspectives.
- 3.3.2.6 The extent and level of detail examined in an Independent Review will vary depending on the experience of the Independent Reviewer and the complexity and Risk associated with the Professional Activity or Work. The Independent Reviewer should consider the following questions when determining the necessary scope of the Independent Review:
 - What are the Consequences of errors or incompleteness in the HRPBW?
 - How complex is the HRPBW?
 - Is the HRPBW innovative or does it deviate from the previous practice?
- 3.3.2.7 Independent Reviewers must be satisfied that they have examined the HRPBW

in sufficient detail to make informed judgments as to the adequacy of the HRPBW for its intended purpose. Independent Reviewers are required to re-evaluate and extend reviews when their evaluations suggest there might be problems with the HRPBW.

3.4 SPECIAL CASES AND ALTERNATIVE APPROACHES

3.4.1 GENERAL

- 3.4.1.1 This section outlines types of HRPBW that may not require Independent Review, and strategies that can simplify Independent Review processes.

3.4.2 HIGH-RISK PROFESSIONAL ACTIVITIES OR WORK NOT REQUIRING INDEPENDENT REVIEW

- 3.4.2.1 Engineers and Geoscientists BC can identify specific HRPBW that do not require Independent Review. However, at the time of publication of this Guide, Engineers and Geoscientists BC has not identified any HRPBW that do not require Independent Review.

3.4.3 HIGH-RISK PROFESSIONAL ACTIVITIES OR WORK REQUIRING PERIODIC INDEPENDENT REVIEW

3.4.3.1 Global Risk Assessments

- 3.4.3.1.1 As outlined in Section 3.6.3 of the [*Guide to the Standard for Documented Risk Assessments*](#) (Engineers and Geoscientists BC 2026a), Professional Registrants have the option to undertake global Risk Assessments on the types of Professional Activities or Work that constitute their

regular practice. By conducting global Risk Assessments, Professional Registrants can sort their practice into categories defined according to the level of Risk which informs the Independent Review requirements of Professional Activities or work:

1. that are inherently low or medium Risk, for which documented Checks are sufficient;
2. where the level of Risk will vary depending on the scope, context, and nature of each specific instance; and
3. that are inherently high Risk (i.e., HRPaw) that will always require an Independent Review.

3.4.3.1.2 For each instance of the second category above ([Clause 3.4.3.1.1, item 2](#), varying risk), an activity-based Risk Assessment will be required to determine whether the Professional Activity or Work is high Risk and therefore necessitates an Independent Review. The Professional of Record will also need to determine the appropriate type and the appropriate frequency of Independent Review.

3.4.3.1.3 For each instance of the third category above ([Clause 3.4.3.1.1, item 3](#), inherently high Risk), an activity-based Risk Assessment will be required to determine the appropriate type and frequency of Independent Review.

3.4.3.2 Repetitive Professional Activities or Work

3.4.3.2.1 The Bylaw exempts “each instance of repetitive professional activities or work” from Independent Review. However, to confirm the maintenance of quality, the Bylaw requires an “initial” documented Independent Review of a typical HRPaw with Independent Reviews at “intervals.”

3.4.3.2.2 For repetitive HRPaw, Registrants must create a documented process to identify what defines a HRPaw as being repetitive, as well as the intervals at which Independent Reviews of the repetitive HRPaw will be conducted. The appropriate intervals of Independent Review of repetitive HRPaw will be informed by the documented Risk Assessment, which, as per Bylaw 7.3.9, must be performed at an appropriate frequency to ensure the Risk level is current. The Registrant must retain the Documents describing this process and the Documents for each Independent Review.

3.4.3.2.3 The appropriate scope and intervals of Independent Reviews of repetitive HRPaw are a matter of professional judgment, but should include, at minimum, any changes since the last Independent Review and the potential impact of those changes on the existing (unchanged) components of the HRPaw.

