



ENGINEERS &
GEOSCIENTISTS
BRITISH COLUMBIA



Forest
Professionals
BRITISH COLUMBIA

TERMS OF REFERENCE

ENGINEERING, FORESTRY, AND GEOSCIENCE JOINT PRACTICE PANEL (JPP)

1. Preamble

The Engineering, Forestry, and Geoscience Joint Practice Panel (JPP) between Forest Professionals BC (FPBC) and Engineers and Geoscientists BC (EGBC) (collectively, “the regulatory bodies”) operates collaboratively in accordance with the *Professional Governance Act* (PGA). Its purpose is to develop recommendations that strengthen collaboration between regulatory bodies and support the inter-professional practice among registrants, with a focus on protecting the public interest.

The JPP is established pursuant to a Memorandum of Understanding (MOU) between FPBC and EGBC dated for reference June 23, 2026. The MOU recognizes that there is an *overlap* in the practices of professional forestry, professional engineering and professional geoscience regarding the design and construction of forest road bridges and major culverts (crossings) and that further areas of *practice alignment* and *practice intersection* exist.

2. Purpose

To consider and make recommendations within the regulatory mandate under the PGA regarding matters of inter-professional practice including:

- a) development of standards of practice, standards of competence, professional guidance and/or other supporting materials for professional services in the forest sector relative to areas of joint practice between professional engineering, forestry, and/or geoscience; and
- b) other matters referred to the JPP by the regulatory bodies.

3. Authority and Reporting

- 3.1 The panel is established under the authorization of the Chief Executive Officers (CEOs) for FPBC and EGBC.

- 3.2 The regulatory bodies retain authority over the panel's purpose, function, and direction.
- 3.3 The panel serves in an advisory capacity only and provides advice to the practice directors of EGBC and FPBC or their delegates on matters related to its purpose.
- 3.4 The members of the JPP report to the practice directors or their delegate.

4. Function

- 4.1 Identify and help prioritize professional practice interface issues and any associated matters.
- 4.2 Provide recommendations or resolutions for issues arising from the practice interface.
- 4.3 Act as a conduit to the registrant base and the regulators and assisting with development of standards and guidance documents, descriptive material, and continuing education material, including but not limited to, guidelines, advisories, webinars, and articles regarding any area of relevant regulatory practice.
- 4.4 Seek feedback from users of the guidance documents, not limited to FPBC and EGBC registrants, to ensure the guidance document(s) are effective.
- 4.5 Assist in development of processes that can be used as a model by other collaborative regulatory body joint working groups.
- 4.6 Identify lessons learned and implement recommendations to improve processes.
- 4.7 When requested, provide professional and industry specific feedback on the drafting of codes, legislation, and policies as applicable.

5. Decision Making

- 5.1 It is expected that JPP recommendations or decisions will be by majority consensus and that efforts will be made by all members to participate in a collaborative manner.
- 5.2 If consensus is achieved, the recommendation or decision moves forward. If consensus is not achieved, the recommendation or decision lies with the practice directors.
- 5.3 Recommendation and decision considerations will be documented.

6. Appointment and Membership

- 6.1 Members will be selected through a merit-based process that includes knowledge of, and experience with, the interactions between applied engineering, forestry, and geoscience professional practices, in addition to relevant competencies.
- 6.2 The members of the JPP are appointed by their respective regulator's practice director or their delegate and must sign a letter of appointment.
- 6.3 A maximum of five members per regulator may be appointed, with the aim to have equal representation for each regulatory body. In addition, a minimum of one non-voting staff person from each regulator will be appointed to provide staff support.
- 6.4 Voting members may be registrants of one or both regulators; however, each is appointed by one regulator to serve as its representative.
- 6.5 Representatives of other relevant organizations may also be appointed to the panel, serving in an external advisor capacity independent of either regulator. These representatives will be non-voting members.
- 6.6 Members are entitled to submit time spent participating in meetings and JPP related activities to EGBC and/or FPBC for credit towards their continuing education requirements.

7. Terms of Office

- 7.1 Voting members are requested to serve on the JPP for a minimum of one two-year term and can serve up to a maximum of three consecutive terms.
- 7.2 Non-voting members representatives may have flexible terms and are at the discretion of the regulators practice director or their delegate.
- 7.3 Any voting member who is unable to attend meetings due to extended illness or parental leave may submit a request to the practice directors of the regulator under which they have been appointed, or their delegate, to place their appointment on hold. Where a hold is approved, the member's participation will be paused, and the member will resume service upon return to complete the remaining portion of their term. Where an extended absence by a member materially affects the JPP's ability to carry out its work, a temporary member may be appointed for a limited term to support panel deliberations during the period of the absence. The appointment of a temporary member does not affect the original member's term or the extension of that term following the hold period.

8. Revocation

- 8.1 Any member may be removed, at the discretion of the practice director of the regulator under which they have been appointed, or their delegate, for any of the following reasons:
- a) Three or more unexcused absences from consecutive meetings;
 - b) Absence from a majority of meetings held within the preceding year;
 - c) Not maintaining their good standing with their regulator; or
 - d) Other reasons determined by a director of practice to warrant removal.

9. Meeting Facilitation

- 9.1 The role of Chair and Vice Chair will be shared between the practice directors of the regulators, or their delegates.

10. Quorum

- 10.1 Quorum will be fifty percent plus one of the JPP voting members, provided at least one member from each regulator are present.

11. Meetings

- 11.1 The JPP may meet up to six times per year, approximately every two months, or at the direction of the practice directors or their delegates.
- 11.2 The duration of the meetings will be no more than two hours, with the exception of one extended meeting which may be up to four hours.
- 11.3 Meetings will be held virtually, with the exception of one extended meeting per year which may be held in-person.
- 11.4 The JPP may also discuss issues by email or other electronic media where communication may not be simultaneous, provided all members of the JPP have access to the medium chosen and all communication to and from one member is broadcast to all other members of the JPP.
- 11.5 Meeting minutes will be prepared and distributed in a timely manner by FPBC and EGBC staff.

12. Communications and Confidentiality

- 12.1 Meeting summaries and other documents created by the JPP will be distributed and retained by FPBC and EGBC.

- 12.2 Participation in the JPP is confidential. Members and non-voting members must not engage in any public communications related to the JPP, except through FPBC and/or EGBC staff who are authorized to speak on behalf of the regulator.

13. Budget and Expenses

- 13.1 Sufficient funding shall be provided by the two regulatory bodies to cover JPP expenses, including any in-person meetings.
- 13.2 For any in-person meeting, shared costs (including venue rental, catering, and meeting materials) shall be shared equally between FPBC and EGBC. Each regulatory body is responsible for its members' travel, accommodation, meals, and other related travel expenses.
- 13.3 Expenses shall be reimbursed in accordance with each regulator's official reimbursement policy.

14. Review of Terms of Reference

- 14.1 These terms of reference shall be reviewed at least every two years, or sooner at the request of either regulator's practice director or their delegate.



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