3.4.3.3 Iterative Professional Activities or Work

3.4.3.3.1 Some industries and areas of practice use iterative processes for Professional Activities or Work, which involve regular upgrades to the product or process, often based on continual monitoring, analysis, or testing after implementation. Professional Registrants should treat iterative HRPaw processes similarly to repetitive HRPaw processes.

3.4.3.3.2 For iterative HRPaw, the Registrant must create a documented process to identify what defines an HRPaw as being iterative, as well as the intervals at which Independent Review of the iterative HRPaw will be conducted. The appropriate intervals of Independent Review of iterative HRPaw

will be informed by the documented Risk Assessment, which as per Bylaw 7.3.9, must be performed at an appropriate frequency to ensure the Risk level is current. The Registrant must retain the Documents describing this process and the Documents for each Independent Review.

3.4.4 THIRD-PARTY ELEMENTS

3.4.4.1 Many Professional Activities or Work incorporate components, artifacts, or inputs developed or provided by others. The Independent Review of the overall Professional Activity or Work must consider the incorporation of third-party elements, including their interactions with, dependencies on, and impacts to the overall system or design. The Professional of Record for the overall Professional Activity or Work is responsible for incorporating all third-party elements into the overall system or design and confirming that all third-party elements are in general conformance with applicable codes, standards, and other requirements. The Professional of Record should also consider coordinating with the third-party to confirm appropriate Independent Review requirements for those elements have been met.

3.5 WHEN SHOULD INDEPENDENT REVIEW OF HIGH-RISK PROFESSIONAL ACTIVITIES OR WORK OCCUR

3.5.1 If the design and planning for HRPaw are conducted in BC, or if the design and planning is for HRPaw that will take place in BC, an Independent Review must be conducted in accordance with the Bylaws before the Professional Activity

or Work is submitted to those who will be relying on it. Submissions include, among other things, Documentation issued for construction or implementation.

3.5.2 To avoid surprises and unnecessary rework, Independent Reviews may be performed in stages as portions of the Professional Activity or Work are completed. The appropriate frequency for the staged review(s) will depend on the usual course of the Professional Activity or Work and should be determined in the documented Risk Assessment conducted prior to initiation of Professional Activities or Work, and agreed upon by the Professional of Record and the Independent Reviewer. There is no requirement to have a separate Independent Reviewer for each stage; the same Independent Reviewer can review all stages of the Professional Activity or Work.

3.5.3 The Professional of Record should consider scheduling the Independent Review of the concept and approach before starting the detailed work to minimize possible rework. However, the final Independent Review must be completed after Checking and before the Documents are issued to those who will rely on them; for example, those issued for construction or implementation.

3.5.4 Construction or implementation of the Professional Activity or Work must not proceed on any portion of the HRPaw until an Independent Review of that portion has been completed.

3.5.5 Many industries and areas of practice have reviews and procedures in place for the quality control of Professional Activities or Work, especially highly regulated ones such as aviation, shipbuilding, and biomedical. If the Professional of

Record determines that the existing requirements meet or exceed the standard of Independent Reviews of HRPBW, the Professional of Record must document such a determination, the considerations involved, and any modifications to the existing practice required in order to have regard for the standard outlined in the Bylaws for Independent Reviews of HRPBW.

3.6 WHAT DO INDEPENDENT REVIEWS OF HIGH-RISK PROFESSIONAL ACTIVITIES OR WORK INCLUDE

3.6.1 The scope of Professional Activities or Work and the associated Independent Review will vary across industries and areas of practice. By categorizing projects into one of the following two project types, Professional Registrants can determine the appropriate steps and considerations for Independent Review of Professional Activities or Work that:

1. include design as well as implementation or construction; or
2. do not include design, implementation, or construction, such as assessments, investigations, reviews, or reports.

3.6.2 The Professional of Record and Independent Reviewer should refer to the lists of considerations below ([Clause 3.6.3](#) and [Clause 3.6.4](#)), to determine which considerations apply to the Professional Activity or Work. Not all considerations will apply to all projects, and many projects will require additional considerations; both the Professional of Record and Independent

Reviewer must use their professional judgment to determine the appropriate considerations and extent of review. This determination of the scope, extent, and considerations of the Independent Review must be documented.

3.6.3 For Professional Activities or Work that include design as well as implementation or construction, the considerations for Independent Review of HRPBW may include, but are not limited to, the following:

- Determine the extent of Independent Review required and record the rationale for this determination.
- Review the design criteria, Hazards identified in the Risk Assessment (including Risk imposed by components designed by other disciplines and Risk from external sources), and performance requirements.
- Review statutory and regulatory requirements.
- Review geographical and/or environmental conditions and requirements.
- Review material and/or other input properties.
- Where applicable, review test and analysis procedures and results.
- Review the concept and integrity of the design.
- Review adequacy and implementation of mitigation measures.
- Where applicable, review the integration of third-party components and artifacts into the Professional Activity or Work.
- Examine the assumptions made for the Professional Activity or Work.

- Evaluate the Documents related to the Professional Activity or Work to determine if they are complete, consistent, coordinated, and in general compliance with applicable codes, standards, and other requirements.
- Perform calculations on a representative sample of components, to determine whether the analysis, design, and detailing generally comply with the applicable codes, standards, and other requirements.
- Document any additional steps taken, as well as steps that were deemed not applicable to the Professional Activity or Work, and discuss them with the Professional of Record.
- Discuss any concerns with the Professional of Record. It is the responsibility of the Professional of Record to adequately resolve concerns noted in the Independent Review.
- Provide a formal Record of the Independent Review to the Professional of Record highlighting any concerns (see [Appendix A: Checklist and Signoff for an Independent Review of High-Risk Professional Activities or Work](#)). If significant concerns are noted, the Professional of Record must revise the Professional Activity or Work and resubmit the revised Professional Activity or Work for an Independent Review, preferably by the same Independent Reviewer.
- Determine the extent of Independent Review required and record the rationale for this determination.
- Review Hazards identified in the Risk Assessment (including Risk imposed by the Professional Activities or Work by other Professional Registrants and Risk from external sources).
- Review the context or situation, the available data, and the performance criteria for the Professional Activity or Work.
- Where applicable, review geographical and/or environmental requirements and conditions.
- Where applicable, review test and analysis procedures and results.
- Review quality control and quality analysis procedures.
- Where applicable, review the integration of third-party components and artifacts into the Professional Activity or Work.
- Review adequacy and implementation of Risk mitigation measures.
- Review the assumptions made by the Professional of Record for the Professional Activity or Work.
- Review the concept and integrity of the result of the Professional Activity or Work.
- Review statutory and regulatory requirements.
- Evaluate the Documents related to the Professional Activity or Work to determine if they are complete, consistent, coordinated, and in general compliance with applicable codes, standards, and other requirements.

3.6.4 For Professional Activities or Work that do not include design, implementation, or construction, such as assessments, investigations, reviews, or reports, the considerations for Independent Review of HRPBW may include, but are not limited to, the following:

- Document any additional steps taken, as well as steps that were deemed not applicable to the Professional Activity or Work, and discuss them with the Professional of Record.
- Discuss any concerns with the Professional of Record. It is the responsibility of the Professional of Record to adequately resolve concerns noted in the Independent Review.
- Provide a formal Record of the Independent Review to the Professional of Record highlighting any concerns (see [Appendix A: Checklist and Signoff for an Independent Review of High-Risk Professional Activities or Work](#)). If significant concerns are noted, the Professional of Record must revise the Professional Activity or Work and resubmit the revised Professional Activity or Work for an Independent Review, preferably by the same Independent Reviewer.

3.7 HOW DOES CHECKING COMPARE WITH AN INDEPENDENT REVIEW

- 3.7.1 Documented Checks do not satisfy the requirements of an Independent Review. Documented Checking identifies deficiencies but may be limited to evaluations of individual components by different individuals, some of whom may have been involved in the detailed design of other portions of the project. Conversely, an Independent Review does not satisfy the requirements of a documented Check as it does not include detailed evaluation of all components.

3.7.2 While a Check by others and Independent Reviews are distinct activities, if a Professional Registrant is suitably experienced and independent, the two activities can be completed by the same individual.

3.7.3 The extent of numerical Checking and level of detail examined in an Independent Review will vary depending on the experience of the Independent Reviewer, the complexity and Risk associated with the given HRPaw, and the extent of concerns that develop as the Independent Review proceeds.

3.8 WHAT DOCUMENTS ARE REQUIRED FOR AN INDEPENDENT REVIEW

3.8.1 Independent Reviews may occur in stages as portions of the Professional Activity or Work are completed. However, the final Independent Review should be based on the substantially complete Professional Activity or Work, such as Documentation issued for construction or implementation.

3.8.2 The specific Documents that the Professional of Record must provide to the Independent Reviewer will depend on the nature of the HRPaw being reviewed. In general, the Professional of Record should provide all Documents necessary for the Independent Reviewer to form a professional opinion on whether the HRPaw addresses the engineering or geoscience problem in an accurate, appropriate, and complete manner.

3.8.3 In addition to the substantially complete Documents for the Professional Activity or Work, additional Documents that the

Professional of Record should provide to the Independent Reviewer may include:

- supporting Documents prepared by the Professional of Record, plus supporting Documents from other disciplines that may be necessary to review the Professional Activity or Work or have been requested by the Independent Reviewer;
- specifications prepared by the Professional of Record, plus specifications from other disciplines, that may be necessary to review the Professional Activity or Work or have been requested by the Independent Reviewer;
- as applicable, a summary sheet documenting:
 - project-specific data such as client requirements, performance criteria, and the conditions that will apply during the intended use of the final product,
 - site-specific or context-specific data,
 - design assumptions and the applicable codes, standards, and other requirements referenced in the Professional Activities or Work, and
 - identified Hazards and the mitigation measures taken to decrease the overall Risk to a Residual Risk level;
- where applicable, design notes and calculations, when requested by the Independent Reviewer; and
- all reports and any follow-up Documentation exchanged between the Professional of Record and other Professional Registrants involved in the Professional Activity or Work.

3.9 WHO IS RESPONSIBLE FOR ENSURING AN INDEPENDENT REVIEW OCCURS

3.9.1 Professionals of Record must ensure Independent Reviews of HRPAAW have been completed before the Professional Activity or Work is submitted to those who will be relying on it. The Independent Reviewer's responsibility is limited to completing the Independent Review in accordance with the standard established in the Bylaws and this Guide. Independent Reviews of HRPAAW do not relieve Professionals of Record of their professional responsibility for the HRPAAW.

3.9.2 Professional Registrants are required by Engineers and Geoscientists BC's Code of Ethics to practice only in those fields where their education, training, and experience make them professionally competent. Where components of the Professional Activity or Work approach the boundaries of the Professional Registrant's competency, the Professional Registrant should consider consulting with a more experienced Professional Registrant on those components of the Professional Activity or Work, and should consider getting an Independent Review of their Professional Activity or Work overall, regardless of whether they assessed it as HRPAAW.

3.9.3 Registrant Firms must ensure their Professional Registrants are adhering to the Registrant Firm's policies and procedures for Independent Reviews, and must take reasonable steps to facilitate their Professional Registrants adhering to the Bylaw requirements related to Independent Reviews. If a Registrant Firm is engaged in HRPAAW work, its policies

and procedures should address how Professional Registrants should approach the process as a Professional of Record and as an Independent Reviewer.

3.10 WHO IS QUALIFIED TO CARRY OUT AN INDEPENDENT REVIEW OF HIGH-RISK PROFESSIONAL ACTIVITIES OR WORK

3.10.1 The Independent Reviewer must be a Professional Registrant with appropriate qualifications and experience involving the type and scale of the Professional Activity or Work subject to the documented Independent Review. The level of experience required for a specific HRPAAW will depend on the HRPAAW's Risk and complexity. The Independent Reviewer's experience must be sufficient to critique concepts and identify deficiencies in Professional Activities or Work with complexity equal to or greater than the HRPAAW being reviewed. When asked to conduct an Independent Review, a Professional Registrant must use their judgment to determine if they have sufficient knowledge and experience.

3.10.2 For multi-disciplinary HRPAAW, it may be appropriate for a panel of subject matter experts to be convened to do the Independent Review. Each Professional of Record is responsible for determining the appropriate Independent Reviewer(s) for their scope of work and for making sure there are no gaps in the review. One Independent Reviewer may review multiple scopes of multi-disciplinary HRPAAW if they have the appropriate qualification and experience. This allowance for multiple or a panel of Independent Reviewers of

HRPAW does not extend to Independent Reviews of Structural Designs.

3.10.3 Professionals of Record and prospective Independent Reviewers should consider the nature of the HRPAAW and the depth of the prospective Independent Reviewer's experience with similar HRPAAW when determining an appropriate amount of years of experience for the Independent Reviewer. An Independent Reviewer should have extensive enough experience to allow them to act as a Professional of Record on similar or more complex Professional Activities or Work.

3.10.4 It is the responsibility of the Professional of Record to identify an appropriate Independent Reviewer based on the documented Risk Assessment carried out at the outset of the Professional Activity or Work.

3.10.5 The requirement for independence is intended to provide an unbiased review that critically evaluates the concept and approach to the Professional Activity or Work selected by the Professional of Record.

3.10.6 To maintain independence, the Independent Reviewer must not have been involved in the Professional Activity or Work. The Independent Reviewer may, however, be a member of the same Registrant Firm if a documented Risk Assessment determines that a Type 1 Independent Review is appropriate. Even if a Type 1 Independent Review is deemed appropriate, the Professional of Record may choose to utilize a Type 2 Independent Review, where the Independent Reviewer is employed at a different Registrant Firm.

3.11 HOW SHOULD ISSUES IDENTIFIED IN AN INDEPENDENT REVIEW BE ADDRESSED

3.11.1 The Independent Reviewer is required to communicate, in writing, the issues found during the Independent Review to the Professional of Record. The Professional of Record is required to adequately resolve concerns noted in the Independent Review, document which actions were taken or not taken as a result of the Independent Review, and document the rationale for the decisions. Where appropriate, the Independent Reviewer may provide considerations and suggestions to improve the Professional Activity or Work, but should not provide detailed or prescriptive solutions.

3.11.2 The Professional of Record has the ultimate responsibility for the Professional Activity or Work and therefore is responsible for making the decision regarding if and how to address the Independent Reviewer's concerns, comments, and questions. The best practice is for the Professional of Record and Independent Reviewer to have an open channel of communication to discuss and resolve concerns found during the Independent Review. Where there is a fundamental difference of professional opinion between the Professional of Record and the Independent Reviewer, and the concerns cannot be resolved to the satisfaction of both parties, the Professional of Record may consider obtaining a second Independent Review for, at a minimum, the portion(s) of the Professional Activity or Work in question. In these circumstances, the Professional of Record must bring the first Independent

Reviewer's opinion to the attention of the second Independent Reviewer.

3.11.3 An Independent Reviewer's duty to report may be engaged when:

1. the fundamental difference in opinion is such that the Independent Reviewer believes there is significant Risk to the public or to the environment if no action is taken;
2. the concern has been brought to the attention of the Professional of Record; and
3. the Professional of Record does not agree with the concern and is not open to obtaining a second Independent Review.

3.11.4 In these situations, the Independent Reviewer should refer to Principle 9 of the Code of Ethics, which requires Professional Registrants to report to Engineers and Geoscientists BC and other applicable regulatory authorities if they reasonably believe that the practice of another Registrant:

- could pose a Risk of significant Consequences; or
- is illegal or unethical.

3.11.5 The Independent Reviewer should also refer to Section 58 of the *Act* which outlines the statutory duty to report.

3.12 WHAT RECORDS OF AN INDEPENDENT REVIEW SHOULD BE CREATED AND RETAINED

3.12.1 The Independent Reviewer and the Registrant Firm each have separate

- responsibilities to ensure the documented Record of the Independent Review is retained for a minimum of 10 years. The Independent Reviewer must document the results of the Independent Review and confirm that the results have been communicated to the Professional of Record. The Independent Reviewer must retain Documentation, such as calculations, check prints, computer scripts, and Records of communications concerning the Independent Review. Records of Independent Reviews must be authenticated. The Records that must be retained will vary depending on the nature of the Professional Activity or Work. Refer to [Appendix A: Checklist and Signoff for an Independent Review of High-Risk Professional Activities or Work](#) for an example of a suitable Record and signoff. The Independent Reviewer must also provide this Record to any authority charged with approving the Professional Activity or Work upon request.
- 3.12.2 In its current form, the checklist in [Appendix A](#) is not mandatory; it can be recreated and adopted or adapted as appropriate to suit the particular Professional Activity or Work and
- 3.12.3 The Professional of Record and the Registrant Firm each have separate responsibilities to retain Records of the documented Risk Assessment that determined the appropriate frequency of the Independent Review, and whether a Type 1 or a Type 2 Independent Review was appropriate. The Professional of Record is also required to keep Records of the actions taken or not taken as a result of Independent Reviews. The Professional of Record must provide the Record of Independent Review to any authority charged with approving the Professional Activity or Work upon request.
- 3.12.4 All Records of Independent Reviews must be retained appropriately. For further guidance about retaining project Documentation, see the [Guide to the Standard for Retention of Project Documentation](#) (Engineers and Geoscientists BC 2026e).
- Independent Review; for example, to alter the items reviewed or allow sign-off of multiple Independent Reviewers. See the discussion in [Section 3.10](#) for information on multi-disciplinary projects and panels of Independent Reviewers.

4.0 REFERENCES AND RELATED DOCUMENTS

It is not possible to create a comprehensive list of applicable laws, regulations, codes, standards, and other requirements that apply to HRPBW in BC.

While the *Act* and Engineers and Geoscientists BC Documents offer broad guidance that applies to engineering and geoscience practice, each industry and area of practice will have its own set of related Documents that should guide how Professional Registrants approach HRPBW. Professional Registrants should be familiar with the laws, regulations, codes, standards, and other requirements that cover their industry and area of practice.

Related Documents that may be of interest to users of this Guide but are not formally cited elsewhere in this Document appear in [Section 4.3](#).

4.1 LEGISLATION

Engineers and Geoscientists Regulation, OIC 2021/037.

Professional Governance Act, S.B.C. 2018, c. 47.

4.2 CITED WORKS

Engineers and Geoscientists BC. 2026a. Quality Management Guides – Guide to the Standard for Documented Risk Assessments. Version 1.0. Burnaby, BC: Engineers and Geoscientists [accessed: 2026 August 18]. <https://www.egbc.ca/Practice-Resources/Individual-Practice/Quality-Management-Guides>.

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4.3 RELATED DOCUMENTS

GUIDELINES

Association of Professional Engineers and Geoscientists of Alberta (APEGA). 2006. Guideline for Management of Risk in Professional Practice. V1.0 (September 2006). Edmonton, AB: APEGA. [accessed: 2026 August 18]. <https://www.apega.ca/about-apega/publications/standards-guidelines>.

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Engineers and Geoscientists BC. 2020. Professional Practice Guidelines – Development of Safety-Critical Software. Version 1.0. Burnaby, BC: Engineers and Geoscientists BC. [accessed: 2026 August 18]. <https://tools.egbc.ca/Registrants/Practice-Resources/Guidelines-Advisories>.

Engineers and Geoscientists BC. 2018. Professional Practice Guidelines – Legislated Flood Assessments in a Changing Climate in BC. Version 2.1. Burnaby, BC: Engineers and Geoscientists BC. [accessed: 2026 August 18]. <https://tools.egbc.ca/Registrants/Practice-Resources/Guidelines-Advisories>.

CODES AND STANDARDS

IEC 31010:2019, Risk Management – Risk Assessment Techniques

IEC 61508:2010 series – Functional Safety

ISO Guide 73:2009, Risk Management – Vocabulary

ISO 9001:2015, Quality Management Systems – Requirements

ISO 12100:2010, Safety of Machinery – General Principles for Design – Risk Assessment and Risk Reduction

ISO 13485:2016, Medical Devices – Quality Management Systems – Requirements for Regulatory Purposes

ISO 14971:2019, Medical Devices – Application of Risk Management to Medical Devices

ISO 26262:2018 series – Road Vehicles – Functional Safety

ISO 31000:2018, Risk Management – Guidelines

5.0 APPENDIX

Professional Registrants may find the appended Document useful either by itself or as a template to adapt for their own practices. The appended Document is intended to be a resource, not a mandatory format. Professional Registrants and Firms should adapt or create Documents that work best with their own practices.

Appendix A: Checklist and Signoff for an Independent Review of High-Risk Professional Activities or Work A-1

APPENDIX A: CHECKLIST AND SIGNOFF FOR AN INDEPENDENT REVIEW OF HIGH-RISK PROFESSIONAL ACTIVITIES OR WORK

CHECKLIST AND SIGNOFF FOR AN INDEPENDENT REVIEW OF HIGH-RISK PROFESSIONAL ACTIVITIES OR WORK

[...continued]

INDEPENDENT REVIEWER

Name of professional and designation

Firm Name

Permit to Practice number

Address of Firm

Date: (yy/mm/dd)

Signature

CHECKLIST AND SIGNOFF FOR AN INDEPENDENT REVIEW OF HIGH-RISK PROFESSIONAL ACTIVITIES OR WORK

[Print clearly and legibly]

TO: Professional of Record

DATE (yy/mm/dd): _____

Name of professional and designation

Firm name

Permit to Practice number

Address of Firm

RE: _____
Name of project, activity, or work

Address of project, activity, or work

The undersigned hereby records that an Independent Review of the Professional Activity or Work, based on the Documentation prepared by the Professional of Record for the Professional Activity or Work, has been completed by this Independent Reviewer.

I am a member of the firm _____
(Name of firm)

With the Permit to Practice number: _____
(Permit to Practice number)

and I sign this letter on behalf of the firm.

I certify that I am a Professional Registrant as defined below.

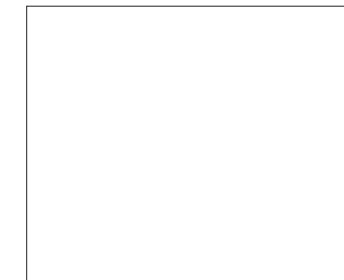
DATE (yy/mm/dd): _____

Name of professional and designation

Signed

Address

Telephone



(Affix PROFESSIONAL SEAL here)

NOTES:

1. The above letter must be signed by a Professional Registrant (professional engineer, professional geoscientist, professional licensee engineering, or professional licensee geoscience, licensed to practice by Engineers and Geoscientists BC) qualified to conduct an Independent Review on the Professional Activity or Work being reviewed.
2. This template for Independent Review of High-Risk Professional Activities or Work is endorsed by Engineers and Geoscientists BC. The Independent Reviewer remains professionally responsible for the conclusions in the completed letter.

